

## Asset Management Project Steering Committee August 16<sup>th</sup>, 2018, Meeting Minutes

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- Scott - Summary of last steering committee meeting  
- Project status – see power point

Q) What is the cost of another GPS unit.?

A) \$8,900 for a new GPS unit. \$2,700 to rent.

C) Should we purchase or rent another GPS unit. Consensus was made to purchase a second unit, so two units can be shared between the six member First Nations. Magnetawan, Wahnapiatae, and Nipissing are all on board. GPS unit is compatible with the tablets being given to each member First Nation

- Scott - Project Status: Building Asset Inventory Slide

Q) What is the functionality of GPS unit in the winter time. Say for example something needs to be found in the middle of winter?

A) We plan on being done all of our field data collection by the end of summer/sometime in the fall. The units work up until minus 15 degrees Celsius and will have no problems working in the middle of winter. Reason why we went with the units we chose is they work well in cold weather.

C) discussed the types of data and features which we are collecting in the field and about the forms.

- Scott - Project Status: Road Asset Inventory Slide

Q) Google maps is really off for Wahnapiatae roads and coordinates. When the roads and 911 addresses are populated can we give the data to them for ambulances and first responders to get to accidents or people in need faster.

A) Yes, once we have a large data set we will supply it to each member First Nation and you can share it with whomever you want/see fit.

Q) What is the ability to modify a dataset after it has been submitted. Magnetawan 911 addresses are known to be wrong?

A) Scott talked about when he worked for a municipality and the processes they implemented to correct incorrect 911 addresses. We will be able to create a process with a video and step by steps explaining how to change/update datasets once completed and given to you.

Q) Can we use the processes used by Scott when working at the municipality to correct the 911 sign issues on some of the member First Nations?

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- A) Yes, we can definitely use the process and just tweak it to better work with the larger lots you have on First Nations compared to smaller lots found in municipalities.
- Randy - 911 signs being incorrect on member First Nations is a big issue that we should take a closer look at. How often do you have to update 911 addresses?
- Scott - We are currently dealing with the challenge of organizing and figuring out groups of buildings which look like they belong to one person, but is this actually the case?
- Randy - Lead conversation about/explaining ACRS buildings and what is funded by INAC and how some assets join the list and fall off the list of being funded.
- Scott - Project Status: Water Distribution Asset Inventory Slide
- Scott - Comment on Nipissing missing a lot of water distribution engineering drawings.
- Q) With respect to finding pipes and verifying what is there, are we just using engineering drawings?
- A) We will be using engineering drawings and field data collection to verify or disprove if a water asset is potentially there or not. Ground penetrating radar technology we are looking at scanning in the ground for pipes, 1 inch pipe can go 1 foot, 2 inch pipe can go 2 feet. Expensive, so we are going to do a test which everyone is welcome to attend to see if it will be useful for this project or not.
- Q) How well do the GPS units work in the bush.
- A) Not as good as out in the open, but still very good.
- Scott - Henvey and Magnetawan have a lot of engineering work being done on you First Nations. If any of you could give permission for these engineering drawings and information to be given to us. Survey of a highway contains tons of information. Magnetawan representative townships in the area has shapefiles of Magnetawan First Nation.
- Scott - CAHN, CAMS, and CityWide Slide
- Randy - Explaining CAHN, CAMS, Public Sector Digest and CityWide along with ACRS.
- Q) As a community who do we reach out to in order to ask what the list is and what are changes made to the list.

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- A) As of right now go to the website and you will be able to find the list there.
  - C) Magnetawan has a bunch of building data stored in the heads of two employees at the First Nation.
- Scott - ACRS Pilot Project Slide
- Scott - Explaining the current ACRS process and what we are proposing to do for the new process and the potential benefits that will come from this.
- Randy - With this new process we will be owning our own ACRS data. In October we are going to go to Toronto and present our new process of using the tablets with ACRS.
- Q) How does the tablet communicate?
  - A) Wifi set up. Publish the forms and put them on the tablet. Set up the tablet with the Wifi go out and use it and when you get back to the Wifi it loads up to our license online and updates to the server.
  - Q) Will the new imagery be uploaded to the tablets when they are taken out into the field?
  - A) We can load an offline map which is a base map onto the tablets when they are not connected to Wifi. When it is connected to Wifi you can load satellite imagery onto the tablets.
- Randy - Note on ACRS: Mike Murray has been hired and has a tentative schedule which is currently being revised.
- Scott - Field Data Collection Tablets Slide
- C) About sprinkler systems in band administrative buildings and they were not originally needed when buildings were built but are now being required? Public access band owned administrative buildings, the ones with the certain codes in ACRS.
- Scott - We will be going out to each member First Nation to deliver the tablets soon and go through an in depth process of explaining how they work and answer any questions which you may have.
- Scott - Phase II Project Proposal Slide

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- Q) Are you planning on a remoteness factor? Going around fiber and/or hydro for say example 8 inch piping being installed and costs which will be greater or less from one First Nation compared to another.
- A) Yes, a bunch of factors will be considered for financial impacts in regards to the implementation of this project in Phase II.
- Randy - Gave a couple of examples of current level of service.
- C) Would be nice to have a risk analysis as a part of Phase II of this project.
- C) Great to have this project done as it can branch off in many different ways but all of them require a basic inventory of current assets on the First Nations.
- Q) Is there a deadline for the application for Phase II?
- A) No firm timeline. Need to sit down with FEDNOR to talk about what we have done and what we want to continue to do with the project.
- C) Once a month may not be suitable for us to meet going forward.
- A) Steering meeting once a month, and a conference call in between them to update everyone possibly.
- Scott - Update on Scott Higgins taking a new job, and new employee Delaney starting on Monday.
- Q) Does it make more sense for Tribal to do the ACRS work?
- A) That is the reason and one of the main benefits of our ACRS pilot project.
- Scott - Wrap-up Slide
- Randy - Conversation on INAC data
- Q) Can you scan documents onto the tablet?
- A) No, to scan but you can take pictures when out in the field and also attach documents to the forms when creating the forms on the Terraflex website.
- Q) Can everything on a server be connected to the tablets?

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- A) We are getting the cloud/shared drop box to put everything onto to share with you all.
- C) We need all information on band owned buildings. Anything we can get on privately owned buildings is a plus.

\*\*\*Schedule a conference call: August 30, 2018\*\*\*

\*\*\*Next Steering Committee meeting: September 13, 2018 at 10 AM\*\*\*