

**TOWN OF CHURCHILL**  
**Special Council Meeting**  
**Monday, August 12, 2011 at 12:00 pm in Council Chambers**

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**PRESENT:**

Mayor Michael Spence  
Deputy Mayor Verna Flett  
Councilor Heather Botelho  
Albert Meijering, Chief Administrative Officer  
Gail Hodkin, Chief Financial Officer  
Rebecca Allen, Executive Assistant

**REGRETS:**

Councilor Jennifer Massan  
Councilor Gerald Azure

**1. CALL TO ORDER**

Mayor Michael Spence called the meeting to order at 12:12 p.m.

**2. APPROVAL OF AGENDA**

**Moved by V. Flett and seconded by H. Botelho**  
**150/11 RESOLVED THAT the agenda for Special Meeting be accepted.**

**CARRIED**

**3. BUSINESS OF SPECIAL MEETING**

**3.1 Purchase of 2 Chevy Pickups for Public Works**

The CAO stated that the purchase of 2 pickups was budgeted in the 2011 Financial Plan. \$70,000 was allocated in the plan and the actual cost is \$75,000. He stated that the budget is simply an estimate of the costs.

There was discussion on whether administration obtained several quotations on the vehicles. The CAO stated that he spoke to more than one vendor and this was the most cost efficient one to go with.

**Moved by H. Botelho and seconded by V. Flett**  
**151/11 BE IT RESOLVED THAT Council authorizes the purchase of two 2011 Chevrolet Silverado Pickup Trucks for the Department of Public Works as budgeted in the 2011 Financial Plan at a cost not to exceed \$75,000.00.**

**CARRIED**

**3.2 Purchase of Tandem Dump Truck for Public Works**

The CAO stated that the purchase of the Tandem Dump Truck was budgeted for in the 2011 Financial Plan. \$120,000.00 was allocated and the actual cost is \$117,000.

There was discussion on whether administration received more than one estimate. The CAO stated that more than one vendor was spoken to and that Freightliner was the most cost efficient.

**Moved by H. Botelho and seconded by V. Flett**  
**152/11 BE IT RESOLVED THAT Council authorizes the purchase of a 2012 Freightliner Tandem Dump Truck for the Department of Public Works as budgeted in the 2011 Financial Plan at a cost not to exceed \$117,000.00.**

**CARRIED**

**3.3 Purchase of B.E.S.T. Storage Trailer for Utilities**

The CAO stated that the purchase of a storage trailer for Utilities was budgeted for in the 2011 Financial Plan. The trailer will be used to store the drums of chemicals for the water treatment plant.

**Moved by V. Flett and seconded by H. Botelho**  
**153/11 BE IT RESOLVED THAT Council authorizes the purchase of one B.E.S.T. Storage Trailer for the Department of Utilities as budgeted in the 2011 Financial Plan at a cost not to exceed \$5,400.00.**

**CARRIED**

**3.4 Server/Computer Upgrades**

The CAO stated that the Town of Churchill is currently operating with a Computer Server for our financial information. The server was installed in 2003 and is in need of replacement. Administration has obtained three quotes for the hardware and continued support after installation, and have selected a firm to recommend to council that will meet the town's needs. The total cost is approximately \$37,000.00 and \$75,000.00 was budgeted for in the 2011 Financial Plan.

**Moved by H. Botelho and seconded by V. Flett**

**154/11 WHEREAS** The Town of Churchill has identified the need to upgrade it's computer server and associated hardware for the preservation and protection of financial data;

**AND WHEREAS** a need has been identified to expand the capabilities of the server to include information sharing and storage and collaborative document handling and authoring, including website, department organization and finances and public information handling;

**AND WHEREAS** the expenditure was identified and brought forward in the 2011 budget process. Since that time, The Town of Churchill has extended a tendering process and received 3 quotes for the provision of hardware and ongoing IT Support. The Town of Churchill has selected the proposal from Zantek Information Technology to provide the server hardware, installation, and IT Services;

**NOW THEREFORE BE IT RESOLVED THAT** Council approve administration to proceed with the engagement of Zantek Information Technology Incorporation for service and purchase of Server and Computer Upgrades **at a cost not to exceed \$37,000.00.**

**CARRIED**

**3.5 Hiring of Fuser Technician for Sewer Upgrades**

The CAO stated that The Town of Churchill has budgeted and approved sewer line upgrades for the summer of 2011. KGS has been hired to provide the overall technical expertise and on site supervision for the project. They have recommended that all replacement lines be fused together in order to prevent line separation caused by the shifting of the ground which in turn stresses the lines at the couplers between the pipes. KGS has located a fuser and technician to complete this work and to provide the training and certification of town staff in the operation of a fuser for future work. The total cost for this project ins \$90,000.00 which has been allocated in the 2011 Financial Plan.

