



THE PORT OF JOHNSTOWN MANAGEMENT COMMITTEE

THE TOWNSHIP OF EDWARDSBURGH CARDINAL

Meeting of April 22, 2024 – 6:30 pm

South Edwardsburgh Community Centre - Johnstown, Ont.

AGENDA

1. Call to Order
2. Approval of Agenda
3. Disclosure of Pecuniary Interest & the General Nature Thereof
4. Delegations and Presentations
5. Minutes of the previous POJ Committee Meeting
 - Meeting March 20, 2024
6. Business Arising from Previous PMC Minutes (if any)
7. Discussion item
8. Action/Information Items
 - a) Grain Operations Report
 - b) Maintenance Report
 - c) Capital Projects
 - d) Financial Report
 - e) Health and Safety Report
 - f) GM Report
 - g) Port of Johnstown Investments – 1st Qtr. Update
 - h) Exterior Basement Wall Repairs 2024
 - i) Receiving Area Upgrades
9. Approval of Disbursements – Port accounts
10. Council Inquiries or Notices of Motion
11. Chair's Report
12. Question Period
13. Closed Session
14. Adjournment

MINUTES
PORT OF JOHNSTOWN MANAGEMENT COMMITTEE
SOUTH EDWARDSBURGH COMMUNITY CENTRE - JOHNSTOWN
TUESDAY MARCH 20, 2024
7:00 PM

Present: Deputy Mayor Stephen Dillabough, Chair
Mayor, Tory Deschamps
Councillor Chris Ward
Councillor Waddy Smail
Clint Cameron, Advisory Member
Randy Stitt, Advisory Member
Regina Hernandez, Advisory Member

Zoom: Frank McAuley, Advisory Member
Councillor Joseph Martelle

Staff: Dave Grant, CAO
Sean Nicholson, Treasurer
Candise Newcombe, Deputy Clerk
Rebecca Crich, Clerk
Robert Dalley, General Manager
Kevin Saunders, Operations Manager
Jeff Wright, Maintenance Manager
Rhonda Code, Office Manager
Mike Moulton, Operations Manager

1. Call to Order

Deputy Mayor Dillabough called the meeting to order at 7:01 p.m.

2. Approval of Agenda

Moved by: T. Deschamps

Seconded by: C. Ward

That Committee approves the agenda as amended to add discussion item
7.b) Parking/Watching the Solar Eclipse at West Uplands parking lot.

Carried

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

4. Delegations and Presentations – None

5. Minutes of the Previous POJ Committee Meeting

a) Regular Meeting – February 20, 2024

Moved by: W. Smail
Seconded by: C. Ward

That Port Management Committee receives and approves the minutes of the Port Management Committee meeting dated February 20, 2024.

Carried

6. Business Arising from the Previous PMC Minutes (if any) – None

7. Discussion Items

a) Port Day Update – Regina Hernandez/Joe Martelle

Committee was provided a summary of the most recent Port Day meeting, highlighting confirmation on vendor/activity bookings, completion of the advertising flyer and distribution plans, and the intent to schedule grain elevator access by advance booking only. It was noted that the number of volunteers required for the event is still to be confirmed.

b) Parking/Watching the Solar Eclipse at West Parklands Parking Lot

The potential demand for additional parking in the area due to the influx of visitors anticipated for the viewing of the upcoming solar eclipse was outlined. It was noted that the intent is not to advertise the area as a viewing location, but to provide additional parking options to mitigate parking along County Road 2.

There was discussion regarding the following: insurance liability implications, additional manpower to oversee the parking area, the predicted influx of visitors to the area, and the advantages/disadvantages of deploying the Municipal Emergency Control Group (MECG) and volunteer firefighters to oversee parking. It was noted that deploying the MECG to oversee parking preoccupies them from their main task of emergency management, highlighting the intent was to have members of the MECG and firefighters on call in the case of an event.

Members discussed if the current density of the ground in West Uplands would accommodate parking and the availability of Port staff to accommodate parking oversight.

Committee reached a general consensus to support the opening of the West Uplands lot on April 8 for general parking/viewing of the solar eclipse. Committee requested staff to contact the Ontario Provincial Police to advise of their intentions and possibly enlist aid in directing traffic from County Road 2.

8. Action/Information Items

a) Grain Operations Report

Port staff provided an overview of the monthly operations report and highlighted the following areas: overall inventory levels, monthly traffic, grain received/shipped, vessels loaded, upcoming grain elevator inspection, and reasoning for the labour hour variances from 2023 to 2024.

b) Maintenance Report

Port staff provided an overview of the monthly report and there was a general discussion on the following topics: weekly and monthly maintenance/electrical work completed, number of AED units and locations, staff AED training, dust system maintenance schedule and the use of scale weights during routine maintenance of the system.

c) Financial Report

Committee was provided with a brief overview of the monthly revenue and expenses and year-to-date budget to actual numbers. Committee discussed the commendable job on labour reduction.

d) Health and Safety Report

Committee was provided with a summary of the health and safety report which outlined various training and inspections performed throughout the month and highlighted the continual updating of confined spaces training.

e) General Manager's Report

Committee was provided an overview of the report and discussed the following: 5 quotes from stevedores received, salt management requirements by the MECP officer, future budget to meet evolving MECP requirements, and recruiting input and support from the salt companies on the proposed MECP requirements.

It was noted that \$1 million was bookmarked in 2025 to address salt management, and exploring the idea of pumping the salt contaminated pond water onto the dock to be evaporated. This would reduce the cost of pumping the pond out when cleaning.

f) 2024 Budgets

- Revenue and Expense Budget
- Capital Budget

The Port General Manager provided a summary of the 2024 Revenue and Expense Budget and the 2024 Capital Budget and there was discussion

regarding the following: the approval process for budgeted/unbudgeted items, capital paving projects, the tender process, collaboration of paving projects with lessees, and the enforcement of leased property maintenance standards.

Committee discussed bin repairs, concrete repairs, concrete colour matching repairs on sections of the grain elevator, bulk purchase pricing, spouting repair timelines, increased efficiencies resulting from capital projects, anticipated operation interruptions, and the anticipated return on investment (ROI) on spout repairs.

There was discussion regarding costs associated with development of the Port of Johnstown warehouse lands, the current demand for the development of the lands, and the availability of West Uplands should a laydown area be required.

Committee reached general consensus to remove item #6 – POJ Warehouse - Land Development with a budget value of \$750,000.00 from the 2024 Capital Budget.

Members discussed interest in pursuing the remaining listed Capital Budget projects, highlighting that all budgeted capital projects exceeding \$75,000 will be presented to Committee for approval prior to project commencement. There was consensus to approve the 2024 Capital Budget, omitting project #6 – POJ Warehouse – Land Development at an estimated cost of \$750,000.00, which brings the proposed 2024 Capital Budget from \$10,852,990.00 to \$10,102,990.00.

Committee suggested the Port of Johnstown make future use of dedicated reserves committed for future capital projects and requested staff be diligent in recognizing ways of reducing operational costs.

Moved by: T. Deschamps

Seconded by: C. Ward

That the Port Management Committee recommends that Council:

1. Approve the Port of Johnstown's 2024 Operation's Revenue and Expense Budget as presented; and
2. Approves the Port of Johnstown's 2024 Capital Budget as amended to remove the capital project item #6 – POJ Warehouse Land Development of \$750,000.00 to reduce the overall total Capital budget from \$10,852,990.00 to \$10,102,990.00; and
3. Receives the 2025-2029 Future Capital 5 Year Forecast as presented.

Carried

Moved by: C. Ward

Seconded by: T. Deschamps

That the Port Management Committee received and reviewed items 8. a) Grain Operations Report; b) Maintenance Report; c) Financial Report; d) Health and Safety Report; and e) General Manager's Report.

Carried

9. Approval of Disbursements – Port Accounts

Committee reviewed the monthly disbursements.

Moved by: C. Ward

Seconded by: J. Martelle

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

Withdrawals Total:	\$111,769.12
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Batch 5 CHEQUES	\$21,617.11
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Batch 6 EFT PAYMENTS	\$66,758.51
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Batch 7 CHEQUES	\$2,596.18
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Batch 8 EFT PAYMENTS	\$650,121.97
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Total of Direct Withdrawal & Batch Listings:	\$852,862.89
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Carried

10. Councillor Inquiries/Notices of Motion – None.

11. Chair's Report

Commended Port staff on the presentation of the budget.

12. Question Period – None

13. Adjournment

Moved by: T. Deschamps

Seconded by: C. Ward

That the Committee meeting adjourns at 9:32 p.m.

Carried

These minutes were approved by Port Management Committee this ___ day of _____, 2024.

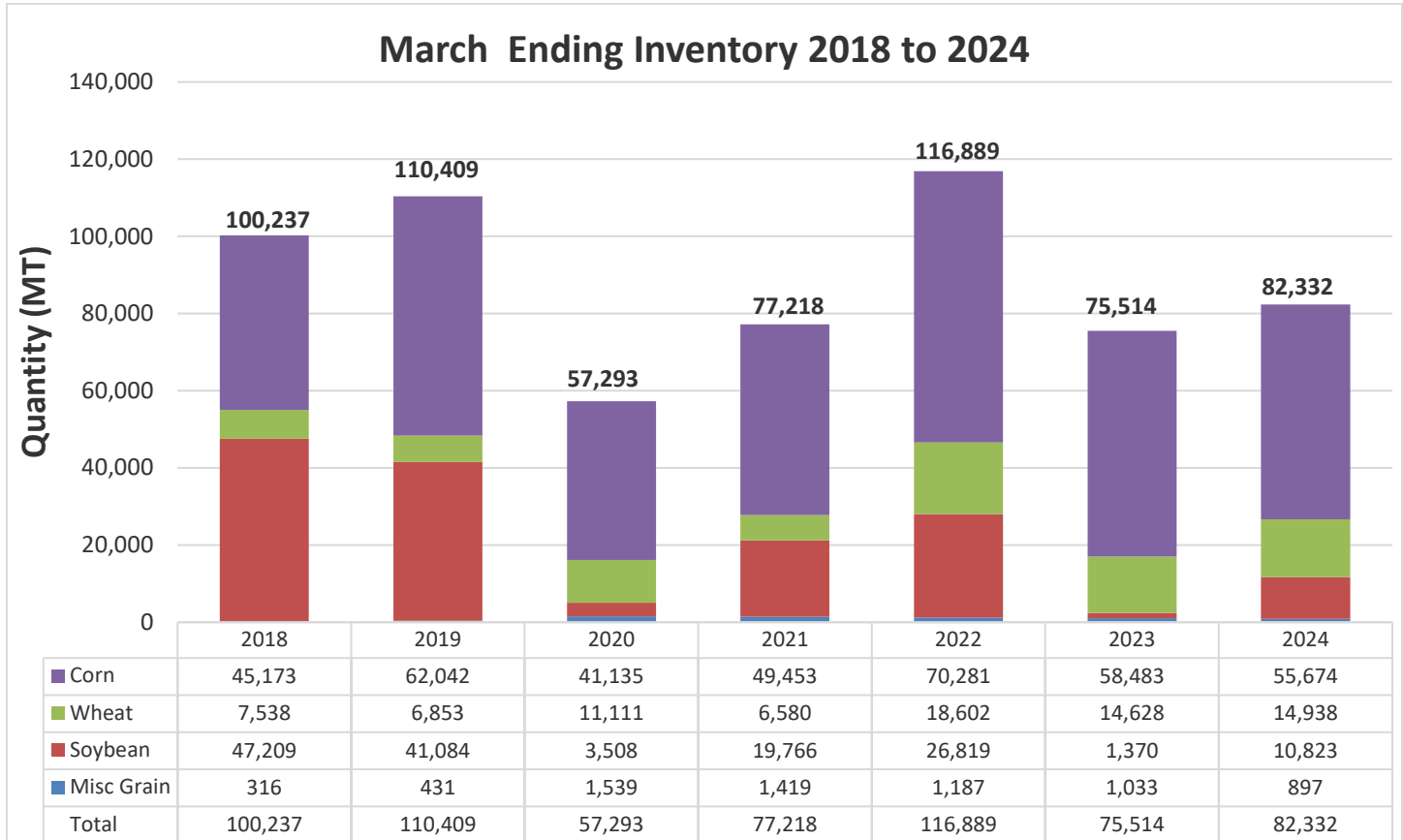
Chair

Deputy Clerk

GRAIN OPERATIONS REPORT

March 2024

Overall grain inventory for the month of March ended at 82,332 MT. Wheat shipments were still light due to spring load restrictions. Some activity of soybeans and corn being delivered.



Summary of traffic for March:

- Received a total of 10,438 MT of grain via truck.
- Shipped a total of 5,834 MT of grain via truck.
- Shipped a total of 0 MT of grain via vessel.
- Shipped a total of 0 MT of grain via rail.

Successfully completed GMP+ surveillance audit to maintain certification.

Worked March 31st and April 1st for local customer.

RECORDABLE INCIDENTS/INJURIES

YEAR	LOST WORK	RESTRICTED WORK	MEDICAL TREATMENT	TOTAL RECORDABLES	FIRST AID	NEAR MISS	LEARNING EVENT
2024	0	0	0	0	0	0	0
2023	0	0	1	1	0	0	2
2022	0	0	0	0	2	0	2
2021	0	0	0	0	0	0	2
2020	1	0	3	4	1	1	3
2019	1	1	0	2	2	1	3
2018	1	0	1	2	1	1	3

LABOUR REPORT

CATEGORY	CURRENT YEAR		PREVIOUS YEAR	
	MONTH	YEAR	MONTH	YEAR
LABOUR HRS (OPERATIONS)	1,965	6,574	3,218	8,268

QUALITY REPORT

CANADIAN GRAIN COMMISSION RATING		1	2	3	4	5	6	7
	CURRENT YEAR	FEB-AA	MAR-AAA					
	PREVIOUS YEAR	FEB-AAA	APR-A	MAY-A	JUL-AA	SEPT-A	NOV-A	DEC-AA

MAINTENANCE REPORT

Apr. 22, 2024

Work in the maintenance area during the month included the following:

- Conducted monthly Premise Inspection as per GMP requirements.
- Scale test weights have passed 5-year certification and have been returned.
- Empty bin maintenance of annex bin #3.
- Installed new aerator fan and ducting on the north side of annex bin #7.
- Inspection and maintenance of annex lofter.
- Annex equipment GMP maintenance.
- Replaced drive belt of annex lofter.
- Replaced front brake calipers, rotors and pads on maintenance truck.
- Began main house aerator inspections and repairs.
- Items from work order log.
- Weekly and monthly dust system inspections and maintenance.

