



## SAULT STE. MARIE BRIDGE AUTHORITY

### SAULT STE. MARIE, ONTARIO

NATALIE KINLOCH, CHAIR  
MICHELINE DUBÉ, MEMBER  
ANTHONY PICKETT, MEMBER  
ANDRÉ GIRARD, MEMBER

### SAULT STE. MARIE, MICHIGAN

LINDA HOATH, VICE CHAIR  
THOMAS BUCKINGHAM SR., MEMBER  
SCOTT SHACKLETON, MEMBER  
NICHOLAS WHITE, MEMBER

**Sault Ste. Marie Bridge Authority  
Minutes  
February 7, 2019  
FBCL Blue Water Bridge Office  
Point Edward, Ontario**

- Present:** Natalie Kinloch, Chair  
Micheline Dubé – Member  
André Girard - Member  
Anthony Pickett, Member  
Thomas Buckingham, Sr., Member
- Via Teleconference:** Linda Hoath, Vice Chair  
Scott Shackleton, Member  
Nicholas White, Member
- Also Present:** Michael Dittenber – Attorney General’s Office, MDOT  
Peter Petäinen – General Manager, IBA  
Crystal Knutsen – Chief Financial Officer, IBA  
Karl Hansen – Bridge Engineer, IBA  
Marcus Eidenier – Facilities & Asset Manager, IBA  
Amy Winn – Blue Water Bridge MDOT  
Joe DeDecker, FBCL BWB Bridge Director
- Via Teleconference:** Fiore Cappelli – Operations Manager, IBA  
Cheryn Sanford – Departmental Analyst, IBA  
Suzanne Moreau – Account Technician, IBA  
Holly Bishop – Calculations Assistant, IBA  
Dan Weingarten – MDOT Communications Representative

Chair Kinloch called the meeting to order at 9:00 a.m.

General Manager Peter Petäinen expressed his gratitude to FBCL staff for arranging yesterday’s tours and the SSMBA Meeting. Additionally, he thanked Amy Winn from the Blue Water Bridge MDOT for giving the group a tour of their operation.

**I. General Manager**

**A. Letter to Governor**

A draft of the annual letter to the Governor was included in the SSMBA meeting packets. The data in the letter is subject to change based on any adjustments made by our auditors.

**REPLY TO: PETER M. PETAINEN, GENERAL MANAGER**

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SAULT STE. MARIE, MICHIGAN 49783  
PHONE: (906) 635-5255 FAX: (906) 635-0540  
TDD/TTY – MICHIGAN RELAY CENTER (800) 649-3777

121 HURON STREET  
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[www.michigan.gov/iba](http://www.michigan.gov/iba)

Member Dubé suggested adding to the paragraph regarding the innovations used at the bridge. She suggested we discuss how those innovations drive the day to day in-house work of the maintenance crew, which frequently leads to budgetary savings. Ms. Dubé also suggested a brief mention of the “*Excellence Coins*” the maintenance staff received from the Governor’s office at the August SSMBA meeting.

Chair Kinloch stated since this will be the first annual report the new Governor and her staff will receive, that we use it as an educational opportunity to highlight the fact that we face a continuous challenge in regard to traffic and although 2018 results were positive, if we were to be faced with a true unexpected infrastructure issue we would more than likely need financial assistance.

General Manager Petäinen stated he will make these additions to the letter and add a snapshot of our three-year trend to highlight previous challenges. If any member has additional comments/suggestions regarding the draft letter, please get them to the IBA by mid-March as the deadline to issue the letter is March 31, 2019.

A motion was made by Member Buckingham to approve the draft letter to the Governor, subject to any independent auditor changes, and submit it to the Governor on or by March 31, 2019. Member Shackleton seconded the motion. Motion carried unanimously.

B. Expired City Agreement

General Manager Petäinen stated back in 2009 when the IBA first started applying for Grant money to fund the bridge widening, it was determined we need to acquire a parcel of land (Parcel C) owned by the CNN Railroad; the property would be needed for both staging and construction for the widening project. In 2009 the IBA entered into an agreement with the City of Sault Ste. Marie, Michigan which would result in the City acquiring the property from the railroad and then selling Parcel C to the IBA. In 2013 the agreement was renewed and for was an amount not to exceed \$43,000 which was the appraised value of the parcel. Recently, the City invoiced us for the transaction; however, the agreement has since expired. Peter stated he has discussed this with MDOT CAO Laura Mester, and she has given her support to move forward with the purchase through MDOT owner reserve funds.

A motion was made by Member Dubé to approve a \$43,000 budget amendment to the capital fund and to allow the IBA to work with MDOT Real Estate to revise the original agreement for the purchase of Parcel C. The motion was seconded by Member Pickett. Motion carried unanimously.

C. Other Comments

- Peter stated he will be hosting Senator Peters on February 17, 2019 and will provide a tour of both sides of the bridge; Member Hoath will also be joining the visit.
- Effective January 1, 2019 Paul Ajegba was appointed as MDOT’s new Director.
- The IBA maintenance team recently assisted the 2019 Canadian Snowcross by providing excess snow from the bridge and plaza’s.

