



SPECIAL BOARD MINUTES
Boardroom, 100 Port Drive, Nanaimo, BC
Friday, June 1, 2018 at 11:00am

ATTENDANCE:

Directors: M. Corfield, Board Chair
D. Hais, Vice Chair
R. Ringma
A. Cope
J. Manhas

Management: E. Moir, President/CEO
A. Rolston, Corporate Secretary

Excusals: None

The Board met in-camera from 11:00am – 11:15am.

CALL TO ORDER: The meeting was called to order at 11:18am.

AGENDA: The agenda was reviewed. It was suggested that the financial limits/authority for procurement of goods and services and the board tracking matrix be reviewed by the conduct and governance committee prior to the next regular board meeting. Disposal of equipment was added under new business.

Moved: R. Ringma Seconded: D. Hais

Resolution 18-06-01 That the Nanaimo Port Authority board of directors adopts the agenda of the June 1, 2018 special board meeting, as amended.

CARRIED

MINUTES: The minutes of the April 25, 2018 board meeting were reviewed.

Item 058-18

Moved: A. Cope Seconded: R. Ringma

Resolution 18-06-02 That the Nanaimo Port Authority board of directors adopts the minutes of the April 25, 2018 board meeting, as presented.

CARRIED

RECOMMENDATIONS FOR APPROVAL:

**NTCF
AGREEMENT:**
Item 059-18 The national trade corridors fund agreement for the Nanaimo vehicle processing centre between Her Majesty the Queen in Right of Canada and the Nanaimo Port Authority was reviewed. It was noted that the agreement must be kept confidential until the Minister of Transport has made an announcement. It was also noted that the date of the announcement is still to be determined.

Moved: J. Manhas Seconded: D. Hais

Resolution 18-06-03 That the Nanaimo Port Authority board of directors approves execution of the national trade corridors fund agreement for the Nanaimo vehicle processing centre between Her Majesty the Queen in Right of Canada and the Nanaimo Port Authority and;

That the President/CEO be authorized to execute the agreement on behalf of the Nanaimo Port Authority.

CARRIED

It was noted that Port will continue efforts to engage the Snuneymuxw First Nation regarding the vehicle processing centre project. Inviting the Chief and Council to the Minister’s announcement was also suggested once a date and time has been confirmed by the Minister’s office.

**PORT BUSINESS
PLAN 2018 - 2022:**
Item 060-18 The Port of Nanaimo Business Plan (2018 – 2022) was reviewed. E. Moir noted that he has been asked to travel back to Ottawa on June 14, 2018 to present the plan to Transport Canada. Possible risks with the financial forecast were discussed.

Resolution 18-06-04 Moved: J. Manhas Seconded: D. Hais

That the Nanaimo Port Authority board of directors approves the Port of Nanaimo Business Plan (2018 – 2022), as presented and;

That the President/CEO be authorized to present the plan to Transport Canada on behalf of the Nanaimo Port Authority.

CARRIED

NEW BUSINESS:

**DEPRECIATED
EQUIPMENT:**
Item 061-18 E. Moir requested board approval to sell the fully depreciated equipment that is being stored in the warehouse which needs to be removed prior to work commencing on the vehicle processing centre. It was noted that board approval is required because the sale price of the equipment is over the President/CEO’s present signing authority limit of \$20,000. Photos were provided for reference.

Moved: D. Hais

Seconded: A. Cope

Resolution 18-06-05 That the Nanaimo Port Authority board of directors approves the sale of the depreciated equipment being stored in the warehouse, as presented and;

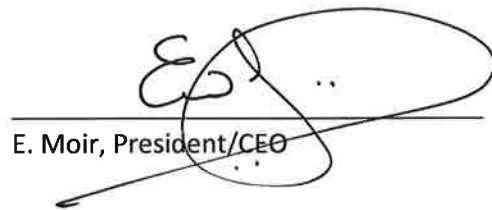
That the President/CEO be authorized to execute the sale on behalf of the Nanaimo Port Authority.

CARRIED

ADJOURNMENT: The meeting adjourned at 12:35pm.



M. Corfield, Board Chair



E. Moir, President/CEO



A. Rolston, Corporate Secretary