

## (Q.4) Functional Category Guide

The guide below is intended to assist municipalities in selecting the most appropriate **functional category** under Question 4 of the MSI capital application. In general, the category should reflect the function *or* service that the capital asset is providing and/or supporting.

Functional Category and Related Assets	Additional Considerations
<b>AIRPORTS</b>	
<ul style="list-style-type: none"> <li>› access roads</li> <li>› airport buildings, terminals, and storage areas/ sheds</li> <li>› airport weather systems</li> <li>› fencing and drainage</li> <li>› fuel tanks</li> <li>› development areas</li> <li>› geographic information systems</li> <li>› lighting</li> <li>› navigation equipment</li> </ul>	
<b>AMBULANCE AND FIRST AID</b>	
<ul style="list-style-type: none"> <li>› ambulance stations</li> <li>› fixed central communications and information management hardware and software integral to ambulance service delivery</li> <li>› ground ambulances (as well as basic on-board equipment)</li> <li>› hospital helipads</li> </ul>	
<b>COMMON AND EQUIPMENT POOL</b>	
<ul style="list-style-type: none"> <li>› asphalt curber/distributor/paver</li> <li>› backhoes, bobcats, skid steer</li> <li>› dump trucks, flusher trucks, vacuum trucks</li> <li>› gravel trucks, sanding trucks</li> <li>› excavator</li> <li>› fuel storage tanks</li> <li>› fuel trucks</li> <li>› graders</li> <li>› ice resurfacer (e.g., Zamboni)</li> <li>› loaders (wheel, skid, steer)</li> <li>› sidewalk clearing machines, street sweepers, snow plows</li> <li>› tractors, tractor/riding mowers, tractor/vehicle-mounted equipment</li> <li>› trailers</li> <li>› utility vehicles (e.g., Kushman, John Deere, golf cart)</li> </ul>	<p>Buildings or equipment used to maintain a particular asset should be assigned to the functional category associated with that asset, <u>not</u> here under <b>Common and Equipment Pool</b>.</p> <p>e.g.,</p> <ul style="list-style-type: none"> <li>› sewer cameras should be assigned to <b>Wastewater</b></li> <li>› fuel storage tanks for emergency services should be assigned to <b>Disaster and Emergency Services</b>; whereas, fuel storage tanks for airports should be assigned to <b>Airports</b></li> <li>› vehicle hoists for public works shops should be assigned to <b>General Government and Administration</b></li> </ul>

DISASTER AND EMERGENCY SERVICES	
<ul style="list-style-type: none"> <li>&gt; dangerous good spill recovery tankers and related equipment</li> <li>&gt; disaster/emergency equipment vehicles and personnel carriers</li> <li>&gt; emergency operations/disaster centres</li> <li>&gt; emergency power generators (stationary/portable)</li> <li>&gt; emergency response telephone systems</li> <li>&gt; emergency vehicle storage and administration facilities</li> <li>&gt; fixed central communications and computerized information management hardware/ software integral to disaster and emergency services</li> <li>&gt; fuel storage tanks for emergency service vehicles/equipment</li> <li>&gt; mobile command post vehicles</li> <li>&gt; multiservice emergency response facilities</li> <li>&gt; rescue vans/trucks</li> <li>&gt; rural signage systems</li> <li>&gt; wildland equipment trailers</li> </ul>	
FIRE	
<ul style="list-style-type: none"> <li>&gt; Information management hardware and software integral to fire service delivery</li> <li>&gt; protective equipment (breathing apparatus)</li> <li>&gt; fire equipment, vehicles and personnel carriers</li> <li>&gt; fire hydrants</li> <li>&gt; fire halls</li> <li>&gt; fire stations</li> <li>&gt; fire training facilities</li> <li>&gt; fixed central communications</li> <li>&gt; specialized fire-fighting and rescue vehicles (pumper trucks, rapid attack trucks aerial trucks, water delivery tankers, tanker shuttles)</li> </ul>	
GENERAL GOVERNMENT AND ADMINISTRATION	
<ul style="list-style-type: none"> <li>&gt; administration building</li> <li>&gt; city/town/village halls</li> <li>&gt; entrance/welcome signs</li> <li>&gt; internet networks/ infrastructure</li> <li>&gt; maintenance equipment buildings</li> <li>&gt; operational services buildings</li> <li>&gt; public works buildings</li> <li>&gt; sand and salt storage sheds</li> </ul>	<p>Buildings or equipment used to maintain a particular asset should be assigned to the functional category associated with that asset, not <b>Common and Equipment Pool</b>. e.g.</p> <ul style="list-style-type: none"> <li>&gt; vehicle hoists for public works shops and air conditioning units for administration buildings should be assigned here, under <b>General Government and Administration</b></li> </ul> <p>Internet networks/ infrastructure related to infrastructure management systems should be assigned to <b>Infrastructure Management Systems</b> , not <b>General Government and Administration</b>.</p> <p>An infrastructure management plan should be categorized under the functional category it is supporting.</p>
INFRASTRUCTURE MANAGEMENT SYSTEMS	
<ul style="list-style-type: none"> <li>&gt; capital planning software</li> <li>&gt; computer hardware/software to facilitate MIMS or other infrastructure management systems, collection and input of data</li> <li>&gt; geographic information systems</li> </ul>	<p>Internet networks/ technology/infrastructure related to infrastructure management systems should be categorized here under <b>Infrastructure Management Systems</b>, not <b>General Government and Administration</b>.</p>