Work in the electrical area included the following:

- Worked with millwrights as required.
- Assisted DCore Electric replacing a short section (130') of electrical feeders to marine MCC 8. This portion of cable had shown a ground fault.
- Replaced electrical wiring to the aerator on the north side of annex bin #7.
- Began replacing proxy and conduit supports for trippers 5, 6 and 7.
- Items from work order log.

2024 CAPITAL BUDGET

April 22 Port meeting -Completed/Invoiced to March 31

	Capital Projects	Category	2024 Budget Amount	2024 Actual	Status	Target Completi on	Project Lead
	Paving Projects Area 1 Track and Road Rehabilitation - Rail Crossing Main gate, Rail east of trackshed . Area 2						
1	Asphalt Paving - Widen Annex Road, Area between track shed and QC trailer.	Maint.	\$ 300,000		Finishing Tender on rail/road	Q4	Kevin S/MikeM
2	Grain Elevator Concrete Repair - Exterior Basement Walls	Maint.	\$ 400,000		Action item - recommendation April 22	Q2/Q3	Robert D
3	Spout Repair for Shipping area	Maint.	\$ 100,000				Jeff W/Kevin S
4	Grain Elevator Bin Walls- Exterior covering	Maint.	\$ 250,000		Begin tender process.	Q3	Mike M
5	New Container Loading Spout	Growth	\$ 300,000		Quote received. Awaiting outcome of foundtation tender.		Kevin S
6	Covered Storage - Bulk Cargo HarbourFront Dock	Growth	\$ 1,250,000		Dependant on business plan, discussions continue	Q3/Q4	Robert D
7	Marina Waterfront - Shoreline and Walkway (carryover 2023)	Maint. C/O	\$ 245,297	\$ 126,917	Waterfront complete. Walkway - design, quotes	Q2	Robert D
8	Generator repair (carryover 2023)	Maint. C/O	\$ 25,000		Complete, awaiting final invoice.		Jeff W
9	Track Shed - Repairs and modifications (truck Receiving/Shiping), (carryover 2023)	Maint. C/O	\$ 2,300,000		Foundation tender released		Kevin S
10	POJ Warehouse - Land Developemnt - Survey and Drainage plan (carryover 2023)	Growth C/O	\$ 50,921	\$ 14,400	Topographic survey complete, waiting on quote for drainage plan	Q3	Robert D
11	New Grain Dryer / Wet Bin, Gov't funding Port portion (carryover 2023)	Growth C/O	\$ 4,283,272		Construction is underway	Q3	Kevin S
12	Install auto lubricators on trippers	Maint.	\$ 10,000			Q3	Jeff W
13	Hydraulic Cylinders for Scale test	Maint.	\$ 10,000			Q3	Jeff W
14	Steam'N'Weeds - environmental safe weed control	Maint.	\$ 40,000		waiting for additional quotes	Q2	Mike M
15	Dust System	Maint.	\$ 75,000		ordered blast gates for test area	Q4	Mike M
16	Replacement parts for scale gates	Maint.	\$ 10,000		parts ordered	Q2	Jeff W
17	Annex Spout from diverter valve to annes to house conveyor	Maint.	\$ 15,000		PO issued to Horst	Q3	Jeff W
18	New reducer and motor for 8 receiving conveyor	Maint.	\$ 6,500		parts ordered	Q2	Jeff W
19	Belt for marine lofter 2	Maint.	\$ 32,500		parts ordered	Q2	Jeff W
20	Replacement of Aerators	Maint.	\$ 50,000			Q3	Jeff W
21	New belt for lofter 7	Maint.	\$ 27,500		parts ordered	Q2	Jeff W
22	New buckets for lofters 2 and 7	Maint.	\$ 40,000		parts ordered	Q2	Jeff W
23	Reducer and motor for dryer unloading turntable	Maint.	\$ 6,500		parts ordered	Q2	Jeff W
24	Repalce probe at existing probe station -QC	Maint.	\$ 45,000		waiting for final quote	Q2	Mike M
25	Rail Repair	Maint.	\$ 75,000		Get three quotes	Q2	Mike M
26	Snow pusher for new Telehandler	Maint.	\$ 5,500			Q3	Jeff W
27	Upgrade existing garage	Growth	\$ 75,000		waiting for balance of quotes	Q3	Mike M
28	New coverall storage for equipment	Growth	\$ 75,000		Get three new quotes. Define location	Q3	Mike M
Total Capital Budget 2024 including 2023 carryover			\$ 10,102,990	\$ 141,317			

ACT Government Funding amount	\$2,000,000.00	
Spending to date	\$1,327,541.57	
Reimbursed to April 2	\$900,000.00	10% holdback
Remaning funding	\$1,100,000.00	

Financial Report Month ending March 31, 2024

Summary:

Revenue for the month was \$339k, lower than 2023 by \$375K. The variance is mainly due to the corn receiving project for export in 2023 and the steel rail project in 2023, also no salt arrived in March this year. Expenses were kept under budget by \$50k and under 2023 by \$69k.

Year to date

Revenues: Harbour Services: -\$243k Grain Services: -\$331k Rail Services: -\$89k Leases: +\$14k
Expenses: Labour/Benefits: +\$15k Utilities: -\$55k Operating and Admin: -\$101k (advertising -\$58K-final aquatarium paid in 2023, Office Admin -\$8k, Material & Supplies -\$18k outside Services -\$29k, Rentals -\$3k Insurance +\$13k and Honorarium +\$2k)

Management Fees to the Township

As of March 31, 2024, the Port has transferred \$250,000 towards their annual payment of \$1,000,000.

Actuals/Budget/Previous Year

Month Ending: March 31, 2024			
	Mar 2024 Actual	Mar 2024 Budget	Mar 2023 Actual
Revenue	\$ 339,173	\$ 540,000	\$ 713,738
Expenses	\$ 374,835	\$ 425,000	\$ 444,104
Surplus/Deficit	\$ (35,662)	\$ 115,000	\$ 269,634
Year to Date – March 31, 2024			
	YTD 2024 Actual	YTD 2024 Budget	YTD 2023 Actual
Revenue	\$ 981,263	\$ 1,280,000	\$ 1,629,875
Expenses	\$ 1,152,850	\$ 1,265,000	\$ 1,294,507
Surplus	\$ (171,587)	\$ 15,000	\$ 335,368

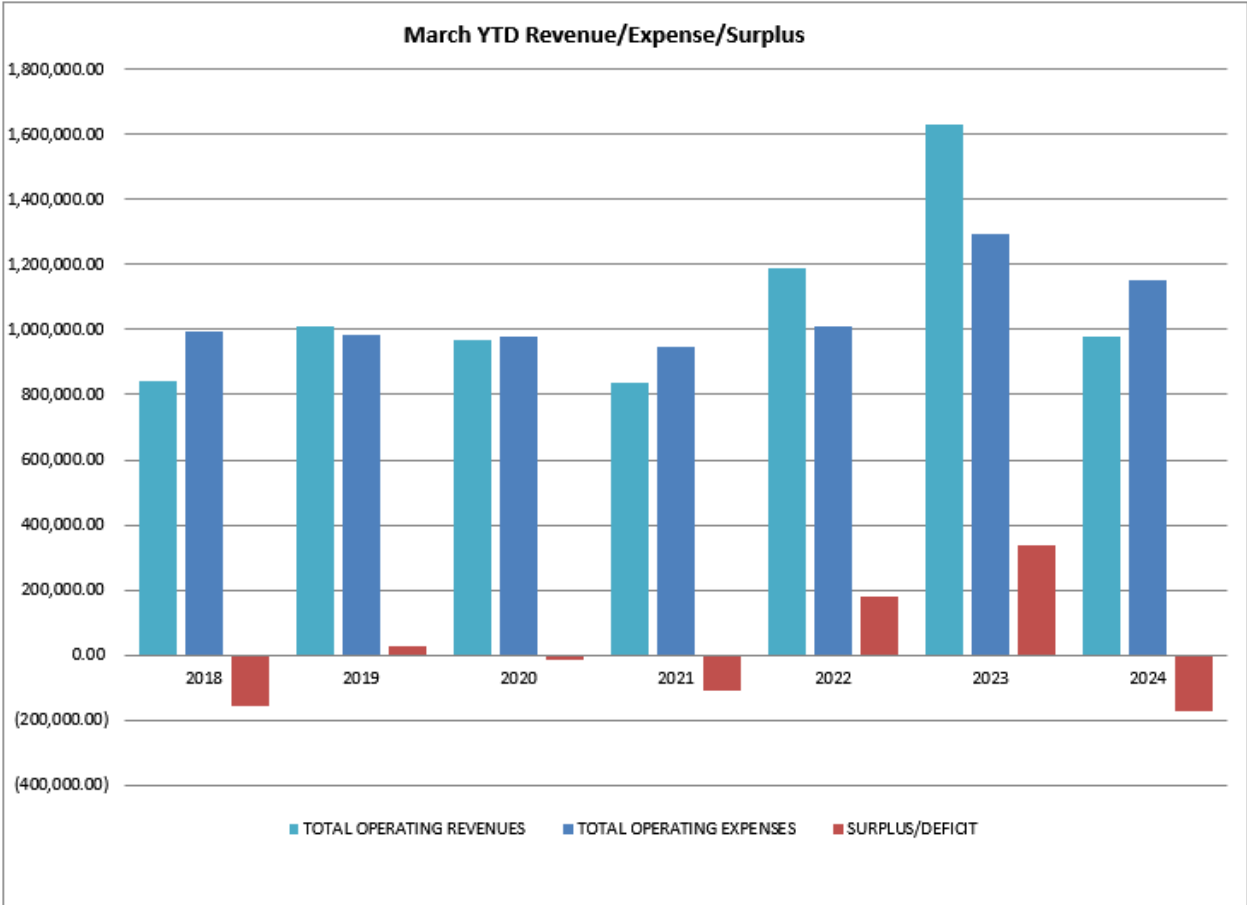
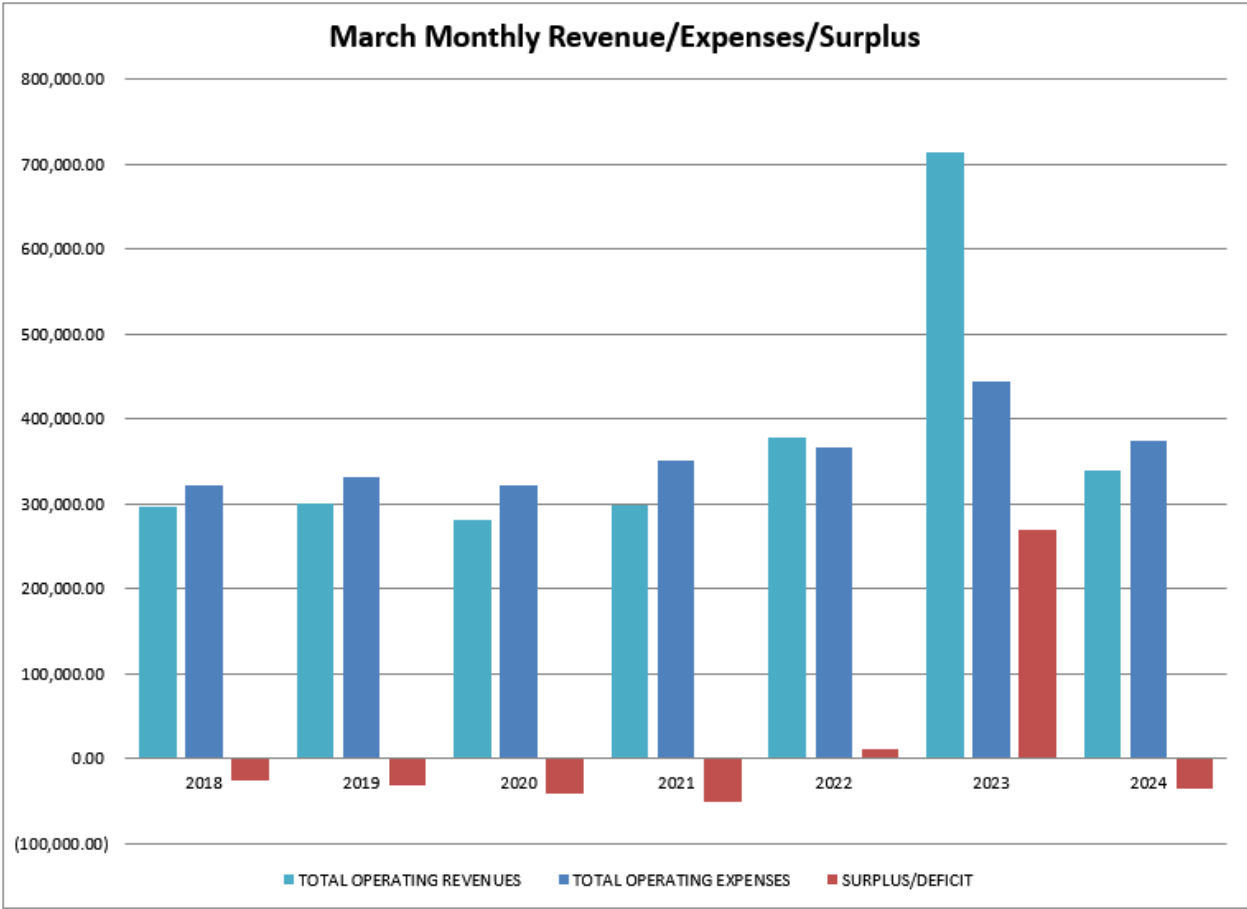
Accounts Receivables/Payables (Trade/HST)

