

THE TOWN OF CHURCHILL
Regular Council Meeting
Thursday, February 19, 2009 at 5:00 p.m. in the Council Chambers

PRESENT: Deputy Mayor Heather Botelho
Councillor Terry Stover
Councillor Louise Lawrie
Councillor Mike Iwanowsky
Albert Meijering, Chief Administrative Officer
Roxanne Chan, Chief Financial Officer
Rebecca Allen, Executive Assistant

ALSO PRESENT: Cpl. Jeff Asmundson, Churchill RCMP

REGRETS: Mayor Michael Spence

1. CALL TO ORDER

Deputy Mayor Heather Botelho called the meeting to order at 5:00 p.m.

2. ACCEPTANCE OF AGENDA

Moved by L. Lawrie and seconded by M. Iwanowsky
030/09 RESOLVED THAT the agenda be adopted as read.

CARRIED

3. DELEGATIONS

3.1 R.C.M.P Monthly Report

Corporal Jeff Asmundson presented the monthly RCMP report to council. He summarized the crime and traffic statistics for the month of January 2009. He noted that in the last few years the prisoner count has been increasing due to a more aggressive approach by the local detachment. He stated that court is scheduled for 2 days in April and there is a full docket due to no court in the community since November. They have moved into the new RCMP detachment and will be having a grand opening near the end of April. Invitations will be sent to the Minister of Justice and the Honorable Eric Robinson. The Deputy Commissioner will also be attending. Corporal Asmundson stated that the DARE class graduation is coming up. He also stated that one member of the RCMP is due to transfer in April. They have not heard as to who will replace him, but there will be a member coming from Falcon Lake to cover until a permanent placement is found.

3.2 Michel Petit – Community Health Assessment

Michel Petit from the Churchill Regional Health Authority presented a report on the Community Health Assessment. He provided Council with Health Indicator Sheets to review. He has requested that council look over the group questions and respond in order to get their perspective on the health needs of the community. He advised that the next step is to form focus groups within the community in order to gain information from all key groups in the community. He stated that the assessments are done every five years and the information collected is based on postal code. Every time someone in the community visits a physician, the data is collected and processed. Mr. Petit stated the next step is to arrange a session with council to collect data.

ACTION: Administration to arrange a special meeting with Michel Petit of the Churchill Regional Health Authority to discuss the Community Needs Assessment.

4. READING OF MINUTES

Moved by M. Iwanowsky and seconded by L. Lawrie
031/09 RESOLVED THAT the following minutes:

Regular Council Meeting, January 15, 2009
Special Council Meeting, January 22, 2009
Special Council Meeting, February 02, 2009
Special Council Meeting, February 10, 2009

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

CARRIED

5. COMMITTEE REPORTS

5.1 Complex Operations, February 3, 2009

Deputy Mayor H. Botelho presented the Complex Operations report. She noted the arena has continued to see good attendance. The swimming pool finally reopened after being closed for over two months. The gymnasium programming is going well. Badminton continues to see the best attendance. The curling rink is being used by the school to prepare for the zones in February. Lunch hour programming is still underway; however it is not seeing very good attendance. The cleaning in the town centre theatre is underway and will be finished by mid February. The town has been in contact with a company regarding the cost to replace the net in the indoor playground. The research to put an enclosure around the indoor playground is currently being done.

Deputy Mayor Botelho stated that the renovations in the town centre will begin beginning of April. She suggested that a newsletter be sent to the public highlighting all the renovations that are being done in Phase 3 of the 8 year plan.

ACTION: Administration to draft a public notice highlighting the upcoming renovations in the town centre complex.

Moved by H. Botelho and seconded by L. Lawrie

032/09 RESOLVED THAT the report of the Complex Operations Committee meeting of February 3, 2009 be accepted as presented.

CARRIED

5.2 Community Infrastructure, February 9, 2009

Councillor Lawrie presented the Community Infrastructure report. She noted that both the Public Works and Utilities Departments have been running smoothly. Public Works has been busy moving snow and fixing up the shop. They have been preparing the various areas needed for Aurora Winter fest. They are running out of room at the cemetery. The Town CFO is looking into applying for a crown land permit to extend the area. The lift station has been acting up due to old age. The Utilities Department has been fixing the problems as they arise. The MSO has been busy issuing licenses for business and animals. The Fire Department had no calls in January.

