



Town of Shelburne
Minutes of the Regular Council Meeting
May 20th, 2025
APPROVED

Council Members Present

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

Staff Present

Chief Administrative Officer, Sarah Mattatall
Executive Coordinator, Jessie Dyer
Director of Planning & Development Services, Mike Kahn
By-Law Officer, Dana Nash

Regrets

Councillor Sheldon Ringer

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 20th, 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 May 5th, 2025, and

THAT Council approves the minutes from the Special Council Budget Meeting held on May 6th, 2025.

D. Acker – E. Acker

MOTION CARRIED

Proclamations and Announcements:

Access-Ability Week May 25th – May 31st, 2025

The Town of Shelburne recognizes National Access-Ability Week, celebrated annually beginning the last Sunday in May. Established in 1988 and inspired by Rick Hansen’s Man In Motion World Tour, this week honors the contributions of Canadians with disabilities and promotes accessibility and inclusion in our communities and workplaces.

We also acknowledge the individuals and organizations working to remove barriers, ensuring equal opportunity and participation for all. Greater inclusion strengthens our society and economy, benefiting everyone.

We encourage all residents to support efforts that advance accessibility and celebrate diversity in our town.

Red Shirt Day, May 28th, 2025

The Town of Shelburne proudly recognizes Red Shirt Day of Action for Access-Ability and Inclusion, taking place this year on Wednesday, May 28, 2025, during National Access-Ability Week.

Established by Easter Seals in 2019, Red Shirt Day is a national movement where individuals in schools, workplaces, and communities across Canada wear red to demonstrate their support for persons living with disabilities. It is a day to celebrate the valuable contributions and achievements of people with disabilities and to affirm our shared commitment to building a more inclusive and accessible Canada.

This day serves as a visible reminder of the importance of accessibility and inclusion in all areas of society—education, employment, public services, and community life. It also honours the families, advocates, and organizations who work tirelessly to remove barriers and promote equal opportunities for all.

The Town of Shelburne encourages all residents to wear red on May 28 and join in advancing accessibility, inclusion, and respect for people of all abilities.

Together, we can help create a community where everyone can participate fully and equally.

Volunteer of the Year Representative for the Town of Shelburne, 2025

Each year, the Town of Shelburne selects a Provincial Volunteer of the Year, and we’re proud to announce Nancy Thomas as this year’s honoree.

Nancy has devoted decades to her community, making a lasting impact through her generosity and leadership. With over 30 years in the Shelburne Volunteer Fire Department Ladies Auxiliary and 25 years with the Shelburne Curling Club, she’s held key roles including President and Secretary. She’s also volunteered with the Roseway Hospital Foundation Auxiliary and NU2U, always eager to help.

Beyond Shelburne, Nancy knits finger puppets for the IWK and hats for the Lions Club, spreading kindness far and wide. Thank you, Nancy, for your incredible dedication.

Delegations/Presentations:

a) Centre for Environmental Justice (CEJ) – Vanessa Hartley, President and Co-Founder of

the CEJ gave an overview of the Society, their mission, visions and outcomes towards Environmental Racism and Justice for the South Shore.

Correspondence

Action:

- a) Letter, Judith Cleveland – Water Meter

CAO Mattatall provided background information on the letter, and our water meters.

THAT Council acknowledges receipt of the letter from Judith Cleveland regarding her water meter.

E. Acker – D. Acker

M25-064

CARRIED

Information:

NONE

Council Items:

- a) Draft Budgets FY 2025-26

- i. General Operating Budget

THAT Council defer Operating Budget to June 2nd, 2025 Council Meeting.

D. Acker – E. Acker

M25-065

MOTION CARRIED

- ii. Capital (5 Year) Budget

THAT Council approve the 5 Year Capital Budget as presented.

E. Acker – Cruz

M25-066

CARRIED

Committee Reports:

NONE

Staff Reports

- a) Dangerous & Unsightly: Notice of Appeal

*THAT Council, having reviewed the Notice of Appeal and the circumstances surrounding the property at 166 Clements Street, hereby amends the Order to Remedy issued on May 5th, 2025, by extending the compliance deadline to **June 13th, 2025**, and directs the By-Law Enforcement Officer to notify the property owner of the revised timeline.*

Cruz – D. Acker

M25-067

CARRIED

b) Crosswalks on Water Street

THAT Council directs Staff to restore the crosswalk at King and Water Street with the removal of the one parking stall located in front of Locke's Sporting Goods Store to allow open all four pedestrian crosswalks to operate, including the installation of appropriate signage and street painting.

E. Acker - D. Acker

M25-068

CARRIED

c) CAO Update

CAO Mattatall provided an update on many topics including the Landfill Decommissioning Project – Morvan Road, the Roger Grovestine Recreation Complex- Revitalization Project, Phase 1. She also provided updates on the Public Works Department, Staffing changes, as well as an update on the Visitor Information Centre. The full report can be found in the Council Package.

d) Building Inspector's Report – April

e) SVFD Report - April

f) By-Law Officer Report - April

The above reports are for information only.

New Business:

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

Deputy Mayor D. Acker noted that he was speaking with someone from the Shelburne County Development Centre re: Walking Tours on Dock Street. They were asking for a donation towards the program. Council will discuss some options moving forward, however there is no room in the budget this fiscal. Grants to Organizations is a great option for this.

Deputy Acker shared that he attended the Chamber of Commerce AGM on May 6th, 2025, noting that Tracie Sands has been appointed as Executive Director. Deputy Mayor Acker also attended the Arena Meeting on May 12th, 2025, special notes from that meeting were that funding was denied for a redo on the kitchen, and that Wayne King has stepped up to help run the arena for the upcoming season. They are still looking for more staff. Acker also attending the Municipal Restructuring Meeting on May 14th, 2025 and enjoyed the presentation and the information provided.

Councillor E. Acker also spoke to the May 12th Municipal Restructuring Meeting, noting that

there should be a board created for Shared Services. Having this board would provide more input with a board composed of Elected Officials.

Councillor Cruz spoke on the Nova Scotia Loyal Project- Buy Local Campaign through Farmers' Market Nova Scotia. This initiative will distribute coupons to children in schools to redeem at Farmers' Markets across the province. Councillor Cruz also mentioned that the Shelburne Farmers' Market will begin in June.

Council would like to thank Mr. Stoddard and his Grade 5 class for the wonderful class trip at the Town Office. Council was pleased with the students' engagement and interest in Government. Deputy Mayor Acker thanked Councillor E. Acker for her hard work in preparing some content for the visit. Council would like to thank Mr. Stoddard for his time and dedication to the students at Hillcrest Academy.

There was no further new business.

Upcoming Meetings/Events

- a) Red Shirt Day of Action for Accessibility & Inclusion, Wednesday May 28th, 2025.
- b) Deadline for Grade 12 students to apply for the Town of Shelburne Bursary, May 31st, 2025.
- c) Tax Bills due May 30th.
- d) Next Council Meeting, June 2nd, 2025, 6pm, Council Chambers, 63 King Street.

Adjournment

THAT the Regular Town Council Meeting of May 20th, 2025, be adjourned at 7:11pm.

D. Acker

Jessie Dyer
Recording Secretary

Stanley Jacklin, Mayor

Sarah Mattatall, CAO