



STAFF REPORT TO COMMITTEE

DATE OF REPORT October 16, 2023
MEETING TYPE & DATE Committee of the Whole of December 6, 2023
FROM: Corporate Services
SUBJECT: UBCM Grant Application for Asset Management Capacity Building
FILE:

PURPOSE/INTRODUCTION

The purpose of this report is to seek approval to apply for a grant from the Union of BC Municipalities (UBCM's) Asset Management Planning Program to support and enhance the CVRD's Asset Management Program.

RECOMMENDED RESOLUTION

That it be recommended to the Board that the CVRD apply for a grant from the Union of BC Municipalities (UBCM's) Asset Management Planning Program to support and enhance the CVRD's Asset Management Program.

BACKGROUND

Created in 2014, the UBCM Asset Management Planning Program was developed to support planning grants, training subsidies, and the development of Asset Management resources for local governments.

The intent of the program is to assist local governments in delivering sustainable services by extending and deepening asset management practices within their organizations. This is achieved by UBCM matching grants of up to \$25,000 to support activities that advance the CVRD's Asset Management planning or practices, and that facilitate better integration of Asset Management planning with long term financial planning.

While the official deadline has passed, the grant program was undersubscribed and so local governments have been encouraged to submit late applications.

ANALYSIS

The Asset Management Planning Program funding would enable to the CVRD to hire a consultant to complete the Asset management benchmarking assessment and develop a roadmap. Hiring a consultant provides the CVRD with an independent assessment of the level of maturity at CVRD and provide recommendations on the tasks required to achieve our goals.

FINANCIAL CONSIDERATIONS

Grants of up to \$25,000 are available under the 2023 intake for the Asset Management Planning Program. Community Works Funds can also be used to meet the community contribution requirement for projects funded under the 2023 Asset Management Planning program. The 2023 UBCM Asset Management Planning program can provide up to 50% of total project costs to the

grant maximum (\$25,000). The remainder (50%) is required to be funded through community contributions.

The CVRD has already allocated funds from to support the Asset Management Program, of which up to \$25,000 will be allocated to this project.

If the grant application is not selected for approval, there are sufficient community works funding to pay for the project in full.

COMMUNICATION CONSIDERATIONS

A link to the Asset Management Planning Program guidance document is provided below.

<https://www.ubcm.ca/sites/default/files/2023-03/LGPS-AMP-2023-ProgGuide-2023.03.pdf>

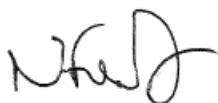
STRATEGIC/BUSINESS PLAN CONSIDERATIONS

N/A

Referred to (upon completion):

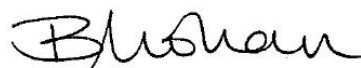
- ☐ Community Services (*Cowichan Community Centre, Cowichan Lake Recreation, South Cowichan Recreation, Arts & Culture, Facilities & Transit*)
- ☒ Corporate Services (*Finance, Human Resources, Information Technology, Legislative Services*)
- ☐ Operations (*Utilities, Parks & Trails, Recycling & Waste Management*)
- ☐ Land Use Services (*Community Planning, Strategic Initiatives, Development Services, Building Inspection & Bylaw Enforcement*)
- ☐ Strategic Services (*Communications & Engagement, Economic Development, Emergency Management, Environmental Services*)

Prepared by:



Neil Forrest
Manager, Asset Systems

Reviewed by:



Barbra Mohan
General Manager, Corporate Services

Reviewed for form and content and approved for submission to the Committee:

Resolution:

☒ Corporate Officer

Financial Considerations:

☒ Chief Financial Officer