



Chatsworth

TOWNSHIP OF CHATSWORTH

FINANCE REPORT 2017-08

To: Mayor Bob Pringle and Council Members
From: Valerie Manning, Treasurer
Date: August 2, 2017
Subject: Comprehensive Asset Management Plan

Recommendation(s)

THAT the Treasurer's Report FIN 2017-08 with regards to a new and required comprehensive Asset Management Plan be hereby received;

AND FURTHER THAT the cost of the plan be funded from the Reserves - General Working Funds (2520) and any remaining balance from Reserves – Roads Capital (2515) in the amount \$14, 375 plus applicable taxes.

Background

In 2011 the Ontario Ministry of Infrastructure released "Building Together:" A long-term infrastructure plan for Ontario.

In 2013 the Township adopted an Asset Management Plan for core assets which included our road network, bridges and culverts, water network and sanitary infrastructure.

The province then stated that they require a comprehensive asset management plan for all assets to be completed by the end of 2016 which not only included the core assets but also recreational facilities and buildings.

This plan was started and budgeted for in 2014 but not completed. Attached is the amount required to complete this requirement.

The impact on the budget would be \$14,500 and recommend it funded from the Reserves - General Working Funds (2520) and any residual balance from Reserves – Roads Capital (2515) in the amount \$14, 375 plus applicable taxes.

Respectfully submitted

Valerie Manning
Treasurer

THE PUBLIC SECTOR DIGEST INC.

148 FULLARTON STREET, SUITE 1410, LONDON, ONTARIO N6A 5P3
PHONE: (519) 690-2565 • FAX: (519) 649-2010

2017 Asset Management Plan Update

Township of Chatsworth

July 19, 2017

Public Sector Digest Order Form

| | |
|--|--|
| CLIENT: Township of Chatsworth DATE: July 19, 2017 | CONTACT: Valerie Manning TEL: 519-794-3232 ext. 122 |
| REGIONAL DIRECTOR: Gabe Metron ACCOUNT MANAGER: n/a | |

| Qty | Description | List Price | Annual Support & Web Hosting |
|------------------------------|--|--------------------|------------------------------|
| CityWide Software | | | |
| | - CityWide Training (March 2/3 rd) • 1.5 days @ \$1,250/day | \$1,875.00 | |
| Professional Services | | | |
| | - Asset Management Plan All Categories: Roads, Bridges, Water, Sewer, Storm, Buildings, Land Improvements, Vehicles, and Equipment - Compile State of Infrastructure, Levels of Service, Asset Management Strategy, and Financial Strategy -Re-work existing asset inventories to include information on components (where available) -Include and update condition assessments and replacement costs for infrastructure categories (where available) from original AMP. -Update and include existing and future infrastructure projects into revised financial strategy for OCIF and Gas Tax purposes - Revise entire AMP and financial strategies to encompass all categories into one document. -Targeted delivery of this AMP update is on or before October 31 st , 2017. | \$15,000.00 | |
| | - Unused portion of 2014 contracted services | (\$2,500.00) | |
| | TOTAL | \$14,375.00 | |

Terms of Payment

- The Professional Services will be invoiced in four equal monthly amounts. The first payment is due upon execution of this Project Charter with the balance of payments due net 30 days from the date of invoicing.
- Taxes are extra where applicable. (HST,GST,State)
- PSD expenses including airfare, mileage, accommodation, meals, and ground transportation are extra where applicable and subject to prior written approval by the Client.

Term of Agreement

This agreement shall be effective as of the date first executed by an authorized signing officer of the Client and shall last three hundred and sixty five (365) days. Thereafter, this Agreement shall be renewed automatically without interruption for successive one (1) year terms at the same terms, conditions and prices as set forth herein. After the initial one (1) year term, either party may notify the other party, in writing, of its election not to renew with 60 days notice.

Authorization

This proposal shall be deemed to have come into force when executed by representatives authorized to bind the respective corporations; Township of Chatsworth and The Public Sector Digest Inc.

Terms and Assumptions Accepted

BETWEEN:

Township of Chatsworth
316837 Highway 6, RR1
Chatsworth, ON, N0H 1G0

The Public Sector Digest Inc.
148 Fullarton Street, Suite 1410
London, Ontario, N6A 5P3

By: _____
(Print Name)

By: _____
(Print Name)

(Signature)

(Signature)

(Date)

(Date)