

Schedule A

Capital Asset Categories - R&M Computer - October, 2009

The following table lists the capital asset categories and examples of assets and costs included in each category.

Asset Class	Capital Asset Category	Examples of Capital Assets	Examples of Capital Asset Costs
Land	Land	- land acquired for parks and recreation , conservation purposes, building sites and other programs - land purchased for road construction, surface drainage, areas for future expansion, Gravel Pits, Cemeteries, Landfills, etc.	- Purchase price - Professional fees for title searches, architect, legal, engineering, appraisals, environmental surveys, Subdivision Costs - Improvement and development costs such as land excavation, filling, grading, drainage, demolition of existing buildings (less salvage) - Only Right of Ways that have been purchased . Original Right of Ways established on the Original Land Surveys are NOT to be listed
Land Improvements	Land Improvements	- Fencing and gates, parking lots, paths and trails, landscaping, swimming pools, playgrounds, tennis courts	- Original purchase price or completed project costs including costs of material and labour or costs of a contractor
Buildings	- Buildings - high quality construction - Buildings - medium quality construction - Buildings - average quality construction - Buildings - short term	- buildings with fireproofed structural steel frames with reinforced concrete or masonry floors and roofs - buildings with reinforced concrete frames and concrete or masonry floors and roofs - buildings with masonry or concrete exterior walls, and wood or steel roof and floor structures, except for concrete slabs on grade - operational storage facilities, sheds, small buildings, salt sheds, asphalt tanks, inventory storage buildings and pump houses	- original purchase price or completed project costs including basic costs of material and labour or costs of a contractor - costs to remodel, recondition or alter a purchased building to make it ready to use for the acquired purpose - preparation of plans blueprints, and specifications - costs of building permits, studies, tests (pre-acquisition costs) - professional fees for title searches, architect, legal, engineering, appraisals, environmental surveys - operating costs such as temporary buildings used during construction
Buildings	Building improvements	- major repairs that increase the value or useful life of the building such as structural changes, installation or upgrade of heating and cooling systems, plumbing, electrical, telephone systems	- complete project costs including basic costs of material and labour or costs of a contractor - preparation of plans, blueprints, and specifications - cost of building permits, studies, tests - professional fees for architect, legal, engineering, appraisals, environmental surveys - operating costs such as temporary buildings used during construction

Asset Class	Capital Asset Category	Examples of Capital Assets	Examples of Capital Asset Costs
Buildings	Leasehold and occupancy improvements	- improvements that increase the functionality of leased or similar accommodations (refer to the assets listed under the "building improvements" category)	- costs similar to those listed under the "building improvements" category
Vehicles	Vehicles	- used primarily for transportation of passengers such as automobiles, trucks under one ton, vans, boats and ferries, all terrain vehicles, snowmobiles, motorcycles and ambulances	- original contract price or invoice price - freight charges - sales taxes on acquisition - costs of reconditioning used items when purchased
Machinery & Equipment	Heavy equipment	- power and construction equipment such as graders, tractors, cranes, drill rigs, caterpillars, fire trucks, and trucks one ton and over	- original contract price or invoice price - freight charges - sales taxes on acquisition - installation charges - charges for testing and preparation - costs of reconditioning used items which purchased - parts and labour associated with the construction of equipment
Machinery & Equipment	Operating equipment	- equipment used in the routine operations of the municipality including - but not limited to: such articles as forklifts, utility trailers, snow plows, mowers, packers, sprayers, rock pickers, riding mowers, parking meters,	- original contract price or invoice price - freight charges - sales taxes on acquisition - installation charges - charges for testing and preparation - costs of reconditioning used items which purchased - parts and labour associated with the construction of equipment
Machinery & Equipment	Tools	- articles used in the maintenance of equipment, buildings, shops, laboratories, medical, safety, appliances, scientific research, education and communication such as radios, security systems, welders, GPS, power plants, air compressors, pressure washers, saws, presses, hoists, defibrillators, etc.	- original contract price or invoice price - freight charges - sales taxes on acquisition - installation charges - charges for testing and preparation - costs of reconditioning used items which purchased - parts and labour associated with the construction of equipment
Machinery & Equipment	Computer Software	- off the shelf software and related upgrades, software licenses after removing any maintenance or similar charges	- purchase price of off the shelf software and related upgrades - sales taxes on acquisition - installation charges

