



# MEMO

**To:** His Worship the Mayor  
and Members of Council

**From:** Lois Burgess  
Division Manager, Corporate Asset Management

**Date:** January 13, 2014

**Re:** **Recommendations Regarding the State of Infrastructure Report 2013**

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At its meeting on January 7, 2014, the Corporate Services Committee (CSC) directed that the Civic Administration provide the Municipal Council with its advice as to what additional recommendations might be in order in response to the State of Infrastructure Report 2013. Having examined previous recommendations related to this matter, and considering recent discussions at the January 7, 2014 CSC meeting, it is respectfully suggested that the Municipal Council may want to consider replacing clause 6 of the 4th Report of the CSC with the following new clause 6:

That the following actions be taken with respect to the State of Infrastructure Report 2013:

- a) the State of Infrastructure Report 2013 BE RECEIVED;
- b) the findings of the State of Infrastructure Report 2013 BE USED to:
  - i) examine current and future investment priorities and the delivery of services, with a view towards mitigating growth of the infrastructure gap; including examination of the current reserve fund levels used for life cycle renewal activities;
  - ii) develop a Corporate Asset Management Plan prior to the 2015 Budget, that is to be updated annually, in order to ensure the Municipal Council has a current Plan to consider when deliberating future years' Budgets, and to fulfill the new requirement for municipalities to have such a Plan in place for transfer funding applications made to upper tier governments;
  - iii) develop the Corporate Asset Management Program, including the implementation of its administrative policies, strategies, practices and procedures;
  - iv) identify and make improvements to areas in need of better asset data management processes; and
  - v) engage the public and help lobby upper tier governments for infrastructure funding;

it being noted that the Corporate Services Committee heard the attached presentation from the Division Manager, Corporate Asset Management and Ross Homeniuk, Vice President, Utilities Management Solutions, CH<sub>2</sub>MHill, with respect to this matter.

**Lois Burgess, P. Eng.**  
Division Manager,  
Corporate Asset Management Division  
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