

# Staff Report to Council

Financial Services

FILE: 05-1610-01/22

**REPORT DATE:** May 09, 2022                      **MEETING DATE:** May 17, 2022  
**TO:** Mayor and Council  
**FROM:** Cheryl Harding, Director of Financial Services  
**SUBJECT:** UBCM Asset Management Planning Program - Asset Management Plan Update Grant Application

**CHIEF ADMINISTRATIVE OFFICER REVIEW/APPROVAL:**



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**RECOMMENDATION(S):**

THAT Council:

- A. Approve a grant application to the UBCM Asset Management Planning Program in the amount of \$25,000 for the purpose of updating the City's Asset Management Plan; OR
- B. Other.

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**PURPOSE**

To obtain approval and support from Council to apply to UBCM's Asset Management Planning Program for a \$25,000 grant to partially fund the City's Asset Management Plan update. A resolution of Council's approval and support is required as part of the grant application.

Information Report                       Decision Report                       Direction Report

**DISCUSSION**

**Background:**

The City's Asset Management Plan identifies the characteristics and condition of City owned infrastructure assets, levels of service expected from them, planned actions to ensure the assets are providing the expected level of service and financing strategies to implement the planned

actions. The overall intent of the Asset Management Plan is to help the City ensure investments are made at the right time, future repair and rehabilitation costs are minimized, and municipal assets are being appropriately maintained. The Asset Management Plan was last completed in 2017, the plan is a living document and requires periodic full review and updating.

**Analysis:**

The update to the Asset Management Plan was approved by Council as part of the 2022 Financial Plan with a budget of \$55,000. The project is currently planned to be funded entirely from City reserves. Staff would like to apply for this grant to partially fund the project and requires Council approval and support as part of the application. If we are successful in obtaining this grant it would reduce the amount of the project that would have to be funded from reserves.

**COUNCIL STRATEGIC PLAN ALIGNMENT**

- Principled Governance     Balanced Economic Prosperity     Corporate Excellence  
 Community Spirit & Wellbeing     Transportation & Infrastructure Initiatives  
 Not Applicable

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**FINANCIAL IMPLICATIONS**

- None     Budget Previously Approved     Referral to Business Planning

The Asset Management Plan Update is included in the 2022 Financial Plan and has an approved budget of \$55,000 funded by City reserves. If the grant application is successful only \$30,000 would have to be funded from reserves and \$25,000 would be funded from the grant.

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**PUBLIC PARTICIPATION**

- Inform     Consult     Involve     Collaborate     Empower

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**KATZIE FIRST NATION CONSIDERATIONS**

- Referral     Yes     No

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**SIGN-OFFS**

**Written by:**

K. Holtzman,  
Manager of Financial Planning & Reporting

**Reviewed by:**

C. Harding,  
Director of Financial Services

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**ATTACHMENT(S):**

- A. UBCM Grant Application May 2022