



Shelburne Port Committee

June 20th, 2024.

3:00 pm Town Office - Auditorium

Minutes

Present:

Chair: Town Mayor Harold Locke
Port Manager: Wayne Langthorne
Town Councillor: Rick Davis
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
Public Member: Percy Cox

- 1) **Call to Order** (*Chair Harold Locke*)
Meeting was called to order at 3:00pm by the Chair.

- 2) **Approval of 20 June 2024 Agenda**
Agenda approved. Mover: Karl White, Seconder: Rick Davis

- 3) **Approval of Minutes from Shelburne Port Committee meeting held on 14 March 2024.**
Mover: Rick Davis, Seconder: Karl White

- 4) **Delegations:** None

- 5) **Correspondence:** None



6) Reports:

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

The lobster fishing season has concluded, and visiting lobster boats and the KC Commander, have departed the port. The Canadian Coast Guard continues to use the berthage while regular clients are at sea. An update was provided regarding the renewed security plan mandated by Transport Canada. The plan has been completed, and a letter of compliance, valid until April 20th, 2029, has been issued.

Port Manager's Report accepted. Mover: Karl White, Seconder: John Garland

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

The Finance Manager provided the committee with an update on the port's financial status and outstanding accounts as of June 30th, 2024.

Finance Manager's report accepted. Mover: Herb Locke, Seconder: Rick Davis

7) Old Business: None

8) New Business: None

9) Outcoming Recommendations for Town Council to consider: None

10) Next Meeting:

Thursday September 19th, 2024 @ 3:00pm – Location TBD

11) Adjournment

Meeting adjourned at 3:15 pm. Mover: Rick Davis