



**THE CORPORATION OF THE
TOWN OF COBALT**

BY-LAW NO. 2024-44

Being a By-Law to adopt a Non-Core Asset Management Plan

WHEREAS under Section 8. (1) of the Municipal Act, 2001, S.O., 2001, c.25, as amended, the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS under Section 9 of the Municipal Act, 2001, S.O., 2001, c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other act;

AND WHEREAS under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, a single tier municipality may provide any service or thing that the Municipality considers necessary or desirable for the public;

AND WHEREAS the Council of the Town of Cobalt deems it desirable to have a Non-Core Asset Management Plan;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Town of Cobalt hereby enacts as follows:

- 1 That By-Law 2024-44 being an Non-Core Asset Management Plan for the Town of Cobalt and be adopted as presented;
- 2 That the Clerk of the Town of Cobalt is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the By-law and schedules as may be deemed necessary after the passage of this By-Law;

TAKEN AS READ a first, second and third time and finally passed this 10th day of December 2024;

AND FURTHER THAT the said By-Law 2024-44 be signed and sealed by the Mayor and Clerk.



Mayor



Clerk



2024 Non-Core Asset Management

Prepared for:

The Town of Cobalt

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Ontario Regulation 588/17

Objectives as defined by the Ontario reg. 588/17

A Town's asset management plan must include for each asset category, the current levels of service being provided, determined in accordance with qualitative descriptions and technical metrics based on data from at most the two calendar years prior to the year in which all information required under this section is included in the asset management plan.

For each asset category, a summary of the assets in the category, the replacement cost of the assets in the category, the average age of the assets in the category, determined by assessing the average age of the components of the assets, the information available on the condition of the assets in the category, and a description of the Town's approach to assessing the condition of the assets in the category, based on recognized and generally accepted good engineering practices where appropriate.

For each asset category, the lifecycle activities that would need to be undertaken to maintain the current levels of service for each of the 10 years following the year for which the current levels of service are determined and the costs of providing those activities based on an assessment of the following: The full lifecycle of the assets, the options for which lifecycle activities could potentially be undertaken to maintain the current levels of service and the risks associated with the options.

Phase-in schedule

July 1, 2019: Date for municipalities to have a finalized strategic asset management policy that promotes best practices and links asset management planning with budgeting, operations, maintenance, and other municipal planning activities.

July 1, 2022: Date for municipalities to have an approved asset management plan for core assets (roads, bridges and culverts, water, wastewater, and stormwater management systems) that identifies current levels of service and the cost of maintaining those levels of service.

July 1, 2023: Date for municipalities to have an approved asset management plan for all municipal infrastructure assets that identifies current levels of service and the cost of maintaining those levels of service.

July 1, 2024: Date for municipalities to have an approved asset management plan for all municipal infrastructure assets that builds upon the requirements set out in 2023. This includes an identification of proposed levels of service, what activities will be required to meet proposed levels of service, and a strategy to fund these activities

Council Responsibility

- Member of council play an important role in validating municipal level of service. Not only through the policies that they adopt, the yearly review and the ongoing involvement when levels are adversely affected.
- The frequency of these reviews should be established and followed by staff as part of the Asset Management Policy.
- Council must be educated on the asset management strategies which comprise of an accurate inventory, required inspections, lifecycle events, risk mitigations, citizen engagement and financial sustainability.
- Council's responsibility is to provide direction to staff while supporting qualified staff in their decisions.
- Validate and support the amount of time it will take to reach expected Levels of Service.

Societal Trends

- Upcoming Governmental trends
- Changes in society
- Technology changes
- Cyber security
- Environmental sustainability

Accessibility for Ontarians with Disability Act (AODA)

According to the legislation, the AODA aims to develop, implement and enforce standards related to goods, services, accommodation, employment and buildings before January 1, 2025. The legislation applies to every person in both the public and private sector.

The *Accessibility for Ontarians with Disabilities Act, 2005* (AODA) is intended to reduce and remove barriers for people with disabilities so that Ontario can become more accessible and inclusive for everyone. Collaboration among businesses, organizations, communities and all levels of government is key to reaching this goal.

The O. Reg. 191/11, AODA is the law that sets out a process for developing, implementing and enforcing accessibility standards that government, businesses, non-profits and public sector organizations must follow to become more accessible. These laws and standards are intended to make Ontario open to everyone by helping to reduce and remove barriers.

