



# Port of Port Fairy Delegated Committee Meeting

## Minutes

Date: Tuesday 31 May 2022

Time: 5.00pm

Venue: Southcombe Lodge

## Committee Members

Cr Jim Doukas  
Cr Jordan Lockett (Chair)  
Mr John Sproal  
Mr Russell Allardice  
Mr Garry Stewart  
Mr Peter O'Keeffe

### **Officers (non-voting attendees)**

Ms Edith Farrell – Director Infrastructure and Environment – Via Zoom  
Mr Paul Roy – Acting Manager Environment and Regulatory Services – Via Zoom  
Mr David Mattner – Port Coordinator  
Ms Brett Anders – Personal Assistant I & E Directorate (Minutes)

## Apologies

Mr Daniel Hoey  
Mr Rex Grady

## Acknowledgment of Country

### **The Chair will read the following:**

We begin by acknowledging the Traditional Custodians of the land on which we meet today and pay our respects to their Elders past and present. We extend that respect to Aboriginal and Torres Strait Islander peoples here today.

## Declarations of Conflict Interest

Reference: Local Government Act 2020 – Sections 130 (1)(a) and 130(2) Disclosure of Conflict of Interest in respect of a matter to be considered at a Council Meeting

A relevant person who has a conflict of interest in respect of a matter must:

- a) disclose the conflict of interest in the manner required by the Council's Governance Rules [Refer to Governance Rules – Division 2 Councillor conflict of interest disclosures]  
and
- b) exclude themselves from the decision making process in relation to that matter, including any discussion or vote on the matter at any Council meeting or delegated committee, and any action in relation to the matter.

## **Members of Staff**

If a member of Council staff has a conflict of interest in a matter which they are providing advice to Council:

- a) if the advice is included in a report, the report must disclose the conflict of interest
- b) if the officer is speaking in the Council meeting, the officer must disclose the conflict of interest before speaking on the matter.

Cr Lockett declared a declaration of interest with Lockett Real Estate handling the sale of the Wharf restaurant. He would remove himself from any discussion on the Wharf sale.

## **Confirmation of Minutes**

**Mr O’Keeffe moved, Mr Allardice seconded that the Minutes and Confidential Minutes of the previous meeting held on 15 February 2022 be confirmed.**

**Carried 6-0**

## **Public Participation attendees for this meeting:**

### **Mr John Clue**

Queried how the increase of fees were decided - advised all documented in minutes and agendas available on the website (link to be sent to Mr Clue). Advised fees increased to align with other Ports.

Masterplan available for download from the website.

Port funded through State revenue and topped up by Council.

Port Forum good opportunity to disseminate information back to port users.

Suggestion of representative of Port Users group to join the committee in the new term of Council.

Some questions taken on notice, response to be provided to Mr Clue.

**Mr Murray Hallmark** attended as an observer but asked to be included in any response to Mr Clue.

## 1. Business Arising from Previous Meeting

| Action item   | Responsible Officer | Comments  |
|---|---------------------|---|
| <b>Consult with stakeholders on proposed fees and charges strategy</b>  | Port Manager        | COMPLETED   |
| <b>Continue to work towards removal of Mary S from the Port. Owner has contacted Port Coordinator stating she has spoken with the Mayor and awaiting a response. Port Coordinator to email details of phone call so it can be relayed to Cr Doukas for advice/update.</b> | Port Coordinator    | ONGOING   |
| <b>Budget bid through Tourism Department for museum centre at bait shed.</b>  | Sub Committee       | COMMENCED funding required, no Council funding, scope of works to be developed by sub committee, meet with Council. |
| <b>Request DOT/AMSA lighthouse lumens upgrade</b>   | Port Coordinator    | ONGOING safety issue, Ms Farrell to send letter to DOT  |
| <b>Pursue outstanding debtors</b>   | Port Coordinator    | COMMENCED owner settlement  |
| <b>Port of Port Fairy Training wall assessment</b>  | Port Coordinator    | ONGOING   |

## 2. Port Quarterly Operations Report

Overview: This report contains information pertaining to the operation and management of the Port of Port Fairy for the period from February 2022 to May 2022.

**Mr O’Keeffe moved, Mr Stewart seconded** that the Port of Port Fairy Delegated Committee note and receive the Port of Port Fairy Quarterly Operations Report for the period from February 2022 to May 2022

**Carried 6-0**

## 3. Correspondence In/Out

**Mr O’Keeffe moved, Mr Stewart seconded** that the Port of Port Fairy Delegated Committee note and receive the correspondence in and correspondence out.

**Carried 6-0**

## 4. Port of Port Fairy Budget Update

Overview: Update of Port of Port Fairy Budget for 2021-2022

**Mr O’Keeffe moved, Mr Sproal seconded** that the Port of Port Fairy Delegated Committee note and receive the Port of Port Fairy budget for 2021-2022

**Carried 6-0**

5. General Business

- Reminder requirement for committee members to complete Biannual Personal Interests Returns

***Penalties for non-disclosure or failing to submit a personal interests return***  
*Failing to submit a Personal Interests Return or intentionally or recklessly submitting a return containing false or incomplete information carry a maximum penalty of 60 penalty units i.e. \$10,904.40 (currently \$181.74/unit).*

- Query on follow up to extension to jetty for lifeboat mooring. Advocacy letter was sent, to be provided to the Committee.
- Request for quote for repairs to the historic lifeboat. Will determine how to proceed.
- Ms Farrell advised the Port Masterplan was included in recent Advocacy to State Government by Moyne Shire Council.

Next Meeting

Tuesday 23 August 2022 at 4pm  
 Mr O’Keeffe unavailable but will join via zoom

**Mr O’Keeffe moved and Mr Sproal seconded that the meeting be closed to the public to consider Confidential agenda items.**

Minutes confirmed ..... (Date)

.....  
 Chair