



**Town of Shelburne**  
**Minutes of the Regular Council Meeting**  
**November 18<sup>th</sup>, 2024**  
**APPROVED**

**Council Members Present**

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

**Staff Present**

Chief Administrator Officer, Sarah Mattatall  
Executive Coordinator, Jill Webb  
Finance Coordinator, Jennifer Perry

**Call to Order**

Mayor Jacklin called the Council meeting to order at 6pm and welcomed everyone in working together for the betterment of our community.

**Approval of the Agenda**

*THAT* Council approves the agenda for November 18<sup>th</sup>, 2024, Council meeting.

**E.Acker – D.Acker**

**CARRIED**

**Approval of the Minutes**

*THAT* Council approves the minutes from the regular Town Council Meeting held on October 7<sup>th</sup>, 2024, Special Town Council Meeting held on October 18<sup>th</sup>, 2024, and Swearing-in Ceremony held on November 6<sup>th</sup>, 2024.

**Ringer-Cruz**

**CARRIED**

**Proclamations and Announcements:**

a) Canada History Week

Councillor Cruz read: Happy Canada History Week!

This week let's celebrate and reflect on the rich and diverse history of our country! Canada History Week is a time to learn about the stories, people, and events that have shaped us, from Indigenous cultures that thrived here for thousands of years, to milestones in our journey as a nation.

Take some time this week to explore Canada's past—visit a local museum, read about historical figures, discover more about your community's roots, or share family stories that capture the Canadian spirit.

Let's honor the resilience, courage, and creativity that define us as Canadians.

**Delegations/Presentations:** Mayor Jacklin asked Mr. Nickerson if he would mind letting Ms. Nickerson go first as he was awaiting RCMP Staff Sergeant Mark MacPherson to arrive to help answer questions regarding Mr. Nickerson's delegation. Mr. Nickerson agreed.

**a) Shelley Nickerson – Cadets:**

Mayor Jacklin called Ms. Nickerson to the table, explaining she had 15 minutes to speak. Ms. Nickerson read her letter found in the package asking Council if we would consider a pause in the Council meeting of 5 min at 6:30pm to allow the Cadet program to perform their colours ceremony. Council agreed this shouldn't be a problem and that at 6:30pm of Council meetings, the Executive Coordinator will pause the Council meeting and take a 5 min break to allow this.

**b) Ben Nickerson – RCMP**

Mayor Jacklin invited Mr. Nickerson to the table, informing him that he had 15 minutes to address Council. Mr. Nickerson spoke on behalf of himself and other concerned citizens regarding the rise in criminal activity, drug issues in the area, and the perceived lack of police presence. He proposed organizing a public town meeting involving local RCMP, MLA representatives, RCMP Assistant Commissioner Dennis Daley, and the Mayors and Wardens from the Towns of Shelburne and Lockeport, as well as the Municipalities of Shelburne, Barrington, and Clark's Harbour. He requested the Council's assistance in facilitating this event.

Councillor Ringer suggested bringing the matter to the next RCMP Advisory Committee meeting, scheduled for January 16, 2024. Mr. Nickerson expressed concern that this date was too far off and emphasized his preference to hold the public meeting before Christmas. In response, Mayor Jacklin asked Staff Sergeant Mark MacPherson to provide input on the topic.

Mr. Nickerson questioned this procedural step, to which CAO Mattatall clarified that the Mayor and Council are authorized to consult others as deemed appropriate. Staff Sergeant MacPherson highlighted the importance of relying on accurate RCMP crime statistics rather than unverified information circulating on social media. He noted that he had conducted nine community meetings over the past year and welcomed opportunities to hear community concerns. However, he stressed the importance of maintaining a constructive and respectful atmosphere at public meetings, a sentiment Mr. Nickerson agreed with.

During the discussion, Mayor Jacklin allowed a question from the audience. Bridget, a candidate for MLA in the area, shared that many residents she had spoken to during her campaign expressed fear and uncertainty about how their concerns were being addressed. She inquired about the appropriate contact for the RCMP Advisory Board. Council thanked Mr. Nickerson for attending.

**Correspondence**

**Action:**

a) Letter from Paul Khangura re: Hotel Project

CAO Mattatall addressed Mr. Khangura's letter included in the meeting package, providing clarification on the requests outlined by Mr. Khangura and his partners.

*THAT Council direct staff to send a letter to the Department of Municipal Affairs.*

**E. Acker - Ringer**

**M24-272**

**CARRIED**

b) Email from Paul Conrod re: Tax Rates in Town of Shelburne and PVSC

Mayor Jacklin invited questions from the Council. Councillor Acker noted that when a property is purchased at this price point, the assessment cap will eventually be removed.