Asset Class	Capital Asset Category	Examples of Capital Assets	Examples of Capital Asset Costs
Machinery & Equipment	Computer Hardware	- servers, voice logging equipment, scanners, printers, hard drives, modems, tape drives, and plotters	- purchase price - installation charges - freight and transit charges - sales taxes on acquisition
Machinery & Equipment	System Development	- consultant fees, web site development and custom develop software	- external direct costs of materials and services such as consultant fees - web site development costs - costs to acquire software and any custom development - salary and related benefits of employees directly associated with the application development stage - costs of upgrades that improve the functionality of the system
Machinery & Equipment	Office furniture and Equipment	- desks, tables, chairs, filing cabinets, fax machines, photocopiers, videoconferencing stations, projectors, and digital cameras	- original contract price or invoice price - freight and installation charges - sales taxes on acquisition - costs of reconditioning used items when purchased - parts and labour associated with the construction of furniture
Machinery & Equipment	Miscellaneous Recreation/Other	- Includes articles that are not normally included in other categories including such things as playground equipment, Cenotaphs, Cairns, etc.	- original contract price or invoice price - freight and installation charges - sales taxes on acquisition - costs of reconditioning used items when purchased - parts and labour associated with the construction of furniture
Infrastructure	Roads/Streets - construction	- municipal roads	- direct costs of construction including tender construction costs, labour, materials, survey costs, and project specific design costs - construction and material costs related to overhead structures and signage - salary and travel costs for employees assigned to the project for direct management duties such as project management, inspection and quality control
Infrastructure	Roads/Streets - repaving	- major resurfacing and preservation overlays on municipal roads	- direct costs of construction including labour and materials - salary and travel costs for employees assigned to the project for direct management duties such as project management, inspection and control

Asset Class	Capital Asset Category	Examples of Capital Assets	Examples of Capital Asset Costs
Infrastructure	Roads/Streets - other	- light systems (traffic, outdoor, street) signals for railways, new signage initiative, rumble strips and aggregate pit acquisition costs, sidewalks, curbs	- original purchase price - installation charges - charges for testing and preparation - parts and labour associated with construction and installation
Infrastructure	Culverts	Culverts	- Direct costs of construction including tender construction costs, labour, materials, survey costs, and project specific design costs - Salary and travel costs for employees assigned to the project for direct management, inspection and quality control
Infrastructure	Bridges	Bridges	- Direct costs of construction including tender construction costs, labour, materials, survey costs, and project specific design costs - Salary and travel costs for employees assigned to the project for direct management, inspection and quality control
Infrastructure	Low Level Crossings	Low Level Crossings	- Direct costs of construction including tender construction costs, labour, materials, survey costs, and project specific design costs - Salary and travel costs for employees assigned to the project for direct management, inspection and quality control
Infrastructure	Water infrastructure	- water systems, dams, drainage facilities, docks, sewer systems, sewage lagoons, marinas, reservoirs, pumping facilities, tanks and associated infrastructure	- original purchase price - direct costs of construction including labour and materials - salary and travel costs for employees assigned to the project for direct management duties such as project management, inspection and quality control
Infrastructure	Community Wells	- Community water wells, rural water pipelines, etc. pumping facilities, tanks and associated infrastructure	- original purchase price - direct costs of construction including labour and materials - salary and travel costs for employees assigned to the project for direct management duties such as project management, inspection and quality control
Infrastructure	Other infrastructure	- landfills, tanker bases, helipad, dump stations airports	- costs that support infrastructure not included in other categories

Capital Asset Thresholds, Estimated Useful Lives, Amortization & Residual Value - R&M Schedule B

The table below outlines the thresholds and estimated useful life applicable to each capital asset category. A threshold of ALL means that ALL capital asset purchases, regardless of cost, are recorded. The *Estimated Useful Life* indicates the term in which the municipality will "Use" the asset - not necessarily the assets "Life Span". For Example: It is a municipality's policy to purchase a new grader every five year, however a graders "Life Span" is 20 years. It's *Estimated Useful Life* is therefore 5 years, but it will have a *Residual Value* of 50% upon trade-off. The *Estimated Useful Life* and *Residual Values* may be municipality specific!

Asset Class	Capital Asset Category	Particulars	Threshold	Estimated Useful Life	Amortization Method	Residual Value
Land	Land	All Land owned	All	Indefinite		N/A
						N/A
Land Improve.	Land Improvements	Parking Lot - Gravel	\$5,000	15 years	Straight-line	N/A
		Parking Lot - Asphalt	\$5,000	25 years	Straight-line	N/A
		Landscaping	\$5,000	25 years	Straight-line	N/A
		Swimming Pool	\$5,000	25 years	Straight-line	N/A
		Tennis Courts	\$5,000	25 years	Straight-line	N/A
		Fences/Gates	\$5,000	10 years	Straight-line	N/A
		Texas Gate	\$5,000	25 years	Straight-line	N/A
Buildings	Buildings					
	Buildings Improvements		\$10,000	50 years	Straight-line	1.00
	Engineered Structures		\$10,000	50 years	Straight-line	N/A
			\$10,000	50 years	Straight-line	N/A
Vehicles	Vehicles	All	\$5,000	10 years	Straight-line	N/A
Machine & Equip.	Heavy Equipment	Grader	\$10,000	5 years	Straight-line	50%
		Tractors	\$10,000	15 years	Straight-line	N/A
		Caterpillars	\$10,000	15 years	Straight-line	N/A
		Motor Scrapers	\$10,000	15 years	Straight-line	N/A
		Backhoe	\$10,000	15 years	Straight-line	N/A
		Track hoe	\$10,000	15 years	Straight-line	N/A
		Cranes	\$10,000	15 years	Straight-line	N/A

