

STAFF REPORT

TO: Warden and Members of Shelburne Municipal Council

FROM: Val Kean, Director of Economic & Community Development

APPROVED BY: Warren MacLeod, Chief Administrative Officer

SUBJECT: Categorization and Declaration of Surplus Property – Real Property

DATE: June 11th, 2025

PURPOSE:

This report provides recommendation to Council to consider approval of categorization and declaration of surplus municipal property, based on recommendation from the Economic Growth Committee.

RECOMMENDATION:

It is recommended to Council by the Economic Growth Committee:

THAT Council approve the categorization of surplus property and declare each of the following property surplus, giving staff direction to sell property in accordance with Council's Disposal of Surplus Property Policy:

PID	SIZE	RECOMMENDED CATEGORIZATION	DESCRIPTION
80085012	8611 sqft	Adjacent Landowner	Small Property, Ingomar Past Black Point Road
80088305	1 acre	Adjacent Landowner	Small Property in Roseway
80096621	2153 sqft	Adjacent Landowner	Small Property before Goodick Road
80112543	101 acres	Housing	Property Lake Road
82568304	13 acres	Economic Development	Industrial Park, No Water Frontage
82568296	13 acres	Economic Development	Industrial Park, Water Frontage
80099179	43 acres	Regular Sale	Jordan Bay, Old Weather Station
82553496	14.5 acres	Regular Sale	Jordan Bay, Old Weather Station Across Road
80115215	5382 sqft	Adjacent Landowner	Trailhead in Jordan Branch
80111818	3.6 acres	Housing	Spa Road Beside Municipal Building
80125347	62 acres	Regular Sale	Large Property near West Green Harbour Road
80125495	84.16 acres	Regular Sale	Behind CD Site – Land locked

80124589	2.6 acres	Regular Sale	Surrounds WGH Recreation Hall, Water frontage
80120835	2.37 acres	Regular Sale	West Green Harbour Road, Before Stuart Road

BACKGROUND:

In January 2025, the Municipality received funding through the Federal Housing Accelerator Fund to advance housing development under five designated housing initiatives. Implementation of these initiatives is being carried out in consultation with the Economic Growth Committee and other key partners, including community organizations and private sector developers. This collaborative approach is designed to maximize the impact of federal funding while promoting sustainable and inclusive growth.

One of the five housing action plan initiatives includes the development of a surplus lands strategy, including a comprehensive surplus lands inventory and declaration of land suitable for housing.

DISCUSSION

At its meeting on June 2, 2025, the Economic Growth Committee reviewed a list of sixteen municipally owned properties identified by staff as potentially surplus. Each property was evaluated based on factors including location, size, access to services, and its potential to contribute to economic and community development—particularly new housing opportunities.

Following a thorough review, the Committee provided categorization recommendations for fourteen of the sixteen properties. It was further recommended that all fourteen be formally declared surplus by Council. The remaining two properties were identified as requiring additional economic analysis before a surplus recommendation could be made.

The Committee also advised that any property sold under the categories of economic or housing development should include a buy-back clause in the future purchase and sale agreements to safeguard the municipality’s long-term interests.

I extend my sincere appreciation to the members of the Economic Growth Committee for their active engagement and commitment to advancing growth and opportunity in our community.

BUDGET IMPLICATIONS

All revenue generated from the disposal of surplus municipal properties shall be directed to the Capital Reserves.

NEXT STEPS:

Upon approval, staff will:

1. Engage marketing campaign for properties declared surplus, as directed by CAO and Economic Growth Committee based on categorization.
2. Work with legal team to develop agreements relating to affordable housing criteria.
3. Create a website dashboard to record and report sale and development activity relating to municipal surplus property.