



Town of Shelburne
Minutes of the Regular Council Meeting
June 15th, 2026
APPROVED

Council Members Present

Mayor Stanley Jacklin
Deputy Mayor Elizabeth Acker
Councillor Donnie Acker
Councillor Sheldon Ringer

Regrets

Councillor Therese Cruz

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

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 amended agenda for June 15th, 2026, Council Meeting, with the amendment to add Item 9(f), Bulk Fill Station- Letter to Minister John A. MacDonald, to be considered following Proclamations and Announcements Section of the Agenda.

E. Acker – D. Acker

MOTION CARRIED

Approval of the Minutes

THAT Council approves the minutes from the Regular Town Council Meeting held on June 1st, 2026.

Ringer – E. Acker

MOTION CARRIED

Proclamations and Announcements

- a) Canadian Multiculturalism Day, June 27th, 2026
- b) Shelburne Regional High School Graduation, June 29th, 2026
- c) Canada Day, July 1st, 2026

Staff Report

- f) Bulk Fill Station- Letter to Minister John A. MacDonald

THAT Council directs staff to send the attached letter urging the Province to provide the Town of Shelburne with \$75,000 for construction of a bulk fill station to commence this season, and that the Town be permitted to apply under the SCCF, despite project costs being incurred prior to grant approval, ensuring water for residents experiencing drought.

D. Acker – Ringer

M26-070

MOTION CARRIED

Delegations/Presentations: NONE

Correspondence

Action:

- a) Email- Sarah McClure re: Access to Tennis Courts

THAT Council direct staff to contact Ms. Sarah McClure to confirm that Roger Grovestine Complex tennis/pickleball courts remain a public amenity, accessible to residents and visitors, and that the current access arrangement is intended solely to protect the Town's investment in the recent court improvements from vandalism and misuse, not to restrict public use.

E. Acker – D. Acker

M26-071

MOTION CARRIED

- b) Email- James Wesley & Lori Scott re: Athlete Sponsorship

Information:

- a) Letter- Municipal Affairs re: 12 Month Notice Letters to Municipalities

Council Items:

- a) Water Utility Budget Fy2026-27

THAT Council approves the Water Utility Budget FY2026-27 as presented.

M26-072

E. Acker – Ringer

MOTION CARRIED

b) Shelburne Marine Terminal Draft Budget FY2026-27

THAT Council approves the Shelburne Marine Terminal Budget FY2026-27 as presented.

E. Acker – Ringer

M26-073

MOTION CARRIED (Councillor D. Acker opposed)

c) 5 Year Capital Budget- Amendment

THAT Council approves the addition to the 2026/27 5 Year Capital Budget for the replacement of the gearbox to the DAF system at the Water Treatment Plant in the amount of \$10,852 with funding from Water Depreciation Account.

E. Acker – D. Acker

M26-074

MOTION CARRIED

d) Graham's Park Project Update

CAO Mattatall provided a verbal update on the Graham's Park Expansion Project.

Committee Reports

a) Shelburne Port Committee Minutes- January 16th, 2025

b) Shelburne Port Committee Minutes- May 1st, 2025

c) Shelburne Port Committee Minutes- January 22nd, 2026

Staff Reports

a) Proposed Sandy Point Wilderness Area

THAT Council directs staff to submit a letter of support to the Nova Scotia Department of Environment and Climate Change endorsing the proposed designation of the Sandy Point Wilderness Area.

D. Acker - Ringer

M26-075

MOTION CARRIED

b) Graham's Park Expansion- Use of Adjacent Vacant Town Land

THAT Council approves the use of the vacant town owned parcel adjacent to Graham's Park as part of the Graham's Park Expansion Project.

E. Acker – D. Acker

M26-076

MOTION CARRIED

c) Janitorial RFT- ACOA Building TOS2026-003

THAT Council approves the award of Contract TOS2026-003 (Janitorial Services- ACOA Building, 13 George Street, Shelburne, NS), to TAMELOT (Tammy Jacklin), Shelburne, NS, at a monthly rate of \$280.00 (ex. HST), for an estimated Year 1 contract value of \$3,830.40 (inclusive of HST at 14%), being the lowest-priced, fully compliant Tier 1 Bidder under RFT TOS2026-003

M26-077

Ringer – E. Acker

MOTION CARRIED

d) Building Inspectors' Report- May 2026

e) SVFD Report- May 2026

The above reports are for information only.

In-Camera Session:

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

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

THAT Council go in-camera at 7:03pm for matters under MGA 22 (2) (e) contract negotiations and MGA 22 (2) (g) legal advice for solicitor-client privilege

E. Acker – Ringer

MOTION CARRIED

Council came out of in-camera at 7:33pm. 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 attending the NSFM Infrastructure Committee meeting via Zoom. Discussion included concerns regarding property assessments on homes rebuilt following natural disasters, such as wildfires, where assessed values have increased significantly after reconstruction. It was noted that the NSFM, the Province, and Property Valuation Services will need to work together to address these assessment challenges.

Deputy Mayor E. Acker also attended a Roseway Manor Board meeting. She expressed her satisfaction that CCA workers have reached an agreement and returned to work. However, she noted her disappointment that there is still no confirmed start date of the

Roseway Manor Rebuild Project.

Councillor D. Acker

Councillor D. Acker reported attending the Shelburne County Arena Annual General Meeting. He noted that the Arena had a successful year, particularly with its canteen operations and weekly bingo events. Councillor Acker advised that updates and improvements to the canteen are planned for the upcoming season.

Councillor Acker also attended the fundraiser held at the Lions Hall in support of Dixie and Dave Burbine. He noted that the event was well attended and very successful, demonstrating strong community support.

Mayor Jacklin

Mayor Jacklin reported attending the Chamber of Commerce Annual General Meeting held at the Osprey. He noted that guest speaker Celes Davar delivered an excellent presentation, which he thoroughly enjoyed. Mayor Jacklin also advised that the Chamber of Commerce is currently seeking new members to join its Board of Directors.

Mayor Jacklin also attended the Sea Cadets closing ceremony and noted that the program is welcoming new cadets and encouraging youth to get involved.

Upcoming Meetings/Events

- a) Town of Shelburne, Town Hall, June 24th, 2026, 6-8pm, Community Centre, 63 King Street
- b) Shelburne Regional High School Graduation, June 29th, 2026, SRHS, 415 Woodlawn Drive
- c) Next Council Meeting, July 6th, 2026, Council Chambers, 63 King Street

Adjournment

THAT the Regular Town Council Meeting of June 15th, 2026, be adjourned at 7:41pm.

Ringer

Jessie Dyer
Recording Secretary

Stanley Jacklin, Mayor

Sarah Mattatall, CAO