



**Meeting Minutes**  
**Shelburne Port Authority Committee**  
**Thursday, February 23<sup>rd</sup>, 2017**  
**7:00 PM**

**Committee Members Present**

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

**Committee Members Absent**

None

**Guests:**

Mike O'Callaghan

**1) Call to Order**

Mayor Mattatall called the meeting to order at 7:02 PM.

**2) Approval of Agenda**

**Harold Locke – Langthorne**

THAT the Agenda of the Regular Meeting of the Shelburne Port Authority Committee for February 23<sup>rd</sup>, 2017 be approved with the addition of 5) a. Letter from Department of Fisheries and Oceans re funding request.

**CARRIED**

**3) Approval of Minutes**

- a. Approval of the Minutes of the Regular Meeting of the Shelburne Port Authority Committee held January 26<sup>th</sup>, 2017.**

**Herb Locke – Harold Locke**

THAT the Minutes of the Regular Meeting of the Shelburne Port Authority Committee for January 26<sup>th</sup>, 2017 be approved as presented.

**CARRIED**

**4) Delegations: None**

**5) Correspondence:**

- a. Letter from Department of Fisheries and Oceans re funding request.**

Committee members discussed with disappointment the letter received from the Department of Fisheries and Oceans (DFO) concerning the Committee's recent funding request, noting that the letter highlighted the Port's ongoing problem of not being classified as small fishing port or able to access funding from DFO while also being unable to access funds for major shipping ports. Prior to the Committee's next meeting

the Mayor will contact federal and provincial representatives about the Port's need for funding, citing this identified problem.

## **6) Reports**

### **a. Financial Report**

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

#### **Herb Locke – White**

THAT the Financial Report be approved as presented.

**CARRIED**

### **b. Port Manager's Report**

The Port Manager addressed the highlights of his monthly report. Terminal operations and recent recommendations from Transport Canada were discussed.

#### **Harold Locke – Arcon**

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

**CARRIED**

## **7) Old Business**

### **a. MV Farley Mowatt**

The Port Manager and CAO updated the Committee on the status of the MV Farley Mowatt. The Committee discussed the expected timeline for federal intervention, ongoing pumping costs and options, updates from the Port's lawyer, and the planned application to the Ship Source Oil Pollution Fund.

### **b. 2017-18 Capital Projects**

Committee members discussed the proposed rehabilitation work on the Marine Terminal stem and the necessity of obtaining external funding before the work could proceed. There was a significant discussion about options to obtain private sector investment and the CAO will research this further prior to the Committee's next meeting.

Other possible projects including power upgrades were also discussed but it was agreed that – other than those required by Transport Canada – other projects should be delayed pending a timeline for work on the stem.

## **8) New Business:**

### **a. Committee Membership**

Committee members discussed Mike O'Callaghan's interest in joining the Committee's membership.

#### **Herb Locke – White**

THAT the Committee recommend to Council the inclusion of Mike O'Callaghan in the membership of the Shelburne Port Authority Committee.

**CARRIED**

## **9) Adjournment**

The meeting was adjourned on motion at 8:43 PM.