



Naturally Yours

414 Woodlawn Drive, PO Box 280 Shelburne, NS BOT 1WO, Phone: (902) 875-3544 - Fax: (902) 875-1278

**REGULAR SESSION OF THE 53rd COUNCIL  
OF THE  
MUNICIPALITY OF THE DISTRICT OF SHELBURNE  
NOVEMBER 13, 2024 | 6:00 PM  
AGENDA**

	<u>TIME</u>	<u>PAGES</u>
<b>1. <u>CALL TO ORDER</u></b>	6:00 pm	
<b>2. <u>SWEARING IN OF COUNCILLORS</u></b>		1
a. District 1 – Paula Sutherland		
b. District 2 – Penny Smith		
c. District 3 – Sherry Thorburn Irvine		
d. District 4 – Anthony Gosbee		
e. District 5 – Heidi Wagner		
f. District 6 – Ron Coole		
g. District 7 – Dale Richardson		
<b>3. <u>ELECTION OF OFFICERS</u></b>		
a. Warden		
b. Deputy Warden		
c. Destruction of Ballots (if applicable)*		
<b>4. <u>APPROVAL OF AGENDA</u></b>		
a. November 13, 2024		2-3
<b>5. <u>APPROVAL OF MINUTES</u></b>		
a. October 9, 2024		4-9
<b>6. <u>BUSINESS ARISING</u></b>		
<b>7. <u>RECREATION &amp; PARKS</u></b>		
a. RFP Award – Inspections of Trail Bridges* – Adam Dedrick, Director of Recreation & Parks		14-25

	<u>TIME</u>	<u>PAGES</u>
<b>8. <u>OPERATIONS &amp; PROTECTIVE SERVICES</u></b>		
a. RFP Award – Design, Supply & Installation of Solar PV Array* – Marcia d’Eon, Director of Operations & Protective Services		26-62
b. RFP Award – EV Charging Stations* – Marcia d’Eon, Director of Operations & Protective Services		63-82
c. RFP Award – Owner’s Engineer Services* – Marcia d’Eon, Director of Operations & Protective Services		83-155
d. Advocacy Letters Requested for Improved Telephone Line Services* – Marcia d’Eon, Director of Operations & Protective Services		
i) Request from Little Harbour & Area Volunteer Fire Department		156-157
ii) Request from Harbour Fire Department		158-159
e. Monthly Building Report – October 2024		160
<b>9. <u>ADMINISTRATION</u></b>		
a. Council Code of Conduct* – Erin Hartley, Deputy CAO		161-171
b. Associations, Boards, and Committees – Council Member Appointments* – Erin Hartley, Deputy CAO		172-174
c. RSO Award – Municipal Management Consultant Services* – Erin Hartley, Deputy CAO		175-189
d. Holiday Information Update – Erin Hartley, Deputy CAO		190
e. Exploration of Consolidation/Amalgamation/Unification* – Warren MacLeod, CAO		191-193
<b>10. <u>CORRESPONDENCE</u></b>		
a. Department of Fisheries and Oceans Response Letter Re: Concerns Regarding Mediation in Treaty Fishing Rights and Elvers Quota Allocation		194-199
<b>11. <u>COMMITTEE REPORTS/WARDEN UPDATE</u></b>		
a. Committee Reports		
b. Warden’s Update		
<b>12. <u>IN-CAMERA</u></b>		
a. Acquisition, Sale, Lease and Security of Municipal Property as per the MGA 22 (2)(a)		
<b>13. <u>ADJOURNMENT</u></b>		



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Warren MacLeod, CAO

[Warren.Macleod@municipalityofshelburne.ca](mailto:Warren.Macleod@municipalityofshelburne.ca)

[www.municipalityofshelburne.ca](http://www.municipalityofshelburne.ca)

Penny Smith, Warden

[warden@municipalityofshelburne.ca](mailto:warden@municipalityofshelburne.ca)