

Community Excellence Awards 2018 Application Form

Please complete and return the application form by Friday, May 25, 2018. All questions are required to be answered by typing directly in this form. If you have any questions, contact awards@ubcm.ca or (250) 356-5193.

SECTION 1: Applicant Information

Local Government: District of North Saanich

Complete Mailing Address: 1620 Mills Road
North Saanich, B.C., V8L 5S9

Contact Person: Robert Buchan

Position: CAO

Phone: 250 661 2414

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SECTION 2: Category

- Excellence in Governance.** *Governance processes or policies that are outcomes-based and consensus oriented; support and encourage citizen participation in civic decision-making; are efficient, equitable and inclusive, open and transparent; and exemplify best practices in accountability, effectiveness, and long term thinking.*
- Excellence in Service Delivery.** *Projects/programs that provide effective services in a proactive manner, demonstrate benefit to the community, and utilize performance measures, benchmarks and standards to ensure sustainable service delivery.*
- Excellence in Asset Management.** *Projects/programs that demonstrate a comprehensive system of asset management policies and practices, meeting and/or exceeding accepted best practices.*
- Excellence in Sustainability.** *Projects/programs that incorporate a long-term sustainability lens by considering cultural, social, economic and environmental issues in planning, policy and practice.*

SECTION 3: Project/Program Details

1. Name of the Project/Program:

North Saanich Asset Management Program

2. Project/Program Summary. Please provide a summary of your project/program in 150 words or less.

North Saanich began the development of its Asset Management strategy in 2009 with its response to section 3150 of the Public Sector Accounting Board by collecting, valuing and organizing its asset data. This provided a framework for analysis of the infrastructure gap in North Saanich. In 2010, North Saanich Council began contributing to its capital replacement reserves with a strategy of increasing its contribution every year by 1% in the tax rate until the infrastructure gap was closed. In order to improve the asset data and gain more confidence in its reserve contribution strategy, the District engaged consulting firms in 2014, 2016 and 2017 to refine its assessments of its capital assets (roads, water, and sewer infrastructure). Council has maintained its commitment to incrementally building its replacement reserves from the first large annual contribution. The District is expected to eliminate its infrastructure gap by 2021..

3. Demonstrating Excellence. Please describe how your project/program demonstrates excellence in meeting the purposes of local government in BC and provides promising practices for others to follow.

North Saanich's approach demonstrates excellence in its pragmatic and effective leadership and commitment to eliminate its infrastructure gap.

4. Category Criteria.

A. Please describe how your project/program meets the objectives of the category you have applied under. Refer to S. 3 of the Program & Application Guide.

This program fits directly within the Asset Management category as it pertains to the District of North Saanich's Asset Management Assessment, Planning and Financing efforts. We have demonstrated that our Infrastructure Gap will be eliminated by 2021 as a result of these efforts.

B. In many cases projects may meet the criteria of more than one category. If applicable, please describe how your project meets the criteria of one or more other categories.

SECTION 4: Program Criteria

5. Leadership. Describe the extent to which your local government acted as a local or regional leader in the development or implementation of the project/program.

Being proactive and commencing a reserve contribution strategy in 2010 was a significant achievement and a commitment to refine our knowledge in order to validate contribution amounts, which demonstrates responsible leadership. Further, being able to maintain the annual increase in reserve contributions equal to a 1% increase in the tax rate, even in the face of other budgetary pressures underscores the commitment of Council to closing the infrastructure gap.

- 6. Partnerships and collaboration.** Describe the breadth and depth of community and/or regional partnerships that supported the project/program and the extent to which internal and/or external collaboration was evident.

Due to the highly technical nature of asset condition assessment, there was no direct public involvement. Internal collaboration was an important part of the process and involved the close collaboration of the Infrastructure and Finance departments and clear support from administration. An All District Staff meeting was held early in the process to stress the administrative and political commitment and support for the initiative..

- 7. Innovation and promising practices.** Describe the degree to which the project/program demonstrated creativity and innovation, and contributed to increased efficiency or effectiveness.

North Saanich Council has demonstrated efficiency and effectiveness in its approach to start building up the District's replacement reserves with the imperfect information available in 2009, and to then refine and improve its knowledge of the condition of its assets in subsequent years, all the while continuing its incremental increase in contributions.

- 8. Public engagement and communications.** Describe the extent to which public engagement was foundational to the success of the project/program, including the use of communication tools such as social media.

The District worked to keep the residents informed through its newsletters..

- 9. Transferability.** Describe the degree to which the process or outcomes of the project, or other learnings, could be conveyed to other UBCM members.

Being able to achieve its goal of closing the infrastructure gap in 11 years demonstrates that financing municipal asset replacements is achievable. This example of decision making and knowledge building is directly transferable to other communities.

SECTION 5: Additional Information

- 10.** Please share any other information you think may help support your submission.

The ability to start contributing to its capital replacement reserves with partial and imperfect knowledge about the state of the infrastructure, and following this by obtaining detailed and complete asset condition assessments in order to model the financial contributions to close the gap demonstrates excellence in leadership and commitment.

SECTION 6: Signature

Applications are required to be signed by an authorized representative of the applicant.

Name: Robert Buchan

Title: CAO

Signature: 	Date: May 4, 2018
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All applicants are required to submit:

- Signed application form. Applications should be submitted as Word or PDF files.
- Five representative photos of the project. Photos should be submitted as JPEG files.

If you choose to submit your application by e-mail, hard copies do not need to follow.

Submit applications to Local Government Program Services, Union of BC Municipalities

E-mail: awards@ubcm.ca

Mail: 525 Government Street, Victoria, BC, V8V 0A8