

**SOCIAL DEVELOPMENT & ADMINISTRATION
MARCH 17, 2010 at 12:00 p.m.
REPORT**

PRESENT: Councilor Mike Iwanowsky
Councilor Terry Stover
Albert Meijering, Chief Administrative Officer
Roxanne Chan, Chief Financial Officer
Rebecca Allen, Executive Assistant

ALSO PRESENT: Councilor Louise Lawrie

1. CALL TO ORDER

Councillor Mike Iwanowsky called the meeting to order at 12:01 p.m.

2. APPROVAL OF AGENDA

The agenda was approved as presented with the addition of (7.1) In-Camera with Council only, and (7.2) In-Camera including the CAO, Albert Meijering.

3. APPROVAL OF REPORTS

3.1 The minutes of the committee meeting of January 20, 2010 were reviewed and accepted as presented.

4. DEPARTMENTAL REPORTS, CORRESPONDENCE AND/OR PRESENTATIONS

4.1 Approval of the accounts for the month ending February 2010

The accounts for the Town for period ending February 2010 were reviewed and the following items were noted:

Cheque #026811	Komunik	Receipts
Cheque #026827	Rebecca Allen	Reimbursement
Cheque #028791	Everything's Electric	Electrical Work in the Gym
Cheque #028748	Jesse Oddan	Travel expense
Cheque #028760	Hudson Bay Helicopters	Reimbursement for tank
Cheque #026834	Lazy Bear Lodge	Dinner during Premier's Visit
Cheque #028756	Aktiv Kapital Acquisitions	Employee Garnishee

There was discussion on the payment to Kominuk. The CFO stated that this is for the receipts that the office uses. This is an expense that only comes up every couple of years.

There was discussion on the payment to Rebecca Allen. It was commented that it looked strange with her last name showing before her first name.

There was discussion on the payment to Everything's Electric. It was commented that the town electrician should be doing this work. The CAO stated that he was hired by the Churchill Chamber of Commerce and Ducks Unlimited to do this work and it is being charged back to them.

the payment to Jesse Oddan. This is for his mileage from
and is completely recoverable from the Olympic Torch Relay

There was discussion on the payment to Hudson Bay Helicopters. The CAO stated a resolution was passed to reimburse them for the tank they purchased for their sewer and water needs.

There was discussion on the payment to The Lazy Bear Lodge. This was for the dinner when Premier Selinger was in Churchill in November. It has been billed back to the Premier's office.

There was discussion on the payment to Aktiv Kapital Acquisitions. This is for an employee garnishee.

Council Iwanowsky asked Councilor Lawrie if she had any questions in regards to the accounts.

Councilor Lawrie inquired about the MTS bill. She stated the town is still being charged for old phones that we currently do not have.

ACTION: Administration to review the MTS phone lines and make the necessary changes to the account.

Councilor Lawrie inquired on the payment to The Manitoba Housing Authority. She stated that there is a clean up bill in the amount of \$250.00, as well as rent in the amount of \$850.00. The CAO stated that these charges are being billed back to both Stephen Terichow Parrott and Jeet Brar.

Councilor Lawrie commented on the calm air tickets. She stated there would be a substantial savings if the town pursued bulk tickets as there are several that did not qualify for the full 10 day in advance savings. Councilor Stover stated that whenever possible, the town should and does book in advance. She commented on the VIA Rail ticket purchased for Stephen Terichow Parrot and whether it was a recoverable expense. The CAO stated it has been charged back to Mr. Parrot.

Councilor Lawrie inquired on the payment to Hyska's Insurance. The CFO stated this is the insurance for the Main Fleet for the town. Councilor Lawrie questioned if the town gets copies of the licenses of anyone who drives the vehicles. The CFO stated it is sent in every year. Councilor Lawrie inquired if the policy covers damage to the vehicles.

ACTION: Administration to look into the Fleet Vehicle Insurance Policy to determine what coverage the town has.

RECOMMENDED TO COUNCIL FOR APPROVAL

5. NEW BUSINESS

5.1 Issue Sheet – MMMA Conference

An issue sheet was presented for the CAO and the CFO to attend the 2010 Annual Manitoba Municipal Administrators Association Conference in Winnipeg from April 25th to April 28th, 2010. Attendance is required to obtain the necessary Professional Development

current member of the MMMA and also a current member of

RECOMMENDED TO COUNCIL FOR APPROVAL

5.2 Issue Sheet – Additional Security Officer for Midnights

An issue sheet was presented to hire additional security officers for the midnight shift for the Town Centre Complex. In October of 2009, Government Services conducted a site security survey of the Town Complex. They indicated a number of areas for improvement, one of which was identified as both a security need and a labor safety need. This was the need to have a second security officer on during the midnight shift.

There was discussion as to whether this expense is recoverable from Government Services. The CAO indicated that all costs would be absorbed by the government as it is their recommendation.

RECOMMENDED TO COUNCIL FOR DISCUSSION

5.3 Issue Sheet – Purchase of 1988 VOHL Snow Thrower

An issue sheet was presented to purchase a 1988 Vohl Snow Thrower from Transport Canada. In June of 2009, the town submitted a letter of intent to Transport Canada indicating interest in acquiring the Vohl Snow Thrower should Transport Canada look into releasing the machine. The vehicle is in excellent shape and is necessary for us to maintain our ability to remove snow as our current snow thrower is beyond end of life.

RECOMMENDED TO COUNCIL FOR APPROVAL

5.4 Discussion – Purchase of Parcel C, Plan 6091

Frontier North Adventures is looking to purchase the 2 lots that are adjacent to their current lots.

There needs to be more discussion on this request with all of council prior to any decisions being made.

6. OLD BUSINESS

7. IN CAMERA

7.1 The committee went into the first in camera discussion at 12:25 p.m.

7.2 The committee finished the first in camera discussion at ??

7.3 The committee went into the second in camera discussion at ??

7.4 The committee finished the second in camera discussion at ??

8. NEXT MEETING

8.1 April 21, 2010

9. ADJOURNMENT

The meeting adjourned at ??