



Meeting Minutes
Shelburne Port Committee
Thursday, February 28th, 2019
7:00 PM

Committee Members Present

Deputy Mayor Harold Locke, Council Member / Committee Chair
Herb Locke, Public Member
Councillor Rick Davis, Council Member
Karl White, Public Member
John Garland, Public Member
Darren Shupe, CAO / Committee Secretary

Committee Members Absent

Don Faye, Port Manager (with regrets)
Wayne Langthorne, Interim Port Manager (with regrets)
Charlie Arcon, Public Member (with regrets)

1) Call to Order

Chair Harold Locke called the meeting to order at 7:00 PM.

2) Approval of Agenda

Herb Locke – Davis

THAT the Agenda of the Regular Meeting of the Shelburne Port Committee for February 28th, 2019 be approved as presented.

CARRIED

3) Approval of Minutes

- a. **Approval of the Minutes of the Regular Meeting of the Shelburne Port Committee held January 17th, 2019.**

Davis – Herb Locke

THAT the Minutes of the Regular Meeting of the Shelburne Port Committee for January 17th, 2019 be approved as presented.

CARRIED

4) Delegations: None

5) Correspondence: None

6) Reports

- a. **Financial Report – Write Offs**

Davis – Herb Locke

Recommendation from SMT Committee to Council:

THAT Council approve the recommended 2018/19 write-offs for the Shelburne Marine Terminal.

Committee members reviewed the monthly financial report. Discussion was held over the format and purpose of the report.

Davis - Herb Locke

THAT the Financial Report for the Shelburne Port Committee for February 28th, 2019 be accepted as presented.

CARRIED

b. Port Manager's Report

The Port Manager delivered his monthly report via email, Committee members discussed highlights.

Herb Locke - Garland

THAT the Port Manager's Report for the Shelburne Port Committee for January 17th, 2019 be accepted as presented.

CARRIED

7) Old Business

a. Update on Port Operations Contract Negotiations

The CAO updated the Committee on the negotiations underway with Shelburne Stevedores.

8) New Business: None

9) Adjournment

The meeting was adjourned on motion at 7:18 PM.

Next Meeting: March 21, 2019