



**Town of Shelburne Asset Management Committee**  
Meeting Minutes  
January 23, 2020

**Present:** Karen Mattatall, Darren Shupe, Jay Pilzer, Elizabeth Acker, Grant Balsdon, Chris Sharpe, Andrew Jones, Joshua Brown (Public)

**Regrets:** Matt MacInnis, Jane Crowell, Nolan Young

1. **Meeting called to order:** 5:09 pm
2. **Approval of Agenda:** *Motion to approve agenda made by Acker, seconded by Pilzer. Motion carried.*
3. **Minutes of Previous Meeting:** *Motion to approve meeting minutes from December 5, 2019 made by Sharpe, seconded by Acker. Motion carried.*
4. **Old Business:**

- a. **Communications** – Press Release.

Discussion was held on the press release issued earlier in the day by the Town as well as by the District of Shelburne and the next steps for Council in addressing our financial and service delivery challenges.

5. **New Business:**

- a. **Fire Services Review**

A discussion was held on the Shelburne Volunteer Fire Department's proposed 2020-21 budget. Next meeting will include a review of the Fire Department's 20-year capital budget.

- b. **Water Security Review**

An update was provided on water security which included a review of a Town commissioned study from 1992 on the viability of adding distributed well services to supplement the Town's water utility. The Operations Manager shared his communication with Annapolis County on the expense of adding distributed wells.

- c. **Committee Membership Update**

Communication from Duane Rankin indicating he was not able to participate with the Committee was shared. Joshua Brown has indicated his interest in joining the Committee and was in attendance for the meeting.

6. **Next Meeting:** February 6, 2020, 7:00pm in Council Chambers. Marine Terminal to be reviewed.
7. **Adjournment:** Sharpe moved for adjournment at 6:35pm.