

# Best Practice

## Municipal Infrastructure Investment Plan

### CONTACT

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### THE PRACTICE

The Infrastructure Investment Plan was developed as a result of the increased reporting requirements by various levels and ministries of government. It was also developed as a tool to create a long term strategic plan to channel the commitment of Council and employees to increase Municipal Capacity based on the resources that we enjoy. There are two components of the program, strategic planning and the development of an infrastructure program to be used to enable our municipality to become PSAB compliant.

### THE PROCESS

To implement this practice Council received proposals from various facilitators to develop a long term vision for our Municipality. Council searched options as to how to inventory our resources and how to insure the inventory would remain up to date.

- a. Council attends a one or two day planning strategic planning session. Questions include where do you want to be in five years in terms of assessment, development, tax rate...How do you get there? What types of policy and bylaws need to be in place? What has to be done to reach the desired level? How can we be ready when new grants are announced, have a list of projects ready and ensure that at least two or shovel ready. Our infrastructure inventory provides the information Council needs to make these decisions. What are our plans for succession planning? Develop a vision and mission statement to keep all focused on the goal;
- b. The RM hired a GPS technician for the summer;
- c. The RM hired an instructor to transfer the GPS data creating digital maps with all infrastructures shown;
- d. Train our own employees to use the GPS equipment and software to update and add features as desired
- e. Rent vehicle; and
- f. Involve ratepayers through letters and website of the intent of the program.

### THE RESULTS

The program was undertaken in the summer and fall of 2009. The benefits to our Council and Administration as a tool for:

- a. infrastructure planning;
- b. policy development and maintenance programs;
- c. budgeting and capital budget preparation;
- d. determining the life cycle of municipal infrastructure;
- e. succession planning;

- f. road and transportation planning;
- g. determine responsibilities; and
- h. determine timelines.

## LESSONS LEARNED

It is easy to make a plan but it is a challenge to stay on track. It will not work without the continued commitment of Council and Administration. Future Council and Administration will have the advantage of sound planning, policies and inventory in place to continue the plan of which the goal is: Maintaining a great lifestyle, tax stewardship, accountability and transparency.

Ratepayers must be involved in the process; we have found success in newsletters and our website. The actual GPS of infrastructure is a comprehensive program. Ensure that ratepayers are notified before the program begins. If possible have a team of two to GPS the RM.