



Town of Newmarket
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Asset Management Policy Staff Report to Council

Report Number: 2019-65

Department(s): Corporate Asset Management

Author(s): Lisa Ellis, Manager Corporate Asset Management

Meeting Date: June 17, 2019

Recommendations

1. That the report entitled Asset Management Policy dated June 17, 2019 be received; and,
2. That the Asset Management Policy (Appendix A) be approved; and,
3. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Purpose

The purpose of this report is to inform Council of changes required to the Town's Asset Management Policy and procedures as a result of Ontario Regulation 588/17.

Background

Development and Infrastructure Services Information Report 2019-04 provided an update on the Provinces requirements regarding Ontario Regulation 588/17. Since this time the Asset Management Steering Committee has been working to update Corporate Policy CAO.4-01 to meet this legislation.

Discussion

A Council Workshop was held on May 28th, 2019 to review the progress the Town has made on Asset Management to date. In addition, staff informed Council of the Provincial requirements of [O. Reg. 588/17 Asset Management Planning for Municipal](#)

[Infrastructure, under the Infrastructure for Jobs and Prosperity Act, 2015, S.O. 2015, c.15](#) as follows:

- The municipality's commitment to consider, as part of its asset management planning:
 - i. the actions that may be required to address the vulnerabilities that may be caused by climate change to the municipality's infrastructure assets, in respect of such matters as,
 - a. operations, such as increased maintenance schedules,
 - b. levels of service, and
 - c. lifecycle management,
 - ii. the anticipated costs that could arise from the vulnerabilities described above,
 - iii. adaptation opportunities that may be undertaken to manage the vulnerabilities described above,
 - iv. mitigation approaches to climate change, such as greenhouse gas emission reduction goals and targets, and
 - v. disaster planning and contingency funding.
- A process to ensure that the municipality's asset management planning is aligned with any of the following financial plans:
- Financial plans related to the municipality's water assets including any financial plans prepared under the Safe Drinking Water Act, 2002.
- Financial plans related to the municipality's wastewater assets.
- A process to ensure that the municipality's asset management planning is aligned with Ontario's land-use planning framework, including any relevant policy statements issued under subsection 3 (1) of the Planning Act, any provincial plans as defined in the Planning Act and the municipality's official plan.
- An explanation of the capitalization thresholds used to determine which assets are to be included in the municipality's asset management plan and how the thresholds compare to those in the municipality's tangible capital asset policy, if it has one.
- The persons responsible for the municipality's asset management planning, including the executive lead.

- An explanation of the municipal council's involvement in the municipality's asset management planning.
- The municipality's commitment to provide opportunities for municipal residents and other interested parties to provide input into the municipality's asset management planning.
- Every municipality shall prepare its first strategic asset management policy by July 1, 2019 and shall review and, if necessary, update it at least every five years.

The Asset Management Steering Committee has updated Corporate Policy CAO.4-01 to address the requirements outlined above.

Conclusion

The revised Policy (Appendix A) will guide the overall direction of asset management at the Town. The Policy establishes the key principles, overall mission and goals for the program, and is guided by the Organizational Strategic Plan as directed under section 3 of the Infrastructure for Jobs and Prosperity Act, 2014.

In addition, the Procedures support Corporate Asset Management Policy by outlining the roles and responsibilities of all stakeholders involved in Asset Management practices supporting the delivery of municipal services to its residents and customers.

At this time staff are seeking Council approval of the Policy (Appendix A) and its appendices as attached.

Business Plan and Strategic Plan Linkages

This policy aligns with the Town's Strategic Plan directions in being Well-Equipped & Managed and Well-Planned and Connected by implementing policy that reflects sound and accountable governance and is the foundation of the Town's Key Strategic Asset Management documents and Corporate Asset Management Framework.

Consultation

The Asset Management Steering Committee consists of Directors from Engineering, Public Works, Finance, Information Technology and Innovation. All areas were involved in a review of the requirements and have provided input to the revisions proposed by the Office of Corporate Asset Management.

Human Resource Considerations

No additional resources are required as a result of this report.

Budget Impact

No additional resources are required as a result of this report.

Attachments

Appendix A – Policy Number: CAO.4-01 – Corporate Asset Management

Approval

Peter Noehammer, Commissioner Development Infrastructure Services

Jag Sharma, Chief Administrative Officer

Contact

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