

**MINUTES
PORT OF JOHNSTOWN MANAGEMENT COMMITTEE
MUNICIPAL OFFICE – SPENCERVILLE
WEDNESDAY, MAY 18, 2016
6:30PM**

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

Regrets: Deputy Mayor Peggy Taylor

Staff: Robert Dalley, General Manager
Kevin Saunders, Operations Manager
Rebecca Williams, Deputy Clerk

1. Call to Order

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

2. Approval of Agenda

Moved by: M. Barrett seconded by: K. Smail that Committee approve the agenda as presented.

Carried

3. Disclosure of Pecuniary Interest & the General Nature Thereof – None

4. Business Arising from Previous PMC Minutes – 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 discussed the April Month Ending results and compared them to the previous year-to-date statistics. Members noted that the new public walkway/dock opened on April 29th, which was well received and noted that a cleanup project was completed and a small parking lot was installed to allow 10 to 12 cars to park for the walkway/dock. Members noted that Port Day is coming up on June 4th and there will be a visit from the Canadian Coast Guard Vessel, Griffon. Members remarked on the Navy Vessel HMCS Goose Bay being scheduled to stop at the Port from July 8th to July 11th, which will be advertised and promoted after the Port Day event on June 4th.

b) Operation Manager's Report

The Operation Manager's Report was reviewed touching specifically on the "A" rating the Port received from the most recent CGC inspection, increase in rail cars, and employee training on grain grading being completed by Intertek. Members commented on the annual lubrications of all grain handling equipment being completed in only 2 weeks instead of 5 weeks, reduced from 400 man hours to 157 man hours.

c) Year to Date Stats

Members acknowledged the increased labour hours being due to a new electrician being hired this year and the need for casual employees to assist with the cleanup of the Port. Members and staff noted no significant changes to the health and safety portion of the Year to Date Report.

d) Capital Projects Update

Members and staff discussed the ongoing negotiation regarding the New Grain Bins to get the costs down before signing the contract agreement. Members acknowledged that a few of the projects have been scheduled for review in the 2nd Quarter Report or moved to the 1st Quarter Report for 2017. Members noted that the repairs to the rails had to be expanded and that the quote requests have been sent out.

e) South Nation Conservation Authority Report

Members noted that the Ministry of Environment has requested a status/progress update of the Port of Johnstown expansion projects, which will include reports from the South Nation Conservation.

Moved by: G. Morrell seconded by: M. Barrett that Committee receive and review items 7a) 7b) 7c) 7d) and 7e).

Carried

f) Health and Safety Report

Members briefly reviewed the Health and Safety Report touching specifically on the respirator safety procedures, use of pesticides by Port personnel, action plans following the industrial hygiene testing, and health and safety training for the 9 returning casual employees.

Moved by: K. Smail seconded by: M. Barrett that Committee receive and review the Health and Safety Report.

Carried

g) Morris Chemicals – Lease Assignment

Members commented on the Morris Chemicals Lease Assignment and asked staff for a date on the sale closing and if the numbered company was familiar to Port staff.

Moved by: M. Barrett seconded by: K. Smail that Committee recommends that Council authorizes a by-law to assign the Morris Chemicals lease to 9618732 Canada Inc. pending completion of sale, references obtained and review of assignment by SKS Jason Shelly.

Carried

h) Canada Border Services – Easement Agreement

Moved by: K. Smail seconded by: M. Barrett that Committee recommends that Council adopts a by-law to authorize entering into the easement agreement as presented and that the Mayor and CAO sign this binding agreement on behalf of the Township.

Carried

8. Councillor Inquiries/Notices of Motion – None

9. Chair's Report

Mayor Sayeau presented the following items:

- New aerial photography completed of the Port of Johnstown
- May 11th presentation at the Port of Johnstown was well received
- Port Day posters have been handed out around the community
- Upcoming Power Squadron cruise in Brockville, tickets are \$35.

10. Question Period – None

11. Closed Session - None

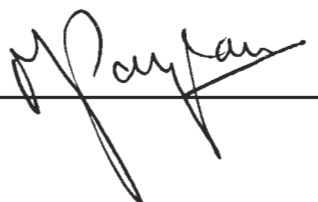
12. Adjournment

Moved by: G. Morrell seconded by: K. Smail that the meeting adjourn at 7:20 pm.

Carried

These minutes were approved by Council this 24th day of May, 2016.

Chair



Deputy Clerk

