

Minutes: Port Noise Liaison Committee #28

Date:	25 February 2015
Time:	1200hrs
Location:	Visitor Centre, Port Nelson Admin Office, 10 Low Street
Attendance:	Bob Dickinson (Chair), Bruce Robertson (residents' rep), Digby Kynaston (PNL), Kelly Leonard (PNL), Matt McDonald (PNL) and Jacqui McLeod (PNL minutes)
Apologies:	Chris Keegan (residents' rep)

	Agenda	Discussion	Action points
1.	Welcome and intro	Welcome to Kelly Leonard who is our new Environmental Officer.	
2.	Minutes from 03/12/14	Circulated, read and accepted (Digby/Bruce).	
3.	Matters Arising:	<p>Actions from previous meeting completed:</p> <ul style="list-style-type: none"> - Info sent to group on SOE investigation from complaint dated 29/09/14. Chris and Matt discussed unofficial noise monitoring test of bedroom. No further action to be taken at this stage. - Reefer noise – trial of stacked containers started 5 January and is still running. Feedback from Bruce that there has been an improvement. - Digby made contact with resident to follow up on complaint. - Matt circulated November noise monitoring reports. 	
4.	Noise complaints	Three complaints received, investigations and findings discussed. Digby offered to re-iterate to drivers that we work as quietly as possible at all times day and night.	Digby
5.	Noise Monitoring	Distributed sound data summary and significant noise events investigations for November, December and January. There were no significant port noise events.	
6.	Update on acoustic treatments	Acoustic reports completed for three properties.	

7.	Noise Contour Review	First annual review completed. Resolution – Committee endorses report/recommendations that current contours remain the same (Bob/Bruce).	
8.	Annual Summary of Minutes	Newsletter to residents to be published with annual summary of minutes, update on contour review and advertise for additional residents rep.	
9.	Schedule meetings	Confirmed dates: 13 May, 12 August and 9 December 2015.	
10.	Other business	Arrange log vessel visit for Bruce, Bob and Chris.	Digby to supply dates to Jacqui/Kelly.
11.		Meeting closed at 1320hrs Next meeting 13 May 2015 at 1200hrs, PNL Visitor Centre.	