



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

**SPECIAL SESSION OF THE 53rd COUNCIL
OF THE
MUNICIPALITY OF THE DISTRICT OF SHELBURNE
Tuesday, March 31, 2026**

The Special Session of the 53rd Council of the Municipality of the District of Shelburne was held on Tuesday, March 31, at 4:30 pm in the Municipal Council Chambers.

THOSE IN ATTENDANCE:

Warden Penny Smith
Deputy Warden Heidi Wagner
Councillor Paula Sutherland via Microsoft Teams
Councillor Sherry Thorburn Irvine
Councillor Ron Coole
Councillor Dale Richardson
Councillor Angie Shand

ALSO IN ATTENDANCE:

Warren MacLeod, CAO
Adam Dedrick, Director of Recreation & Parks
Nicole Blades, Recording Secretary

1. CALL TO ORDER:

The meeting was called to order at 4:30 pm by Warden Smith.

2. APPROVAL OF AGENDA:

a. March 31, 2026

2(a) **MOTION: APPROVAL OF AGENDA – MARCH 31, 2026**

Being duly moved and seconded, be it resolved that the Agenda for March 31, 2026, be approved.

- **MOTION CARRIED**

3. IN-CAMERA:

a. Contract Negotiations as per MGA 22(2)(e)

MOTION: ENTER “IN-CAMERA”

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne enter "In-Camera" at 4:30 pm.

- **MOTION CARRIED**

MOTION: EXIT "IN-CAMERA"

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne exit "In-Camera" at 4:41 pm.

- **MOTION CARRIED**

3(a) The item was discussed in-camera.

4. RECREATION & PARKS:

- a. RFP Award – Jordan River Bridge Design Build* - Adam Dedrick, Director of Recreation & Parks

4(a) Adam Dedrick, Director of Recreation and Parks, presented the RFP Award – Jordan River Bridge Design Build staff report.

To support the Municipality in undertaking a design-build contract for the long-term rehabilitation of the Jordan River Trail Bridge, Design Point Engineering & Surveying Limited was hired for owner's engineering services. Mr. Dedrick introduced Adrian McCracken and Devin Sceles attending virtually to assist in answering questions of Council.

Due to the Jordan River Trail Bridge being over 100 years and requiring substantial repairs for long-term rehabilitation to accommodate both pedestrians and off highway vehicles, an RFP was advertised with three submissions being received.

Mr. Dedrick provided Council with a thorough overview of each proponent's proposal and design methodology, and a discussion was held regarding unknown potential additional costs, inspections, warranty, and the treatment of timber beams to prevent possible fire and water damage.

MOTION: RFP AWARD – JORDAN RIVER BRIDGE DESIGN BUILD

Being duly moved and seconded, be it resolved that the Municipality of the District of Shelburne issue an intent to award letter for the Jordan River Bridge Replacement Design Build RFP to Timber Restoration Services for the submitted proposal bid price of \$3,094,000 plus HST subject to the provision of contract security, proof of insurance, and the required budgetary adjustment to accommodate the bid price.

AND

THAT, Council of the Municipality of the District of Shelburne approve an additional contribution of \$10,821 for the Jordan River Trail Bridge rehabilitation project to be taken from the Canada Community Building Fund (Gas Tax) Reserve.

- **MOTION CARRIED**

5. ADJOURNMENT:

There being no further business, the meeting was adjourned at 5:34 pm. The next Regular Council meeting will be held on Wednesday, April 8, 2026.

Nicole Blades
Recording Secretary

Penny Smith, Warden

Date

**Erin Hartley, Deputy Chief Administrative
Officer**

DRAFT