



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
Tuesday, June 23, 2026**

The Regular Session of the 53rd Council of the Municipality of the District of Shelburne was held on Tuesday, June 23, 2026, at 6:00 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
Erin Hartley, Deputy CAO
Marcia d'Eon, Director of Operations via Microsoft Teams
Danyelle Smith, Waste Diversion Coordinator
Nicole Blades, Recording Secretary

1. CALL TO ORDER:

The meeting was called to order at 6:00 pm by Warden Smith.

2. APPROVAL OF AGENDA:

- a. June 23, 2026

2(a) **MOTION: APPROVAL OF AGENDA – June 23, 2026**

Being duly moved and seconded, be it resolved that the Agenda for June 23, 2026, be approved with the following addition:

8. IN-CAMERA

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

- MOTION CARRIED

3. ACCEPTANCE OF MINUTES:

- a. June 10, 2026

3(a) The Minutes of June 10, 2026 were accepted as circulated.

4. BUSINESS ARISING:

There was no business arising.

5. OPERATIONS:

- a. Green Cart Replacement Options – Danyelle Smith, Waste Diversion Officer
- b. Responses to Tender – Surplus Equipment – Marcia d'Eon, Director of Operations

5(a) Danyelle Smith, Waste Diversion Officer, presented the Green Cart Replacement Options staff report.

Ms. Smith advised Council of potential alternatives for replacing existing green carts after concerns were raised regarding the requirements for residents to purchase replacement green carts when existing carts become damaged and unusable at the May 13, 2026 Council meeting.

Discussion was held regarding fees, reasons for replacement, as well as the internal procedures for delivery arrangements.

It was noted that the Waste Diversion Officer would provide a follow-up on green cart replacements in the quarterly report. If replacing carts becomes significant, Council may revisit this matter.

MOTION: GREEN CARTS

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne instruct staff:

1. To provide green carts free of charge, if broken, to a municipal civic address within the Municipality of the District of Shelburne
2. That all requests for additional carts beyond one will be subject to a fee.

- **MOTION CARRIED**

5(b) Marcia d'Eon, Director of Operations, presented the Responses to Tender – Surplus Equipment staff report.

Following a clean-up at the Public Works Building, several items were identified as no longer serving a useful purpose for municipal operations, deemed as surplus equipment, and a public tender was advertised.

Ms. d'Eon advised Council that six non-compliant bids for six flip top tables were received from the Shelburne County Arena Association, as well as a donation request from REMO for the Honda and Yamaha generators.

A discussion was held and Council agreed to accept the requests from Shelburne County Arena Association and REMO.

It was noted that all other items will be awarded to the highest compliant bidder or disposed of accordingly.

MOTION: SUPPLUS EQUIPMENT

Being duly moved and seconded, be it resolved that the 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.

- **MOTION CARRIED**

6. ADMINISTRATION:

a. Water Projects – Warren MacLeod, CAO

6(a) Warren MacLeod, CAO, presented the Water Projects staff report.

Access to safe and reliable drinking water continues to be a concern for a number of residents throughout the Municipality of the District of Shelburne therefore three options intended to improve water security for residents were explored including a Desalination Project, Community Well Project and Bulk Fill Water Station Project.

Mr. MacLeod provided Council with an overview, and a discussion was held regarding each individual project. Council unanimously agreed to move forward with the Community Well Project and Bulk Fill Water Station Project at this time.

It was noted that \$155,000 had been allotted in the 2026/27 Budget for Water Projects and that there would not be any additional budget implications.

MOTION: COMMUNITY WELL PROJECT

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne reaffirm its support for the Shelburne Community Well Project and approve, in principle, an agreement whereby ownership of the completed community well facility will be transferred to the Municipality upon completion of construction, with the Municipality assuming responsibility for annual operating costs and the Town of Shelburne providing certified water operator services, water quality monitoring, sampling, and regulatory reporting as an in-kind contribution.

- **MOTION CARRIED**

MOTION: BULK WATER FILL STATION PROJECT

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne support participation in the proposed Bulk Fill Water Station Project and approve a municipal contribution of up to a maximum of \$62,500 from the Operating Reserve and expensed through 00-21210-300, subject to the receipt of external funding, final project approvals by the Town of Shelburne, and the execution of any required partnership agreements.

- **MOTION CARRIED**

7. COMMITTEE REPORTS/WARDEN'S UPDATE:

- a. Committee Reports
- b. Warden's Update

7(a) Councillor Thorburn Irvine advised she attended and provided updates on the following:

- Port Authority Committee Meeting
- SRHS Grad Breakfast
- NRCAN Inter-Municipal Learning Session
- Western County Regional Library Board Meeting

Councillor Shand advised she attended and provided updates on the following:

- Clean Foundation Public Engagement
- SRHS Grad Breakfast
- Shelburne Historical Society Garden Party

7(b) Warden Smith advised she attended and provided updates on the following:

- June 11 – Port Authority Committee Meeting
- June 16 – SRHS Grad Breakfast
- June 18 – LRHS Grad Breakfast
- June 17 – Shelburne County Leadership Meeting
- June 23 – CBDC Annual General Meeting
- June 23 – Audit Committee Meeting

Warden Smith noted the following events coming up:

- June 24 – Town Hall Event at the Shelburne Community Centre
- June 26 – Paint the Town Red Gala at the Barrington Curling Club
- June 29 – Shelburne & Lockeport Graduation Ceremonies

8. IN-CAMERA

- a. Contract Negotiations as per MGA Section 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 7:13 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 7:35 pm.

- **MOTION CARRIED**

8(a) Item was discussed, and direction was given to staff in-camera.

9. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:35 pm. The next Regular Council meeting will be held on Wednesday, July 8, 2026.

Nicole Blades
Recording Secretary

Penny Smith, Warden

Date

**Erin Hartley, Deputy Chief Administrative
Officer**