

**SOCIAL DEVELOPMENT & ADMINISTRATION
SEPTEMBER 22, 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: Deputy Mayor Heather Botelho

1. CALL TO ORDER

Councilor Mike Iwanowsky called the meeting to order at 12:07 p.m.

2. APPROVAL OF AGENDA

The agenda was approved with the addition of (5.4) Issue Sheet for on site interview for Public Works Manager, (5.5) Letter to Union regarding Security, (5.5) Memo to Security regarding visitors at the workplace.

3. APPROVAL OF REPORTS

3.1 The minutes of the committee meeting of August 18, 2010 were reviewed and accepted as presented.

4. DEPARTMENTAL REPORTS, CORRESPONDENCE AND/OR PRESENTATIONS

4.1 Approval of the accounts for the month ending August 2010

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

Cheque #027235	Churchill Decorating	Painting of Curling Rink
Cheque #027255	Shelmerdine Garden Centre	Plants
Cheque #027256	Landscape Forms	Benches
Cheque #027329	Southern Tropic of Plants	Plants
Cheque #027322	Everything's Electric	Electrical

There was discussion on the payment to Churchill Decorating. The CAO stated this is for the painting of the Curling Rink in preparation for the Premier's Conference and is completely recoverable by the province.

There was discussion on the payment to Shelmerdine Garden Centre. The CAO stated this is for the plants for the complex in preparation for the Premier's Conference and is completely recoverable by the province.

There was discussion on the payment to Landscape Forms. The CAO stated this is for the benches for the complex in preparation for the Premier's Conference and is completely recoverable by the province.

the payment to Southern Tropic of Plants Ltd. The CAO stated the complex in preparation for the Premier's Conference and is completely recoverable by the province.

There was discussion on the payment to Everything's Electric. The CAO stated this was for electrical work done during the flood which blew the transfer switch. There was further discussion as to why this can't be done by the town's electrician. The CAO stated that if the town does the work then the liability falls on the town, if a contractor does the work, the liability falls on them.

RECOMMENDED TO COUNCIL FOR APPROVAL

5. NEW BUSINESS

5.1 Staff Recognition/Appreciation Program

Deputy Mayor Botelho brought forth information regarding staff recognition and appreciation. She stated that she received an email from a staff member that feels unappreciated and is not being recognized for hard work. She indicated that the Town of Churchill already has an employee recognition program for years of service, but she feels this should be added to. She highlighted the program that the CRHA has and would like Council to consider and discuss the possibility of enhancing their existing program by including a staff of the month recognition and a bright ideas type program.

There was discussion that this is a very good idea to consider and a recommendation from committee to forward the information on to Mayor and Council for further discussion.

RECOMMENDED TO COUNCIL FOR DISCUSSION

5.2 Issue Sheet – Security Officer Training & Accreditation

An issue sheet was presented for security officer training and accreditation. The Private Investigators and Security Guard Act of Manitoba requires that all individuals that perform these functions be licensed. There has been no formal training for the Complex Security Staff. There is a certified instructor that is willing to come to Churchill to provide the necessary training. The training falls under the complex operating budget and there may be an opportunity to share the cost with the Port of Churchill.

RECOMMENDED TO COUNCIL FOR APPROVAL

5.3 Issue Sheet – Northern Exposure Conference

An issue sheet was presented for Mayor Michael Spence to attend the University of Manitoba Transport Institute Northern Exposure Conference in Winnipeg, Manitoba on September 28th and 29th. The Mayor has been requested to be a guest speaker at the conference.

There was discussion that this be discussed further as to the benefits of the Mayor attending at the Regular Council Meeting.

RECOMMENDED TO COUNCIL FOR DISCUSSION

5.4 Issue Sheet – On Site Interview – Public Works Manager

An issue sheet was presented to bring candidate Richard Nicholson, Chief Engineer Candidate, to Churchill for an on site interview. Mr. Nicholson has been recommended by a hiring firm and a

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has been received. The next step is to bring him to Churchill for

RECOMMENDED TO COUNCIL FOR APPROVAL

6. OLD BUSINESS

7. IN CAMERA

7.1 The committee went into an in camera discussion at 12:29 p.m.

7.2 The committee finished the first in camera discussion at 12:39 p.m.

8. NEXT MEETING

8.1 October 20, 2010

9. ADJOURNMENT

The meeting adjourned at 12:40 p.m.