



Town of Shelburne
Minutes of the Regular Council Meeting
December 1st, 2025
APPROVED

Council Members Present

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

Staff Present

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

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 December 1st, 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 November 17th, 2025.

D. Acker - Ringer

MOTION CARRIED

Proclamations and Announcements:

- a. International Day of Persons with Disabilities- December 3rd, 2025
- b. National Day of Remembrance and Action on Violence Against Women- December 6th, 2025

- c. Human Rights Day- December 10th, 2025
- d. Holiday Wishes from Council & Staff

Delegations/Presentations:

- a) Mickayla Peters appeared before Council and provided a presentation regarding a proposed future use of the Visitor Information Centre (VIC) building, outlining a concept that would include a coffee shop and an outlet space to support and showcase local community groups.

- b) David Chute, Director at the Chamber of Commerce, addressed Council and delivered a presentation regarding the VIC and options for moving forward with its future operations. As part of his presentation, he proposed the establishment of an ad hoc committee to further explore and guide the next steps.

Correspondence

Action:

- a) Letter- Amnesty International re: Access to safe drinking water and accountability for the dump site

Mayor Jacklin responded, “We thank Amnesty International for their letter and for the important work they are doing to support communities across Nova Scotia. The Town of Shelburne welcomes the opportunity to collaborate with Amnesty International on the issues identified. These priorities align with ongoing work already underway within the Town, as well as our continued collaboration with community partners and organizations. Town staff will reach out in the new year to coordinate a meeting.”

Information:

- a) Letter from the Honourable John A. MacDonald
- b) Letter- Follow up to Minister MacDonald’s Nov.24 Letter

Council Items:

- a) REMO By-law- Second Reading

THAT Council approves the Second Reading of the Regional Emergency Management By-law (REMO).

E. Acker – Cruz

M25-131

MOTION CARRIED

- b) Temporary Borrowing Resolutions

THAT Council approves the Temporary Borrowing Resolution for Roseway Rebuild and North End Development as presented.

Cruz- E. Acker

M25-132

MOTION CARRIED

Committee Reports: NONE

Staff Reports

a) Ohio Road Land Buy Back

THAT Council directs staff to extend the buy back agreement with Nanak Land Development Inc. and Shelburne Inn Inc. for PIDs 80140361 and 82583345 to December of 2026.

E. Acker – D, Acker

M25-133

MOTION CARRIED

b) 80 Hammond MPS & LUB- Second Reading

THAT Council give Second Reading to the proposed amendments to:

Map 1 of the Municipal Planning Strategy to designate 80 Hammond (PID 80149032) as Commercial General (C-1) with the following site-specific amendments added to Policy 23:

(3) PID 80149032 allows for any commercial use, except for gas stations, automotive and/or RV repair centers, car and/or RV dealerships, boat storage and sales; or drive throughs.

Amend Zoning Map, Schedule B in the Land Use By-law to rezone 80 Hammond (PID 80149032) as Commercial General (C-1) with the following site-specific amendments:

47A) No development permit shall be issued in a Commercial General (C-1) Zone PID 80149032, except for one or more of the following uses:

- Any retail, Office, or service enterprise provided such users are not obnoxious and excludes gas stations, automotive and/or RV repair centers, car and/or RV Dealerships, boat storage and sales, drive throughs.

- Any Permitted use of the R-1 Zone.

E. Acker- Ringer

M25-134

MOTION CARRIED

c) Bulk Fill Station

THAT Council send the attached letter to the Municipality of the District of Shelburne requesting support in the developing of a bulk fill water station and study on Rodney Lake's

capacity.

D. Acker- Ringer

M25-135

MOTION CARRIED

d) Leases & Agreements

The above report is for information only.

e) Surplus Fire Truck

THAT Council award Tender TOS2025-011, Surplus Fire Truck, to the Jordan Volunteer Fire Department as the sole compliant bidder, for the purchase price of \$105,000 + HST (\$119,700.00)

Cruz- E. Acker

M25-136

MOTION CARRIED

f) Rodney Street RFT

THAT Council directs staff to cancel TOS2025-009, and it be deferred to 2026.

E. Acker- Ringer

M25-137

MOTION CARRIED

g) Grants to Organizations

THAT Council receive the draft Grants to Organizations Policy for information.

AND THAT Council use the draft policy as a non-binding reference tool during the 2026-27 budget deliberations.

AND THAT staff be directed to bring forward a final recommended policy following completion of this years' grant review process.

Ringer- D. Acker

M25-138

MOTION CARRIED

h) CAO Report

The above report is for information only.

In- Camera Session: NONE

New Business:

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

Councillor Ringer

Councillor Ringer reminded residents that fundraising is ongoing for the ultrasound machine at Roseway Hospital.

Councillor Cruz

Councillor Cruz reminded residents of the importance of supporting local businesses and encouraged everyone to shop locally during the holiday season.

Deputy Mayor E. Acker

Deputy Mayor E. Acker reported that the recent meeting with Minister John A. MacDonald went very well, noting that the Minister was highly receptive to the matters discussed.

Mayor Jacklin

Mayor Jacklin reported attending the following meetings over the past week: the Climate Change meeting on November 27, the Region 6 meeting on November 28, and the Events Committee meeting on December 1.

There was no further new business.

Upcoming Meetings/Events

- a) Christmas Sweater Skating Party, Friday December 5th, 2025, 6-7:30pm, Shelburne County Arena
- b) Reindeer Run, Saturday December 6th, 2025, 10am, Islands Park
- c) Miracle of Dock Street, Saturday December 6th, 2025, Water & Dock Streets, 6-7:30pm, Fireworks at 7:45pm
- d) Next Town Council Meeting, Monday January 5th, 2026, 6pm, Council Chambers, 63 King Street

Adjournment

THAT the Regular Town Council Meeting of December 1st, 2025, be adjourned at 8:48pm.

E. Acker

Jessie Dyer
Recording Secretary

Stanley Jacklin, Mayor

Sarah Mattatall, CAO