



Town of Shelburne Asset Management Committee
Meeting Minutes
September 5, 2019

Present: Karen Mattatall, Nolan Young, Darren Shupe, Jay Pilzer, Andrew Jones, Elizabeth Acker, Grant Balsdon, Chris Sharpe

Regrets:, Matt MacInnis, Jane Crowell, Danielle St. Louis

1. **Meeting called to order:** 7:00 pm
2. **Approval of Agenda:** *Motion to approve agenda made by Young, seconded by Acker. Motion carried.*
3. **Minutes of Previous Meeting:** *Motion to approve meeting minutes from August 8, 2019 made by Acker, seconded by Pilzer. Motion carried.*

4. Old Business:

- a. **Communications** – No update.

5. New Business:

a. Review of Town Owned Properties – Council Meeting September 3, 2019

Discussion was held on the motions coming out of the September 3rd Council Meeting regarding five residential and one commercial property; the five residential to be sold through real estate companies and the decision on the one commercial deferred until the Town Solicitor could review the proposed conditions of sale.

b. Water Utility Review

A general review of the water utility was held covering long-term capital planning, budgeting, sustainability and operation under the UARB and other Provincial regulatory bodies. Discussion was held regarding the use of a water survey to help determine the barriers of hooking up to the service.

c. Advertisement for New Public Committee Member

Discussion was held regarding the recent resignation of Dylan Heide, the attendance record of several Committee members and the requirements under the Terms of Reference for committee composition. It was decided that the

Committee would advertise for new members and the members who were not able to make regular meetings would be contacted to confirm interest.

d. Review of Upcoming Meetings – No meetings scheduled between now and next meeting.

6. Next Meeting: November 7, 2019, 7:00pm in Council Chambers

7. Adjournment: Pilzer moved for adjournment at 8:15pm.