

**THE TOWN OF CHURCHILL  
Regular Council Meeting  
January 21, 2010 at 5:00 p.m. in the Council Chambers**

**PRESENT:** Mayor Michael Spence (Via Teleconference)  
Deputy Mayor Heather Botelho  
Councillor Louise Lawrie  
Councillor Mike Iwanowsky  
Councillor Terry Stover (Via Teleconference)  
Albert Meijering, Chief Administrative Officer  
Roxanne Chan, Chief Financial Officer  
Rebecca Allen, Executive Assistant

**ALSO PRESENT:** Constable Mike Boychuk, RCMP  
Michel Petit, Churchill RHA  
Constable Eric Robson, RCMP  
Constable John McNevin, RCMP  
Wally Hyska

**1. CALL TO ORDER**

Deputy Mayor Heather Botelho called the meeting to order at 5:01 p.m.

**2. ACCEPTANCE OF AGENDA**

**Moved by H. Botelho and seconded by M. Iwanowsky**

**005/10 RESOLVED THAT** the agenda be adopted with revisions as read.

**CARRIED**

**3. DELEGATIONS**

**3.1 R.C.M.P. Monthly Report**

Constable Mike Boychuk presented the monthly RCMP report to Council. He summarized the crime and traffic statistics for the month of December. He noted that overall the 2009 occurrences are down from last year. The prisoner count in 2009 is up from the count in 2008. He stated that there has not been much movement on the old detachment. It will go out for public tender next month, with the bidding closing the end of March. They are still using the old detachment as storage. He indicated that they are still waiting on one member to join the detachment. The new member will arrive into Churchill in May or June and is from Swan River. There was a snow mobile collision on December 24<sup>th</sup> and it was lucky that it did not end in a fatality. It was determined that alcohol was involved. A search warrant was executed to obtain a blood sample. He is unsure what the level of alcohol was, but it was a factor in the collision. Constable McNevin has to do a community project and he will be doing education and enforcement regarding the Off Road Vehicle Act.

**3.2 Michel Petit – Update on Community Health Needs Assessment**

Michel Petit from the Churchill Regional Health Authority presented the indicators summary from the Community Health Needs Assessment. He stated that each time someone goes to the hospital, their postal code records back to the CRHA and is put into the Health Indicator Report. He highlighted the statistics on health and fitness in the community. He stated this is valuable information as it gives us the areas that we need to improve on.

**4. READING OF MINUTES**

**Moved by M. Iwanowsky and seconded by L. Lawrie**

**006/10 RESOLVED THAT** the following minutes:

Regular Council Meeting, December 17, 2009

be taken as circulated, and approved, all statutory requirements having been fulfilled.

**CARRIED**

## **S** **January 13, 2010**

Deputy Mayor Estimo presented the Complex Operations report. She highlighted the several events that took place in December; Children's Christmas Party, The Lighting of the Lights, and the Christmas Flurries and noted that all were successful. She stated that the Recreation Department has a number of new initiatives for the 2010 year. The Grand Opening of the Bowling Alley is scheduled to take place on January 30<sup>th</sup>. A Special Meeting will be arranged to discuss the operations of the Bowling Alley. The flooring in the arena hallway is complete and a tender for the Hockey Change Room flooring has gone out. All materials surrounding the complex has been taken to L5 for storage. The Pool Change Room Renovations are scheduled to begin in March 2010. At the same time the Change Rooms are being done, the chlorination system in the Pool will be changed to a salination system.

There was discussion on the Curling Ice. There was an issue with the Ice Plant and it had to be decided on which surface to save. As a result, the curling ice was lost. It will not be going back in this year.

### **i) Issue Sheet – Hot Water Heater for Custodians.**

An issue sheet was presented for council to authorize the purchase of a hot water heater for the custodial staff. Currently, the custodians are unable to get hot water from the custodial room. They require hot water in order to do their job properly. There is an instant hot water heater in the curling custodial room and it has proven to work by providing extremely hot water. The cost to purchase a water heater is approximately \$950.00 before taxes and shipping.

