



Town of Shelburne
Minutes of the Special Town Council Meeting
March 18th, 2026
APPROVED

Council Members Present

Mayor Stanley Jacklin
Deputy Mayor Elizabeth Acker
Councillor Sheldon Ringer

Regrets

Councillor Donnie Acker
Councillor Therese Cruz

Staff Present

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

Call to Order

Mayor Jacklin called the Special Council meeting to order at 6:16pm and thanked everyone for coming.

Approval of the Agenda

THAT Council approves the agenda for March 18th, 2026, Special Council Meeting.

Cruz - Ringer

MOTION CARRIED

Correspondence

Action:

a) Letter- Chamber of Commerce re: Visitor Information Centre

THAT Council direct staff to provide the Shelburne & Area Chamber of Commerce with the staff report regarding proposed alternatives for Visitor Information Centre (VIC) operations, as presented at the March 16th, 2026, Council meeting.

E. Acker - Ringer

M26-028

MOTION CARRIED

Council Items:

a) Land Use By-law, Municipal Planning Strategy & Subdivision By-law Second Reading

THAT Council approve Second Reading of the updated Municipal Planning Strategy, Land Use By-law and Subdivision By-law as attached.

E. Acker – Ringer

M26-029

MOTION CARRIED

b) Planning and Development Fees

Council reviewed the staff report and agreed to defer the matter for further consideration at a future Council meeting.

c) Vending By-law Amendments

THAT Council give First Reading to the Vending By-law, as attached in Appendix A.

Ringer – E. Acker

M26-030

MOTION CARRIED

d) Notice of Motion- Roseway Manor Rebuild Advocacy

THAT Council direct staff to prepare and submit formal correspondence to the Province of Nova Scotia requesting:

1. A confirmed timeline for the Roseway Manor rebuild project; and
2. Consideration of interim financial mitigation measures to address the Town's wastewater infrastructure investment undertaken in support of the project.

AND THAT Council direct staff to provide a detailed financial impact brief to support these discussions and to engage regional partners and the local MLA in coordinated advocacy efforts.

Ringer – E. Acker

M26-031

MOTION CARRIED

e) Notice of Motion- Library Janitorial Cost Sharing

THAT Council direct staff to prepare and send a formal letter to the Municipality of the District of Shelburne (MDS) requesting financial support toward the ongoing operational costs of the MacKay Memorial Library, recognizing that a significant portion of the library users are residents of the Municipality.

AND THAT the letter request an opportunity for further discussion on establishing a fair and sustainable cost-sharing arrangement for library services.

E. Acker – Ringer

M26-032

MOTION CARRIED

Adjournment

THAT the Special Town Council Meeting of March 18th, 2026, be adjourned at 6.37pm.

Ringer

**Jessie Dyer
Recording Secretary**

Stanley Jacklin, Mayor

Sarah Mattatall, CAO