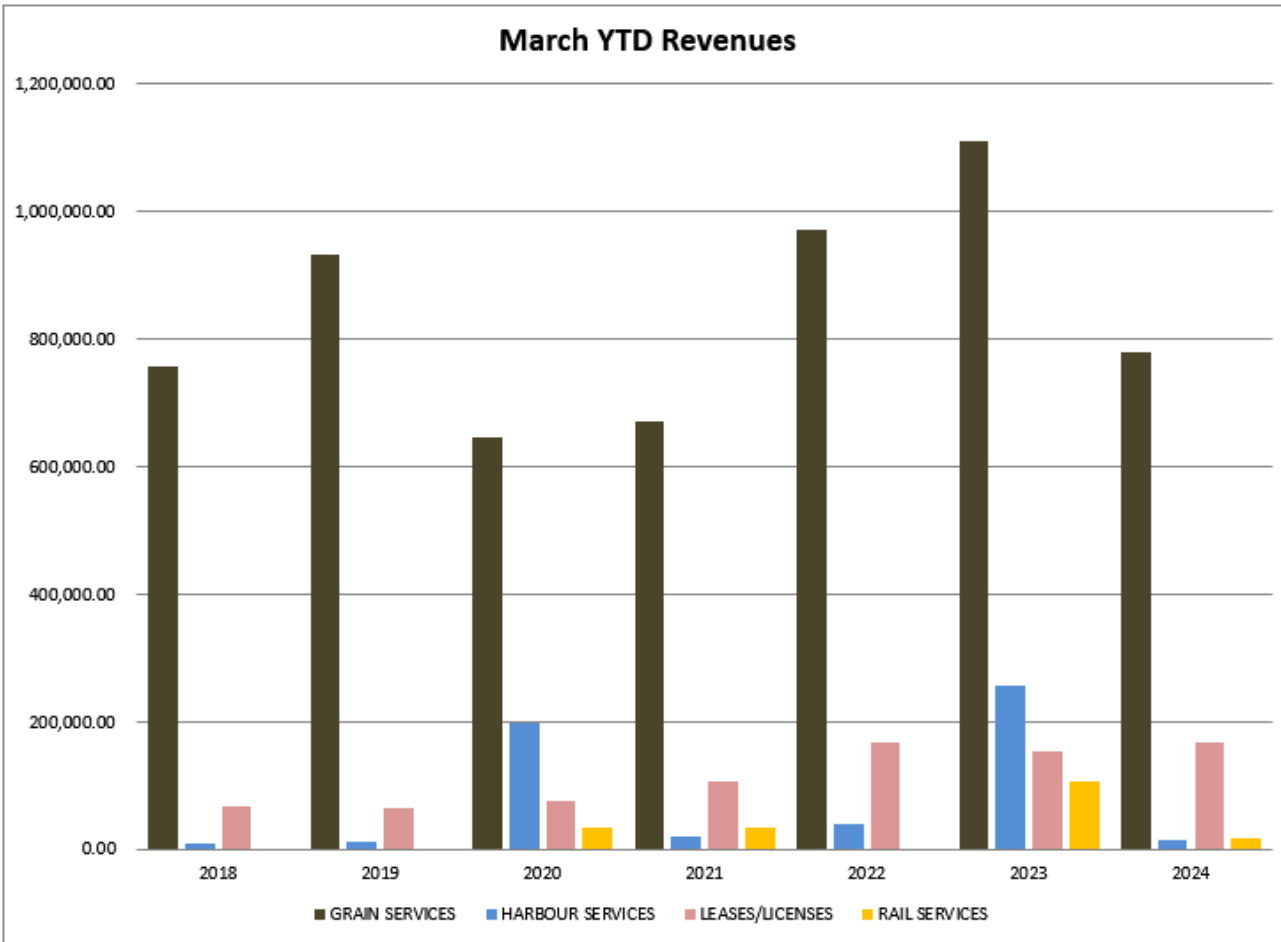
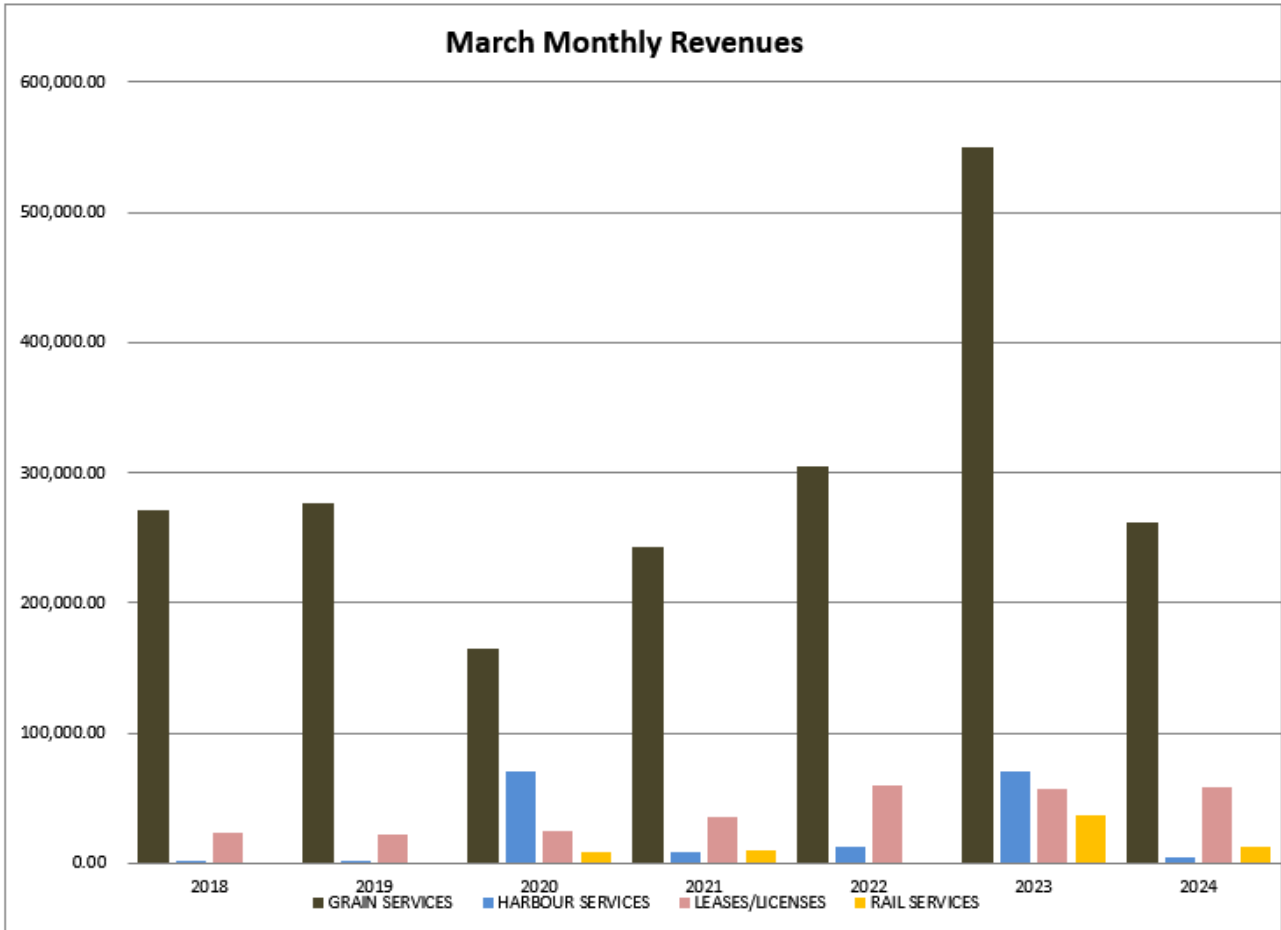
The Port's receivables are in good shape with outstanding invoices 30 days and under.

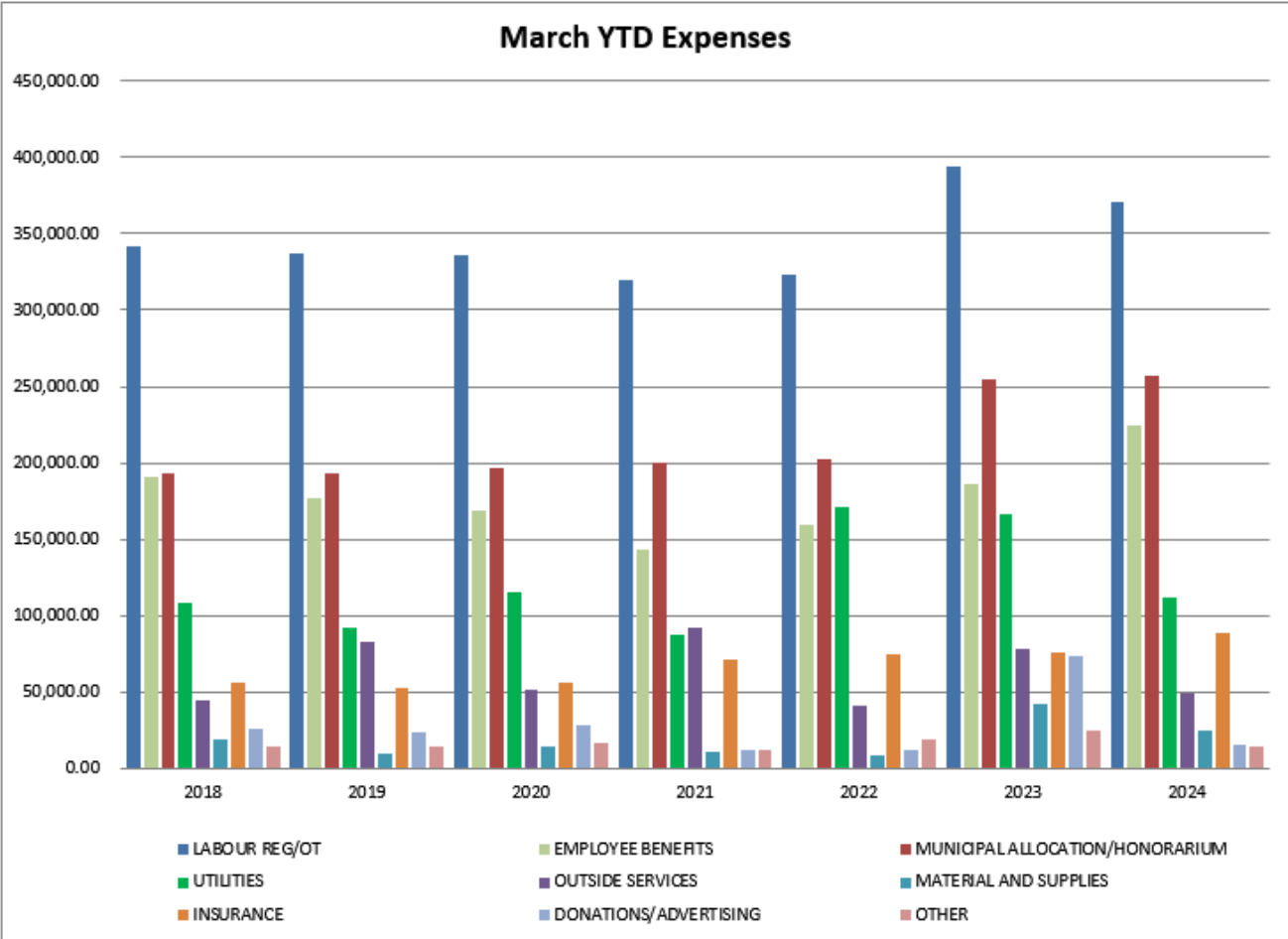
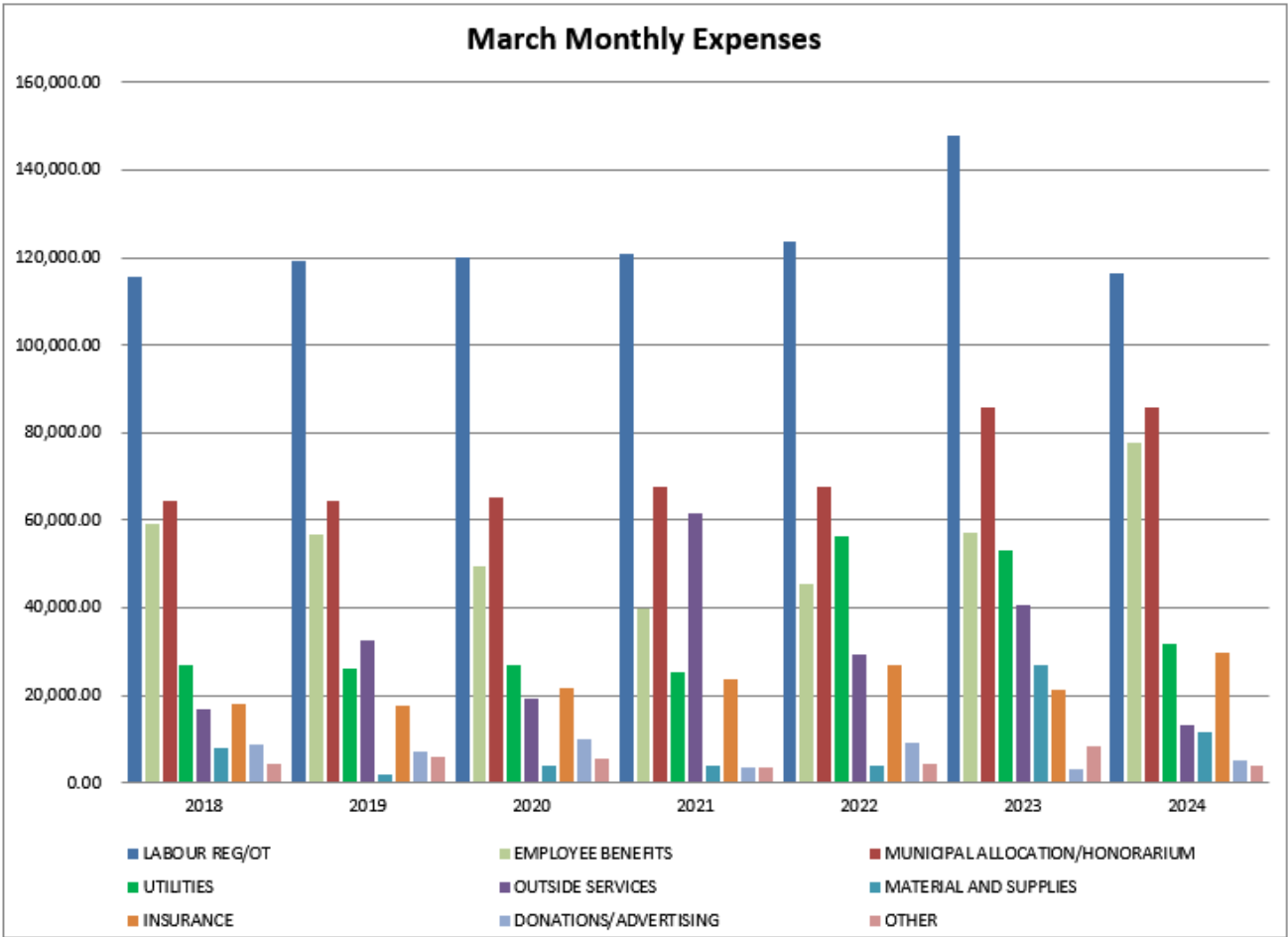
Receivables: \$568,337

