

**MINUTES  
PORT OF JOHNSTOWN MANAGEMENT COMMITTEE  
MUNICIPAL OFFICE – SPENCERVILLE  
WEDNESDAY, JULY 17, 2019  
6:30PM**

Present: Mayor Patrick Sayeau, Chair  
Deputy Mayor Tory Deschamps (arrived at 6:40pm)  
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: J. Hunter 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 – June 19, 2019

**Moved** by: J. Hendriks seconded by: H. Cameron that Port Management Committee receives and approves the minutes of Port Management Committee meeting dated June 19, 2019.

Carried

6. Business Arising from Previous PMC Minutes

Members confirmed that the Logistec site plan control agreement amendment was passed during the regular meeting of Council held on June 24, 2019. It was noted that the Township is working with Logistec to review and prepare a building permit.

There was a brief discussion with respect to a letter being sent to the Town of Prescott indicating that the conveyor belt is free and available if they are interested in repurposing it for recreational activities. It was noted that the Mayor has mentioned the belt to a few Councillors and will prepare an official letter in the coming weeks.

7. Discussion Items – None

8. Action/Information Items

a) Operation Manager's Report

Committee reviewed the report and discussed how vessels clean their holds, specifically with respect to if the process involves the water from the cleaning process being discharged back into the river or held in a storage compartment. Members noted their concerns with respect to the possibility of vessels discharging the contaminated water into the river. Members suggested that Port staff confirm if vessels are discharging at the Port. Committee noted that discharging materials may be regulated by the Canada Marine Act.

Committee discussed the procedures for rain delays and noted that the wind monitoring system will collect data for a year, then be reviewed and discussed with the Ministry of Environment (MOE). It was noted that the MOE is continually trying to further restrict the amount of salt that enters the water by placing additional requirements on the Ports.

b) General Manager's Report/Traffic Report

Port staff outlined the report and noted that the revenues were under budget by \$37,000 for the month. It was noted that an update should be available for the August meeting with respect to the hydro peak demand savings report. An update with respect to the National Trade Corridors Funding announcement was provided, which included a written public statement.

There was a brief discussion with respect to the upcoming modifications to Port property in order to accommodate an upcoming cargo storage project. Committee discussed the need to bring in gabion stone due to erosion on the west side of the closure berm. It was noted that an excavator will be brought in to pack the material along the bank to prevent further erosion.

Committee reviewed the traffic report and briefly discussed the logistics with respect to the placement of vessels that do not want to risk cross contamination when salt is being loaded/unloaded.

c) Capital Projects

Committee reviewed the report and discussed the status of the engineering design for the loading spouts. It was noted that the engineering group is still reviewing the Port to determine structural integrity and will review the quotes to prepare a cost analysis.

There was a general discussion with respect to if an additional column should be added to the chart to indicate when items will be coming forward for approval. It was noted that the estimated completion column, along with budget discussions provide Committee with an indication as to when items may be coming forward for Committee/Council approval. Members suggested that the additional column would assist members by indicating a more precise timeframe so members are able to better prepare for Committee discussions by understanding the financial justification for specific projects.

Committee briefly discussed the CN rail bridge repairs project. It was noted that the project is now set to begin the third week of August.

d) Health & Safety Report

Committee reviewed the report.

**Moved** by: S. Dillabough seconded by: F. McAuley that Committee receives and reviews items 8a) Operation Manager's Report, 8b) General Manager's Report/Traffic Report, 8c) Capital Projects and 8d) Health & Safety Report.

Carried

e) Assignment of Lease

**Moved** by: H. Cameron seconded by: S. Dillabough that the Port Management Committee recommends the following:

1. That an assignment of the current lease held by Valda Jean Blundell and William Upper to Nancy and Brent Theede identified as P-29 be approved by Council.
2. That the assignment for the property known as P-29 be brought forward to the next Council meeting on July 22, 2019 for approval and upon approval, executed by the Mayor and Clerk of the Township.

Carried

9. Approval of Disbursements – Port Accounts

**Moved** by: J. Hunter seconded by: H. Cameron that Committee approves payment of Port invoices as circulated.

Carried

10. Councillor Inquiries/Notices of Motion

Members confirmed that Jones Rail will accommodate Ingredion rail cars during the rail bridge project. There was a brief discussion with respect to the installation of the new calcium chloride tank. It was noted that the company has indicated to the Port that the tank is now scheduled to be built in the spring of 2020.

11. Chair's Report

Mayor Sayeau reported on the following:

- Discussed traffic control options during the rail bridge project, specifically County Road 2 concerns as an emergency detour route. It was noted that the UCLG Director of Public Works is reviewing and discussing other options with the rail bridge contractor. It was noted that another possible detour route is to send traffic up County Road 22 or 44 and across County Road 21 through Spencerville. Members noted their concern due to the narrow turn from County Road 44 (Spencer St) onto County Road 21 (Centre St) in Spencerville.

12. Question Period

Questions/comments were raised with respect to the following:

- Moving barriers off of County Road 2 during accident

13. Closed Session – None


14. Adjournment

**Moved** by: H. Cameron seconded by: S. Dillabough that the meeting adjourn at 7:43 pm.

Carried

These minutes were approved by Port Management Committee this 21<sup>st</sup> day of August, 2019.

Chair



Deputy Clerk

