

## MEETING SUMMARY

### Harbour Authority Advisory Committee (HAAC) - Maritimes/Gulf

**Date:** July 10<sup>th</sup>, 2018

**Location:** Teleconference

**Present (HAAC):** Osborne Burke (Eastern Nova Scotia), Vesta Adams (South West Nova Scotia), Bonnie Morse (New Brunswick South)

**Present (SCH):** Léo Vienneau (Regional manager, Client Services), Yves Melanson (Operations Advisor), Pauline Richard (Special Projects and Training Coordinator), Anne Keiver (Real Property Specialist)

DISCUSSION TOPICS
<p><b>Elections:</b> Due to the electoral tie between the two candidates for the PEI region, it was described what measures were being used to establish a winning candidate, in a fair and equal process.</p>
<p><b>Lease Review:</b> Explained that the lease review is in its final draft, and that temporary leases will be signed before the new modified lease comes into effect.</p>
<p><b>HA conference update:</b> HA conference registration was discussed with HAAC member. Business Managers will need to engage Harbour Authorities to encourage participation/registration.</p> <p>Partnering forum update indicated that there was only 1-2 confirmed registrations. This may be due to the fact that mail version of the invitation had yet to be sent, following the initial e-mail message.</p> <p>Survey formats, facilitators, and presentation topics were discussed as part of the HA conference update.</p>
<p><b>HA communications:</b> Discussed the tentative launch during the HA conference. It was agreed that content for the website will be a crucial part of the success of the website that needs to be kept live.</p> <p>Osborne mentioned that that documentation for Incorporation near completion, name for the group has been reserved, and forms now only need to be signed.</p> <p>Discussions took place surrounding the possibility of hiring Kim Stockley under a consultation contract in order to complete the work required to oversee the conceptualization and development of the website. Everyone was in agreement due to her past experience within the fisheries industry.</p>
<p><b>Next meeting</b> Although there may be unofficial HAAC meetings before the HA conference in October, the next official in-person meeting should take place not long after the conference.</p>