Payables: \$939,814

Cash on Hand: \$8,302,933







April 12, 2024

Memo to: Mr. Robert Dalley, General Manager
From: Mr. John McGeough, P.Eng.

Re: Port of Johnstown Health, Safety, & Environmental Activity Report

The following environmental, health and safety (EH&S) activities were conducted by Prevention and Regulatory Solutions Ltd. during 7 days of support from March 14 – April 12, 2024.

- Reviewed draft salt water annual sampling analysis report for 2023. Participated in a meeting with Logistec and environmental consultants regarding strategies for an upcoming meeting with the Ministry of Environment, Conservation and Parks (MECP).
- Contacted an environmental litigation lawyer to discuss options and strategies for appealing potential MECP orders or charges. Set up a shared directory and started compiling information that would be useful to establish a due diligence defence if required. Forwarded all information to Port General Manager for review and use if needed.
- Prepared a Port salt management action plan recommended for discussion at the MECP meeting. Reviewed with the General Manager, edited, and changed to presentation format. Participated in meeting with MECP in Kingston, and in a follow-up debrief meeting. Prepared minutes of the MECP meeting and forwarded to General Manager.
- Consulted with the safety committee on 7 draft documents. Following consultations, updated and finalized the respiratory hazard assessment, respiratory protection procedure, health and safety rules, personal protective equipment policy, health and safety committee procedure, injury reporting procedure, and incident reporting form. Loaded documents onto Port server, updated H&S manual index, and discussed updating the Port's hardcopy manuals with Port Office Administrator.
- Updated training slides and quizzes, and conducted training on H&S rules for 2 employee groups.
- Updated training slides and quizzes, and conducted training on respiratory protection for 2 employee groups.
- Forwarded training records and completed quizzes to Port Office Administrator for filing.
- Updated the 2024 Port EH&S planning list and forwarded to management for review.
- Updated training slides for health and safety committee training program. Sent to management for review, and planned an April consultation with the safety committee.
- Begin to update the Port H&S training procedure on 3-year update cycle. Forwarded to management for review, and planned an April consultation with the safety committee.

GENERAL MANAGER'S REPORT – April 22, 2024

- Salt Management – Met with MECP officials on March 26, 2024, in Kingston. The meeting went well and there are currently no pending work orders or amendments to our ECA at this time. MECP is going to get back to us in the near future on their expectations. Meanwhile we are going to install a flow meter to monitor how much liquid is actually leaving the pond. We will also be doing a profile of the pond to analyze the concentration of calcium chloride from bottom to top.
- Port provided an overflow parking area for the solar eclipse. No incidents to report.
- Port Harbourfront dock public walkway is now open.
- Participated in Township strategic planning.
- Confirming that the Port will be receiving 3 windmill blades and providing possible storage for a returning blade(s). Also, approximately 3,000 mt of international cargo – steel beams. Both are due to arrive in late May/early June.
- Several meetings with potential future customers of the Port. Introduction to the Port and the services that we provide, as well as availability of storage, warehousing and pricing. Due to the nature of the requests, these meetings are confidential, however, as they become more serious, we will request an “in camera” session to discuss.
- On May 8th, 2024, the Port has agreed to allow ECRC-SIMEC to conduct a marine spill training exercise at the Port. This will involve deployment of pollution booms on the Harbourfront dock. CSL and Transport Canada will be part of the exercise. This will be a good opportunity for the Port to follow along and better understand our options when it comes to marine spills in the St. Lawrence River.
- Met with Transport Canada to discuss the Port Security Plan and changes regarding international cargo and restricted areas.

Port of Johnstown Investment Report - to 1st quarter

Investment Company	Account #	Initial Investment Date	Maturity Date	Interest Rate as of March 31, 2024	Original Investment	Current Balance as of March 31, 2024
Scotia HISA	476961748211	July 5, 2022	Open	5.525%	\$2,513,058	\$2,739,375
Scotia Bank Non-Redeemable GIC - 12 month	000000052398699	June 30, 2023	July 2, 2024	6.40%	\$2,000,000	\$2,107,660
RBC Non-Redeemable GIC - 12 month	00770145081-002	Dec. 30, 2023	Dec. 30, 2024	6.25%	\$773,705	\$786,026
RBC Non-Redeemable GIC - 24 month	00770145081-003	Dec. 30, 2023	Dec. 30, 2025	5.30%	\$773,705	\$784,153
Total Investments					\$6,060,467	\$6,417,213

Note: In addition, the Port's RBC operating account balance earns interest at RBC Prime less 1.75% (currently: 7.2% -1.75% = 5.45%)

Port of Johnstown Action Item

Committee: Port of Johnstown Management Committee

Date: April 22, 2024

Division: Port of Johnstown

Topic: Exterior Basement Wall Repairs 2024

Purpose: To recommend award of contract for the Basement Wall Repairs 2024 capital project

Background: In 2011 a structural assessment was carried out by Steve Housemen, the Port's retained Engineer, to determine the condition of our outer structure of the grain elevator. It was recommended that we repair the elevator structure as soon as economically viable.

In 2013 a budget of \$30,000 was allocated towards the building's infrastructure to determine the process for repair and determine a budgeted cost required to repair the outer structure. This work was performed by Cimota.

In the spring of April 2014, an assessment was completed by our Engineering consultant on the outcome of these repairs, and it was found that the repairs were holding up and performing as expected.

The Bin Wall repair project was identified in the 2014 Capital Budget presentation to council and was divided into eight elevator sections to be completed over three years.

In 2014, a tender was called for the 1st phase of this project which would include 2 and $\frac{3}{4}$ sections of the north side of the elevator. It was estimated that the cost would be approximately \$400,000. This was based on the identified repair types and the approximate number of each of these repair types. Cimota was awarded this project as the lowest bid. The Port was able to complete 3 sections of the elevator on the north side of the Grain Elevator.

For the Bin Wall Repair 2015 capital project there were 4 invitations sent out to the companies that attended our 2014 mandatory site meeting. Also, a newspaper ad was placed in the local paper and the project was advertised on our website. Only Cimota showed interest and presented a bid and was awarded the contract. The total budget in 2015 was \$375,000.

In 2022, the Port continued with the Bin Wall repair project and singled sourced the project to Cimota based on the following:

- 1) This company has completed 75% of the elevator bin wall repairs and specialize in this type of concrete repair work. The repairs from 2014 and 2015 are standing up well.
- 2) Very specialized work, including working from extreme heights both on scaffolding and individual harnesses that are used for harder to reach areas.
- 3) Their price increases compared to 2015 are reasonable, working out to approximately 2 percent per year.
- 4) They are a contractor that is good to work with and fair when dealing with progress payments and dealing with extras.

The work in 2022 resulted in the completion of the Bin Wall repairs other than the area where the new load out spouts were installed. The project was carried over into 2023 and the Bin Wall repairs were completed. Cimota then began work on the bottom part of the bin walls that we will now refer to as the "Basement Wall Repairs" In total 20 basement wall repairs were completed in 2023.

Our engineer performed a recent inspection in April of 2024, and this is the estimate.

Grain Elevator Concrete Repair

Exterior Basement Walls

I - South Side Basement Wall Repairs (106): \$998,492 (South side much worse condition than North)

II - North Side Basement Wall Repairs (102): \$464,411

Total (208): \$1,462,903

Completed in 2023 (20): \$244,393

Budgeted for 2024 (56): \$400,000

Remaining after 2024 work (132): \$818,510

Policy Implications: Amount of work exceeds \$75,000 and must have committee approval. We are recommending single source quote so that we can continue to work with the same contractor for the following reasons:

- i) This is specialized work with specialized equipment.
- ii) The contractor is aware of the site and is much more efficient than bringing in a new contractor.
- iii) The contractor has kept their increases below 2 percent compared to 2023.
- iv) The contractor does excellent work and is very reasonable with any additions or change orders.

Financial Considerations: \$400,000 was approved by council in the 2024 Capital Budget
This is a unit price contract for which the contractor gets paid per repair completed.

The following prices were quoted by Cimota Inc.(does not include HST)

Unit Prices

Global mobilization, demobilization and organization: \$39,700.00

Window perimeter repairs (4 inches deep): \$235.00 / ft²

Sloped surface: \$255.00 / lin.ft

Bin Slab (5 inches deep): 285.00 / lin.ft

Recommendations:

That the Port Management Committee approve the award of the Basement Wall Repairs 2024 project to Cimota Inc. at the unit prices stated above.

That the total amount of spending on the Basement Wall Repairs does not exceed \$400,000 (excluded HST) as allocated in the 2024 Capital Budget.

That the Port Management Committee approve the Port General Manager to sign the contract on behalf of the Port/Township.

Robert Dalley
General Manager

Port of Johnstown Action Item

Committee: Port of Johnstown Management Committee

Date: April 22, 2024

Division: Port of Johnstown

Topic: Receiving Area Upgrades (Project #300-508)

Purpose: To recommend a contractor for the construction of the foundation for the first phase of the receiving area upgrades.

Background: The Port receives up to 400,000 tonnes of grain each year. The majority of this grain passes through the receiving area also referred to as the track shed. Issues have been identified in the receiving area as a result of a GMP+ audit related to design of the structure that does not adequately protect the grain from the weather during handling. In addition, structural issues have been identified with the floor in part of the track shed that need attention. In addition to these issues, the demand for the Port's services have been increasing over the past several years. Improvements are being recommended to improve the receiving and shipping capabilities to meet the demand now and in the future. The project will be completed over a two year period in order to ensure that it does not negatively impact the harvest season. It should be noted that the first attempt of soliciting bids was in October 2023 when no responses were received to the tender. The project was then split into its components in order to move it forward,

Please refer to the attached business case for additional information regarding the project.

Scope of work: This project involves the construction of a new building structure to protect #6 receiving pit and the loading area on Track 4 from the elements, add capacity to the receiving area, address structural issues in the receiving area and add a spout for loading containers.

The first phase of this project is to install the foundation for the new building.

Policy Implications: The procurement policy was followed. The project was approved in the 2024 capital budget in the amount of \$2,300,000.

Financial Considerations:

A total of seven companies attended the mandatory job showing. The Port received three bids as a result and the summary of those bids are shown below. The bids do not include HST.

- Rose Mechanical Inc. - \$940,000.00
- Ross and Anglin Ltd. – \$957,622.00
- DW Building Restoration - \$1,026,169.56

It should be noted that the bids came to approximately double the projected amount. The reasons for this are unknown at this point but are under investigation. However, this seems to be the

market price since the low and high bid are within 10%. The portion of this project intended to be completed in 2024 will be within the approved budget of \$2,300,000. The portion of the project planned for 2025 will need additional funds to complete the work. Please see the table below for the projected expenses.

	Original Estimate (Jan 2023)	Revised Estimate - Apr 19/24	Expected expense in 2024	Expected expense in 2025
Foundation	\$500,000	\$940,000	\$940,000	\$0
Building (building, install, doors, electrical)	\$650,000	\$750,000	\$750,000	\$0
Mechanical (Conveyors, motors, hoppers, install)	\$700,000	\$750,000	\$375,000 New receiving pit	\$375,000 updates to #6
Miscellaneous (concrete cutting, electrical)	\$200,000	\$200,000	\$100,000	\$100,000
Concrete Repair - #6 lane	\$130,000	\$150,000	\$0	\$150,000
Engineering	\$120,000	\$120,000	\$90,000	\$30,000
Total	\$2,300,000	\$2,910,000	\$2,255,000	\$655,000

Recommendations:

- 1) The Port Management Committee recommends that award the Rail Shed Foundation - Project #300-580 to Rose Mechanical Inc in the amount of \$940,000.00 (excluding HST) plus a 5% contingency.
- 2) That the Port Management Committee authorizes the Port General Manager to sign the contract with Rose Mechanical Inc on behalf of the Township.

