



Town of Churchill

Meeting Minutes

January 14, 2015 - Infrastructure, Operations and Recreation - 4:00 PM

Councillor Shane Hutchins
Councillor Joanne Stover
Executive Director, Cory Young
Director of Public Works, Dmytri Kandiurin
Director of Facilities, Rick Nicholson
Director of Finance, Gail Hodkin
Recreation and Event Coordinator, Connie Krahenbil
Executive Assistant, Erika Ingebrigtsen

1. CALL TO ORDER

Councillor Hutchins called the meeting to order at 4:05 PM.

2. DELEGATION

2.1 Appointment of Chairperson

Councillor Dingwall was appointed Chair of the Infrastructure, Operations and Recreation Committee.

3. APPROVAL OF THE AGENDA

The agenda was approved as presented.

4. DEPARTMENTAL REPORTS, CORRESPONDENCE, AND/OR PRESENTATIONS

4.1 Fire Department

Fire Chief Whitmore informed the Administration Office that there have been no calls in the past month and that there is nothing to report.

4.2 Director of Public Works and Utilities

D. Kandiurin provided a verbal report, the following points were noted:
Public Works

- Working on winter schedule
 - snow removal and regular services are in progress
 - Road checks are being performed daily

- Stand-by operators are on call during the weekends.
- Regular maintenance on equipment is ongoing..
- COR certification training is in progress
- Sewer and water are on regular winter schedule
 - Busy thawing frozen water and sewer lines.
- Mechanic is currently completing training with Red River College for an Apprenticeship program.

Utilities

- Working on winter schedule, building maintenance and equipment repair. Sewer and water crew are operating the portable steamer.
- COR Certification Training is in progress.
- Chief Engineer attended a Water and Waste Water Conference.
- Work continues on the automation system.

L5/Landfill

- Regular duties being carried out, including Animal control duties.
- All departments are working on developing a new budget and plans for summer projects.

The Committee discussed COR certification and the Fire Departments first responder vehicle.

4.3 Municipal Services Officer

P. Kandiurin sent her regrets and provided a report that was reviewed by the committee, the following points were noted;

- 14 animal tags have been issued
- 9 home business licences have been issued
- 1 complaint was received regarding loose dogs attacking an other dog.
- Tuxedo Animal Hospital is in discussion stage of returing to the community in the spring.
 - Notices have gone out regarding the visit to gauge interest.
- One dog was sent to an animal rescue after impoundment fees were not paid.
- One dog has been surrendered to be put down.

The Committee discussed animal clinics.

4.4 Director of Facilities Report

R. Nicholson provided a verbal report, the following points were noted;

- Fire stop program is ongoing and is approximately 75% complete. This is expected to be completed at the end of April or May.
- New doors and frames are being installed and are approximately 60% complete and expected to be completed in March.
- The planters are currently empty due to the fire stop and awaiting a

consultants instruction.

- We are working on finding solutions to prevent leaks.
- The project is expected to be completed in February 2015.
- We have recruited two Power Engineers Matt and Matthew.
- The Hippo program is ongoing. To date we have had 18 demand work orders, 12 work orders are done and 6 are in progress.
 - 161 Prevention equipment issues, 55 work orders complete.
- Boiler project for Public Works and Utilities are ongoing. (in house)
- Pay for service- MIT -Deficiencies in playground.
- Working with MIT and Parks Canada regarding project management for a concrete projects including the Town Centre Complex(main doors, overpass, health centre) and the platform at the Train Station.
- R. Nicholson was approved and designated as a trainer for the Apprenticeship of Carpenters with the Town of Churchill.

4.5 Recreation and Community Events Report

C. Krahenbil, Events and Recreation Coordinator provided a verbal report, the following points were noted;

- New forms have been developed;
 - Incident report,
 - Daily reporting,
 - Request for maintenance,
 - Stats,
- Signs in the pool have been updated as per legislation.
- We are now using a Facebook page instead of our Facebook profile.
- Staff group on Facebook has been reactivated.
- Regular Staff meetings are being held.
- Continually discussing ideas and options with community members, groups and staff.
- C.Krahenbil attended a Huson Bay Quest Meeting on Wed. January 7, 2015 with R. Nicholson and D. Kandiurin
 - To-do's were discussed;
 - The Town has comitted to complete some work.
 - Sponsorship level has yet to be determined.

Program update;

- January calendar has been updated and are currently working on a three month calendar template. New porgrams (kindergym) have been identified and included in the calendar.
- December events went really well and we are receiving positive feedback.
- Youth Drop In Centre re-opened on January 9, 2014 with a positive turnout of approximately 20.
 - Issue-12 and under need adult supervision.
 - Recommend posting on facebook to clarify the rules of youth drop in.
 - Suggestion- providing 9-10 PM time slot to allow the 12+ children an opportunity to play within their age range.
 - Discussions on the Child Abandonment Policy took place.
 - Equipment in the Youth Drop In is in poor condition.
- Currently working on a summer entertainment series and a fall wellness series.
- Currently identifying storage spaces; who is using what space.

- Day of Pink- working on a anti-bullying program, quick smoking.
- Events Committee is being discussed.
- Pool Procedure Training will happen in the next week with recreation staff.
- School Calendar allows us to better program facilities.

Discussions on programing, prices, swimming lessons and stats took place.

Recommendation: That the committee recommend to Council the approval of the new forms provided.

4.5.1 Issue Sheet IOR #01-2015 - Pool Cleaner

The issue sheet was discussed. Currently we are limited due to insufficient suction and large items cannot be picked up. We are looking at using a robot cleaner allowing cleaning to occur without being monitored by staff.

Recommendation:

The Infrastructure, Operations and Recreation Committee recommends to Council to approve the purchase of a robotic pool cleaning system at a cost not to exceed \$6000.

5. NEXT MEETING

The next meeting will be held on February 11, 2015 at 4:00 PM.

6. ADJOURNMENT

The meeting adjourned at 5:50 P.M.