



414 Woodlawn Drive, PO Box 280 Shelburne, NS BOT 1WO, Phone: (902) 875-3544 - Fax: (902) 875-1278

**SPECIAL SESSION OF THE 53rd COUNCIL  
OF THE  
MUNICIPALITY OF THE DISTRICT OF SHELBURNE  
Tuesday, May 27, 2025**

The Special Session of the 53rd Council of the Municipality of the District of Shelburne was held on Tuesday, May 27, 2025, at 6:00 pm in the Municipal Council Chambers.

**THOSE IN ATTENDANCE:**

Warden Penny Smith  
Deputy Warden Heidi Wagner  
Councillor Paula Sutherland via Microsoft Teams  
Councillor Sherry Thorburn Irvine  
Councillor Ron Coole  
Councillor Dale Richardson

**ALSO IN ATTENDANCE:**

Warren MacLeod, CAO  
Erin Hartley, Deputy CAO  
Val Kean, Director of Economic & Community Development  
Jill Webb, Economic Development Officer  
Nicole Blades, Recording Secretary  
Members of the Public

**REGRETS:**

Councillor Anthony Gosbee

**1. CALL TO ORDER:**

The meeting was called to order at 6:00 pm by Warden Smith.

**2. APPROVAL OF AGENDA:**

a. May 27, 2025

2(a) **MOTION: APPROVAL OF AGENDA – MAY 27, 2025**

Being duly moved and seconded, be it resolved that the Agenda for May 27, 2025, be approved with the following amendments:

**3. PROCLAMATION**

a. First Responders & Volunteers Day – May 27, 2025 - **ADDED**

4. PRESENTATIONS

- a. Val Kean – 20 Years of Service Award – Warden Penny Smith - **ADDED**  
- **MOTION CARRIED**

3. **PROCLAMATION**

- a. First Responders & Volunteers Day – May 27, 2025

3(a) Warden Smith read the First Responders and Volunteers Day Proclamation, formally declaring May 27, 2025 First Responders and Volunteers Day in the Municipality of Shelburne.

4. **PRESENTATIONS**

- a. Val Kean – 20 Years of Service Award – Warden Penny Smith  
b. Municipal Planning Strategy & Land Use By-Law, Version 4 – Chrystal Fuller, Brighter Community Planning & Consulting

4(a) Warden Smith, Deputy Warden Wagner and CAO MacLeod present a 20 Years of Service Award to Val Kean.

Warden thanked Ms. Kean for her dedication and service to the Municipality and residents of the Municipality of Shelburne over the past 20 years.

4(b) Warden Smith welcomed Chrystal Fuller with Brighter Community Planning and Consulting.

Ms. Fuller presented Council with a brief overview of the changes made to the Municipal Planning Strategy and Land Use By-Law version four based on guidance and direction from Council, staff, the Province, and residents.

Warden Smith noted a Public Hearing will be held on June 25, 2025 at 6:00pm in the Municipal Council Chambers for anyone interested in speaking on this matter. Written submissions will be accepted until June 18, 2025 and presented at the hearing.

Councillors thanked Ms. Fuller.

5. **ECONOMIC & COMMUNITY DEVELOPMENT**

- a. Municipal Planning Strategy and Land Use By-Law, First Reading – Val Kean, Director of Economic & Community Development

5(a) Val Kean, Director of Economic and Community Development presented the Municipal Planning Strategy and Land Use By-Law, First Reading staff report.

A discussion was held regarding the ministerial approval process and different scenarios that could potentially be taken by the province after they review the Municipal Planning Strategy and Land Use By-Law. It was noted the documents were sent to the province in advance for preliminary review and changes were made in response to the comments received.

**MOTION: MUNICIPAL PLANNING STRATEGY AND LAND USE BY-LAW**

Being duly moved and seconded, be it resolved that the Council of Municipality of the District of Shelburne give first reading and forward to the public hearing the attached Municipal Planning Strategy, as presented; and

That the Council of the Municipality of the District of Shelburne give first reading and forward to the public hearing the attached Land Use By-Law, as presented.

- **MOTION CARRIED**

**6. ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:41 pm. The next Regular Council meeting will be held on Wednesday, May 28, 2025.

**Nicole Blades  
Recording Secretary**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Penny Smith, Warden**

\_\_\_\_\_  
**Erin Hartley, Deputy Chief Administrative  
Officer**