

A Special Meeting of Town Council for the Town of Mahone Bay was held on Monday, September 17, 2018 at 7:00 p.m. in Council Chambers.

Present:

Mayor D. Devenne
Deputy Mayor K. Nauss
Councillor J. Bain
Councillor P. Carver
Councillor J. Feeney
Councillor R. Nowe
Councillor C. O'Neill
D. Heide, CAO
M. Hughes, Town Clerk

Regrets:

Gallery:

Asset Management Program – Town of Mahone Bay

Council received a package of background material on Asset Management in advance of the meeting. Dylan Heide, CAO, reviewed the material and provided a presentation for Council on Asset Management and the Municipal Asset Management landscape in Canada and in Nova Scotia. and the results of the Town of Mahone Bay's participation in the provincial government Asset Management pilot program in 2017.

Update on Provincial Asset Management Pilot

Mr. Heide reviewed with Council the results of the Town of Mahone Bay's participation in the Provincial Asset Management Pilot project in 2017, including the types of data which resulted from the pilot and options for using that data as well as maintaining and building the database.

Training and Conference

Mr. Heide reviewed the Asset Management Training Session that he and Mayor Devenne attended in Shelburne on August 22, 2018. Mr. Heide also reviewed the 2018 Atlantic Asset Management Conference held in Moncton from September 6-7, 2018 in Moncton; in addition to the conference being an opportunity to share best practices in Asset Management, Mr. Heide was one of the presenters in a session titled *Managing Assets – Before, During and After Emergencies*.

AIM Cohort Participation

Council reviewed information on the Asset Management Cohort Program, which is managed by the AIM (Atlantic Infrastructure Management) Network. The AIM Network is applying for funding under the *FCM Municipal Asset Management Program – Round 2* to form cohort learning groups, specifically to increase capacity in technical assistance and other skills to use data in asset management.

A motion by Deputy Mayor Nauss, seconded by Councillor Bain, **“THAT the Town of Mahone Bay approve participation in the AIM Network Asset management Cohort Program, with a budget of \$3,500, to be funded out of Capital and Other Expenditures.”** Motion carried

FCM Municipal Asset Management Program (MAMP) Application

Council received information on the application for the Federation of Canadian Municipalities (FCM) Asset Management Program. Mr. Heide explained that successful applicant received 80% funding for a wide range of activities to support the implementation of municipal asset management.

A motion by Deputy Mayor Nauss, seconded by Councillor O’Neill:

“Be it resolved that the Town of Mahone Bay directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities’ Municipal Asset Management Program for *Infrastructure Inventor and Facility Assessments and State of Infrastructure Reports – Town of Mahone Bay.*

Be it therefore resolved that the Town of Mahone Bay commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities’ Municipal Asset Management Program to advance our asset management program:

- 1. Preparing an inventory and Assessment of Buildings and Facilities**
- 2. Preparing an inventory of the Town’s Electrical Power Distribution Network**
- 3. Preparing Preliminary State of Infrastructure Reports showing current condition, life expectancy and estimated replacement cost for all major asset groups.**

Be it further resolved that The Town of Mahone Bay commits \$11,600 towards the cost of this initiative.

Motion carried

Asset Management Policy Development

Mr. Heide advised Council that one of the suggested first steps in the implementation of an Asset Management Program is the development of an Asset Management Policy to inform and guide the workplans of Town staff.

A motion by Councillor Carver, seconded by Deputy Mayor Nauss, **“THAT Council direct staff to prepare a draft Asset Management Policy for Council’s consideration.”**

Motion carried.

Public Engagement in Asset Management

Mr. Heide provided Council with a review of the importance of public engagement in Asset Management as a way of learning about priorities in the community to inform decision making. One of the methods used in some areas is the formation of an Asset Management Committee.

A motion by Councillor O’Neill, seconded by Deputy Mayor Nauss, **“THAT Council direct staff to investigate and report back with a recommendation on the formation of an Asset Management Committee.”**

Motion carried.

The meeting adjourned upon motion at 8:11 p.m.

TOWN OF MAHONE BAY

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Town Clerk, Maureen Hughes

Mayor, David Devenne