

**COMMUNITY INFRASTRUCTURE
January 14, 2010 at 12:00 p.m.
REPORT**

PRESENT: Councilor Louise Lawrie
Councilor Mike Iwanowsky
Albert Meijering, Chief Administrative Officer
Rebecca Allen, Executive Assistant

ALSO PRESENT: Dmytri Kandiurin, Utilities Department
Patricia Kandiurin, Municipal Support Officer

REGRETS: Edgar Botelho, Public Works Department
Roger Knezacek, Fire Chief

1. CALL TO ORDER

Councillor Louise Lawrie called the meeting to order at 12:05p.m.

2. APPROVAL OF AGENDA

The agenda was reviewed as presented with the addition of (5.2) Policies and Procedures, (5.3) Work Orders, (6.1) Budget Process for departments and an in camera session.

3. APPROVAL OF REPORTS

3.1 November 10, 2009

The minutes of the Community Infrastructure Committee meeting of December 14, 2009 were reviewed and the action items reviewed for updates.

There was discussion on Munck Park. The CAO would like clarification on what the purpose and intent is on the value for Munck Park. Councilor Lawrie stated that the Churchill Ladies Club is looking for general information regarding the in kind support. They require this for their records and funders

There was discussion on the used oil furnace. The CAO stated that RG Sales is coming to town and they will provide expertise on used oil furnaces.

ACTION: Administration to draft a letter to the Churchill Ladies Club detailing the value of the Town of Churchill's portion for the Munck Park Project.

4. DEPARTMENTAL REPORTS, CORRESPONDENCE AND/OR PRESENTATIONS

4.1 Utilities Report

In the absence of a Manager of Public Works and Utilities, Dmytri Kandiurin of the Utilities Department presented a verbal report. The following items were noted:

- The department's boiler inspection is complete.
- The transfer switch required has been finalized.
- They have been keeping up with routine maintenance.

ptic System died. He is currently pricing it out and an
ed to be made.

There was discussion whether Stantec is recommending major changes. The CAO stated that they are recommending that the pumping station be demolished and rebuilt.

Public Works Department Report

In the absence of a Manager of Public Works and Utilities, the CAO presented a verbal report and the following items were noted:

- Water main breaks and freeze ups are down. There was a freeze up at an MHA unit due to the heat tape being turned off and the valve to the recirculating pump being turned off
- Snow removal has been going good. There were complaints regarding personal snow removal, but they have been resolved.
- The department is short staffed and is having to rely on casuals to maintain daily operations.

There was discussion about the shop renovations and whether the washrooms and coffee room have been completed. The CAO stated that they are working on the renovations when they have time. It will be an ongoing project in the winter.

There was discussion on the surplus equipment. The CAO stated he will bring the list forward to council for approval.

4.2 MSO Report

A written report was submitted by Patricia Kandiurin, the Municipal Support Officer and the following items were noted:

- There was one complaint about a dog biting a resident. The dog owner was contacted and it was determined that the dog broke its cable early in the morning. The dog owner called the resident directly to resolve.
- Animal owners have been coming in to buy their 2010 licenses.
- The MSO has been in contact with the Winnipeg Humane Society with regards to their spring visit. They are looking at coordinating their visit around the Hudson Bay Quest as they see that as an ideal time to come.
- Business Licenses are being purchased. She has an advertisement on the local cable channel reminding people to purchase their licenses and will also be sending letters out.

There was discussion on derelict vehicles. There has been limited success on getting people to act on this. The CAO stated that he has information on three municipalities regarding derelict vehicles and will continue to research and bring forth recommendations to the next committee meeting in February.

ACTION: Administration to research derelict vehicle by-laws and bring forth to the committee.

ent report.

5. OLD BUSINESS

5.1 Snow Removal Plan Update

The CAO presented the snow removal plan. He stated the next step is to have it approved by all of council so it can be published.

RECOMMENDED TO COUNCIL FOR APPROVAL

5.2 Policies and Procedures

The CAO stated that a special meeting will be arranged to finalize all of the town's policies and procedures.

ACTION: Administration to arrange a special meeting to finalize the policies and procedures for the town.

5.3 Work Orders

Councilor Lawrie stated that she has noticed that work orders still don't have the proper times on them. She stated that it is important that they be filled out correctly. The CAO stated he will ensure that they are being done properly.

6. NEW BUSINESS

6.1 Budget process for department

Councilor Lawrie brought this issue forward. She stated that the budget process should be starting now for all departments.

7. IN CAMERA

7.1 The committee went into an in camera discussion at 1:15 p.m.

7.2 The committee convened the in camera discussion at 1:25 p.m.

8. NEXT MEETING

8.1 February 8, 2010

8. ADJOURNMENT

The meeting adjourned at 1:26 p.m.