Kevin Saunders
Operations Manager

Robert Dalley
General Manager

2024

Receiving Area Upgrades



Port of Johnstown

3035 County Road 2
Johnstown, ON
K0E 1T1

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1. Executive summary

Project/business description

The Port of Johnstown is a terminal grain elevator along the St. Lawrence River that has been operating since 1930 serving producers in Eastern Ontario and Western Quebec. It is the only open Port along the St. Lawrence Seaway which offers producers the advantage of being able to sell their grain to the grain trader of their choice.

The Port has a storage capacity 185,000 MT of grain across 398 individual storage bins. The Port is a trimodal facility and is able to receive and ship grain by truck, rail and marine vessel. The demand for the Port's services continues to increase due to the additional acres planted and the increasing yields per acre. As a result, the amount of grain handled continues to increase. The Port handled 400,000 metric tons of grain in 2007. In 2022, the Port handled 745,000 MT of grain. This is an increase of volume of 86% in 15 years.

The volume of grain handled at the Port continues to grow. In 2023, the total quantity of grain handled was 936,236 MT which is the first time that the Port has exceeded the 900,000 MT mark.

Project opportunity

To improve the receiving area to increase throughput of the area particularly at harvest, to address quality issues in the area identified in the GMP+ audit findings, and to add a container loading spout to address a new business opportunity.

Timeline and revenue targets

The project would be started in early 2024. The plan would be to have the building up prior to peak harvest along with the new receiving pit. The new container loading spout would be completed by the end of the year. The balance of the project which includes the structural repairs to #6 receiving lane, a new receiving hopper for #6 pit and a new conveyor that would be ready for the 2025 harvest. The expected increase in revenue would be between \$300k and \$400k per year.

Products/services we currently offer

The primary services offered are receiving, storage and shipment of grain. The Port also offers grain cleaning, grain drying and fumigation services.

Current sales levels

The Port's revenue in the last fiscal year (2023) was \$11,304,729.

2. Goals and objectives

Nature of the project

The project covers several aspects which are outlined below. Part of the project is to address wear and tear issues that are normal with all structures as they age. It should be noted, that the receiving area at the Port was originally designed to handle rail. It has been modified over the years to adapt to the change from rail to truck traffic. It would have been difficult to imagine the amount of truck traffic seen today when these modifications were put into place in the late 1950's. The rationale for the changes are shown further along in the document. The project will be spread out over two years in order to avoid any negative impacts receiving grain at harvest time.

1. Cover #6 Receiving pit to prevent precipitation from entering the receiving pit in order to remain in compliance with the Port's GMP+ quality program.
2. Additional receiving pit to increase efficiency.
3. Addition of a container loading spout to meet a new customer demand.
4. Repair structural issues with the floor along the length of #6 receiving pit.
5. Modify the existing receiving hopper on #6 pit to improve grain flow and increase throughput.

Construct roof over #6 Pit

The figure below highlights a non-conformance identified in the 2020 GMP+ audit. This issue was first identified in 2019 and is raised each year during the audit. To date, they have accepted our plan of building a roof over the pit. As an interim measure, we keep the pit covered when not in use. However, this is not achievable during harvest due to customer demand.

Audit Report/Inspection Checklist

Audit Requirements				
Art. No	Scope	Standards	Audit Question	Compliance
Infrastructure requirements				
5.2.1/5.2.2.1	General	B2, B3,	Does the way the site/environment is located, designed, constructed presents a hazard to feed?	Non-Conform
During plant tour it was noted that grain receiving pit 6 was exposed to sweeping rain.				
5.2.3	Storage and transhipment of feed	B3,	Has an access regulation been established for the storage areas?	Conform
5.2.4.2	Storage and transhipment of feed	B3,	Has the company evaluated the risk of the airflow which can possibly act as a means of transport for pathogens and taken the necessary precautions?	Conform
5.3.4	Storage and transhipment of feed	B3,	Did the company implement a pest control programme according to the GMP+ requirements?	Conform
5.3.5	Storage and transhipment of feed	B3,	Is waste and material which is not suitable for feed stored and identified separately?	Conform
5.3.6	Storage and transhipment of feed	B3,	Is glass/breakable materials where necessary protected against breakage?	Conform
5.2.4	Storage and transhipment of feed	B3,	Is the quality of water, steam or ice suitable for the use in the storage location?	Conform
5.2.4	Storage and transhipment of feed	B3,	Have technical and organisational measures been taken to prevent cross-contamination and errors as much as possible?	Conform

The reason that the receiving area was marked with a non-conformance is due to the pit's close proximity to the edge of the building, as shown in the photo below, allowing precipitation to enter the pit. In addition, there is no roof over the pit which allows additional precipitation to enter the pit while a truck is unloading.





You will note that the trailer is outside the loading area. The rain lands in the truck and exits the trailer with the grain directly into the receiving pit.

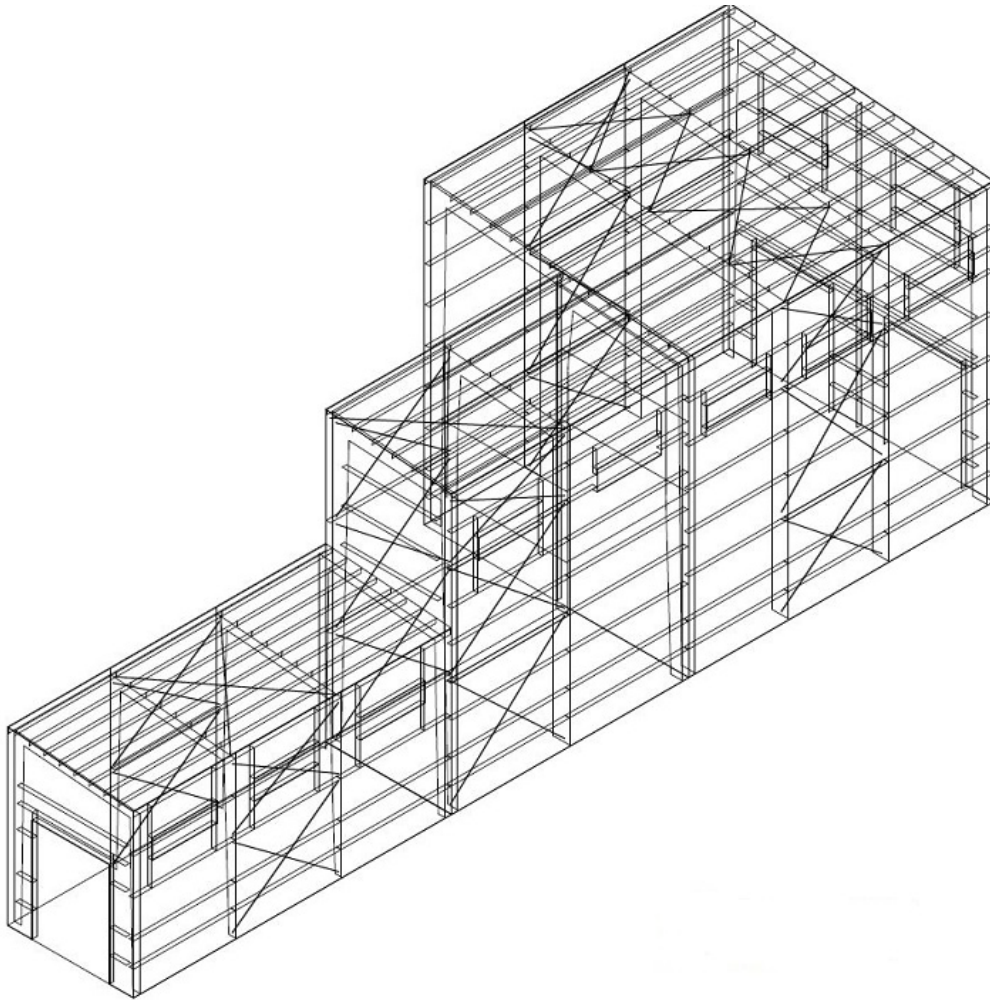
The issue with the design of the area also extends to the loading spout adjacent to #6 receiving pit. This area does not have a roof that fully covers the truck during loading allowing precipitation to fall into the truck and onto the grain during the loading.



Current roof covers approximately 40% of the open trailer being loaded

The GMP+ program is the quality assurance program in place at the Port. Customers in the European Union (EU) will only accept grain that is shipped from a facility that is GMP+ certified. Therefore, it is vital to keep this program in place in order to maintain the Port's ability to ship grain to end destinations in the EU. To put it into perspective, soybeans generate approximately \$3 million dollars of gross revenue for the Port each year. The majority of Ontario soybeans are shipped to the EU. Losing the GMP+ certification would be a major financial blow to the Port. The aim of this portion of the project is to eliminate the non-conformance in future audits to ensure compliance with the GMP+ program.

The concept drawing of the proposed building to deal with both issues is shown below. The roof line of the building will match the existing roof line of the receiving area.



Additional Receiving Pit

The success of the annex has been good for the Port overall. However, the increased activity at the annex has restricted the soybean intake at harvest time due to shipments of both corn and non-GMO corn in the months of September and October. In the past, the Port utilized the receiving pit at the annex to increase the number of daily inbound trucks at soybean harvest. This added five additional trucks (approx. 220 MT) each hour to the overall hourly intake. The soybeans would be received through the pit and then transferred to the main building via the overhead conveyor that connects the annex and the main building. The table below shows the amount of outbound traffic over the past three years in September and October.

You will note that the shipments of non-GMO corn are highlighted in yellow. During these shipments, the Port is unable to ship or receive any other grain at the annex during this time. This is to prevent contamination due to mixing of regular corn and soybean both of which contain genetically modified traits.

2021			2022			2023		
Ticket Date	Qty (MT)	No. of Trucks	Ticket Date	Qty (MT)	No. of Trucks	Ticket Date	Qty (MT)	No. of Trucks
2021-09-02	1325	32	09/01/2022	172	4	09/10/2023	809	19
2021-09-03	540	13	09/02/2022	357	9	09/13/2023	124	3
2021-09-05	1121	27	09/05/2022	2396	57	09/14/2023	39	1
2021-09-07	84	2	09/06/2022	804	19	09/15/2023	37	1
2021-09-09	38	1	09/07/2022	1524	36	09/16/2023	811	19
2021-09-12	901	21	09/08/2022	677	16	09/17/2023	859	20
2021-09-19	1074	26	09/18/2022	970	23	09/23/2023	722	17
2021-09-20	626	15	09/25/2022	935	22	09/24/2023	810	19
2021-09-21	715	17	10/05/2022	841	20	09/27/2023	267	6
2021-09-22	763	18	10/06/2022	266	6	09/28/2023	489	12
2021-09-23	806	19	10/07/2022	914	22	09/29/2023	313	7
2021-09-24	844	20	10/10/2022	1093	26	10/02/2023	399	10
2021-09-25	489	12	10/11/2022	225	5	10/03/2023	534	13
2021-09-27	34	1	10/12/2022	902	21	10/05/2023	495	12
2021-09-28	534	13	10/13/2022	666	16	10/06/2023	488	12
2021-09-29	10	0	10/14/2022	660	16	10/07/2023	458	11
2021-09-30	31	1	10/17/2022	223	5	10/08/2023	1163	28
2021-10-01	797	19	10/18/2022	357	9	10/09/2023	403	10
2021-10-04	802	19	10/19/2022	355	8	10/10/2023	220	5
2021-10-05	892	21	10/20/2022	400	10	10/13/2023	12	0
2021-10-06	886	21	10/21/2022	346	8	10/17/2023	313	7
2021-10-07	632	15	10/24/2022	275	7	10/18/2023	445	11
2021-10-08	673	16	10/25/2022	269	6	10/19/2023	398	9
2021-10-12	272	6	10/26/2022	484	12	10/30/2023	1697	40
2021-10-14	177	4	10/31/2022	2231	53			
2021-10-17	92	2						
2021-10-21	607	14						
2021-10-22	1585	38						
2021-10-23	893	21						
2021-10-25	1571	37						
2021-10-26	1122	27						
2021-10-27	1541	37						
2021-10-28	1101	26						
2021-10-29	999	24						

Non-GMO corn shipments

Again, this business is very positive for the Port. However, it does limit the number of receiving appointments that the Port is able to issue during any given week. The table below shows the number of trucks each receiving pit is able to handle per hour and in a 12-hour day.

Receiving Pit	Trucks per Hour	Trucks per 12-hour day	Estimated Qty per hour (MT)	Estimated Qty in 12-hour day (MT)
#6	4	48	160	1920
#8	5	60	200	2400
Annex	5	60	200	2400
TOTAL	14	168	560	6720

To put this in perspective, each tonne of grain represents approximately \$11 of revenue for the Port. Therefore, when the annex pit is being utilized for other business, the potential shortfall in revenue per day is approximately \$26,400 which equates to \$132,000 per week.

The table below is a summary of the number of appointment requests the Port received for the given week. You will note that the demand in some weeks far exceeds the grain handling capacity at the Port with a few weeks exceeding 200 appointments per day.

