



Town of Shelburne
Minutes of the Regular Council Meeting
July 21st, 2025
APPROVED

Council Members Present

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

Staff Present

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

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 July 21st, 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 July 7th, 2025.

D. Acker- Cruz

MOTION CARRIED

Proclamations and Announcements:

- a) Emancipation Day- August 1st: Councillor Acker read a brief description on Emancipation Day and the importance of this date.

- b) National Peacekeepers' Day- August 9th: Councillor Ringer explained what National

Peacekeepers' Day is and thanked them for their service.

- c) National Acadian Day- August 15th: Councillor Cruz read a paragraph on National Acadian Day and spoke to what this day honours.

Delegations/Presentations:

- a) PCANDD, Imran Khan, COO, presented information to Council on a new proposal for subdivision of property in the Municipality of Shelburne. Mr. Khan is asking for Town water hook up for the new development.
- b) Thriving Twogether, Jacqueline Philippe and Wendy Eakins made a presentation to Council for a proposed repurposing of the of the former Roseway Manor Building (after the new Roseway Manor Rebuild is completed) into a regional detox and recovery centre serving all of Tri-County.

In- Camera Session:

- a) MGA 22 (2) (e) contract negotiations.

THAT Council go in-camera at 6:35pm for matters under MGA 22 (2) (e) contract negotiations.

E. Acker – Ringer

MOTION CARRIED

Council came out of in-camera at 7:10pm. Motion coming out of in-camera:

THAT Council directs staff to prepare letters to those landowners who have expressed interest in the Town services encouraging them to engage in the Municipal Planning Strategy and Land Use Bylaw update process underway.

AND THAT staff report back on intermunicipal servicing options as part of the Municipal Planning Strategy and Land Use Bylaw, expected in early 2026, to ensure servicing discussions are comprehensive, consider the Town's servicing needs and allows for public engagement.

Cruz- E. Acker

M25-091

MOTION CARRIED

Correspondence

Action:

- a) Letter- Warden Penny Smith re: Potential Extension of Town Sewer Services
- b) Email- Steve Hirschak re: Pool By-Law

THAT Council direct staff to prepare a report outlining:

- Best practices and regulatory approaches from other Nova Scotia municipalities.
- Advice from the Town's insurance provider regarding potential liability and risk mitigation; and
- Potential options for the development of a residential swimming pool by-law for the Town of Shelburne

E. Acker- Ringer

M25-092

MOTION CARRIED

Information:

- a) Letter- Andrew Locke re: Community Notification, 1st Annual South Shore Bick Buck Contest

Council Items:

- a) Notice of Motion- SRHS Blue & Gold Club Booster Donation

THAT Council approve a \$100 donation to the SRHS Blue and Gold Booster Club in support of student-athletes and their families.

E. Acker- Cruz

M25-093

MOTION CARRIED

Committee Reports: NONE

Staff Reports

- a) RFP Award- Planning Documents Public Engagement

THAT Council award the Planning Document Engagement request for proposals to ATN Strategies for \$19,059 excluding HST; \$21,918 including HST.

E. Acker- Cruz

M25-094

MOTION CARRIED

- b) RFP Award- Graham's Park and Grovestine Complex Park Plans

THAT Council award the request for proposals for preparing Graham's Park and Grovestine Complex Park Plans to Fathom Studios for a cost of \$64,125 excluding HST; \$73,102.50 including HST.

D. Acker- Ringer

M25-095

MOTION CARRIED

c) CAMPS- Sewer Connection

THAT Council directs staff to install a sewer connection for CAMPS on Commissary Lane, excluding work on the lands leased by CAMPS, and pay the sewer connection fee on behalf of CAMPS.

Ringer- Cruz

M25-096

MOTION CARRIED

d) King Street Centre Drainage Issues

THAT Council directs staff to investigate the costs of a new stormwater connection and regrading of the site, including the potential removal of the central existing maple tree, reporting back to the September 2nd, 2025, Regular Council Meeting.

Ringer- Cruz

M25-097

MOTION CARRIED

e) CAO Report

f) By-Law Officer Report- June

g) SVFD Report- June

h) Water Utility Report- June

i) Wastewater Utility Report- June

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

- Dock Street Days Recap: Successful and well attended event. Highlights include Fireworks display, Parade of Lights, Car Show. Deputy Mayor D. Acker made the recommendation to restrict bicycles on Dock Street during the event for safety and improved flow.
- Guild Hall Weather Protection: Inquired regarding the possibility of using weather wrapping or protective panels to shield the Guild Hall from the elements.
- George Street Guard Rails: Resident request to have the guard rails painted. Question raised as to why this maintenance is no longer being carried out.

Councillor E. Acker

- Dock Street Days: Commended the Events Committee on organizing a successful and well-received Dock Street Days event.
- Special Olympics Summer Games: Special Olympics Summer Games will take place July 24-27 at St. Francis Xavier University in Antigonish. Encouraged the community to support the athletes.

- Appreciation for Staff: Praised Town Staff for their hard work and dedication. Expressed hope that staff can enjoy some well-deserved vacation time over the summer.

Councillor Cruz:

- Summer Olympics Summer Games: Martin Fudge has invited Council to attend the Special Olympic Summer Games send-off, 8:30-9:15am at Needs Convenience.
- Keep it Moving Funding: funding is still available to support training and equipment needs.

Councillor Ringer:

- Birthday Acknowledgment: Extended a belated happy birthday to Fire Chief Darrell Locke, recognizing his leadership and continued service to the community.
- Roseway Hospital Fundraising: Noted that the Roseway Hospital Charitable Foundation is currently fundraising for an ultrasound unit. Encouraged public support and awareness for this important healthcare initiative.

Mayor Jacklin:

- Appreciation for Staff: Thanked Town Staff for their ongoing hard work and dedication. Acknowledged the high quality of service across all departments.
- Dock Street Days Praise: Echoed earlier comments and stated that it was a fantastic event. Happy to be apart of the Events Committee.

There was no further new business.

Upcoming Meetings/Events

- a) Southshore Summerfest ft. Classified, Saturday, August 2nd, 2025, 2-11pm, Exhibition Grounds
- b) Shelburne County Exhibition, August 5-9, 2025, Exhibition Grounds
- c) Journey Back to Birchtown, August 7-9, 2025, Black Loyalist Heritage Centre
- d) Next Council Meeting, Sept 2nd, 2025, 6pm, Council Chambers, 63 King Street

Adjournment

THAT the Regular Town Council Meeting of July 21st, 2025, be adjourned at 7:56 pm.

E. Acker

Jessie Dyer
Recording Secretary

Stanley Jacklin, Mayor

Sarah Mattatall, CAO