



Town of Churchill

Meeting Minutes

February 17, 2015 - Finance, Administration and Human Resources - - 12:00 P.M.

Councillor Heather Botelho
Councillor Joanne Stover
Director of Finance, Gail Hodkin
Executive Director, Cory Young
Executive Assistant, Erika Ingebrigtsen

1. CALL TO ORDER

Councillor H. Botelho Called the meeting to order at 12:04

2. APPROVAL OF THE AGENDA

The agenda was approved with addition of 6.4 Board of Revision and Assessment Branch.

3. REVIEW OF MINUTES

The minutes were reviewed by the Committee, no items were noted.

4. DEPARTMENTAL REPORTS, CORRESPONDENCE AND/OR PRESENTATIONS

The February Accounts were reviewed the following points were noted;

- Matthew Sequeira is a Town of Churchill Power Engineer
- Cheque #33771 for \$60- Rental refund
- Cheque #33783 - T&T Services for \$1,104.10- Fuel
- Cheque #33814 - OmniTrax Canada Freight Services - Shipping Fees for the Churchill Volunteer Fire Department First Responder Vehicle

5. UNFINISHED BUSINESS

5.1 Mitigation Trust Fund Intake

Recommendation: That the Finance Administration and Human Resource Committee recommends to Council the approval of the three applications to be involved with the Mitigation Trust Fund.

6. NEW BUSINESS

None

6.1 Summer Student Management

Councillor H. Botelho spoke to Summer Student Management and the possibility of a student position (high school or university) within the Administration offices at The Town of Churchill. Stating that the school could be helpful in identifying individuals wanting to take on Management positions in the future.

C. Young spoke to a conversation with a resident of Churchill regarding Co-Op opportunities from the Commerce program at the Asper School of Business as it aligns with our relationship with University of Manitoba.

The Town of Churchill has applied for funding for our Green Team.

Action: Administration is to provide a report relating to the Asper School of Business Co-op Program and Green Team.

Action: Administration is to work with Frontier School Division to further develop relationships to help interested students move forward into desired trades, in particular Power Engineering.

6.2 R.C.M.P and Town of Churchill LOU

C. Young spoke to the letter received from the R.C.M.P. as a part of their Business Continuity Plan.

There are some revisions required to the wording of the Letter of Understanding to ensure the location of their temporary office would be agreeable to both the R.C.M.P and the Town of Churchill. There will always be space in the Town Centre Complex for the R.C.M.P in case of emergency however; it may not be within the Administration Office.

Recommendation: That the Finance Administration and Human Resource Committee recommends to Council the approval of a revised LOU.

6.3 Issue Sheet - FCM

Recommendation:that the Finance Administration and Human Resource Committee recommends to Council the attendance of Councillors and Administration to attend the FCM Annual Conference in Edmonton Alberta at a cost not to exceed \$3000 per person.

6.4 Board of Revision and Assessment Branch

G.Hodkin and C. Young spoke about the Board of Revision and Assessment Branch, the following points were noted:

- The Assessment Branch is part of the provincial government responsible for property evaluations for tax purposes. Every two years is an assessment year (2016).
- The Assessment Branch will be coming up to communicate with Council about the impacts of the tax change. It is tentatively booked for May 26, 2015.
- We have suggested that they speak to the community and provide education about how the assessments work.
- Tax payers have an opportunity once a year to challenge the assessed value. They are looking at October 22, 2015.

Action: Administration is to encourage the Assessment Branch to come to the community in September as opposed to October.

7. NEXT MEETING

The Finance Administration and Human Resources Committee will meet again on Tuesday March 17, 2015 at 12:00 P.M.

8. ADJOURNMENT

The meeting convened at 12:25.

