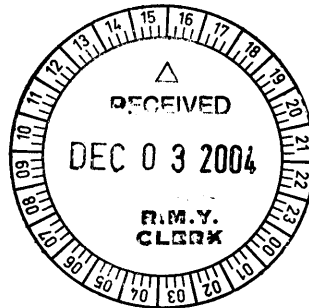


December 1, 2004

Mr. Denis Kelly
Regional Clerk
The Regional Municipality of York
17250 Yonge Street
Newmarket, ON L3Y 6Z1



REGION OF YORK
CLERK'S OFFICE

FILE No. - *PO6*

RE: **INFRAGUIDE (3.0)**

Dear Mr. Kelly:

This will confirm that at the meeting of Council held on November 30, 2004, Clause 1 of Report No. 62, was approved as follows:

“Whereas the Town of Markham currently spends approximately \$25,000,000 on Capital and Operating Budgets for the maintenance, rehabilitation and reconstruction of its water, storm, wastewater and road system infrastructure and;

Whereas the National Guide to Sustainable Municipal Infrastructure (InfraGuide) gathers and documents best practices that reflect proven approaches to build sustainable infrastructure to Canadians in those areas and;

Whereas the Federation of Canadian Municipalities has partnered with the National Research Council of Canada to develop InfraGuide with support from Government of Canada and;

Whereas application of such best practices will assist communities across Canada to get the maximum return on every dollar invested in infrastructure while being mindful of the social and environmental implications of their decisions and;

Whereas the Town of Markham strives to be a leader in ensuring the quality of life of its citizens through appropriate short and long-term sustainable infrastructure investment decisions;

.....2/

Now therefore be it resolved that the Town of Markham endorses the use of the appropriate best practices developed by InfraGuide;

And that the Federation of Canadian Municipalities share the motion with their members and the Federal and Provincial Governments to encourage ongoing commitment and support for InfraGuide;

And further that this report be forwarded to the Region of York and all local municipalities in York Region for their consideration and endorsement of the InfraGuide.”

Yours sincerely,

A handwritten signature in cursive script, appearing to read 'S. Birrell'.

Sheila Birrell
Town Clerk

SB:mbp

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REPORT TO COMMUNITY SERVICES AND ENVIRONMENT COMMITTEE

TO: Mayor and Members of Council

FROM: Peter Loukes, P.Eng., Director, Operations and Asset Management

PREPARED BY: Stan Bertoia, P.Eng., General Manager, Construction & Utilities

DATE OF MEETING: November 15, 2004

SUBJECT: InfraGuide

RECOMMENDATION:

WHEREAS the Town of Markham currently spends approximately \$25,000,000 on Capital and Operating Budgets for the maintenance, rehabilitation and reconstruction of its water, storm, wastewater and road system infrastructure and;

WHEREAS the National Guide to Sustainable Municipal Infrastructure (InfraGuide) gathers and documents best practices that reflect proven approaches to build sustainable infrastructure to Canadians in those areas and;

WHEREAS the Federation of Canadian Municipalities has partnered with the National Research Council of Canada to develop InfraGuide with support from Government of Canada and;

WHEREAS application of such best practices will assist communities across Canada to get the maximum return on every dollar invested in infrastructure while being mindful of the social and environmental implications of their decisions;

WHEREAS the Town of Markham strives to be a leader in ensuring the quality of life of its citizens through appropriate short and long-term sustainable infrastructure investment decisions;

THEREFORE BE IT RESOLVED THAT the Town of Markham endorses the use of the appropriate best practices developed by InfraGuide;

AND THAT the Federation of Canadian Municipalities share this motion with their members and the Federal and Provincial Governments to encourage ongoing commitment and support for InfraGuide;

AND FURTHER THAT this report be forwarded to the Region of York and all local municipalities in York Region for their consideration and endorsement of the InfraGuide.

PURPOSE:

To seek Council's endorsement of the InfraGuide National program.

