

**Subject:** GIS Asset Management Specialist To Be Funded By the Ontario Community Infrastructure Fund (OCIF)

**Recommendation:**

**BE IT RESOLVED THAT Council receive Report # 2020-0136- Corporate Services ; and that Council approve the OCIF grant funding of the Asset Management position in order to be in compliance with Ont. Reg. 588/17 of the Asset Management Plan.**

**Background:**

A report was issued to Council on July 13, 2020 requesting Council to approve a grant application to the Federation of Canadian Municipalities' (FCM) Municipal Asset Management Program for a GIS Asset Management Specialist. Council approved this request to submit the funding application. FCM has acknowledged the receipt of or grant application but it will take six months for the review process and approval of funding.

The timing of hiring a position is critical in order to meet the July 1, 2021 municipal asset management planning regulation O.Reg. 588/2017; as a result, the contract position needs to be hired now.

The Ontario Community Infrastructure Fund (OCIF) formula program guidelines allows eligible staff costs for municipalities only. It states: "*Municipalities may allocate up to 40% or \$80,000 of their formula funding per year (whichever is less) to hours worked by municipal staff whose responsibilities include: asset management planning; and/or Composite.*" Confirmation was received from the OCIF Program Advisor that these expenditures are eligible under the OCIF grant. The 2021 OCIF Formula component has not been determined. A Provincial government announcement is still pending on the grant amount (if any) for 2021.

The completion of the Asset Management Plan is critical for future grant funding. It will be a requirement in order to be eligible for any capital grant funding by the Provincial and Federal governments.

**Analysis:**

The OCIF funding has been used for capital projects. The amount of funding received by the Town in the last four years is as follows:

2020	\$483,112
2019	\$456,430
2018	\$294,204
2017	\$207,327

The Town will be able to allocate \$75,000 (salary and benefits) for the GIS Asset Management Specialist contract position.

**Financial Considerations:**

Under the OCIF funding, the total cost of this contract position will be fully covered by this grant. If the FCM grant is also received, then the \$26,000 of the unfunded portion of the FCM grant can be covered by the OCIF grant, thereby not impacting the tax levy whatsoever.

**Alternatives Reviewed:**

The Town has no realistic option but to allocate a portion of the OCIF grant to this position in order to complete the require Asset Management Plan by July 1, 2021 which is critical for future grant funding eligibility.

**Strategic Plan Relationship: Financial Sustainability**

This will help the Town meet one of the 2019 Strategic Plan- to develop a risk management framework for prioritizing decisions. The completion of a capital asset management plan will help secure the future and sustainability of all existing assets with a solid long-term capital asset plan.

**Consultation:**

Senior Leadership Team  
OCIF Program Advisor

**Other Pertinent Reports/Attachments:**

N/A

**Prepared and Recommended by:**

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