



Meeting Minutes
Shelburne Port Authority Committee
Thursday, October 19th, 2017
7:00 PM

Committee Members Present

Mayor Mattatall, Council Member / Committee Chair
Councillor Locke, Council Member
Herb Locke, Public Member
Wayne Langthorne, Public Member
Charlie Arcon, Public Member
Don Faye, Port Manager
Dylan Heide, CAO / Committee Secretary

Committee Members Absent

Mike O'Callaghan, Public Member (with regrets)
Karl White, Public Member (with regrets)
John Garland, Public Member

Guests:

None

1) Call to Order

Mayor Mattatall called the meeting to order at 7:00 PM.

2) Approval of Agenda

Harold Locke – Arcon

THAT the Agenda of the Regular Meeting of the Shelburne Port Authority Committee
For October 19th, 2017 be approved as presented.

CARRIED

3) Approval of Minutes

- a. **Approval of the Minutes of the Regular Meeting of the Shelburne Port Authority Committee held June 22nd, 2017.**

Harold Locke – Arcon

THAT the Minutes of the Regular Meeting of the Shelburne Port Authority Committee
for June 22nd, 2017 be approved as presented.

CARRIED

4) Delegations: None

5) Correspondence: None

6) Reports

- a. **Financial Report**

Committee members discussed the Finance Manager's report; the CAO reviewed the updates from the Finance Manager.

Herb Locke – Harold Locke

THAT the Financial Report be approved as presented.

CARRIED

b. Port Manager's Report

The Port Manager addressed the highlights of his monthly reports for June, July, August and September. There was a discussion of Ken Taylor's sailboat storage adjacent to the terminal; the CAO will ensure coordination between Ken and the Town's Public Works Department regarding snow removal operations.

Harold Locke – Herb Locke

THAT the Port Manager's Report be approved as presented.

CARRIED

7) Old Business

a. MV Farley Mowatt Debrief

The CAO and Mayor updated the Committee members on the removal of the MV Farley Mowatt and the status of associated legal actions.

Herb Locke – Langthorne

THAT the Committee write to MP Bernadette Jordan in thanks for her assistance with the removal of the MV Farley Mowatt.

CARRIED

b. Tallships 2017 Debrief

Committee members recapped the Tallships Rendezvous 2017; all present agreed the event was a major success. It was noted that the use of golf carts to transport terminal visitors with limited mobility was well received.

Committee members discussed the procedure to list the Shelburne Marine Terminal on the Canada Border Services Agency's CANPASS directory for international pleasure boat destinations (currently the Shelburne Harbour Yacht Club is the only listed location in Shelburne). The Port Manager will pursue registration for the Terminal.

c. Capital Projects 2017-18

Committee members discussed the completion of repairs to the Marine Terminal stem earlier in the summer and it was agreed that the Committee would discuss recommendations for Council's 2018-19 budgets beginning at the Committee's next meeting.

8) New Business: None

9) Adjournment

The meeting was adjourned on motion at 8:18 PM.