



Town of Shelburne
Minutes of the Regular Council Meeting
September 21st, 2026
APPROVED

Council Members Present

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

Staff Present

Chief Administrative Officer, Sarah Mattatall
Executive Coordinator, Jessie Dyer
Manager of Finance In-Training, Jennifer Perry
Administration & Human Resources Coordinator, Daniel MacKay

Regrets

Councillor Therese Cruz

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 agenda for the September 21st, 2026, Council Meeting.

Ringer – D. Acker

MOTION CARRIED

Approval of the Minutes

THAT Council approves the minutes from the Regular Town Council Meeting held on September 8th, 2026.

E. Acker - Ringer

MOTION CARRIED

Proclamations and Announcements

- a) Right to Know Week- September 28th- October 4th, 2026
- b) National Day for Truth & Reconciliation- September 30th, 2026

- c) Mi'kmaq History Month- October
- d) Breast Cancer Awareness Month- October

Delegations/Presentations

a) Guest Speaker- Staff Sgt. Jeff LeBlanc, Shelburne RCMP

Council welcomed Staff Sgt. Jeff LeBlanc, who introduced himself and discussed his priorities for policing in the community. Staff Sgt. LeBlanc has been in the area for seven weeks and brings 23 years of policing experience, beginning with the military, followed by Halifax Regional Police and the RCMP.

He identified strong public service, communication, and access to information as key priorities, with a focus on building trust within the community. Other priorities include crime reduction, public safety, drug and traffic enforcement, and increasing officer visibility through more regular patrols. He noted that a stronger police presence in the community can help deter and reduce crime.

b) Guest Speaker- Shawna Symonds- Senior Safety & Services Coordinator

Council welcomed Shawna Symonds, Senior Safety & Services Coordinator, who provided an overview of the program and services available to residents. Mrs. Symonds has been with the program for 16 years and works in partnership with the RCMP to help local seniors remain safely and independently in their homes. She is based at the Municipality of Barrington office and works from the Shelburne RCMP Detachment.

Mrs. Symonds noted that approximately 44% of Town residents are over the age of 55. In 2025, the program received 537 referrals, including 96 from the Town of Shelburne. Services included 57 wellness checks with the RCMP, 109 home safety visits, 198 safety supports and referrals, assistance with 306 forms and applications, and support for 158 housing-related needs.

The program also provides educational workshops, free income tax assistance for eligible low-income residents of all ages, senior socials, support for vulnerable residents, and emergency preparedness resources. In 2025, 653 meals were delivered throughout Shelburne County by volunteers, RCMP members and elected officials, providing both meal delivery and an opportunity for wellness checks. Mrs. Symonds also discussed the Vial of Life program, which she plans to update in the coming year.

Correspondence

Action: NONE

Information: NONE

Council Items

a) Shelburne County Museum/ Visitor Information Centre Statistics- August 2026

b) Notice of Motion- March 31st, 2026- Financial Statements

THAT Council approve the Financial Statements for the 2025/26 fiscal year ending March 31st, 2026

AND THAT Council approve the transfer of \$88,795.89 from General Operating to General Operating Reserve which represents the surplus for the General Operating year ending March 31st, 2026

D. Acker – E. Acker

M26-095

MOTION CARRIED

c) Scatter Garden- Pine Grove Cemetery

THAT Council direct staff to look into a Scatter Garden at Pine Grove Cemetery and report back.

D. Acker – E. Acker

M26-096

MOTION CARRIED

d) Arena Parking Lot Upgrades- Local Contractor Donation

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) Electrical Transmission Infrastructure in South West Nova Scotia

THAT Council sends a letter to the NSFM Board of Directors requesting the Board consider designating the inadequacy of electrical transmission infrastructure in Southwest Nova Scotia as an advocacy priority for NSFM

E. Acker - Ringer

M26-097

MOTION CARRIED

b) Fire Department Training Facility

THAT Council rescind the motion dated May 4, 2026, regarding a fire training facility

AND THAT Council directs staff to prepare for and move training material to a space behind the Community Centre; to investigate the installation of a concrete pad to aid with the training; and work towards a regional firefighter training solution; reporting back to

Council by the end of October

E. Acker - Ringer

M26-098

MOTION CARRIED

c) McKay Memorial Library- Snow Removal

THAT Council maintain the existing arrangement with the McKay Memorial Library and to not take on the snow plowing services as requested

E. Acker – Ringer

M26-099

MOTION CARRIED

d) SVFD Report- July 2026

The above report is for information only.

In-Camera Session:

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

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

THAT Council go in-camera at 7:23pm for matters under MGA 22 (2) (g) legal advice for solicitor-client privilege and MGA 22 (2) (g) legal advice for solicitor-client privilege

E. Acker – Ringer

MOTION CARRIED

Council came out of in-camera at 7:55pm. 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

- Attended the Region 6 meeting in Liverpool on September 11, where municipal units discussed concerns regarding solid waste sorting and violations. Circular Materials is constructing a recycling depot in Burnside that is expected to receive recyclables from across Nova Scotia beginning in July 2027. Concerns were also raised regarding sharps being found in household garbage, with residents reminded that free sharps containers are available through pharmacies.

- Attended a Leadership Meeting on September 16, where discussions included proposed electrical transmission lines and their potential impacts on municipalities, as well as the new policing model and how it may affect municipal units. Recent flooding in

Richmond County was also discussed, including damage to more than 100 culverts, highlighting how quickly emergencies can occur. Deputy Mayor Acker noted the availability of the NS Alert app.

- Attended the Western Counties Regional Library Board meeting, which included a session with Davis Pier, the consulting firm conducting a study of library services. Financial pressures were discussed, including the use of \$225,000 from library reserves to balance the previous year's budget. Reserves will not be used for this purpose in 2026/27, and library funding has not increased since 2020. An online survey is available for residents to provide input on priorities for library services. Elected officials and CAOs have also been invited to a private session on October 28 to provide feedback.

Councillor Ringer

- Noted that Roseway Hospital is one of four rural hospitals that has experienced significant closures this year, with the emergency department closed more often than it has been open.

- He advised that the arena is in the process of installing the ice and is expected to open by the end of the month. He thanked the many volunteers who helped complete the new, modernized canteen.

- Councillor Ringer also reminded residents that with cooler weather approaching, fireplaces and woodstoves should be properly cleaned and maintained before use.

Councillor D. Acker

- Discussed the RCMP's new policing model and suggested that consideration be given to using a portion of available funding to purchase speed radar signs.

Mayor Jacklin

- Noted that flooding had occurred at the mall parking lot. Public Works investigated and determined that a beaver dam was restricting water flow. The issue will be addressed to restore proper drainage and water flow.

Upcoming Meetings/Events

- a) Fall Town Wide Yard Sale, October 3rd, 2026, Rain or Shine!
- b) Empty Bowls Fundraiser, September 26th, 2026, 11am-2pm, Guild Hall
- c) Nova Scotia Giant Pumpkin Festival & Regatta, October 9th-10th, 2026, Dock Street
- d) Next Council Meeting, October 5th, 2026, Council Chambers, 63 King Street

Adjournment

THAT the Regular Town Council Meeting of September 8th, 2026, be adjourned at 8:08pm.

E. Acker

Jessie Dyer
Recording Secretary

Stanley Jacklin, Mayor

Sarah Mattatall, CAO