



Len then spoke regarding Provincial Funding for Asset Management and noted it is a requirement that municipalities have an Asset Management Plan in place. Len noted The Blue Mountains is on its way to having an Asset Management Plan and that the Town may receive \$30,000 to \$60,000 in Provincial funding.

Len then provided an asset management solution demonstration identifying how each department can benefit.

Councillor Halos then spoke questioning if the Town's system has the capability currently to mesh with the GIS system, Len replying that with the purchase of the new software, that data entry will be ongoing. Len noted that the Town could be fully up and running with a full software package within one or two months, further noting that better communication, electronically, saves time.

Darcy spoke regarding the GIS component of the software noting that the Town will approach third party utilities to see where gas lines, hydro and water lines are to coordinate mapping.

Len confirmed that software will monitor warranties as well.

Councillor Gamble then vacated the meeting for a medical appointment.

Len noted that the software has the capability to give better visibility and the tools to save money and assist when applying for grants.

Deputy Mayor McKinlay then spoke noting there is a statistical projection of how long assets fall short of life, Len replying that the degradation curves are designed to take into account the conditions of the area. Consultant Arunas Kalinauskas spoke in response noting that degradation curves are available, and noted that issues will arise that are unexpected, but that through proper maintenance many problems will be alleviated. Darcy spoke noting understanding our operations and maintenance is key in determining degradation.

Manager of Solid Waste & Environmental Initiatives Jeff Fletcher then spoke questioning if this software will integrate with the "MUSH" Sector, ("Municipalities, Universities Schools and Hospitals"), Len spoke in response noting this is being performed with the County, inspections and audit exercises will be performed on any asset type, further noting the information will be catalogued and monitored.

Councillor Halos then questioned if the software could document tree plantings in new subdivisions, Len replying yes that some municipalities catalogue the life of trees, further noting trees are a valuable asset.

Councillor Ardiel then questioned if this software is standardized or if it is specialized to each municipality's needs and if the Town can integrate with Grey County's software. Len spoke in response to Councillor Ardiel, noting that the software is standardized software, so the costs of same are kept lower than specialized software, further noting the County uses the software to monitor their operations so the Town would need to discuss the option of sharing information with the County if that is the wish of the Town.

Darcy then spoke noting it is hoped that over time the software will be expanded to include all modules and department use.

Deputy Mayor McKinlay then spoke noting this type of software assists smaller municipalities to get a perspective of all municipal roads in Ontario.

Councillor Ardiel then questioned if ongoing customer service is available, Len replying that Direct IT offers excellent customer service and that they are accountable to their municipal clients, further noting that 40 municipalities use the Direct IT software.

Manager of Human Resources Tracey McKenna then spoke questioning if the software could track overtime and payroll, Len replying that two additional modules are required and that payroll can be completed through the accounts payable module.

Director of Engineering and Public Works Reg Russwurm then spoke questioning if the software has the ability to advise which corridor needs to be replaced next, Len replying that assets can be displayed, through ranking entries.

Manager of Purchasing Sherri Adams then spoke questioning if contract management dates can be entered and monitored with this software, Len replying yes, any type of data can be uploaded.

Councillor Halos questioned if the software will become overwhelmed and slow if all users are using it at one time, Len replying that speed and response is a concern, further noting that Direct IT has done work to ensure that the software system will not become slow regardless of the number of users accessing the system at one time, and that a six second response time is too long, that the software response time should be instantaneous.

Councillor Ardiel then spoke questioning if there is a way that the Town can become paperless, receiving paystubs electronically, Len spoke in response noting the payroll system would not change and that electronic paystubs is an option.

Darcy then spoke noting the cost to purchase two modules is \$20,000, with additional modules available at an extra charge.

Director of Planning and Building David Finbow then spoke questioning if there are any conversion gaps, further noting it is important to note that there is significant work and time associated with populating data into a new system, Darcy spoke in response noting the data conversion is as good as the data provided through the PSAB in 2007, further noting it is hoped that data entry will be completed in the next couple of months with the assistance of GIS.

Reg then spoke noting this is the way of the future with staff in the field having electronic devices, and reiterated David's comments that it will take staff time to get the system up and running. Len spoke in response to Reg noting it will take less staff time to enter data into the system than to perform the work in paper format. Len noted that a blanket licence is provided.

Councillor Halos then questioned when it is anticipated that the Town will have a compliant asset plan in place, Ernest replying that a good summary has been provided by the Province that includes inventory and level of service, and that scenarios will be drawn from to establish a final Asset Management Plan.

## **B.2 Darcy Chapman, Capital Accountant and Ruth Prince, Manager of Revenue Re: Province of Ontario Grant Program for Small and Rural Municipalities**

Darcy spoke regarding the Municipal Infrastructure Investment Initiative ("MI3") funding for asset management, further noting that 350 municipalities qualify for this funding, including the Town, and that it is estimated that the Town could receive anywhere from \$20,000 to \$60,000 in funding.