Asset Class	Capital Asset Category	Particulars	Threshold	Estimated Useful Life	Amortization Method	Residual Value
Machine & Equip.	Heavy Equipment	Trucks	\$10,000	15 years	Straight-line	N/A
		Other	\$10,000	15 years	Straight-line	N/A
Machine & Equip.	Operating Equipment	Ridge Mulchers	\$5,000	10 years	Straight-line	N/A
		Snow Plows	\$5,000	10 years	Straight-line	N/A
		Rotary Mowers	\$5,000	10 years	Straight-line	N/A
		Forklifts	\$5,000	10 years	Straight-line	N/A
		Utility Trailers	\$5,000	10 years	Straight-line	N/A
		Packers	\$5,000	10 years	Straight-line	N/A
		Sprayers	\$5,000	10 years	Straight-line	N/A
		Rock pickers	\$5,000	10 years	Straight-line	N/A
		Parking Meters	\$5,000	10 years	Straight-line	N/A
		Other	\$5,000	10 years	Straight-line	N/A
Machine & Equip.	Tools	Radios	\$2,500	10 years	Straight-line	N/A
		Security Systems	\$2,500	10 years	Straight-line	N/A
		Welders	\$2,500	10 years	Straight-line	N/A
		GPS	\$2,500	10 years	Straight-line	N/A
		Power Plants	\$2,500	10 years	Straight-line	N/A
		Washers	\$2,500	10 years	Straight-line	N/A
		Presses	\$2,500	10 years	Straight-line	N/A
		Hoists	\$2,500	10 years	Straight-line	N/A
		Defibrilaors	\$2,500	10 years	Straight-line	N/A
		Saws	\$2,500	10 years	Straight-line	N/A
		Other	\$2,500	10 years	Straight-line	N/A
Machine & Equip.	Computer Software		\$3,000	5 years	Straight-line	N/A
	Computer Hardware		\$3,000	5 years	Straight-line	N/A
	System Development		\$3,000	5 years	Straight-line	N/A
Machine & Equip.	Office - Furniture/Equipment	Per Individual Article	\$1,000	5 years	Straight-line	N/A

Asset Class	Capital Asset Category	Particulars	Threshold	Estimated Useful Life	Amortization Method	Residual Value
Machine & Equip.	Recreation\Other	Per Individual Installation	\$5,000	10 years	Straight-line	N/A
Infrastructure	Roads/ Street Const.	Primary Grid - Gravel	All	40 years	Straight-line	N/A
		Grid - Gravel	All	40 years	Straight-line	N/A
		M.F.A. - Gravel	All	40 years	Straight-line	N/A
		Local - Gravel	All	40 years	Straight-line	N/A
		Streets	All	40 years	Straight-line	N/A
Infrastructure	Roads/ Street - Paving	Primary Grid - Sub-Base/Base	All	40 years	Straight-line	N/A
		Primary Grid - Surface	All	15 years	Straight-line	N/A
		Grid - Sub-Base/Base	All	40 years	Straight-line	N/A
		Grid - Surface	All	15 years	Straight-line	N/A
		Streets	All	15 years	Straight-line	N/A
Infrastructure	Roads/ Street - Other	Curbs	All	40 years	Straight-line	N/A
		Street Lights, Signals	All	40 years	Straight-line	N/A
		Sidewalks	All	40 years	Straight-line	N/A
		Gravel Pits	All	Indefinite	Straight-line	N/A
Infrastructure	Culverts	Per Individual Installation	\$5,000	40 years	Straight-line	N/A
Infrastructure	Bridges - Construction		All	40 years	Straight-line	N/A
	Bridges - Upgrades		All	15 years	Straight-line	N/A
Infrastructure	Low Level Crossings		All	40 years	Straight-line	N/A
Infrastructure	Water Infrastructure	Water Systems	All	40 years	Straight-line	1.00
		Sewer Systems	All	40 years	Straight-line	1.00
		Reservoirs/Dams	All	40 years	Straight-line	1.00
		Sewage Lagoons	All	40 years	Straight-line	1.00
		Miscellaneous	All	40 years	Straight-line	N/A

Asset Class	Capital Asset Category	Particulars	Threshold	Estimated Useful Life	Amortization Method	Residual Value
Infrastructure	Community Water Wells		\$2,500	25 years	Straight-line	1.00
Infrastructure	Airports, Landfills	Costs Associated with construction - other than land purchases	All	Indefinite	Straight-line	1.00
Infrastructure	Other		All	15 years	Straight-line	N/A