



The regular meeting of the Town of Mahone Bay Asset Management Committee was held on Thursday, January 16th, 2020 at 1:00 p.m. in Council Chambers.

Present:

Mayor D. Devenne
Councillor R. Nowe
CAO D. Heide
Manager of Finance L. Wentzell (Secretary)
L. Hennigar
N. Whynot

Regrets:

D. King
A. Collery
S. Veinot

Gallery:

None

1) Call to Order

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

2) Agenda – January 16th, 2020

Hennigar - Nowe

THAT the Committee approve the agenda for January 16th, 2020 as presented.

CARRIED

3) Minutes – December 19th, 2019

Whynot – Hennigar

THAT the Committee approve the minutes from the December 19th, 2019 meeting of the Asset Management Committee.

CARRIED

4) **Asset Management Q&A**

CAO D. Heide requested an questions from Committee members at this stage. N. Whynot questioned if the Town had a requirement to prepare an Asset Management Plan through provincial legislation. CAO D. Heide explained that the various provinces each have their own requirements when it comes to Asset Management, negotiated with the federal government along with their Gas Tax, and that currently, there is no provincial legislation in Nova Scotia that requires the Town to have an Asset Management Plan. The purpose of developing the Asset Management Plan is to use it as an internal tool by the Town to better plan and prepare for the future and will assist us in preparing our long term Capital Plan. It is however anticipated that at some future date NS municipalities will be required to completed Asset Management Plans.

5) **Writing the Plan**

CAO D. Heide displayed the Asset Management Policy for the Committee to review prior to moving forward with Asset Management Planning. Members walked through the principles in the Policy and discussed their application to the Committee's work.

It was also communicated to the group by CAO D. Heide that the Town had applied to FCM for grant money in the amount of \$50,000 back in September of 2018 and they are now reviewing the applications (the Town was asked to resubmit). This money would be used to obtain condition indicators on asset categories that we are currently lacking information on. It was also communicated to the committee the various asset classes that we already have condition information for.

A discussion was had by the committee regarding the difference and challenges of collecting condition indicators on linear assets (i.e. Power Lines and Water Lines) as opposed to non-linear assets such as Buildings and Recreational Assets.

Committee member L. Hennigar raised a question asking if the community goals that we are striving to achieve through Asset Management are in line with what residents actually want, or if the decision is already made and the Town is telling the residents what they want. To address the question, CAO D. Heide mentioned that there may be future public engagement session where public feedback will be gathered regarding what level of service residents desire/expect. In addition, by having the Asset Management Committee with community members, it is the first step in having the community's needs/wants incorporated into the Town's long term planning process. The Committee will consider additional public engagement / education on future agendas.

In terms of a 2020 workplan it was explained to the Committee by CAO D. Heide that going forward, the committee will be reviewing two asset categories at each meeting of the Asset Management Committee. The hope is that the committee will discuss these

asset categories at each meeting, providing input to staff which would be used to bring back draft documents which the Committee will then consider recommending to Council.

6) Communicating Asset Management

At the December 19th meeting of the Asset Management Committee some changes were recommended to the draft promotional poster for the Water Utility. The revised poster was shared with the Committee and everyone was in agreeance that the changes made the communication much clearer and the Committee was satisfied with the content.

Next, CAO D. Heide showed the Committee the promotional poster for the Waste Water system. The point was made that the poster should include a note to communicate that work is required to mitigate risk associated with climate change. In addition, wording referencing pumping stations, straight pipes, and the separation of stormwater will be clarified.

Overall, the committee felt as a whole that the communication posters were a very effective tool to be used for public education and awareness. Additional posters will be reviewed at future meetings for recommendation to Council and public release.

8) Committee Training

This is a standing agenda item; there was no specific training to be discussed at this meeting of the Asset Management Committee.

8) Adjournment

Adjourned on motion by L. Hennigar at 2:18 PM.