

**COMMUNITY INFRASTRUCTURE**  
**Tuesday, November 10, 2009 at 12:00 p.m.**  
**REPORT**

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**PRESENT:** Councilor Louise Lawrie  
Councilor Mike Iwanowsky  
Albert Meijering, Chief Administrative Officer  
Rebecca Allen, Executive Assistant

**ALSO PRESENT:** Edgar Botelho, Public Works Department

**REGRETS:** Dmytri Kandjurin, Utilities Department  
Roger Knezacek, Fire Chief

**1. CALL TO ORDER**

Councillor Louise Lawrie called the meeting to order at 12:03 p.m.

**2. APPROVAL OF AGENDA**

The agenda was reviewed as presented.

**3. APPROVAL OF REPORTS**

**3.1 October 13, 2009**

The minutes of the Community Infrastructure Committee meeting of October 13, 2009 were reviewed and the action items reviewed for updates.

There was discussion on the sludge removal at the Lagoon. The CAO stated that the truck is currently being repaired and the sludge should be able to be removed in the next couple of weeks.

Councilor Lawrie congratulated the Utilities Department on the passing of their exams. She stated that a formal letter should be sent to them and placed in their personnel file.

**ACTION: Administration to draft letters of congratulations to the Utilities Department Staff for passing their exams.**

There was discussion on whether the Toromont Cat Mechanic was charged for using the Public Works Garage when he was in town. The CAO stated there was a work order issued and that they will be charged according to the rates of the town for shop use.

There was discussion on Munck Park. The Churchill Ladies Club requires a letter from the town detailing the cost of labour, equipment and material that was used in kind by the Town of Churchill. The CAO stated he needs to discuss this with the Lead Hand of Public Works to get an accurate value and will forward a letter to the Churchill Ladies Club as soon as they figure out all the cost involved.

**ACTION: Administration to draft a letter to the Churchill Ladies Club detailing the value of the Town of Churchill's portion for the Munck Park Project.**

There was discussion on the Olympic Torch Stage. The committee stated how beautiful it looks and extended thanks to Edgar for a job well done. A letter thanking him formally needs to go in his personnel file.

**ACTION: Administration to draft a letter to Edgar Botelho thanking him for a great job on the Olympic Torch Relay Stage.**

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

##### **4.1 Utilities Report**

In the absence of a Manager of Public Works and Utilities, the CAO, Albert Meijering presented a verbal report. The following items were noted:

- The department began heating water 2 weeks ago.
- Boilers are all up and running.
- Sludge continues to be moved.
- They require the Unijet to pump out the lift station.

There was discussion on whether Dmytri has looked at the Stantec Report. The CAO stated he has and they have been discussing it back and forth. Councilor Iwanowsky asked if the town would like Desmond Raymond to still be involved in the process. There was discussion and it is felt he is very knowledgeable of Churchill's infrastructure needs in sewer and water and it would be beneficial to the town to have him remain as a consultant.

There was discussion on the handling of barrels at the Water Treatment Plant. The CAO stated there is an idea of an overhead crane system. They are looking into this idea further.

##### **Public Works Department Report**

In the absence of a Manager of Public Works and Utilities, Edgar Botelho of the Public Works Department presented a verbal report and the following items were noted:

- The department does not have enough staff. There are 2 to 3 guys missing at any given time.
- There is currently no Garbage Truck Driver. Edgar will be moving garbage.
- There is not one week where Edgar can plan on having full staff.
- All sewer and water projects are complete.
- All digs are complete except the one for the O'Connor Block. This will need to be done next summer.
- The garbage at L5 is good. Bear problems are down. The gates are closed at 5pm.
- The department is busy getting things ready for winter

There was discussion on Manitoba Housing Authority. There needs to be a report on their units and requests need to be submitted in writing on what needs to be done. A status

report needs to be submitted by both the Manitoba Housing Authority and the Public Works Department.

**ACTION: Administration to request a status report from Manitoba Housing Authority and the Public Works Department on work that needs to be done on MHA units.**

There was discussion on work orders. There needs to be an authorization signature on the work orders. If not signed at the time of the work request, an argument can be made that they never authorized the work. There needs to be a consistency and fairness in how the town does things.

**ACTION: Administration to draft a memo advising that all work orders must be signed prior to any work being done.**

There was discussion on the Cat Mechanic and what arrangements were made for him to use the shop. The CAO stated that they were charged the shop rate.

There was discussion on Snow Removal. This policy is for council to review. Once council reviews a special meeting should be arranged with Manitoba Housing Authority advising them of the Snow Removal Policy and where they are able to dump the snow when removed.

**ACTION: Administration to arrange a meeting with Manitoba Housing Authority to advise them of the town's snow removal policy and where they are able to dump snow.**

There was discussion on open work orders. There needs to be a better way to keep track of time. Overtime is not being billed out properly.

There was discussion on the stop signs. Edgar stated the ground was frozen before he had a chance to have them installed.

There was discussion on moving the siding and bricks to cold storage. Edgar stated that there is no room in cold storage, but he can place them at the metal dump.

There was discussion on the Used Oil Furnace. The CAO stated he is still working on it and waiting for quotations from other companies.

#### 4.2 MSO Report

A written report was submitted by Patricia Kandiurin, the Municipal Support Officer and the following items were noted:

- It has been a quiet month.
- There is one small pup in the pound. The Humane Society and Calm Air have been contacted to have the pup sent to Winnipeg.
- There was one verbal complaint about a loose dog charging after children. A written complaint will follow and the matter will be dealt with accordingly.
- There were two building permits issued during the month of October.

- She has been in contact with the Health Inspector with regards to the dogs that are set up close to the Lake Reservoir. They have passed the issue on to the Drinking Water Officer who will do further investigations into this matter.
- Snowmobiles are out and about again. She has been stopped constantly by young drivers to ask if the by law is still in effect. She has reminded them that it is and about speed limits and helmets.
- Notices have been sent out regarding keeping materials and machines away from the road allowance as snow clearing has started and the town will not be liable for any damages to do with this matter.

There was discussion on the ATV by-law and fines when the by-law is breached. There needs to be something in place to be able to enforce the by-law through fines. The MSO and the RCMP need to meet to discuss this.

**ACTION: Administration to arrange a meeting with the MSO and the RCMP to discuss enforcement of the ATV by-law.**

There was discussion on who owns the land by the Lake Reservoir. The MSO stated that the land could be owned by Transport Canada or the Province. The Drinking Water Officer is looking into who officially owns the land.

**ACTION: Administration to draft a letter to the owners of the land by the Lake Reservoir indicating the concern of having dogs set up in that area.**

4.3 **Fire Department Stats**

There was no Fire Department report.

5. **OLD BUSINESS**

6. **NEW BUSINESS**

7. **IN CAMERA**

8. **NEXT MEETING**

8.1 December 7, 2009

8. **ADJOURNMENT**

The meeting adjourned at 1:15 p.m.