



DEVELOPMENT AND INFRASTRUCTURE SERVICES COMMISSION
TOWN OF NEWMARKET
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December 22, 2014

**JOINT DEVELOPMENT AND INFRASTRUCTURE SERVICES COMMISSION,
CORPORATE SERVICES COMMISSION AND OFFICE OF THE CAO
INFORMATION REPORT 2014 - 10**

TO: Mayor and Members of Council

SUBJECT: Asset Management Plan (AMP)

ORIGIN: Asset Management Plan Task Force

In accordance with the Procedure By-law, any Member of Council may request that this Information Report be placed on an upcoming Committee of the Whole agenda for discussion through the Clerk.

PURPOSE

This Information Report is to inform Members of Council of the status of the Town's Asset Management Plan (AMP), which is being prepared to address three important needs:

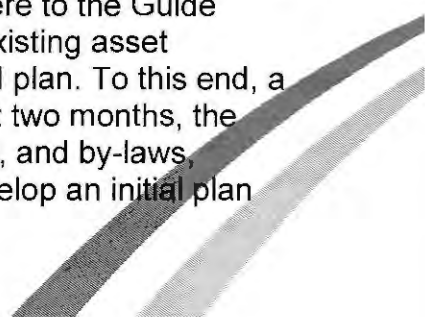
- i. General municipal asset replacement practices;
- ii. Public Expectations for municipal services provided through infrastructure, and
- iii. Recent regulatory changes regarding public sector accounting and grant applications

The deadline with respect to the latter item on grant applications is December 31, 2014 in order to meet provincial guidelines going forward.

COMMENTS

The Ontario Community Infrastructure Fund (OCIF) requires that municipalities must have an Asset Management Plan (AMP) in place and posted on the Town's web-site by the end of 2014. The Town of Newmarket currently benefits from OCIF grant funding in the amount of \$317,700 annually from the formula-based component, and from application based projects historically.

The provincial government has described the essential elements of an Asset Management Plan in the "Building Together: Guide for Municipal Asset Management Plans" published by the Ministry of Infrastructure. In order to meet the essential elements and adhere to the Guide within a short timeframe, the Town's approach has been to capitalize on existing asset management and tracking resources, and combine them into an integrated plan. To this end, a task force was established to develop a plan for Newmarket. Over the past two months, the Task Force has been gathering existing reports, data, policies, procedures, and by-laws, interviewing key information stakeholders, and conducting research to develop an initial plan



that fulfills provincial requirements. The Plan has been built on existing data and information already completed by Hemson Consulting, the Town's consultant on the Capital Financing Sustainability Strategy, the Town's Roads Needs Study, and other relevant data pertaining to the water and wastewater systems. While the Plan will meet the essential requirements to address the three identified needs captured by the purpose statement above, consideration will be given to enhancing the Plan in the future.

THE PLAN

In accordance with the "Building Together: Guide for Municipal Asset Management", the Town's Plan contains the following six key sections:

1. Executive Summary
2. Introduction
3. State of the Local Infrastructure
4. Desired Levels of Service
5. Asset Management Strategy
6. Financing Strategy

The four asset classes addressed in the Town's initial Plan include:

1. Roads
2. Bridges & Large Culverts
3. Water System
4. Wastewater System

A copy of the Plan has been posted on the Town's web-site. [Click here to view a copy.](#) Staff is also proposing that there be a presentation and/or workshop to educate Members of Council about the Plan early in 2015.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

The Plan will cover the 10-year period from 2014 to 2024. Accordingly, it will serve Newmarket as a strategic, planning, and financial management document, linking other corporate plans and processes. A Plan was envisioned by Newmarket's Strategic Plan through the key focus area of being Well-equipped & Managed in meeting existing and future operational demands and desired levels of service needs. The Plan will support Newmarket's processes to reflect sound and accountable governance of its municipal infrastructure and focus on how municipal tax dollars and other revenues are invested into the future

HUMAN RESOURCE CONSIDERATIONS

Not Applicable to this Information Report.

BUDGET IMPACT

There are no Capital or Operating Budget impacts associated with this Information Report.

CONTACT

For more information on this report contact Peter Noehammer at (905) 953-5300 ext. 2201 or pnoehammer@newmarket.ca .



Anita Moore, Commissioner
Corporate Services



Peter Noehammer, Commissioner
Development & Infrastructure Services



Bob Shelton, Chief Administrative Officer

Link to: Asset Management Plan

Copies to: Strategic Leadership Team
 Operational Leadership Team
 Asset Management Plan Steering Group Members
 Asset Management Plan Working Group Members