



Town of Shelburne
Minutes of the Regular Council Meeting
October 5th, 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
Bylaw Officer, Dana Nash

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 October 5th, 2026, Council Meeting.

E. Acker - Cruz

MOTION CARRIED

Approval of the Minutes

THAT Council approves the minutes from the Regular Town Council Meeting held on September 21st, 2026.

D. Acker – E. Acker

MOTION CARRIED

Proclamations and Announcements

- a) Women's History Month- October
- b) World Mental Health Day- October 10th, 2026
- c) Fire Prevention Week- October 4-10, 2026
- d) Pregnancy and Infant Loss Awareness Day- October 15th, 2026

Delegations/Presentations

Council received an update on the Visitor Information Centre (VIC) sale process. The reissued Request for Proposals closed on September 23, 2026, with four proposals received. Council heard presentations from each of the four proponents and had the opportunity to ask questions regarding their proposals.

- a) Presentation- Thomas Traplin
- b) Presentation- Brandy Rafuse, The Happy Bubble
- c) Presentation- Heidi Hudberg, S.H.O.A.L
- d) Presentation- Brendan Pippy

In-Camera Session:

- a) MGA 22 (2) (a) acquisition, sale, lease and security of municipal property.

THAT Council go in-camera at 7:07pm for matters under MGA 22 (2) (a) acquisition, sale, lease and security of municipal property

E. Acker – Ringer

MOTION CARRIED

Council came out of in-camera at 7:26 p.m. No motion arose from the in-camera session. Council provided direction to staff to consult with legal counsel regarding the potential award of the Visitor Information Centre tender.

Correspondence

Action:

- a) Shelburne Historical Society- Cox Parking Lot

THAT Council direct staff to review the Shelburne Historical Society's offer to transfer the Blacksmith Lot at 14 Dock Street to the Town at no cost and report back to Council at the October 19, 2026, Council Meeting

Cruz – D. Acker

M26-100

MOTION CARRIED

- b) Shelburne County Museum- Letter of Support

THAT Council direct staff to provide a letter of support for the Shelburne Historical Society's funding application for the proposed Shelburne County Museum extension

E. Acker – Ringer

M26-101

MOTION CARRIED

Information: NONE

Council Items

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

Committee Reports

- a) Audit Committee Minutes- June 15th, 2026

Staff Reports

- a) 2026/27 Tax Sale Proceedings

THAT Council approve the above properties marked for tax sale

E. Acker – D. Acker

M26-102

MOTION CARRIED

- b) Surplus Land Policy

The above report is for information only

- c) Visitor Information Centre- TOS2026-004- Summary of Bids

The above report is for information only.

- d) Council Motion Tracking Report- Quarter 1 (Jan-Mar 2026)

The above report is for information only.

- e) Bylaw Officer Report- August 2026

The above report is for information only.

- f) SVFD Report- September 2026

The above report is for information only.

New Business:

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

Councillor D. Acker

- Councillor D. Acker reported attending the Chamber of Commerce Board meeting on September 29, where further discussion took place regarding VIC signage and

responsibilities related to cruise ship and Bluenose II visits. Councillor Acker advised that he has decided to step down from attending Chamber Board meetings.

- Councillor Acker also noted that the Shelburne County Arena would like the Town to consider including parking lot repairs in next year's budget.

Councillor Ringer

- Councillor Ringer recognized the great work Pet Projects has been doing in the community.

- Councillor Ringer reminded residents to be cautious of deer near roadways, particularly as daylight hours decrease.

- Councillor Ringer noted that upgrades to the Arena kitchen have been completed and the kitchen is now operational. He thanked the volunteers for their hard work and assistance.

Councillor Cruz

- Councillor Cruz attended the NS Building of Budget Session on September 28 and noted the informative discussion regarding the upcoming provincial budget.

- Councillor Cruz highlighted the success of the 3rd Annual Empty Bowls Fundraiser, which sold over 300 tickets and raised \$9,200 in support of the Shelburne Loyalist Food Bank.

Mayor Jacklin

- Mayor Jacklin reported speaking with the Longboat Society regarding the decline of their Grants to Organizations application. The Society noted that annual insurance costs are approximately \$1,500 and that they currently have limited funds available. A fundraiser is planned at the Yacht Club in the coming months.

Upcoming Meetings/Events

- a) Nova Scotia Giant Pumpkin Festival & Regatta, October 9th-10th, 2026, Dock Street
- b) Next Council Meeting, October 19th, 2026, Council Chambers, 63 King Street

Adjournment

THAT the Regular Town Council Meeting of October 5th, 2026, be adjourned at 8:10pm.

E. Acker

Jessie Dyer
Recording Secretary

Stanley Jacklin, Mayor

Sarah Mattatall, CAO