



Town of Shelburne
Minutes of the Regular Council Meeting
June 1st, 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
Manager of Finance, Jane Crowell
Manager of Finance in Training, Jennifer Perry
Consultant, Ken Smith

Call to Order

Mayor Jacklin called the Council meeting to order at 6:03pm and thanked everyone for coming.

Approval of the Agenda

THAT Council approves the amended agenda for June 1st, 2026, removing Item 7(b), Shelburne Marine Terminal Draft Budget FY2026-27, and adding Item 9(h), Bulk Water Fill Station.

E. Acker - Cruz
MOTION CARRIED

Approval of the Minutes

THAT Council approves the minutes from the Regular Town Council Meeting held on May 19th, 2026.

D. Acker - Ringer
MOTION CARRIED

Proclamations and Announcements:

- a) National Indigenous History Month- June
- b) Pride Month- June
- c) World Oceans Day- June 8th, 2026
- d) National Blood Donor Week- June 7-14, 2026

Delegations/Presentations: NONE

Correspondence

Action:

- a) Letter- Marcia d'Eon re: Extension of Inter-Municipal Service Agreement

THAT Council approve extending the current Inter-Municipal Agreement between the Municipality of the District of Shelburne, the Town of Lockeport, and the Town of Shelburne for an additional six-month period, from July 8, 2026, to January 8, 2027.

E. Acker – Ringer

M26-063

MOTION CARRIED

Information:

- a) Letter to NS Power re: Concerns Regarding Rising Residential Power Rates in NS
- b) Letter- Municipal Affairs re: Update on 12 Month Notice Letter

Council Items:

- a) Preliminary Capital Budget FY2026-27- Approval

THAT Council approve the 5 Year Capital Budget as presented.

M26-064

E. Acker - Cruz

MOTION CARRIED

- b) Council Remuneration Policy Amendments

THAT Council approves the amendments to the Council Remuneration Policy as presented.

E. Acker – D. Acker

M26-065

MOTION CARRIED

Committee Reports: NONE

Staff Reports

a) Visitor Information Centre- Request for Proposals Review

THAT Council directs staff to issue the attached request for proposals to lease the Visitor Information Centre, reporting back, with up to three finalists for Council review at the July 6th, 2026, meeting.

Ringer – D. Acker

M26-066

MOTION CARRIED

b) Sewer Charges Bylaw & Fee Update

THAT Council gives Second Reading to the amendments to the Sewer Charges Bylaw as stated in attachment 1;

AND THAT Council updates section 5.4 Municipal User Fees and Charges Policy be amended as stated in attachment 2.

Cruz – E. Acker

M26-067

MOTION CARRIED

c) Non-Union Compensation Administration Policy

THAT Council approves the Non-Union Compensation Administration Policy as presented.

M26-068

E. Acker – Ringer

MOTION CARRIED

d) Water Utility Report

e) Wastewater Report

f) Bylaw Officer Report- March 2026

g) Bylaw Officer Report- April 2026

The above reports are for information only.

h) Bulk Water Fill Station

THAT Council directs staff to apply for the Sustainable Communities Fund, jointly with the Municipality of the District of Shelburne, to fund construction of a bulk water fill station.

E. Acker – Cruz

M26-069

MOTION CARRIED

In-Camera Session:

a) MGA 22 (2) (g) legal advice for solicitor-client privilege

THAT Council go in-camera at 7:30pm for matters under MGA 22 (2) (g) legal advice for solicitor-client privilege.

Cruz – Ringer

MOTION CARRIED

Council came out of in-camera at 8:08pm. 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 reported that she attended the SEED Community Well meeting with the Municipality of the District of Shelburne (MDS) on May 27, 2026, and remains confident that testing of the community well by the Town's Water Utility Operator will be costed rather than provided as an in-kind service. She also attended the Community Engagement sessions with South End residents on May 28 and 29. On May 30, she participated in the Pride March and presented the Town's Pride Proclamation, attended Susan Elliott's retirement celebration where she presented a certificate recognizing Susan's years of service at Little People's Place and the King Street Centre, and attended the Welcome Neighbours community event.

Councillor D. Acker

Councillor D. Acker reported that he attended the Community Engagement sessions with South End residents and commended Louise Lindsay for the knowledge and information she provided regarding water testing at the former dump site and surrounding areas.

Councillor D. Acker also attended a Chamber of Commerce meeting where concerns were raised regarding the lack of signage directing visitors to the new Visitor Information Centre location at the Shelburne County Museum. Deputy Mayor E. Acker advised that new signage has been ordered by the Museum and will be installed once available. In the interim, CAO Mattatall noted that the Town's sandwich board can be used to help direct visitors if needed.

Discussion also took place regarding the Chamber of Commerce letter received at the May 19, 2026, Council meeting. It was clarified that Council's motion was to acknowledge receipt of the letter.

Councillor Cruz

Councillor Cruz reported that she attended the REMO meeting in Barrington. She noted

that it was beneficial to meet in person with representatives from all five municipal units and that members were introduced to the new REMO Coordinator.

Councillor Ringer

Councillor Ringer acknowledged that the Jordan Fire Department has received the Town of Shelburne's surplus tanker truck. He noted that the vehicle has been newly outfitted and will now be used as part of the department's active fleet.

Mayor Jacklin

Mayor Jacklin reported that he attended the Black Loyalist Heritage Centre's Seafarers Exhibit on May 30, 2026, where he spoke at the event. He noted that it was a great exhibit and was pleased to see a strong turnout from the community.

Upcoming Meetings/Events

- a) Town Wide Yard Sale, Saturday June 6th, 2026, Rain or Shine
- b) First Farmers' Market of the Season, Sunday June 7th, 2026, Guild Hall
- c) Prom Parade, From Boxing Rock to Shelburne Regional High School, June 13th, 2026, 7pm
- d) Next Council Meeting, June 15th, 2026, 6pm, Council Chambers, 63 King Street

Adjournment

THAT the Regular Town Council Meeting of June 1st, 2026, be adjourned at 8:17pm.
E. Acker

Jessie Dyer
Recording Secretary

Stanley Jacklin, Mayor

Sarah Mattatall, CAO