




**CITY OF HAMILTON**  
**PUBLIC WORKS DEPARTMENT**  
**Corporate Asset Management**

<b>TO:</b>	Mayor and Members General Issues Committee
<b>COMMITTEE DATE:</b>	April 3, 2024
<b>SUBJECT/REPORT NO:</b>	Asset Management Plans (PW23073(a)) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Jasmine MacDonald (905) 546-2424 Ext. 2461
<b>SUBMITTED BY:</b>	Patricia Leishman Director, Corporate Asset Management Public Works Department
<b>SIGNATURE:</b>	

**RECOMMENDATION**

- (a) That the Corporate Asset Management Plans, attached as Appendices “A”, “B”, “C”, “D” and “E” to Report PW23073(a), be approved as required by Ontario Regulation 588/17: Asset Management for Municipal Infrastructure;
- (b) That the Asset Management Plans, attached as Appendices “A”, “B”, “C”, “D” and “E” attached to Report PW23073(a), subject to the approval of recommendation (a), be posted in a designated area on the City’s website, as required under Ontario Regulation 588/17.

**EXECUTIVE SUMMARY**

This is the first iteration of Asset Management Plans for Hamilton Street Railway (HSR), Hamilton Fire Department, Hamilton Paramedic Service, Corporate Real Estate Office, and Hamilton Public Library completed by the Corporate Asset Management Division, in partnership with asset owners and key stakeholders across the City. The intent of these first plans is to meet *Ontario Regulation 588/17: Asset Management Planning for Municipal Infrastructure* requirements, which include establishing current levels of service and setting a benchmark for the asset groups in order to identify continuous improvement items for the next iteration of the Plans.

A key output of an Asset Management Plan is the infrastructure funding gap. Over the 10-year planning horizon, Hamilton's funding gap for these combined asset groups is estimated to be \$418 million or \$41.8 million annually with a low-medium data confidence. Moving forward, the City will continue to improve its asset lifecycle data, which will allow for better-informed choices as to how best to mitigate impacts and address the funding gap itself. This gap in funding future plans will be refined over the next two years to improve the confidence and accuracy of the forecasts in alignment with Ontario Regulation 588/17 requirements and present proposed Levels of Service with a funding strategy by 2025. There are no specific financial commitments required at this time from these Asset Management Plans, however, findings from Report PW23073(a) will be used to inform the 2025 tax-supported budget process.

### **Alternatives for Consideration – See Page 7**

### **FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial: The approval of these Asset Management Plans, attached as Appendices "A", "B", "C", "D" and "E" to Report PW23073(a), is required for the City of Hamilton to qualify for future infrastructure funding grants.

There are no specific financial commitments required at this time from these Asset Management Plans; However, the findings from Report PW23073(a) will be used to inform the 2025 tax-supported budget process.

Staffing: N/A

Legal: N/A

### **HISTORICAL BACKGROUND**

Ontario Regulation 588/17: Asset Management Planning for Municipal Infrastructure, filed under the *Infrastructure for Jobs and Prosperity Act, 2015*, came into force on January 1, 2018. Expanding upon the Province's 10-year infrastructure plan, "*Building Together: Guide for Municipal Asset Management Plans (2012)*", Ontario Regulation 588/17 outlines the requirements and deadlines for municipal asset management plans and policies.

Key requirements of Ontario Regulation 588/17 include the preparation of a strategic asset management policy and phased implementation of asset management plans:

#### **(1) Strategic Asset Management Policy**

The deadline for Strategic Asset Management Policy implementation was July 1, 2019. The policy requires municipal Council endorsement, to be reviewed and updated every

five years. City Council approved the Corporate Asset Management Policy (PW19053) in June 2019, fulfilling this requirement. Council approved an updated Policy in June 2023 through report PW23044, now recognizing all assets owned by the City.

(2) Corporate Asset Management Plan

The Corporate Asset Management Plan has three implementation deadlines:

- (i) July 1, 2022 – Preparation of an Asset Management Plan, including current Levels of Service, with respect to a municipality's core municipal infrastructure, defined as water, wastewater, stormwater, roads, bridges, and culverts. City Council approved these plans in June 2022 (Appendices "B" and "C" to report PW22048), fulfilling this requirement.
- (ii) July 1, 2024 – Preparation of an Asset Management Plan with respect to its other municipal infrastructure assets.
- (iii) July 1, 2025 – Preparation of an Asset Management Plan, to include proposed Levels of Service and associated financial strategy, with respect to its municipal infrastructure assets.

