



Meeting Minutes
Shelburne Port Committee
Thursday, November 15th, 2018
7:00 PM

Committee Members Present

Deputy Mayor Harold Locke, Council Member / Committee Chair
Charlie Arcon, Public Member
Wayne Langthorne, Public Member
Herb Locke, Public Member
John Garland, Public Member
Darren Shupe, CAO / Committee Secretary

Committee Members Absent

Don Faye, Port Manager (with regrets)
Karl White, Public Member (with regrets)
Councillor Rick Davis, Council Member (with regrets)

1) Call to Order

Chair Harold Locke called the meeting to order at 7:01 PM.

2) Approval of Agenda

Langthorne – Arcon

THAT the Agenda of the Regular Meeting of the Shelburne Port Committee for November 15th, 2018 be approved as presented.

CARRIED

3) Approval of Minutes

a. Approval of the Minutes of the Regular Meeting of the Shelburne Port Committee held October 18th, 2018.

Langthorne - Arcon

THAT the Minutes of the Regular Meeting of the Shelburne Port Committee for October 18th, 2018 be approved as presented.

CARRIED

4) Delegations: None

5) Correspondence: None

6) Reports

a. Financial Report

Committee members reviewed the monthly financial report.

Herb Locke – Arcon

THAT the Financial Report for the Shelburne Port Committee for November 15th, 2018 be accepted as presented.

CARRIED

b. Port Manager's Report

The Port Manager delivered his monthly report via email, Committee members discussed highlights. The CAO updated the Committee on the direction for future management of the marine terminal through a rfp process to be issued in December as well as the tendering process for proposed repairs, progress with respect to insurance issues for the facility, and the upcoming visit from Develop Nova Scotia.

Langthorne – Arcon

THAT the Port Manager's Report for the Shelburne Port Committee for November 15th, 2018 be accepted as presented.

CARRIED

7) Old Business

a. Investigate Business/Marketing Plan

Committee discussed various marketing opportunities and the revision of the existing Port Brochure.

8) New Business:

- a) Discussion was held on the invitation of Billy Malloy to discuss Small Craft Harbours and Mark Townsend to discuss the potential role of ACOA with respect to marketing the Marine Terminal and port.

9) Adjournment

The meeting was adjourned on motion at 7:43 PM.

Next Meeting: December 20th