



## Asset Management Policy

### 1.0 Purpose

In accordance with Council decision-making, this Asset Management Policy provides direction for implementing organization-wide Asset Management processes for the Town of Mahone Bay. Strategic plans, budgets, service levels and risks will be considered to ensure public assets are managed in a proactive and sustainable manner for current and future generations.

### 2.0 Strategic Alignment

The principles in the Asset Management Policy and our Asset Management Planning will align with our Strategic Plan; Municipal Planning Strategy; Integrated Community Sustainability Plan; Municipal Climate Change Action Plan; Community Greenhouse Gas Reduction Action Plan; Harbour Flood Prevention and Shoreline Enhancement Plan; and any other such plans that are adopted by Council.

### 3.0 Scope

This policy applies to assets owned and managed by the Town of Mahone Bay including:

- Electrical generation & distribution system;
- Water treatment & distribution system;
- Wastewater collection & treatment system;
- Stormwater drainage systems;
- Shoreline Assets
- Buildings and facilities including those leased by the Town to third-parties;
- Transportation systems including streets and sidewalks;
- Recreational facilities, trails, green spaces and cemeteries;
- Equipment & vehicles including Fire Department; and
- Natural infrastructure.

This policy does not apply to:

- Assets belonging to third parties used in the delivery of Town services under contract with the Town (RCMP, etc.); or,
- Assets owned by intermunicipal corporations to which the Town is a member (MJSB, AREA, etc.). The Town will advocate for intermunicipal corporations to which it is a member to develop their own asset management plans.

## 4.0 Guiding Principles

4.1 Future service levels will be determined in consultation with the community; a transparent and responsive process will inform level of service objectives that balance community expectations and regulatory requirements with risk, affordability and available resources.

4.2 The Town will implement systematic asset management processes and appropriate asset management best-practices across all departments and take into account their inter-relationships. Processes will specifically acknowledge and account for interconnections between Land Use Planning and management of Town assets.

4.3 Our asset management decision-making will consider:

- i. The needs of both current and future generations and potential challenges associated with changing community demographics and expectations related to service delivery;
- ii. The potential impacts of climate change and how the frequency and severity of climactic events may directly affect levels of service;
- iii. The possibilities to reduce community greenhouse gas emissions through asset management decisions; and,
- iv. The socio-cultural, environmental, and economic factors and implications when making and implementing asset management decisions.

4.4 Future life cycle costs including disposal will be reported and considered in all decisions relating to new services and assets and upgrading of existing services and assets; funding requirements and reserve policies will be integrated with asset management planning.

4.5 The Town recognizes the value of asset management planning in improving information for decision-making and commits to implementing asset management processes. The Town commits to the integration of asset management systems and community engagement.

## 5.0 Roles and Responsibilities

Town Council is responsible for adopting the Asset Management Policy and related policies for ensuring that sufficient resources are applied to manage the Town's assets.

The Chief Administrative Officer is responsible for leading the implementation of the Asset Management Policy and related policies across all Town departments.

Department Managers are responsible for leading the adoption of the Asset Management Policy and related policies with their departments and for allocating appropriate resources to its implementation and associated requirements.

Town Staff are responsible for observing the requirements of the Asset Management Policy and related policies and for participating in such asset management initiatives as may be pursued by the Town.

## 6.0 Review

The Asset Management Policy will be reviewed annually prior to the end of the fiscal year.

| Clerk's Annotation for Official Policy Book             |              |
|---|--------------|
| Date of notice to Council Members of Intent to Consider |              |
| [minimum 7 days notice]                                 | N/A          |
| Date of Passage of Policy                               | May 28, 2026 |
| _____   | _____        |
| Town Clerk  | Date         |