

Staff Report

Presented By: Jessica Rodgers, Supervisor, Asset Management

Meeting Date: November 11, 2024

Subject: Introduction to Proposed Levels of Service for Asset Management

Attachment(s): 2025 Development of Proposed Levels of Service

Recommendation

That Council receive the Introduction to Proposed Levels of Service for Asset Management report for information.

Report Summary

The Town is updating its Asset Management Plan (AMP) to meet the requirements of O. Reg. 588/17, focusing on establishing proposed Levels of Service by July 1, 2025. The update aims to integrate asset management into daily operations with help from Hemson Consulting. Objectives include creating an online survey for resident input, identifying measurable levels of service, developing tools for tracking these measures, to inform Asset Management and Financial Strategies.

Background/Analysis

The Town is embarking on the next phase of updating its Asset Management Plan (AMP) to align with the requirements outlined in O. Reg. 588/17, specifically focusing on establishing proposed Levels of Service for all assets by the target date of July 1, 2025. This update aims not only to fulfill regulatory obligations but also to integrate asset management practices into the daily operations of the Town through effective knowledge transfer.

The Town will be working with Hemson Consulting to ensure a comprehensive update of the AMP that meets regulatory requirements while fostering internal capacity for Asset Management.

Hemson has proposed a structured approach to developing the updated AMP, combining the Town's internal resources with their expertise. The Plan will cover all asset categories and analyze proposed levels of service.

The primary objectives and overall scope of this study are to:

- identify measurable levels of service as they relate to all assets;
- development of an Excel-based tool to track and maintain the level of service measures over time;
- development of an online survey for resident input;
- development of Asset Management Strategy; and
- development of a Financial Strategy to achieve proposed levels of service

The Town plans to hold two (2) Public Information Centres (PIC) over the course of the study to receive input from the public on key focus areas. The first of two PICs will be held November 20th at 5:00 pm at the Bruce County Museum and Cultural Centre. This will act as an educational opportunity to engage with the public followed by an online survey to close December 6th.

This project will continue into Q1 of 2025 with a final report including the proposed levels of service to Council

Linkages

- Strategic Plan Alignment: Pillar 1: Meeting the Needs of a Growing Community
- Business Plan Alignment: Development Services Major Initiative

Financial Impacts/Source of Funding

No costs or revenue is associated with this report.

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