

LGD OF PINAWA - ASSET MANAGEMENT POLICY

1. INTENT

The Local Government District of Pinawa (LGD) provides a wide range of services to the community that require the ownership and responsible operation, maintenance and rehabilitation of physical assets including land, parks, buildings, equipment, transportation, drainage, wastewater and water infrastructure.

Asset Management (AM) is an integrated approach, involving all LGD departments, to delivering value to the community through the effective management of existing and new infrastructure assets. The intent is to maximize benefits, reduce risk and provide satisfactory levels of service to the community in a sustainable manner. Good asset management practices are fundamental to achieving sustainable and resilient communities.

This policy outlines the fundamental asset management principles to be implemented across the LGD of Pinawa.

2. SCOPE

The LGD owns a wide range of asset types that deliver services to the people of Pinawa. Each year the LGD may receive or construct new assets. In addition, the LGD may rely on natural assets or other assets that it does not own, in order to deliver services.

This asset management policy applies to the assets owned by the LGD. Where service provision is supported by other assets not owned by the LGD, we will work collaboratively with those asset owners and promote the principles outlined in this policy.

The LGD recognizes the importance of natural assets and will include these in its inventories and asset management practices. Examples include water bodies, drainage channels, wetlands and wildlife corridors.

Table 1 summarizes the services that the LGD of Pinawa provides and gives examples of the asset groups and asset types owned by the LGD that support the delivery of those services.

Table 1: Example of assets included in the scope of an AM policy

Service Provided to Community	Example of Asset Category	Examples of Asset Types
Potable water	Water Infrastructure	Pressure mains, valves, treatment plant, meters
Wastewater collection	Wastewater Infrastructure	Gravity mains, manholes, lift station, lagoon
Community parks	Parks infrastructure	Playground equipment, trails, natural assets
Flood protection	Drainage infrastructure	Gravity mains, manholes, culverts, open channels
Transportation	Transportation infrastructure	Roads, sidewalks, curbs

Community facilities	Buildings	Pool, Vanier building, community centre, arena, library, office, public works shop
Emergency Response	Vehicles	Fire truck, fire pump, snow plough, heavy equipment

3. POLICY PRINCIPLES

3.1. Asset Management Plan

- a. An Asset Management Plan will be developed for major service/asset categories.
- b. The Plan is a living document and will be further informed by ongoing community consultation, financial planning and technical reporting.
- c. All relevant legislative, regulatory and statutory requirements are to be taken into account.
- d. Asset renewals and Levels of Service defined in the adopted Asset Management Plan and financial plan(s) will form the basis of annual budget estimates, with the service and risk consequences of variations in defined services levels and budget resources detailed in annual budget documentation.

3.2. Decision Making

- a. Asset Management principles will be integrated within existing planning and operational processes.
- b. Asset management decision-making will consider the needs of both current and future generations and the potential challenges associated with changing community demographics.
- c. Decisions will be made collaboratively and consider all life-cycle stages and the interrelationships between asset performance, operational performance and overall service performance.
- d. Decision-making will recognize the interconnected nature of asset systems and how decisions about one set of assets may potentially interact with, or affect assets.
- e. Engage in public consultation through public meetings and mail-outs.

3.3. Level of Service

- a. Asset renewal plans will be prioritized and implemented progressively based on agreed Levels of Service and the effectiveness of the current assets to provide that Level of Service.
- b. Levels of Service will continue to be determined and continually refined in consultation with the community.
- c. The criticality of the services provided will be considered to best minimize the risks of disruption.
- d. An inspection regime will be used as part of Asset Management to ensure agreed service levels are maintained and to identify asset renewal priorities.

3.4. Life Cycle and Replacement Costs

- a. Systematic and cyclical reviews will be applied to all asset classes to ensure that the assets are managed, valued and depreciated in accordance with appropriate best practices.

- b. Future life cycle and replacement costs for all asset categories will be established and updated in the Asset Management Plan.
- c. Life cycle costs will be reported and considered in all decisions relating to new services and asset classes and upgrading of existing services and asset classes as soon as they are established.

3.5. Environment and Climate

- a. Natural Assets are recognized by Council as performing essential service delivery and will be identified and managed in a similar manner as Engineered Assets.
- b. The effects of climate change in the design, renewal and replacement of assets will be considered.

3.6. Training and Monitoring

- a. Training in asset and financial management will be provided for relevant staff.
- b. The LGD will monitor and periodically review the effectiveness of asset management processes and the wider asset management system in supporting the delivery of strategic objectives, and will make adjustments as required.

4. RESPONSIBILITIES FOR LEADING IMPLEMENTATION

To support asset management decision making, the LGD will take steps to connect functions and support activities in order to build effective working relationships and encourage information-sharing.

Council's role and responsibilities:

- Approve asset management policy
- Articulate community values and define priorities
- Approve funding and resources to implement the AM policy and associated requirements
- Approve asset funding through multi-year and long-range financial plans

Administration's responsibilities

- The Resident Administrator will be responsible for the general fulfillment and enforcement of this policy and leading the implementation of the AM policy across the LGD of Pinawa.
- The Accountant will be responsible for providing the tools and guidance necessary to maintain the currency of all "financial" records within the Asset Registry.
- The Assistant Resident Administrator will be responsible for keeping the Asset Registry current according to the requirements as set out in this policy.
- The Manager of Public Works will be responsible for providing current information to ensure the relevance and accuracy of the Asset Registry.
- All staff involved in the implementation of asset management are responsible for observing the requirements of the AM policy.

5. RELATED DOCUMENTS

- Asset Management Plan (2020)
- Tangible Capital Asset Registry

6. REVIEW DATE

This policy has a life of 4 years. It will be reviewed in 2024.

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