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The regularly scheduled meeting of the Town of Mahone Bay's Asset Management Committee was held on Thursday, July 16<sup>th</sup>, 2020 at 1:00 p.m. via video conferencing.

**Present:**

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

**Absent:**

A. Collery  
S. Veinot (Regrets)

**Gallery:**

Councillor P. Carver

**Approval of Agenda**

A motion by L. Hennigar, seconded by Councillor R. Nowe "THAT the agenda be approved as presented."

Motion carried.

**Approval of Minutes**

A motion by L. Hennigar, seconded by D. King , "THAT the minutes of the June 18th, 2020 Asset Management Committee be approved as presented."

**Writing the Plan**

The committee reviewed available information concerning the various public and natural assets located within the town. D. Heide indicated that the

anticipated FCM MAMP-funded condition assessment project would add to available information on public assets including comfort stations, VIC, signage, etc.

Discussion was held regarding various public parking assets in the community and whose responsibility it is to perform required maintenance on these assets and ensure they meet required accessibility standards.

There was unanimous feeling amongst members that creating an inventory of trees, wetlands and other natural assets within the town – on both public and private property if possible – is important and should be considered as part of the Town’s asset management process.

A conversation was also had concerning the harbour and how the Town can manage this asset when we have no jurisdictional control over the asset.

### **Communicating Asset Management**

The revised Transportation and Electrical Fact Sheets were reviewed by the committee. There were a few minor modifications that were suggested, which will be made to these documents prior to the next meeting. In addition, the committee also reviewed the Recreation and Stormwater Fact Sheets for the first time. During the discussion, some changes were recommended by the committee which will be made prior to redistribution at the next meeting.

Following the review of the fact sheets, the committee also reviewed the revised Recreation Poster and a few additional changes were recommended which will be completed and the poster will be brought back to the committee at the next meeting. In addition, the draft Natural Assets and Public Assets Posters were reviewed by the committee for the first time. After review, a few changes were recommended by the committee which will be made and the revised posters will be distributed at the next meeting.

All posters and fact sheets to date will be included in the package for the next meeting for an overall review prior to recommendation to Council.

### **Next Meeting**

September 17<sup>th</sup>, 2020 at 1:00 PM

The meeting adjourned upon motion at 2:58 PM.

TOWN OF MAHONE BAY

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Mayor David Devenne

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Town Clerk, Maureen Hughes

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