There was discussion on the extension of the cemetery. It was felt that the churches need to be involved in the plan to extend the area.

ACTION: Administration to contact the local churches and arrange a meeting to discuss the extension of the cemetery area.

Moved by L. Lawrie and seconded by T. Stover

033/08 RESOLVED THAT the report of the Community Infrastructure Services Committee meeting on February 9, 2009 be accepted as presented.

CARRIED

5.3 Personnel, Finance, Social Development & Administration, February 18, 2009

Councilor Stover presented the Personnel, Finance, Social Development & Administration Committee report. He noted that the accounts for the month of January were reviewed and there were a few items that were questioned. Once reviewed and discussed they were accepted as presented.

A conflict of interest form was signed by Councilor Lawrie and she left the Council Chambers at 5:34pm. She reentered the Council Chambers at 5:40pm.

Moved by M. Iwanowsky and seconded by T. Stover

034/09 WHEREAS there have been issues and concerns regarding the time and attendance system in the town centre complex and the amount of information required to collect payroll information;

AND WHEREAS a biometric time recorder would alleviate most concerns and also provide data in an easy to use and interpret manner;

AND WHEREAS the cost of a time recorder would be:

\$1251.29
\$ 75.08 (GST)
<u>\$1326.36</u>

THEREFORE BE IT RESOLVED THAT Council authorizes the purchase of the Time Q Plus Biometric Recorder **at a cost not to exceed \$1350.00.**

CARRIED

Moved by M. Iwanowsky and seconded by T. Stover

035/09 WHEREAS work order 4226 was issued to accounts receivable customer #11203, Gavin Lawrie for the removal of garbage to the Waste Transfer Station (labour, heavy equipment and the applicable waste transfer handling and tipping fees);

AND WHEREAS Gavin Lawrie is refuting his liability for this work and the subsequent accounts receivable invoice# 11338 in the amount of \$724.76;

NOW THEREFORE BE IT RESOLVED THAT Invoice #11338 in the amount of \$724.76 be cancelled.

CARRIED

Moved by M. Iwanowsky and seconded by T. Stover

036/09 RESOLVED THAT the report of the Personnel, Finance, Administration and Social Development Committee held on February 18, 2009 be accepted as presented.

CARRIED

6. OTHER REPORTS

6.1 Mayor's Report

Mayor Michael Spence was unable to attend the regular council meeting of February 18, 2009; therefore his report will be deferred to the next council meeting scheduled for March 26, 2009.

6.2 CAO's Report

CAO Albert Meijering presented a verbal report. He stated that administration has been very busy, while the town has been pretty quiet. There were issues with children playing on large snow piles by busy streets. The piles have been removed by Public Works. The Public Works Department has been busy cleaning up the shop and doing minor renovations. Mayor and Council met with Manitoba Conservation to discuss a site for the Landfill as Transport Canada refused the Old Metal Dump as a site. The new site suggested was Mile 4 and this was well received by Manitoba Conservation. In order for the proposed site to be approved, the town will need to hire an Environmental Engineer to provide an assessment of the area. Mayor and Council met with representatives from Government Services and Parkwest Contracting to discuss the renovations of the town centre complex. All projects and money has been approved to proceed with Phase 3 of the 8 year plan. The Churchill Sustainable Plan Committee has been meeting and the students are excited and coming up with issues. A Wiki site is now up and running with information posted. The Akudlik/Flats Committee has been quiet, but are arranging to proceed with the survey that was recommended. The musher guidelines have been down loaded. The By-Law needs to be updated to have a section to include mushers and kennels. The CAO stated that the budget process is underway and should be ready for review by mid-April.

