



Shelburne Port Committee

15 April 2021

7:00 pm Community Centre

Minutes

Present:

Chair: Town Mayor Harold Locke

Municipal Council: Terry McIntyre

Municipal CAO: Trudy Payne

Port Manager: Wayne Langthorne

Public Members: Charlie Arcon, John Garland, Percy Cox, Karl White, and Herb Locke

Town CAO/Committee Secretary: Sherry Doane

Regrets:

Town Council: Rick Davis

1) Call to Order (*Chair Harold Locke*)

Meeting was called to order at 7:02pm by the Chair.

2) Approval of Agenda

Agenda approved as presented. Mover: Terry McIntyre, Seconder: Karl White

3) Approval of Minutes from Shelburne Port Committee meeting held on 25 February 2021 *Agenda*

Approved as presented. Mover: Herb Locke, Seconder: Terry McIntyre

4) Delegations:

None

5) Correspondence:

None

6) Reports:

Port Manager's Report (*Port Manager Wayne Langthorne*)

The PM presented his report, highlighting the positives (good results from Transport Canada inspection, peak harvesting of salmon) and his concerns (streetlight and camera issues). If all continues to go well, suggests final wharf repairs be scheduled for completion in near future.

7) Old Business:

None

8) New Business:

Terms of Reference (ToR) Review (*Chair Harold Locke*)

General discussion on ToRs that need updating including the term lengths (two, 3-year terms versus 1-year term), the suggestion of the Port Authority having a vote and the need to ensure transparency for conflicts of interest, was also discussed. Several committee

members offered to help the Secretary to draft the ToS. Anticipate a draft set of terms for presentation to this committee at either May or June meeting.

9) Upcoming Meetings:

20 May, 17 Jun, 15 Jul, 16 Sep, 21 Oct, 18 Nov and 16 Dec.

10) Outcoming Recommendations for Town Council to consider:

None applicable.

11) Adjournment

Meeting adjourned. Mover: Terry McIntyre