



Town of Shelburne
Minutes of the Regular Council Meeting
May 5th, 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
Executive Coordinator, Jessie Dyer
Senior Planner, Mike Kahn
Consultant, Ken Smith

Call to Order

Mayor Jacklin called the Council meeting to order at 6:00pm and thanked everyone for coming.

Approval of the Agenda

THAT Council approves the agenda for May 5th, 2025, Council Meeting.

E. Acker - Cruz

MOTION CARRIED

Approval of the Minutes

THAT Council approves the minutes from the regular Town Council Meeting held on April 22nd, 2025.

D. Acker - Ringer

MOTION CARRIED

Proclamations and Announcements:

Canadian Mental Health Week – May 5 – 11, 2025

Councillor Ringer read a brief paragraph on Canadian Mental Health Week.

International Day Against Homophobia, Transphobia and Biphobia – May 17th, 2025

Councillor Cruz read a brief paragraph on International Day Against Homophobia, Transphobia and Biphobia.

Delegations/Presentations:

NONE

Correspondence

Action: NONE

Information:

a) Letter from Emergency Management re: Fire Services Review

Council discussed this letter. Councillor E. Acker wanted clarification if this offload will come down on Municipal Staff.

b) Letter from Attorney General Justice re: Adapting the Additional Officer Program

c) Email from NSFM re: Deer Population

Council is hoping they will receive an update from NSFM next week regarding deer management.

d) Letter of Support to Community Foundation of Nova Scotia

e) Letter from Dept. of Municipal Affairs re: Beautification & Streetscaping Program

Council Items:

a) Public Hearing – De-registration of 36 John Street

At this point in the meeting, Mayor Jacklin explained that we will take a recess and hold the public hearing.

***THAT** Council pause the regular council meeting and open the public hearing.*

E. Acker – Ringer

MOTION CARRIED

Regular Council meeting was paused at 6:18pm.

After the public meeting had finished, Council returned to regular Council meeting.

***THAT** Council closes the public hearing and returns to the regular Council meeting.*

E. Acker – Cruz

MOTION CARRIED

Committee Reports:

NONE

Staff Reports

a) De-registration of 36 John Street

THAT Council approves the de-registration of 36 John Street (PID 8259087) as Municipal Heritage Property under the Heritage Property Act.

E. Acker – Ringer

M25-056

CARRIED

b) Clean Foundation

THAT Council support the Local Leadership for Climate Adaptation (LLCA) Climate-Ready Plans and Processes Project and approve the Town’s contribution of \$2187.50 for the 2025-2026 fiscal year and \$6562.50 for the 2026-2027 fiscal year.

Cruz – Acker

M25-057

CARRIED

c) Roger Grovestine Complex Resurfacing – RFP

THAT Council directs staff to award the RFP contract to Pro Sport Surfacing Inc. for the resurfacing of the pickleball/tennis courts at the Roger Grovestine Recreation Complex in the amount of \$108,015.00 (including tax) for a net cost of \$98,407.35

D. Acker – Ringer

M25-058

MOTION CARRIED

d) By-law Officer Report - March

In- Camera Session: MGA 22 (2) (e) contract negotiations.

THAT Council go in-camera at 6:44pm for matters under MGA 22 (2) (e) contract negotiations.

E. Acker – D. Acker

MOTION CARRIED

Council came out of in-camera at 7:25pm. Motion coming out of in-camera:

THAT Council give direction to prepare a Compensation and Benefit Administration Policy for the June 2nd, 2025, Council Meeting.

E. Acker - Cruz

M25-059

MOTION CARRIED

New Business:

Mayor Jacklin asked if there was any new business for Council to consider.

Deputy Mayor D. Acker noted that he will be attending the Chamber of Commerce meeting on May 6th, 2025.

Councillor E. Acker shared information from the recent Roseway Manor Board meeting. She noted that things are progressing well in relation to the Roseway Manor rebuild. Key takeaways were that Harlow's Construction will be clearing the land, licensing is good, and the Macleod group stated recruitment is going well.

Councillor Cruz provided an update on the recent changes to the Kids Fair Play Fund, noting that the maximum award is now \$250.00 and the Low Income threshold has increased. The fund opened on April 1st, 202. Councillor Cruz also stated that from May to June, bottle depot funds will go to the Kids Fair Play Fund.

Mayor Jacklin made note of his time delivering Smile Cookies throughout the Community along side MDS and TOS. He said this was a great day and he thoroughly enjoyed it. Mayor Jacklin also provided a quick update on the previous Port Committee meeting, stating that the meeting will be rescheduled due to no quorum present.

There was no further new business.

Upcoming Meetings/Events

- a) Special Council Meeting tomorrow, May 6th, 2025, Council Chambers, 63 King Street for budget discussions.
- b) Next Council Meeting, Tuesday, May 20th, 2025, 6pm, Council Chambers, 63 King Street.

Adjournment

THAT the Regular Town Council Meeting of May 5th, 2025, be adjourned at 7:31pm.

D. Acker

Jessie Dyer
Recording Secretary

Stanley Jacklin, Mayor

Sarah Mattatall, CAO