2021			2022			2023		
Week starting	Requested Appts.	Issued Appts.	Week starting	Requested Appts.	Issued Appts.	Week starting	Requested Appts.	Issued Appts.
11-Oct	165	165	03-Oct	153	125	10/02/2023	187	130
17-Oct	191	121	10-Oct	252	130	10/10/2023	237	135
25-Oct	216	120	17-Oct	219	132	10/16/2023	258	110
01-Nov	178	122	24-Oct	247	115	10/23/2023	258	100
08-Nov	176	121	31-Oct	326	150	10/30/2023	287	50
15-Nov	169	123	07-Nov	243	151	11/06/2023	236	80
22-Nov	223	167	14-Nov	252	165	11/13/2023	242	130
29-Nov	175	172	21-Nov	203	97	11/20/2023	226	130
06-Dec	132	126	28-Nov	137	85	11/27/2023	203	130
13-Dec	119	106	05-Dec	98	98	12/04/2023	188	130
20-Dec	100	100				12/11/2023	100	100
						12/18/2023	100	100

Overall, the demand is there to support three unloading pits. The likelihood of accessing the third unloading pit at the annex is becoming less likely with the addition of the new grain dryer. This is the rationale for the addition of the receiving pit.

New Container Loading Spout

The Port had received inquiries in the past but, no one had a business plan that would justify the expense. However, the Port was approached in 2022 regarding the ability to load sea containers with grain for export. This customer had demand to load a minimum of 50 containers each month, 12 months of the year. Their intentions are outlined in their Letter of Intent (LOI).



323 Church St. Suite# 21, Oakville, ON. L6J 1P2
www.merakicommodities.com

To,

The Port of Johnstown,

3035 County Rd. 2, Johnstown ON, K0E1T1

I am writing on behalf of Meraki Commodities to express our intention to hire your cleaning and container loading services for our soybeans. As a reputable commodities company, we understand the importance of efficient and reliable logistics services in our operations, and we believe that your company has the necessary experience and expertise to provide us with the high-quality services we require.

We are particularly impressed by the reputation that Port of Johnstown has built over the years for delivering exceptional services to its clients. Your focus on safety, efficiency, and customer satisfaction aligns perfectly with our values as a company, and we are confident that your team will provide us with the best services possible.

Soybeans require specialized handling and storage, and we believe that your team has the expertise to handle them with the utmost care. We are looking forward to working with you to ensure that our soybeans are handled, loaded, and transported in the most efficient and safe manner possible. Our initial estimate is that we will require a capacity of 1000 metric tons of soybeans per month.

In view of the above, we hereby formally express our intention to engage your services for cleaning and container loading services for our soybeans. We hope that this letter of intent will form the basis for a productive and mutually beneficial business relationship between our companies.

Thank you for your attention to this matter, and we look forward to hearing back from you soon.

Sincerely,



Harjeet Makkar

President

Meraki Commodities



The new container loading spout is a separate capital project with its own budget. It is outlined here to demonstrate how it ties into the proposed structure. The spout would be located in the area of the new lane where the current loading spout is located (shown in an earlier photo). It does require a covered area so that no rain, snow or debris is able to enter the container during the loading process. We had looked at areas in the existing track shed for a place to put this spout. However, it was determined that it was more cost-effective to add the spout to a new lane compacted to the cost of reinforcing entrances and exit to the lane that is dedicated to rail which was the only lane not to impact receiving.

Basically, 1000 MT of soybean with the cleaning process would add approximately \$15,000 dollars of gross revenue per month which equates to \$180,000 per year.

Repairs to #6 Receiving Lane, Receiving Hopper and Conveyor

A year after GMP+ identified the non-conformance, the Port's structural engineer identified a potential issue with the concrete cracking in the floor for #6 receiving lane. At the time, the floor was covered with $\frac{3}{4}$ " steel plate in order to distribute the weight of the trucks over a wider area. Gauges were also installed in a few of the cracks at the same time. To date, over 3 years, the gauges are not indicating any movement. In other words, the cracks are not getting any bigger. The initial concerns were due to the fact that this lane was designed for rail traffic. Below the floor are large concrete support beams that were placed directly under the rails for support. The tire tracks of the trucks are wider than rail are therefore, outside of the area supported by the beams.

The same cracking was not found on #8. The reason for this is that an additional 2 inches of concrete were poured in this area in order to make the rail flush with the concrete floor to accept truck traffic. The rails in #6 lane were completely removed when the receiving pit was installed in 1958.

The floor in this area is poured in two layers. A 5 inch base with a 2 inch topper coat. The topper layer needs to be removed, repairs to the base coat need to be made and then a reinforced topcoat is to be reapplied which will resolve the issues with the floor.

The table above showed the hourly capacity of #6 receiving pit is lower than #8 pit. There are two reasons for this. The first is that #6 receiving is the only lane to handle end dump trailers during regular operations. End dump trailers are typically slower to unload due to the smaller openings in the trailer compared to a bottom dump trailer. This is out of the Port's control. The second reason is the effective area of the hopper is smaller than the pit on #8 due to the way it

was installed in 1958. They offset the conveyor which reduced the capacity of the hopper. The intent of the new hopper is to widen it and move the conveyor over by three feet so that the effective area of the hopper matches the hopper on #8. This will increase the speed for bottom dump trailers on #6.

This receiving lane currently has a drag conveyor in order to get the grain from the hopper to the loft. A drag conveyor is a large steel chain that has nylon paddles attached to it in order to move the grain. The issue with this design is that it does not permit the mounting of a magnet above the conveyor to remove any metal in the flow of grain. This part of the project will replace the drag conveyor with an enclosed belt conveyor with a magnet mounted above it to capture fugitive ferrous metal.

To put it into perspective, the belt conveyor on #8 receiving pit has a magnet mounted above it and it removes several kilograms of metal objects each year. This metal debris contaminates the grain and can cause equipment failure. It is important to remove as much as possible.

Mission, vision and values

The mission of the Port of Johnstown is to provide local, national and international clients with an efficient, reliable and affordable intermodal infrastructure in support of foreign and domestic trade, and to contribute actively to regional economic development. As the agricultural and marine industries in the region grow, the port's goals are to grow alongside.

Strategic objectives

The objective of this project is to improve the quality of the Port's receiving area, to improve its throughput and efficiency and to expand its capabilities with the addition of a container loading spout.

Financial objectives

- Improve the quality of the grain handling to ensure the Port maintains the ability to ship grain to the EU.
- Increase the grain handling abilities of the receiving area at the Port.
- Increase loadout capabilities of the Port with the addition of a container loading spout.
- Increase the annual revenue generated at the Port.

3. Background and history

Location and years in operation

The Port of Johnstown was built in the early 1930's and has grown to become one of Eastern Ontario's premier Ports for truck, vessel, and rail shipping and receiving of grains, salt, aggregate, and a variety of project cargo. In 2000, the Port was transferred to the Township of Edwardsburgh (now the Township of Edwardsburgh Cardinal) under the National Marine Policy (NMP) wherein the federal government established dedicated and independent Port authorities for Canada's largest ports and divested smaller regional/local and remote ports to local interests, including municipalities.

Business achievements

The port is an economic driver for the community and the region at large. In July 2018, Martin Associates of Lancaster, Pennsylvania, was retained to prepare an economic impact study for a consortium of U.S. and Canadian Great Lakes - St. Lawrence River stakeholders. The study found that the economic impacts generated and enabled by the Port of Johnstown are profound:

- In 2017, the marine cargo handled at Port of Johnstown marine terminals generated \$37.1 million in economic activity in Ontario and the direct business revenue received by the firms directly dependent upon the cargo handled at the marine terminals located at the port was \$27.4 million.
- 357 jobs in Ontario are supported by the cargo moving via the marine terminals located at the Port of Johnstown.
 - Of the 357 jobs, 112 jobs are directly generated by the marine cargo and vessel activity at the marine terminals at the Port of Johnstown.
 - As the result of the local and regional purchases by those 112 individuals holding the direct jobs, an additional 165 induced jobs are supported in the regional economy.
 - 80 indirect jobs are supported by \$11.3 million of regional purchases by businesses supplying services at the marine terminals at the Port of Johnstown.
- Combining the direct, induced, and indirect income impacts, the cargo handled at the Port of Johnstown generated \$20.4 million in wages and salaries, and local consumption expenditures in the regional economy.
- In 2017, a total of \$8.6 million in provincial and federal taxes were generated by cargo and vessel activity at the port, with \$2.8 million generated at the provincial level and \$5.8 million generated at the federal level.

The Port receives grain from around the region and provides a range of grading, storage, cleaning, and drying services in addition to loading vessels bound for overseas destinations.

Major initiatives

- 2019-2021 Grain Export Infrastructure Renewal and Expansion Project - \$14.5 million project for a new grain bin and the replacement and modernization of the ship loading spouts to better serve the agricultural producers in Eastern Ontario and Western Quebec. This project involved the removal of nine loading spouts at the Port and replacing them with three modern loading spouts that had the same loading capacity as the previous system. In addition, the new spouts were designed to be able to handle the largest ocean-going vessels that are able to travel the Great Lakes. The new loading spouts were also designed to limit dust emissions. This project was completed on time and on budget. Being on time was extremely important so the Port was ready to begin loading ships with grain at the start of the 2021 harvest season.
- 2017 - Annex Bin Expansion - A \$2.2 million project for the construction of two additional steel grain bins with a combined storage capacity of 10,000 MT. Project was completed on time and on budget.
- 2016 - Annex Bin Expansion - A \$2 million project for the construction of two additional steel grain bins with a combined storage capacity of 10,000 MT. Project was completed on time and on budget.
- 2010 – Annex was built with the support of the Building Canada Fund – A \$5.5 million project for the construction of 4 grain bins and scale house.

Changes that could impact the operation

- Changing weather patterns that lead to lower on farm production yields.
- The building of another terminal elevator along the St. Lawrence River within the Port's current region. In November 2023, Picton Terminals announced that they would be building a 30,000 MT grain storage facility.

4. Products, Services and Target Market

Primary service

The primary services offered are receiving, storage and shipment of grain. The Port also offers grain cleaning, grain drying and fumigation services.

Target market

The Port of Johnstown serves the agricultural producers in Eastern Ontario and Western Quebec.

Competitive advantage

With direct access to marine, road and rail networks, the Port of Johnstown is strategically located to provide access to export markets for over 1,600 farms in the region.

The Port of Johnstown is a terminal grain elevator along the St. Lawrence River that is the only open Port along the St. Lawrence Seaway which offers producers the advantage of being able to sell their grain to the grain trader of their choice. This allows producers to shop their grain to more than one broker.

Pricing strategy

The Port monitors the pricing of other elevators to ensure it remains a competitive and viable option for local producers and grain brokers.

5. Sales and marketing

Key customers and suppliers

Currently serving the agricultural producers in Eastern Ontario and Western Quebec. The Port also has established relationships with the key grain brokers that export grain. In addition, the Port has storage agreements with two key area consumers of corn.

Customer attraction and retention

The majority of the Port's customers are repeat customers for many years. The key to retention is maintaining and expanding the level of service currently available.

Key competitors

The main competitors in the grain business are the export terminals located in Montreal and Hamilton. However, their distance from the Port does not make them a preferred option provided the Port has the ability to continue receiving grain deliveries.

Industry trends, changes and opportunities

The increasing yields and additional acreage being put into production offer the opportunity of more throughput for the Port. The increased production will also mean more grain to be dried before being exported or put into storage.

6. Industry Analysis

Industry Overview

Wheat, corn and soybean are the largest crops grown in Eastern Canada. Given Canada's vast amount of arable land and small population, the sector depends on exports, with over 80% of annual grains, oilseeds and pulses production exported. Canada is one of the top exporters of wheat. The top export destinations for Canadian grains, oilseeds and pulses production are: China, Japan, U.S., Mexico and the European Union.

Given the importance of trade for the health of this sector, market access is essential. Free trade deals, such as the Canada-United States-Mexico Agreement (CUSMA), facilitate increased trade flows and reduced transaction costs, improving the sector's competitiveness in the export market.

The future for Canadian grains, oilseeds and pulses remains strong, with demand for plant-based food products and biofuels supporting new investment across Canada.

Each crop requires a different mix of nutrients from the soil, so farmers will often develop a crop rotation. The purpose is to maximize nutrient use and return it to the soil, which benefits the soil's overall health. Certain insects and diseases also target specific crops and can overwinter in the soil. Most crops are planted during the spring and harvested during the fall.

Depending on the variety, wheat can be planted in spring or fall and harvested during summer or fall. After harvest, crops are stored on the farm in large grain bins or other temporary storage such as grain elevators, feed mills or another off-farm facility, or sold. Grain elevators or in-land terminals buy crops from many farmers to export or resell to large customers such as food processing companies.

7. Risk identification and evaluation

Biggest risks

The biggest current risk to the Port is a poor crop yield which would reduce the amount of grain delivered to the Port. This would reduce the amount of revenue for the Port. A future risk would be the establishment of another terminal grain elevator along the Seaway system between Hamilton and Montreal. Picton Terminals announced in November 2024 that they would be building a 30,000 MT grain storage facility.

The Port also faces the risk of losing its GMP+ certification if it does not address the issue identified in the past audits. This would lead to the loss of the ability to ship grain to the EU resulting in a significant loss in revenue.

Tools to manage risks

The Port does not carry any debt on the grain handling operations. Therefore, there are not any debt servicing requirements that would be impacted by a poor crop year.

The Port needs to continue to maintain its GMP+ certification to maintain its ability to ship grain to the EU. It also needs to continue to provide grain services at a high level and strengthen the relationships with the grain brokers who export the grain.

8. Financial position and projections

Financial plan and statements

The Port currently has \$8,303,000 cash on hand and an additional \$6,406,005 in investments which will cover the costs of this project in its entirety.

9. Summary

The annual grain volumes at the Port continue to increase. The demand for the Port's services is also increasing as evidenced by the growing demand for appointments. Food security and quality are becoming bigger issues and it is necessary to address these issues as they arise so that the Port maintains its ability to ship grain to the world.

This proposed project aims to address these issues to ensure the Port's success moving forward.

The project is expected to increase the Port's annual revenue by \$300,000 to \$400,000 per year.

The Port is recommending that the approval be granted to proceed with the project as outlined above.