Ontario Regulation 588/17 also outlines that a municipality shall review and update asset management plans at least every five years.

The Asset Management Plans attached as Appendices "A", "B", "C", "D" and "E" are the outcome of efforts from staff across the City who are involved with managing municipal infrastructure assets, which include finance, technical service areas and operations staff. The process of developing comprehensive Asset Management Plans was a structured approach which included multiple meetings and workshops with each of the five service areas included in the scope of the Asset Management Plans. The plans contain an analysis of the services provided, history, voice of the customer, lifecycle activities, changing demand, climate impacts, risk, levels of service (both current and proposed where possible), financial impacts and opportunities for continuous improvement.

Previous reports pertinent to this recommendation:

- Public Works Asset Management Plan - Provincial Requirement PW14035- April 7, 2014;
- Strategic Asset Management Policy PW19053- June 17, 2019;
- Corporate Asset Management Information Report PW22037- May 18, 2022;
- Core Asset Management Plan Recommendation Report PW22048- June 15, 2022;

- Strategic Asset Management Policy and Corporate Asset Management Program Update Recommendation Report PW23044- June 14, 2023; and,
- Asset Management Plans Recommendation Report PW23073 December 6, 2023.

## **POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

Ontario Regulation. 588/17 came into effect on January 1, 2018. It requires the City to develop a comprehensive Corporate Asset Management Plan based on a phased approach with three deadlines of July 1, 2022, July 1, 2024, and July 1, 2025. July 1, 2022, and July 1, 2024, deadlines are where 'Core' assets (water, wastewater, stormwater, road, bridges, and culverts) and all other City infrastructure assets, respectively, are required to have an asset management plan documenting current levels of service. The final deadline requires the documentation of proposed levels of service and financial strategies to fund these expenditures.

## **RELEVANT CONSULTATION**

As part of the Asset Management Plan preparation and development, various workshops and meetings were held with relevant asset owner groups and stakeholders to ensure that all pertinent information had been captured accurately.

The following departments and divisions were consulted:

- Corporate Services Financial Planning and Policy Division;
- Hamilton Fire Department;
- Hamilton Paramedic Service;
- Corporate Real Estate Office;
- Hamilton Street Railway (HSR); and,
- Hamilton Public Libraries.

## **ANALYSIS AND RATIONALE FOR RECOMMENDATION**

Ontario Regulation 588/17 – Asset Management Planning for Municipal Infrastructure, under the Infrastructure for Jobs and Prosperity Act, 2015, requires each municipality to have asset management plans written and approved by Council for all City assets. As such, the Corporate Asset Management Division has worked with asset groups across the organization to develop Asset Management Plans as attached to Report PW23073.

By the July 1, 2024, deadline, Corporate Asset Management will have brought forward all required Asset Management Plans in order to meet the regulatory deadline.

Like many municipalities, the City of Hamilton is modifying its approach to asset management and is progressively adapting a service-focused view of City infrastructure and investments. By integrating customer-centric levels of service framework, metrics,

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and targets, and weighing investments based on service impact and risk, the City will establish a clear relationship between infrastructure investment and service outcomes.

A key output of an Asset Management Plan is the infrastructure funding gap. Hamilton's current infrastructure position represents a social investment that has been built up progressively over the last 150 years predominantly due to underinvestment, including a lack of permanent infrastructure funding from senior levels of government, as well as large spikes of growth throughout the years. Hamilton's challenge is to determine how it will manage the funding gap over the long term to ensure that the City can continue to deliver its services sustainably today and across future generations.

Over the next 10-year period Hamilton's funding gap for these five asset management groups is estimated to be \$41.8 M annually (see Table 1) with a low-medium data confidence. Moving forward, the City will continue to improve its asset lifecycle data, and this will allow for more informed choices as to how best to mitigate any impacts and address the funding gap itself. This gap in funding future plans will be refined over the next two years to improve the confidence and accuracy of the forecasts in alignment with Ontario Regulation 588/17 requirements and to present proposed levels of service and a funding strategy by 2025. It should be noted that this funding gap relates to the Hamilton Fire Department, Hamilton Paramedic Service, Corporate Real Estate Office, Hamilton Street Railway and Hamilton Public Libraries only and as additional asset classes are added to the program and the City applies asset management practices more robustly, it is expected that this gap will increase.

