

**MINUTES  
PORT OF JOHNSTOWN MANAGEMENT COMMITTEE  
MUNICIPAL OFFICE – SPENCERVILLE  
WEDNESDAY, SEPTEMBER 25, 2019  
6:30PM**

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

Regrets: Councillor Hugh Cameron  
Mr. Joe Hendriks

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: F. McAuley seconded by: T. Deschamps 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 – August 21, 2019

**Moved** by: T. Deschamps seconded by: S. Dillabough that Port Management Committee receives and approves the minutes of Port Management Committee meeting dated August 21, 2019.

Carried

6. Business Arising from Previous PMC Minutes – None

7. Discussion Items – None

8. Action/Information Items

a) Operation Manager's Report

Committee reviewed the report and discussed the possible outlook for the fall grain harvest. Committee discussed salt inventory, storage and logistics, specifically with respect to the location of salt piles and movement in/out of the Port via vessels. Committee discussed various projects including: ramp installation for wind turbine project, grain dryer, demolition of towers, new loading spouts, and new grain bins.

There was a general discussion with respect to the work performed by Termarust at the Port for the fire escapes and the CN Bridge rail. It was noted that Termarust pressure washes and treats the railing to extend the lifecycle.

b) General Manager's Report/Traffic Report

Port staff provided an overview of the monthly finances, noting that the Port finished the month under budget by \$128,000, which was mainly due to a lower wheat harvest. It was noted that the overall surplus was \$94,000, a decrease of \$60,000 compared to August 2018. Members confirmed that the Port has received the signed contribution agreement from the federal government and have a meeting scheduled for October 9 with the Akwesasne.

Committee discussed the windfarm delays, specifically noting that there is approximately a 3-4 week delay in transporting the parts from the Port to the project site. It was noted that the delay will result in additional storage revenue for the Port. Committee briefly commented on the settling taking place in the windfarm laydown area. It was noted that the Port is doing additional compacting to address the concern. Committee reviewed the traffic/year to date stats.

c) Capital Projects

Committee reviewed the report and discussed the construction process and timeframe of the new grain bin. It was noted that the Port has issued the tender for the tower demolition which closes on October 10, 2019. It is planned that we will get the RFP out for the Load out Spouts in 2019, however there will be no expenditures until 2020. Committee discussed the tender and bidding process, specifically with respect to if the Port has a list of pre-approved local subcontractors. It was noted that the Port does not have a pre-approved list of subcontractors, however the tender documents allow for subcontracting, and the information provided within the bid documents will be reviewed by the Port.

d) Health & Safety Report

Committee reviewed the report.

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

9. Approval of Disbursements – Port Accounts

**Moved** by: S. Dillabough seconded by: T. Deschamps that Committee approves payment of Port invoices as circulated.

Carried

10. Councillor Inquiries/Notices of Motion

Councillor Hunter requested an update with respect to the Logistec development. A summary of recent events was provided outlining that part of the delay was due to the building manufacturer's information not being accepted in the Province of Ontario, and further that the company then proposed a new building design which would require a new site plan control agreement and new building permit application information.

11. Chair's Report

Mayor Sayeau reported on the following:

- Joanne Crack passed away

12. Question Period

There was consensus from Committee to reschedule the October 16 meeting to October 23.

13. Closed Session

**Moved** by: J. Hunter seconded by: T. Deschamps that Committee proceeds into closed session at 7:23pm in order to address a matter pertaining to:

- A proposed or pending acquisition or disposition of land for municipal or local board purposes; Specifically: **Discussion of Port Leased Lands**
- Advice that is subject to solicitor-client privilege, including communications necessary for that purpose; Specifically: **Minutes of Closed Session dated August 21, 2019**

Carried

Committee recessed for 5 minutes to clear the chamber.

**Moved** by: J. Hunter seconded by: T. Deschamps that the closed meeting does now adjourn and the open meeting of Committee does now resume at 7:58pm.

Carried

**Moved** by: F. McAuley seconded by: J. Hunter that Committee approves the minutes of closed session dated August 21, 2019.

Carried

Mayor Sayeau reported that Committee reviewed the minutes of August 21, 2019 and discussed a matter relating to Port leased lands. Committee did not make any decision or give any direction to staff.

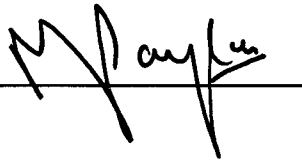
14. Adjournment

**Moved** by: S. Dillabough seconded by: T. Deschamps that the meeting adjourn at 7:59 pm.

Carried

These minutes were approved by Port Management Committee this 23<sup>rd</sup> day of October, 2019.

Chair



Deputy Clerk