7. COMMUNICATIONS

<u>From</u>	<u>Subject</u>	<u>Disposition</u>
7.1 Northern Manitoba Round Table	Minutes	Info
7.2 Minister of Conservation	Acknowledgement	Info
7.3 Minister of Agriculture, Food & Rural Initiatives	Acknowledgement	Info
7.4 Frontier School Division	Newsletter	Info
7.5 Minister of State (Sport)	2010 Olympic Torch Relay	Info
7.6 Churchill Public Library	Calendar of Events	Info
7.7 610 CHTM	Trade Show	Info
7.8 Churchill Public Library	2008 Annual Report	Info
7.9 Manitoba Public Libraries	Governance at a glance	Info
7.10 Minister of Conservation	Acknowledgement	Info
7.11 Manitoba Hydro	Churchill River Diversion	Info
7.12 Minister of Infrastructure & Transportation	Acknowledgement	Info
7.13 The Property Registry	Deputy District Registrar	Info
7.14 SOGO Active	New National Program	Info

7.15	InterGroup Consultants	Keyask National Program	Info
7.16	David & Marion Caskey	Thank you	Info
7.17	Churchill Public Library	Minutes	Info
7.18	Churchill Ladies Curling Bonspiel	Request for donation	Info
7.19	FCM	Federal Budget - Infrastructure Funding	Info
7.20	AMM	Member Advisory	Info
7.21	Manitoba Hydro	Churchill River Diversion	Info
7.22	Manitoba Hydro	Interim License for Diversion Of Water	Info
7.23	Shell Canada	Termination of Lease	Info
7.24	City of Thompson	Northern Round Table	Info
7.25	Minister of Environment	Polar Bear Conservation	Info
7.26	Attorney General Minister of Justice	Northern Justice	Info
7.27	Manitoba Homecoming	2010 Homecoming	Info
7.28	CEDF	2008 Annual Report	Info
7.29	Manitoba Infrastructure & Transportation	MIT Bldg No. 101316	Info
7.30	Churchill Library Board	February 2009 Minutes	Info
7.31	Canadian Association of Petroleum Producers	General Information	Info
7.32	Frontier School Division	Old RCMP Building & Property	Action
7.33	Manitoba Product Stewardship Corporation	2007/2008 Annual Report	Info
7.34	Hudson Bay Quest	HBQ Dog Yard	Info
7.35	Hudson Bay Railway Company	Northern Manitoba Round Table	Info
7.36	Agriculture & Agri-Food Canada	Farm Debt Mediation	Info
7.37	University College of the North	Building a System of Post- Secondary Education	Info
7.38	Carlea Snyder	Letter from Grade 2 Alberta Student	Action
7.39	Verna Flett	Status of Recycling	Action
7.40	Kivalliq Chamber of Commerce	Invitation to AGM	Action
7.41	Office of the President of the Treasury Board	2009 Budget	Info
7.42	Manitoba Hydro	Discharges at Missi Falls	Info
7.43	Heritage North Museum	Advertisement Request	Action
7.44	Northern and Bayline Rail	Stakeholders Meeting	Action

ACTION: Administration to draft a letter to Juliette Lee thanking her for her years of service as the Town of Churchill Public Librarian.

ACTION: Administration to draft a letter of support to the Federal Government, RCMP Division, for the Frontier School Division to obtain the property where the old RCMP building sits.

ACTION: Administration to draft a letter to Verna Flett informing her of the status of the Town of Churchill's recycling plan.

There was discussion on Mayor Spence's trip to Winnipeg to attend the display for Ambiente Housing. As the Mayor was also in Winnipeg to meet with Hydro, Hydro has agreed to all charges associated with the trip.

There was discussion on the CAO attending the Stakeholders Meeting in Thompson. It was felt Churchill's presence at this meeting was important and all of Council was in agreement for the CAO to attend. An issue sheet will be brought forward for information at the March council meeting.

8. FINANCIAL

8.1 Approval of accounts for January 2009

Councilor Lawrie stated that she was not in favor of approving the accounts for January 2009 as she felt not enough information was given in regards to 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			
Councillor Terry Stover	X			
Councillor Michael Iwanowsky	X			
Councillor Louise Lawrie		X		

There was discussion on cheque #026654, Henderson's Janitorial. Councilor Lawrie was alarmed at the cost. She was under the understanding that both the theatre and curling rink were being done at that cost. The CAO stated that they looked at both jobs and quoted separately on each job. He stated that the theatre was a major job as it had not been done in many years.