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

- Withdrawals \$111,037.89

TOTAL \$111,037.89

- Batch 9 Cheques \$8,589.70
- Batch 10 EFT \$1,040,444.25

TOTAL \$1,049,033.95

TOTAL OF DIRECT WITHDRAW & BATCH LISTINGS \$1,160,071.84

PORT OF JOHNSTOWN

Listing of Montly Direct withdrawl Payments for the Port of Johnstown - April 22, 2024

For approval by Committee

	Month	Amount	Withdrawl Date
Payroll Taxes	Apr 1-14	\$24,509.26	10-Apr
Payroll Taxes	Apr 15-22	\$23,350.70	24-Apr
EHT	April	need to process 3rd pay of april first	
HST	March	return of \$142,300.03	
SunLife	April	\$15,076.62	01-Apr
VISA - General Manager	March	\$88.14	10-Apr
VISA - Operations Manager - KS	March	\$0.00	
VISA - Operations Manager - MM	March	\$192.34	17-Apr
VISA- Office Manager	March	\$3,021.44	17-Apr
Hydro One	Feb 1-Mar 1	\$33,707.43	14-Apr
Hydro One	Feb 3-Mar 5	\$250.52	16-Apr
Enbridge	Feb 14-Mar 14	\$5,643.98	10-Apr
Bell	March	\$642.21	09-Apr
Cogeco	March	\$169.44	17-Apr
WSIB	March	\$4,275.13	29-Apr
Pitney Bowes	May-July	\$110.68	27-Apr
Total		\$111,037.89	

**PLEASE SIGN AND RETURN TO RHONDA
THANKS**

A/P Batch Listing - Payment (APCBTCLZ)

From Batch Number [9] To [9]
 From Batch Date [04/18/2024] To [04/18/2024]
 Type [Entered, Imported, Generated, System, External]
 Status [Open, Ready To Post, Posted]
 Reprint Previously Printed Batches [Yes]
 Show Tax Details [Yes]
 Show Adjustment Details [Yes]
 Show Optional Fields [Yes]

CHEQUES

Batch No.:	9	Description:	SYSTEM GENERATED PAYMENT BATCH	Total Amount:	8,589.70
Batch Date:	04/18/2024	Type:	System	Source Application:	AP
Last Edited:	04/18/2024	Status:	Open	Bank:	01
				No. of Entries:	12
				No. of Checks Printed:	0

Entry No.:	1	System Generated Payment	Document No.:	PY000010076	Payment Amt.:	689.84
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Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period:	2024 - 04
Vendor:	CHES01		THE CHESTERVILLE RECORD	Account Set:	TRADE	MARCH & APRIL ADVERTISING	
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0		

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
36415					0.00	0.00	0.00	344.92
36530					0.00	0.00	0.00	344.92
Total :					0.00	0.00	0.00	689.84

Entry No.:	2	System Generated Payment	Document No.:	PY000010077	Payment Amt.:	360.47
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Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period:	2024 - 04
Vendor:	COUR01		COURAGEOUS K9	Account Set:	TRADE	2024 DONATION	
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0		

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
96601					0.00	0.00	0.00	360.47
Total :					0.00	0.00	0.00	360.47

Entry No.:	3	System Generated Payment	Document No.:	PY000010078	Payment Amt.:	709.64
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Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period:	2024 - 04
Vendor:	EURO01		EUROFINS ENVIRONMENT TESTING CANAD	Account Set:	TRADE	WATER TESTING	
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0		

A/P Batch Listing - Payment (APCBTCLZ)

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
3006393					0.00	0.00	0.00	709.64
Total :					0.00	0.00	0.00	709.64

Entry No.:	4	System Generated Payment	Document No.:	PY000010079	Payment Amt.:	2,341.36
Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period: 2024 - 04
Vendor:	GARL01	GARLAND CANADA INC.		Account Set:	TRADE	
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0	SUPPLIES FOR AERATORS

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
CI-CN0040616					0.00	0.00	0.00	2,341.36
Total :					0.00	0.00	0.00	2,341.36

Entry No.:	5	System Generated Payment		Document No.:	PY000010080	Payment Amt.:	386.46
Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period: 2024 - 04	
Vendor:	HEND01	HENDERSON PRINTING INC		Account Set:	TRADE	2024 SG VISITORS GUIDE	
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0		

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
77732					0.00	0.00	0.00	386.46
Total :					0.00	0.00	0.00	386.46

Entry No.:	6	System Generated Payment		Document No.:	PY000010081		Payment Amt.:	77.97
Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period: 2024 - 04		
Vendor:	JOEC01	JOE COMPUTER		Account Set:	TRADE			
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0	BACKUP DSL INTERNET		

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
200377					0.00	0.00	0.00	77.97
Total :					0.00	0.00	0.00	77.97

Entry No.:	7	System Generated Payment		Document No.:	PY000010082		Payment Amt.:	200.00
Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period: 2024 - 04		
Vendor:	OTTA02	THE OTTAWA VALLEY SEED GROWERS ASSC		Account Set:	TRADE			
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0	BREAKFAST SPONSOR AT FARM SHOW		

A/P Batch Listing - Payment (APCBTCLZ)

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
38					0.00	0.00	0.00	200.00
Total :					0.00	0.00	0.00	200.00

Entry No.:	8	System Generated Payment		Document No.:	PY000010083	Payment Amt.:	477.67
Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period: 2024 - 04	
Vendor:	PETT01	PETTY CASH		Account Set:	TRADE	REFILL FROM SMALL EXPENSES	
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0		

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
APR 16/24 REFILL					0.00	0.00	0.00	477.67
Total :					0.00	0.00	0.00	477.67

Entry No.:	9	System Generated Payment		Document No.:	PY000010084	Payment Amt.:	200.00
Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period: 2024 - 04	
Vendor:	SOUT04	SOUTH GRENVILLE BLUEGRASS FESTIVAL		Account Set:	TRADE	2024 SPONSORSHIP	
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0		

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
2024 FESTIVAL SPONSOR					0.00	0.00	0.00	200.00
Total :					0.00	0.00	0.00	200.00

Entry No.:	10	System Generated Payment		Document No.:	PY000010085	Payment Amt.:	1,130.63
Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period: 2024 - 04	
Vendor:	STER01	STERICYCLE ULC		Account Set:	TRADE	DISPOSAL OF OLD RETENTION FILES	
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0		

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
8100723882					0.00	0.00	0.00	1,130.63
Total :					0.00	0.00	0.00	1,130.63

Entry No.:	11	System Generated Payment		Document No.:	PY000010086		Payment Amt.:	500.00
Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period: 2024 - 04		
Vendor:	STLA03	ST. LAWRENCE RIVER INSTITUTE OF ENVIR			Account Set:	TRADE	2024 DONATION	

Payment Code: CHECK

Payment Type: Check

Check No.: 0

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
2024 SPONSOR					0.00	0.00	0.00	500.00
Total :					0.00	0.00	0.00	500.00

Entry No.: 12System Generated PaymentDocument No.: PY000010087Payment Amt.: 1,515.66

Transaction Type: PaymentPayment Date: 04/23/2024Posting Date: 04/23/2024Year - Period: 2024 - 04

Vendor: WAJA01WAJAX LIMITEEAccount Set: TRADE

Payment Code: CHECKPayment Type: CheckCheck No.: 0

SUPPLIES FOR TRIPPERS/CONVEYORS

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
RIN007549784					0.00	0.00	0.00	1,515.66
Total :					0.00	0.00	0.00	1,515.66

— Batch Summary —

	Invoice	Adjustment	Discount	Payment	Advance Credit	Bank Amount
Total for Batch 9:	0.00	0.00	0.00	8,589.70	0.00	8,589.70

12 entries printed

1 batch printed

A/P Batch Listing - Payment (APCBTCLZ)

From Batch Number [10] To [10]
 From Batch Date [04/18/2024] To [04/18/2024]
 Type [Entered, Imported, Generated, System, External]
 Status [Open, Ready To Post, Posted]
 Reprint Previously Printed Batches [Yes]
 Show Tax Details [Yes]
 Show Adjustment Details [Yes]
 Show Optional Fields [Yes]

EFT'S

Batch No.:	10	Description:	SYSTEM GENERATED PAYMENT BATCH	Total Amount:	1,040,444.25
Batch Date:	04/18/2024	Type:	System	Source Application:	AP
Last Edited:	04/18/2024	Status:	Open	Bank:	01
				No. of Entries:	34
				No. of Checks Printed:	0

Entry No.:	1	System Generated Payment	Document No.:	PY000010088	Payment Amt.:	476.25
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Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period:	2024 - 04
Vendor:	ACKL01		ACKLANDS- GRAINGER INC	Account Set:	TRADE		
Payment Code:	EFT	Payment Type:	Other				

VARIOUS MAINT. SUPPLIES

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
9056406615					0.00	0.00	0.00	37.36
9059333873					0.00	0.00	0.00	86.02
9073876857					0.00	0.00	0.00	137.27
9077371178					0.00	0.00	0.00	215.60
Total :					0.00	0.00	0.00	476.25

Entry No.:	2	System Generated Payment	Document No.:	PY000010089	Payment Amt.:	1,131.41
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Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period:	2024 - 04
Vendor:	AIRS01		AIR SEPARATION TECHNOLOGIES	Account Set:	TRADE		
Payment Code:	EFT	Payment Type:	Other				

MAINT. SUPPLIES FOR DUST SYSTEM

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
29662					0.00	0.00	0.00	1,131.41
Total :					0.00	0.00	0.00	1,131.41

Entry No.:	3	System Generated Payment	Document No.:	PY000010090	Payment Amt.:	1,101.75
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Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period:	2024 - 04
Vendor:	ASSO01		THE ASSOCIATION OF CANADIAN PORT AUT	Account Set:	TRADE		
Payment Code:	EFT	Payment Type:	Other				

2024 MEMBERSHIP

A/P Batch Listing - Payment (APCBTCLZ)

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
MRC2378					0.00	0.00	0.00	1,101.75
Total :					0.00	0.00	0.00	1,101.75

Entry No.:	4	System Generated Payment		Document No.:	PY000010091		Payment Amt.:	456.69
Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period: 2024 - 04		
Vendor:	BDIC01	BDI CANADA INC		Account Set:	TRADE	ELECTRICAL SUPPLIES		
Payment Code:	EFT	Payment Type:	Other					

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
92111355					0.00	0.00	0.00	456.69
Total :					0.00	0.00	0.00	456.69

Entry No.:	5	System Generated Payment			Document No.:	PY000010092	Payment Amt.:	227.08
Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period: 2024 - 04		
Vendor:	BIRD01	BIRD RICHARD		Account Set:	TRADE	LAWYER FEES		
Payment Code:	EFT	Payment Type:	Other					

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
13051					0.00	0.00	0.00	107.86
13052					0.00	0.00	0.00	119.22
Total :					0.00	0.00	0.00	227.08

Entry No.:	6	System Generated Payment		Document No.:	PY000010093		Payment Amt.:	813.60
Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period: 2024 - 04		
Vendor:	BTSI01	BUSINESS TECHNOLOGY SOLUTIONS INC		Account Set:	TRADE	ANNUAL LICENSE FOR EFT PROGRAM		
Payment Code:	EFT	Payment Type:	Other					

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
IN12876					0.00	0.00	0.00	813.60
Total :					0.00	0.00	0.00	813.60

Entry No.:	7	System Generated Payment				Document No.:	PY000010094		Payment Amt.:	3,038.17
Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period: 2024 - 04				

A/P Batch Listing - Payment (APCBTCLZ)

Vendor: CERT01
Payment Code: EFT

CERTIFIED LABORATORIES
Payment Type: Other

Account Set: TRADE

ANNUAL MAINT. LUBRICATION PROJECT

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
916309					0.00	0.00	0.00	3,038.17
Total :					0.00	0.00	0.00	3,038.17

Entry No.: 8 System Generated Payment Document No.: PY000010095 Payment Amt.: 1,141.30

Transaction Type: Payment Payment Date: 04/23/2024 Posting Date: 04/23/2024 Year - Period: 2024 - 04

Vendor: CLAR02 CLARKE CLEANING SERVICE Account Set: TRADE

Payment Code: EFT Payment Type: Other

HOUSEKEEPING

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
2305					0.00	0.00	0.00	1,141.30
Total :					0.00	0.00	0.00	1,141.30

Entry No.: 9 System Generated Payment Document No.: PY000010096 Payment Amt.: 248.60

Transaction Type: Payment Payment Date: 04/23/2024 Posting Date: 04/23/2024 Year - Period: 2024 - 04

Vendor: CORN04 CORNERSTONES MANAGEMENT SOLUTION Account Set: TRADE

Payment Code: EFT Payment Type: Other

HR CONSULTING SERVICE - PAY EQUITY

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
12621					0.00	0.00	0.00	248.60
Total :					0.00	0.00	0.00	248.60

Entry No.: 10 System Generated Payment Document No.: PY000010097 Payment Amt.: 34.94

Transaction Type: Payment Payment Date: 04/23/2024 Posting Date: 04/23/2024 Year - Period: 2024 - 04

Vendor: CULL01 CULLIGAN OF OTTAWA Account Set: TRADE

Payment Code: EFT Payment Type: Other

BOTTLED DRINKING WATER

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
59314TN					0.00	0.00	0.00	42.47
67976TN					0.00	0.00	0.00	-7.53
Total :					0.00	0.00	0.00	34.94

A/P Batch Listing - Payment (APCBTCLZ)

Entry No.: 11 System Generated Payment Document No.: PY000010098 Payment Amt.: 537.47

Transaction Type: Payment Payment Date: 04/23/2024 Posting Date: 04/23/2024 Year - Period: 2024 - 04

Vendor: DALT01 DALTCO ELEC. & SUP. (1979) LTD Account Set: TRADE

Payment Code: EFT Payment Type: Other

ELECTRICAL SUPPLIES

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
1483088					0.00	0.00	0.00	537.47
Total :					0.00	0.00	0.00	537.47

