

**THE MUNICIPALITY OF THE COUNTY OF KINGS
ASSET MANAGEMENT COMMITTEE
AGENDA**

**Monday, March 20, 2023, at 11:00am
Council Chambers, Municipal Complex**

Item	Description	Required Action	Responsible	Page
1.	Roll Call		Chair	
2.	Additions to the Agenda	Decision	All	
3.	Approval of Agenda	Decision	All	
4.	Disclosure of Conflict-of-Interest Issues	Decision	Chair	
5.	Approval of Minutes: <ul style="list-style-type: none"> • February 15, 2023 	Decision	Chair/All	2
6.	Business Arising from Minutes	Discussion	All	
New Business				
7.	Work Plan Update	Discussion	Scott Quinn	
8.	Asset Management Software Update <ul style="list-style-type: none"> • Univerus 	Discussion	Chad West	
9.	Roundtable	Discussion	All	
10.	Other Business	Discussion	All	
11.	Next Meeting: April 4, 2023, at 1pm	Decision		
12.	Adjournment	Decision	All	

**Municipality of the County of Kings
Asset Management Committee**

**Meeting, Date
and Time**

An Asset Management Committee Meeting was held on Wednesday, February 15, 2023, at 12:30 am at the Municipal Complex.

Attending

In attendance were:

*Councillors:*Councillor Hirtle
Councillor Allen
Mayor Muttart for Councillor Killam

Staff: Scott Quinn, Director of EPW, Lands & Parks
Aaron Dondale, Manager of Public Works
Abdelkhalek Omar, Manager of Engineering
Chad West, Manager of Information Technology
Mike Livingston, Manager of Financial Reporting
Monica Beaton, Geo Informatics Specialist
Jon Thomas, GIS Technician
Dan Hagan, Strategic Projects
Ahmad El-Kadri, Engineering Technologist
Susan Gray, Recording Secretary

Absent:Councillor Killam

Additions to the Agenda None

Approval of the Agenda **On the motion of Councillor Allen seconded by Councillor Hirtle.
Motion Carried**

**Disclosure of Conflict-of-
Interest Issues** None

**Approval of the Minutes
from January 10, 2023** **On the motion of Councillor Allen and seconded by Councillor Hirtle.
Motion Carried.**

**Business Arising from
Minutes** None

New Business

Work Plan Update

Scott Quinn gave a brief update on the Work Plan. The priorities for this year were to be a draft of the Asset Management Strategies and in the Asset Management Plans -defining the major asset classes. Dan Hagen will help compile the data from the team into the AM Plans. There will be a high-level asset management plans to share with the public, which will help us build content for an asset management page on the website.

As for tasks we have looked to the budget to obtain external support to get the baseline condition assessments done for water and sewer. Once those are complete, we can formulate an internal regular reassessment schedule. The decision-making wireframe would be formalized. We would incorporate the AIM Network tools with ours and will create a consistent business practice for Asset Management.

Asset Management Software - Univerus

Chad West gave a brief update on the software. We had been assigned a dedicated resource to help us work through the remaining acceptance testing issues. The Wastewater fixes had mostly been resolved. There was an issue with the maintenance records not being linked which has been resolved. Work orders can be created now. The fixes for the wastewater have also been applied to water and storm sewer. A couple more test runs were required. Once all fixes were completed, training would begin.

Round Table Discussions:

Monica Beaton shared the information for the Canadian Network of Asset Management conference would be held in Fredericton on May 1-4th. She would share that information with the committee.

Scott Quinn indicated that a few committee members had attended the FCM Sustainable Communities Conference the previous week. There were several very valuable sessions particularly around Life Cycle Costing and Construction Methods.

At the conference there was much discussion around green fleets, climate change and equity, diversity, and inclusion (EDI). Some good discussions around including climate change in our decision-making process and including EDI in our procurement processes. Wondering if there is a way to incorporate the EDI in our current procurement policy.

Councillor Hirtle indicated there were many tools and knowledge that we can use to make us stronger.

Scott Quinn indicated that the emerging practice around the Natural Assets seems to be that the value methodology would be a calculation based on the service they provide as opposed to assigning every asset a specific value.

Mike Livingston inquired if there was any discussion around implementation in actual accounting standards. Scott Quinn indicated that he did not know the answer to that question but would provide the contact information for further exploration.

Mayor Muttart inquired about the feasibility of including the EDI component into existing procurement policy as that is a provincial policy.

Scott Quinn indicated that some Municipal units have imbedded the EDI component in the scoring matrix and are applying it in that manner.

Other Business

None

Correspondence

None

Next Meeting

March 7, 2023, at 10:00 am in Council Chambers.

Adjournment

On the motion of Councillor Allen and seconded by Mayor Muttart the meeting adjourned at 12:52 pm.

Motion carried.

Approval:

Asset Management Committee

DRAFT