



The regular meeting of the Town of Mahone Bay Asset Management Committee was held on Thursday, December 19, 2019 at 1:00 p.m. in Council Chambers.

Present:

Mayor D. Devenne
Councillor R. Nowe
CAO D. Heide
Manager of Finance L. Wentzell
A. Collery
L. Hennigar
N. Whynot
S. Veinotte

Regrets:

D. King

Gallery:

None

1) Call to Order

The meeting was called to order at 1:00 PM.

2) Agenda – November 21st, 2019

Nowe - Hennigar

THAT the Committee approve the agenda for December 19th as presented.

CARRIED

3) Minutes – November 21st, 2019

Whynot – Hennigar

THAT the Committee approve the minutes from the November 21st, 2019 meeting of the Asset Management Committee

CARRIED

4) Review Level of Service Worksheet

CAO Dylan Heide presented the AIM Network Level of Service template.

A number of level of service examples were discussed; in particular there was significant discussion of the hydrant service provided by the water utility and options to maintain/improve this service.

5) **Review of GIS and Asset Mapping**

CAO Dylan Heide demonstrated the GIS mapping system used by the Town (in partnership with the Municipality of the District of Chester) showing the committee the layers which provide the Town with the ability to focus in on specific asset categories.

Committee members were shown the types of information which have so far been collected in the asset mapping program such as the date of install, material, pipe diameter, etc. along with the Probability and Consequence of Failure.

6) **Risk Assessment – Water Assets**

CAO Dylan Heide elaborated on how the committee can utilize the Probability and Consequence of Failure to determine the level of Risk. This Risk level can then be utilized by the committee to help prioritize infrastructure recommendations to Council.

There was significant discussion of contracting out versus use of in-house resources and it was agreed this would be revisited by the Committee as specific asset classes and services are discussed.

7) **Communicating Asset Management – Water Assets**

CAO Dylan Heide presented a draft document developed by Skysail Inc. under contract from the Town. Skysail has been contracted to develop asset management communications with Town staff; these communications will be vetted by the Committee. Committee members reviewed the draft document concerning the water utility and the general feeling was that the document, while very informative, did not accurately convey the present state of water system assets, many of which are at/near the end of their useful lives.

8) **Committee Training**

CAO Dylan Heide highlighted the Town's willingness to support asset management training for committee members. Staff and committee members will continue to identify potential training opportunities for 2020.

9) **Next Meeting**

The Committee's next meeting is scheduled for 1 PM on Thursday, January 16, 2020.

8) **Adjournment**

Adjourned on motion at 2:37 PM.