

STAFF REPORT



TO: Council
FROM: Trudy Payne, CAO
DATE: September 14, 2020
SUBJECT: Grant Application Asset Management

ORIGIN:

Recommended by the Audit and Control Committee and approved by Council, the Municipality agreed to involve staff in training on Asset Management through the AIMS Network to learn more about asset management and planning based on life cycle planning for the maintenance and capital for infrastructure required to provide services to our residents and businesses.

RECOMMENDATION:

THAT Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program to develop an Asset Management Inventory and Preliminary Capital Program and;

THAT the Municipality of Shelburne commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

Activity 1: Prepare an inventory of major assets including sidewalks, trails, fleet and municipal-owned buildings and structures in spreadsheet and GIS

Activity 2: Undertake Condition Assessments on the Municipality's Infrastructure.

Activity 3: Prepare State of Infrastructure Reports, a Preliminary Capital Program and Fact Sheets for public information and;

THAT the Municipality commits **\$2,800.** from its gas tax reserves toward the costs of this initiative.

BACKGROUND:

The Municipality is part of a cohort group through the AIMS Network to learn more about asset management. Three staff are part of the Asset Management Team receiving the training. FCM currently has a grant program in which Municipalities can make application. If the Municipality supports the project work proposed in the attached document, the AIMS Network will develop the grant application and submit it to FCM. The Towns of Kentville, Oxford, Middleton and the Municipality of Clare are part of the cohort group and would be included in the grant application being submitted. If the Municipality were to make application on its own, FCM would be seeking 30% funding commitment from the Municipality. By applying as part of the cohort group the funding commitment FCM seeks is 10%.

DISCUSSION:

If Council approves making application and committing the \$2,800 required and the funds are approved by FCM the Municipality will accomplish developing an inventory of major assets including sidewalks, trails, fleet and municipal-owned buildings and structures in spreadsheet and GIS; undertaking Condition Assessments on the Municipality's Infrastructure; and prepared State of Infrastructure Reports, a Preliminary Capital Program and Fact Sheets for public information and information that will aid Council in future decision making. The cost to complete this work is \$28,000, with grant funding the Municipality has the potential to receive, this work would cost the Municipality \$2,800 – a significant cost savings to the Municipality.

BUDGET IMPLICATIONS:

Gas Tax funds can be used towards this project if the funding application is approved.

ATTACHMENTS:

AIM Network Asset Management Project Overview Report