



**Town of Shelburne**  
**Minutes of the Regular Council Meeting**  
**February 2<sup>nd</sup>, 2026**  
**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 Services, Mike Kahn  
By-law Enforcement Officer, Dana Nash

**Call to Order**

Mayor Jacklin called the Council meeting to order at 6:0pm and thanked everyone for coming.

**Approval of the Agenda**

*THAT* Council approves the agenda for February 2<sup>nd</sup>, 2026, Council Meeting.

**E. Acker - Cruz**

**MOTION CARRIED**

**Approval of the Minutes**

*THAT* Council approves the minutes from the regular Town Council Meeting held on January 19<sup>th</sup>, 2026

**Ringer – D. Acker**

**MOTION CARRIED**

**Proclamations and Announcements:**

- a. National Flag of Canada Day- February 15<sup>th</sup>, 2026

**Delegations/Presentations:**

- a) Jody Dyer presented to Council regarding the installation of Core Communication Boards in community areas, including playgrounds and the waterfront. She outlined the benefits

of these boards for youth and seniors who experience communication challenges. Council expressed support for the initiative and suggested potential locations at the Grovestine's Recreation Complex and Roseway Manor. Staff will review costs and available options and discuss the concept with the Grahams Park designers for further consideration.

- b) Andrea Davis, Executive Director of the Black Loyalist Heritage Centre, presented to Council on a signage project currently underway. She shared proposed sign designs and requested Council's input and support regarding the placement and selection of signage. The signs will include QR codes to provide wayfinding assistance and information about the Centre. Council expressed full support for the initiative and spoke positively about the proposed designs

### **Correspondence**

#### **Action:**

- a) 2026-2027 REMO Operating Budget

*THAT* Council approves the 2026-2027 Remo Operating Budget as presented.

**E. Acker – Cruz**

**M26-008**

**MOTION CARRIED**

**Information: NONE**

**Council Items: NONE**

### **Committee Reports:**

- a) Heritage Advisory Committee Minutes

### **Staff Reports**

- a) Draft Municipal Planning Strategy and Land Use By-law Updates V

*THAT* Council directs staff to begin the planning document approval process conducting a public meeting on the draft planning documents on February 18<sup>th</sup>, reporting back to Council at the March 2<sup>nd</sup> Regular Meeting of Council with a recommendation on first reading of the attached documents.

**E. Acker – D. Acker**

**M26-009**

**MOTION CARRIED**

- b) Summer Arts Series

CAO Mattatall provided an update on the Guild Hall Summer Arts Series, noting that the committee will continue to operate the event following Rick Snow's departure. Deby Varner MacAlpine will assume a leadership role in organizing the series. The Town will continue to

support the event in the same manner as in previous years.

The above report is for information only.

c) By-law Officer Report- November 2025

The above report is for information only.

d) By-law Officer Report- December 2025

The above report is for information only.

**In- Camera Session:**

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

**THAT** Council go in-camera at 6:41pm for matters under MGA 22 (2) (e) contract negotiations

**Cruz - Ringer**

**MOTION CARRIED**

Council came out of in-camera at 6:53pm. No motion coming out of in-camera.

**New Business:**

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

Deputy Mayor E. Acker

Deputy Mayor E. Acker spoke on the upcoming data survey through Engage Nova Scotia, titled the *NS Quality of Life Initiative*. She advised that the survey will address topics including but not limited to community vitality, population health, education, and the environment. The survey is scheduled to launch on February 23, 2026. Additional information will be shared as it becomes available and will be posted on the Town's website and Facebook page.

Councillor D. Acker

Councillor D. Acker advised that he attended a recent Chamber of Commerce meeting. He informed Council that the Chamber has submitted a letter requesting to operate the Visitor Information Centre. Staff have received the letter, and it will be included on the next Council agenda for consideration.

Councillor Cruz

Councillor Cruz advised that she attended a recent Accessibility Advisory Committee meeting. She reported that the implementation plan is ongoing, with progress to be discussed at the next meeting. She also noted that additional community members are needed to serve on the Committee from the Town of Lockeport and the Municipality of the District of Shelburne.

Councillor Ringer

Councillor Ringer expressed appreciation to Yarmouth Hospital for the generous \$30,000 grant provided to support the Roseway Hospital’s ultrasound machine fundraising campaign, noting that the initiative is nearing its funding goal. He also thanked the Public Works team for their efficiency and efforts in snow removal.

Mayor Jacklin

Mayor Jacklin advised that he attended a Clean Foundation climate meeting on January 29, 2026, and reported that the initiative is progressing well.

There was no further new business.

Upcoming Meetings/Events

- a) Lobster Chowder Chowdown Showdown, February 8<sup>th</sup>, 2026, Black Loyalist Heritage Centre, 1:00pm
- b) Town Office Closed, Monday February 16<sup>th</sup>, 2026, Nova Scotia Heritage Day
- c) Save the Date- Shelburne County Burger Bunanza, March 13-22, 2026
- d) Next Town Council Meeting, Tuesday February 17<sup>th</sup>, 6pm, Council Chambers, 63 King Street

Adjournment

**THAT** the Regular Town Council Meeting of February 2<sup>nd</sup>, 2026, be adjourned at 7:03pm.

**D. Acker**

**Jessie Dyer**  
**Recording Secretary**

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**Stanley Jacklin, Mayor**

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**Sarah Mattatall, CAO**