Detailed information can be found on the Town website

[By-Law 2023-23 Accessibility Plan](#)

[2023 Accessibility Compliance Report](#)

[Asset Retirement Obligations](#)

Asset Management Components

Accurate and detailed asset inventory

- a summary of the assets in the category
- condition of the assets in the category
- the average age of the assets in the category
- condition ratings
- collection of minimum data per asset category
- operations, such as increased maintenance schedules

Lifecycle Management

- When to remediate
- What to remediate
- How to remediate
- When to replace rather than remediate
- The options for which lifecycle activities could potentially be undertaken to maintain the current levels of service.
- The lifecycle activities undertaken for the lowest cost to maintain the current levels of service
- Lifecycle management and financial strategy that sets out the following information with respect to the assets in each asset category for the 10-year period.

Level of Service

- Establishment and Adoption of Technical Level of service
- Establishment and Adoption of end user Level of service
- Adoption of provincial standards
- Establishment and Adoption of Probability of Failure (PoF)
- Establishment and Adoption of Consequence of Failure (CoF)
- Establishment and Adoption of the risks associated with PoF and CoF

Financial Controls

- An estimate of the annual costs for each of the 10 years of undertaking the lifecycle activities separated into capital expenditures and significant operating costs.
- The replacement cost of the assets in the category
- If based on the funding projected to be available, the Town identifies a funding shortfall for the lifecycle activities
- An identification of the annual funding projected to be available to undertake lifecycle activities and an explanation of the options examined by the Town to maximize the funding projected to be available.

Climate change

- Energy efficiency
- Climate change adaption
- Climate change mitigation

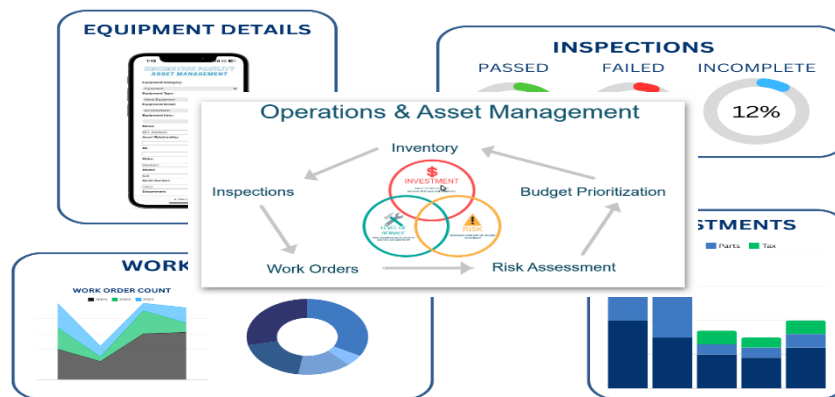
Citizen Engagement

- Municipal residents and other interested parties to provide input
- Service request associated to location, deficiency type, and actions required. Input deficiency, create work orders, and manage the repairing, the deadlines and follow up comments.

Corporate Policy

- Adoption of risk matrix
- Adoption of financial strategy
- Create multiple scenarios
- Regular update of plan
- Establish an asset replacement policy
- Enact a municipal bylaw

Fig 1.0



Time frames

The AM initiative comprises of several updates which are required at specific intervals.

| Tasks | Timelines | Description |
|--------------------------------|--------------|---|
| Update AM plan | biannual | Edit the updated document |
| Update asset repository | ongoing | Continuously update the inventory repository |
| Capital plan | yearly | Create annual capital plans establishing a link between capital, operational and corporate strategic plan |
| Level of Service/financial | yearly | Define individual inspection which culminates with LoS |
| Financial capabilities | yearly | Link LoS to financial capabilities. Integrate tax increases, levy's, user fees |
| Building Condition Index (BCI) | 5 – 10 years | Buildings constitute the large part of non-core assets. Request BCI for buildings and assets |

Non-Core assets

The Town has established the following non-core assets.

