



**Town of Shelburne**  
**Minutes of the Special Town Council Meeting**  
**February 5<sup>th</sup>, 2025**  
**APPROVED**

**Council Members Present**

Mayor Stanley Jacklin  
Deputy Mayor Donnie Acker  
Councillor Elizabeth Acker  
Councillor Sheldon Ringer  
Councillor Therese Cruz

**Staff Present**

Chief Administrator Officer, Sarah Mattatall  
Executive Coordinator, Jill Webb  
Senior Planner, Mike Kahn

**Call to Order**

Mayor Jacklin called the Council meeting to order at 6:01pm and welcomed everyone.

**Approval of the Agenda**

*THAT* Council approves the agenda for February 5<sup>th</sup>, 2025.

**E. Acker – Cruz**

**MOTION CARRIED**

**Council Items:**

a) Municipal Planning Strategy and Land Use By-law Amendments

*THAT Council approve the second reading of the Town's Municipal Planning Strategy and Land Use By-law amendments.*

**Cruz – Ringer**

**M25-024**

**MOTION CARRIED**

b) Commercial Development District

*THAT Council approve the second reading of the "Commercial Development District Improvement Program".*

**E-Acker – D. Acker**

**M25-025**

**MOTION CARRIED**

c) Municipal User Fees Policy Amendments

*THAT Council amends the Municipal User Fees Policy by replacing section 5.7 with the attached chart in Appendix A.*

**Ringer – Cruz**

**M25-026**

**MOTION CARRIED**

**Adjournment**

*THAT* the Special Town Council Meeting of February 5<sup>th</sup>, 2025, be adjourned at 6:06pm.

*D. Acker*

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**Jill Webb, Exec. Coordinator**

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**Stanley Jacklin, Mayor**

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**Sarah Mattatall, CAO**