

**MINUTES
PORT OF JOHNSTOWN MANAGEMENT COMMITTEE
MUNICIPAL OFFICE – SPENCERVILLE
WEDNESDAY, MAY 22, 2019
6:30PM**

Present: Mayor Patrick Sayeau, Chair
Deputy Mayor Tory Deschamps
Councillor Hugh Cameron
Councillor Stephen Dillabough
Councillor John Hunter
Mr. Joe Hendriks
Mr. Frank McAuley

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: H. Cameron seconded by: J. Hunter that Committee approve the agenda as presented.

Carried

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

4. Delegations – None

5. Minutes of the Previous POJ Committee Meeting

a) Regular Meeting – April 17, 2019

Moved by: F. McAuley seconded by: H. Cameron that Port Management Committee receives and approves the minutes of Port Management Committee meeting dated April 17, 2019.

Carried

6. Business Arising from Previous PMC Minutes

Members confirmed the purchase status of the air compressor/dryer system and wind speed monitoring system. It was noted that the air compressor has been installed and the dryer will be completed in the upcoming months. Staff

confirmed that the Port has received quotes for the wind speed monitoring system.

There was a brief discussion with respect to how the rail bridge work will affect County Road 2 traffic. It was noted that the rail will be completely closed for the duration of the project, with County Road 2 being narrowed to alternating one lane traffic. It was noted that the bids came in higher than budgeted and that staff are currently in negotiations with the bidder to discuss possible cost savings. Members noted that a special meeting may be required to approve the tender in order for the project to begin in a timely manner.

7. Discussion Items – None

8. Action/Information Items

a) Operation Manager's Report

Port staff summarized the report and noted that the grain inventory is 27,088 MT higher than the previous year due to the increased corn inventory. Members confirmed that the volume of corn will not have a negative impact with respect to storage capacity at the Port. Members noted that the GMP certification is currently at the technical review stage and the Port expects to receive final certification before the end of May.

There was a brief discussion with respect to maintenance work being done, specifically the test scale weights and spill prevention flaps. It was noted that the test scale weights are being cleaned, painted and tested for certification. Staff outlined why the spill prevention flaps at the annex have been installed, noting that the flaps help to prevent additional grain spilling off of the conveyor belt. Committee discussed the current water level and if it has impacted the grain elevator. It was noted that the water puts pressure on the lower basement, however staff confirmed that it is currently at a manageable level and is easily pumped out.

b) General Manager's Report/Traffic Report

Port staff outlined the report and noted that the revenues have surpassed budget by \$134,000 for an overall surplus of \$162,000 for the month of April. Members commented on the proposed provincial changes for industrial hydro consumption rates and how it may positively affect the Port.

Committee discussed if the project cargo route modifications could be made permanent if the Port were to cover a portion of the cost. Port staff noted that they could discuss the idea with the company, however ramp modification is not considered a necessary permanent fix. There was a general discussion with respect to the vessel loading process of the aggregate currently located at the Port and the property just north of the Port.

Committee reviewed the traffic/year to date report and asked for clarification with respect to the lost work incident. It was noted that an employee was injured (bruised leg) as a result of moving one of the scale weights. Staff confirmed that the cause of the incident has been repaired.

c) Capital Projects

Committee reviewed the capital projects report.

Moved by: J. Hunter seconded by: T. Deschamps that Committee receives and reviews items 8a) Operation Manager's Report, 8b) General Manager's Report/Traffic Report and 8c) Capital Projects Report.

Carried

d) Investments – Quarterly Update

Committee reviewed the investment schedule.

Moved by: H. Cameron seconded by: F. McAuley that Committee approves the report as received.

Carried

e) Health & Safety

Committee reviewed the health and safety report.

Moved by: H. Cameron seconded by: J. Hunter that that Committee receives and reviews the Health & Safety Report.

Carried

f) Grain Elevator Roof Repair

Committee briefly discussed the roofing company being awarded the project, noting that DL Construction has done the majority of the roof repair work to date.

Moved by: J. Hunter seconded by: F. McAuley that the Port Management Committee:

1. Recommends that Council award the roof repair project to DL Construction and Roofing Ltd. in the amount of \$172,340.00 (excluding HST) plus a contingency of \$2,660.00; and
2. Authorizes staff to execute the contract.

Carried

9. Approval of Disbursements – Port Accounts

Moved by: H. Cameron seconded by: S. Dillabough that Committee approves payment of Port invoices as circulated.

Carried

10. Councillor Inquiries/Notices of Motion

Members requested an update with respect to the additional calcium chloride bin status and if there are any security features for the test wells. It was noted that the survey is complete and the digging for the base will begin soon. Staff confirmed that there is fencing and pylons near the test wells, however a protective barrier can be considered. Members confirmed that the test wells are secure to discourage any illegal dumping.

11. Chair's Report

Mayor Sayeau reported on the following:

- National Trade Corridor Funding application update provided. Meeting with MP Barrett to discuss the project application and strategy with respect to meeting with surrounding MPs to lobby for support of the project.

12. Question Period – None

13. Closed Session – None

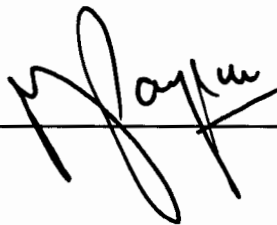
14. Adjournment

Moved by: S. Dillabough seconded by: J. Hunter that the meeting adjourn at 7:33 pm.

Carried

These minutes were approved by Port Management Committee this 19th day of June, 2019.

Chair



Deputy Clerk

