



# COUNTY OF WELLINGTON

## COMMITTEE REPORT

**To:** Chair and Members of the Roads Committee  
**From:** Andrea Brossault, Asset Management Programme Manager  
**Date:** Tuesday, November 09, 2021  
**Subject:** **Asset Management Plan for Core Assets**

### Background:

In June 2021, the Ontario government amended the deadlines under Ontario Regulation 588/17, Asset Management Planning for Municipal Infrastructure. The amendment gave municipalities an additional year to complete the remaining requirements outlined in the regulation.

The following table provides a description of the requirements and outlines the updated timelines for compliance with the regulation:

Date	Requirement	Status	Description
July 1, 2019	Strategic Asset Management Policy	COMPLETE	The policy identifies municipal goals the asset management plan supports, how the budget is informed, asset management planning principles, considerations for climate change, and a commitment to provide opportunities for stakeholder input.
July 1, 2022	Asset Management Plan (Core Assets)	PENDING	The plan must address current levels of service and the associated costs of maintaining that service for roads, bridges, culverts and storm water assets.
July 1, 2024	Asset Management Plan (All municipal assets)	IN PROGRESS	The plan must address current levels of service and the associated costs of maintaining that service for all municipal assets.
July 1, 2025	Asset Management Plan (Proposed Levels of Service)	NOT STARTED	Builds on the 2024 requirement by including a discussion of proposed levels of service, what activities will be required to meet proposed levels of service, and a strategy to fund those activities

While the regulation no longer requires the first plan to be completed by July 1, 2021, the County committed to moving forward with producing the Asset Management Plan for core assets in 2021. The decision to move forward at this time was to facilitate the following:

- Provide updated information to inform financial indicators as part of the reserve fund study.
- Provide tools and information for upcoming budget cycles, including the 2022 budget.
- Utilize the new asset management software (CityWide) to consolidate and centralize all available data in one asset registry database.
- Link asset data to available studies, reports and systems including Geographic Information Systems (GIS).
- Provide asset mapping and geographic analysis functionality.

## Current Status:

County staff have completed the Asset Management Plan for core assets as required under the legislation. The purpose of this first plan is to be clear and transparent on how the County is managing its assets in order to meet the current levels of service and the costs associated with delivery of that service to the community for roads, bridges, culverts and stormwater assets.

In order to meet the requirement of the regulation, the County must approve the Asset Management Plan for core assets and make it publicly available on the County's website.

The plan for core assets contains the following information:

AM Plan Section	Content Summary
Executive Summary	Summarizes the Key Contents of the AM Plan: <ul style="list-style-type: none"><li>• Asset Inventory</li><li>• Asset Funding Needs</li><li>• Asset Condition</li><li>• Asset Risk Rating</li><li>• Infrastructure GAP and Backlog</li></ul>
Introduction	Background information on the following: <ul style="list-style-type: none"><li>• What is Asset Management?</li><li>• County assets included in the plan</li><li>• Corporate Asset Management Programme initiatives and commitments at the County to date</li><li>• Infrastructure GAP and Backlog</li><li>• Strategic Asset Management Policy</li><li>• Continuous improvement and Collaboration</li></ul>
Key Concepts	Outlines the key data points and concepts that are provided for each of the core infrastructure summaries within the plan including: <ul style="list-style-type: none"><li>• Condition</li><li>• Risk</li><li>• Lifecycle Events</li><li>• Estimated Useful Life</li><li>• Demand Management</li><li>• Climate Change Considerations</li><li>• Replacement Cost</li><li>• Funding Needs</li><li>• Financing Strategy</li><li>• Levels of Service</li></ul>
Infrastructure Summaries	Detailed Technical Information on Core County Assets; including mapping, data quality, modelling assumptions, and levels of service for: <ul style="list-style-type: none"><li>• Roads</li><li>• Bridges and Culverts</li><li>• Stormwater Network</li></ul>
Appendices	Appendix A: Glossary of Terms and Acronyms Appendix B: Regulatory Compliance Chart

## Challenges:

The AM Plan is a living document that requires regular review. The first asset management plan for core assets utilizes the best available data at the time of its completion. As updated data and information becomes available, it must be uploaded into the asset management system and incorporated into the modeling and analysis. Continued collaboration and commitment from departmental staff as asset owners is required. Ensuring accurate and repeatable data is a critical component, as it will form the baseline data for subsequent versions of the AM Plan.

Linking the capital and operating budgets to lifecycle costs will require alignment with the current budget structure and existing terminology. Determining the funding gap requires clear alignment between the budget categories and the asset lifecycle activities defined in CityWide. This is expected to evolve over time as lifecycle activities are more clearly defined and departmental staff have access to the predictive modeling components of CityWide.

## Next Steps:

County staff will proceed with the following activities:

- Continue to work collaboratively with internal departments to improve and support the data and information required for the asset management plan(s).
- Provide departmental staff with the training and tools required to utilize the functionality of the new Asset Management software in order to comprehensively review and confirm the consolidated data moving forward.
- Develop annual reporting on key information required to update the financial analysis and detailed 10-Year Financial Forecast for Capital Assets.
- Continue to work collaboratively with member municipalities in order to collect and collate GIS data, and continue the process of identifying further areas for potential collaboration.
- Work to incorporate additional assets, in advance of producing the next asset management plan, required under the legislation in July of 2024.

## Attachments:

Appendix A: Asset Management Plan for Core Assets

## Recommendation:

That the Asset Management Plan for Core Assets be approved; and

That County staff make it publicly available on the County of Wellington website.

Respectfully submitted,



Andrea Brossault

Asset Management Programme Manager