There was discussion on cheque #026623, Windsnorth Construction. Councilor Lawrie stated that any major work being done at the shop should have come forth to committee. During a tour of the Public Works, it was recommended that some renovations take place, but it was never approved.

There was discussion on cleaning supplies that were charged to the Town for the theatre contract. It was felt that the contractor should have been responsible for their own supplies.

There was discussion on the phone lines at the various departments. Recreation has been paired down, and now the other departments need to be.

ACTION: Administration to look into the various departments phone lines and make the necessary changes in order to cut costs.

Moved by M. Iwanowsky and seconded by T. Stover

037/09 WHEREAS the accounts of The Town of Churchill for the balance of the period ending January 2009 have been examined and found to be in order;

NOW THEREFORE BE IT RESOLVED THAT general cheques in the amount of \$1,012,202.73 for January 2009 last cheque #026604 and payroll debits in the amount of \$85,525.85 be approved.

CARRIED

8.2 Approval of Statements for November 2008

Councilor Lawrie stated that she was not in favor of approving the statements for November 2008 as she felt that the statements should be up to date as of January 2009. 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			
Councillor Terry Stover	X			
Councillor Michael Iwanowsky	X			
Councillor Louise Lawrie		X		

Moved by T. Stover and seconded by M. Iwanowsky

038/09 WHEREAS the financial statements for The Town of Churchill for the month of November 2008 have been examined and found to be in order;

NOW THEREFORE BE IT RESOLVED THAT the financial statements for the month of November 2008 be approved.

CARRIED

8.3 Board of Revisions date for 2010 taxes.

Moved by L. Lawrie and seconded by M. Iwanowsky

039/09 WHEREAS Section 41(1) of The Municipal Assessment Act stated that a Board of Revision shall sit each year for the purpose of hearing applications of revision under Section 42;

AND WHEREAS the Provincial Assessor has scheduled Churchill's Board of Revision be set for October 22, 2009 at 7:00 pm;

NOW THEREFORE IT BE RESOLVED THAT the Town of Churchill's Board of Revision be set for October 22, 2009 at 7:00 pm.

CARRIED

8.3 Interim Operating Budget**Moved by T. Stover and seconded by M. Iwanowsky****040/09 WHEREAS** Section 163 of the Municipal Act gives Council authority to adopt an Interim Operation Budget;**AND WHEREAS** The Town of Churchill desires to adopt an Interim Operating Budget;**NOW THEREFORE IT BE RESOLVED THAT** the following expenditures be authorized as an Interim Operation Budget for 2009 until the Financial Plan for 2009 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>\$ 150,000.00</u>
	\$1,700,000.00
Utility Operating Requirements	\$ 700,000.00

CARRIED**9. BY-LAWS****10. UNFINISHED BUSINESS****11. NEW BUSINESS****12. IN CAMERA****12.1 Council Moved into an In-Camera session at 7:32 pm.****Moved by T. Stover and seconded by L. Lawrie****041/09 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 7:48 pm.****Moved by T. Stover and seconded by L. Lawrie****042/09 RESOLVED THAT** the In-Camera session of the Council for The Town of Churchill be 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****13. ADJOURNMENT****Moved by M. Iwanowsky and seconded by T. Stover****043/08 WHEREAS** the business of this meeting has now been completed;**BE IT RESOLVED THAT** Council do now adjourn.**CARRIED**

The meeting concluded at 7:50 p.m.

Heather Botelho
Deputy Mayor

Albert Meijering
Chief Administrative Officer

Recapitulation

Moved by L. Lawrie and seconded by M. Iwanowsky
030/09 RESOLVED THAT the agenda be adopted as read.

CARRIED

Moved by M. Iwanowsky and seconded by L. Lawrie
031/09 RESOLVED THAT the following minutes:

Regular Council Meeting, January 15, 2009
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Special Council Meeting, February 02, 2009

Special Council Meeting, February 10, 2009

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

CARRIED

Moved by H. Botelho and seconded by L. Lawrie

032/09 RESOLVED THAT the report of the Complex Operations Committee meeting of February 3, 2009 be accepted as presented.

