



**Meeting Minutes**  
**Shelburne Port Authority Committee**  
**Thursday, March 1<sup>st</sup>, 2018**  
**7:00 PM**

**Committee Members Present**

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

**Committee Members Absent**

None

**Guests:**

None

**1) Call to Order**

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

**2) Approval of Agenda**

**Davis – Locke**

THAT the Agenda of the Regular Meeting of the Shelburne Port Authority Committee for March 1<sup>st</sup>, 2018 be approved as amended to move "Recommendations for 2018" to 7. a), and to add 8. a) "IMPAC Update".

**CARRIED**

**3) Approval of Minutes**

**a. Approval of the Minutes of the Regular Meeting of the Shelburne Port Authority Committee held January 28<sup>th</sup>, 2018.**

**Davis – White**

THAT the Minutes of the Regular Meeting of the Shelburne Port Authority Committee for January 28<sup>th</sup>, 2018 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.

**Davis – White**

THAT the Committee recommend to Council that a letter be written to the Government of Canada, CCing MP Bernadette Jordan, requesting they reimburse the Town for funds owed to the Town in connection with the MV Farley Mowatt, including legal fees and unpaid berthage.

**CARRIED**

**Locke – White**

THAT the Financial Report be approved as presented.

**CARRIED**

**b. Port Manager's Report**

The Port Manager delivered his report on the past month. Committee members discussed highlights. Needed repairs to concrete work at the terminal were discussed and it was agreed that the Port Manager would obtain quotations prior to the Committee's next meeting.

**Locke – Davis**

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

**CARRIED**

**7) Old Business:**

**a. Recommendations for 2018**

Committee members discussed efforts to reach out to port stakeholders concerning potential capital work for 2018-19. Committee members discussed a potential Call for Expressions of Interest concerning development of the port area. It was agreed that this would be a positive step to determine what interest might be out there, without overly restricting potentially interested parties; the importance of discussing such a step with existing port users was agreed by all. The CAO will prepare a draft expression of interest for the Committee's next meeting and will discuss with other IMPAC members.

**8) New Business:**

**a. IMPAC Update**

The CAO provided an update from the recent meeting of the Independent Marine Ports Association of Atlantic Canada (IMPAC) of which the Port of Shelburne is a member. The Association is pursuing discussions with the Province of Nova Scotia concerning potential federal harbour bed divestiture.

**b. Committee Membership**

It was agreed the Committee should advertise for new members in the Town's upcoming Spring/Summer 2018 newsletter.

**9) Adjournment**

The meeting was adjourned on motion at 8:08 PM.