

**BOARD OF DIRECTORS MEETING
March 30th, 2016
CBRM - Mayors Board Room
MINUTES**

Directors Present: Michael Merritt George MacDonald
Kevin Saccary Jim MacLeod
Clarence Prince

Others: Marlene Usher, CEO
Bernadette MacNeil, Recording Secretary

Regrets: Mayor Cecil Clarke

1. Meeting was called to order by Mr. Michael Merritt

2. APPROVAL OF MINUTES

MOTION: made by George MacDonald, 2nd by Jim MacLeod to approve the Minutes of April 22nd, 2015, June 23rd, 2015, September 2nd, 2015, November 9th, 2015 and February 2nd, 2016, having each set revised to remove confidential information.

Motion was carried unanimously.

The Board was advised that all Minutes can now be placed on the Port website for public viewing.

3. REPORTS

3.1 Harbour Development Partners: A consultant will be secured to complete work on issues related to securing the rail line and terminal operators.

Ms. Usher advised on an invitation from Transport Canada for the Port to discuss the Cabotage regulation and the Trans-shipment piece of our port plan. She explained the exemption from cabotage now available to the Port of Montreal & Halifax and why it is important that our Port be given the same. She stressed on the efforts put forward to make our port 'business friendly'.

She acknowledged the importance to having Canada Border Services Agency (CBSA) understand our port plan and us to have an understanding of their role once we expand on our port activities. Contact has been made and a meeting will be set soon with them.

Ms. Usher advised of a meeting she'd had that morning with several construction trades. Discussions were friendly with the senior representatives from these trades willing to enter into a Memorandum of Understanding (MOU).

The construction involved in the proposed Port Terminal Project is Canderel. Plans are underway to have Wayne MacDonald and Malcolm Gillis of the Cape Breton Regional Municipality meet with them to discuss the engineering component.

Marlene Usher reported on a meeting had with Minister Geoff MacLellan regarding the Second Berth Project. Although supportive, no commitment was made by the province to fund this project.

The report concluded with several board members commenting on the positive feedback consistently coming from the business community on the port plan.

4. BUSINESS ARISING

Assumption Agreement: (Copy Filed)

Mr. Merritt referenced the Minutes from a meeting with the Atlantic Canada Opportunity Agency, (ACOA) whereby agreement was reached to dissolve the Oversight Committee affiliated with the Dredge Project and to authorize the reallocation of remaining funds to the Port of Sydney Development Corporation for other projects.

5. NEW BUSINESS

Mr. Merritt ensued a brief discussion on the process being followed by this Board to keep council informed and to acquire approval on anything when needed.

5.1 Appointment of Secretary, Treasurer and Vice Chair

Mr. Merritt received approval for the appointment of a recording secretary by way of the following:

MOTION: made by George MacDonald, 2nd by Kevin Saccary, to appoint Bernadette MacNeil as recording secretary to the Board. Motion was passed unanimously.

He then received approval for the appointment of a treasurer by way of the following:

MOTION: made by Kevin Saccary, 2nd by Clarence Prince, to appoint Marlene Usher as treasurer to the Board. Motion was passed unanimously.

The chair requested nominations from the Board to appoint a Vice Chair, which led to the following:

MOTION: made by Kevin Saccary, 2nd by Clarence Prince, to nominate Mayor Cecil Clarke as Vice Chair to the Board. Motion was passed unanimously.

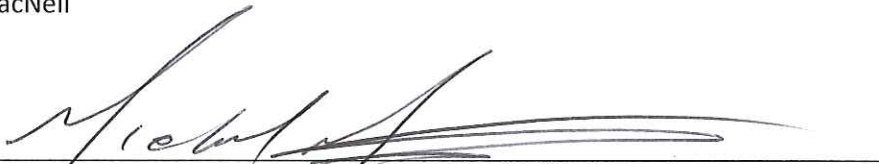
Mr. Merritt will seek acceptance from the Mayor and advise the Board accordingly.

5.2 Transport Canada Funding Contract: Marlene Usher advised of a tentative contract offer, which is still in negotiation, for a 50% contribution from Transport Canada towards an estimated \$1million dollar marketing project. Marlene Usher & Michael Merritt have a meeting scheduled with Transport Canada to discuss the terms & conditions.

6. ADJOURNMENT

MOTION: made by Jim MacLeod to adjourn the meeting.

Respectfully submitted,
B. MacNeil



Michael Merritt, CAO, Cape Breton Regional Municipality
Chair - Port of Sydney Development Corporation