



## R.M. of Frenchman Butte No. 501

POLICY TITLE <b>Asset Management Policy</b>		ADOPTED BY RM Council Resolution No. 2018-06-06-006 EFFECTIVE DATE June 6, 2018	POLICY NO. <b>100-12</b>
ORIGIN/AUTHORITY RM Council	JURISDICTION RM of Frenchman Butte No. 501	Amended:  Rescinded:	Resolution No.  Resolution No.

**1. PURPOSE:**

To set guidelines for implementing consistent asset management processes throughout the Organization.

**2.0 DEFINITIONS:**

- 2.1 CAO: Shall mean Chief Administrative Officer
- 2.2 Council: Shall mean the council of the Rural Municipality of Frenchman Butte No. 501
- 2.3 RM: Shall mean the Rural Municipality of Frenchman Butte No 501

**3.0 SCOPE:**

- 3.1 This policy applies to the Organization's departments, officers, employees and contractors.

**4.0 OBJECTIVES:**

- 4.1 To ensure adequate provision is made for the long-term replacement of major assets by:
  - Ensuring that services and infrastructure are provided in a financially sustainable manner, with the appropriate levels of service to customers and the environment.
  - Safeguarding infrastructure assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those **assets**.
  - Creating an environment where all employees take an integral part in overall management of infrastructure assets by creating and sustaining an asset management awareness throughout the organization by training and development.
  - Meeting legislative requirements for asset management.
  - Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.
  - Demonstrating transparent and responsible asset management processes that align with demonstrated best practice.

## 5.0 POLICY:

### 5.1 Background

Asset Management practices impact directly on the core business of the organization and appropriate asset management is required to achieve our strategic service delivery objectives.

Adopting asset management principles will assist in achieving Strategic Long-Term Plan and Long Term Financial objectives.

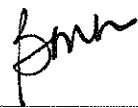
Sustainable Service Delivery ensures that services are delivered in a socially, economically and environmentally responsible manner in such a way that does not compromise the ability of future generations to make their own choices.

Sound Asset Management practices enable Sustainable Service Delivery by integrating customer values, priorities and an informed understanding of the trade-offs between risks, costs and service performance

### 5.2 Principles

The Organization's Sustainable Service Delivery needs will be met by ensuring adequate provision is made for the long-term planning, financing, operation, maintenance, renewal, upgrade, and disposal of capital assets by:

1. Ensuring that the Organization's capital assets are provided in a manner that respects financial, cultural, economic and environmental sustainability;
2. Meeting all relevant legislative and regulatory requirements;
3. Demonstrating transparent and responsible Asset Management processes that align with demonstrable best-practices;
4. Implementing sound Asset Management plans and strategies and providing sufficient financial resources to accomplish them by:
  - a. Asset Management plans will be completed for all major asset/ service areas.
  - b. Expenditure projections from Asset Management Plans will be incorporated into the organization's Long-Term Financial Plan.
  - c. Regular and systematic reviews will be applied to all asset plans to ensure that assets are managed, valued, and depreciated in accordance with appropriate best practice.
  - d. Regular inspection will be used as part of the asset management process to ensure agreed service levels are maintained and to identify asset renewal priorities.
  - e. Asset renewals required to meet agreed service levels and identified in adopted asset management plans, and when applicable long term financial plans, will form the basis of annual budget estimates with the service and risk consequences of variations in defined asset renewals and budget resources documented.



- f. Future life cycle costs will be reported and considered in all decisions relating to new services and assets and upgrading of existing services and assets.
- g. Future service levels with associated delivery costs will be determined in consultation with the community.
- h. Ensuring necessary capacity and other operational capabilities are provided and Asset Management responsibilities are effectively allocated;
- i. Creating a corporate culture where all employees play a part in overall care for the Organizations assets by providing necessary awareness, training and professional development; and
- j. Providing those we serve with services and levels of service for which they are willing and able to pay.

**6.0 RELATED DOCUMENTS:**

- Asset Management Strategy
- Asset Management Plans
- RM Strategic Plan
- Equipment Purchase Plan

**7.0 RESPONSIBILITY/INTERPRETATION/REPEALING:**

This policy shall be administered and interpreted by the CAO; however, this policy cannot be amended without Council approval.

This policy replaces all previous policies and resolutions that have been passed by the Council with respect to the application of any and all parts of this policy and the terms and conditions contained herein.

This policy shall come into force and take effect on April 11, 2018 and shall continue in full force and effect until repealed or replaced by subsequent resolution of Council.

