



Naturally Yours

136 Hammond Street, PO Box 280 Shelburne, NS BOT 1WO, Phone: (902) 875-3544 - Fax: (902) 875-1278

**SPECIAL SESSION OF THE 52nd COUNCIL
OF THE
MUNICIPALITY OF THE DISTRICT OF SHELBURNE
September 13, 2021**

The Special Session of the 52nd Council of the Municipality of the District of Shelburne was held on Monday, September 13, 2021, commencing at 6:30 pm in the Council Chambers of the Municipal Administration Building, Council Chambers, Shelburne, Nova Scotia

THOSE IN ATTENDANCE:

Warden Penny Smith
Deputy Warden Dale Richardson
Councillor Heidi Wagner
Councillor Ron Coole
Councillor Terry McIntyre
Councillor Sherry Thorburn Irvine
Councillor Doris Townsend
Trudy Payne, CAO

ALSO IN ATTENDANCE:

Andrew Amos. P. Eng – Catalyst Consulting Engineers
Karen Mattatall – Constituency Assistant to Nolan Young MLA

1. CALL TO ORDER:

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

2. ADMINISTRATION:

a) Award for Request for Proposal MDS2021-004, Shelburne Municipal Building

2a. Andrew Amos provided an update on the status of the Shelburne Municipal Building RFP. He advised that on August 6th, we publicly advertised the tender for the construction of the new Municipal Building. This tender included both the base building and complete fit up for all municipal spaces as well as those of two lease spaces for the Federal Government. On September 8th the tender was closed resulting in three compliant bids.



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Mr. Amos noted that in review of the detailed tender breakdowns received and in discussions with the bidders, it was discovered that one of the subcontractors providing prices to this electrical contractor had included out of scope works in their lump sum bid and due to time constraints before closing, there was insufficient time for the General Contractors bidding the project to properly investigate/resolve this issue. As such, and upon further review, it was agreed to retender the electrical portion only.

Discussion was held regarding tenants, sprinkler system, borrowing and funding, timeline, community engagement and communication.

MOTION: Award of Request for Proposal MDS2021- 004, Shelburne Municipal Building

Being duly moved and seconded, be it resolved that Municipal Council award tender MDS2021-004 (New Municipal Building) up to a maximum contract award value of \$6,160,000 + HST to Rikjak construction for a project total not to exceed \$7,281,000. This approval is contingent on obtaining a revised electrical subtrade price within the allowance provided.

- MOTION CARRIED

Discussion was held as to whether the new municipal building should have a sprinkler system installed at the time of construction. This cost is not included in the contract award amount. It was noted that the sprinkler system is not required by code. It was agreed not to move forward on the sprinkler system.

3. ADJOURNMENT:

There being no further business, the meeting was adjourned at 6:50 pm.

**Morgen Balletto
Recording Secretary**

Nov. 16/21
Date



Penny Smith, Warden



Erin Hartley, Director of Corporate Services