

**PERSONNEL, FINANCE, SOCIAL DEVELOPMENT & ADMINISTRATION
WEDNESDAY, MAY 27, 2009 at 12:00 p.m.
REPORT**

PRESENT: Mayor Michael Spence
Deputy Mayor Heather Botelho
Albert Meijering, Chief Administrative Officer
Roxanne Chan, Chief Financial Officer
Rebecca Allen, Executive Assistant

1. CALL TO ORDER

Deputy Mayor Botelho called the meeting to order at 12:11 p.m.

2. APPROVAL OF AGENDA

The agenda was approved as presented with the addition of (7.1) In Camera, (7.2) In Camera

3. APPROVAL OF REPORTS

3.1 April 15, 2009

The minutes of the committee meeting of April 15, 2009 were reviewed and accepted as presented.

4. DEPARTMENTAL REPORTS, CORRESPONDENCE AND/OR PRESENTATIONS

4.1 Approval of the accounts for the month ending April 2009

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

Cheque # 027893

Hudson Bay Mechanical

Airport Contract

Cheque # 027932

Wintergreen Learning Materials

Kinder gym equipment

RECOMMENDED TO COUNCIL FOR APPROVAL

There was discussion on some of the vendors that are being used. As a municipality we need to find the best supplier with the best cost. We should be looking for the wholesale price, not the retail price.

5. NEW BUSINESS

5.1 Duke of Marlborough School Prom Committee

The Duke of Marlborough School Prom Committee submitted a letter requesting donation of the Complex gymnasium on June 13, 2009 for the 2009 Prom.

RECOMMENDED TO COUNCIL FOR APPROVAL

5.2 Lisa Ryle . Request For Donation

A letter was submitted by Lisa Ryle requesting a donation of items for raffles that they will be having at the Chantelle Chornoby Benefit Social. There was discussion and the committee requested that administration fill this request.

ACTION: Administration to gather items for the Chantelle Chornoby benefit social being held on Saturday, May 30, 2009.

5.3 Stephen Palmer – Letter of Offer

A letter of offer was presented as information only for the 5th Class Power Engineer Trainee. The successful applicant will be starting on June 15, 2009.

5.4 Jason Whitmore – Letter of Offer

A letter of offer was presented as information only for the 5th Class Power Engineer Trainee. The successful applicant will be starting on June 1, 2009.

5.5 Nanuk Entertainment – Request for Compensation

Jodi Grosbrink submitted a letter requesting council for compensation due to the lost revenue she suffered when the complex had to be closed down due to interruption of staff. There was discussion and the committee requested administration to speak with Ms. Grosbrink to come to an agreement on what the compensation should be.

ACTION: Administration to meet with Ms. Grosbrink from Nanuk Entertainment to discuss a compensation agreement due to loss revenue when the complex had to be closed down because of staff interruption.

5.6 Churchill Arts Council – 2008 Financial Report

The Churchill Arts Council submitted their 2008 Financial Report which is required to receive their annual grant from the Town of Churchill.

RECOMMENDED TO COUNCIL FOR APPROVAL

5.7 Security Personnel

The CAO submitted a copy of the letter that was sent to the Union regarding security personnel. It was suggested that there be three full time positions and two part time positions in order to accommodate 8 hour shifts. The Union was not in agreement with this change due to the fact that there are currently four full time security positions. Administration has stated that the four full time positions will remain, and one part time position will be created.

5.8 Issue Sheet – TSC Consulting

The CAO submitted an issue sheet to hire a consultant to fill the current vacant Management Positions. Technical Service Consultants, a Human Resources Firm, has been contacted to assist with the hiring of a Public Works Manager, a Facility Manager, and a Chief Engineer.

There was discussion regarding the cost to hire the consultant firm. The CAO stated that three of the four positions would be funded by the Government as a Complex cost. The Town would be responsible to cover the cost for the Public Works Manager which would not exceed \$10,000.00.

DEFERRED TO COUNCIL FOR DISCUSSION

5.9 Issue Sheet – Flags for Olympic Torch Relay Celebration

An issue sheet was submitted to purchase 12 banners to be displayed on Kelsey Boulevard to advertise the upcoming Torch Relay Celebration. Each banner costs approximately \$60.00 and the total cost would not exceed \$1000.00.

RECOMMENDED TO COUNCIL FOR APPROVAL

5.10 Issue Sheet – Renewal of Municipal World Magazine

An issue sheet was submitted for the subscription renewal for Municipal World Magazine. Administration suggested that one copy be renewed and placed in the reading file for everyone to review.

RECOMMENDED TO COUNCIL FOR APPROVAL

6. OLD BUSINESS**7. IN CAMERA**

7.1 The committee moved into an In-Camera session at 12:30 p.m.

7.2 The committee convened the In-Camera session at 12:39 p.m.

8. NEXT MEETING

8.1 June 17, 2009

9. ADJOURNMENT

The meeting adjourned at 12:40 p.m.