



**City of Lloydminster
Request for Decision (RFD)**

Subject Matter: Asset Disposal Policy 134-14

Department: Chief Financial Officer

Presented By: Adèle Wakaruk

Council Meeting Date: December 11, 2023

Recommendation:

That Council approve Asset Disposal Policy 134-14.

Issue: Administration requires Council's approval of the Asset Disposal Policy.

Background: The City utilizes a wide variety of assets in the delivery of services to the community. These assets range from road maintenance equipment to fitness equipment at Servus Sports Centre. Due to the diverse nature of assets, appropriate methods of disposal can vary broadly. Currently, there is an opportunity to formalize the disposal of City assets.

A consistent process is required for the disposal of assets, regardless of the type of asset being disposed. This policy provides the framework required to achieve that objective.

Updates subsequent to the GPC Meeting on December 4, 2023 are as follows:

- expanded the definition of 'Asset' to add clarity to the scope of items included (i.e., small operational items up to large capital items);
- updated the terminology from 'Bona Fide Auctioneer' to 'Licensed Auctioneer';
- updated the terminology of 'Controlled Substance' to 'Controlled Asset', and clarified the definition;
- added verbiage to 5.1 to indicate the requirement of an operational need for an internal transfer of an asset.

Options:

1. That Council approve Asset Disposal Policy 134-14.
2. That Council not approve Asset Disposal Policy 134-14.
3. That Council request further information and that the item be brought forward to a future Regular Council Meeting for decision.

Alignment with Strategic Plan: This item is in alignment with the following strategic area: Delivering Good Governance. The Asset Disposal policy is vital to ensure consistent internal practices.

Legal Review: N/A

Governance Implications: Establishing a new policy.

Budget/Financial Implications: N/A

Environmental Implications: N/A



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Report Approval Details

Document Title:	Asset Disposal Policy 134-14.docx
Attachments:	- 134-14 Asset Disposal Policy FINAL DRAFT.pdf
Final Approval Date:	Dec 7, 2023

This report and all of its attachments were approved and signed as outlined below:

Denise MacDonald

Doug Rodwell

Dion Pollard