



Meeting Minutes
Shelburne Port Committee
Thursday, September 26, 2019
7:00 PM

Committee Members Present

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

Regrets:

John Garland, Public Member
Herb Locke, Public Member
Karl White, Public Member

1) Call to Order

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

2) Approval of Agenda

Davis – Archon

THAT the Agenda of the Regular Meeting of the Shelburne Port Committee for September 26th, 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 June 27th, 2019.

Davis – Archon

THAT the Minutes of the Regular Meeting of the Shelburne Port Committee for June 27th, 2019 be approved as presented.

CARRIED

4) Delegations: None

5) Correspondence: None

6) Reports

a. Financial Report

Discussion was held regarding revising the format of the financial report.

Davis - Archon

THAT the Financial Report for the Shelburne Port Committee for September 26th, 2019 be accepted as presented.

CARRIED

b. Port Manager's Report

The Port Manager delivered his monthly report, Committee members discussed highlights including the marine terminal upgrades, collaboration opportunities with Develop Nova Scotia, potential for new lease development, revision of port fees structure, and the upcoming cruise ship port visit.

Davis - Archon

THAT the Port Manager's Report for the Shelburne Port Committee for September 26th, 2019 be accepted as presented.

CARRIED

7) Old Business

a. Update on Port Operational Planning

The CAO and Interim Port Manager updated the Committee on the long-term planning efforts.

b. Port Governance Review

The CAO further updated the Committee on efforts with Develop Nova Scotia on the governance opportunities for the port.

c. Terms of Reference Review

The Committee reviewed the 2013 Terms of Reference document. CAO will contact the District of Shelburne to determine if there is interest in sending a representative.

Davis – Archon

THAT the Port Committee recommends Percy Cox be appointed as a public member of the Port Committee.

8) New Business: None

9) Adjournment

The meeting was adjourned on motion at 7:54 PM.

Next Meeting: October 17, 2019