BACKGROUND:

The InfraGuide supports the protection and enhancement of municipal infrastructure using four pillars – environment, social, regulation, and economic – as a framework. By consolidating knowledge, best practices have evolved as tools to assist municipalities in selecting the best technologies available, evaluating life-cycle costs, and seeking an optimum return on investment.

The best practice movement began in the mid-1980s in an effort to improve municipal infrastructure with maximum public benefit and to restore capital investment from various levels of government through the use of supportive policies and practices.

The concept of a technical guide for urban infrastructure was discussed by practitioners in 1991 and resulted in a feasibility study evaluating infrastructure needs. One of the notable conclusions was the need for a voluntary performance-based guide. Thus, between 1996 and 1998, the NRC, working in tandem with key stakeholders from the public and private sector, developed a framework and financial package for such a handbook.

The InfraGuide was then created over a four-year period through the support of a network of stakeholders from across the country. Two parts have evolved: a) a non-technical investment and planning tool for municipal representatives, such as elected officials, administrators, and finance officials, and b) an integrated compendium of technical best practices in infrastructure management for use as a strategic guidance tool.

The National Guide to Sustainable Municipal Infrastructure (InfraGuide) gathers, documents and creates best practices that support and encourage Canadian municipalities to use proven approaches to deliver sustainable infrastructure to their communities. InfraGuide covers both the decision-making and investment planning area as well as technical solutions to infrastructure construction, operation and maintenance. Initial scope includes the areas of environmental protocols, portable water, storm and wastewater and municipal roads.

Leadership and direction is provided by a Governing Council composed of 22 members representing a broad regional mix and a combination of affiliation and expertise. Members include academics, consulting engineers, members of associations, local politicians, contractors, municipal staff and the general public. Councillor Mike Badham is the current chair of the Governing Council. Councillor Badham is also the current president of the Saskatchewan Urban Municipalities Association and Councillor of the City of Regina.

Five technical committees have been established to develop best practices: Municipal Roads, Potable Water, Storm and Wastewater, Decision Making and Investment Planning and Environmental Protocols. Best practice topics and priorities have been identified through extensive stakeholder discussions followed by national scans to identify current practices. National working groups with expertise in the subject areas develop each specific best practice document under the technical committees' direction. Currently, over 300 volunteers are actively

involved in the development of best practices through the working group and technical committees. These volunteers include an impressive collection of technical expertise representing all regions and a range of community sizes across Canada.

A national peer/stakeholder review period is included in the development of each best practice prior to final publication.

In addition, InfraGuide has developed networks at local levels across the country by the establishment of service contracts with reputable organizations and individuals from each region to provide liaison in disseminating information and obtaining feedback from the local level on the InfraGuide products and activities, as well as local infrastructure priorities.

The Federation of Canadian Municipalities is leading this unique project in partnership with the National Research Council. By March 2005, at the completion of Phase I and II of this project, total expenditures will total more than 20 million dollars with 12.5 million provided through Infrastructure Canada program funding and the remainder through NRC and other in-kind contributions.

Currently, 29 best practices are published and available for free distribution to Canadian municipalities (Appendix "A") and over 32 municipalities have endorsed the InfraGuide (Appendix "B"). Other topics are currently at various stages of development.

OPTIONS/DISCUSSION:

The Town of Markham currently owns and operates extensive civil infrastructure currently included in the scope of InfraGuide. InfraGuide is a unique opportunity for all infrastructure providers to share information on a national basis that enables infrastructure to be delivered more cost effectively while respecting the social and environmental needs of the community.

Broad support for this initiative has been demonstrated across Canada through the extension volunteer involvement of national association, academics, contractors, consultants, and practitioners.

As a leader in seeking out and applying a philosophy of continuous improvement to daily infrastructure delivery, the Town of Markham will contribute both its knowledge and resources to the development of best practice documents. The Town of Markham currently has a representative actively involved in leading and developing best practices. Ernie Ting, Manager of Infrastructure, Waterworks Department, has been involved with InfraGuide on the Portable Water Technical Committee since 2001.

