



THE CORPORATION OF THE CITY OF COURTENAY

STAFF REPORT

To: Council
From: Chief Administrative Officer
Subject: Draft Asset Management Policy

File No.: 1670-00
Date: June 15, 2015

PURPOSE:

To introduce a Policy to guide implementation of organization-wide Asset Management processes to meet the asset-intensive Sustainable Service Delivery needs of the City.

CAO RECOMMENDATIONS:

That, based on the June 1, 2015 staff report "*Draft Asset Management Policy*", Council approve Option 1 to endorse the draft policy as follows:

"THAT Council adopts "Asset Management Policy #1670.00.02" effective June 1, 2015.

Respectfully submitted,

David Allen, BES, CLGEM, SCLGM
Chief Administrative Officer

BACKGROUND:

Local governments throughout British Columbia own, operate and maintain a wide array of infrastructure assets. These include, but are not limited to, transportation networks, water distribution networks, sewage collection systems, information technology systems, vehicle and equipment fleets, parks and civic facilities.

In 2014 the Government of Canada, Government of British Columbia and the Union of British Columbia Municipalities adopted a new 5-year \$1.3B agreement on the Federal Gas Tax Fund. One condition of that agreement was that the partners would adopt, within one year, "an Asset Management framework to guide Local Governments in meeting their Asset Management commitment" articulated in the new Gas Tax Agreement. The Framework was finalized in February 2015 and is attached for information.

As council members are aware, one of the Operational Strategies assigned to the CAO for 2015 was to create by June an Asset Management Policy for Council consideration. The attached draft Policy is respectfully submitted to meet that commitment.

DISCUSSION:

Council may have noticed the practice of Asset Management was a common theme amid the 2015 budget discussions and recent consideration of granting opportunities offered by senior governments. This common theme of Asset Management as a policy objective began in Courtenay nearly two years ago and its practices have since been encouraged at the policy, administrative and operational levels.

The attached “Asset Management for Sustainable Service Delivery: a BC Framework” (the ‘Framework’) is obviously consistent with the recent budget and granting discussions council members will recall. This reflects the universality of good Asset Management practices, and Courtenay senior staff membership on the Asset Management BC Working Group that was given responsibility to write the ‘Framework’ on behalf of Canada/BC/UBCM 2014 Gas Tax Agreement partners. The ‘Framework’ links Sustainable Service Delivery and Asset Management and gives an overview of how the latter leads to attainment of the former.

Not surprisingly, the draft Asset Management Policy is consistent with all of the above.

FINANCIAL IMPLICATIONS:

Represented in the draft 2015-2019 Financial Plan; while only a small portion of senior staff Professional Development costs, the BC Asset Management Planning Grant (\$10K in-kind) will off-set the cost of 2014 planned essential training to achieve the 2014 Asset Management objectives.

ADMINISTRATIVE IMPLICATIONS:

Included in the 2015 Workplan and represents approximately 600 training hours.

ASSET MANAGEMENT IMPLICATIONS:

The Asset Management Policy is the fundamental instruction for practicing an organization-wide system that will impact every service delivered by the City.

STRATEGIC PLAN REFERENCE:

Part of 2015 CAO Operational Strategy #3

OFFICIAL COMMUNITY PLAN REFERENCE:

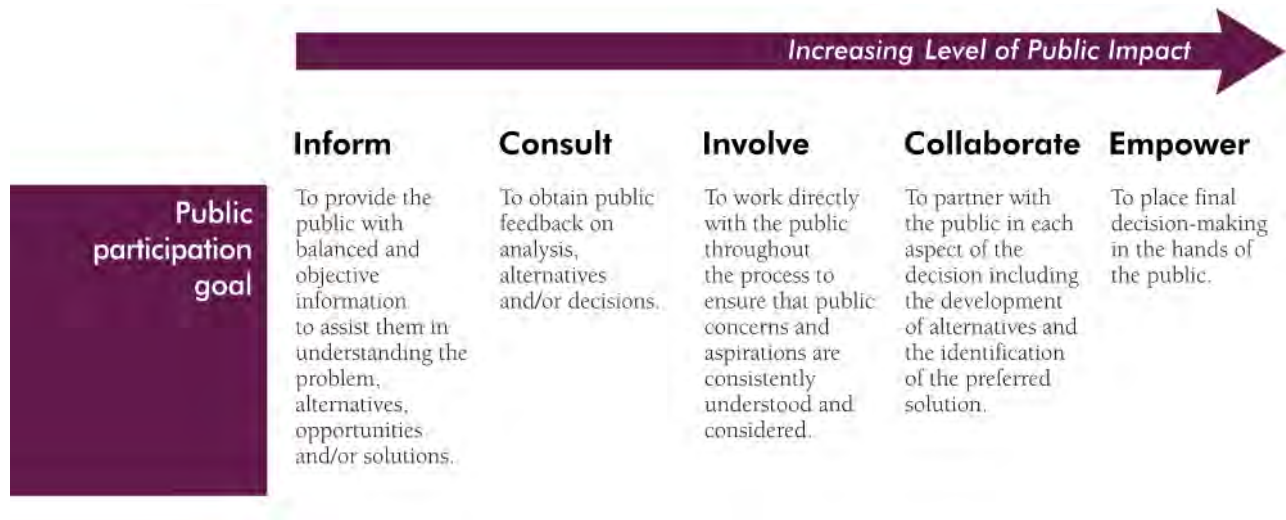
N/A

REGIONAL GROWTH STRATEGY REFERENCE:

N/A

CITIZEN/PUBLIC ENGAGEMENT:

Public engagement will be at the “Inform” level within both the 2014 and 2015 Annual Reports under the heading of Asset Management.



OPTIONS:

Option 1:

That, based on the June 1, 2015 staff report “Draft Asset Management Policy”, Council adopts “Asset Management Policy #1670.00.02” effective June 15, 2015. [Recommended]

Option 2:

That, Council defer adoption of “Asset Management Policy #1670.00.02” to a future date.

Prepared by:

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