



**Town of Shelburne**  
**Minutes of the Regular Council Meeting**  
**March 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

**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 March 2<sup>nd</sup>, 2026, Council Meeting.

**E. Acker - Ringer**

**MOTION CARRIED**

**Approval of the Minutes**

*THAT* Council approves the minutes from the regular Town Council Meeting held on February 17<sup>th</sup>, 2026

**D. Acker – Cruz**

**MOTION CARRIED**

**Proclamations and Announcements:**

a) International Women’s Day, March 8<sup>th</sup>

**Delegations/Presentations:**

a) Sandy Point Lighthouse Group- Zelka Lipovac, President, and Betty Branscombe, Board Member of the Sandy Point Lighthouse Group, presented to Council regarding the repairs

required for the Sandy Point Lighthouse. The group outlined a three-phase restoration project and is currently seeking funding for Phase 1, with an estimated cost of \$150,000. The organization is actively applying for grants and requesting financial support from various funding partners.

- b) Delegation Request- Refusal (For Information Only)- Council was advised that a recent delegation request was refused by the CAO in accordance with the Town's Delegation Policy. This item was provided to Council for information only.

**Staff Reports**

- a) SVFD Training Facility

**THAT** Council directs staff to work with the Shelburne Volunteer Fire Department to enable storage of the training equipment at the Salt Shed, and report back to Council by the first meeting in May, on beginning low-impact training activities.

**E. Acker – D. Acker**

**M26-015**

**MOTION CARRIED**

- b) Updated Planning Document Approval

**THAT** Council approve first reading of the updated Municipal Planning Strategy, Land Use Bylaw and Subdivision Bylaw as attached.

**AND THAT** Council directs staff to prepare for a public hearing and second reading of the Municipal Planning Strategy, Land Use Bylaw and Subdivision Bylaw at a Special Meeting of Council on March 18<sup>th</sup>, 2026

**AND FURTHER THAT** Council directs staff to prepare for approval of the minutes of the March 18<sup>th</sup>, 2026, Special Council Meeting at a Special Meeting of Council on March 25<sup>th</sup>, 2026.

**Cruz – E. Acker**

**M26-016**

**MOTION CARRIED**

- c) WWTP Aeration Upgrades- RFT TOS2026-001

**THAT** Council awards the RFT for WWTP Aeration Upgrades (TOS2026-001) to Mid-Valley Construction for \$787,000 plus HST.

**Ringer – D. Acker**

**M26-017**

**MOTION CARRIED**

- d) Water Utility Report

For Information Only

**Correspondence**

**Action:**

- a) Email- William Gould re: Proposed Hotel, Route 203 N of Hwy 103

**THAT** Council direct staff to provide a written response to Mr. Gould following Council's review and discussion of his correspondence.

**Cruz – D. Acker**

**M26-018**

**MOTION CARRIED**

**Information:**

- a) Letter- Municipal Affairs re: NS Provincial Budget 2026-27

For Information Only

**Council Items:**

- a) Notice of Motion- Municipal User Fees Policy

**THAT** Council schedule a Special Meeting of Council on March 18<sup>th</sup>, 2026, to review and update the Municipal User Fee Policy.

**E. Acker – Ringer**

**M26-019**

**MOTION CARRIED**

- b) Notice of Motion- Resolution for Pre- Approval of Debenture Issuance Subject to Interest Rate

**THAT** Council approve the Resolution of for Pre-Approval of Debenture Issuance subject to an interest rate cap of 7.0% as presented.

**Cruz – D. Acker**

**M26-020**

**MOTION CARRIED**

**Committee Reports: NONE**

**In- Camera Session: NONE**

**New Business:**

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

Deputy Mayor E. Acker

Deputy Mayor E. Acker provided the following updates from the Leadership Meeting held on

February 17th:

- CAO Chris Frotten, Municipality of Barrington will be organizing the first Joint Services Board planning meeting, which is anticipated to occur within the next six weeks.
- Upcoming provincial changes to Fire Services were reviewed and discussed.
- MLA Nolan Young has been invited to attend the April Leadership Meeting to provide updates and participate in further discussion.
- Current dog by-laws were discussed, with additional review to take place at upcoming sessions.

Additional Items:

- The recently released Provincial Budget reflects no increase in funding and no bridging support for library operations. A meeting with the Western Library Board has been scheduled for March 19 to obtain further information and clarification.
- The Region 6 meeting is scheduled for March 13.
- Registration has been completed for the NSFM Spring Conference in Yarmouth.

#### Councillor D. Acker

Councillor D. Acker thanked the Public Works Crew for their hard work with the ongoing snow removal.

#### Councillor Ringer

Councillor Ringer echoed Councillor D. Acker's sentiments and thanked Public Works for the great job they did clearing the snow from the Community Centre.

There was no further new business.

#### Upcoming Meetings/Events

- a) Next Town Council Meeting, Monday March 17<sup>th</sup>, 6pm, Council Chambers, 63 King Street

#### Adjournment

**THAT** the Regular Town Council Meeting of February 17<sup>th</sup>, 2026, be adjourned at 7:15pm.

**D. Acker**

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

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**Stanley Jacklin, Mayor**

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**Sarah Mattatall, CAO**