- Land
- Buildings
- Fleet

Additionally over time the Town will based on its capacity choose to expand the list to include,

- Information Technology
- Data Electronic (electronic, paper, documents)
- Purchasing procedures (green compliancy)
- Human Resources (Staffing, recruiting, retention)

The Town will focus on physical non-core assets which includes

- Land (municipal properties, parks, and trails)
- Buildings (community hall, fire department)
- Fleet /Equipment (Trucks, and associated equipment)

| Hierarchy | Category | Subtype |
|--------------------|--|--|
| Land (roll number) | administration public works/ Recreation/ | <ul style="list-style-type: none"> • Parking lots • Vacant properties • Cemeteries • Community hall • Emergency; fire, ambulance • Salt / Storm shed. • |
| Building | Building structure/Outer shell | <ul style="list-style-type: none"> • Interior/exterior • Roof/shell structure/walls • Foundations/footings/slabs • |
| Inventory | Capital assets within building | <ul style="list-style-type: none"> • Electrical/ • Mechanical/ • Structural • Emergency • Miscellaneous • |
| Fleet/Equipment | | <ul style="list-style-type: none"> • Heavy duty • Medium duty • Light duty • Recreational • Emergency • |

standards through an ecosystem of collaborative municipalities which can share best practices. One such standard is the ASTM UNIFORMAT II level 3 Standard E1557 classification.

Asset attributes

Collection of all mandatory fields is necessary in order to produce valid reports

The screenshot shows a web-based form for recording equipment inventory. The title bar reads "Community Centre / Municipal Office - Equipment Inventory". The form is organized into several columns of fields:

- Equipment Category:** Finishes (C)
- Equipment Type:** Doors
- Equipment Detail:** Door Hardware
- Equipment Item:** Select...
- Name:** Automatic Door Arm #1
- Asset Relationship:** (empty)
- ID:** Automatic Door Arm_001
- Make:** Ditec
- Model:** Auto Swing HA-8
- Serial Number:** 28473
- Department:** Select...
- Space Category:** Main Entrance
- Floor:** ---
- Room #:** (empty)
- Location Served:** (empty)
- Map:** Map (with location pin icon)
- TCA:** (empty)
- Purchase Price:** 1500
- Replacement Cost:** 1500
- Quantity:** (empty)
- Installation Year:** (empty)
- Warranty End Date:** (empty)
- Proposed Replacement Date:** (empty)
- Lifespan:** (empty)
- Actual Replacement Date:** (empty)
- Usage (Hours):** (empty)
- Capacity (Hours):** (empty)
- Condition:** Very Good (80-100% Rema...
- Comments:** (empty)
- Status:** Capital
- Energy Equipment:**

At the bottom right, there are "Save" and "Cancel" buttons.

Asset breakdown

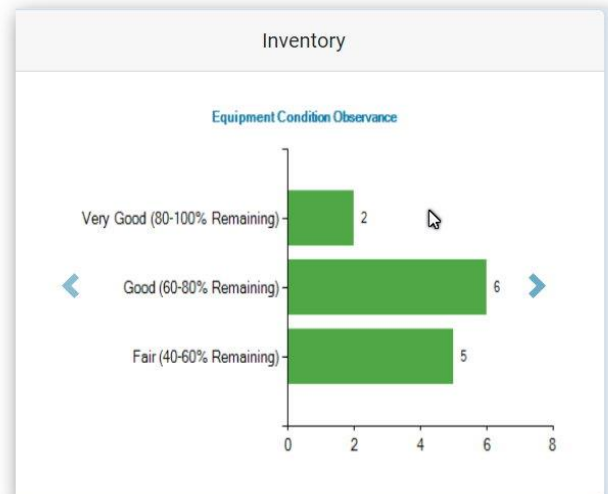
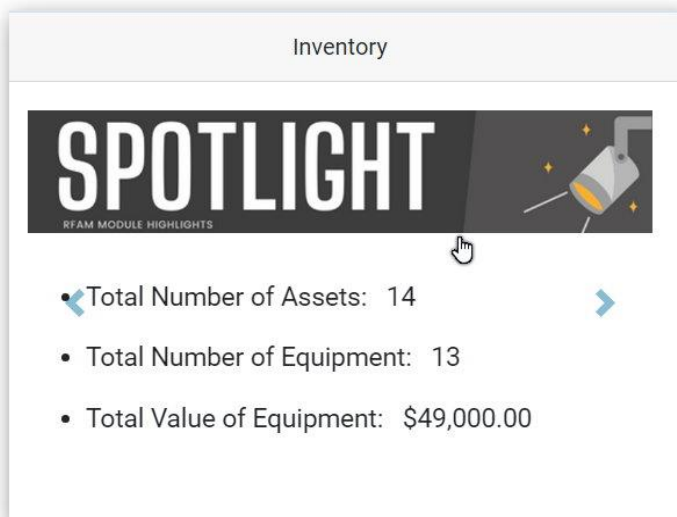
| Asset category | Asset Categories | Asset Attributes |
|--------------------|--|-------------------------|
| Land | Administration, Green space, Public Works Environmental | Roll Number |
| Buildings | Envelope Foundations Roof | Uniformat II |
| Building Inventory | Plumbing HVAC Electrical | Make, model, SN, dates |
| Fleet | Heavy duty Medium duty Light duty Environmental | Make, model, Vin, dates |
| Equipment | Recreation, Emergency, Public Works Environmental | Make, model, dates |