The InfraGuide's process provides a unique opportunity for the Town of Markham to continue to learn from and share with other Canadian communities. Formal endorsement of national best practices by the Town of Markham will provide a nationally endorsed framework within which local infrastructure decisions can be made that will support long-term sustainable civil infrastructure for the Town of Markham.

The adoption of nationally recognised best practices supports cost effective decision making that

respect the social, economic and environmental constraints and needs of the Town of Markham.

Endorsement of Guide Best Practices, the Town of Markham is demonstrating leadership in quality service delivery.

FINANCIAL CONSIDERATIONS:

There is no cost to the Town in the adoption of the National Guide to Sustainable Municipal Infrastructure.

Adoption by the Town of Markham demonstrates leadership and potential to improve the financial bottom line.

ENVIRONMENTAL CONSIDERATIONS:

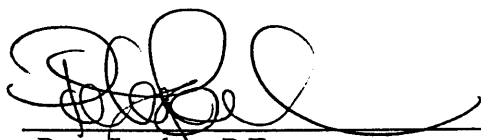
By definition, sustainable includes the consideration of environmental consequences of decisions. Part of the mandate of the InfraGuide's Environmental Protocols committee is to ensure that other best practices consider and specifically address environmental consequences.

ATTACHMENTS:

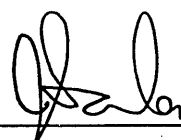
Attachment 'A' – Internet Links to the National Guide to Sustainable Municipal Infrastructure
Attachment 'B' – InfraGuide – List of Supporting Municipalities



Stan Bertola, P.Eng.
General Manager, Construction and
Utilities



Peter Loukes, P.Eng.
Director, Operations and Asset
Management



Jim Sales
Commissioner of Community and
Fire Services

Internet Links to The National Guide to Sustainable Municipal Infrastructure

Home Page:

<http://www.infraguide.gc.ca/indexe.html>

Comprehensive Listing of Best Practice Reports:

<http://www.infraguide.gc.ca/docs/bestother.pdf>

Best Practice Topics:

Note that practices already published are listed below. Additional practices are still under development.

Municipal Roads

<http://www.infraguide.gc.ca/bestmunicipal.html>

- Guidelines for Sealing and Filling Cracks in Asphalt Concrete Pavement
- Timely Preventive Maintenance for Municipal Roads
- The Construction of Utility Boxes in Pavement
- The Restoration and Repair of Utility Boxes in Pavement

Potable Water

<http://www.infraguide.gc.ca/bestpotable.html>

- Water Quality in Distribution Systems
- Deterioration and Inspection of Water Distribution Systems
- Water Use and Loss in Water Distribution Systems
- Selection of Technologies for the Rehabilitation or Replacement of a Water Distribution System

Storm and Waste Water

<http://www.infraguide.gc.ca/beststorm.html>

- Selection of Technologies for Sewer Rehabilitation and Replacement
- Infiltration/Inflow Control/Reduction for Wastewater Collection Systems
- Best Practices for Utility-Based Data
- Source and On-Site Controls for Municipal Drainage Systems
- Wastewater Source Control

Decision Making and Investment Planning

<http://www.infraguide.gc.ca/bestdecision.html>

- Coordinating Infrastructure Works
- Alternative Funding Mechanisms
- Developing Indicators and Benchmarks
- Developing Levels of Service
- Planning and Defining Municipal Infrastructure Needs

Environmental Protocols

<http://www.infraguide.gc.ca/bestenvironmental.html>

- Strategic Commitment to the Environment by Municipal Corporations

Guide Glossary

<http://www.infraguide.gc.ca/docs/glossary.pdf>



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Member Organizations

Regional Contacts

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News and Events

Committees

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GO!

To date over 30 municipalities have joined InfraGuide's growing network of experts concerned about solving municipal infrastructure problems. They are sharing expertise and knowledge and are developing new contacts with counterparts elsewhere in Canada.

