

BRAZEAU COUNTY
2023 BUDGET DISCUSSION COUNCIL MEETING
AGENDA

DATE: 2022 11 25
TIME: 9:00 AM TO 3:00 PM
PLACE: COUNCIL CHAMBERS

1. Addition to and Adoption of the Agenda
2. CLOSED SESSION
 - Code of Conduct Discussion *FOIP S. 21*
3. Operating Budget Analysis
 - Verbal Update
4. PW-16 Equipment Replacement Policy (**Pages 2-8**)
 - Updated Policy Attached
5. Twp Rd 474
6. 5-Year Capital Road Plan
 - In November 24 Agenda Package
7. Approval of Interim Operating Budget
8. Approval of Interim Capital Budget
9. Additional Budget Meeting Dates (if required)
10. Adjournment

BRAZEAU COUNTY

REQUEST FOR COUNCIL DECISION



SUBJECT:	Amendments to PW-16 – Equipment Replacement Program Policy
DATE TO COUNCIL:	November 25, 2022 - 2023 Interim Budget Discussions
SUBMITTED BY:	Adam Saltesz, Interim Director of Public Works
ENDORSED BY:	
REVIEWED BY CAO:	
FILE NO:	

RECOMMENDED ACTIONS:

Council approve the amended PW-16- Equipment Replacement Program Policy

1. TOPIC DEFINED

Executive Summary

On November 23, 2022, during the 2023 Interim Budget Deliberations, Council made the following motions:

989/22-11-23 Moved by D. Wiltse to direct Administration to amend the Equipment Replacement Program Policy PW-16 to reflect Emergency Vehicles to 225,000 km and that once the vehicle reaches within 10% of replacement threshold, the vehicle is ordered.

IN FAVOUR - D. Wiltse, R. Swap, B. Guyon, D. Ekstrom, C. Brooks, K. Westerlund

OPPOSED - A. Heinrich

CARRIED

990/22-11-23 Moved by D. Wiltse to direct Administration to amend the Equipment Replacement Program Policy PW-16 to include a clause to allow for Administration to bring requests for replacement forward at any time deemed necessary.

CARRIED UNANIMOUSLY

991/22-11-23 Moved by R. Swap to direct Administration to amend the Equipment Replacement Program Policy PW-16 to reflect Agriculture Tractors 12,000 hrs and Skid Steers to 10,000 hrs and ten years.
IN FAVOUR - D. Wiltse, R. Swap, B. Guyon, D. Ekstrom, K. Westerlund
OPPOSED - A. Heinrich, C. Brooks
CARRIED

992/22-11-23 Moved by D. Ekstrom to direct Administration to amend the Equipment Replacement Program Policy PW-16 to reflect that once all equipment reaches within 10% of replacement threshold, the equipment is ordered.
CARRIED UNANIMOUSLY

993/22-11-23 Moved by D. Ekstrom to direct Administration to amend the Equipment Replacement Program Policy PW-16 to reflect gravel pups and trailers to fifteen years
IN FAVOUR- D. Wiltse, R. Swap, B. Guyon, D. Ekstrom, K. Westerlund
OPPOSED - A. Heinrich, C. Brooks
CARRIED

998/22-11-23 Moved by D. Ekstrom to direct Administration to amend the PW-16 policy to include a clause to allow for Administration to bring requests for equipment retainment past policy thresholds forward at any time deemed necessary.
CARRIED UNANIMOUSLY

999/22-11-23 Moved by R. Swap to direct Administration to amend PW-16 to include motions above, the remaining policy criteria on page 5 of the agenda, and bring back to Council for final approval prior to interim budget final approval.
IN FAVOUR- D. Wiltse, R. Swap, B. Guyon, D. Ekstrom, K. Westerlund, C. Brooks
OPPOSED- A. Heinrich
CARRIED

The modified policy criteria brought forward for Council's review on November 23, 2022 can be found as **Attachment 1** to this report.

Administration has made the requested changes to PW-16 – Equipment Replacement Program based on the above motions, and provided the draft version of the revised policy as **Attachment 2** to this report.

The current PW-16 Policy can be found as **Attachment 3** to this report.

