



The regular meeting of the Town of Mahone Bay’s Asset Management Committee for the Town of Mahone Bay was held on Thursday, February 16th, 2023, at 12:05 PM via video conference.

Present:

Mayor, D. Devenne
Councillor R. Nowe
CAO, D. Heide
Manager of Finance, A. Yeadon-Wentzell
N. Pavlinic
D. Waterfield

Absent:

None

Gallery:

None

Land Acknowledgement

Let us begin by acknowledging that we are gathered today in Mi’kma’ki. The ancestral, present and future territory of the Mi’kmaw people. Today, we gather with the intent followed by the living Peace and Friendship Treaties - with respect, cooperation and coexistence.

Approval of Agenda

A motion by, R. Nowe seconded by D. Waterfield “THAT the agenda be approved as presented.” Motion Carried.

Approval of Minutes

A motion by R. Nowe, seconded by D. Waterfield, “THAT the minutes of the December 15, 2022, Asset Management Committee be approved as presented.” Motion carried.

Introduction of New Member(s) and recap of Committee Terms of Reference

Introduction of Nick Pavlinic to the Asset Management Committee. CAO D. Heide reviewed the Asset Management Committee Policy and the Committee Terms of Reference with Committee members.

Draft Asset Management Plans

CAO D. Heide went through the different asset maps created with the Town’s new mapping system (via consultants), based on input from the Committee, including Water,

Wastewater, Storm Water and Transportation. It is intended that both the System Maps and the Risk Maps will eventually become public documents. A new spreadsheet tool was also demonstrated.

It was noted that the new system much easier to use, eliminating many manual aspects dealt with in the past. Data can change fluidly, and up to date reports can be run with minimal effort once templates are in place.

10-year Capital Investment Plan and Annual Budget Cycle

Staff reported on continuing efforts to improve the Town's 10-year Capital Investment Plan - found in the annual Budget - using available AM data. With the approval of the 2023-24 annual budget by Council the Committee will be able to include Council's approved plan in AM reporting information, referenced against risk rankings and associated levels of investment.

Embedding AM Practice in Policy

It was noted that the Town's current Asset Management Policy does not include provisions on how data is to be collected and maintained. A 2023 policy update was discussed which could include reference to these areas, helping to embed AM practice in policy, ensuring accurate and up-to-date data to support Council decision-making.

Training Opportunities

By the Committee's next meeting all members should have received links and instructions to access the self-directed AM training modules from NSFM and CNAM.

Committee Membership

It was noted that there are still three vacancies for public members on the Committee.

Next Meeting

March 16, 2023, at 12:00 PM.

The meeting was adjourned at 1:40 PM.

TOWN OF MAHONE BAY

Mayor, David Devenne

TOWN OF MAHONE BAY

Recording Secretary, Ashley Yeadon-Wentzell