



**Town of Shelburne**  
**Minutes of the Regular Council Meeting**  
**April 20<sup>th</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, 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 the April 7<sup>th</sup>, 2026, Council Meeting, as amended to include an In-Camera Session pursuant to MGA Section 22 (2) (e)- Contract Negotiations.

**E. Acker - Ringer**

**MOTION CARRIED**

**Approval of the Minutes**

**THAT** Council approves the minutes from the Regular Town Council Meeting held on April 7<sup>th</sup>, 2026, and the Special Town Council Budget Meeting held on April 15<sup>th</sup>, 2026.

**Cruz – D. Acker**

**MOTION CARRIED**

**Proclamations and Announcements:**

- a) Earth Day
- b) Lyme Disease Awareness Month- May

**Delegations/Presentations: NONE**

**Correspondence**

**Action:**

- a) Letter- Tom Rice re: Community Hall Rental Fees

**THAT** Council direct staff to assess the logistics of hosting the proposed weightlifting event at the Community Centre, including safety and potential impacts to the facility, and report back to Council.

**Information:**

- a) Letter- Warden Penny Smith re: McKay Memorial Library Funding Request

**Council Items:**

- a) SVFD Bylaw Revisions

**THAT** Council approve the amendments to the Shelburne Volunteer Fire Department Bylaws as approved by the Department on April 6<sup>th</sup>, 2026.

**Ringer – D. Acker**

**M26-041**

**MOTION CARRIED**

- b) Motion to Rescind- M26-027

**THAT** Council rescind the portion of Motion M26-027 directing staff to dispose of the existing 1999 Dodge Ram.

**AND THAT** the direction to dispose of the 2010 Chevrolet Silverado remain.

AND THAT all other provisions of Motion M26-027 remain unchanged,

**E. Acker - Cruz**

**M26-042**

**MOTION CARRIED**

**Committee Reports: NONE**

**Staff Reports**

- a) Municipal User Fees

**THAT** Council approve the updated Municipal User Fees Policy section 5.7 as outlined in Appendix A.

**E. Acker - Cruz**

**M26-043**

**MOTION CARRIED**

b) Vending Bylaw Second Reading & User Fee Policy Update

**THAT** Council read the attached as Appendix A, amendments to the Town's Vending Bylaw a second time.

**AND THAT** Council amends the Municipal User Fees Policy section 5.10 as attached in Appendix B.

**Ringer – E. Acker**

**M26-044**

**MOTION CARRIED**

c) Building Inspector Report

For Information Only

d) Waste Diversion Officer Quarterly Report- September 2025

For Information Only

e) Waste Diversion Officer Quarterly Report- January 2026

For Information Only

f) Waste Diversion Officer Quarterly Report- June 2025

For Information Only

**In- Camera Session:**

MGA 22 (2) (e) contract negotiations

**THAT** Council go in-camera at 6:34pm for matters under MGA 22 (2) (e) contract negotiations

**E. Acker - Ringer**

**MOTION CARRIED**

Council came out of in-camera at 7:04pm. No motion coming out of in-camera.

**New Business:**

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

**Councillor D. Acker**

Councillor D. Acker attended the RCMP Advisory Committee Meeting in Lockeport on April 16<sup>th</sup>, 2026.

Councillor Ringer

Councillor Ringer acknowledged that the Shelburne County Arena is now closed for the season, noted that it was a great season, and shared excitement for its reopening next season. Councillor Ringer also noted attendance at the RCMP Advisory Meeting held on April 16, 2026.

Upcoming Meetings/Events

- a) Water Bills are out and due on May 8<sup>th</sup>, 2026
- b) Tax Bills are in the mail and will be due May 29<sup>th</sup>, 2026
- c) Next Town Council Meeting, Monday May 4<sup>th</sup>, 6pm, Council Chambers, 63 King Street

Adjournment

*THAT* the Regular Town Council Meeting of April 20<sup>th</sup>, 2026, be adjourned at 7:06pm.

Ringer

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

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**Stanley Jacklin, Mayor**

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**Sarah Mattatall, CAO**