

**PLEX OPERATIONS**  
**April 6, 2010 at 12:00 p.m.**  
**REPORT**

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**PRESENT:** Deputy Mayor Heather Botelho  
Councilor Louise Lawrie  
Albert Meijering, Chief Administrative Officer  
Rebecca Allen, Executive Assistant

**REGRETS:** Joel McAuley, Coordinator of Recreation

**1. CALL TO ORDER**

Deputy Mayor Heather Botelho called the meeting to order at 12:00 p.m.

**2. APPROVAL OF AGENDA**

The agenda was approved as presented with the addition of (6.2) Aurora Winter fest, and (6.2) Updates.

**3. APPROVAL OF REPORTS**

**3.1 March 2, 2010**

The minutes of the Complex Operations Committee meeting of March 2, 2010 were reviewed and the action items discussed for updates.

Deputy Mayor Botelho commented on Stan Rhoda's impending visit. She is requesting a special meeting be arranged to discuss the vision of the Town Centre Complex while he is in Churchill. She also stated that a policy meeting needs to take place prior to changes in any facility rental rates. She stated that she has received rates from Thompson and Sport Manitoba and those rates indicate that an increase will be taking place in the near future.

There was discussion on the theatre lights. The CAO stated that the Town Electrician is scheduled to finish the electrical work in the gym kitchen and once that is completed, he will move to the theatre to look either replace or repair the lights.

**4. DEPARTMENTAL REPORTS, CORRESPONDENCE AND/OR PRESENTATIONS**

**4.1 Recreation Report**

The Coordinator of Recreation, Joel McAuley, was not in attendance for the meeting. The committee requested his report to be forwarded to them for review and discussed at the regular council meeting of April 22, 2010.

**4.2 Complex Report**

In the absence of a Complex Manager, the CAO presented a verbal report. The following points were noted:

- Ambassador Mechanical has been in Churchill working at the Churchill RHA. There were concerns regarding the asbestos abatement. While they were removing the asbestos, they were supervised by a government inspector and an independent inspector and we were assured that all of it was safely removed. Ambassador

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are setting up for the new boilers. All three areas (Mech, CRHA, and CRHA) will eventually have their own independent systems for heat control, etc.

- The emergency repairs to the operating room will be completed by the end of June; the other items for the CRHA will be completed within 2 years.
- The pool change room renovations are approximately 3 weeks above schedule.
- The exams for the engineer trainees were written April 1, 2010 and we should hear within the next few weeks. There were 2 trainees that took the exams.

There was discussion on engineer trainees. The training program was finished in January 2010. The CAO stated that both trainees have continued working and their wages have been covered by Government Services.

There was discussion on when the arena ice plant will be shut down for the season. The plant will be shut down on April 12<sup>th</sup>. The committee suggested that a time line be developed for all the work needed to be done in the arena this summer prior to the ice being installed in September. A timeline will keep everything on schedule and prevent delays in the ice being installed in a reasonable amount of time.

There was discussion on the items in the hallway. Many items were removed from the hallway, but there are still items there which presents a safety issue.

There was discussion on the employee time clock and when it will be up and running. The CAO stated that no one wants to program it. He indicated that he will take the task of programming the time clock on himself.

**ACTION: Administration to draft a time line for the summer clean up of the arena.**

**ACTION: Administration to arrange the items in the hallways of the Town Centre be removed and placed in closed areas.**

**ACTION: Administration to have the employee time clock programmed.**

## 5. NEW BUSINESS

### 5.1 Recreation Budget

A draft budget for the Recreation Department was submitted for review. The Executive Assistant stated that in 2009, \$19,500.00 was cut from the overall budget. This year it is \$11,000.00 over from last year. She indicated that the increase is due to the bowling alley being back up and running, as well as wage increases with the union contract. She stated that the Summer Program portion of the budget has been kept the same, but with charging for the program, it does offset the overall cost in wages.

There was discussion and the committee inquired if this budget will be adequate to maintain programming for the 2010 year. The Executive Assistant indicated that she is confident that this budget will maintain the current level of programming and allow for some new programming to be introduced.

There was discussion on the Summer Program. The Executive Assistant stated that the

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The staff was very organized and reliable. The only issue is whether the program is available for everyone with those that could not afford to pay were subsidized by external organizations and it is expected that 2010 will be the same.

There was discussion on the hockey school portion of the budget. There has not been a hockey school for some time and therefore does not reflect an accurate budget.

### RECOMMENDED TO COUNCIL FOR DISCUSSION

#### 5.2 Complex Budget

This budget is covered by Government Services. There was discussion on the training portion of the budget. The committee would like to have non crisis intervention training added. The CAO stated he has requested an increase in the training budget and would like to also have some security training added to it.

### RECOMMENDED TO COUNCIL FOR DISCUSSION

#### 5.3 Chronic Disease Prevention

Deputy Mayor Botelho stated that this is a new funding opportunity geared toward healthy living. There are so many different ways to put this funding to use. She still has to go the CRHA Advisory Board, but she stated that the Recreation Department would play an important role with the physical activity portion. It would be a good for The Town of Churchill to partner with the CRHA in this initiative. She stated the funding is approximately \$25,000.00. It can be used towards passes, and rental fees. There are certain key points: healthy eating, physical activity, and mental well being. She stated that once the CRHA gets going on the project, she will bring more information.

**ACTION: Administration to have the Coordinator of Recreation attend the Churchill Health Advisory Meeting to discuss the Recreation Department's role in the Chronic Disease Prevention Initiative.**

## 6. OLD BUSINESS

### 6.1 Cleaning Consultation Services

This issue needs to go to a special meeting. The CAO stated that at the Regular Council meeting they wanted a solid recommendation from the committee in order to move forward.

There was discussion and Councilor Lawrie brought forth the idea of looking at hiring a company to come in and do a thorough cleaning with the staff. A careful walk through needs to be done. The homecoming is coming up and it would be great to have the complex thoroughly clean.

There was further discussion on bringing this issue forward to get councilor's input on what they would like to see for the complex.

There is a special meeting that is being arranged tomorrow morning at 8am for other issues and this will be added as an item for discussion

### DEFERRED TO SPECIAL MEETING

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... festival activities are finished and the town staff was very helpful. The support and help is much appreciated.

## **7. NEW BUSINESS**

### **7.1 Nanuk Entertainment – Theater Use**

Nanuk Entertainment is looking at a shared use agreement with Polar Cinema to have movie showings in the theater. She is asking for the ability to have cheap movie days.

There was discussion that Nanuk Entertainment would need to work this out with Polar Cinema. This would be a great idea to see more use of the theater. Once they meet, they can come back to the town with a viable business arrangement.

## **8. NEXT MEETING**

8.1 May 4, 2010

## **8. ADJOURNMENT**

The meeting adjourned at 1:03 p.m.