- On January 31, 2019 there was a very short bridge closure to allow runners from the 2019 Special Olympics to run a portion of the bridge and to provide a photo opportunity near the flags.
- The TIGER grant in which the IBA applied for last year to fund the bridge widening project has been renamed the Infrastructure for Rebuilding America (INFRA) Grant. The new INFRA grant requires a 40% match. As this level of match is not financially feasible, the IBA will not be submitting a grant application for the widening this year. Peter stated he will continue to watch for future grant opportunities that we can submit an application for.
- Peter stated his annual performance review will be taking place in the near future; if any SSMBA member has input please submit to CAO Laura Mester.
- Peter has recently been appointed Chair of the Critical Infrastructure sub-committee of the local AMSC.

## II. **Approval of Minutes**

A motion was made by Member Hoath to approve the November 8, 2018 regular meeting and closed session meeting minutes. The motion was seconded by Member Pickett. Motion carried unanimously.

## III. **Capital Project Update**

### A. HVAC Retrofit Update

Bridge Engineer Karl Hansen reported there were some plan review delays by the Michigan Licensing and Regulatory Affairs; however, things are now ready to proceed. Originally the project was to be completed in 2018; therefore, a budget amendment is requested at this time since the majority of the work will be completed in 2019.

Member Dubé made a motion to reallocate the 2018 capital fund budget in the amount of \$257,995 (CDN) to the 2019 capital fund budget in order to fund the administration building HVAC retrofit project. Member Buckingham seconded the motion. Motion carried unanimously.

### B. Underwater Inspection

Karl stated a total of four proposals were received for the qualifications based selection process for the 2019 underwater inspection. Great Lakes Engineering was found to be the most qualified consultant and the IBA currently is in financial negotiations with them. Karl will provide an update at the May SSMBA meeting.

### C. U.S. Army Corps Engineers North Channel Blasting Project

Karl reported that in anticipation of the Sault Lock repair moving forward, the U.S. Army Corps of Engineers (USACE) is planning to proceed with blasting the North Channel in order to remove 400,000 cubic feet of sandstone to deepen the area. The area the blasting will take place is contiguous to Pier 20 and 21 of the bridge. Karl stated he has assembled a team consisting of IBA staff, MDOT Bureau of Bridges and Structures staff, MDOT engineers from the Structures and Geotechnical sections, and representatives from the USACE. This team will perform a field visit to Piers 20 and 21 and plan a scope of work for seismic instrumentation of the piers. The team will also discuss MDOT capabilities for pier-monitoring

during the locks project and the potential need for outside consultants to assist in these efforts.

Discussion took place regarding how the monitoring will be funded as well as the impact to traffic when the blasting takes place. As the project draws nearer and more details are available, General Manager Petäinen will prepare a high-level summary in memo format so that FBCL can share with Transport Canada.

#### IV. **Maintenance Operations**

##### A. Activity and Project Tracking Report

Current activity and project tracking reports were provided in the SSMBA packet for board review.

##### B. Maintenance Projects for 2019

Asset Manager Marcus Eidenier reviewed the main projects the maintenance staff will be tasked with for 2019 which include:

- Cleaning and Coating of the Ivory Curb Rail
- Spot painting areas of both the superstructure and substructure steel in the U.S. Arch
- Cleaning and coating of the green pedestrian rail
- Flood coating the bridge deck between piers 18r – 22
- Complete the Arch hand rail on the southeastern portion of the U.S. Arch
- Disc Bearing Monitoring
- Expansion joint repairs

#### V. **Financial Operations**

##### A. Traffic and Revenue

Chief Financial Officer Crystal Knutsen reporting overall traffic for 2018 was up 3.1% compared to 2017 which led to a 1.4% increase in toll revenue. Crystal stated preliminary January traffic results show a 11% decline in traffic compared to January 2018; it is believed the weak Canadian dollar and the extreme winter weather is responsible for the sharp decline.

General Manager Petäinen stated the last of the approved toll increases is scheduled for April 1, 2019 which will take the passenger toll from \$3.50 to \$4.00; an equity adjustment will also take place on the same day. The IBA is starting to educate customers of this previously approved toll increase now so it doesn't come as a last minute surprise to our customers.

##### B. December 31, 2018 Preliminary Year End Financial Report

Crystal stated all the numbers in the year-end financials are preliminary at this time. Anderson, Tackman & Company will be onsite next week to begin the year end audit process. Expenditures were at or below budget for all areas. Final financial statements will be provided at the May SSMBA meeting.

#### VI. **FBCL Leadership**

Chair Kinloch reported the following update regarding FBCL leadership positions:

- FBCL Board Chair position is currently vacant with the departure of Connie Graham; they are currently going through the process to replace Ms. Graham.
- Vice-Chair Rick Talvitie's appointment expired on January 31, 2019; he is currently on-hold as he awaits word as to whether or not his term will be renewed.
- CEO Micheline Dubé retired from FBCL as of February 1, 2019; Ms. Dubé has agreed to stay on the SSMBA Board during the transition period.
- The Minister of Transport has recently appointed Natalie Kinloch as the new CEO for a five-year term; Ms. Kinloch stated she was honored to accept this new position.
- André Girard has also retired; he too will remain on the SSMBA Board during the transition process

VII. **Public Comment**

Amy Winn from the Blue Water Bridge MDOT thanked the SSMBA Members for coming to visit. Additionally, if her staff or equipment can ever be of assistance to the SSMBA Board she would be glad to provide what she can.

VIII. **Adjournment**

Member Buckingham made a motion to adjourn. The motion was seconded by Member Girard. The motion carried unanimously, and the meeting was adjourned at 10:16 a.m.

Respectfully Submitted,  
International Bridge Administration



Peter M. Petäinen  
General Manager