



Regional Board Report

TO: Regional Board

FROM: David Komaike
Director of Engineering Services

DATE: September 29, 2020

SUBJECT: FCM and UBCM Asset Management Grant Applications - 2020

Voting Entitlement: All Directors – Unweighted Corporate Vote – Simple Majority – LGA 208.1

Purpose: To seek approval to submit two grant applications to support the development of an Asset Management Plan for the Westside Regional Wastewater Treatment Plant.

Executive Summary:

Regional District staff propose the development of an Asset Management Plan for the Westside Regional Wastewater Treatment Plant (WWTP). The development of the Plan will require the help of a consultant. Total project costs (including overhead) are \$80,000.

In order to help cover the costs of the project, staff wish to apply for two asset management grant opportunities. For your consideration are two recommendations:

- The first recommendation is in support of an application to the Union of BC Municipalities' (UBCM) Municipal Asset Management Planning Program, an initiative funded by BC Ministry of Municipal Affairs and Housing. The UBCM grant provides funding for up to 50% of total eligible project costs, to a maximum of \$15,000.
- The second recommendation is in support of an application to the Federation of Canadian Municipalities' (FCM) Municipal Asset Management Program, an initiative funded by the Government of Canada. The FCM grant provides funding for up to 80% of total eligible project costs, to a maximum of \$50,000.

If successful, the RDCO's financial contribution to this project would be \$15,000.

RECOMMENDATION #1:

THAT the Regional Board approves submitting a grant application to the Union of BC Municipalities' Asset Management Planning Program in the amount of \$15,000 for the Westside Regional Wastewater Treatment Plant Asset Management Plan Project.

RECOMMENDATION #2:

THAT the Regional Board approves submitting a grant application to the Federation of Canadian Municipalities' Municipal Asset Management Program for the Westside Regional Wastewater Treatment Plant Asset Management Plan Project.

BE IT THEREFORE RESOLVED THAT the Regional District of Central Okanagan commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance the RDCO's asset management program:

- The development of an Asset Management Plan for the Westside Regional Wastewater Treatment Plant, which includes:
 - An inventory and gap assessment,
 - Condition, criticality, and risk assessments,
 - 20-Year capital plan information development, and upon project completion
 - A presentation to the Westside Wastewater Treatment Service Select Committee.

Respectfully Submitted:



David Komaie
Director of Engineering

Approved for Board's Consideration



Marilyn Rilko, Deputy CAO

Prepared by: Mareike Miller, Asset Management Analyst

Implications of Recommendation:

Strategic Plan:	Sustainable Communities – The asset management plan project will provide detailed asset information to support the continued sustainable management of the WWTP.
Organizational:	Completing an asset management plan for one of our most critical assets will be a milestone for the RDCO Asset Management Program and provide valuable learning opportunities for staff.
Financial:	The RDCO's contribution, should the grant applications be successful, will be \$15,000. Should the applications not be successful the Westside Regional Wastewater Treatment Plant Asset Management Plan Project will be reassessed for other funding opportunities.

Background:

The International Standards Organization defines asset management plans as “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”.¹

The Westside Regional Wastewater Treatment Plant (WWTP) serves areas on the west side of Okanagan Lake including; the City of West Kelowna, the District Municipality of Peachland, and the Westbank First Nation.

The proposed project will provide detailed asset related information necessary for data driven decision-making in regard to the WWTP and its internal components. The asset management plan (AMP) will address inventory information gaps, asset criticality, risk, and inform a long-term capital plan.

Development of an AMP for the WWTP aligns with the ‘assess’ and ‘plan’ portions of the Asset Management BC Framework.

In support of local governments’, the FCM and UBCM asset management initiatives provide stackable grant opportunities for the following activities:



FCM program supports:

- Conducting asset management assessments
- The creation of asset management plans, policies and strategies,
- Data collection and reporting,
- Training and organizational development, and
- Knowledge transfer.

The UBCM program supports:

- Conducting asset management assessments (capacity and risk assessments)
- The creation of asset management plans, policies and strategies,
- Training and organizational development, and
- Outcome reporting/Performance measurement.

Grant funding is provided by the Governments of Canada and British Columbia.

¹ International Organization for Standardization (ISO). (2014). Asset Management: BS ISO 55000:2014, BS ISO 55001:2014, and BS ISO 55002:2018. In I. S. Organization, *ISO 55000: Asset management - Overview, principles and terminology* (p. 1). Geneva: BSI Standards Publication.

Financial Considerations:

Sources of anticipated funding are:

UBCM Asset Management Planning Grant	\$15,000
FCM Municipal Asset Management Planning Grant	\$50,000
RDCO Contribution - WWTP Operating Budget 2021	<u>\$15,000</u>
Total Anticipated Project Budget	\$80,000

- The FCM Municipal Asset Management Program provides funding for up to 80% of total eligible project costs, to a maximum of \$50,000.
- The UBCM Asset Management Planning Program provides funding for up to 50% of total eligible project costs, to a maximum of \$15,000.

Should the applications not be successful, the project will be reassessed for other funding opportunities.

Alternative Recommendation:

THAT the Regional Board accepts the staff report regarding grant opportunities from the Union of BC Municipalities' and the Federation of Canadian Municipalities' for information.

Considerations not applicable to this report:

- Policy
- Legal/Statutory Authority
- General