*THAT Council direct staff to send a letter to Mr. Conrod explaining that the property owner is responsible for appealing to PVSC regarding their assessment.*

**D. Acker - Cruz**

**M24-273**

**CARRIED**

c) Letter from Phil Callan Memorial Basketball Classic re: Sponsorship

*THAT Council approve the sponsorship of \$100 to the 15<sup>th</sup> Annual Phil Callan Memorial Basketball Classic.*

**E.Acker -D. Acker**

**M24-274**

**CARRIED**

**Information:**

a) Letter to Minister Lebouthillier re: Concerns Regarding Mediation in Treaty Fishing Rights and Elvers Quota Allocation

Councillor Acker did ask if we have received any correspondence, CAO Mattatall explained they just received a letter back from them and it will be coming to the next Council meeting.

b) Letter to The Honourable Barbara Adams re: Request for an Organized Crime Unit in Southwest Nova Scotia

These were received for information purposes only.

Councillor Acker did mention that someone was appointed, and they do need our support. CAO Mattatall made a note that the CAO's in the 11 units in the area have been coming together in the past to support and discuss items like the fishing industry, they have recently come together again and want to advocate as one on issues like the fisheries. Would like to know if Council approves this going forward.

*THAT the Town of Shelburne approve the CAO's of the 11 municipal units to advocate for the elver and fishing industry.*

**Cruz-Ringer**

**M24-275**

**CARRIED**

This was received for information purposes only.

**Council Items:**

a) 2<sup>nd</sup> Reading Noise Control By-law

CAO Mattatall gave some background information regarding the Noise Control by-law amendments.

*THAT Council approves the second reading of the Noise Control By-law to better align with the Roads Trails By-law and address community concerns regarding noise disturbance caused by OHV use.*

**Ringer-E.Acker**

**M24-276**

**CARRIED**

b) Code of Conduct Policy

CAO Mattatall explained that we will need to adopt the Code of Conduct policy.

At this time, we took a break for the Cadet program. 6:30pm.

At 6:35pm, the meeting began again.

***THAT Council adopt this policy through resolution.***

*Whereas the Minister of Municipal Affairs and Housing for the Province of Nova Scotia has made the Code of Conduct for Municipal Elected Officials Regulations, N.S. Reg. 220/2024 (“the Regulations”); and,*

*Whereas municipalities are required to adopt the model code of conduct prescribed by the Regulations on or before December 19, 2024, pursuant to section 4(1) of the Regulations and section 23A of the Municipal Government Act;*

*Therefore be it resolved that the Council of the Town of Shelburne hereby adopt the model code of conduct as set forth in Schedule “A” to the Regulations, which shall be titled the “Code of Conduct for Elected Officials of Town of Shelburne”.*

**E.Acker – Cruz**

**M24-277**

**CARRIED**

c) Consolidation/Amalgamation/Unification

CAO Mattatall presented her report, as outlined in the Council package, highlighting that previous Councils from the Town of Shelburne, the Town of Lockeport, and the Municipality of Shelburne had engaged in discussions on these topics. The prior Council chose to defer further dialogue until the new Council was in place. To ensure informed decision-making, it was agreed to organize an educational session for the new Councillors before proceeding with discussions. Councillor Acker requested it be formally noted that the Municipality of Barrington and the Town of Clark’s Harbour were initially part of these discussions but are no longer participating.

***THAT Council direct the CAO to coordinate with the Municipality of the District of Shelburne and the Town of Lockeport to arrange education opportunities related to the process of municipal restructuring in Nova Scotia.***

**D. Acker - Ringer**

**M24-278**

**CARRIED**

d) Shelburne Volunteer Fire Department

CAO Mattatall provided an update to Council regarding the revisions made to the Fire Department’s bylaws. She noted that the previous Council had raised several questions, for which she sought clarification. This evening, she presented the responses for Council’s review. Following further discussion, Council Acker stated that she did not feel comfortable with the removal of RCMP as Honourary members as Honourary members do not have to attend meetings, however, are there to recognize the contributions that they have made to the SVFD, She had requested that the matter of removing the RCMP as Honorary Members be revisited with the Shelburne Volunteer Fire Department (SVFD) for additional consideration as well as

the topic surrounding the conferences.

*THAT Council direct staff to go back and get clarification on the financials aspect and that the RCMP be retained as honorary members of the SVFD.*

**E. Acker – Ringer**

**M24-279**

**CARRIED**

**Committee Reports:**

a) Committee Appointments

Mayor Jacklin reviewed the committee appointments outlined in the Council package. He noted the need for an additional Councillor to serve on the Roseway Manor Board and appointed Deputy Mayor Donnie Acker to the position, which he accepted. Additionally, Mayor Jacklin identified the requirement for a Councillor to represent the Town on the REMO Committee and appointed Councillor Cruz to fulfill this role.

