

**SOCIAL DEVELOPMENT & ADMINISTRATION**  
**June 20, 2011 at 12:00 p.m.**  
**REPORT**

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**PRESENT:** Deputy Mayor Verna Flett  
Councillor Heather Botelho  
Albert Meijering, Chief Administrative Officer  
Rebecca Allen, Executive Assistant

**1. CALL TO ORDER**

Deputy Mayor Verna Flett called the meeting to order at 12:00 p.m.

**2. APPROVAL OF AGENDA**

The agenda was approved with the addition of (4.5) CAO Travel

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

**3.1 Approval of the accounts for the month ending May 2011**

The accounts for the Town for period ending March 2011 were reviewed and the following items were noted:

Cheque # 029226	Churchill Marine Tank Farm	Gas & Diesel
Cheque # 029232	LGD of Mystery Lake	Tipping fees for garbage
Cheque # 029242	Ambassador Mechanical	Boiler Separation
Cheque # 029243	HQS Consulting Services	Consultation Services
Cheque # 029177	Robert Half Finance & Accounting	Recruitment Services
Cheque # 029176	Inflated Fun	Bouncy Castle

Deputy Mayor Flett inquired about the payment to the Churchill Marine Tank Farm. The CAO stated this is for gasoline and diesel that the town purchases for vehicles and equipment on a monthly basis.

Deputy Mayor Flett inquired about the payment to the LGD of Mystery Lake. The CAO stated this is for tipping fees for the garbage that the town ships to Thompson.

Deputy Mayor Flett inquired about the payment to Ambassador Mechanical. The CAO stated that this is for the boiler separation that was done late last year. It is the final payment for the job and is completely recoverable from the province.

Deputy Mayor Flett inquired about the payment to HQS Consulting Services. The CAO stated this is for the consulting services of Lee Quesnel.

Deputy Mayor Flett inquired about the payment to Robert Half Finance and Accounting. The CAO stated this is for the Recruitment and hiring of the new Chief Financial Officer for the town.

Deputy Mayor Flett inquired about the payment to Inflated Fun. The CAO stated that this is for the Bouncy Castle that was purchased by the Recreation Department. Part of the costs are covered by a grant and the remainder of the costs will be recovered from the rentals that it will generate.

The CAO stated that there is no new information to report on Healthcare at this time.

### **3.3 Education**

The CAO stated that there is no information to report on education at this time.

### **3.4 Churchill Public Library**

Deputy Mayor Flett inquired whether all of the vacant positions have been filled. The CAO stated he would contact the library to confirm any appointments, and vacancies.

### **3.5 Contracts**

The CAO stated there are no new contracts for discussion.

### **3.6 Leases**

The CAO stated there are no discussions pertaining to leases.

## **4. NEW BUSINESS**

### **4.1 Curling Rink – Suspend fees for 2011-2012.**

Councilor Botelho stated that the last few years there have been little to no use of the curling rink. She is suggesting that Mayor and Council look into not charging the various curling leagues for using the ice in order to get people active again in the sport. The CAO stated that there have been past discussions on what to do to encourage people to start using the ice again and this seems to be the best solution.

## **RECOMMENDED TO COUNCIL FOR APPROVAL**

### **4.2 UCN/Frontier School Division – Future Trades Training**

Councilor Botelho stated that she is inquiring as to what courses will be offered in the fall of 2011-2012. The CAO stated that they are looking at offering some electrical and plumbing courses. He stated that he is also looking into the possibility of other courses like nursing and technology based. Councilor Botelho stated that there are quite a few people that would benefit and be interested in management courses. Deputy Mayor Flett indicated that Derry Martens has been in contact with Red River College on possible course options and recommended that the CAO contact her for more information.

### **4.3 Northern Healthy Foods Initiative – Sub Committee**

Councilor Botelho stated that the CRHA cannot spearhead this project as it is community driven, therefore The Town of Churchill will need to be the main contact for this program. A meeting needs to be scheduled to get a sub committee going.

**ACTION: Administration to arrange a Special Meeting to discuss a sub committee for the Northern Healthy Foods Initiative Program.**

### **4.4 Town Volunteer Recognition**

Councilor Botelho stated that the volunteers of Churchill need to be recognized for their hard work and dedication to the community. In order to ensure the longevity and this program, more discussion and a detailed plan needs to be developed and formalized.

**ACTION: Administration to arrange a Special Meeting to reintroduce the Town Volunteer Recognition Program to the community.**

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The CAO presented an issue sheet regarding travel to Winnipeg for Business Meetings. There are meetings in Winnipeg June 28<sup>th</sup> and 29<sup>th</sup> with the Frontier School Division to discuss and review the building construction program as well as meetings with KGS, Government Services, and Greg Tramley. The travel would be incorporated into the CAO's vacation plans which minimize any costs to the town.

#### **RECOMMENDED TO COUNCIL FOR APPROVAL.**

#### **5. OLD BUSINESS**

##### **5.1 Policy Review**

The CAO presented The Town of Churchill Security Screening Policy for Prospective Employees and Drug and Alcohol Policy for review. The committee reviewed both policies and no recommendations were received for changes to the existing policies.

#### **RECOMMENDED TO COUNCIL FOR APPROVAL**

#### **6. IN CAMERA**

**6.1** The committee moved into an in-camera session at 12:23 p.m.

**6.2** The committee adjourned the in-camera session at 12:45 p.m.

#### **7. NEXT MEETING**

**7.1** July 18, 2011 (??)

#### **8. ADJOURNMENT**

**8.1** The meeting adjourned at 12:46 p.m.