



Meeting Minutes
Shelburne Port Committee
Thursday, April 18th, 2019
7:00 PM

Committee Members Present

Deputy Mayor Harold Locke, Council Member / Committee Chair
Councillor Rick Davis, Council Member
John Garland, Public Member
Wayne Langthorne, Interim Port Manager
Charlie Arcon, Public Member
Herb Locke, Public Member
Darren Shupe, CAO / Committee Secretary

Committee Members Absent

Karl White, Public Member (with regrets)

1) Call to Order

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

2) Approval of Agenda

Davis – Arcon

THAT the Agenda of the Regular Meeting of the Shelburne Port Committee for April 18th, 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 March 28th, 2019.

Davis – Herb Locke

THAT the Minutes of the Regular Meeting of the Shelburne Port Committee for March 28th, 2019 be approved with a revision to read that, the motion approving the minutes from February 28th, 2019 be moved by John Garland and seconded by Karl White.

CARRIED

4) Delegations: None

5) Correspondence: None

6) Reports

a. Financial Report

Committee members reviewed the monthly financial report.

Davis - Herb Locke

THAT the Financial Report for the Shelburne Port Committee for April 18th, 2019 be accepted as presented.

CARRIED

b. Port Manager's Report

The Port Manager delivered his monthly report, 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 reviewed the documents outlining the procedure to the Committee. Further information will be obtained for the next meeting on the timeline for collections.

Davis - Herb Locke

THAT the Port Manager's Report for the Shelburne Port Committee for April 18th, 2019 be accepted as presented.

CARRIED

7) Old Business

a. Update on Port Operational Viability

The CAO and Interim Port Manager updated the Committee on the efforts being made to strengthen the Marine Terminal's financial position through conversations being held with various stakeholders to obtain longer term leasing commitments and diversification of clients. Discussion was held over the roles of the Provincial and Federal Governments to assist and advise with operations and infrastructure.

b. Port Governance Review

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

8) New Business: None

9) Adjournment

The meeting was adjourned on motion at 7:48 PM.

Next Meeting: May 16, 2019