Land Inventory

The Municipality is continuing to update this inventory.

Municipal owned facilities (as of July 1, 2024)

| Asset Class | Asset Type | Asset Name | Asset Status |
|-------------|------------|---|--------------|
| Facility | Recreation | Cobalt Classic Theatre | Active |
| Facility | | Cobalt Fire Hall | Active |
| Facility | | Cobalt Fire Museum | On Hand |
| Facility | | Cobalt Mining Museum | Active |
| Facility | | Cobalt Public Library | Active |
| Facility | | Fraser Building | Active |
| Facility | Recreation | Golden Age Club Hall | Active |
| Facility | | Headframe | On Hand |
| Facility | | Municipal Office/Community Hall/Former Dr. Office | Active |
| Facility | | Public Works Building | Active |
| Parks | | Teck Park | Active |
| Facility | | Water Tower | Active |
| Facility | | Water Treatment Plant | Active |
| Facility | | Wetlands Inlet & Outlet | Active |



Fleet and Equipment (as of July 1, 2024)

| ASSET TYPE | ASSET SUB TYPE | ASSET ID | ASSET NAME | CLASSIFICATION | DEPARTMENT | VEHICLE MAKE | VEHICLE MODEL |
|------------|---------------------|----------|--------------------------|---------------------|--------------|---------------|---------------|
| Vehicle | Heavy Duty Vehicle | PWV-019 | John Deere 544K | Loaders / Backhoes | Public Works | John Deere | 544K |
| Vehicle | Heavy Duty Vehicle | PWV-013 | Dump Truck | Heavy-Duty Vehicle | Public Works | International | 7500 |
| Vehicle | Medium Duty Vehicle | PWV-004 | Trackless Sidewalk Plow | Medium-Duty Vehicle | Public Works | Trackless | |
| Vehicle | Medium Duty Vehicle | PWV-011 | Trackless Sidewalk Plow | Medium-Duty Vehicle | Public Works | Trackless | |
| Vehicle | Garden Equipment | PWV-021 | Kubota Lawn Tractor | Mowers | Public Works | Kubota | GF1800-4WR-02 |
| Vehicle | Heavy Duty Vehicle | PWV-018 | Kenworth Plow/Sander | Heavy-Duty Vehicle | Public Works | Kenworth | |
| Vehicle | Heavy Duty Vehicle | PWV-014 | Caterpillar 420E | Loaders / Backhoes | Public Works | Caterpillar | 420E |
| Vehicle | Heavy Duty Vehicle | PWV-012 | Freightliner Plow/Sander | Heavy-Duty Vehicle | Public Works | Freightliner | |
| Vehicle | Light Duty Vehicle | PWV-015 | Ford F-150 | Pickup | Public Works | Ford | 4x4 F-150 |
| Vehicle | Heavy Duty Vehicle | PWV-008 | Vector Sunvac Sweeper | Sweepers | Public Works | | |
| Vehicle | Light Duty Vehicle | PWV-020 | 2020 Ford F-150 | Pickup | Public Works | Ford | 4X4 F-150 |

Lifecycle Activities

Asset lifecycle activities consist of the following components.

| | |
|----------------|---|
| Rehab | lifecycle events which may extend the life of the asset |
| Replace | activities once the asset has reach its end of life |
| Disposal | accounting and engineering activities which may have ongoing activities |
| Climate Change | Impact and access to renewable technologies |

Accurate lifecycle

Accurate lifecycle for each asset category is fundamental to establishing proper AM plan. Each lifecycle event is directly attributed to the proper inventory data collection. Each building comprises of various asset categories. Each asset category has a defined life expectancy. Each life expectancy is further defined by the amount of usage. The amount of usage is directly proportional to the efficiency of the unit and overall building.

