

MINUTES
PORT OF JOHNSTOWN MANAGEMENT COMMITTEE
MUNICIPAL OFFICE – SPENCERVILLE
WEDNESDAY, DECEMBER 16, 2015
6:30PM

Present: Mayor Patrick Sayeau, Chair
Deputy Mayor Peggy Taylor
Councillor Michael Barrett
Councillor Gerry Morrell
Councillor Karie Smail

Staff: Jeff Wright, Maintenance Manager
Robert Dalley, General Manager
Kevin Saunders, Operations Manager
Debra McKinstry, CAO/Clerk

1. Call to Order

Mayor Sayeau called the meeting to order at 6:30pm.

2. Approval of Agenda

Moved by: P. Taylor seconded by: K. Smail that Committee approve the agenda as amended with the addition of 11b) Personal matters about an identifiable individual specifically Council Matter

Carried

3. Disclosure of Pecuniary Interest & the General Nature Thereof

Councillor Smail noted a pecuniary interest in item 7g) as her husband is employed by Cruickshank Construction.

4. Business Arising from Previous PMC Minutes (if any) – None

5. Delegations – None

6. Discussion Items – None

7. Action/Information Items

a) General Manager's Report

The General Manager's report was reviewed. Members and staff specifically discussed revenue and expenses to date, the New Marine Terminal project nearing completion, non-GMO storage, the 2016 forecast and dealings with an ocean transportation company.

Questions were raised with respect to current and expected storage capacity and details of the proposed Morrisburg elevator project.

b) Operation Manager's Report

The Operation Manager's report was reviewed touching specifically on storage, potential building addition, maintenance and electrical work.

c) Year to Date Stats

The Year to Date Statistics were reviewed.

d) Project Environmental Report – SNC

Members reviewed the Project Environmental Report as provided by South Nation Conservation.

e) Riverfront Dock – Lighting

Members discussed why only one bid was received. It was noted that this was likely due to the complexity of the project. A timeline of the project was discussed.

Moved by: P. Taylor seconded by: G. Morrell that the Port Management Committee recommends that Council award the Lighting Project #429-301 to Industrial Electrical Contractor in the amount of \$280,016 (excluding HST) with a contingency of 10% and authorizes the Port General Manager to sign the contract on behalf of the municipality.

Carried

f) Demo Copewall – New Dock

The proposed project was discussed.

Moved by: G. Morrell seconded by: P. Taylor that the committee recommends that Council approve the next phase of Project #430-201, the fabrication and installation of a new dock covering the area of the old copewall, in the amount of \$316,330 (excluding HST) with a contingency of 10% and authorizes the Port General Manager to enter into an agreement with Kehoe Marine Construction on behalf of the Township.

Mitigation of potential security issues was discussed.

Carried

g) West Uplands Development – Grading and Base

Councillor Smail left the table. She did not participate in discussions nor vote on the matter.

Questions were raised with respect to the procurement timeline and process associated with this project.

Moved by P. Taylor seconded by: M. Barrett that committee recommends that Council awards the contract for Project #429-202 to Cruickshank with a budget limit of \$250,000 plus HST and authorizes the Port General Manager to enter into this agreement.

The New Marine Terminal financial summary was provided demonstrating that there is sufficient funding for all remaining projects. Members discussed issues with the quality of work of Cornwall Gravel and reasons surrounding the price per unit quotations.

Carried

Councillor Smail returned to the table.

Moved by: G. Morrell seconded by: P. Taylor that Committee review and receive items 7a), 7b), 7c), and 7d).

Carried

8. Councillor Inquiries/Notices of Motion

Questions were raised with respect to the date of the closing of the seaway and 2016 Port budget.

9. Mayor's Report (if any)

The next PMC meeting date was rescheduled to Tuesday, January 19th at 6:30pm.

10. Question Period – None

11. Closed Session

Moved by: K. Smail seconded by: P. Taylor that Committee proceeds into closed session at 7:52 pm in order to address a matter pertaining to Proposed or pending acquisition or disposition of land for municipal or local board purposes specifically Cottage Leases and Personal matters about an identifiable individual, specifically Council Matter

Carried

Committee discussed next steps with respect to the port cottage leases and recent firm change of the Township solicitor dealing with this matter.

Mayor Sayeau provided information with respect to an identifiable individual.

Moved by: M. Barrett seconded by: G. Morrell that the closed session does now adjourn and the open session of the Port Management committee does now resume at 8:17pm.

Carried

The CAO/Clerk was asked to bring forward an amendment to the legal appointment by-law to remove Jason Shelly's previous firm Nelligan, O'Brien, Payne. Committee received information with respect to an identifiable individual. No action was taken in this respect.

12. Adjournment

Moved by: P. Taylor seconded by: K. Smail that the meeting adjourn at 8:20 pm.

Carried

These minutes were approved by Council this 21st day of December, 2015.

Chair

Secretary