

PORT OF PRESCOTT MANAGEMENT COMMITTEE
SOUTH EDWARDSBURGH COMMUNITY CENTRE – JOHNSTOWN
November 23, 2011
7:00 p.m.

Present: Chair W. Sloan
J. Hunter
B. Ball
C. Burrell
G. Morrell
P. Sayeau
J. Scott

Staff Present: R. Dalley, General Manager
L. Stephenson, General Foreman
M. Wildman, CAO
R. Bennett, Treasurer

1. Call to Order:

Chair Sloan called the meeting to order at 7:00 p.m.

2. Disclosure of Pecuniary Interest – None

3. Delegations – none

P. Sayeau requested that an item 6 e) be added to the agenda which is the Notice of Motion for a feasibility study relating to solar installations at the Port that he brought forward at the last meeting.

P. Sayeau also asked if under our procedural bylaw, the agenda should include an item which would be to approve the meeting agenda and an item to approve the minutes of the previous Committee meeting.

R. Dalley also requested an opportunity to review minutes prior to them being approved by Council. M. Wildman confirmed that this request had already been received from the General Manager and that future minutes would be forwarded to him prior to them being presented at Council for approval. M. Wildman indicated that he would review the procedural bylaw and advise the Committee on the other two questions from P. Sayeau.

4. Consent Agenda

Chair Sloan reviewed items for the Consent Agenda.

Moved by P. Sayeau and seconded by J. Scott that items 6d) be carried on consent. Carried.

5. Discussion Items - none

6. Action/Information Items

a) Operation Report

P. Sayeau asked if there had been other inspections done on the electrical substation that would raise this item to a higher level of urgency.

R. Dalley reminded the Committee that the substation is old and is on the 5 year capital projects plan. He advised that he is preparing a report on the substation and will detail the issues with a recommendation on repairs or replacement. Staff are attempting to get an accurate estimate of the work that will be required. A report will be presented to the Committee prior to going to tender.

R. Dalley advised that no other recent inspections had been completed.

B. Sloan noted in the report that power was down for 5 hours.

R. Dalley advised that the electrical problem with in the annex and had nothing to do with the electrical substation.

G. Morrell asked about the General Foreman's comment that there is an opportunity to reduce the number of C.G.C. inspections.

L. Stephenson advised that because our inspections have been receiving A ratings, one more inspection with that result could reduce the number of inspection next year to 6.

G. Morrell commended staff for being proactive with the substation issue and asked the General Foreman to pass on to the Electrical Foreman the Committees thanks for his cost saving measure in his report.

Moved by P. Sayeau and seconded by B. Ball that item 6a) be received. Carried.

b) General Manager's Report

G. Morrell asked why miscellaneous had dropped so much from the previous year in the YTD Statement of Income.

R. Dalley advised that the \$300,000 miscellaneous income in the previous year was mostly the result of a material adjustment resulting from the grain audit.

P. Sayeau inquired about review from cleaning and drying being down.

R. Dalley advised that in the previous year, a boat load of corn arrived that was very poor quality and the owner requested that it be cleaned. This resulted in a large billing. Also, corn and bean crops this year are dryer because of our weather, and have required a lot less drying services.

R. Dalley advised that overall revenues will be down this year compared to last as they are not getting the turns on product this year. Product is sitting in storage waiting for full ship loads, and for better product pricing.

L. Stephenson also advised that crops are off by 50% this year and there has been an expansion of private storage facilities in Eastern Ontario for corn corps.

Moved by P. Sayeau and seconded by J. Hunter that item 6b) be received. Carried.

c) New Marine Terminal

P. Sayeau requested a separate motion for this report state that the report be accepted, reviewed and approved.

G. Morrell asked about the delay in the shipment of steel product from Europe.

R. Dalley advised that he did not know why the shipment was delayed.

G. Morrell enquired about the working relations between Mar-Land and Pomerleau.

R. Dalley advised that so far everything was going very well.

J. Hunter enquired about the widening of the driveway.

R. Dalley advised that this was being done through a change order to the contract.

J. Hunter asked for the amount and if any other quotes were obtained.

R. Dalley advised the change order is for \$44,000 and that Bob Hennessey had put this together confirming that material costs would be the same as for the larger order.

G. Morrell enquired about a comment in Mar-Land's report #9 about a possible obstruction on the shore side.

R. Dalley advised that this issue was resolved and there was no obstruction.

Moved by J. Scott and seconded by C. Burrell that item 6c) be received. Carried.

d) Environmental Update

Committee received the report through the consent agenda.

e) Roof of Elevator

Moved by P. Sayeau and seconded by C. Burrell that:

WHEREAS....Township consultant Sol Powered Energy Group has submitted an application to the Ontario Power Authority Feed-In Tariff Program for a 99 kw AC, 124kw Dc Solar Photovoltaic Project (Proposal 9-9-2011) conceptually proposed to be mounted on the roof of the Port of Prescott Elevator building and...

WHEREAS.... The roof of the elevator building is a membrane type roof which requires constant attention and frequent repairs due to age and weather conditions and

WHEREAS.... There are a number of operational structures permanently located on the roof which would cause "shadow effect" resulting in a downgrade of the efficiency and effectiveness of the Photovoltaic Array and

WHEREAS.... Further downgrades of the effectiveness and efficiency of the array would also be caused by grain dust from normal operations deposited over the surface of the photovoltaic cells

THEREFOR BE IT RESOLVED That Port Engineers and Sol Powered Energy Group be tasked to prepare a Technical Feasibility Report addressing the mechanical suitability of hosting such a Photovoltaic array and that such report address the condition of the roof membrane, recent history of roof repairs, structural integrity of the roof to accommodate the additional weight load, interfering roof structures, effect of grain dust and such other factors as may be identified during the study period.

M. Wildman advised the Committee that the consultant, Sol Powered Energy, confirmed that they have not done a feasibility study at this point and recommended that we proceed with this motion but not do the study until we know if our application is approved.

R. Dalley agreed with the CAO Consensus of committee was to proceed as recommended by the CAO and General Manager.

Motion Carried

7. Council Inquiries/Notices of Motion

J. Hunter gave a Notice of Motion, seconded by B. Ball that all Port of Prescott non-union jobs be evaluated to ensure there is internal pay equity with all non-union employees of the Township.

8. Closed Session

Moved by P. Sayeau and seconded by B. Ball that the Port Management Committee proceeds into closed session at 8:10 p.m. in order to address a matter pertaining to Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; specifically a local residents property issues.

Carried

Moved by J. Hunter and seconded by J. Scott that the Port Management Committee return to open session at 8:35 p.m.

Carried

The General Manager was directed to respond to Mr. Mabey on behalf of the Port Management Committee.

Following up on Councillor Sayeau's questions pertaining to the Procedure By-law, M. Wildman reported that the bylaw does indicate that there should be an agenda item for approval of the agenda.

M. Wildman further reported that the procedural bylaw indicates in section 84 that "the Port of Prescott Management Committee operates as a Committee of the Whole and shall operate under these rules and procedures" and that section 82 states that "minutes of Committee of the Whole meetings shall rise to Council for approval." Therefore minutes rise directly to council for approval.

Next meeting scheduled for January 18, 2012

9. Adjournment

Moved by J. Scott that the meeting adjourn at 8:45 p.m. Carried

These minutes were approved by Council this 28th day of November, 2011



Chair



Secretary