| Category | Life Expectancy (years) | Usage /Consumption |
|--------------------------|-------------------------|----------------------------------|
| Land | | |
| Parks | 50 | Remaining useful life |
| Parking lots | 25 | Remaining useful life |
| Cemeteries | 50 | Remaining useful life |
| | | |
| Building | | |
| Structural | 50 | Remaining useful life |
| Shell | 40 | Remaining useful life |
| Electrical | 15 | Condition rating / Run Hours |
| Mechanical | 20 | Condition rating / Run Hours |
| Inventory | 10-20 | Condition rating / Run Hours |
| | | |
| Fleet / Equipment | | |
| Emergency services | 20 | Condition rating / Run Hours/ Km |
| Public Works | 20 | Condition rating / Run Hours/ Km |
| Recreation | 20 | Condition rating / Run Hours/ Km |
| | | |

Asset Condition Information

| Category | Current Condition rating | Optimal condition rating |
|------------------|---------------------------------|---------------------------------|
| Land | Estimated remaining useful life | Estimated remaining useful life |
| Buildings | Estimated remaining useful life | BCI |
| Inventory | Estimated remaining useful life | Condition rating |
| | | |
| Fleet /Equipment | Estimated remaining useful life | Inspections |
| | | |

Inspections

The Town has taken a proactive approach to measuring LoS, by adopting the ORFA's RFAM solution and cataloging each piece of inventory as well as the associated inspections. The Town should create Inspections which will be classified as Predictive, Preventative and Reactive. These typical Inspections are categorized as regulatory, mandatory, health and safety and occurs daily, weekly, quarterly and annually. Sample of these inspections are;

| | |
|-----------|---|
| Fleet | MTO inspections, Fire truck inspections |
| Building | subject to internal building inspections including fire suppression and extinguishers |
| Land | staff inspection, CSA, play structures |
| Inventory | subject to regulatory Inspections |
| Emergency | Personal Preventative Equipment sent to manufacturer |

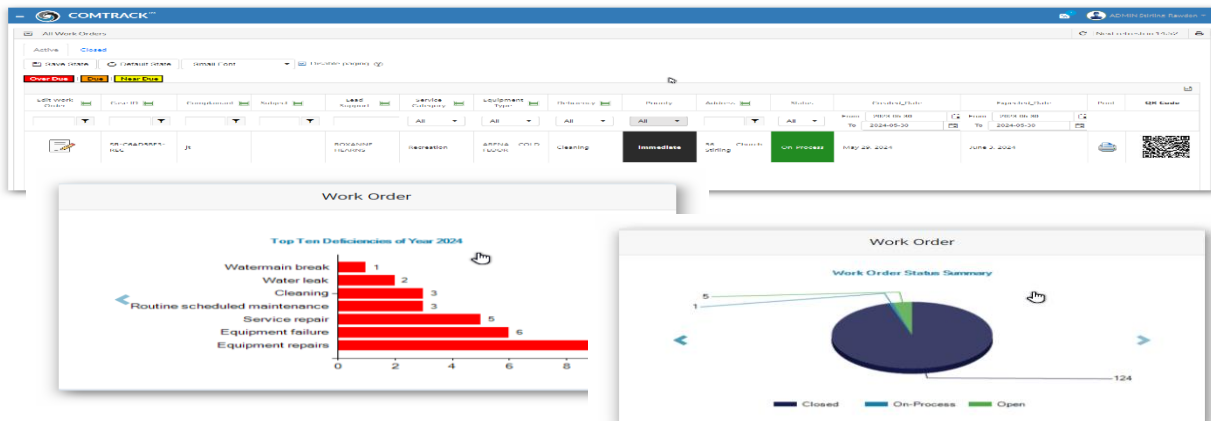
Routine inspections

As an integral part of level of service, the Town should consider to electronically collect and manage inspections to both facilities and individual assets. The Town will overtime increase and customize the inspection which will translate to proposed level of service and the Town's ability to financially afford the established levels of service.

| Inspection Name | Asset Name | Inspector |
|-------------------------------|---------------------|-----------|
| Weekly Air Compressor Check_4 | Public Works Garage | (All) |
| Weekly Air Compressor Check_3 | Public Works Garage | (All) |
| Weekly Air Compressor Check_2 | Public Works Garage | (All) |
| Weekly Air Compressor Check_1 | Public Works Garage | (All) |

Work orders

The Town should consider adopting an electronic work order system. Failed inspection lead to the creation of work orders. Work orders status can be monitored to validate established LoS.



