



Meeting Minutes
Shelburne Port Authority Committee
Thursday, January 26th, 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
Don Faye, Port Manager
Dylan Heide, CAO / Committee Secretary

Committee Members Absent

Wayne Langthorne, 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 – White

THAT the Agenda of the Regular Meeting of the Shelburne Port Authority Committee for January 26th, 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 December 15th, 2016.**

Harold Locke – Arcon

THAT the Minutes of the Regular Meeting of the Shelburne Port Authority Committee for December 15th, 2016 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 concerning accounts receivable. Committee members discussed the Finance Manager's recommendation to transfer funds from the Port's investment accounts to its reserve account.

Arcon – Garland

THAT the Committee recommend to Council that the Port investments of \$107,337.49 held with Scotiabank Group Investments #1845122 and \$161,118.00 held with Scotia McLeod #439-61358 be transferred to a Port reserve account with CIBC Shelburne.

CARRIED

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 report. Terminal operations and recent recommendations from Transport Canada were discussed.

Harold Locke – White

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. Mayor Mattatall reported on conversations with MP Bernadette Jordan and a letter recently received from Minister Garneau in response to Council's letter regarding the vessel. Committee members expressed their concerns that federal financial assistance has not yet been received noting the risk of the vessel sinking over the winter months (as has been noted to MP Jordan and Minister Garneau).

b. 2017-18 Capital Projects

Committee members discussed the proposed repair work to the Marine Terminal stem in 2017 and the timeline for a recommendation to Council. Other possible projects including power upgrades were also discussed.

8) New Business: None

9) Adjournment

The meeting was adjourned on motion at 8:21 PM.