



**Town of Shelburne Asset Management Committee**  
Meeting Minutes  
August 8, 2019

**Present:** Karen Mattatall, Nolan Young, Darren Shupe, Jay Pilzer, Dylan Heide, Andrew Jones, Elizabeth Acker

**Regrets:**, Matt MacInnis, Jane Crowell, Danielle St. Louis, Grant Balsdon, Chris Sharpe

1. **Meeting called to order:** 7:03 pm
2. **Approval of Agenda:** *Motion to approve agenda made by Pilzer, seconded by Acker. Motion carried.*
3. **Minutes of Previous Meeting:** *Motion to approve meeting minutes from July 4, 2019 made by Acker, seconded by Pilzer. Motion carried.*
4. **Old Business:**
  - a. **Communications** – Discussion was held on the press release and community update on the Town’s financial condition and the potential impact on service delivery. A follow up statement was planned to provide the public an update of the progress of the Asset Management Committee and review its composition.
5. **New Business:**
  - a. **Review of Town Owned Properties – Results of Survey**

Three local realtors responded for our request for estimates for fair market value of the twelve Town-owned properties below:

    - 68 George Street – PID 80147556 (residential)
    - 97 Clements Street – PID 80148596 (residential)
    - Clements Street & Bulkley Street – PID 80142672 & 80144009 (residential)
    - Corner of Cornwallis and Ann Streets – PID 80147515 (residential)
    - 51 Hammond Street – PID 80149156 (residential)
    - Transvaal Street – PID 80141807 (residential)
    - Ohio Road – PID 80140361 (commercial)

After discussion of each of the properties, the following two motions were made:

Motion 1: *Recommendation that Council put the following properties up for sale through a real estate company. Sale prices will be the average as developed from the Real Estate Agent survey if permitted by Municipal Affairs. Motion made by Acker, seconded by Heide. Motion carried.*

- 97 Clements Street (PID 80148596) – \$5,667
- Clements Street (PID 80142672) - \$8,667
- Bulkley Street (80144009) - \$5,667
- Cornwallis Street (80147515) - \$5,833
- 51 Hammond Street (80149156) - \$33,500

Motion 2: Recommended that Council dispose of the property on Ohio Road (PID 80140361) for best offer with the condition that commercial construction valued at \$300,000 or higher be completed on the property within two years. Motion made by Young, seconded by Acker. Motion carried.

- b. Resignation of Committee Member** – Community member Dylan Heide submitted his resignation from the Committee after completed a year of service as anticipated.

*Motion made by Pilzer to accept the resignation with regrets, seconded by Young. Motion carried.*

- c. Review of Upcoming Meetings** – No meetings scheduled between now and next meeting.

**6. Next Meeting:** September 5, 2019, 7:00pm in Council Chambers

**7. Adjournment:** Pilzer moved for adjournment at 8:25pm.

**Attachments:**

Table 1: Real Estate Agent Survey Results

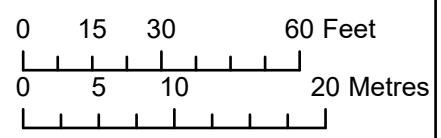
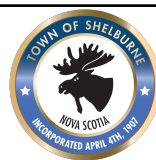
Property Descriptions for the Proposed Property Disposal

	Real Estate Agent 1	Real Estate Agent 2	Real Estate Agent 3	AVG
<i>68 George Street – PID 80147556 (residential)</i>	\$5,000 - \$7,000	\$ 2,500	\$ 7,500	\$ 5,333
<i>97 Clements Street – PID 80148596 (residential)</i>	\$6,000 - \$8,000	\$ 2,500	\$ 7,500	\$ 5,667
<i>Clements Street – PID 80142672 (residential)</i>	\$10,000 - \$12,000	\$ 6,000	\$ 9,000	\$ 8,667
<i>Bulkley Street - PID 80144009 (residential)</i>	\$6,000	\$ 3,000	\$ 8,000	\$ 5,667
<i>Corner of Cornwallis and Ann Streets – PID 80147515 (residential)</i>	\$6,000	\$ 3,000	\$ 8,500	\$ 5,833
<i>51 Hammond Street – PID 80149156 (residential)</i>	\$29,000 - 32,000	\$ 20,000	\$ 50,000	\$ 33,500
<i>Transvaal Street – PID 80141807 (residential)</i>	\$12,000	\$ 4,000	\$ 15,000	\$ 10,333
<i>Ohio Road – PID 80140361 (commercial)</i>	\$35,000 - \$40,000	\$ 25,000	\$ 30,000	\$ 30,833

# 97 Clements Street - PID 80148596



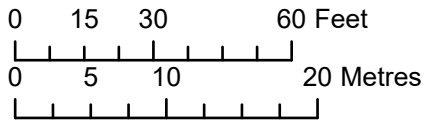
Legend	
<b>Wastewater Lines</b>	<b>Stormwater Lines</b>
Gravity Pipe	Culvert
Force main	Drainage Channel
	Gravity Pipe
<b>Water Lines</b>	<b>Parcels</b>
Water Supply Lines	Parcels



# Clements Street - PID 80142672



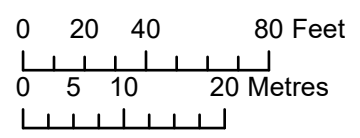
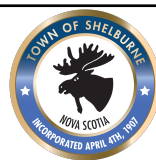
Legend		Water Lines	Parcels
Wastewater Lines	Stormwater Lines	Water Supply Lines	Parcels
Forcemain	Drainage Channel		
Gravity Pipe	Gravity Pipe		



# Bulkley Street – PID 80144009



Legend	
<b>Wastewater Lines</b>	<b>Stormwater Lines</b>
Gravity Pipe	Culvert
Forcemain	Drainage Channel
	Gravity Pipe
<b>Water Lines</b>	<b>Parcels</b>
Water Supply Lines	Parcels



# Corner of Cornwallis St and Ann St - PID 80147515



## Legend

### Wastewater Lines

- Gravity Pipe
- Forcemain

### Stormwater Lines

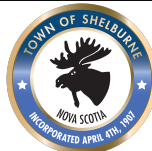
- Culvert
- Drainage Channel
- Gravity Pipe

### Water Lines

- Water Supply Lines

### Parcels

- Parcels



0 15 30 60 Feet

0 5 10 20 Metres



# Hammond Street - PID 80149156



## Legend

### Wastewater Lines

- Green dashed line: Gravity Pipe
- Red dashed line: Forcemain

### Stormwater Lines

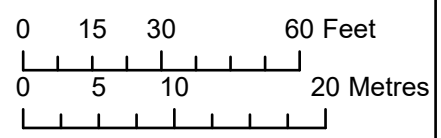
- Green dashed line: Culvert
- Yellow dashed line: Drainage Channel
- Red dashed line: Gravity Pipe

### Water Lines

- Blue solid line: Water Supply Lines

### Parcels

- Yellow solid line: Parcels



# Highway 103/Ohio Road - PID 80140361



## Legend

### Wastewater Lines

- Gravity Pipe
- Forcemain

### Stormwater Lines

- Culvert
- Drainage Channel
- Gravity Pipe

### Water Lines

- Water Supply Lines

### Parcels

- Parcels

