



Port of Port Fairy Delegated Committee Meeting

Minutes

Held on Tuesday 15 April 2025

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Minutes of the Port of Port Fairy Delegated Committee Meeting
held on Tuesday 15 April 2025, at Council Gallery Area,
Port Fairy Council Offices, Princes St, Port Fairy
commencing at 4:30 pm.

Present

Committee Members

Cr Jordan Lockett (Chair)

Cr Myra Murrphy

Russell Allardice

Peter O'Keeffe

Craig Fox

Officers (non-voting attendees)

Jodie McNamara – Director Environment Economy & Place

Darby Lee – Manager Economic Development & Customer Experience

Cameron Brown – Port of Port Fairy Coordinator

Emma Leach – Executive Administration

1 Procedural

1.1 Appointment of Chair

Cr Myra Murrehy was appointed Chair of this meeting.

1.2 Acknowledgement of Country

The chair read the following statement:

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.

1.3 Apologies

Apologies were accepted from Peter Ryan.

1.4 Declarations of Conflict Interest

No declarations made at this meeting

1.5 Public Participation

No Public Participants registered for this meeting.

1.6 Confirmation of Minutes from previous meeting

Peter O'Keeffe moved, Russell Allardice seconded that the Minutes of the previous Port of Port Fairy Delegated Committee meeting held on 6 August 2024 be accepted and confirmed as correct.

2 Business Arising from Previous Meeting

The Port of Port Fairy Committee noted the report item Business Arising.

Immediate Term Priority

Medium Term Priority

Long Term Priority/Ongoing

Item	Meeting Date	Action Item	Officer	15 April 2025 Meeting Update/Action
1	27/05/21	Budget bid through Tourism Department for media centre at bait shed.	Sub Comm	Exploration of funding opportunities ongoing.
2	22/11/22	Port of Port Fairy Training wall assessment	Port Co-ord	- Assessment Report received - remediation works required. - Discussion to be had with DTP for funding opportunities, Heritage and DEECA issues to consider. - Most high-risk area has been fenced off to limit access. ACTION: Darby Lee to circulate copy of assessment report to committee in confidence.
3	11/10/22	Battery Hill Signage requires updating	Port Co-ord	- Moyne Shire Signage Strategy underway. - There has been no further interaction with Bendigo Bank. ACTION: Cr Murrihy and Cr Lockett to follow up on progress of way finding initiatives and investigate budget bid opportunities via Council.
4	22/11/22	Obtain costing for historic lifeboat slipway replacement	Port Co-ord	Ongoing.
5		PoPF Masterplan Implementation.	PoPF Committee Members	ACTION: Peter O'Keeffe and Cr Lockett to review Masterplan and identify actions to complete items 1-5.
6	6/8/2024	Bait Shed lease.	Port Co-ord	ACTION: Council Officers to liaise with Council Property team to look at formalising of Bait Shed lease.

7	15/4/2025	Provision of pathway on river side of Griffiths Street – between pedestrian walk and road bridge.	Port Co-ord	ACTION: TBC at 10 June 2025 meeting
8	6/8/2024	History/Story telling of the Port opportunity	PoPF Committee Members	Committee to consider reallocation of Bait Shed redevelopment funds to fund this project. ACTION: Peter O'Keeffe to contact Gary Stewart who will approach Garry Kerr to provide a quotation to engage his services. Committee to write to organisation connection of Craig Fox to request contribution to the project. Craig to provide contact details to Darby.
9	7/02/23	Further investigate options for Kayak access and building of the floating ramp pontoon for the Marine Rescue Service	Port Co-ord	Ongoing. Doesn't qualify for better boating, keep on the radar for funding opportunities.
10	7/02/23	Dredging	Port Co-ord	Dredging operations are ongoing.
11	7/02/23	Round Bollard Assessment	Port Co-ord	Reducing to low priority due to aesthetic nature of this project.
12	22/8/23	Dredge Replacement (purchase of a new dredge)	Port Co-ord	Important to keep as a priority, if we can source a replacement, it has potential to become an income stream for the Port. ACTION: Peter to reach back out to manufacturer, Craig to reach out to contact in Mallacoota.

3 Correspondence In/Out

Correspondence In

Darby Lee provided overview of correspondence received from Mr Demaid in relation to their reported pleasure cruise experience and confirmed liaison with DTP has taken place. Cameron confirmed Council/The Port are not the responsible authority.

<u>Action</u>	<u>Responsible</u>	<u>Due Date</u>
Officers to clarify responsible authority to formally pass correspondence onto for further investigation/actioning.	Cameron Brown	10/6/2025

4 Port Quarterly Operations Report

The Port of Port Fairy Delegated Committee noted the report item Port Quarterly Operations for April 2025.

5 General Business

5.1 Review Terms of Reference

The Committee reviewed the current Terms of Reference.

<u>Action</u>	<u>Responsible</u>	<u>Due Date</u>
Item 3.2 of Terms of Reference to be updated to read "up to six industry representatives".	Darby Lee	10/6/2025

5.2 Draft Operational Services Plan

The Committee reviewed the Draft Operational Services Plan.

<u>Action</u>	<u>Responsible</u>	<u>Due Date</u>
The Angling Club be included as a stakeholder.	Cameron Brown	10/6/2025

5.3 SEMP

The Port of Port Fairy Committee noted the report item SEMP.

5.4 EPA Entry Report

The Port of Port Fairy Delegated Committee noted the report item EPA Entry Report. Officers commented that the incident highlighted opportunities for improvement internally for future incidents.

<u>Action</u>	<u>Responsible</u>	<u>Due Date</u>
Officers to follow up with EPA to seek clarification on any further investigation that could have been carried out at the time of the incident.	Darby Lee/ Cameron Brown	10/6/2025

6 Close Meeting

The Port of Port Fairy Delegated Committee was declared closed at 5:49 pm.

7 Next Meeting

Next meeting to be scheduled for 10 June 2025, with subsequent meetings every 8 weeks thereafter.