### **Moved by L. Lawrie and seconded by M. Iwanowsky**

**007/10 BE IT RESOLVED THAT** the Council authorizes the purchase of a Hot Water Heater for the Town Centre Custodial Staff **at a cost not to exceed \$1075.00.**

**CARRIED**

### **ii) Issue Sheet – Custodial Consultation Services**

An issue sheet was presented to hire a Custodial Consultant to create and implement schedules and cleaning procedures and train the Town of Churchill Custodial Staff in the performance of the cleaning duties of the Town Centre Complex. Over the years, the procedures for the cleaning staff have been verbal training and scheduling with very little formal training. With the turnover of staff, it has become necessary to develop formal procedures and training.

There was discussion and council would like to see the figures and timeline of the contractual services. They need more of an idea of the hours and cost. They would like to review the information and make their decision at a special meeting of council.

**DEFERRED TO SPECIAL MEETING**

**ACTION: Administration to provide Council with a break down of costs and time for the Custodial Consultation Services and arrange a special meeting to discuss in further detail.**

### **Moved by L. Lawrie and seconded by m. Iwanowsky**

**008/10 RESOLVED THAT** the report of the Complex Operations Committee meeting of January 13, 2010 be accepted as presented.

**CARRIED**

## **5.2 Community Infrastructure, January 14, 2008**

Councillor Lawrie presented the Community Infrastructure report. She noted that everything is stable with the Utilities Department. The department's boiler inspection is complete and the transfer switch that was required has been finalized. The Department of Public Works has indicated that water main breaks and freeze ups are down from last year. Snow removal has been going well. The department has been short staffed, but they have been able to maintain daily operations. The MSO has sent out notices reminding residents to renew their animal licenses and business licenses. She will be following up with letters to those who have yet to renew. She is currently in the process of arranging the Spring Vet Clinic. There has been limited success on getting residents to act on the Derelict Vehicle Bylaw. The MSO will be researching other municipalities bylaws to see what action they take when residents are in violation. Councillor Lawrie

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meeting to review the policies and procedures and that the  
for the 2010 Budget Process.

**i) Issue Sheet – Snow Removal Plan**

An issue sheet was presented to approve the Town of Churchill's 2010 Snow Removal Plan.

There was discussion and it was agreed to accept the 2010 Snow Removal Plan as outlined.

**Moved by L. Lawrie and seconded by M. Iwanowsky**

**009/10 RESOLVED THAT** the report of the Community Infrastructure Services Committee meeting on January 14, 2010 be accepted as presented.

**CARRIED**

**5.3 Personnel, Finance, Social Development & Administration Committee, January 20, 2010**

Councillor Iwanowsky presented the Personnel, Finance, Social Development & Administration Committee report. He noted that the December accounts for the town were reviewed and everything appears to be in order. He stated there were two issues sheets presented to the committee and one was recommended to Council for approval and the other was recommended to Council for discussion.

**i) Issue Sheet – Salary Survey**

An issue sheet was presented to Council to hire an independent firm to consult and report on a comprehensive and competitive benefits package for salaried employees. It has been realized that the Town of Churchill is having a difficult time recruiting people for certain positions within the municipality. It has been determined that our compensation package is the contributing factor. In order to present an unbiased report and conclusion it is recommended that an independent firm be contracted to provide the report.

Councillor Lawrie stated that she was not in favor of approving the hiring of an independent firm to review the Town of Churchill's compensation package for salaried employees. She stated that there are only 5 salaries that would need to be reviewed and felt that administration could research and compare with other municipalities and receive fair information. A recorded vote was taken.

