



HIGHWAY 14 REGIONAL WATER SERVICES COMMISSION

POLICY AND PROCEDURE HANDBOOK

FINANCES

Policy FIN 1.06

POLICY: RESERVE DISTRIBUTION

POLICY STATEMENT

Highway 14 Regional Water Services Commission recognizes the need to plan, financially, for the replacement of tangible capital assets related to the distribution of water.

GUIDELINES

Yearly, the Commission through the budget cycle, will review the fixed charges related to the distribution of water.

Every 5 years, the Commission through the budget cycle, will review the rate study in relation to the distribution of water.

Yearly, the Commission through the budget cycle, will review the life cycle asset plan in relation to the distribution of water.

Yearly, the Commission through the budget cycle, will assess the financial risk of the related tangible capital assets.

PROCEDURES

The monies received for the fixed distribution charge will be allocated to a separate reserve and recorded as follows;

- Strathcona
- Camrose
- Beaver
- Ryley
- Holden
- Bruce
- Kinsella

Account Code: 5-41-960-01

Funding from the fixed rate for distribution.

The use of this reserve to fund any expenditure must be by way of a Commission resolution. Funds may be allocated between the different reserves by way of a Commission resolution.

RELATED DOCUMENTS AND LEGISLATION

Engineering report for the distribution tangible capital assets.

DUTIES AND RESPONSIBILITIES

The CAO will ensure the overall effective administration of reserves in accordance with this policy; recommended changes in policy or guideline will be provided to the Commission.

AMENDMENT HISTORY

IMPLEMENTATION

19-67

DIRECTOR'S APPROVAL MOTION #

BJ Marko
CHAIRPERSON

10 Sep 2019
DATE