Table 1: Summary of Findings

ASSET CATEGORY	REPLACEMENT VALUE (M)	AVERAGE AGE (YEARS)	AVERAGE CONDITION	RENEWAL FUNDING RATIO	10 YEAR O&M & RENEWAL FUNDING RATIO	FUNDING GAP PER YEAR (M)	FUNDING GAP OVER 10 YEARS (M)
Hamilton Street Railway (HSR)	\$524.8	14	Fair	81%	93%	\$16.3	\$163
Data Confidence	Medium	Medium	Low	Medium	Medium	Medium	Medium
Hamilton Fire Department	\$252	26	Good	98%	98%	\$3.7	\$37
Data Confidence	Medium	High	Medium	Medium	Medium	Medium	Medium
Hamilton Paramedic Service	\$62.7	27	Fair	65%	88%	\$11.8	\$118
Data Confidence	Medium	High	High	Medium	Medium	Medium	Medium
Corporate Real Estate Office *excludes land assets	*\$0.06	1	Good	98%	100%	\$0	\$0
Data Confidence	Medium	Medium	Medium	Medium	Medium	Medium	Medium
Hamilton Public Library	\$424.9	29	Good	73.5%	80%	\$10	\$100
Data Confidence	Medium	High	Medium	Low-Medium	Low-Medium	Low-Medium	Low-Medium
<b>TOTAL</b>	<b>\$1,265</b>		<b>Funding Gap \$41.8 annually (data confidence low-med)</b>			<b>\$41.8</b>	<b>\$418</b>

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Although the City considers condition as the preferred measurement for planning, many assets in the City do not yet have a process to determine condition. For assets where there was no known condition information, or inspections were not completed in a way the conditions could be converted to a standardized scale, the condition was assumed based on estimated remaining service life.

Navigating the climate crisis has been a key area of focus for the City of Hamilton, which is represented by historical efforts to understand the challenges that climate change poses to City assets. As part of this work, an inventory of projects/initiatives has been created and can be found in the Climate Change sections of the Asset Management Plans. There will be a more robust incorporation of climate initiatives in future Asset Management Plans.

Hamilton has begun to undergo a shift in how it evaluates risk in accordance with its infrastructure planning. High-level risks and trade-offs have been identified in the Asset Management Plans. This information will be further enhanced in the 2025 Asset Management Plans regarding proposed levels of service.

The Corporate Asset Management Division recognizes the importance of continuous improvement as an essential part of the asset management journey. As the City begins to embrace asset management practices, it is important to recognize that the City is early in this journey and will acknowledge findings through the Improvement Plan and future iterations of the Asset Management Plans. Improvement findings include categories such as data inconsistencies (e.g., lack of asset registries, gaps, duplication, low confidence, multiple sources, outdated), asset condition (lack of condition assessments, lack of process) and lifecycle management (not all assets are properly programmed). Condition was largely based on estimated service life for the majority of assets and as such, a low confidence level was assigned as age is not always an indicator of condition. In addition, replacement costs were based on in-house costs which were not always based on current market rates and can be affected by inflation.

In summary, the Corporate Asset Management Division has made good progress in both the finalization of Asset Management Plans and the development of the Corporate Asset Management Program. Asset Management is a journey. Some great first steps have been taken in not only meeting the requirements under Ontario Regulation 588/17 but also in developing a corporate-wide Asset Management Program that will support the City in making better-informed decisions about our assets and the services that we provide.

The Corporate Asset Management Division will continue to lead asset management through governance, expertise, monitoring, research support, reporting and assurance of consistent practices. Enhanced asset management practices will become ingrained in the City's culture at all levels of the corporation.

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**ALTERNATIVES FOR CONSIDERATION**

Due to the requirements under Ontario Regulation 588/17, there are no alternatives for consideration.

**APPENDICES AND SCHEDULES ATTACHED**

Appendix “A” to Report PW23073(a) – Hamilton Street Railway Asset Management

Appendix “B” to Report PW23073(a) – Hamilton Fire Department Asset Management  
Plan

Appendix “C” to Report PW23073(a) – Hamilton Paramedic Service Asset Management  
Plan

Appendix “D” to Report PW23073(a) – Corporate Real Estate Office Asset Management  
Plan

Appendix “E” to Report PW23073(a) – Hamilton Public Libraries Asset Management  
Plan