Entry No.: 12 System Generated Payment Document No.: PY000010099 Payment Amt.: 5,750.44

Transaction Type: Payment Payment Date: 04/23/2024 Posting Date: 04/23/2024 Year - Period: 2024 - 04

Vendor: DCOR01 DCORE ELECTRIC Account Set: TRADE

Payment Code: EFT Payment Type: Other

EMERGENCY REPAIR TO FEEDER MCC8

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
2170					0.00	0.00	0.00	5,750.44
Total :					0.00	0.00	0.00	5,750.44

Entry No.: 13 System Generated Payment Document No.: PY000010100 Payment Amt.: 23.17

Transaction Type: Payment Payment Date: 04/23/2024 Posting Date: 04/23/2024 Year - Period: 2024 - 04

Vendor: DRIV01 DRIVERCHECK, INC Account Set: TRADE

Payment Code: EFT Payment Type: Other

MONTHLY SUBSCRIPTION

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
PORT09-1733182					0.00	0.00	0.00	23.17
Total :					0.00	0.00	0.00	23.17

Entry No.: 14 System Generated Payment Document No.: PY000010101 Payment Amt.: 855,987.77

Transaction Type: Payment Payment Date: 04/23/2024 Posting Date: 04/23/2024 Year - Period: 2024 - 04

Vendor: EARL01 EARL HORST SYSTEMS LTD. Account Set: TRADE

Payment Code: EFT Payment Type: Other

NEW DRYER - CAPITAL
TRIPPER/CONVEYOR SUPPLIES
& AERATION FAN SUPPLIES

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
38020					0.00	0.00	0.00	2,482.51
38054					0.00	0.00	0.00	3,505.26
38124					0.00	0.00	0.00	850,000.00

A/P Batch Listing - Payment (APCBTCLZ)

Total :	0.00	0.00	0.00	855,987.77
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Entry No.:	15	System Generated Payment	Document No.:	PY000010102	Payment Amt.:	356.97
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Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period:	2024 - 04
Vendor:	FARM01	FARMERS FORUM	Account Set:	TRADE	APRIL ADVERTISING		
Payment Code:	EFT	Payment Type:	Other				

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
88262					0.00	0.00	0.00	356.97
Total :					0.00	0.00	0.00	356.97

Entry No.:	16	System Generated Payment	Document No.:	PY000010103	Payment Amt.:	10,170.00
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Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period:	2024 - 04
Vendor:	GTRS01	GTR SCALES LTD.	Account Set:	TRADE	RE-CALIBRATION OF TEST WEIGHTS		
Payment Code:	EFT	Payment Type:	Other				

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
240412POJ					0.00	0.00	0.00	10,170.00
Total :					0.00	0.00	0.00	10,170.00

Entry No.:	17	System Generated Payment	Document No.:	PY000010104	Payment Amt.:	31,910.07
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Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period:	2024 - 04
Vendor:	HOUS02	S. HOUSEMAN & ASSOCIATES	Account Set:	TRADE	RAIL SHED FOUNDATION ENG - CAPITAL		
Payment Code:	EFT	Payment Type:	Other				

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
024-51					0.00	0.00	0.00	31,910.07
Total :					0.00	0.00	0.00	31,910.07

Entry No.:	18	System Generated Payment	Document No.:	PY000010105	Payment Amt.:	450.00
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Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period:	2024 - 04
Vendor:	HOWA01	HOWARD CAMPBELL & SONS LTD.	Account Set:	TRADE	2 MONTHS OF PORTABLE TOILET RENTAL		
Payment Code:	EFT	Payment Type:	Other				

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
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A/P Batch Listing - Payment (APCBTCLZ)

MR2152	0.00	0.00	0.00	225.00
MR2205	0.00	0.00	0.00	225.00
Total :	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>450.00</u>

Entry No.:	19	System Generated Payment		Document No.:	PY000010106		Payment Amt.:	169.50
Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period: 2024 - 04		
Vendor:	JONE01	JONES RAIL INDUSTRIES LTD.		Account Set:	TRADE	MONTHLY TRACK MAINT.		
Payment Code:	EFT	Payment Type:	Other					

<u>Document No.</u>	<u>Sched. No.</u>	<u>Adj. No.</u>	<u>Adj. Reference</u>	<u>Adj. Description</u>	<u>Adjustment</u>	<u>Discount</u>	<u>Tax Withheld</u>	<u>Amount</u>
4481					0.00	0.00	0.00	169.50
Total :					<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>169.50</u>

Entry No.:	20	System Generated Payment		Document No.:	PY000010107		Payment Amt.:	1,297.54
Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period: 2024 - 04		
Vendor:	LEVA01	LEVAC SUPPLY LIMITED		Account Set:	TRADE	VARIOUS MAINT & SAFETY SUPPLIES		
Payment Code:	EFT	Payment Type:	Other					

<u>Document No.</u>	<u>Sched. No.</u>	<u>Adj. No.</u>	<u>Adj. Reference</u>	<u>Adj. Description</u>	<u>Adjustment</u>	<u>Discount</u>	<u>Tax Withheld</u>	<u>Amount</u>
1358291					0.00	0.00	0.00	788.04
1358292					0.00	0.00	0.00	53.11
1358293					0.00	0.00	0.00	57.22
1358294					0.00	0.00	0.00	11.62
1358648					0.00	0.00	0.00	49.16
1358649					0.00	0.00	0.00	338.39
Total :					<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,297.54</u>

Entry No.:	21	System Generated Payment		Document No.:	PY000010108		Payment Amt.:	732.24
Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period: 2024 - 04		
Vendor:	LIME01	LIMERICK ENVIRONMENTAL SERVICES LTD.		Account Set:	TRADE	WASTE GRAIN REMOVAL		
Payment Code:	EFT	Payment Type:	Other					

<u>Document No.</u>	<u>Sched. No.</u>	<u>Adj. No.</u>	<u>Adj. Reference</u>	<u>Adj. Description</u>	<u>Adjustment</u>	<u>Discount</u>	<u>Tax Withheld</u>	<u>Amount</u>
2023-4121					0.00	0.00	0.00	732.24

A/P Batch Listing - Payment (APCBTCLZ)

Total :	0.00	0.00	0.00	732.24
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Entry No.: 22	System Generated Payment	Document No.: PY000010109	Payment Amt.: 19,609.32
Transaction Type:	Payment	Payment Date: 04/23/2024	Posting Date: 04/23/2024
Vendor:	MADD01	MADDOCKS INDUSTRIAL FILTER DIVISION	Account Set: TRADE
Payment Code:	EFT	Payment Type: Other	

DUST SOCKS

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
DN0000000154					0.00	0.00	0.00	419.21
IN0000072982					0.00	0.00	0.00	19,190.11
Total :					0.00	0.00	0.00	19,609.32

Entry No.: 23	System Generated Payment	Document No.: PY000010110	Payment Amt.: 3,303.33
Transaction Type:	Payment	Payment Date: 04/23/2024	Posting Date: 04/23/2024
Vendor:	MOTI01	MOTION INDUSTRIES, INC.	Account Set: TRADE
Payment Code:	EFT	Payment Type: Other	

VARIOUSE MAINT. SUPPLIES

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
ON17-00393002					0.00	0.00	0.00	101.88
ON17-00393313					0.00	0.00	0.00	2,526.50
ON17-00393628					0.00	0.00	0.00	76.70
ON17-00393708					0.00	0.00	0.00	90.17
ON17-00393709					0.00	0.00	0.00	508.08
Total :					0.00	0.00	0.00	3,303.33

Entry No.: 24	System Generated Payment	Document No.: PY000010111	Payment Amt.: 27,790.92
Transaction Type:	Payment	Payment Date: 04/23/2024	Posting Date: 04/23/2024
Vendor:	OMER01	OMERS	Account Set: TRADE
Payment Code:	EFT	Payment Type: Other	

EMPLOYEE PENSION

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
MARCH 2024 PENSION					0.00	0.00	0.00	27,790.92
Total :					0.00	0.00	0.00	27,790.92

Entry No.: 25	System Generated Payment	Document No.: PY000010112	Payment Amt.: 1,957.73
Transaction Type:	Payment	Payment Date: 04/23/2024	Posting Date: 04/23/2024
Year - Period: 2024 - 04			

A/P Batch Listing - Payment (APCBTCLZ)

Vendor: ONSE01 ONSERVE Account Set: TRADE MONTHLY IT NETWORK MONITORING
Payment Code: EFT Payment Type: Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
66704					0.00	0.00	0.00	1,957.73
Total :					0.00	0.00	0.00	1,957.73

Entry No.: 26 System Generated Payment Document No.: PY000010113 Payment Amt.: 7,345.00
Transaction Type: Payment Payment Date: 04/23/2024 Posting Date: 04/23/2024 Year - Period: 2024 - 04
Vendor: PREV02 PREVENTION AND REGULATORY SOLUTION Account Set: TRADE HEALTH AND SAFETY
Payment Code: EFT Payment Type: Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
801					0.00	0.00	0.00	7,345.00
Total :					0.00	0.00	0.00	7,345.00

Entry No.: 27 System Generated Payment Document No.: PY000010114 Payment Amt.: 1,249.46
Transaction Type: Payment Payment Date: 04/23/2024 Posting Date: 04/23/2024 Year - Period: 2024 - 04
Vendor: PSAC01 PUBLIC SERV. ALLIANCE OF CAN. Account Set: TRADE EMPLOYEE UNION DUES
Payment Code: EFT Payment Type: Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
MARCH/24 DUES					0.00	0.00	0.00	1,249.46
Total :					0.00	0.00	0.00	1,249.46

Entry No.: 28 System Generated Payment Document No.: PY000010115 Payment Amt.: 5,852.35
Transaction Type: Payment Payment Date: 04/23/2024 Posting Date: 04/23/2024 Year - Period: 2024 - 04
Vendor: SGSC02 SGS CANADA INC. Account Set: TRADE GMP+ SURVEILLANCE AUDIT
Payment Code: EFT Payment Type: Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
11652761					0.00	0.00	0.00	5,852.35
Total :					0.00	0.00	0.00	5,852.35

Entry No.: 29 System Generated Payment Document No.: PY000010116 Payment Amt.: 1,366.63

A/P Batch Listing - Payment (APCBTCLZ)

Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period: 2024 - 04
Vendor:	SGSE01		SGS ELEVATORS	Account Set:	TRADE	MONTHLY ELEVATING DEVICE MONITORING
Payment Code:	EFT	Payment Type:	Other			

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
109452					0.00	0.00	0.00	1,366.63
Total :					0.00	0.00	0.00	1,366.63

Entry No.: 30	System Generated Payment	Document No.: PY000010117	Payment Amt.: 378.51
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Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period: 2024 - 04
Vendor:	SPEN07		SPENCERVILLE HOME HARDWARE	Account Set:	TRADE	VARIOUS SUPPLIES
Payment Code:	EFT	Payment Type:	Other			

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
85553					0.00	0.00	0.00	98.47
85556					0.00	0.00	0.00	31.47
85732					0.00	0.00	0.00	248.57
Total :					0.00	0.00	0.00	378.51

Entry No.: 31	System Generated Payment	Document No.: PY000010118	Payment Amt.: 589.59
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Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period: 2024 - 04
Vendor:	STAP02		STAPLES COMMERCIAL	Account Set:	TRADE	VARIOUS OFFICE & COMPUTER SUPPLIES
Payment Code:	EFT	Payment Type:	Other			

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
9885D65D					0.00	0.00	0.00	41.78
BA942F0F					0.00	0.00	0.00	374.24
FCD42FCE					0.00	0.00	0.00	173.57
Total :					0.00	0.00	0.00	589.59

Entry No.: 32	System Generated Payment	Document No.: PY000010119	Payment Amt.: 321.00
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Transaction Type:	Payment	Payment Date:	04/23/2024	Posting Date:	04/23/2024	Year - Period: 2024 - 04
Vendor:	TOML02		Tomlinson Environmental Services Ltd.	Account Set:	TRADE	GARBAGE REMOVAL
Payment Code:	EFT	Payment Type:	Other			

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
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0000028166	0.00	0.00	0.00	321.00
Total :	0.00	0.00	0.00	321.00

Entry No.: 33System Generated PaymentDocument No.: PY000010120Payment Amt.: 53,480.32

Transaction Type: PaymentPayment Date: 04/23/2024Posting Date: 04/23/2024Year - Period: 2024 - 04

Vendor: UNIK01UNIKING CANADA INC.Account Set: TRADE

Payment Code: EFTPayment Type: Other

#7 LOFTER BUCKETS - CAPITAL
2 LOFTER BELT - CAPITAL

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
21255					0.00	0.00	0.00	21,189.64
21593					0.00	0.00	0.00	32,290.68
Total :					0.00	0.00	0.00	53,480.32

Entry No.: 34System Generated PaymentDocument No.: PY000010121Payment Amt.: 1,145.13

Transaction Type: PaymentPayment Date: 04/23/2024Posting Date: 04/23/2024Year - Period: 2024 - 04

Vendor: UNIV01UNIVERSAL SUPPLY GROUP INC.Account Set: TRADE

Payment Code: EFTPayment Type: Other

VARIOUS MAINT. AND EQUIPMENT SUPPLIES

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
964-432377					0.00	0.00	0.00	140.11
964-432383					0.00	0.00	0.00	85.83
964-432832					0.00	0.00	0.00	257.37
964-433393					0.00	0.00	0.00	951.84
964-428782					0.00	0.00	0.00	-290.02
Total :					0.00	0.00	0.00	1,145.13

— Batch Summary —

	Invoice	Adjustment	Discount	Payment	Advance Credit	Bank Amount
Total for Batch 10:	0.00	0.00	0.00	1,040,444.25	0.00	1,040,444.25

34 entries printed
1 batch printed