**Moved by H. Botelho and seconded by V. Flett**

**155/11 WHEREAS** The Town of Churchill has engaged and hired KGS to evaluate and provide technical expertise for the budgeted sewer line replacement upgrades for the summer of 2011;

**AND WHEREAS** KGS has identified the need for all sewer line replacements to be fused together in order to prevent line separation that is caused by ground heaving during the spring thaw process in our northern region;

**AND WHEREAS** the town, in moving forward with this recommendation has consulted with a number of companies to identify someone with the availability and capabilities to perform this task in the time frame allotted for this work. In doing so, administration has selected Dig-All Construction to provide the services requested with the expectation that they will work in conjunction with our local crew and provide training to enable our crew to be able to fuse pipes in any future projects;

**NOW THEREFORE BE IT RESOLVED THAT** Council approve administration to proceed with the engagement of Dig-All Construction to provide fusing services for the Sewer Renewal Project **at a cost not to exceed \$90,000.00.**

**CARRIED**

**3.6 Updates**

Council requested an update on programs/things going on in the community through the summer.

One of the items addressed was the Summer Program. There have been concerns on the program this year and Council is enquiring on what can be done to make the program better.

**ACTION: Administration to work with the Department of Recreation on ways to improve the 2011 Summer Program**

Another item brought forward was the garbage pickup. Council needs to be aware of any changes prior to the public being notified.

There was discussion on the Akudlik/Flats Committee. The Cao stated a meeting can be called anytime and that he will sit down with the council members appointed to brief them on what has transpired to this point.

There was further discussion on the followup meeting with the Superintendent from Parks Canada to discuss the hiring practices. This needs to be done as soon as possible so that is does not end up on the back burner.

**ACTION: Administration to arrange a meeting with the Superintendent from Parks Canada to further discuss their hiring practices.**

There was discussion on the asphaltting of the town's streets. Council would like to have a street tour so they are aware of what areas of town are being done.

**ACTION: Administration to arrange a street tour with council to go over what streets are being asphalted this year.**

**4. IN-CAMERA**  
**4.1 Council convened into an in-camera session at 1:15 p.m.**

**Moved by V. Flett and seconded by H. Botelho**  
**156/11 RESOLVED THAT the Council for The Town of Churchill convene into an In Camera session.**

**CARRIED**

**Council adjourned the in camera session at 1:45 p.m.**

**Moved by V. Flett and seconded by H. Botelho**  
**157/11 RESOLVED THAT the In-Camera session of the Council for The Town of Churchill has been adjourned. Council agrees that all information discussed in the In-Camera session shall remain confidential until released for public knowledge by Council as a whole.**

**CARRIED**

**5. AJOURNMENT**  
**Moved by H. Botelho and seconded by V. Flett**  
**158/11 WHEREAS the business of the Special Meeting has now been completed;**

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

**CARRIED**

The meeting concluded at 1:46 p.m.

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Michael Spence  
Mayor

Albert Meijering  
Chief Administrative Officer

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Recapitulation

**Motions:**

**Moved by V. Flett and seconded by H. Botelho**  
150/11 RESOLVED THAT the agenda for Special Meeting be accepted.

**CARRIED**

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AND WHEREAS a need has been identified to expand the capabilities of the server to include information sharing and storage and collaborative document handling and authoring, including website, department organization and finances and public information handling;

AND WHEREAS the expenditure was identified and brought forward in the 2011 budget process. Since that time, The Town of Churchill has extended a tendering process and received 3 quotes for the provision of hardware and ongoing IT Support. The Town of Churchill has selected the proposal from Zantek Information Technology to provide the server hardware, installation, and IT Services;

NOW THEREFORE BE IT RESOLVED THAT Council approve administration to proceed with the engagement of Zantek Information Technology Incorporation for service and purchase of Server and Computer Upgrades at a cost not to exceed **\$37,000.00.**

**CARRIED**

Moved by **H. Botelho and seconded by V. Flett**  
**155/11** WHEREAS The Town of Churchill has engaged and hired KGS to evaluate and provide technical expertise for the budgeted sewer line replacement upgrades for the summer of 2011;

AND WHEREAS KGS has identified the need for all sewer line replacements to be fused together in order to prevent line separation that is caused by ground heaving during the spring thaw process in our northern region;

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NOW THEREFORE BE IT RESOLVED THAT Council approve administration to proceed with the engagement of Dig-All Construction to provide fusing services for the Sewer Renewal Project at a cost not to exceed **\$90,000.00.**

**CARRIED**

Moved by **V. Flett and seconded by H. Botelho**  
**156/11** RESOLVED THAT the Council for The Town of Churchill convene into an In Camera session.

**CARRIED**

Moved by **V. Flett and seconded by H. Botelho**  
**157/11** RESOLVED THAT the In-Camera session of the Council for The Town of Churchill has been adjourned. Council agrees that all information discussed in the In-Camera session shall remain confidential until released for public knowledge by Council as a whole.

**CARRIED**

Moved by **H. Botelho and seconded by V. Flett**  
**158/11** WHEREAS the business of the Special Meeting has now been completed;

BE IT RESOLVED THAT Council do now adjourn.

**CARRIED**

The meeting concluded at 1:46 p.m.

