

Economic Growth Strategy Committee

Tuesday, October 14th, 2025

Meeting Minutes

APPROVED

Present:

Andrew Locke, Community Member
Heidi Wagner, Council Member
Sherry Irvine-Thorburn, Alternate Council Member
Val Kean, Staff Member

Meghan Cox, Community Member
Dale Richardson, Council Member
Warren MacLeod, Staff Member
Jill Webb, Staff Member

Virtual Attendance:

Penny Smith, Council Member

Regrets:

Andrea Davis, Community Member

Public Community Members Present:

0 members of the public were in attendance.

1. Call to Order

The Committee Chair, Andrew Locke called the meeting to order at 5:04pm.

2. Approval of the Agenda

It was duly moved and seconded that the agenda for October 14th, 2025, be approved as presented.

- MOTION CARRIED

3. Approval of the Minutes

It was duly moved and seconded that the minutes from the September 23rd, 2025, Economic Growth Strategy Committee be approved.

- MOTION CARRIED

4. Market Gap & Investment Readiness Analysis

a) Kick-off Meeting with ASBB Consulting

Ms. Kean introduced Neil and Maddie from ASBB Consulting, noting that they have been awarded the contract to conduct the market gap and investment readiness analysis. Neil and Maddie then presented their approach to the committee, outlining their plan, proposed timelines, and opportunities for committee input.

5. Business Arising

a) Meet & Greet Event – Date & Format Options

Mrs. Webb reviewed several potential dates and ideas. The committee agreed to plan an event in the New Year, to be held in conjunction with the public engagement process for the market gap and investment readiness information. A formal date will be set once confirmation is received from ASBB Consulting.

b) Public Information Session, Housing – Recap

Ms. Kean provided an update on the Public Information Session on housing that the Municipality hosted a few weeks ago. She noted that provincial representatives attended to present their housing programs, while the Municipality highlighted its new Affordable Housing Grants program.

c) Website

Ms. Kean informed the committee that she is awaiting a photo and a few remaining biographies before finalizing the website update with committee information. Currently, the site lists only their contact details, so members may begin receiving inquiries from the public.

d) Committee Vacancy

Ms. Kean noted that, following the last meeting, a vacancy was created with the resignation of Mr. MacLellan. She reported that five expressions of interest were received before the application deadline of October 9th, 2025. After review by the CAO and the committee chair, it was recommended that the committee forward the name of Drew Jacklyn to Council for official appointment. Mr. Jacklyn is a young business owner and an active member of the community.

6. Committee Terms of Reference

a) Revised – Motion Prepared

Ms. Kean informed the committee that the revisions discussed at the previous meeting have been incorporated (highlighted in red) – see Appendix A. These include changes related to the alternate council member, virtual attendance, and the addition of a virtual link or live stream.

It was duly moved and seconded that the revised Terms of Reference for the Economic Growth Strategy Committee be accepted as presented.

- MOTION CARRIED

7. Properties

a) LiDAR Mapping

Ms. Kean informed the committee that funds are already allocated in the budget, and the only requirement is to obtain three quotes. Staff will review the quotes and bring them forward to the committee.

b) Archaeological Assessment

Ms. Kean informed the committee that she is exploring the process of obtaining a license from the province for this matter.

c) Municipal Surplus Lands Update

Ms. Kean informed the committee that the properties are now available for viewing on our website. Additional details will be added in the near future. An RFP has been issued for a real estate agent, and legal counsel is currently preparing other the necessary documents. Anyone with questions is encouraged to contact Municipal staff for further information.

8. New Business – NONE

9. In Camera – NONE

10. Adjournment

It was duly moved and seconded that the meeting of the Economic Growth Strategy Committee be adjourned at 6:36pm.

-MOTION CARRIED