TOWN OF SHELBURNE | COUNCIL MINUTES

REGULAR MEETING OF COUNCIL

November 2, 2026 | 6:00pm
Town Council Chambers

APPROVED

COUNCIL MEMBERS PRESENT

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

STAFF PRESENT

Sarah Mattatall, CAO
Jessie Dyer, Executive Coordinator
Mike Kahn, Director of Planning & Development
Daniel MacKay, Administration & Human Resource Coordinator
Dana Nash, Bylaw Enforcement Officer

01 / CALL TO ORDER

Mayor Jacklin called the Council meeting to order at 6:00pm and thanked everyone for coming.

02 / APPROVAL OF THE AGENDA

MOTION · CARRIED

THAT Council approves the agenda for November 2nd, 2026, Council Meeting, as amended to include item 7 (c)- Arena Parking Lot Update and item 7 (d) Deputy Mayor Appointment 2026/27

Moved: E. Acker | Seconded: Ringer

03 / APPROVAL OF THE MINUTES

MOTION · CARRIED

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

Moved: D. Acker | Seconded: Cruz

04 / PROCLAMATIONS AND ANNOUNCEMENTS

a) Domestic Violence Awareness Month- November
b) Veterans' Week- November 5-11, 2026

c) Remembrance Day- November 11, 2026
d) National Child Day- November 20, 2026

05 / DELEGATIONS/PRESENTATIONS

NONE

06 / CORRESPONDENCE

Action:

a) SWH Construction re: Formal Request for Land Use Bylaw Amendment- 194 Rodney Street

b) Shelburne County REMO- Travel Budget Allocation

M26-112 • CARRIED

THAT Council approve the Town of Shelburne's contribution of $620.00 toward the Shelburne County Regional Emergency Management Organization (REMO) travel budget increase for the 2026/27 fiscal year, as outlined in the revised cost-sharing allocation under Schedule "C" of the Intermunicipal Agreement.

Moved: E. Acker | Seconded: Ringer

Information:

a) Letter of Support- Shelburne County Ground Search & Rescue

07 / COUNCIL ITEMS

a) Committee Assignments 2026/27

M26-113 • CARRIED

THAT Council approves that all existing committee appointments remained unchanged for the 2026/27 term.

Moved: E. Acker | Seconded: Cruz

b) Cenotaph Restoration

M26-114 • CARRIED

THAT Council directs staff to investigate the costs to clean the cenotaph monuments before Remembrance Day.

Moved: Ringer | Seconded: E. Acker

c) Arena Parking Lot Update

d) Deputy Mayor Appointment

08 / COMMITTEE REPORTS

a) Audit Committee Minutes- September 21st, 2026

The minutes were presented to Council for information.

09 / STAFF REPORTS

a) Reversal of 2026/27 Solid Waste Fee

M26-115 • CARRIED

THAT Council approve the 2026/27 Solid Waste fee of $248.10 be reversed on Assessment #08435502- 87 Bulkley Street

Moved: E. Acker | Seconded: Cruz

b) STORM Grant Application

M26-116 • CARRIED

THAT Council directs staff to apply for the STORM grant as outlined in this report.

Moved: Ringer | Seconded: D. Acker

10 / IN-CAMERA SESSION

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

MOTION · CARRIED

THAT Council move in-camera at 6:43pm for matters under MGA 22 (2) (g) legal advice for solicitor-client privilege and MGA 22 (2) (g) legal advice for solicitor-client privilege

Moved: E. Acker | Seconded: Cruz

Council returned to open session at 7:13pm. No motion arose from the in-camera session.

11 / NEW BUSINESS

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

Councillor E. Acker

Deputy Mayor E. Acker reported a successful Halloween on Mowatt Street, with over 400 trick-or-treaters. She commented on the children's politeness and great costumes. She also reported attending a Bylaw workshop and a Western Regional Library workshop.

Councillor D. Acker

Councillor D. Acker recognized Mary Ayer, who is retiring after 33 years as Bubbles the Clown. He thanked staff for the improvements to the arena parking lot and raised concerns regarding the temperature in the Community Centre auditorium. He also requested an update on the electrical panel and the relocation of the light switches outside the auditorium.

Councillor Ringer

Councillor Ringer reported attending a Roseway Hospital Charitable Foundation Committee meeting.

Deputy Mayor Cruz

Deputy Mayor Cruz commended the Shelburne and Area Chamber of Commerce and the Barrington Area Chamber of Commerce on the successful Shelburne County Business Awards

Mayor Jacklin

Mayor Jacklin reported attending the Trunk or Treat event, noting it was a fun and well-attended evening. He also shared that residents had approached him requesting additional picnic tables in the Atlantic Park area.

12 / UPCOMING MEETINGS/EVENTS

a) Remembrance Day Service, November 11th, 10:30am Ceremonial March from Atlantic Park to Community Centre, Service starts at 11am, Auditorium, 63 King Street
b) Next Council Meeting, November 16th, 2026, 6pm, Council Chambers, 63 King Street

13 / ADJOURNMENT

THAT the Regular Town Council Meeting of November 2nd, 2026, be adjourned at 7:26pm.

Moved: D. Acker

Jessie Dyer | Recording Secretary

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Stanley Jacklin, Mayor **Sarah Mattatall, CAO**