	<u>FOR</u>	<u>AGAINST</u>	<u>ABSENT</u>
Mayor Michael Spence	X		
Deputy Mayor Heather Botelho	X		
Councillor Terry Stover	X		
Councillor Michael Iwanowsky	X		
Councillor Louise Lawrie		X	

**Moved by M. Iwanowsky and seconded by T. Stover**

**010/09 BE IT RESOLVED THAT** Council for the Town of Churchill approves Administration to recruit and contract an independent firm to consult and report on a comprehensive and competitive salary and benefits package **at a cost not to exceed \$5,000.00.**

**CARRIED**

**ii) Issue Sheet - Public Works Manager On site interview**

An issue sheet was presented regarding the on site interview of the Public Works Manager. Telephone interviews have been conducted and as a result, there is a potential candidate for the position. The next step is to bring Andrew Sprunt to Churchill for a site visit and interview with Mayor and Council.

**Moved by M. Iwanowsky and seconded by L. Lawrie**

**011/10 WHEREAS** the position of Manager of Public Works and Utilities has been vacant since the fall of 2005 and an application has now been received;

**AND WHEREAS** a telephone interview was conducted on January 19, 2010 and a positive response was received;

**AND WHEREAS** the next step would be to do an on site interview with the applicant;

**RESOLVED THAT** Council agree to bring the candidate, for an in depth interview in February **at a cost not to**

**CARRIED**

**iii) Issue Sheet – Mayor’s Trip to Ottawa**

An issue sheet was presented to Council for Mayor Michael Spence to travel to Ottawa to meet with the Deputy Minister of Transport to discuss the marketing of the Churchill Airport Facility. The Winnipeg Airports Authority has expressed an interest in developing a plan for the sustainability of the Churchill Airport and along with the Town of Churchill would like to present their plan to Transport Canada and take over operations of the Airport.

**Moved by M. Iwanowsky and seconded by L. Lawrie**

**012/10 WHEREAS** one of the key elements in the sustainability of Churchill is the need to market the Airport facility;

**AND WHEREAS** as this is not the mandate of service provided by Transport Canada, it would be in the best interest of Churchill to find another operator of the airport;

**AND WHEREAS** the Winnipeg Airport Authority has expressed an interest in developing a plan for the sustainability of the Churchill Airport and along with the Town of Churchill, would like to present their plan to Transport Canada;

**AND WHEREAS** the Winnipeg Airport Authority has requested that Mayor Spence accompany them to Ottawa to meet with the Deputy Minister of Transport to show Churchill’s support for the plan;

**NOW THEREFORE BE IT RESOLVED THAT** Council authorizes Mayor Michael Spence to travel to Ottawa on February 8, 2010 to meet with the Deputy Minister of Transport **at a cost not to exceed \$900.00.**

**CARRIED**

**Moved by M. Iwanowsky and seconded by L. Lawrie**

**013/10 RESOLVED THAT** the report of the Personal, Finance, Administration and Social Development Committee meeting held on January 20, 2010 be accepted as presented.

**CARRIED**

**6. OTHER REPORTS**

**6.1 Mayor’s Report**

Mayor Spence presented a verbal report. He stated that the Minister of Family Services and Housing, Kerri Irvin-Ross was in Churchill as part of her Manitoba Tour. She addressed the issues of the up coming trades training program and the upgrades to the exterior MHA units. She stated that the department would provide \$60,000.00 to developing a plan for an assisted living facility in Churchill. He stated that the Calm Air issue of service to Thompson from Churchill to one day a week is still being dealt with. He also stated that the VIA Rail Issue is still not finished. There is a meeting taking place to still move forward with changing the service to Churchill from 3 days per week to 2. He also stated that David Daley is due to arrive into Winnipeg Saturday, January 23, 2010 and that he would be attending the reception. He indicated that when Dave arrives back into Churchill the Churchill Ladies Club will be hosting a reception. Mayor Spence stated that the New Year has arrived and there is a lot to do. Dr. Barber, Polar Bear Research, has been traveling quite a bit and looking for support from the province for a research center in Churchill. He indicated that Churchill does not wish to duplicate what Winnipeg is currently doing.