<b>LIBRARIES</b>	
<ul style="list-style-type: none"> <li>&gt; libraries</li> </ul>	<p>Parking lots/ facilities associated with libraries should be categorized here under <b>Libraries</b>, not <b>Roadways and Bridges</b>.</p>
<b>OTHER</b>	
<ul style="list-style-type: none"> <li>&gt; affordable housing</li> <li>&gt; animal control facilities, animal shelters, veterinary clinics</li> <li>&gt; natural gas systems/monitoring equipment/lines/meters)</li> <li>&gt; seniors lodges</li> <li>&gt; schools</li> </ul>	<p>Land purchase/betterment/remediation costs should be assigned to the functional category they support unless the costs are not tied to a specific asset but instead intended to address health and safety concerns.</p>
<b>OTHER PROTECTIVE SERVICES</b>	
<p>Generally, projects should not be assigned to this category as they can be captured under Ambulance and First Aid, Disaster and Emergency Services, Fire, and/or Police.</p>	
<b>OTHER COMMUNITY AND RECREATION</b>	
<ul style="list-style-type: none"> <li>&gt; agriplexes</li> <li>&gt; amphitheaters</li> <li>&gt; art galleries</li> <li>&gt; cenotaphs</li> <li>&gt; cultural/community centres/community halls</li> <li>&gt; convention/trade centres</li> <li>&gt; exhibition buildings</li> <li>&gt; historical buildings, designated local heritage sites</li> <li>&gt; museums</li> <li>&gt; performing arts facilities</li> <li>&gt; science centres</li> <li>&gt; tourist facilities</li> <li>&gt; zoos</li> </ul>	<p>Parking lots/ facilities associated with community facilities should be categorized here under <b>Other Community and Recreation</b>, not <b>Roadways and Bridges</b>.</p>
<b>PARKS, RECREATION AND SPORTS FACILITIES</b>	
<ul style="list-style-type: none"> <li>&gt; arenas, recreation, sports facilities</li> <li>&gt; aquatic centres/pools/pool filtration systems</li> <li>&gt; baseball diamonds/basketball courts</li> <li>&gt; beaches ,boat launches, docks, piers, public wharves</li> <li>&gt; campgrounds</li> <li>&gt; golf courses</li> <li>&gt; playgrounds/equipment</li> <li>&gt; public bathrooms independent of, but associated with a park/facility</li> <li>&gt; recreation ground sheds</li> <li>&gt; recreational vehicle parks</li> <li>&gt; running tracks (outdoor)</li> <li>&gt; skating and curling rinks/skateboard parks</li> <li>&gt; ski areas</li> <li>&gt; spray parks, water parks</li> <li>&gt; tennis courts, soccer fields</li> <li>&gt; trail systems and walkways</li> </ul>	<p>Recreational trail systems and cross bridges not integrated with a road system should be categorized here under <b>Parks, Recreation and Sports Facilities</b>, not <b>Roadways and Bridges</b>.</p>

