






Subject: **Integrated Facility Condition and Asset Retirement Assessment Update**
 Meeting Date: Tuesday, October 24, 2023
 Prepared By: Ashley Olson, Financial Controller
 Presented By: Ashley Olson, Financial Controller

RECOMMENDED MOTION:

That Council approve the 'Integrated Facility Condition and Asset Retirement Assessment Project' with an allocated budget of \$325,000 to be distributed over the next three years, with an immediate commencement, to be funded from the Contingency Reserve.

STRATEGIC PLAN ALIGNMENT: (Check all that apply)

	<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
High Quality Infrastructure		Economic Resilience		Quality of Life		Effective Leadership		Level of Service	

RELEVANT LEGISLATION:

Provincial (cite)- Public Sector Accounting Standards (PSAS) PS 3280 – Asset Retirement Obligations

Council Bylaw/Policy (cite)- N/A

BACKGROUND/PROPOSAL:

On October 17th, 2023, Administration brought forward a report to Council regarding a proposed Integrated Facility Condition and Asset Retirement Assessment Project. As outlined within the report presented at that time, this project is a merger of two projects that were initially intended to form part of the 2024 budget deliberations. However, due to their shared nature and the Asset Retirement Obligation requirements associated with the 2023 financial audit, they are being brought forward collectively and in an expedited manner.

This project will provide data that will better equip Administration in making informed decisions regarding resource allocation, budget planning and facility management, and will also support the data requirements for the Asset Retirement Obligations, as required by the Public Sector Accounting Standards.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES/OTHER CONSIDERATIONS:

At present, the organization lacks the internal capacity and expertise to complete the required body of work, without the engagement of a third-party. While this project will have immediate benefit, it will also support long-term planning, both as it relates to asset management and financial reporting.

FINANCIAL & STAFFING IMPLICATIONS:

As of present, the 'Integrated Facility Condition and Asset Retirement Assessment' project is not budgeted for. Administration is seeking pre-approval of funding to expedite this project that otherwise would have formed part of the 2024 budget deliberations.



The recommended funding source for this project is the Contingency Reserve. Total project cost over the 3-year period is \$325,000, which will be allocated as noted below.

Year	2023	2024	2025
Budget Allocation	\$125,000	\$100,000	\$100,000

RECOMMENDED ENGAGEMENT:

Directive Decision (Information Sharing, One-Way Communication)

Tools:	Individual Notification	Other:	
--------	-------------------------	--------	--

ATTACHMENTS:

N/A

COUNCIL OPTIONS:

1. Approve the project as presented for immediate commencement.
3. Request additional information.
4. Reject the proposal.

FOLLOW-UP ACTIONS:

Upon Council's approval, Administration will initiate the process of issuing a Request for Proposals (RFP) to seek the necessary third-party expertise and resources required to ensure compliance with financial reporting obligations for the fiscal year ended December 31, 2023.

APPROVAL(S):

Mike Haugen, Chief Administrative Officer	Approved-	<input checked="" type="checkbox"/>
Kinza Barney, Director of Corporate Services	Approved-	<input checked="" type="checkbox"/>
Kevin Gannon, Director of Community Services	Approved-	<input type="checkbox"/>