The Federation of Canadian Municipalities urges its members to support InfraGuide by passing a motion and by taking an active role in InfraGuide's success. [Click here to access a sample resolution and discussion paper on InfraGuide.](#)

Sample Resolution Text

It is recommended that Council adopt the following motion:

WHEREAS your municipality spends \$x annually on the maintenance, rehabilitation and reconstruction of its water, storm, wastewater and road system infrastructure and

WHEREAS the National Guide to Sustainable Municipal Infrastructure (InfraGuide) gathers and documents best practices that reflect proven approaches to build sustainable infrastructure to Canadians in those areas and

WHEREAS your municipality strives to be a leader in ensuring the quality of life of its citizens through appropriate short- and long-term sustainable infrastructure investment decisions.

THEREFORE be it resolved that your municipality is committed to the adoption and use of the appropriate best practices developed by InfraGuide.

[Obtain complete text and backgrounder on InfraGuide](#)

[Click here to obtain the list of member municipalities.](#)

Supporters

The following municipalities and organizations have officially endorsed InfraGuide at their Council or board meeting. [Discover how yours can join them.](#)

Municipalities

Organizations

Municipalities:

Date Motion Passed:

[Regina, SK](#)

4-Nov-02

[Whitehorse, YT](#)

2-Dec-02

[City of Ottawa, ON](#)

27-Feb-03

[Town of Morinville, AB](#)

25-Feb-03

[City of Gatineau, QC](#)

11-Mar-03

[City of Moncton, NB](#)

7-Apr-03

[City of Kingston, ON](#)

1-Apr-03

<u>City of Burlington, ON</u>	24-Feb-03
<u>Municipality of Martinville, QC</u>	13-May-03
<u>Cape Breton Regional Municipality, NS</u>	20-May-03
<u>Town of Milk River, AB</u>	12-May-03
<u>City of Saskatoon, SK</u>	9-Jun-03
<u>Corp of the City of Thorold, ON</u>	6-May-03
<u>Town of Gander, NF</u>	16-Feb-03
<u>City of Cambridge, ON</u>	7-Jul-03
<u>City of Kamloops, BC</u>	11-Jul-03
<u>Municipality of the District of Lunenburg, NS</u>	8-Jul-03
<u>Village of Sayward, BC</u>	22-May-03
<u>Town of Smithers, BC</u>	13-May-03
<u>Town of Oakville, ON</u>	7-Apr-03
<u>City of Vancouver, BC</u>	27-Jun-03
<u>Town of Wolfville, NS</u>	26-Aug-03
<u>City of London, ON</u>	15-Sep-03
<u>City of Prince Albert, SK</u>	11-Sep-03
<u>District of Sicamous, BC</u>	29-Sep-03
<u>Halifax Regional Municipality, NS</u>	27-May-03
<u>The Regional Municipality of Halton, ON</u>	26-Nov-03
<u>Town of Richmond Hill</u>	25-Sep-03
<u>Saddle Hills County, AB</u>	23-Mar-04
<u>City of Summerside, PEI</u>	19-Apr-04
<u>City of Laval, QC</u>	7-Apr-04
<u>City of Edmonton, AB</u>	11-May-04

Organizations:

Halifax Regional Water Commission
<http://www.hrwc.ns.ca/>



CPWA: Canadian Public Works Assoc.
<http://www.cpwa.net>



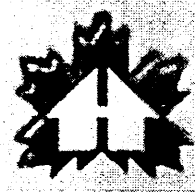
CWWA: Canadian Water and Wastewater Assoc.

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<http://www.cwwa.ca>



Canadian Home Builders' Association
<http://www.chba.ca>



Federation of Canadian Municipalities
<http://www.fcm.ca>



CSCE: Canadian Society of Civil Engineering
<http://www.csce.ca>



Ontario Water Works Association
<http://www.owwa.com/hm>



National Guide to Sustainable
Municipal Infrastructure

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