

**MINUTES
PORT OF JOHNSTOWN MANAGEMENT COMMITTEE
MUNICIPAL OFFICE – SPENCERVILLE
WEDNESDAY, DECEMBER 15, 2021
6:30 PM**

Present: Mayor Patrick Sayeau, Chair
Councillor Hugh Cameron
Councillor Stephen Dillabough
Councillor John Hunter
Mr. Joe Hendriks (virtual – not counted towards quorum and did not vote on any matter)

Regrets: Deputy Mayor Tory Deschamps
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 6:30 p.m.

2. Approval of Agenda

Moved by: H. Cameron

Seconded by: S. Dillabough

That Committee approve the agenda as presented.

Carried

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

4. Delegations & Presentations – None

5. Minutes of the Previous POJ Committee Meeting

a) Regular Meeting – November 17, 2021

Moved by: J. Hunter

Seconded by: S. Dillabough

THAT Port Management Committee receives and approves the minutes of the Port Management Committee meeting dated November 17, 2021.

Carried

6. Business Arising from Previous PMC Minutes

Clarification was provided with respect to the number of buckets the marine lofter machine can accommodate.

7. Discussion Items - None

8. Action/Information Items

a) Operation Manager's Report - Capital Report

Port staff provided an overview of the monthly operations report and highlighted the following areas: overall inventory levels, monthly traffic, CGC inspection rating, maintenance and electrical work completed, and remaining capacity of annex bins.

Committee reviewed the list of capital projects and discussed the loading spouts and fender projects. It was noted that the actual cost may be slightly over budget, however, with the fenders being incorporated into the overall cost, it may equal out due to the cost of the fenders being slightly lower than anticipated. Members requested that a report be prepared in the new year outlining the projects and overall expenses.

b) General Manager's Report – Traffic Report

Port staff provided an overview of the monthly report and there was a general discussion on the following topics: monthly revenues exceeding budget, year to date actuals, vessel traffic, MECP inspection, salt retention pond, insurance benefits and annual costs, upcoming union negotiations, and vaccination policy.

Committee briefly discussed the uptake on the recently implemented vaccination policy. There was a general discussion on how the policy may impact casual employees and the Port acquiring test kits for employees that are not vaccinated due to medical or religious reasons.

Committee reviewed the traffic report and highlighted that the Port received over 400,000 MT of grain in 2021. Members inquired about the reason for the influx of grain. It was noted that the fields yielded a better crop compared to previous years, plus the Port being able to offer additional storage in the bins. There was a general discussion on the potentiality of including additional bins in the future budget, specifically with respect to location, cost to build new bins, and other priority projects. Committee briefly discussed the possibility of incorporating additional bins in a future NTCF project.

c) Health and Safety Report

Committee reviewed the report.

Moved by: S. Dillabough

Seconded by: H. Cameron

That Committee received and reviewed items 8a) Operation Manager's Report – Capital Report, 8b) General Manager's Report - Traffic Report and 8c) Health and Safety Report.

Carried

9. Approval of Disbursements – Port Accounts

Moved by: H. Cameron

Seconded by: J. Hunter

That Port of Johnstown Management Committee approves payment of Port invoices circulated and numbered as follows:

Withdrawals Total:	\$364,056.40
Batch 15	\$272,241.57

Total Withdrawals & Batch Listings:	\$636,297.97
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Carried

10. Councillor Inquiries/Notices of Motion – None

11. Chair's Report – None

12. Question Period

Port staff confirmed that members were available on January 10 as a possible date for a cheque presentation ceremony with the Aquatarium.

13. Closed Session

Moved by: J. Hunter

Seconded by: H. Cameron

That Committee proceeds into closed session at 7:20 p.m. in order to address a matter pertaining to:

- A proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Purchase of property to be used as Port cargo lay down area and Minutes of Closed Session dated November 17, 2021.

Carried

Moved by: J. Hunter

Seconded by: H. Cameron

That the closed meeting does now adjourn and the open meeting of Committee does now resume at 7:49 p.m.

Carried

Mayor Sayeau reported that Committee discussed the potential acquisition of property for Port purposes and review of the closed minutes dated November 17, 2021.

Moved by: H. Cameron

Seconded by: S. Dillabough

That Committee approves the minutes of closed session dated November 17, 2021.

Carried

14. Adjournment

Moved by: S. Dillabough

Seconded by: H. Cameron

That the Committee meeting adjourns at 7:50 p.m.

Carried

These minutes were approved by Port Management Committee this 19 day of January, 2022.

Chair

Clerk