**6.3 CAO Report**

The CAO, Albert Meijering, presented a verbal report. He stated that it has been a good month. All sewer and water issues have be able to be controlled quickly. He also indicated that there is a decrease in water spillage. The Frontier School Division has been notified of the town’s interest in the old school. They are allowing the town of Churchill to time to go to the Province to retain the school on our behalf. The trades training program is due to begin on March 1<sup>st</sup>, we are just waiting on accreditation from the Department of Labor. He stated that the Stantec will be in Churchill soon to discuss the 3 options they have come up with in regards to the Sewer and Water RFP. The

till on target for October 2010. There have been funding  
being looked into.

**7. COMMUNICATIONS**

<u>From</u>	<u>Subject</u>	<u>Disposition</u>
7.1 Churchill Regional Health Authority	Thank you letter	Info
7.2 University of Manitoba	26 <sup>th</sup> Annual University of Manitoba Political Studies Student Conference	Info
7.3 Frontier School Division	Newsletter	Info
7.4 Western Economic Diversification Canada	Approval of Funding	Info
7.5 The Northwest Company	2008 Summary Annual Report	Info
7.6 Manitoba Hydro	Discharges at Missi Falls	Info
7.7 Travel Manitoba	Survey	Action
7.8 MLCC	Occasional Permit Fees	Info
7.9 Manitoba Product Stewardship Corporation	2010 Closure of MSPC	Info
7.10 Multi-Material Stewardship Manitoba	MMSM Program Start up	Info
7.11 Manitoba Hydro	Surplus Energy Program	Info
7.12 Volunteer Manitoba	Premier's Volunteer Service Award	Info
7.13 Frontier School Division	32 <sup>nd</sup> Annual School Committee Conference	Info
7.14 Manitoba Hydro	2009/2010 Churchill River Diversion Augmented Flow Program	Info

**8. FINANCIAL**

**8.1 Approval of accounts for December 2009**

Councilor Lawrie stated that she was not in favor of approving the accounts for November 2009 as she felt not enough information was given in regards to accounts receivable, accounts payable, and payroll in overtime or time in lieu hours. A recorded vote was taken:

	<u>FOR</u>	<u>AGAINST</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Mayor Michael Spence	X			
Deputy Mayor Heather Botelho	X			
Councilor Terry Stover				X
Councilor Louise Lawrie		X		
Councilor Michael Iwanowsky	X			

**Moved by M. Iwanowsky and seconded by T. Stover**

**014/10 WHEREAS** the accounts of The Town of Churchill for the period ending December 2009 have been examined and found to be in order;

**NOW THEREFORE BE IT RESOLVED THAT** general cheques in the amount of \$434,823.84 for December 2009 last cheque #026487 and payroll debits in the amount of \$176,655.12 be approved.

**CARRIED**

There was discussion on the VISA air miles. Councilor Lawrie indicated that the town should look at using them. Councilor Stover stated that they could be donated to a cause.

**ACTION: Administration to look into the Town's Visa air miles and whether they can be donated to a non profit organization.**

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**for September 2009 & October 2009**

Councillor Louise Lawrie stated that she was not in favor of approving the statements for September 2009 and October 2009 as she felt that the statements should be up to date as of December 2009. A recorded vote was taken:

	<u>FOR</u>	<u>AGAINST</u>	<u>ABSENT</u>
Mayor Michael Spence	X		
Deputy Mayor Heather Botelho	X		
Councillor Terry Stover	X		
Councillor Michael Iwanowsky	X		
Councillor Louise Lawrie		X	

**Moved by M. Iwanowsky and seconded by T. Stover**

**015/10 WHEREAS** the financial statements of The Town of Churchill for the month of September 2009 and October 2009 have been examined and found to be in order.

**NOW THEREFORE BE IT RESOLVED** that the financial statements for the month of September 2009 and October 2009 be approved.

**CARRIED**

There was discussion on the quarterly payment from Government Services for operating the Town Centre Complex. Councilor Lawrie stated that they should be charged interest when they are late with their payment.