Level of Service Overview

Level of Service (LoS) is a balance between user expectations for overall quality, performance, availability, and safety versus affordability.

LoS requires asset category, performance measurement, a current measurement, a target measurement, an achievement date, an approximate cost, and a priority assigned to each performance measurement.

AMPs typically comprise of theoretical models which need to be vetted against operational models concluding with practical realities. LoS can be considered the practical component of an AMP. Operational and practical data is used to establish and validate LoS which in turn will feed into the financial component. This closed-loop approach will either validate the AMP or indicate required changes to the financial strategy. LoS is a key driver which influences asset management decisions, and depending on asset type can be either condition or age based.

LoS outlines the overall quality, performance, availability and safety of the service being provided. LoS contains a number of distinct categories:

- Service Identification
- Financial
- Municipal risk
- Community Expectations
- Technical component
- Strategic component

Level of Service (LoS) Policies

The core purpose of a Town is to provide services to residents and other stakeholders. Physical assets are simply a portion of what is required to deliver the various LoS as determined by the Town. The Town needs to ensure that the infrastructure performs to meet the level of service goals at an affordable and sustainable cost. An objective of LoS analysis is to find a balance between the expected levels of service and the cost of providing that LoS. Determining municipal LoS policies requires first developing a baseline for acceptable and affordable levels of service. This is done by first examining present-day service levels, community needs, regulatory or legal obligations and the cost-of-service delivery. Once present-day service levels have been examined, this baseline can be compared against LoS expectations.

The Process

Levels of Service analysis may involve:

1. Developing
 - Customer vs. Technical Levels of Service
 - Current vs. Expected Levels of Service
 - Use of performance measures
 - Financial validation
2. Communication
 - Receive input from staff

- Receive input from citizens
 - Communicate the Levels of Service to stakeholders
 - Council approval of Levels of Service strategies
3. Update
- Updating the Levels of Service Analysis on a yearly basis

Financial investment

The management of physical assets, their **selection, maintenance, inspection and renewal** plays a key role in determining the operational performance and viability of organizations that operate assets as part of their core business. Operational data is used to establish and validate LoS which in turn will feed into the financial component. This closed-loop approach will either validate the LoS strategies or indicates required changes to the financial strategy.

Level of Service Matrix

Determining the desired levels of service for asset is achieved with consideration of a number of factors including costs, user expectations and government mandated and minimum requirements. LOS outlines the overall quality, performance, availability, and safety associated to municipal assets and services. Each asset category can have its own Key Performance Indicator, current measurements, target measurements, achievement date, approximate costs associated to each component and a priority listing based on staff and council consensus. There are three (3) distinct categories of LoS:

- Municipal risk
- Asset life cycle cost implications
- Financial options

LoS outlines the overall quality, performance, availability and safety of the service being provided. Technical levels of Service (TLS) outline the operating, maintenance, rehabilitation, and renewal strategies.

TLS outline the operating, maintenance, rehabilitation, renewal and upgrade activities expected to occur. TLS must be considered that also look at the risk associated with providing the service. Proposed targets for customer and technical levels of service must be included as part of the asset management strategy. Performance measures should be developed, and the actual results achieved reported and updated annually.

The target levels of service must be reviewed on a regular basis to determine if they are appropriate and achievable. Consideration should be given to risk and cost in the development of target levels of service.

All assets carry a level of risk for their users. Generally, when conducting risk assessment, two key factors that come into consideration are frequency of use and cost of improvement. Acceptable levels of risk may vary depending on their frequency of use.

| Asset category | LEVEL OF SERVICE | Compliance |
|----------------|-----------------------|------------|
| land | landscape maintenance | |

| | | |
|-----------------|--------------------------------|--|
| | Landfill monitor report | |
| | | |
| | | |
| Buildings | Safe buildings | Building Inspections |
| | Meet legislative requirements | AODA Compliant |
| | Emergency accessibility | Distance from fire hall |
| | Building Condition Index (BCI) | UNIFORMAT II STANDARD |
| | Inventory | TSSA, CSA |
| | Energy Efficiency | O.Reg. 507/18 broader public Sector energy reporting |
| | | |
| Fleet/Equipment | Routine inspections | MTO regulations |
| | Routine maintenance | |
| | | |

| Asset category | LEVEL OF SERVICE | Tracking Methodology |
|-----------------|---------------------|----------------------|
| | | |
| land | landscape | |
| | Maintenance | |
| | | |
| Buildings | Foundation | BCI |
| | Structure | BCI |
| | Roof | BCI |
| | Safety | RFAM Inspections |
| | Electrical | RFAM Inspections |
| | HVAC | RFAM Inspections |
| | Plumbing | RFAM Inspections |
| | | |
| Fleet/Equipment | Routine Maintenance | RFAM Inspections |
| | | |

