



Shelburne Port Committee

March 14th, 2024.

2:00 pm Town Office - Auditorium

Minutes

Present:

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

Regrets:

Public Member: Pat Melanson
Municipal Councillor: Anthony Gosbee
Municipal Staff: Val Kean

- 1) **Call to Order** (*Chair Harold Locke*)
Meeting was called to order at 2:00pm by the Chair.
- 2) **Approval of 14 March 2024 Agenda**
Agenda approved. Mover: Karl White, Seconder: Rick Davis
- 3) **Approval of Minutes from Shelburne Port Committee meeting held on 8 February 2024.**
Mover: Herb Locke, Seconder: Rick Davis

4) New Business:

Hoist Request

Local fishermen have submitted a request to purchase and install a hoist at the Port. The estimated cost for the hoist, including materials and installation, is approximately \$19,500.00. They have secured a \$5,000.00 donation and are requesting the remaining amount from the Committee. The request emphasized the need for a hoist to assist with the loading and unloading of fishing vessels. The committee discussed the feasibility and implications of the proposal, considering factors such as costs, available infrastructure, and space constraints due to existing lease agreements.



The Port Committee recommends that the CAO responds to the request with a "no" decision at this time, due to space limitations and existing lease agreements.

Mover: Herb Locke, Seconder: Rick Davis

Berlin Wall Repair

The CAO provided a verbal update on the repair costs for the Berlin Wall and presented a proposal to cover the \$86,000 shortfall needed to meet the projected expenses.

Discussion was held regarding the CAO's funding proposal, which allocates \$86,000 for the Berlin Wall repairs. The funding request will come from three sources: \$20,000 from the Town of Shelburne, \$20,000 from the Municipality of the District of Shelburne, and \$46,000 from the Port Reserve.

The Port Committee recommends Council approve the funding request of \$20,000 from the Town of Shelburne, \$20,000 from the Municipality of the District of Shelburne and \$46,000 from the Port Reserve.

Mover: Herb Locke, Seconder: Rick Davis

5) Budget Discussions

The Finance Manager presented the proposed 2024/25 budget for discussion, review, and approval, noting that the gate security fee will increase from \$42.00/hr to \$43.00/hr, effective April 1, 2024. After thorough discussion and review, the committee approved the budget as presented.

The Port Committee recommends Council approving the proposed 2024/25 budget as presented, which includes an increase in the gate security fee from \$42.00/hr to \$43.00/hr, effective April 1, 2024.

Mover: Herb Locke, Seconder: Rick Davis

6) Outcoming Recommendations for Town Council to consider:

The Port Committee recommends Council approve the funding request of \$20,000 from the Town of Shelburne, \$20,000 from the Municipality of the District of Shelburne and \$46,000 from the Port Reserve.

The Port Committee recommends Council approving the proposed 2024/25 budget as presented, which includes an increase in the gate security fee from \$42.00/hr to \$43.00/hr, effective April 1, 2024.

7) Upcoming Meeting:

Thursday June 20th, 2024 @ 3:00pm

8) Adjournment

Meeting adjourned at 2:47pm. Mover: Rick Davis