

**PERSONNEL, FINANCE, SOCIAL DEVELOPMENT & ADMINISTRATION  
WEDNESDAY, JUNE 17, 2009 at 12:00 p.m.  
REPORT**

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**PRESENT:** Deputy Mayor Heather Botelho  
Councilor Terry Stover  
Roxanne Chan, Chief Financial Officer  
Albert Meijering, Chief Administrative Officer  
Rebecca Allen, Executive Assistant

**ALSO PRESENT:** Councilor Louise Lawrie

**1. CALL TO ORDER**

Councillor Terry Stover called the meeting to order at 12:011 p.m.

**2. APPROVAL OF AGENDA**

The agenda was approved with the addition of (5.4) Issue Sheet . Hiring a Coordinator of Recreation, and an In-Camera session.

**3. APPROVAL OF REPORTS**

**3.1 May 27, 2009**

The minutes of the committee meeting of May 27, 2009 were reviewed and accepted as presented.

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

**4.1 Approval of the accounts for the month ending May 2009**

The accounts for the Town for period ending May 2009 were reviewed and the following items were noted:

Cheque #027960	Richard Fredlund	Travel Payout
Cheque #027891	Gary Johnson	Contracted services
Cheque #027923	John Beaton	Contracted services
Cheque #027894	Westcon Equipment & Rentals	Public Works Equipment
Cheque #027893	Hudson Bay Mechanical	Airport sewer & water
Cheque #027922	Rod McKenzie	Hydro Negotiations
Cheque #28020	Prairie Mobile Communications	Radios & Batteries
Cheque #28014	VEMA	Fleet Vehicle Licensing

There was discussion on the travel payout. In the new contract the employees will not be able to use the benefit until they have earned it. The CAO stated that once the new contract is signed, this will be enforced.

There was discussion on the payment to Hudson Bay Mechanical. His contract is for sewer and water services for the airport and all costs are completely recoverable from the airport.

There was discussion on contracted wages. The CAO stated that they will no longer be contracting services for day to day operations due to cut backs.

There was discussion on the payment to Rod McKenzie. His services are completely recoverable from Manitoba Hydro as stated in the agreement between Manitoba Hydro and the Town of Churchill.

There was discussion on the payments made monthly to HED Insurance. The CFO stated that they are the main municipal insurer. The only services that are used from Hyskas are the autopac insurance requirements.

There was discussion on the payment to Vema. The CFO stated they are for the town's fleet vehicle licensing. They have changed their name and are paid monthly.

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

### **5. NEW BUSINESS**

#### **5.1 Issue Sheet . Public Sector Accounting Board . New Regulations Training . Roxanne Chan and Albert Meijering**

An issue sheet was presented for the CFO Roxanne Chan and the CAO Albert Meijering to attend the PSAB training workshop in Winnipeg on June 25<sup>th</sup> and 26<sup>th</sup>. The workshop will go over the new PSAB order outlining the implications and guidelines for adopting public sector accounting standards to municipalities and their utilities. It is extremely important for all Municipal Administrators become familiar with the requirements set out in this order.

There was discussion and the committee was in agreement that it is absolutely necessary to attend this workshop to keep the town in compliance with all rules and regulations. There was also discussion on whether this is an annual workshop or a one time workshop. The CFO stated this workshop is not annual like the one she attends in Thompson every year.

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

#### **5.2 Issue Sheet – Hiring of a Recreation Coordinator**

The CAO presented an issue sheet regarding the hiring of a Recreation Coordinator. He stated that interviews are being conducted and a potential candidate has been found. The candidate is currently working for the University of Winnipeg teaching recreational programming. The next step is to bring the candidate to Churchill to meet the community.

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

### **6. OLD BUSINESS**

### **7. IN CAMERA**

#### **7.1 The committee went into an in camera discussion at 12:32 p.m. The committee finished the in camera discussion at 12:55 p.m.**

### **8. NEXT MEETING**

#### **8.1 July 15, 2009**

**9. ADJOURNMENT**

The meeting adjourned at 12:30 p.m.