



Shelburne Port Committee

22 July 2021

6:00 pm Community Centre

Minutes

Present:

Chair: Town Mayor Harold Locke
Town Council: Rick Davis
Municipal Council: Terry McIntyre
Municipal CAO: Trudy Payne
Public Member: Percy Cox, John Garland and Karl White
Town CAO/Committee Secretary: Sherry Doane

Regrets:

Port Manager: Wayne Langthorne
Public Members: Charlie Arcon and Herb Locke

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

Meeting was called to order at 6pm by the Chair.

2) Approval of Agenda

Agenda approved with the addition of minutes of 17 June 2021 added to item #3. Mover: Terry McIntyre, Seconder: Rick Davis

3) Approval of Minutes from Shelburne Port Committee meetings held on 15 April 2021 and 17 June 2021. *Mover: Rick Davis, Seconder: Karl White*

4) Delegations:

None

5) Correspondence:

None

6) Reports:

Port Manager's Report (*CAO spoke on behalf of Port Manager Wayne Langthorne*)

The CAO presented the PM's report, highlighting that phase one of the port project was completed by the end of June as well as being slightly under budget. She also highlighted that the PM also called out that QSL was looking at Shelburne for a business opportunity and as such, PM is investigating further.

7) Old Business:

Terms of Reference (ToR)

8) New Business:

- i. On behalf of the PM and the Finance team, the CAO raised concern of the paperwork involved with the larger leasees not paying invoices for up to 90 days and the complications that come with charging interest then reversing when leasees refuse to pay. As such, it was suggested we recommend to Council that the Town extend the terms for all customers of the wharf.

Mover: Terry McIntyre, Seconder: Percy Cox

- ii. The Chair informed Port Committee members that the *Bluenose II* will be in Shelburne Port on 14/15 August. This is the first open deck (outside of home base) opportunity for the public that they have scheduled since 2019. Presently, the vessel is set to arrive from Port Mouton (with a welcoming flotilla of local boats organized by the SHYC) in the afternoon of the 14th and leaving in the morning of the 15th to sail to Liverpool. The SVFD will be utilizing this as a fundraising/awareness opportunity.

9) Upcoming Meetings:

16 Sep, 21 Oct, 18 Nov and 16 Dec.

10) Outcoming Recommendations for Town Council to consider:

The Shelburne Port Committee recommends to Council that the Town extend payment terms to 90 days for all customers of the Port.

11) Adjournment

Meeting adjourned at 6:13pm. Mover: Terry McIntyre