

RM of NORTH QU'APPELLE NO.187
RM of North Qu'Appelle Office
136 Company Avenue South
Finance Committee Monday, June 11 2018
Agenda 9:00 am

1. Call to Order
2. April 24, 2018 Minutes
3. Lagoon Road
4. Closed Session
 - a. Lagoon Road
 - b. Gas Tax funding/Assessment Management
5. Adjournment

Rural Municipality of North Qu'Appelle No. 187
Finance Committee Meeting held in the R.M. Council Chambers
136 Company Avenue, Fort Qu'Appelle, Saskatchewan
Monday, June 11, 2018

Present:		
Chair	Division 3	George MacPherson
Committee Members:	Division 1	Ron Palmer
	Division 7	James Toth
Others:	Reeve	Lee Carlson
Staff:	Acting Administrator Nicole Keith	

A quorum being present Chair G. MacPherson called the meeting to order at 9:05 am.

18F-014 FINANCE MEETING MINUTES / R. PALMER

"THAT the Finance Committee recommend that the minutes of the April 24, 2018 Finance Committee meeting be adopted as presented."

AGREED

18F-015 CLOSED SESSION / R. PALMER

"THE Finance Committee move into closed session to discuss strategic planning, all members being present, at 9:08 am."

AGREED

Finance Committee move out of closed session at 10:05 am.

18F-016 LAGOON ROAD MAINTENANCE / R. PALMER

"THAT the Finance Committee recommend the total costing for the 2018 Lagoon Road Maintenance be as follows:

Pasqua Lake	\$2,542.00
Fort San	1,175.00
B-Say-Tah	1,015.00."

AGREED

18F-017 ASSET MANAGEMENT POLICY / G. MACPHERSON

"THAT the Finance Committee recommend to the RM 187 Council that the Asset Management Policy be accepted as presented."

AGREED

18F-018 ADJOURNMENT / J. TOTH

"THAT the Finance Committee meeting be adjourned at 10:27 am."

AGREED

Approved this 25th day of June, 2018.


Finance Chair


Acting Administrator

Lagoon Road Charges

Municipality	Tonnage Total	Improvements	Improvement %	Share of Tonnage	Km on RM Road	Cost/Tonne/Km	Total Road Charge
RM	36214	272	25.16	9111		\$0.0316	
Pasqua Lake	36214	329	30.43	11020	7.3	\$0.0316	\$2542.00
Fort San	36214	206	19.06	6902	5.4	\$0.0316	\$1178.00
B-Say-Tah	36214	274	25.35	9180	3.5	\$0.0316	\$1015.00

AM CMK

Routes

Pasqua Lake – Redman’s Hill – Crossover Road – Lagoon Road – 7.3 km

Fort San – 50% (Redman’s Hill – Crossover Road) 100% - Lagoon Road – (3.8/2 + 3.5) = 5.4

B-Say-Tah – Lagoon Road

Distances - Redman’s Hill – Crossover Road 3.8 km

- Lagoon Road 3.5 km

(Note)

Portion of Redman’s Hill (0.2 km) is Fort San Road

- RM does not charge for using this portion of Redman’s Hill

Maintenance & restoration of Road Rates

Cents/tonne/km -	Summer	3.994	(7/12 x 3.994) = 2.328
	Winter	1.999	(5/12 x 1.997) = .832
	Total:		3.160



Mission Statement

*To provide sustainable services and infrastructure
for all stakeholders of the Municipality.*

<u>R.M. #187 North Qu'Appelle</u>	<u>Policy name:</u>	<u>Document #</u>
Saskatchewan	ASSET MANAGEMENT	Version #1 April 17th, 2018
<u>R.M. Administrator</u>	<u>Approved by Council</u>	<u>Date of review</u>
Name?	date?	date?

1.0 Purpose:

The purpose of this policy is set established guidelines for implementing consistent and attainable asset management processes throughout the Rural Municipality of #187 of North Qu'Appelle.

2.0 Scope:

This policy applies to all of the elected officials, officers, employees and contractors within the scope of R.M. #187 of North Qu'Appelle.

3.0 Objectives:

The objectives of this policy are to ensure that adequate provision is made for long term planning of the replacement of major assets within the Rural Municipality.

