

**Economic Growth Strategy Committee**

**Thursday, January 27<sup>th</sup>, 2026**

**Meeting Minutes**

**APPROVED**

**Present:**

Andrew Locke, Community Member  
Penny Smith, Council Member  
Andrea Davis, Community Member  
Sherry Irvine-Thorburn, Alternate Council Member  
Jill Webb, Staff Member

Meghan Cox, Community Member  
Heidi Wagner, Council Member  
Val Kean, Staff Member

**Regrets:**

Drew Jacklin, Community Member  
Warren MacLeod, Staff Member

**Virtual Attendance:**

Dale Richardson, Council Member

**Public Community Members Present:**

1 member of the public was in attendance in person and 1 was in attendance online.

**1. Call to Order**

The Committee Chair, Andrew Locke called the meeting to order at 5:01pm.

**2. Approval of the Agenda**

Mr. Locke asked that a topic be added under the New Business category of the agenda.

***It was duly moved and seconded that the agenda for January 27<sup>th</sup>, 2026, be approved with the addition of 7. a) Visitor Information Centre.***

***- MOTION CARRIED***

**3. Approval of the Minutes**

***It was duly moved and seconded that the minutes from the January 8<sup>th</sup>, 2026, Economic Growth Strategy Committee be approved.***

***- MOTION CARRIED***

#### **4. Business Arising**

##### a) Debrief of Public Consultations

Ms. Kean provided a brief overview of the public consultations that the committee hosted and explained that she felt they went great, it was nice to see some new faces and the common theme from both sessions was that there is a need for an anchored business for the 103 properties and something tourism related for the Hartz Point property. Even though the 103 properties were the focus, we received lots of feedback and conversation around other properties as well. Warden Smith explained she would have liked to see more residents in attendance; however, both sessions were positive and there were great conversations had. The whole committee agreed that they felt the sessions were a positive environment, with great expertise in the rooms and were happy with the feedback they received.

##### b) Next Steps

Ms. Kean explained that the consultants will be issuing a “What we heard report” and that will be shared with the committee and the public.

#### **5. Properties**

##### a) Surplus Lands Housing Development RFP

Ms. Kean explained that staff would like to issue RFP for properties located on Spa Road property as well as Lake Road to begin exploring infrastructure for housing developments. There was discussion around infrastructure, the RFP process and the properties in general.

***It was duly moved and seconded that staff move forward with drafting the RFP for housing development as discussed.***

***- MOTION CARRIED***

#### **6. Housing Accelerator Fund**

##### a) Potential for additional HAF2 Funding

Ms. Kean explained to the committee that because some other municipal units did not meet their HAF targets, that there is now potentially more money (up to \$150,00) that we can apply for and receive. She told the committee that we are on track for our HAF milestones and currently have 27 permitted.

##### b) Affordable Housing Grant Policy = Application Reviewed

Ms. Kean explained that the municipality has received one application thus far for a 9 unit (8 affordable) from a developer. She explained to the public that this policy is on our website for review.

#### **7. New Business**

##### a) Visitor Information Centre

Mr. Locke explained that the Chamber of Commerce is currently working on drafting a letter for the Town and Municipality and will be looking for funding. He explained that the Chamber will help manage hiring/training of staff, so everything runs smoothly and efficiently. Mr. Locke explained he felt it was important to bring this to the table, even though this building is located in the Town of Shelburne, the

facility helps move people to the Municipality as well. He asked the committee for their feedback. There was discussion around budgets, the importance of the facility, etc.

## **8. IN CAMERA**

- a) MGA section 22 (a) acquisition, sale, lease, and security of municipal property
- b) MGA section 22 (e) contract negotiations

***It was duly moved and seconded that the committee go in-camera at 5:34pm for discussions around MGA section 22 (2) (a) – acquisition, sale, lease, and security of municipal property as well as MGA section 22 (2) (e) contract negotiations.***

***- MOTION CARRIED.***

***The committee came out of in-camera at 6:04pm.***

***There were two motions coming out of in-camera.***

***It was duly moved and seconded that the Economic Growth Strategy Committee recommends to the Council of the Municipality of the District of Shelburne to consider using Housing Accelerator Fund 2 funds to prepare a tender bid for a tax sale property, as discussed.***

***- MOTION CARRIED***

***It was duly moved and seconded that the Economic Growth Strategy Committee recommend to the Council of the Municipality of the District of Shelburne to consider approval of the application received from Schoolhouse Rocks Inc. for eight affordable housing units located in the Municipality of Shelburne.***

***- MOTION CARRIED***

## **9. Next Meeting**

The next meeting will be held on February 10<sup>th</sup>, 2026, at 5:00pm, at the Municipality of Shelburne.

## **10. Adjournment**

***It was duly moved and seconded that the meeting of the Economic Growth Strategy Committee be adjourned at 6:07pm.***

***-MOTION CARRIED***