**8.3 Interim Operating Budget**

**Moved by L. Lawrie and seconded by M. Iwanowsky**

**016/10 WHEREAS** Section 163 of the Municipal Act gives Council authority to adopt an Interim Operating Budget;

**AND WHEREAS** The Town of Churchill desires to adopt an Interim Operating Budget;

**NOW THEREFORE BE IT RESOLVED THAT** the following expenditures be authorized as an Interim Operating Budget for 2010 until the Financial Plan for 2010 is approved:

General Government Services	\$ 950,000.00
Protective Services	\$ 40,000.00
Transportation Services	\$ 375,000.00
Environmental Health Services	\$ 70,000.00
Public Health & Welfare Services	\$ 5,000.00
Environmental Development Services	\$ 5,000.00
Economic Development Services	\$ 30,000.00
Recreation & Cultural Services	\$ 75,000.00
Fiscal Services (including Capital Purchases)	<u>\$ 100,000.00</u>
	\$1,700,000.00
Utility Operating Requirements	\$ 700,000.00

**CARRIED**

**9. BY-LAWS**

**10. UNFINISHED BUSINESS**

**10.1 Proposal to subdivide land (Re: Hudson Bay Port)**

A proposal to subdivide Part Lot 2, Plan 35043, PLTO . The Hudson Bay Port was received from the Manitoba Community Planning Services. The CAO stated that the Hudson Bay Port is their assets. The CAO indicated that he did speak with the town's lawyer and this would leave the town exposed to some risks, i.e. abandonment. If the town chooses to accept the proposal an agreement with the Hudson Bay Port would need to be entered into or contingencies added to the resolution regarding clean up should the land end up being abandoned.

There was discussion and Council agrees to move forward with the lawyer's advice **looking to divide the Churchill Marine Tank Farm from**

o have the Town of Churchill's legal counsel drafts an  
f Churchill with regards to subdividing Part Lot 2, Plan

### 3.2 Landfill – Public Notice

The CAO stated that a public notice needs to be drafted with regards to the proposed new landfill. We need to engage the community's input. A public notice puts the information out there.

**ACTION: Administration to draft a Public Notice regarding the proposed new landfill.**

## 11. NEW BUSINESS

### 12. IN CAMERA

12.1 Council moved into an in-camera session at 6:41p.m.

**Moved by ? and seconded by ?**

**017/10 RESOLVED THAT** the Council for The Town of Churchill convene into an In-Camera session.

**CARRIED**

12.2 Council convened the in-camera session at 6:55 p.m.

**Moved by ? and seconded by ?**

**018/10 RESOLVED THAT** the In-Camera session of the Council for The Town of Churchill be adjourned.

**CARRIED**

## 13. ADJOURNMENT

**Moved by M. Iwanowsky and seconded by T. Stover**

**019/10 WHEREAS** the business of this meeting has now been completed;

BE IT RESOLVED THAT Council do now adjourn.

**CARRIED**

The meeting concluded at 6:56 p.m.

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**Michael Spence**  
Mayor

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**Albert Meijering**  
Chief Administrative Officer

## Recapitulation

**Moved by H. Botelho and seconded by M. Iwanowsky**

**005/10 RESOLVED THAT** the agenda be adopted with revisions as read.

**CARRIED**

**Moved by M. Iwanowsky and seconded by L. Lawrie**

**006/10 RESOLVED THAT** the following minutes:

Regular Council Meeting, December 17, 2009

be taken as circulated, and approved, all statutory requirements having been fulfilled.

**CARRIED**

**Moved by L. Lawrie and seconded by M. Iwanowsky**

**007/10 BE IT RESOLVED THAT** the Council authorizes the purchase of a Hot Water Heater for the Town Centre Custodial Staff **at a cost not to exceed \$1075.00.**

**CARRIED**

**Moved by L. Lawrie and seconded by m. Iwanowsky**

**008/10 RESOLVED THAT** the report of the Complex Operations Committee meeting of January 13, 2010 be accepted as presented.

**CARRIED**

**Moved by L. Lawrie and seconded by M. Iwanowsky**

**009/10 RESOLVED THAT** the report of the Community Infrastructure Services Committee meeting on January 14, 2010 be accepted as presented.