These objectives will be achieved by the following:

- > Ensuring that services and infrastructure are provided in a financially sustainable manner, with the appropriate levels of service targeted at customer focus and the environment.
- > To provide safeguards for infrastructure assets including physical assets and those employed by the Municipality by implementing appropriate asset management strategies and appropriate financial resources for those assets.

- > Creating an environment and culture where all employees and elected officials take an integral part in the overall management of the infrastructure assets by establishing a sustainable asset management awareness throughout the Municipality by training and personal development.
- > Meeting applicable legislative requirements for asset management.
- > Ensuring necessary resources and operational capabilities are identified and the responsibility for asset management is allocated.
- > Demonstrating open, honest, transparent and responsible asset management processes that align with recognized best practices.

4.0 Policy:

4.1 Background -

Asset management practices will impact directly on the core business of the Municipality and appropriate and timely asset management is required to achieve the Municipality's strategic service delivery objectives.

Adopting sound, practical asset management principles will assist in achieving both Strategic Long-Term Planning and Long Term Financial objectives.

Providing a sustainable service delivery will ensure that services are delivered in a socially, economically and environmentally responsible manner. By utilizing such an approach does not compromise the ability for future generations to make their own informed decisions as the need arises.

Sound and reliable Asset Management practices enable a sustainable delivery of services by incorporating both internal and external customer values and priorities. These practices will provide an understanding of the variances between potential risks, costs and the level of performance of service provided.

4.2 Principles -

The sustainable service delivery needs of the Rural Municipality of North Qu'Appelle will be achieved by ensuring that adequate provision is established and implemented for long term planning, financing, operation, maintenance, renewal, upgrade and responsible disposal of any and all capital assets by:

1. Ensuring the Municipality's capital assets are provided in a manner such that they respect financial, cultural, economic and environmental sustainability.

2. Meeting all applicable legislative and regulatory requirements.
3. Demonstrating honest, transparent and responsible Asset Management processes that coincide with recognized best practices.
4. Implementing sound Asset Management planning and strategies and providing sufficient financial resources to attain them by:
 - > Complete sound Asset Management plans for all major assets and services.
 - > Monetary projections identified from Asset Management will be incorporated into the Municipality's long term financial plan.
 - > A system will be established to ensure regular and ongoing reviews are applied to monitor that assets are managed, valued, and depreciated in accordance with recognized and approved best practices.
 - > Formative inspections will be used as an integral component of the process to ensure the agreed levels of service are maintained and to identify necessary renewal priorities.
 - > Renewal of Assets that are required to meet the expected standard of service delivery, identified within the managements plans and applicable with long term financial plans, will form the basis of annual budget estimates. Variations of required service levels and risk consequences will be factored in and documented with respect to asset renewals and budgeting resources.
 - > Projected life cycle costs will be identified and taken into consideration in all decisions relating to new services and potential assets, also improvements to existing services and assets.
 - > Projected future levels of service with respect to associated delivery costs will be determined in consultation with the stakeholders with in the Municipality.
 - > Ensuring operational capabilities are provided and Asset Management responsibilities are effectively and efficiently allocated within the Municipality.
 - > Creating a culture where all employees and stakeholders play a key role for the overall care of the Municipality's assets by providing the necessary awareness, training and professional development.

- > Providing the Municipality's stakeholders, the types of services and level of those services they are willing and able to pay for.

5.0 Related Documents:

- * R.M. # 187 North Qu'Appelle Mission Statement.
- * Asset Management Strategy.
- * Asset Management Plan.
- * Official Community Plan (O.C.P.)

6.0 Responsibility:

R.M. Councilors - are responsible for adopting this policy, allocating necessary resources and providing a high standard of oversight with positive forward thinking in the delivery of the Municipality's Asset Management strategy and plans. The Council is also responsible for ensuring the any and all of the Municipality's resources are appropriately utilized to provide the high standard of sustainable service delivery.

R.M. Administrator - has the overall responsibility for developing an asset management strategy, plans, necessary procedures and reporting of the status and effectiveness of Asset Management within the R.M. #187 of North Qu'Appelle.

7.0 Review Date:

This policy has a life of 4 years or less if deemed necessary by the discretion of R.M. Council. It is intended this policy be reviewed in April of 2022, unless otherwise stated.

Administrator

Date of Council meeting.