Risk

Prioritization Matrix

Assigning a base line value from 10 – 100 for each municipal asset category will enable to prioritize and compare various asset categories.

Probability of Failure (PoF)

Not all assets deteriorate at the same level. In some cases the deterioration may be quantitative as 2 Building Condition Index (BCI) per year while others may be based on asset longevity. As the assets deteriorate the probability of failure increases. PoF for an asset category requires a combination of attributes including baseline weight, material, classification, condition rating and useful life. These values are normalized to a value from 1-5. The condition rating and useful life are matched against a desired level of service for a visual representation. The results including percentage weight, produce a PoF rating from 1-5

PoF Matrix

| PoF | Rating | Remaining useful life | Condition Index |
|-----|-----------|-----------------------|-----------------|
| 1 | Very Good | 0-10% of UL | 90 – 100 |
| 2 | Good | 11-30 % of UL | 75 - 89 |
| 3 | Fair | 31-50 % of UL | 50 - 74 |
| 4 | Poor | 51-65 % of UL | 35 - 50 |
| 5 | Very Poor | 66 > % of UL | <34 |

Consequence of Failure (CoF)

Not all assets pose the same Consequence of Failure level. Even within the same category various pieces of equipment pose different risk or consequence of failure. CoF can be derived for each asset category from the calculation of an asset category baseline weight, and 5 criteria including; safety, operational, environment, finance, and legal.

Risk lookup

Environmental conditions; Values from 1- 5 with associated description and details outlining the severity of the consequence associated to the environment

Financial conditions; Values from 1- 5 with associated description and details outlining the severity of the consequence associated to the financial

Health and safety conditions; Values from 1- 5 with associated description and details outlining the severity of the consequence associated to the Health and safety

Legal; Values from 1- 5 with associated description and details outlining the severity of the consequence associated to the Legal

Operational conditions; Values from 1- 5 with associated description and details outlining the severity of the consequence associated to the Operational

Asset Risk

| Category | Type | Data Confidence | PoF | CoF | RISK |
|-----------|---|-----------------|-----|-----|--------|
| Land | Municipal owned land | Fair | 1 | 1 | low |
| Buildings | Envelopes, Roof, foundations | Fair | 2 | 3 | Medium |
| Inventory | A collection of all capitalized inventory | Fair | 2 | 2 | Medium |
| fleet | Vehicles | Fair | 2 | 3 | Medium |
| Equipment | Various machinery | Fair | 2 | 2 | Medium |

Climate change

Energy Demands

The Town should begin collecting energy consumption as part of future AM requirements.

- Meter each individual building
- Identify inventory assets which consume energy
- Collect water usage by building and associated various assets

O.Reg. 507/18 broader public Sector energy reporting and conservation and demand management plans include the summary for a year must include the following information for each of the public agency's prescribed operations:

1. The name of the building or facility.
2. The address of the building or facility.
3. The total floor area of the indoor space of the building or facility.
4. The type of the building or facility.
5. A description of the days and hours in the year during which the building or facility is operated and, if the building or facility is operated on a seasonal basis, the period or periods during the year when it is operated.
7. The total amount of each type of energy that was consumed in the year to operate the building or facility and that was purchased by the public agency, regardless of when it was purchased.

The town has posted its energy plan on its website

Citizen engagement

The Town has made citizen engagement a priority. It has adopted innovative technologies to collect and analyze citizen satisfaction. The Town is measuring 5 key indicators including, operational, security, amenities, professionalism, accessibility

The Town's website offers a number of ways to stay informed about what are the Corporation of the Town of Cobalt's programs and services; who to contact at the Municipal office to obtain those services; when Council is meeting, what are they discussing and what were Council's past meeting results.

