



STAFF REPORT

To: Council
From: Marcia d'Eon, Director of Operations
Approved by: Warren MacLeod, Chief Administrative Officer
Date: June 24, 2026
Subject: Responses to Tender-Surplus Equipment

Origin

A staff report was presented to council May 13, 2026 declaring public works equipment as surplus and permission was granted to place the items for tender.

Discussion

The tender was posted on May 14th with a closing date of June 5, 2026. See attached tender document. The municipality received 6 non-compliant bids for 6 flip top tables from the Shelburne County Arena Association in the amount of \$50. The minimum bid for these new tables was \$244.50 plus HST per table. Staff recommend that council consider waiving the minimum bid for these items and providing the tables to the Shelburne County Arena Association at the bid amount of \$50.

There were no bids received for either the Honda or Yamaha generator. After the close of bidding the municipality received a request from the REMO asking if the generators could be donated to the REMO. Staff recommend that council donate the generators to REMO.

All other items will either be awarded to the highest compliant bidder or disposed of in accordance with our disposal policy.

Recommendation

THAT, Council of the Municipality of the District of Shelburne approve the request of the Shelburne County Arena Association to purchase six flip top tables at a price of \$50+HST each.

AND

THAT, Council of the Municipality of the District of Shelburne approve the donation of the Honda and the Yamaha generator to the REMO.

Attachments

Tender Document
Addendum A-List and Description of Surplus Items

Surplus Equipment-Sale by Tender

Municipality of the District of Shelburne



The Municipality of the District of Shelburne is inviting sealed tenders for surplus equipment from our Public Works Department, located at 243 Sandy Point Road, Shelburne Nova Scotia.

Description:

See attached addendum A. Various woodworking equipment, a TV, new folding tables etc.

Details:

The minimum bid for all items is \$1.00 plus HST. Except for the item titled Flip Top Table-minimum Bid for this item is \$244.50 plus HST per table. Tender will be awarded to the highest bidder.

Bidders must complete a separate Tender Bid Form for each item and submit it in a sealed envelope addressed to the undersigned and be clearly marked "**Municipality of Shelburne Sale by Tender**".

Sealed tenders will be received up to **4:00 p.m. AST, Friday, June 5, 2026**, at the Municipality of Shelburne Administration Building, 414 Woodlawn Drive, Shelburne, NS B0T 1W0.

NOTE: Faxed or electronic tenders are not acceptable and will not be considered.

Tender will be awarded to the successful bidder on **Thursday, June 25, 2026**.

The removal of the item and any associated costs will be the responsibility of the successful bidder and must be removed by no later than **July 10, 2026**.

The accepted tender price amount must be paid prior to removal. Failure to pay the accepted tender price will result in the award being offered to the next highest bidder.

Municipality of the District of Shelburne reserves the right to reject any or all tenders or to accept any tender or part thereof considered to be in its best interest. The Municipality also reserves the right to waive formality, informality or technicality in any tender.

For inquiries contact:

Marcia d'Eon, Director of Operations

414 Woodlawn Drive, Shelburne, NS

Phone: 902-875-3544 ext. 246

Email: marcia.deon@municipalityofshelburne.ca

Tender Bid Form

Name: _____

Address: _____

Telephone: _____

Email: _____

Item Name and Description

Item: _____

Brand: _____

Model: _____

Serial: _____

Bid Amount: _____ (plus HST)

Signed: _____ Date: _____

The Tender Bid Form is part of the tender package:

Surplus Equipment by Tender
Municipality of the District of Shelburne

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Addendum A Surplus Equipment-For Sale by Tender

Item: 6 Inch Wood Jointer
Brand: King Industrial
Model: KC60FX
Serial Number: 602398
Purchased: 2000
Operator Manual: Yes



Item: Generator
Brand: Honda
Model: EG3500X
Serial Number: EA6-4013693
User Manual: Not found/Purchased between 2000-2004



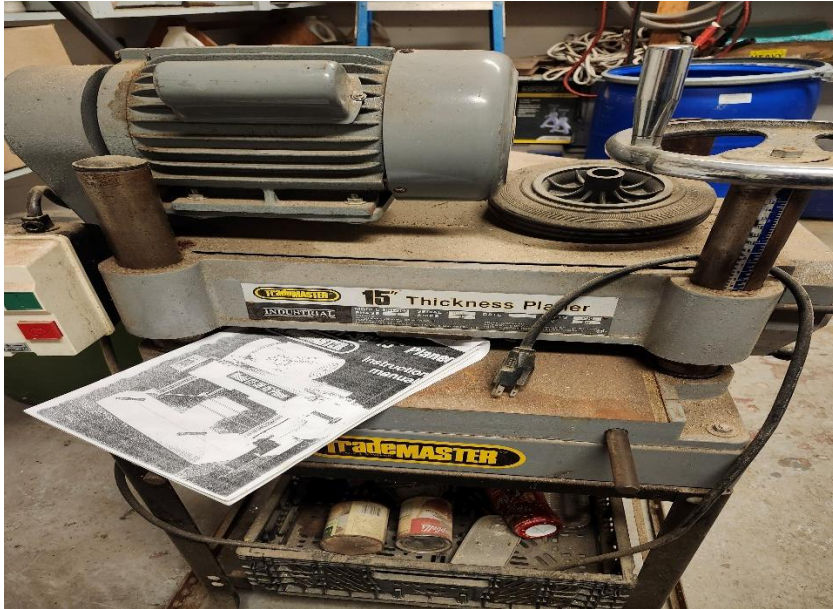
Item: 60" 4K TV
Brand: Sharp
Model # 4T-B70CJ1U
Purchased: 2020
Serial # 104421299



Item: 10" Contractor's Table Saw
Brand: Delta
Model# N/A
Serial #91C14570



Item: 15" Planer
Brand: Trade master
Model: CT-38
Serial # 658031
Purchased: 2004



Item: 255mm Slide Compound Saw
Brand: Makita
Model: LS1011
Serial # 029276E
Purchased: 2004



Item: Cement Mixer
Brand: Red Lion
Model: RLMG
Serial# 2700
Purchased: 1980's



Item: Wood Chipper
Brand: Wood Pro
Model: 20D160
Serial# 0590107
Purchased: 1995



Item: Wood Shredder
Brand: Super Tomahawk
Model: 11389
Serial# W832290
Purchased: 1988



Item: Generator (6600)
Brand: Yamaha
Model: EF6600DEX
Serial# 7RH-243269
Purchased: 1996



Item: Flip-top table on casters (6 tables)
Top: Laminate
Legs: Powder coated metal
Brand: Zona
Size: W48 x D30 x H29
Model: ANFLPT3048NN

