

**MINUTES
PORT OF JOHNSTOWN MANAGEMENT COMMITTEE
MUNICIPAL OFFICE – SPENCERVILLE
WEDNESDAY, MARCH 18, 2020
6:30PM**

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

Regrets: Mr. Frank McAuley

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

1. Call to Order

Mayor Sayeau called the meeting to order at 6:00pm.

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. Closed Session

Moved by: J. Hunter

Seconded by: T. Deschamps

That Committee proceeds into closed session at 6:01 p.m. in order to address a matter pertaining to:

- Advice that is subject to solicitor-client privilege, including communications necessary for that purpose; Specifically: minutes of closed session dated September 25, 2019 and to discuss a business lease – right of 1st refusal

Carried

Committee recessed for 2 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 7:02 p.m.

Carried

Moved by: H. Cameron

Seconded by: S. Dillabough

That Committee approves the minutes of closed session dated September 25, 2019.

Carried

It was noted that the Committee received advice from the Port solicitor with respect to the right of first refusal on a business lease.

5. Delegations and Presentations – None
6. Minutes of the Previous POJ Committee Meeting
 - a) Regular Meeting – February 19, 2020

Moved by: S. Dillabough

Seconded by: H. Cameron

That Port Management Committee receives and approves the minutes of Port Management Committee meeting dated February 18, 2020.

Carried

7. Business Arising from Previous PMC Minutes – None
8. Discussion Items
 - a) Community Capital Project Funding

Committee reviewed the draft policy document and discussed in detail what type of organizations would be considered eligible to apply for the funding, specifically with respect to the Waterfront Improvement Subcommittee. There was a general discussion respect to the difference between a non-profit community group versus a registered non-profit group and debated if a local community group should apply for funding to improve the Cardinal waterfront instead of the subcommittee. Members suggested that applications for capital funding be for \$5,000 or more. Members suggested that the Port and Township offer difference grant/funding policies and should be treated separately.

9. Action/Information Items
 - a) Operation Manager's Report

Port staff provided an overview of the monthly operations report and there was a general discussion on the following topics: loading spout project costs may increase due to decline in Canadian dollar value, maintenance and electrical work at the Port, grade and quality of corn in the area, non-GMO program, and grain bin storage levels.

b) General Manager's Report

Port staff provided an overview of the monthly General Manager's report and there was a general discussion on the following areas: logistics and contract costs of wind project, grain bin project status, Jones Rail use of Port for rail storage. Committee reviewed the traffic report and discussed the following: lost work event circumstances and how all incidents should be reported as soon as possible.

c) Health & Safety

Committee reviewed the health and safety 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) Health & Safety Report.

Carried

d) Community Capital Project Funding

Committee reviewed and noted several areas to be updated before it was approved by Council.

Moved by: T. Deschamps

Seconded by: H. Cameron

That the Port Management Committee recommends that Council approve the Community Capital Project Funding policy as presented with noted amendments.

Carried

10. Approval of Disbursements – Port Accounts

Moved by: H. Cameron

Seconded by: S. Dillabough

That Committee approves payment of Port invoices as circulated.

Carried

11. Councillor Inquiries/Notices of Motion - None
12. Chair's Report

Mayor Sayeau reported the following:

- Ministry of Municipal Affairs set to amend the Municipal Act to allow municipal councils to adjust their procedural bylaws to allow for electronic participation during the pandemic and still have the members of council/committee count towards quorum
- Notice from Township CAO that the office will be closed to the public until further notice due to health and safety concerns

13. Question Period – None
14. Adjournment

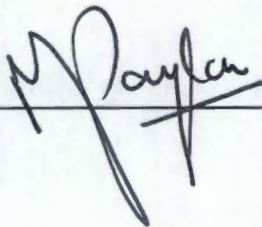
Moved by: S. Dillabough
Seconded by: H. Cameron

That the Committee meeting adjourns at 8:16 pm.

Carried

These minutes were approved by Port Management Committee this 15 day of April, 2020.

Chair



Clerk

