

The Corporation of the Township of Hornepayne
 68 Front Street, PO Box 370
 Hornepayne, Ontario
 P0M 1Z0



COUNCIL RESOLUTION

MOVED BY: DRAGO
 signature

NO. 2019-339

SECONDED BY: [Signature]
 signature

DATE: JUN 19 2019

Be it resolved that By-Law No. 1739 being a By-Law to establish and adopt a Strategic Asset Management Policy for the Corporation of the Township of Hornepayne be hereby read a first and second time and be considered read a third time and finally passed.

Carried Defeated Deferred

[Signature]
 signature of presiding officer

RECORDED VOTE:	YES	NO	ABSTAINED
Councillor Belinda Kistemaker	—	—	—
Councillor Peter Kistemaker	—	—	—
Councillor Jon Peroff	—	—	—
Councillor Drago Stefanic	—	—	—
Mayor Cheryl Fort	—	—	—

Disclosure of pecuniary interest and the general nature thereof.

(Name) _____ (Name) _____

Disclosed the pecuniary interest and the general nature thereof and abstained from the discussion, vote and influence.

 (Clerk)

THE CORPORATION OF THE TOWNSHIP OF HORNEPAYNE

BY-LAW NO. 1739

**Being a By-Law to establish a
Strategic Asset Management Policy
for the Township of Hornepayne**

WHEREAS the Infrastructure for Jobs and Prosperity Act, 2015 ("IJPA") in section 6(2) sets out principles for the provincial government to regulate asset management planning for municipalities;

AND WHEREAS O.Reg. 588/17, released under the IJPA in December 2017 requires every municipality in Ontario to prepare and adopt a strategic asset management policy by July 1, 2019 to be reviewed and updated at least every five (5) years;

NOW THEREFORE the Council of Corporation of the Township of Hornepayne hereby enacts as follows:

1. That the Strategic Asset Management Policy attached hereto and referenced as Schedule "A" forms an integral part of this By-Law;
2. The Mayor and CAO/Clerk are hereby authorized to sign and affix the corporate seal for and on behalf of the Corporation to give force and effect to this By-Law;
3. This By-Law shall come into force and take effect upon passage.

Read a first and second time this 19th day of June, 2019.

Read a third time and finally passed this this 19th day of June, 2019.



Mayor



Clerk

Schedule "A" to By-Law No. 1739

STRATEGIC ASSET MANAGEMENT POLICY

Purpose:

The purpose of this policy is to ensure the development of the Township's asset management program, including roles and responsibilities, to facilitate logical and informed decision-making for the management of the Township's infrastructure, and to support the delivery of sustainable community services.

By using sound asset management practices, the Township can ensure that all infrastructure assets meet performance levels and continue to provide desired service levels in the most efficient and effective manner.

This policy demonstrates an organization-wide commitment to the good stewardship of infrastructure assets, and the adoption of best practices regarding asset management planning.

Definitions:

Unless otherwise noted, the definitions provided in this document align with those outlined in Ontario Regulation 588/17 (O. Reg. 588/17), Asset Management Planning for Municipal Infrastructure, under the Infrastructure for Jobs and Prosperity Act, 2015.

1. **Asset management (AM)** – the coordinated activity of an organization to realize value from assets. It considers all asset types, and includes all activities involved in the asset's life cycle from planning and acquisition/creation; to operational and maintenance activities, rehabilitation, and renewal; to replacement or disposal and any remaining liabilities. Asset management is holistic and normally involves balancing costs, risks, opportunities and performance benefits to achieve the total lowest lifecycle cost for each asset (ISO 55000).
2. **Asset management plan (AMP)** – Documented information that specifies the activities, resources, and timescales required for an individual asset, or a grouping of assets, to achieve the organization's asset management objectives (ISO 55000). Under O. Reg. 588/17, by 2021 AMPs for core municipal infrastructure assets will be required to include the current levels of service being provided; the current performance of each asset category; a summary of assets in each asset category, their replacement cost, average age, condition information, and condition assessment protocols; lifecycle activities required to maintain current levels of service; discussion of population and economic forecasts; and documentation of processes to make inventory- and condition-related background information available to the public.
3. **Capitalization threshold** – the value of a municipal infrastructure asset at or above which a municipality will capitalize the value of it and below which it will expense the value of it.
4. **Level of service** – parameters, or combination of parameters, which reflect social, political, environmental and economic outcomes that the organization delivers. Parameters can include, but are not necessarily limited to, safety, customer satisfaction, quality, quantity, capacity, reliability, responsiveness, environmental acceptability, cost, and availability (ISO 55000).
5. **Lifecycle activities** – activities undertaken with respect to a municipal infrastructure asset over its service life, including constructing, maintaining, renewing, operating and decommissioning, and all engineering and design work associated with those activities.