Darcy noted that the MI3 Grant and Asset Management Plan requires that all Ontario municipalities must have an Asset Management Plan to qualify for infrastructure funding to cover at least 10 years, but suggests 40 – 100 years.

Darcy spoke regarding the Building Together initiative, and the criteria required for the Asset Management Plan.

Darcy then spoke regarding utilities and noted the municipality should be charging full-cost pricing to encourage conservation. Darcy spoke regarding planning and noted the municipality needs to maximize density.

Darcy then spoke regarding debt financing and the need for the municipality to revisit zero-debt policies, further noting that Council tries not to go into long term debt so as not to tie the hands of future Council's, but noted zero-debt policies can affect grant eligibility.

Darcy spoke noting Council should be open to all revenue and financing tools available to it.

Darcy noted that if the municipality is not in the 90<sup>th</sup> percentile that limited provincial resources will be available to it.

Councillor Ardiel questioned the current percentile of the Town, Darcy replying that the Town has very little debt and that water rates are low compared with other municipalities in the area and in the province. Darcy noted the Town has robust reserves, and more leverage than other municipalities.

Councillor McKean then spoke noting he is not in support of taking the municipality to its highest debt-load in order to be eligible for funding, Deputy Mayor McKinlay spoke concurring with Councillor McKean and further noted that asset management is performed by the Town because it works for the Town.

Councillor Halos then spoke noting he too concurs with Councillor McKean and Deputy Mayor McKinlay. Darcy then noted he agrees with the comments of Council, and confirmed this information is being brought forward for Council information to advise Council the direction the Province is taking, further noting the Town must have a plan and must follow it.

CAO Troy Speck then spoke noting the Province is not suggesting that Council bankrupt the municipality so that it is eligible for grants, but the Province is saying that a municipality should not expect to receive any grants if the municipality has zero debt.

Darcy noting the Town must create a plan and follow it, and noted Council should increase tax rates to better reflect our neighbours.

Darcy then referenced what the funding can be used for and the options for grant use. Darcy noted that staff are recommending that Council use the funding to enhance software so that the grant application can be finalized, further noting a staff report will be included in the October 10 Council Package for Council consideration.

Ellen then questioned the total value of the software, Darcy replying that each module can range from \$5000 to \$15,000 with annual updates at the cost of \$2500 per module, further noting that the cost could range between \$35,000 and \$40,000 to purchase all add-ons to the software.

Duncan then spoke expressing concern that the stormwater inventory or facilities condition index is falling behind and questioned if the Town can rely on the tools we have or if a consultant should be retained to perform this work, Darcy replying that the stormwater inventory and facilities condition index is lacking and noted it depends on how accurate the Town wants its information to be. Darcy noted there is in-house capability and noted building capacity in-house has more benefit than hiring a consultant to perform the work.

Director of Recreation Shawn Everitt spoke noting the Town's arena is in much better condition than most municipal arenas, further noting that ongoing maintenance is being done on our facilities.

Councillor Martin then spoke questioning if the money should be directed to the state of local infrastructure, further noting that software is not effective unless good data is inputted. Darcy spoke in response noting the timing and staff capacity is ideal to move forward with the software and data entry. Reg then spoke noting a map could be created identifying all stormwater management areas, culverts, etc., and that a contract GIS person could be brought in to identify GIS locations, then move forward with identifying the condition of the asset to enter into the software.

Moved by: Joe Halos                      Seconded by: John McKean

THAT Council of the Town of The Blue Mountains direct staff to prepare an application to the Municipal Infrastructure Investment Initiative Funding Program for asset management funding to enhance asset management software, Carried.

Mayor Anderson thanked everyone for attending this Special Meeting of Council.

#### **C. Recess**

Moved by: Gail Ardiel                      Seconded by: John McKean

THAT the meeting recess until 2:00 p.m., unanimously Carried.

#### **D. Closed Session**

Moved by: D.R. McKinlay                      Seconded by: Gail Ardiel

THAT with regard to subsection 239 of the *Municipal Act, 2001*, this Council do now move into closed session in order to address matters pertaining to litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board;

WITH regard to a matter that has been referred to the Ontario Municipal Board (Thornbury Meadows/Telfer Homes), Carried.

Council moved into closed session at 2:04 p.m.  
Council moved into public session at 4:32 p.m.

**E. Adjournment**

Moved by: D.R. McKinlay                      Seconded by:     Joe Halos

THAT this Council does now adjourn at 4:33 p.m., Carried.

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Ellen Anderson, Mayor

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Corrina Giles, Town Clerk