



Town of Shelburne
Minutes of the Regular Council Meeting
July 20th, 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
Bylaw Officer, Dana Nash
Public Works Supervisor, Will Butler

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 July 20th, 2026, Council Meeting.

Ringer – E. Acker

MOTION CARRIED

Approval of the Minutes

THAT Council approves the minutes from the Regular Town Council Meeting held on July 6th, 2026.

Cruz – D. Acker

MOTION CARRIED

Proclamations and Announcements

- a) Emancipation Day, August 1st, 2026
- b) National Peacekeepers Day, August 9th, 2026
- c) National Acadian Day, August 15th, 2026

Delegations/Presentations

a) William Steinhardt- The Breakfast Outfitter

The owners of the property at 80 Hammond Street presented concerns regarding a fence constructed during redevelopment of the property and the subsequent enforcement notice issued by the Town. They outlined their position that the fence does not create a sightline obstruction based on independent measurements, requested that enforcement be paused while objective measurements are undertaken, and asked Council to consider traffic-calming measures to address speeding concerns on Hammond Street. The owners also expressed their willingness to modify the fence if provided with clear, measurable regulatory requirements

Correspondence

Action:

a) Warren Macleod re: Coordinated Traffic Calming Measures in School Zone Areas

THAT Council directs staff to review historic traffic complaints for King Street near Hillcrest Academy, consult with the Town's traffic authority on current conditions, and report back with finding.

E. Acker – Cruz

M26-82

MOTION CARRIED

THAT Council directs staff to write the Minister of Public Works, Fred Tilley and ask to include Shelburne County as its first rural municipality to purchase and install radar speed cameras.

Ringer – E. Acker

M26-083

MOTION CARRIED

Information

a) Letter to MLA Nolan Young re: New Roseway Manor Build

Council Items: NONE

Committee Reports

a) Western Counties Regional Library Minutes- March 19th, 2026

Staff Reports

a) Scrapyard at 62 Harriet Street

The above report is for information only.

b) General and SMT (Port) Write Offs

THAT Council approves the write offs contained in this staff report.

Cruz – E. Acker

M26-084

MOTION CARRIED

c) CAO Update

CAO Sarah Mattatall provided a verbal update on several ongoing projects. She advised that the Town is pursuing additional funding to support the Graham's Park Expansion Project alongside the Huskison family's donation. She also reported that the Build Community Strong Fund (BCSF) application for Phase 2 of the Landfill Decommissioning Project has been submitted and that staff continue to seek additional funding opportunities to complete the landfill capping project. An update was also provided on the Roger Grovestine Recreation Centre, noting strong community use of the pickleball/tennis courts and baseball field, with the court access lock system currently being finalized. The CAO concluded by thanking Town staff for their hard work and dedication during the busy summer season.

d) Wastewater Report

e) Water Utility Report

f) Building Inspector's Report- June

g) SVFD Report- June

The above reports are for information only.

In-Camera Session:

a) MGA 22 (2) (f) litigation or potential litigation

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

THAT Council go in-camera at 7:01pm for matters under MGA 22 (2) (f) litigation or potential litigation and MGA 22 (2) (g) legal advice for solicitor-client privilege

E. Acker – D. Acker

MOTION CARRIED

Council came out of in-camera at 7:36pm.

Motion Coming out of In-Camera:

THAT Council directs staff to re-engage with the Traffic Authority to determine alternatives to altering the fence at 80 Hammond Street to ensure the sight lines at the intersection of Thomas and Hammond Streets and provide notice of any changes to the current enforcement as soon as possible, where enforcement is to continue, but no fines prior to September 8th.

E. Acker – D. Acker

M26-085

MOTION CARRIED

New Business:

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

Councillor D. Acker

- Advised that the July RCMP Advisory Board meeting was cancelled, with the next meeting scheduled for October.
- Thanked the Events Committee for their hard work in organizing a successful Dock Street Days and Car Show.

Councillor Cruz

- Reported attending the State of the Province event with Premier Tim Houston on July 16 in Yarmouth.
- Advised that she spoke with Premier Houston regarding the Roseway Manor rebuild project, expressing concerns about the ongoing delays and requesting an update on the project timeline. The Premier indicated the project may be deferred to the next fiscal year.

Mayor Jacklin

- Thanked the volunteers, vendors, and everyone who attended Dock Street Days, noting the event was a great success with strong community participation. He also highlighted the Car Show as being very well attended.
- Reported attending the REMO meeting on July 16 and advised that the REMO office will be relocating to the Municipality of the District of Shelburne building.

Upcoming Meetings/Events

- a) Shelburne County Exhibition, August 11-15, 2026, Exhibition Grounds
- b) Journey Back to Birchtown, August 16th, 2026, Black Loyalist Heritage Centre
- c) Reminder- No Council Meetings in August
- d) Next Council Meeting, September 8th, 2026, Council Chambers, 63 King Street

Adjournment

THAT the Regular Town Council Meeting of July 20th, 2026, be adjourned at 7:46pm.

D. Acker

Jessie Dyer
Recording Secretary

Stanley Jacklin, Mayor

Sarah Mattatall, CAO