



**Town of Shelburne**  
**Minutes of the Emergency Council Meeting**  
Wednesday June 21st, 2023

**Council Members Present**

Mayor Harold Locke  
Councillor Elizabeth Acker  
Councillor Rick Davis  
Councillor Sheldon Ringer

**Regrets**

Deputy Mayor Ben Nickerson

**Staff Present**

Candy Venning, Executive Coordinator  
Sarah Mattatall, HR Manager

**Call to Order**

Mayor Harold Locke called the Council meeting to order at 4:01pm.

**Approval of the Agenda**

**THAT** Council approves the Agenda for June 21st, 2023.

**Acker/Davis**

**CARRIED**

Mayor Locke spoke to the first item on the agenda, appointment of Interim Chief Administrative Officer Ken Smith. Ken has agreed to act as interim CAO for the Town of Shelburne and a contract has been drafted.

The salient terms of the contract were reviewed by the HR Manager, the Mayor and with Council members.

A final copy of the contract will be circulated to Council members for information.

**M23-083 THAT** Council approve Ken Smith as interim CAO.

**Davis-Ringer**

**CARRIED**

**Adjournment**

**THAT** the Emergency Town Council Meeting of June 21st, 2023, be adjourned at 4:09pm.

**Davis**

**CARRIED**

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Mayor

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Executive Coordinator