Occupiers liability act

The Town may wish to review its property assets to insure that premises are reasonably free of hazards. That entrants are reasonably safe, and establish and maintain a "standard of care"

Occupiers' Liability Act

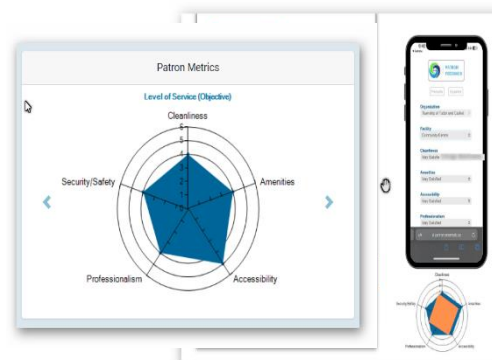
Legislation for Premises Liability

- This important legislation compels the Occupier, often the owner of the property (but not always!), to keep their premises reasonably free of hazards.
- Entrants to the property should expect a reasonably safe premises.
- Creates an important "standard of care."

"An occupier of premises owes a duty to take such care as in all the circumstances of the case is reasonable to see that persons entering on the premises, and the property brought on the premises by those persons are reasonably safe while on the premises."

Patron feedback

The same QR code technology used for inventory can be implemented within the town facilities to gather pertinent user satisfaction.



Incident reporting

From both a liability and LoS perspective, the Town may wish to begin to electronically collect and manage incident occurrences with municipal owned properties.

The image shows a tablet displaying an 'Incident Reporting' form. The form title is 'Incident Reporting' and the subtitle is 'Auto/Collision, Property Loss, Liability Forms & Attachments.' The form contains various input fields for incident details, including date, time, location, and contact information.

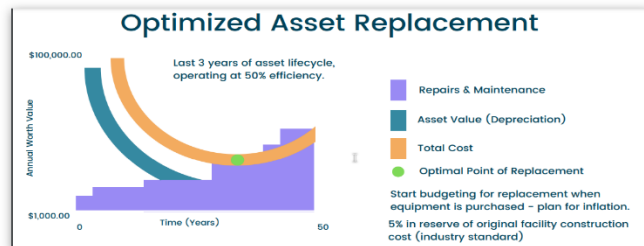
Financial

Application for any OCIF funding, the Town is required to provide Current Replacement Value. Where possible the Town may wish to record current replacement value on a per inventory record basis.

The screenshot shows a detailed financial spreadsheet with columns for 'Asset Replacement Value', 'Depreciation Schedule', and 'Current Replacement Value'. It includes various asset categories and their corresponding financial data over time.

Optimized Asset replacement

The Town may wish to begin to collect the financial investment for each asset, and establish a policy to determine cost remediation versus cost replacement



Budget forecasting

Through the collection of proper inventory and appropriate data fields the Town can begin the process of creating 10 - 50 years dynamic capital plan

The screenshot shows a 'LIFECYCLE STRATEGY REPORT' table. It contains multiple columns for 'Year' (0 to 50) and various financial metrics such as 'Investment', 'Maintenance', and 'Replacement'. The table provides a detailed forecast of capital expenditures over a 50-year period.

Equipment Utilization

The Town may wish to adopt an equipment Utilization index strategy to more accurately define assets which require immediate attention. This approach will indicate which similar assets have a shorter lifespan as a result of their daily usage, and thereby provide a more accurate replacement and lifecycle date.



| ASSET NAME | EQUIPMENT DETAIL | EQUIPMENT NAME | RISK | CONDITION | LIFESPAN | PLANT/MS | INVESTMENTS (LIFESPAN) | INVESTMENTS/PLANT/MS (\$) | EU |
|---------------------|------------------------------|-----------------|-------------|-------------------------|-----------|----------|------------------------|---------------------------|-----------|
| Public Works Garage | Commercial Equipment (E1101) | Welder | Not Defined | Fair (40-60% Remaining) | 13483.33% | 0.00% | 0.00% | 0.00% | 13483.33% |
| Public Works Garage | Commercial Equipment (E1101) | Pressure Washer | Not Defined | Poor (20-40% Remaining) | 13483.33% | 0.00% | 0.00% | 0.00% | 13483.33% |
| Public Works Garage | Fuel Distribution (E366) | Diesel Tank | Not Defined | Good (80-90% Remaining) | 11020.00% | 0.00% | 0.00% | 0.00% | 11020.00% |