

**MINUTES
PORT OF JOHNSTOWN MANAGEMENT COMMITTEE
MUNICIPAL OFFICE – SPENCERVILLE
WEDNESDAY, JUNE 19, 2019
6:30PM**

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

Regrets: Councillor Hugh Cameron

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.

The Deputy Clerk administered the Declaration of Confidentiality to the citizen advisory members, Mr. Hendriks and Mr. McAuley.

2. Approval of Agenda

Moved by: T. Deschamps seconded by: F. McAuley 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 – May 22, 2019

Moved by: J. Hunter seconded by: S. Dillabough that Port Management Committee receives and approves the minutes of Port Management Committee meeting dated May 22, 2019.

Carried

6. Business Arising from Previous PMC Minutes – None

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 56,154 MT higher than the previous year due to the increased corn and soybean inventory and that the Port has received the GMP certification. Members enquired why the soybean inventory is higher for the end of May. It was noted that the Port is waiting for a vessel to arrive which will be picking up a portion of the soybean inventory.

There was a general discussion with respect to if the high-water levels are affecting the basement and lofter pits. It was noted that some of the pits are above the water level, while others are approximately 7feet into the water. Committee discussed how the wet spring weather may affect the percentage of crops currently in the ground and if the start of harvest will be delayed. Members discussed how some of the local farmers switched the type of grains they were planting in the spring due to the weather conditions.

Committee briefly discussed the expected number of programs Ingredion will be processing at the Port for the non-GMO corn. There was a brief discussion with respect to where the export grains are set to land and if any of the vessels are taking grains to China or the European Union.

- b) General Manager's Report/Traffic Report

Port staff outlined the report and noted that the Port surpassed May budget by \$65,000. It was noted that the increase in revenue is due to the arrival of five salt vessels plus the additional storage from the 2018 carryover. Committee was provided an update with respect to the National Trade Corridor funding application.

There was a general discussion with respect to the storage of the project cargo and if the current steel cargo will need to be moved in order to accommodate the incoming cargo from Enercon.

Committee discussed the Port's salt management program and how MOE is trying to place further restrictions on the movement of salt during inclement weather conditions. It was noted that the Port currently has one of the strictest salt management programs in the area and will need to have further discussions with MOE before unrealistic standards are implemented. Members noted that the Port has procedures within the salt management program to mitigate salt from entering into the river. It was noted that there is approximately 1-1.5% loss in salt per year.

Moved by: F. McAuley seconded by: J. Hunter that Committee receives and reviews items 8a) Operation Manager's Report and 8b) General Manager's Report/Traffic Report.

Carried

c) Capital Projects

Committee reviewed the capital projects report and discussed how the old conveyor belt may be repurposed for recreational splash pad base. Members suggested that the Port may offer the old belt to the Town of Prescott to use for the base of the new splash pad. There was consensus from Committee to direct Port staff to send a letter to the Town of Prescott indicating that the belt is free and available if they are interested in repurposing it for recreational activities.

There was a brief discussion with respect to item 13 – concrete repairs in the track shed. It was noted that there are structural issues that will need to be addressed in the 2020 budget. Members confirmed that the Port has mitigated the issue for 2019 by installing steel plates to reinforce the area. Members confirmed that the continued expansion of the temperature monitoring system will be installed and functioning by harvest season.

Moved by: T. Deschamps seconded by: S. Dillabough that Committee approves the report as presented.

Carried

d) Health & Safety Report

Committee reviewed the report and confirmed that the Port conforms to the strictest regulations with respect to working at heights.

Moved by: S. Dillabough seconded by: T. Deschamps that Committee receives and reviews item 8d) Health & Safety Report.

Carried

e) Railway Bridge Repair 2019

Committee discussed the need for the Port to be tri-modal as a way to promote the Port. Port staff provided an overview with respect to the bids received for the rail bridge work and how the Port negotiated with the lowest bidder to bring the cost down by adjusting the scope of work. It was noted that the cost for traffic control was higher than expected due to the need for protective lighting and barriers to be in place for the duration of the project.

Port staff noted that due to the age of the bridge there are unknown factors that may further increase the repair project once the company begins to take apart the current rail tracks. Committee discussed the potential of increasing the Port's exposure and increasing revenue in the future by having a reliable

railway. It was noted that other Ports are installing rail tracks to be more competitive. Members confirmed that the Port has a fee in place for the storage of rail cars.

Moved by: F. McAuley seconded by: T. Deschamps that:

1. The Port Management Committee recommends that Council awards the rail bridge repair 2019 project #323-001 to Willis Kerr Contracting in the amount of \$770,974.78 (excluding HST) plus a %15 contingency.
2. The Port Management Committee recommends that Council approves the adjustments made in the 2019 Capital Budget as presented.
3. Once the above actions are approved by Council, staff is authorized to execute the contract.

Carried

f) Port Tenant – Request for Expansion

Committee reviewed the request and confirmed that the tenants have spoken with both Port staff and the Township CBO with respect to the building permit application.

Moved by: S. Dillabough seconded by: F. McAuley that the Port Management Committee recommends that Council approves the request for an addition to be added onto the building owned by Joe Francica and Susan Neilsen located at 3307 Windmill Road in Johnstown and identified as lease P-37.

Carried

9. Approval of Disbursements – Port Accounts

Moved by: J. Hunter 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 installation of the new calcium chloride tank being built. It was noted that the test pit has been dug, however due to the high water the installation of the two new tanks will be delayed.

11. Chair's Report

Mayor Sayeau reported on the following:

- The site plan control agreement amendment for Logistec will be dealt with at the Regular meeting of Council held on June 24.

12. Question Period – None


13. Closed Session – None

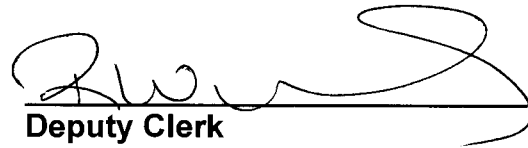
14. Adjournment

Moved by: S. Dillabough seconded by: T. Deschamps that the meeting adjourn at 8:03 pm.

Carried

These minutes were approved by Port Management Committee this 17th day of July, 2019.

Chair 


Deputy Clerk