**CARRIED**

**Moved by M. Iwanowsky and seconded by T. Stover**

**010/09 BE IT RESOLVED THAT** Council for the Town of Churchill approves Administration to recruit and contract an independent firm to consult and report on a comprehensive and competitive salary and benefits package **at a cost not to exceed \$5,000.00.**

**CARRIED**

**Moved by M. Iwanowsky and seconded by L. Lawrie**

**011/10 WHEREAS** the position of Manager of Public Works and Utilities has been vacant since the fall of 2005 and an application has now been received;

**AND WHEREAS** a telephone interview was conducted on January 19, 2010 and a positive response was received;

**AND WHEREAS** the next step would be to do an on site interview with the applicant;

**NOW THEREFORE BE IT RESOLVED THAT** Council agree to bring the candidate, Andrew Sprunt, to Churchill for an in depth interview in February **at a cost not to exceed \$2,000.00.**

**CARRIED**

**Moved by M. Iwanowsky and seconded by L. Lawrie**

**012/10 WHEREAS** one of the key elements in the sustainability of Churchill is the need to market the Airport facility;

**AND WHEREAS** as this is not the mandate of service provided by Transport Canada, it would be in the best interest of Churchill to find another operator of the airport;

**AND WHEREAS** the Winnipeg Airport Authority has expressed an interest in developing a plan for the sustainability of the Churchill Airport and along with the Town of Churchill, would like to present their plan to Transport Canada;

**AND WHEREAS** the Winnipeg Airport Authority has requested that Mayor Spence accompany them to Ottawa to meet with the Deputy Minister of Transport to show Churchill's support for the plan;

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**RESOLVED THAT** Council authorizes Mayor Michael  
on February 8, 2010 to meet with the Deputy Minister of  
exceed \$900.00.

**CARRIED**

**Moved by M. Iwanowsky and seconded by L. Lawrie**

**013/10 RESOLVED THAT** the report of the Personal, Finance, Administration and Social  
Development Committee meeting held on January 20, 2010 be accepted as presented.

**CARRIED**

**Moved by M. Iwanowsky and seconded by T. Stover**

**014/10 WHEREAS** the accounts of The Town of Churchill for the period ending  
December 2009 have been examined and found to be in order;

**NOW THEREFORE BE IT RESOLVED THAT** general cheques in the amount of  
\$434,823.84 for December 2009 last cheque #026487 and payroll debits in the amount  
of \$176,655.12 be approved.

**CARRIED**

**Moved by M. Iwanowsky and seconded by T. Stover**

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September 2009 and October 2009 have been examined and found to be in order.

**NOW THEREFORE BE IT RESOLVED** that the financial statements for the month of  
September 2009 and October 2009 be approved.

**CARRIED**

**Moved by L. Lawrie and seconded by M. Iwanowsky**

**016/10 WHEREAS** Section 163 of the Municipal Act gives Council authority to adopt  
an Interim Operating Budget;

**AND WHEREAS** The Town of Churchill desires to adopt an Interim Operating Budget;

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Public Health & Welfare Services	\$ 5,000.00
Environmental Development Services	\$ 5,000.00
Economic Development Services	\$ 30,000.00
Recreation & Cultural Services	\$ 75,000.00
Fiscal Services (including Capital Purchases)	<u>\$ 100,000.00</u>
	\$1,700,000.00
Utility Operating Requirements	\$ 700,000.00

**CARRIED**

**Moved by ? and seconded by ?**

**017/10 RESOLVED THAT** the Council for The Town of Churchill convene into an In-  
Camera session.

**CARRIED**

**Moved by ? and seconded by ?**

**018/10 RESOLVED THAT** the In-Camera session of the Council for The Town of  
Churchill be adjourned.

**CARRIED**

**Moved by M. Iwanowsky and seconded by T. Stover**

**019/10 WHEREAS** the business of this meeting has now been completed;

**BE IT RESOLVED THAT** Council do now adjourn.



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use period has ended.  
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**January 21, 2010**

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**CARRIED**

The meeting concluded at 6:56 p.m.