- e) The Township will integrate asset management practices with its long-term financial planning and budgeting strategies. This includes the development of financial plans that determine the level of funding required to achieve short-term operating and maintenance needs, in addition to long-term funding needs to replace and/or renew assets based on full lifecycle costing.
- f) The Township will consider the risks and vulnerabilities of infrastructure assets to climate change and the actions that may be required including, but not limited to, anticipated costs that could arise from these impacts, adaptation opportunities, mitigation approaches, disaster planning and contingency funding.
- g) The Township will align all asset management planning with the Province of Ontario's land-use planning framework, including any relevant policy statements issued under section 3(1) of the *Planning Act*; shall conform with the provincial plans that are in effect on that date; and shall be consistent with all municipal plans.
- h) The Township will coordinate planning between interrelated infrastructure assets with separate ownership structure by pursuing collaborative opportunities with neighbouring municipalities and jointly-owned municipal bodies wherever viable and beneficial.
- i) The Township will provide opportunities for municipal residents and other interested parties to provide input into asset management planning wherever and whenever possible.

Alignment with the Township's Strategic Direction

This policy aligns with the organization objectives and key strategic documents of the Township, including:

- Community and corporate strategic plans,
- Official plans and land-use by-laws,
- Financial plans,
- Financial plans relating to water and wastewater assets,
- Other municipal plans, documents and policies that have an impact on asset management planning.

Roles and Responsibilities:

Council is responsible for:

- ✓ approving the Strategic Asset Management Policy and future updates;
- ✓ approving other items related to the Asset Management Plan such as Levels of Service and acceptable risk;
- ✓ approving the spending levels on capital assets through the annual operating and capital budgets.

- h) Infrastructure planning and investment should be evidence-based and transparent, and, subject to any restrictions or prohibitions under an Act or otherwise by law on the collection, use or disclosure of information,
 - i. investment decisions respecting infrastructure should be made on the basis of information that is either publicly available or is made available to the public, and
 - ii. information with implications for infrastructure planning should be shared between the Township and broader public sector entities, and should factor into investment decisions respecting infrastructure.
- i) Where provincial or municipal plans or strategies have been established in Ontario, under an Act or otherwise, but do not bind or apply to the Township, as the case may be, the Township should nevertheless be mindful of those plans and strategies and make investment decisions respecting infrastructure that support them, to the extent that they are relevant.
- j) Infrastructure planning and investment should promote barrier-free accessibility.
- k) Infrastructure planning and investment should minimize the adverse impacts of infrastructure on the environment and strive to respect and help maintain ecological and biological diversity, and infrastructure should be designed to be resilient to the effects of climate change.
- l) Infrastructure planning and investment should endeavour to make use of acceptable recycled aggregates.
- m) Infrastructure planning and investment should promote community benefits, being the supplementary social and economic benefits arising from an infrastructure project that are intended to improve the well-being of a community affected by the project, such as local job creation and training opportunities, improvement of public space within the community, and any specific benefits identified by the community.

Policy Adoption and Review Guidelines

The Township shall review and, if necessary, update this policy at least every five years after its initial date of adoption by Council.

Date of Adoption by Council	By-Law No.	Resolution No.	Date of Most Recent Review by Council	Date of Next Review by Council
June 19, 2019	1739			