

UNITY INFRASTRUCTURE
May 17, 2010 @ 12:00 p.m.
REPORT

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

ALSO PRESENT: Patricia Kandiurin, Municipal Support Officer

REGRETS: Andrew Sprunt, Manager of Public Works & Utilities
Roger Knezacek, Fire Chief

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

The agenda was reviewed and accepted as presented with the addition of (5.5) Policies and Procedures, (5.6) Willow Cutting at the Flats, (5.7) Letter from Jennifer Massan, and (7.1) an in-camera session.

3. APPROVAL OF REPORTS

3.1 April 15, 2010

The minutes of the Community Infrastructure Committee meeting of April 15, 2010 were reviewed and the action items reviewed for updates.

4. DEPARTMENTAL REPORTS, CORRESPONDENCE AND/OR PRESENTATIONS

4.1 Public Works and Utilities 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:

- The CAO presented the summer work plan for Public Works and Utilities. There are several tasks that need to be completed throughout the summer. There is a lot of work to do at L5 which is slotted on the work plans for the summer. The work includes cleaning the area, securing the area, fixing the road, setting up the baler, and installing an electric bear fence. There are several road and drainage repairs set up over the summer as well general clean up within the town. The time line keeps both departments busy through June, July and August.\

There was discussion on a written summary regarding the fire at L5. The CAO stated he will have a summary brought forth to the regular council meeting.

There was discussion on the committee having a tour of the Public Works Garage. The CAO stated that a time will be arranged when Andrew gets back to Churchill.

ACTION: Administration to have a summary report on the fire at L5 for the regular council meeting on May 25, 2010.

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presented by Patricia Kandiurin, the Municipal Support Officer
and the following items were noted:

- June 18th is the date that has been selected to have the town cleanup. The school has been advised and disposal gloves will again be requested from the CRHA.
- 20 letters have been sent out about the Buck A Bag program requesting donations of either a bicycle or funds towards the purchase of a bicycle. To date, 4 bicycles have been donated and there is \$227.00 left over from last years donations. The program will kick off on June 18th.
- 25 business licenses have been purchased to date, with 5 of them being for Bed & Breakfasts. Letters have gone out to all of last year's registered home businesses and the majority have responded.
- Animal licenses as well as rabies vaccinations continue to be purchased. There has been concern about cats being left at L5 and a notice has gone out reminding people that it is not a dumping ground for unwanted cats. There have been a few complaints about loose dogs and biting. Letters will be sent to the owners.
- Four wheelers are back on the streets with most of the kids wearing helmets. Those that are not wearing helmets have been sent home to get them and have complied. The RCMP is assisting with speeders, helmet reminders, and more than one rider on the atv's. There has been discussion on having an atv course for the children and they are looking into it.

4.3 Fire Department Stats

There was no Fire Department Report as The Fire Chief, Roger Knezacek, was not present.

5. OLD BUSINESS

5.1 Issue Sheet – Munck Park In Kind Donation

An issue sheet was presented regarding the completion of the Medicine Wheel in Munck Park. The Churchill Ladies Club is requesting the assistance of the town for materials and labor to complete the project. The town has estimated that the project will require three loads of crushed rock and/or A Base, as well as two loads of sand to level the paving stones. The cost is estimated at a total of \$5,000.00 for material, equipment and labor.

RECOMMENDED TO COUNCIL FOR APPROVAL

5.2 Issue Sheet – Town Square Gazebo

An issue sheet was presented to proceed with the gazebo for the town square. The plan calls for the development of the gazebo to happen in two phases. A gazebo package was purchased last year and would complete the first phase of the project. The second phase would require an additional purchase to finalize the project. The cost would be approximately \$6,000.00 which would cover the labor by the town to put the gazebo package together that has already been purchased.

RECOMMENDED TO COUNCIL FOR DISCUSSION

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will be provided at the Regular Council Meeting on May 20, 2010. He stated that the fire was capped and further work to extinguish it will be done this summer

5.4 Vehicle List

The Town of Churchill Fleet Inventory list was provided to the committee for information to review. The recommendation is to purchase the two Silverados and the Uplander currently on lease and return the Canyon once the lease expires. There are several vehicles in the fleet that would need to be tendered and replaced.

RECOMMENDED TO COUNCIL FOR REVIEW

5.5 Policies and Procedures

The current policies and procedures in place need to be enforced. The CAO stated that the current policies and procedures are being looked at and there will be recommendations of changes to them. He indicated that there have been several memos sent out reminding staff of the existing policies and management will be enforcing them.

5.6 Flats Willow Cutting

There are several willows that need to be cut down at the Flats. This is a safety issue that needs to be addressed. The CAO stated that the issue has been relayed to Manitoba Hydro as it is their property.

5.7 Letter from Jennifer Massan

Councilor Lawrie requested an update on the letter from Jennifer Massan regarding the Flats. The CAO stated that the issue has been verbally resolved. Councilor Lawrie requested a response in writing with the letter cc'd to Mayor and Council.

ACTION: Administration to draft a response letter to Jennifer Massan regarding the resolving of the issue of the Flats.

6. NEW BUSINESS

6.1 Issue Sheet – Auto CAD design of sewer and water system

An issue sheet was presented to facilitate proper drawings and layouts of the sewer and water system for future upgrades and new installations as it is necessary to have an accurate set of drawings indicating where the pipes are, the grade they are at and the size and type of piping required. These drawings would then be sent to contractors that work on the system for the design of new and replacement systems. The cost of these drawings is approximately \$25,000.00 and has been budgeted in the 2010 Financial Plan.

RECOMMENDED TO COUNCIL FOR APPROVAL

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In Camera Inspection of Sewer System

To assess the state of the Town of Churchill's sewer system to evaluate and prioritize repairs and replacements. A recommendation was given to clean and inspect the current system which is necessary as a first step by the engineering consultants while working on the complete sewer and water system analysis. The cost to have this done is approximately \$89,000.00 and has been budgeted in the 2010 Financial Plan.

RECOMMENDED TO COUNCIL FOR APPROVAL

6.3 Issue Sheet – Waste Transfer Station Attendant

An issue sheet was presented regarding a waste transfer attendant. A permit was given to the town by Manitoba Conservation in 2004 to operate L5 as a transfer station for recyclables and waste. A requirement for the permit is there must be an attendant on site while the station is open. The cost for this additional staff member is approximately \$60,000.00 per year and has been budgeted in the 2010 Financial Plan.

RECOMMENDED TO COUNCIL FOR APPROVAL

6.4 Issue Sheet – Community Cleanup and Summer Work Plan

The CAO presented the Work Plan for Public Works and Utilities for information. He highlighted the plan in the Public Works and Utilities Report.

7. IN CAMERA

- 7.1 The committee went into an in camera discussion at 1:05 p.m.
- 7.2 The committee convened the in camera discussion at 1:15 p.m.

8. NEXT MEETING

- 8.1 June 14, 2010

8. ADJOURNMENT

The meeting adjourned at 1:16 p.m.