<b>POLICE</b>	
<ul style="list-style-type: none"> <li>&gt; fixed central communications and information management hardware and software integral to police service delivery</li> <li>&gt; police stations</li> <li>&gt; police training facilities</li> </ul>	
<b>PUBLIC HEALTH AND WELFARE</b>	
<ul style="list-style-type: none"> <li>&gt; cemeteries</li> <li>&gt; daycares</li> <li>&gt; family and community support facilities</li> <li>&gt; medical centres</li> <li>&gt; physician residence</li> <li>&gt; seniors centres/clubs</li> <li>&gt; youth centres</li> </ul>	
<b>PUBLIC TRANSIT</b>	
<ul style="list-style-type: none"> <li>&gt; bus turnouts</li> <li>&gt; LRT lines</li> <li>&gt; LRT maintenance facilities</li> <li>&gt; LRT station structures</li> <li>&gt; park and ride facilities</li> <li>&gt; public transit terminals</li> <li>&gt; LRT vehicles, “low-floor” standard and articulated buses, accessible community public transit vehicles, specialized transit vehicles for seniors and/or persons with disabilities</li> <li>&gt; major capital transit security devices (security cameras), communication equipment, and other public safety enhancements</li> <li>&gt; system-wide capital transit improvements</li> <li>&gt; transit garages</li> <li>&gt; transit-stop retrofit programs</li> </ul>	
<b>ROADWAYS AND BRIDGES</b>	
<ul style="list-style-type: none"> <li>&gt; commuter bikeways</li> <li>&gt; gravel pits/supplies</li> <li>&gt; infrastructure systems planning reviews</li> <li>&gt; lighting and energy efficient retrofitting (street lights including decorative lights)</li> <li>&gt; manhole structures</li> <li>&gt; noise attenuation devices</li> <li>&gt; parking lots/facilities</li> <li>&gt; pedestrian signals</li> <li>&gt; pedestrian trails (along roads/across bridges)</li> <li>&gt; railway or LRT grade separations</li> <li>&gt; road temperature sensors</li> <li>&gt; roadway crossings</li> <li>&gt; roadways, bridges and related structures</li> <li>&gt; sidewalks, curbs, ramps</li> </ul>	<p>Parking lots/facilities associated with a particular asset, should be assigned to the functional category related to that asset. e.g.,</p> <ul style="list-style-type: none"> <li>&gt; library parkades should be assigned to <b>Libraries</b></li> <li>&gt; community hall parking lots should be assigned to <b>Other, Community and Recreation</b></li> </ul> <p>Projects involving the installation of culverts along with other road-related work should split costs between two categories if possible: <b>Roadways and Bridges</b>, and <b>Storm Sewer</b>.</p> <p>Recreational trail systems and cross bridges not integrated with the road system should be assigned to <b>Parks, Recreation and Sports Facilities</b>.</p>

<ul style="list-style-type: none"> <li>› snow dump sites/ snow storage facilities</li> <li>› storm drainage (curbs, gutters)</li> <li>› traffic control signals</li> <li>› traffic management projects (major intersection improvements, major traffic signal coordination)</li> <li>› transportation studies (to address environmental and/or safety concerns)</li> <li>› utility relocations</li> </ul>	
<b>SOLID WASTE MANAGEMENT</b>	
<ul style="list-style-type: none"> <li>› landfill compactors, material handlers, solid waste loaders</li> <li>› organics management systems/wet-dry recycling</li> <li>› recycling/material recovery facilities</li> <li>› shredders</li> <li>› solid waste/recycling collection container systems</li> <li>› sorting tables</li> <li>› thermal treatment systems</li> <li>› waste collection depots</li> <li>› waste disposal landfills</li> <li>› waste management transfer stations</li> <li>› waste transfer vehicles (garbage trucks, tractor loader for landfill, tractor to transport solid waste)</li> </ul>	
<b>STORM SEWER</b>	
<ul style="list-style-type: none"> <li>› culverts</li> <li>› outfall storm sewers</li> <li>› storm sewer collection lines, including service lines and catch basins</li> <li>› storm water ditches (new construction and relocation of existing structures)</li> <li>› storm water/waterway flooding containment structures</li> <li>› storm water retention ponds</li> <li>› storm water treatment facilities</li> </ul>	<p>Projects involving the installation of culverts along with other road-related work should split costs between two categories if possible: <b>Roadways and Bridges</b>, and <b>Storm Sewer</b>.</p>
<b>WATER</b>	
<ul style="list-style-type: none"> <li>› leak detection equipment</li> <li>› raw-water supply lines</li> <li>› storage facilities (cistern, reservoirs) and related works</li> <li>› treated-water supply lines</li> <li>› water distribution system extensions, betterment and replacement</li> <li>› water distribution trucks, water service trucks</li> <li>› water mains</li> <li>› water meters (municipally-owned)</li> <li>› water treatment facilities</li> <li>› water quality management and monitoring systems (SCADA)</li> <li>› water valves</li> <li>› water wells</li> </ul>	<p>Industrial quality control systems (e.g. SCADA) related to water systems should be categorized here under <b>Water</b>.</p> <p>Waterlines in a park should be assigned to <b>Parks, Recreation and Sports Facilities</b></p>

## WASTEWATER

- > lagoons
- > outfall sewers
- > sewage collection system extensions, betterment and replacement (including service mains to property line)
- > sewer cameras
- > sewer lines (including lines from collection system to treatment facility)
- > wastewater lift stations
- > wastewater pumping facilities
- > wastewater service trucks
- > wastewater treatment facilities

Industrial quality control systems (e.g. SCADA) related to wastewater systems should be categorized here under **Wastewater**.