



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

**Committee Members Present**

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

**Committee Members Absent**

Wayne Langthorne, Interim Port Manager (with regrets)  
Charlie Arcon, Public Member (with regrets)  
Herb Locke, Public Member (with regrets)

**1) Call to Order**

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

**2) Approval of Agenda**

**White – Garland**

THAT the Agenda of the Regular Meeting of the Shelburne Port Committee for March 28<sup>th</sup>, 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 February 28<sup>th</sup>, 2019.**

**Davis – Herb Locke**

THAT the Minutes of the Regular Meeting of the Shelburne Port Committee for February 28<sup>th</sup>, 2019 be approved as presented.

**CARRIED**

**4) Delegations: None**

**5) Correspondence: None**

**6) Reports**

**a. Financial Report**

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

**White - Garland**

THAT the Financial Report for the Shelburne Port Committee for March 28<sup>th</sup>, 2019 be accepted as presented.

**CARRIED**

**b. Port Manager's Report**

The Port Manager delivered his monthly report via email, Committee members discussed highlights. Further discussion was had on the Swim Sisters incident and the importance of berthage agreements and insurance coverage for all vessels and users of the facility. Subsequent discussion was had on the ability to land a vessel and/or seize a vessel. CAO to approach the Town's Solicitor on this issue.

**Garland - White**

THAT the Port Manager's Report for the Shelburne Port Committee for March 28<sup>th</sup>, 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:**

**a. Port Governance Review**

The CAO updated the Committee on efforts to have a governance review conducted by MariNova Consulting.

**9) Adjournment**

The meeting was adjourned on motion at 7:46 PM.

**Next Meeting: April 18, 2019**