

Staff Report

To: Mayor Bazinet and Members of Council
Report From: Jessica Clapp, Asset Management and Environmental Services Manager
Meeting Date: August 11, 2025
Subject: Public Sector Digest Citywide Decision Support Module

Recommendation:

That Goderich Town Council authorizes staff to purchase the Decision Support module from Public Sector Digest (PSD) Citywide to incorporate proposed service levels into the municipality's financial strategy in preparation for submitting the Town of Goderich's 2025 Asset Management Plan, as mandated by Ontario Regulation 588/17: *Asset Management Planning for Municipal Infrastructure*;

And That the initial implementation cost of \$8,800.00 for the Decision Support module be funded from the Contingency Reserve Fund;

And That the annual subscription fee of \$2,950.00 for the Decision Support module be included in the annual budget.

Report Summary:

The Town of Goderich internally develops its Asset Management Plans to meet the regulatory requirements within Ontario Regulation 588/17 and effectively manages its asset inventory using PSD's Citywide Assets module. With evolving regulatory requirements, including incorporation of proposed service levels, the Town of Goderich would significantly benefit from the newly developed Citywide Decision Support module that captures the asset information found within Citywide Assets module (i.e., asset attribute data, lifecycle events, condition and risk) and creates scenarios to aid in aligning service levels with financial strategies.

Background and Analysis:

The Town of Goderich has been using PSD's Citywide Assets module for over a decade to manage the municipality's asset inventory and related information necessary for fulfilling asset management planning requirements under Ontario Regulation 588/17: Asset Management Planning for Municipal Infrastructure. This includes data on asset valuation, age, amortization, replacement cost, condition, lifecycle events, risk, disposal information, asset retirement obligations, and various other asset attributes.

As asset management regulatory requirements continue to evolve, including the latest mandate to incorporate proposed levels of service into the municipal Asset Management Plan, and as the municipality aims to utilize condition and risk data to strengthen its long-term financial strategy with each iteration of the Asset Management Plan, it becomes imperative to have the

appropriate tools that will integrate all the asset information the municipality has been collecting and managing for many years.

A recent tool that PSD has developed as an add-on to other modules within the Citywide suite is Citywide Decision Support (see Figure 1 below). The Citywide Decision Support module, directly linked to asset inventory data in Citywide Assets, utilizes various asset attributes and profiles, lifecycle events, condition, and risk information to generate scenarios that define service levels, optimize replacement and rehabilitation decisions, and compare infrastructure projects, assisting staff with resource allocation. For the Town of Goderich, which internally develops its asset management plan without external consultants, this module is invaluable for meeting Ontario Regulation 588/17 requirements, mandating integration of service levels and lifecycle management within financial strategies. Having access to the Decision Support module empowers Goderich to autonomously continue developing its Asset Management Plans, aligning service levels with financial capabilities, thereby fulfilling regulatory mandates effectively with data-driven insights.

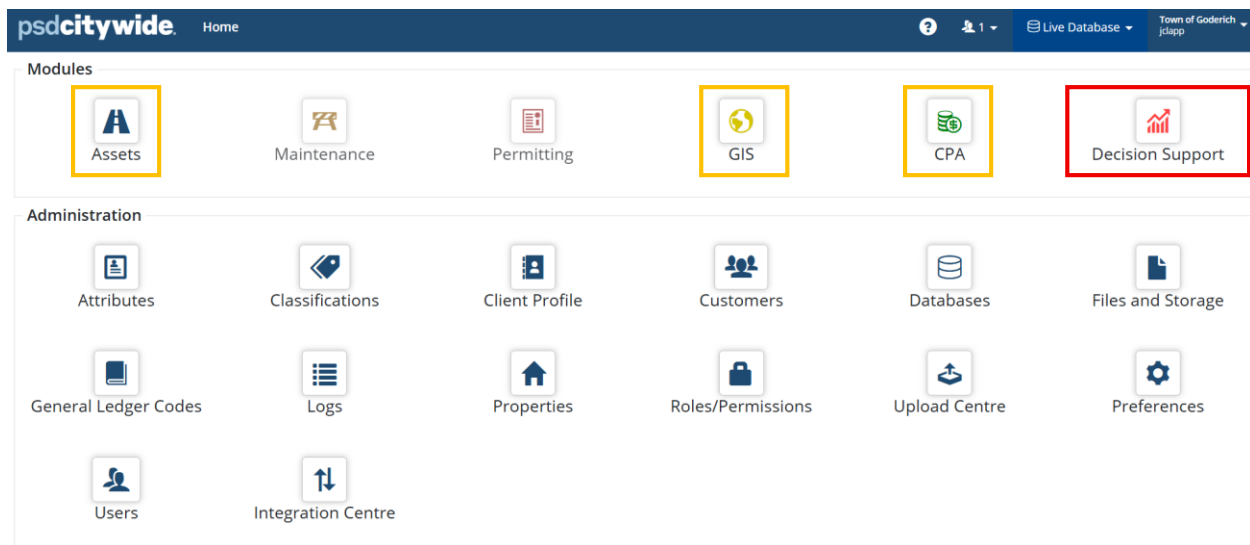


Figure 1. PSD Citywide suite of tools that assist with the Town of Goderich meeting requirements under Ontario Regulation 588/17. Currently, the Town of Goderich has access to Citywide Assets, Citywide GIS, and Citywide CPA (shown above in orange). The Decision Support module is shown above in red. All information, reporting and strategies generated within the GIS, CPA and Decision Support add-on modules are derived from data managed within the Citywide Assets module.

The initial implementation cost of \$8,800.00 to purchase the Decision Support module, which includes licensing, software implementation services and training, is proposed to be funded through the Contingency Reserve Fund. Following this, there is an annual subscription fee of \$2,950.00, which would be accounted for in the annual budget.

Linkage to the Corporate Strategic Plan (Choose all that apply):

- ☒ No. 1 Safe and Reliable Infrastructure
- ☐ No. 2 Welcoming and Caring Community
- ☐ No. 3 Strong Local Economy
- ☒ No. 4 Good Government
- ☐ No. 5 Environmental Stewardship

Linkage to Asset Management Plan:

This staff report is related to the following within the Town's Asset Management Program (Choose one):

And directly impacts (Choose all that apply):

- ☒ Road Network
- ☒ Water Network
- ☒ Sanitary Network
- ☒ Storm Network
- ☒ Fleet
- ☒ Facilities
- ☒ Land Improvements
- ☒ Machinery and Equipment

- ☐ State of Good Repair/Replacement
- ☒ Municipal Levels of Service
- ☒ Risk Management
- ☒ Growth Impacts
- ☒ Financial Strategy

Financial Impacts and/or Source of Funding:

Is this cost budgeted for? Yes: ☐ No: ☒

Proposed funding source for unbudgeted costs: Contingency Reserve

Consulted With:

Deanna Hastie, Director of Corporate Services/Treasurer

Approved By:

Janice Hallahan, Chief Administrative Officer

Andrea Fisher, Director of Legislative Services/Clerk