CARRIED

Moved by L. Lawrie and seconded by T. Stover

033/08 RESOLVED THAT the report of the Community Infrastructure Services Committee meeting on February 9, 2009 be accepted as presented.

CARRIED

Moved by M. Iwanowsky and seconded by T. Stover

034/09 WHEREAS there have been issues and concerns regarding the time and attendance system in the town centre complex and the amount of information required to collect payroll information;

AND WHEREAS a biometric time recorder would alleviate most concerns and also provide data in an easy to use and interpret manner;

AND WHEREAS the cost of a time recorder would be:

\$1251.29
\$ 75.08 (GST)
\$1326.36

THEREFORE BE IT RESOLVED THAT Council authorizes the purchase of the Time Q Plus Biometric Recorder **at a cost not to exceed \$1350.00.**

CARRIED

Moved by M. Iwanowsky and seconded by T. Stover

035/09 WHEREAS work order 4226 was issued to accounts receivable customer #11203, Gavin Lawrie for the removal of garbage to the Waste Transfer Station (labour, heavy equipment and the applicable waste transfer handling and tipping fees);

AND WHEREAS Gavin Lawrie is refuting his liability for this work and the subsequent accounts receivable invoice# 11338 in the amount of \$724.76;

NOW THEREFORE BE IT RESOLVED THAT Invoice #11338 in the amount of \$724.76 be cancelled.

CARRIED

Moved by M. Iwanowsky and seconded by T. Stover

036/09 RESOLVED THAT the report of the Personnel, Finance, Administration and Social Development Committee held on February 18, 2009 be accepted as presented.

CARRIED

Moved by M. Iwanowsky and seconded by T. Stover

037/09 WHEREAS the accounts of The Town of Churchill for the balance of the period ending January 2009 have been examined and found to be in order;

NOW THEREFORE BE IT RESOLVED THAT general cheques in the amount of \$1,012,202.73 for January 2009 last cheque #026604 and payroll debits in the amount of \$85,525.85 be approved.

CARRIED

Moved by T. Stover and seconded by M. Iwanowsky

038/09 WHEREAS the financial statements for The Town of Churchill for the month of November 2008 have been examined and found to be in order;

NOW THEREFORE BE IT RESOLVED THAT the financial statements for the month of November 2008 be approved.

CARRIED

Moved by L. Lawrie and seconded by M. Iwanowsky

039/09 WHEREAS Section 41(1) of The Municipal Assessment Act stated that a Board of Revision shall sit each year for the purpose of hearing applications of revision under Section 42;

AND WHEREAS the Provincial Assessor has scheduled Churchill's Board of Revision be set for October 22, 2009 at 7:00 pm;

NOW THEREFORE IT BE RESOLVED THAT the Town of Churchill's Board of Revision be set for October 22, 2009 at 7:00 pm.

CARRIED

Moved by T. Stover and seconded by M. Iwanowsky

040/09 WHEREAS Section 163 of the Municipal Act gives Council authority to adopt an Interim Operation Budget;

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

NOW THEREFORE IT BE RESOLVED THAT the following expenditures be authorized as an Interim Operation Budget for 2009 until the Financial Plan for 2009 is approved:

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Economic Development Services	\$ 30,000.00
Recreation & Cultural Services	\$ 75,000.00
Fiscal Services (Including Capital Purchases)	\$ 150,000.00
	<u>\$1,700,000.00</u>
Utility Operating Requirements	\$ 700,000.00

CARRIED

Moved by T. Stover and seconded by L. Lawrie

041/09 RESOLVED THAT the Council for The Town of Churchill convene into an In-Camera Session.

CARRIED

Moved by T. Stover and seconded by L. Lawrie

042/09 RESOLVED THAT the In-Camera session of the Council for The Town of Churchill be 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 M. Iwanowsky and seconded by T. Stover

043/08 WHEREAS the business of this meeting has now been completed;

BE IT RESOLVED THAT Council do now adjourn.

CARRIED

The meeting concluded at 7:50 p.m.