Relevant Policy:

PW-16 – Equipment Replacement Program

Strategic Relevance:

2. ANALYSIS OF RECOMMENDED ACTION

Council approve the amended PW-16- Equipment Replacement Program Policy

Advantages	Disadvantages
Potential Long Term Savings	Potential increase in equipment Maintenance costs

3. IMPLICATIONS OF RECOMMENDATION

Operational:

Financial:

TBD

Attachments:

Attachment 1 – Modified Policy Criteria brought forward during the 2023 Interim Budget Deliberations, as discussed on November 23, 2022

Attachment 2 – Amended PW-16 Policy

Attachment 3 – Current PW-16 Policy

Attachment 1

Asset Type	Established Policy Criteria			Modified Policy Criteria		
	Km's / Hrs	or	Years In Service	Km's / Hrs	or	Years In Service
Emergency Service Vehicles (CPO, Fire Department, etc) Pickups up to and including two tons	175,000 km		10 years	255,000 km		15 years
Pick-ups up to and including two tons	225,000 km		10 years	325,000 km		15 years
Plow, Gravel Trucks	8,500 hrs		6 years	12,500 hrs		9 years
Motor Graders	7,500 hrs		<i>None</i>	11,000 hrs		<i>None</i>
Wheel Loaders	7,500 hrs		<i>None</i>	11,000 hrs		<i>None</i>
Crawler Tractors, Soil Compactors	7,500 hrs		<i>None</i>	11,000 hrs		<i>None</i>
Excavator, Gradall	7,500 hrs		<i>None</i>	11,000 hrs		<i>None</i>
Agriculture Tractor	5,000 hrs		<i>None</i>	7,500 hrs		<i>None</i>
Gravel Pups, Equipment Trailers	None		10 years	None		15 years
Skid Steers	3,500 hrs		3 years	5,000 hrs		5 years

Policy Name

Equipment Replacement Program



Policy Number

PW-16

Policy Statement

Council recognizes that the overall equipment maintenance costs are directly tied to the timing for replacement of equipment to ensure that the most maintenance free productivity is achieved from all equipment. This being the case, it is essential that the timing for replacement of each piece of equipment corresponds with warranty periods or the shop's experienced knowledge on the amount of productive, low-maintenance life left on any particular piece of equipment.

Policy

This policy will allow Administration to replace equipment using the following guidelines at Administration's discretion, with Council's approval, on an annual basis. This would reduce the annual maintenance costs and the amount of downtime that takes place when a piece of equipment has been kept too long.

Requests for equipment replacement, and requests for equipment retainment past policy thresholds can be brought forward for Council's consideration at any time deemed necessary by Administration.

Once a piece of equipment reaches within 10% of the replacement threshold, Administration is authorized to order replacement equipment, provided Council has granted approval to do so.

Chief Administrative Officer: _____

Approved by Council: _____

Revision Dates: (Y/M/D) _____

Reviewed: _____

EQUIPMENT REPLACEMENT SCHEDULE			
Asset Type	Km's / Hrs	or	Years In Service
Emergency Service Vehicles (CPO, Fire Department, etc) Pickups up to and including two tons	225,000 km		15 years
Pick-ups up to and including two tons	325,000 km		15 years
Plow, Gravel Trucks	12,500 hrs		9 years
Motor Graders	11,000 hrs		None
Wheel Loaders	11,000 hrs		None
Crawler Tractors, Soil Compactors	11,000 hrs		None
Excavator, Gradall	11,000 hrs		None
Agriculture Tractor	12,000 hrs		None
Gravel Pups, Equipment Trailers	None		15 years
Skid Steers	10,000 hrs		10 years

DRAFT

Chief Administrative Officer: _____

Approved by Council: _____

Revision Dates: (Y/M/D) _____

Reviewed: _____

Policy Name

Equipment Replacement Program

Policy Number

PW- 16



Policy Statement

Council recognizes that the overall equipment maintenance costs are directly tied to the timing for replacement of equipment to ensure that the most maintenance free productivity is achieved from all equipment. This being the case, it is essential that the timing for replacement of each piece of equipment corresponds with warranty periods or the shop's experienced knowledge on the amount of productive, low-maintenance life left on any particular piece of equipment.

Policy

This policy will allow Administration to replace equipment using the following guidelines at Administration's discretion, with Council's approval, on an annual basis. This would reduce the annual maintenance costs and the amount of downtime that takes place when a piece of equipment has been kept too long.

Equipment replacement schedule:

1. Emergency Service (CPO, Fire department etc.) Pick-ups up to and including two tons – 175,000 km or 10 years
2. Pick-ups up to and including two tons – 225,000 km or 10 years
3. Plow, Gravel Trucks – 8500 hrs/6 years
4. Motor Graders – 7500 hrs
5. Wheel Loaders – 7500 hrs
6. Crawler Tractors, Soil Compactors – 7500 hrs
7. Excavator, (Gradall) – 7500 hrs
8. Agriculture Tractor – 5000 hrs
9. Gravel Pups, Equipment Trailers – 10 years
10. Skid Steers - 3,500 hrs or 3 years

Chief Administrative Officer: _____
 Approved By Council: 04/12/14
 Revision Dates: 07/09/18; 11/08/23, 15/12/15
 Reviewed: 14/09/29