



Town of Shelburne
Minutes of the Special Council Meeting
October 18th, 2024
APPROVED

Council Members Present

Mayor Harold Locke
Deputy Mayor Sheldon Ringer
Councillor Elizabeth Acker
Councillor Rick Davis

Staff Present

Chief Administrator Officer, Sarah Mattatall
Executive Coordinator, Jill Webb

Regrets

Councillor Ben Nickerson

Call to Order

Mayor Locke called the Council meeting to order at 3pm.

The Town of Shelburne is located on the ancestral and unceded territory of the Mi'kmaq, (Mi'kma'ki), in the District of Kespukwitk, home to Acadia First Nation. We are all Treaty people.

We also acknowledge the history, contributions, and legacies of the African Nova Scotian people and communities.

Approval of the Agenda

THAT Council approves the agenda for October 18th, 2024, Special Council meeting.

Acker-Davis

CARRIED

Council Items:

a) Janitorial Tender

CAO Mattatall went over the report presented to Council regarding the Janitorial Tender. She explained that as of now Russell Wilds is employed independently to clean the whole building, however, Russell is retiring and will be done at end of month. CAO Mattatall explained that four responses were received: two from independent cleaners and two from organizations. The RFT covers both the Town as well as the Canada Post area at 162 Mowatt Street. After a review of the proposals, it was agreed that although independent cleaners were lower-cost bids, they did not meet the full requirements of the RFT such as insurance, WCB coverage, bondability. This would increase the financial burden to the Town as we would have to absorb these costs. The two organizations that submitted were Scandinavian Building Services and Crystal Clean Maintenance. These organizations met all RFT requirements and have a built-in capacity to

ensure continuity of service in case of sick calls or staffing issues which reduces the risk of service disruption. It was decided that even though these costs were higher than the budgeted cost, the reliability, comprehensive service and mitigation of long-term risks related to insurance and WCB coverage make this option more sustainable.

THAT Council approve the award of the janitorial services contract to Scandinavian Building Services and authorize the transfer of up to \$15,000 from the operating reserve to cover any budget shortfall for this contract.

Acker-Davis

M24-269

CARRIED

b) Albert Acker Field Foul Ball Nets

CAO Mattatall spoke to the report given to Council. She explained that at a previous meeting Council asked staff to investigate the cost of installing a foul ball net to help residents in the area as well as installing signage for parking. She updated Council, stating that signs have been placed along Elliot Street to reduce traffic congestion and to discourage parking on both sides of the street. She then updated staff on the costs of installing foul ball nets. The cost of the foul ball net along with installation is estimated to be \$1658.99 + HST.

THAT Council approve the installation of the foul ball nets at Albert Acker Field to mitigate the risk of property damage and potential injury caused by foul balls.

Davis-Ringer

M24-270

CARRIED

Adjournment

THAT the Special Town Council Meeting of October 18th, 2024, be adjourned at 3:12pm.

Davis