

Wheatland County

Request for Decision

Regular Council Meeting

August 18, 2020

Report prepared by: Matt Boscarol



Asset Management Cohort Application

Recommendation from Administration

THAT Council direct Administration to apply for a grant opportunity from Rural Municipalities of Alberta (RMA) for the Asset Management Cohort program. Council supports the following program in order to advance our asset management program. Costs towards this project are not to exceed \$2,000.

Chief Administrative Officer's Comments

N/A

Report

Division: County-wide

Asset management helps communities manage municipal infrastructure assets and make better investment decisions. It also assists in reducing risks so municipalities can provide reliable and affordable services and a high quality of life to residents.

Wheatland County is undertaking an extensive Asset Management project initiative that will position the County to make better, more informed, evidence-based decisions surrounding the replacement of assets. By situating the County with the tools and capacity to make evidence-based decisions on asset replacement, the budgeting process will be more streamlined, allowing Council to make more effective and efficient decisions as municipalities face more stringent budget cycles. The outcome will be a net-benefit to County residents because the organization will be able to deliver its' services more effectively, by being more efficient.

The County has formed an internal Committee being spearheaded by the Manager of IT Services, and the Development and GIS Analyst. The committee is also comprised of staff who have been identified as asset managers in each respective functional area. Both General Manager's of Community and Development Services, and Corporate and Financial Services, are project sponsors.

The Rural Municipalities of Alberta (RMA) – funded through the Federation of Canadian Municipalities (FCM) – is offering capacity-building cohorts that are being offered throughout the balance of 2020, and into 2021. Each cohort will support a group of municipalities who will collaboratively improve their asset management capacity. By the end of the process, it is expected that Wheatland County will achieve the following:

- Establishment and development of an Internal Asset Management Team (completed – but any additional lessons learned will be incorporated);
- Development of an Asset Management Policy; and
- Development of an Asset Management Strategy.

Participation in the cohort will include three in-person workshops, to be hosted on a rotational basis by participating municipalities, as well as more frequent conference calls. Participants will operationalize learnings within their municipality throughout the project period by engaging others in their municipality in the development of asset management policies, internal teams, etc.

Participants will report on their progress through completion of an asset management self-assessment using the MAMP Asset Management Readiness Scale prior to the project's commencement and upon completion of the project. Participants will also engage with the project team and one another through phone, email, and / or other means as needed to share challenges, ideas, concerns, etc., as such regular engagement supports an effective group learning process.

Participants will be asked to sign an acknowledgement of the participant commitment expectations, and council will be required to pass a motion endorsing the municipality's participation. This will ensure that participants are well supported in their time commitment and have organizational support to implement the learnings from the cohort.

Relevant Policies, Practices, and Legislation

N/A

Alignment with the Strategic Plan

- Wheatland County is committed to provide services that recognize and encourage balanced, sustainable, long term growth and opportunities. We advocate prudent use of our resources and promote a quality of life for our citizens that reflect our agriculture heritage.
- Providing consistent, accountable, innovative governance.
- Wheatland County is committed to serving the needs of our diverse rural community.

Response Options

Option 1: THAT the proposed recommendation is accepted/approved.

Option 2: THAT the proposed recommendation is not accepted/approved.

Option 3: THAT an alternate recommendation is accepted/approved.

Implications of Recommendation

General

Working with external agencies (RMA).

Organizational

Internal Committee time commitment across all departments and functional areas (i.e., parks and recreation, finance, roads, utilities, fleet, I.T, health and safety, etc.).

Financial

The Asset Management Cohort process not to exceed \$2000.00.

Environmental, Staff, and Public Safety

N/A

Follow-up Action / Communications

The Committee is required to submit a formal Council resolution and will provide the resolution with the Asset Management Cohort Application.

Report Approval Details

Document Title:	Asset Management Committee - Asset Management Cohort Application.docx
Attachments:	
Final Approval Date:	Jul 30, 2020

This report and all of its attachments were approved and signed as outlined below:

A handwritten signature in black ink, appearing to read "Brian Henderson", written in a cursive style.

Brian Henderson