



Town of Shelburne
Minutes of the Regular Council Meeting
June 2nd, 2025
APPROVED

Council Members Present

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

Staff Present

Chief Administrative Officer, Sarah Mattatall
Executive Coordinator, Jessie Dyer
Director of Planning & Development Services, Mike Kahn
Manager of Finance, Jane Crowell
Finance Coordinator, Jennifer Perry

Call to Order

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

Approval of the Agenda

THAT Council approves the agenda for June 2nd, 2025, Council Meeting.

E. Acker – Ringer

MOTION CARRIED

Approval of the Minutes

THAT Council approves the minutes from the regular Town Council Meeting held on May 20th, 2025

Cruz – D. Acker

MOTION CARRIED

Proclamations and Announcements:

National Indigenous History Month: Councillor Acker read the following:

June is National Indigenous History Month in Canada—a time to recognize and celebrate the history, heritage, and diversity of First Nations, Inuit, and Métis peoples.

It's a chance for all of us to learn more about Indigenous cultures, traditions, and experiences, and to reflect on the past and how it still affects communities today.

June 21st is National Indigenous Peoples Day, a special day to honour the unique contributions of Indigenous peoples across the country.

We encourage everyone in our community to take part in events, explore educational resources, and join us in celebrating the important role Indigenous peoples play in our shared story.

Pride Month: Councillor Cruz read the following:

June is Pride Month, a time to celebrate the 2SLGBTQI+ community and recognize their contributions, struggles, and achievements. This month serves as a reminder of the importance of diversity, inclusion, and the ongoing fight for equality and human rights.

Across the country, people come together to participate in parades, events, and educational activities, fostering a sense of community and solidarity. As we celebrate Pride Month, let us commit to supporting 2SLGBTQI+ individuals and advocating for a society where everyone can live authentically and without fear of discrimination.

World Ocean Day: Councillor Ringer read the following:

Join us to celebrate World Ocean Day on June 8, 2025—a global event dedicated to honoring, protecting, and conserving the world's oceans. This day reminds us of the vital role oceans play in our lives—from regulating the climate and providing food, to supporting marine biodiversity and offering spaces for recreation and reflection.

The official theme for World Oceans Day 2025 is "*Wonder: Sustaining What Sustains Us.*"

This theme invites us to appreciate the ocean's incredible beauty and power, while emphasizing our collective duty to preserve and care for the very source of life that supports us all. Let's come together to raise awareness and take action to protect our oceans—for today and for future generations.

National Blood Donor Week (June 9-15, 2025): Deputy Mayor D. Acker read the following:

National Blood Donors Week is a special time dedicated to recognizing and appreciating the selfless individuals who donate blood to save lives. This week highlights the importance of regular blood donations to ensure a steady supply for patients in need, such as those undergoing surgeries, cancer treatments, or emergency care. It encourages communities to come together, raise awareness, and inspire more people to become life-saving donors. World Blood Donor Day, celebrated every year on June 14, is an important part of this effort, honoring donors worldwide and promoting the vital role blood donation plays in healthcare.

Delegations/Presentations:

- a) The Shelburne & Area CED Society – Peter Frampton and Connie Lamm gave a presentation on the CED Society. The Society's mission is 'Honour the past and shape a better future'. He touched on the three core goals: Housing and Community Well-being, Economic & Social Prosperity, and Inclusivity & Sustainability. The Society consists of a board of members and potential municipal members. Councillor Acker acknowledged the great work this Society is doing and that next appointed to the Society will be on the next Council

Agenda.

- b) Shelburne Bridging the Gap: Davie Hartley gave a presentation on the Shelburne County Community Health Board and the great work that is being done. Bridging the Gap acts as a 'middleman' to help find the services they need. Bridging the Gap will work with a Community Development Professor, The Shelburne County Community Health Board, NS Public Health and NS Mental Health and Addictions. Town Council applauded this initiative and have offered meeting space at the Community Centre to hold any community engagement sessions.

Correspondence

Action:

- a) Letter, Shelburne Volunteer Fire Department Ladies Auxiliary

Mayor Jacklin read the letter (found in the Council Package)

THAT Council approves a donation of 2- \$50.00 Sobeys gift cards to support the Shelburne Volunteer Fire Department Ladies Auxiliary Dutch Auction, in recognition of their continued efforts to raise funds in support of the fire department and its contributions to the community.

E. Acker – D. Acker

M25-069

MOTION CARRIED

- b) Email, Invitation to Collaborate on the Future of Economic Development

CAO Mattatall gave an overview of the email.