*THAT Council add Councillor Cruz to the REMO committee and Deputy Mayor Donnie Acker to the Roseway Manor Board and approve the remainder of the proposed committee appointments and direct staff to let committees know of the changes.*

**E. Acker – Ringer**

**M24-280**

**CARRIED**

**Staff Reports**

a) Post Election Report

Deputy CAO Smith provided Council with an update on the election and discussed the report included in the Council package. He noted that while a few minor tasks remain, the process is largely complete.

*THAT Council in conjunction with the NSFM, lobby the province to update the Municipal Elections Act to align the Act with e-voting.*

**Cruz-Ringer**

**M24-281**

**CARRIED**

*THAT Council reconsider using the federal list of voters instead of the provincial list.*

**Cruz-Ringer**

**M24-282**

**CARRIED**

b) Finance Manager Report

Councillor Acker asked the Finance Coordinator, Ms. Perry about the tax sale date and why some properties have remained on the list for longer than three years. Ms. Perry explained that she believes some of these properties were under payment arrangements. She also clarified that properties are flagged for tax sale after three years of nonpayment.

*THAT Council approve the above properties marked for tax sale.*

**D.Acker – E. Acker**

**M24-283**

**CARRIED**

- c) Building Inspector Report
- d) By-law Officer Report - September
- e) By-law Officer Report - October

The above reports were reviewed for information only.

Councillor Acker made a comment that we are double where we were last year on our Building Inspector Report, very positive, she also noted we had 17 calls and 14 resolved so good job to Mr. Nash.

#### **New Business:**

Councillor Acker reported that Tri-County Regional Centre for Education has eliminated bus route 401 due to a driver shortage, the affected students are now being bussed by three different buses. Councillor Acker expressed her concerns about the sustainability of this solution and its impact on students. The Town, contributing 18% of its taxes to TCRCE, has a responsibility to seek clarification. Since school boards were dissolved, oversight now lies with School Advisory Committees (SACs). The Regional SAC includes three representatives from Shelburne County, but it is unclear who represents Eastern Shelburne County. Acker also noted community support for a single bus run, whether one bus run would help with the buses being canceled, she does not know. However, she does know that one bus run would save thousands of dollars. Councillor Acker asked if staff could send a letter to Regional Education Director Jared Purdy requesting details on canceled bus routes, the student count, feasibility of a single bus run, and representation and mandates of the Regional SAC.

Councillor Acker took a moment to recognize Debi Wilson King for her exceptional volunteerism and dedication to the community. Without seeking recognition or accolades, Debi, along with her husband Wayne and friend Gavin, took it upon themselves in October to clean up the property behind Courtney House facing George Street, which had become an eyesore over the years. The group collected an impressive amount of debris, including over 20 bags of leaves and several piles of brush. Councillor Acker also acknowledged the Town's Public Works department for their efforts in collecting and disposing of the materials. Debi exemplifies great community spirit, stepping up to make a difference when she saw a need. Councillor Acker emphasized that her initiative is an inspiring example of community service from which everyone can learn. She requested that staff send a letter of thanks to Debi, formally acknowledging her efforts.

Councillor Acker highlighted the Wind Phone art installation at Secret Park, 13 George Street, as a beautiful and meaningful addition to the community. She noted that the project was initiated by Pat and David Chute, with Ed Benham creating the stunning artwork on the south-facing panel. Tom Torak contributed by installing a wooden deck and bench, enhancing the space. The installation includes a brass plaque explaining its significance, and Councillor Acker encouraged everyone to visit and appreciate this thoughtful project. She expressed gratitude to Pat, David, Ed, and Tom for their contributions and requested that staff send letters of thanks to all involved.

Councillor Ringer reminded the public to exercise caution as winter approaches, leading to increased motor vehicle incidents. He emphasized the importance of slowing down and moving over when passing tow trucks to ensure safety for all. Additionally, Councillor Ringer inquired if there were funds in the Town budget to modernize the Town float this year.

There was no further new business.

### **Upcoming Meetings/Events**

- a) Christmas Craft Fair, Saturday, November 23, 2024, 10am-2pm, Shelburne Community Centre
- b) Christmas in the Barn, Sunday, November 24, 2024, 10am-2pm, Anne Street
- c) Visit the Osprey website at [www.ospreyartscentre.ca](http://www.ospreyartscentre.ca) for a list of their up-and-coming events.
- d) Reindeer Run December 7, 2024, Islands Park, 10am
- e) Miracle on Dock Street, December 7, 2024, Water and Dock Streets, 6-7:30pm, Fireworks at 7:45pm
- f) Next Council Meeting, Monday, December 2, 2024, 6pm, Council Chambers
- g) For more events, check out [www.shelburnecounty.ca/events](http://www.shelburnecounty.ca/events)

### **Adjournment**

***THAT*** the Regular Town Council Meeting of November 18<sup>th</sup>, 2024, be adjourned at 7:18 pm.

**D.Acker**