



Shelburne Port Committee

February 8, 2024.

3:00 pm Council Chambers

Minutes

Present:

Chair: Town Mayor Harold Locke
Port Manager: Wayne Langthorne
Town Councillor: Rick Davis
Public Member: Percy Cox
Public Member: Karl White
Public Member: Herb Locke
Public Member: Pat Melanson
Municipal CAO: Warren MacLeod
Municipal Staff: Val Kean
Town CAO: Sarah Mattatall
Town Deputy-CAO: Ken Smith
Town Staff: Jane Crowell
Town Staff / Secretary: Jennifer Perry

Regrets:

Public Members: John Garland
Municipal Councillor: Anthony Gosbee

- 1) **Call to Order** (*Chair Harold Locke*)
Meeting was called to order at 3:00pm by the Chair.
- 2) **Approval of 8 February 2024 Agenda**
Agenda approved. Mover: Karl White, Seconder: Rick Davis
- 3) **Approval of Minutes from Shelburne Port Committee meeting held on 16 November 2023.**
Mover: Rick Davis, Seconder: Percy Cox
- 4) **Reports:**
Port Manager's Report (*Port Manager, Wayne Langthorne*)
The Port Manager spoke to the Port operations. The vessel Long Island has left since the last port meeting which now leaves the outer face of the wharf exposed. Invest Nova Scotia visited the port on January 15th, 2024 to follow up to the Marine Renewable Energy Infrastructure Assessment of 2011. They are in the process of updating a province-wide database created to support long-term energy development.
Port Manager's Report accepted. Mover: Pat Melanson, Seconder: Rick Davis



Finance Manager's Staff Report (*Finance Manager, Jane Crowell*)

The Finance Manager submitted a report on current financials to December 31st, 2023. It was agreed by the Port Committee to approve the transfer of the budgeted \$40,000 for Capital Expense to the Reserve account if the money is not spent at year end.

Finance Manager's Report accepted. Mover: Rick Davis, Seconder: Karl White

CAO's Staff Repot (CAO, Sarah Mattatall)

The CAO gave a verbal report regarding the condition of the wharfs located on Water and Dock Street and possible projects in the future.

5) New Business:

Modernization / Expansion Project Proposal

The Port Committee discussed a project proposal relating to the Modernization and Expansion of the Port. 122MowattSolutions has submitted a proposal which would seek funding on behalf of the Committee from other agencies regarding expansion.

The Port Committee recommends Council approve spending \$6,000.00 to hire 122MowattSolutions to seek funding for the Port.

Mover: Pat Melanson, Seconder: Herb Locke

6) Outcoming Recommendations for Town Council to consider:

The Port Committee request Council to approve spending \$6,000.00 to hire 122Mowatt Solutions to seek funding for the Port.

Mover: Pat Melanson, Seconder: Herb Locke

7) Upcoming Meeting:

Budget review meeting - 7 March 2024 at 3:00 PM

8) Adjournment

Meeting adjourned at 4:10pm. Mover: Rick Davis