THAT Council direct the CAO to attend the upcoming regional meeting hosted by the Lunenburg Queens Business Collective on June 25, 2025, in Bridgewater, to explore the feasibility of re-establishing a Regional Enterprise Network (REN) on the South Shore.

AND THAT Councillor Cruz be appointed as the Council representative for the Town of Shelburne to attend the meeting alongside the CAO.

Cruz – E. Acker

M25-070

MOTION CARRIED

Information:

NONE

Council Items:

- a) Notice of Motion – Salary Administration Policy

THAT Council defer the direction provided by the motion: "That Council gives direction to staff to prepare a Compensation and Benefits Administration Policy for the June 2, 2025, Council Meeting", and instead direct that the draft policy be brought to a future Council Meeting at a later date to be determined.

E. Acker – Ringer

M25-071

MOTION CARRIED

b) Draft Budgets FY 2025-26

i. General Operating Budget

THAT Council approve the 2025/26 General Operating Budget (with amended adjustments in Grants to Organizations) which includes the following:

Residential/Resource Tax Rate for 2025/26 is \$1.99 per \$100 assessment.

Commercial Tax Rate for 2025/26 is \$3.86 per \$100 assessment.

Wastewater (Sewer) Charge for 2025/26 is \$337.08/unit

Solid Waste Charge for 2025/26 is \$350.41/unit.

Interest Rate on all outstanding amounts is 10% annual, calculated and posted daily for General, Water Utility and Shelburne Marine Terminal.

AND THAT Council approves the expenditure of \$2,233 for the production of 5,000 maps/pamphlets.

AND THAT the remaining surplus of \$15,083 be transferred to the Operating Reserve.

E. Acker – D. Acker

M25-072

MOTION CARRIED

Committee Reports:

a) Accessibility Advisory Committee Minutes

The above report is for information only.

Staff Reports

a) Draft Municipal Planning Strategy & Land Use Bylaw Updates

THAT Council directs staff to prepare for a Council workshop outlining the draft planning documents; and that staff prepares for public engagement on the planning documents, including the hiring of a consultant to assist staff in the gathering of public input.

E. Acker - Ringer

M25-073

MOTION CARRIED

b) Temporary Street Closures – Street Activity Policy

THAT Council reaffirms the Town of Shelburne’s position that event organizers are responsible

for the setup, take down, and active manning of barricades during approved street closures;

AND THAT the Street Closure Application Form and associated policy be updated to explicitly reflect this responsibility, including a requirement for event organizers to provide a plan outlining how barricades will be staffed and managed during the closure.

E. Acker - D. Acker

M25-074

MOTION CARRIED

c) Shelburne County Climate Action Committee

THAT Council approve the Terms of Reference for the Shelburne County Action Committee as attached to this report.

AND THAT Council appoint Mayor Stanley Jacklin to represent the Town of Shelburne on the Shelburne Climate Action Committee.

E. Acker – Ringer

M25-075

MOTION CARRIED

d) Wastewater Report

e) Water Utility Report

The above reports are for information only.

In Camera Session: MGA 22 (2) (g) legal advice for solicitor-client privilege.

***THAT** Council go in-camera at 7:54pm for matters under MGA 22 (2) (g) legal advice for solicitor-client privilege.*

E. Acker – Ringer

MOTION CARRIED

Council came out of in-camera at 8:31pm. No motions coming out of in-camera.

New Business:

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

Deputy Mayor D. Acker attended the Roseway Manor meeting. He also received an email from Sergeant MacPherson regarding the recent traffic initiative and road safety. In the email he stated that 18 tickets and 31 warnings were given. There were 4 check points set up and 3 impaired drivers were stopped.

Councillor Cruz updated everyone on the progress of the Equity & Anti Racism plan. This plan is a joint plan between the Town of Shelburne, Town of Lockeport and Municipality of Shelburne. At this point an advisory panel is being created to help assist and have input as the plan is created. Councillor Cruz stated that she will be sitting on the committee as the Town of Shelburne representative.

There was no further new business.

Upcoming Meetings/Events

- a) Town Wide Yard Sale, June 7th, 2025, 8am-2pm, All over town
- b) Town Council BBQ, June 7th, 2025, Community Centre, 63 King Street
- c) First Farmer’s Market of the season, Sunday, June 8th, 2025, 12-3pm, Guild Hall
- d) Next Council Meeting, June 16th, 2025, 6pm, Council Chambers, 63 King Street.

Adjournment

THAT the Regular Town Council Meeting of June 16th, 2025, be adjourned at 8:37pm.

E. Acker

Jessie Dyer
Recording Secretary

Stanley Jacklin, Mayor

Sarah Mattatall, CAO