

## ADMINISTRATIVE REPORT

<b>TO:</b> Shane Bourke, City Manager	<b>DATE:</b> November 12, 2024
<b>FROM:</b> Danielle Whiteway, Chief Financial Officer	<b>MEETING:</b> Financial & Administrative Services Committee
<b>REPORT WRITER:</b> Alex Shepherd, Manager of Assets	
<b>SUBJECT:</b> Corporate Asset Management	

### RECOMMENDATIONS

That the Financial Administrative Services Committee recommend Council:

1. Approve Policy 360 Corporate Asset Management; and
2. Rescind Policy 354 Asset Management.

### PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

Policy 354 was created on February 6, 2017 and has not been updated since that time.

### BACKGROUND

Developed in 2017, the purpose of Policy 354 is to provide a structured framework for managing the City of Grande Prairie's municipal infrastructure assets. It aims to ensure that assets are strategically planned, maintained, and renewed to support safety, sustainability, and efficiency, while optimizing resources and delivering services at the lowest overall cost. The policy ultimately seeks to enhance asset performance, mitigate risks, and contribute to the quality of life for residents. A significant review of Policy 354 was undertaken by Administration to ensure that appropriate updates and changes were made to reflect current practices and plans.

### ANALYSIS

Corporate-level asset management for the City of Grande Prairie is provided by the Financial Management team, which oversees the City's comprehensive asset management strategy. To support the continuous improvement of asset management, an update to the existing policy was required as part of the City's ongoing asset management implementation plan.

The City of Grande Prairie has revised its Corporate Asset Management Policy to establish a structured framework guiding the management of municipal infrastructure assets. A new Policy

360 - Corporate Asset Management has been drafted to replace the old Asset Management Policy -354.

This updated policy reflects significant modernization efforts and incorporates revisions to meet grant requirements. The policy now emphasizes sustainability, collaboration, continuous improvement, forward-thinking, risk-informed decision-making for asset replacements, and long-term resilience, striving to balance financial responsibility with the City's service goals.

### **New Definitions**

New definitions have been added to clarify terms such as "Asset," "Asset Management," "Natural/Green Assets and Infrastructure," and "Risk-Informed."

### **Alignment with International Standards**

The updated policy (360) aligns with international standards established by ISO 55000, incorporating practices of continuous improvement to ensure that the City's assets effectively support community well-being and service delivery. ISO 55000 provides a framework for optimizing the performance, cost, and risk of both physical and intangible assets throughout their lifecycle. Additionally, ISO 31000 introduces an industry-standard approach to risk management, strengthening the City's ability to make informed, resilient decisions.

### **Relationship to City Council's Areas of Focus / Strategic Priorities**

Asset Management is a strategic priority that supports Council's strategies of economic readiness, innovative efficiencies and quality of life for the citizens of Grande Prairie.

### **Environmental Impact**

The Asset Management Policy - 360 highlights the importance of environmental sustainability by incorporating practices that ensure long-term viability and resilience of municipal assets in the face of changing conditions. It emphasizes the use of green infrastructure and natural assets, such as stormwater systems and urban forests, to manage environmental elements like water. The policy promotes balancing economic, social, and environmental goals to minimize the ecological footprint of assets, contributing to climate resilience and the sustainable management of resources for future generations.

### **Economic Impact**

The environmental impacts of the Asset Management Policy focus on promoting sustainability by incorporating green infrastructure and natural assets, such as stormwater systems and urban forests. It aims to reduce the ecological footprint of municipal assets, improve resource management, and enhance resilience to climate change. The policy seeks to balance environmental, economic, and social goals for long-term sustainability.

### **Social Impact**

This policy contributes to social well-being by ensuring that municipal infrastructure is maintained to support the quality of life for residents. It aims to deliver reliable services at sustainable levels, prioritizing safety, efficiency, and accessibility.

### **Relevant Statutes / Master Plans / City Documents**

Council's Strategic Plan 2022-2025

### **Risk**

None

**Alternatives (Optional)**

**STAKEHOLDER ENGAGEMENT**

An internal review among directors of asset managing service areas was completed and provided input on proposed amendments to the policy.

**BUDGET / FINANCIAL IMPLICATIONS**

No impacts to existing budget.

**SUMMARY / CONCLUSION**

Policy 354 required amendments to ensure the City can implement this policy appropriately to reflect new public standards as well as move towards a risk-based replacement framework. Administration recommends that Council rescind Policy 354 and approve the revised Corporate Asset Management Policy-360 as presented.

**ATTACHMENTS**

1. Policy 360 – Corporate Asset Management
2. Policy 354 – Original