



Town of Churchill

Meeting Minutes

March 17, 2015 - Infrastructure Operations and Recreation - 4:00 P.M.

Present:

Councillor Bill Dingwall
Councillor Shane Hutchins
Fire Chief Leroy Whitmore
Director of Public Works Dmytri Kandiurin
Acting Director of Facilities Sean Kernaghan
Director of Finance Gail Hodkin
Executive Director Cory Young
Executive Assistant Erika Ingebrigtsen

Regrets:

Coordinator of Recreation and Community Events Connie Krahenbil
Municipal Services Officer Patricia Kandiurin

1. CALL TO ORDER

Councillor S.Hutchins called the meeting to order at 4:05 P.M.

2. APPROVAL OF THE AGENDA

The agenda was approved as presented.

3. REVIEW OF MINUTES

The minutes were reviewed with no items noted.

4. DEPARTMENTAL REPORTS, CORRESPONDENCE, AND/OR PRESENTATIONS

4.1 Fire Department

Fire Chief L. Whitmore provided a verbal report, the following items were noted:

- There were no 911 calls
- February was a quiet month
- There is continued weekly training and Standard Guidelines have been introduced.
- The CVFD has been invited to the day care to participate in "Community Helpers" to discuss fire safety.
- The CVFD is looking to send three fire fighters to Brandon in May to a bundle weekend at Emergency Services College, Council will be provided with further information at the next Infrastructure, Operations and Recreation meeting.

4.2 Director of Public Works and Utilities

D. Kandiurin, Director of Public Works and Utilities provided a verbal report, the following items were noted:

Public Works:

- Working on Winter Schedule
- Snow removal and regular services are in progress.
- Road checks are performed daily
- Stand by operators are on call during the weekend.
- During down time operators are performing regular maintenance on the equipment.
- COR Certification is ongoing.
- We are assisting with Winter Fest and the Hudson Bay Quest with multiple projects.

Utilities:

- Working on the winter schedule
- Working on building maintenance and repair of the equipment.
- Utilities is assisting the Sewer and Water crew with the operation of the portable steamer.
- COR Certification is in progress.
- Alex our automation technician will be on site to continue working on the WPS

L5:

- Regular duties are being carried out, including Animal Control duties.
- Two casuals have been laid off as all summer projects have been wrapped up.

The committee discussed COR certification and the automation of the Water Pumping Station.

Action: Administration and Public Works is to look into and provide Council with a response relating to a warranty of the automation system being installed.

4.3 Municipal Services Officer

P. Kandiurin provided a verbal report the following items were noted:

- 18 animal tags have been issued
- 17 home business licences have been issued.
- Last month 4 dogs were surrendered to Manitoba Mutts and Halls Haven Boarder Collie Rescue.
 - The musher was to surrender all 12 dogs and ended up only sending 5.
- One dog was picked up in the school yard, the dog was surrendered by the owner and has been sent to Free and Alive Rescue.
- 2 Other dogs were surrendered and have been sent to Halls Haven.
- An investigation into animal cruelty is underway.
- A building permit application has been passed on to Jeff Wedge for his review.

- An inquiry into the demolition has been ongoing at the RHA which has been checked into with Rick Hoglander.

Animal Care community open house will likely happen in June with Colleen to provide our residents, and school.

Action: Administration to provide a year by year overlap of the animal tags.

4.3.1 Variance Request

Issue Sheet IOR#03-2015 was reviewed by the committee. The Issue Sheet relates to separating the Transient Centre from the old Duke of Marlborough School, changing the sidewall variance to 4ft from 10ft.

Recommendation: The Infrastructure Operations and Recreation Committee recommend to Council the approval of the Frontier School Division's variance request for Lot 1 Public Recreational, Block 5, Plan 6104 PLTO (N.Div) for the side yard requirement be varied from 10 feet as required in the Town of Churchill Zoning By-Law to 4 ft

4.4 Recreation and Event Coordinator

Acting Director of Facilities S. Kernaghan spoke to the Recreation and Community Events Coordinator report, the following items were noted;

- Recreation computer was infected with an invader virus, many of the files were able to be recovered
- Recreation Calendar went to every mailbox

Personnel

- Recreation staff meeting was on March 10, 2015
- The recreation office schedule has changed from Monday to Friday to Tuesday to Saturday to accommodate the Saturday complex use.

Community Meetings

- Attended Winter fest meeting to discuss the Children's Carnival.

Program Updates:

- We have assumed responsibility for the Children's Carnival for Winter Fest on Saturday March 21, 2015. Planning is underway and so far we have 10 volunteers.
- Day of Pink will be on April 8, 2015 and we have been involved in planning with the WRHA and Duke of Marlborough School
- A draft Facility Rental Guide has been developed.
- The Taxidermy Workshop went over very well.
- The Recreation and Event Coordinator will be attending a life saving course organized by Claire Gould. Training can be facilitated locally after completion of the course.
- Currently working on summer camp, summer gymnastics camp, long weekend events during the summer and a fall wellness event.
- Spring break calendar has been developed.

4.5 Director of Facilities

Acting Director of Facilities S. Kernaghan provided a verbal report the following points were noted;

- Fire stop is ongoing, we are looking at a substantial performance review at the end of March and are planning on finishing early April and wrapping up any concerns by the end of April.
- New doors and frames are now all installed and stucco work around the doors will be wrapped up by the end of March.
- The planters are still empty and awaiting further instruction.
- We currently have a number of projects under our control, including Public Works and the playground.
- We are emptying the file room to make way for office upgrades.
- The hippo program is working more effectively now and we have gone from 166 to 58 work order.
- We have been actively participating in Aurora Winter Fest planning.

Discussion regarding mold in the theatre took place and it was stated that there is an action plan being created.

The Town is meeting with MIT regularly and they have approved Capital Projects for concrete to the entrance to the Health Centre and the loading dock.

Action: Administration to arrange meeting with Gardon, C. Young and G. Hodkin.

5. NEW BUSINESS

5.1 Sewer and Water Contract

Executive Director C. Young spoke to the Sewer and Water Contract for the Airport, the following points were noted;

- There are others in the community that were interested in applying for the tender for the airport.
- The documentation of the previous contract stated that it came to a close in 2015.
- We plan to create a tender.

5.2 Snow Clearing for Seniors

Snow Clearing was discussed by the committee and it was decided the further discussions need to be had based on our available resources and expectations that the community has.

5.3 Request to use Metal Dump

The request to use the Metal Dump for the dumping of manure was discussed by the Committee, the following points were noted:

- There is an area that is dredged next to the road that could be used.
- There are concerns relating to others using the area to dump items other than manure .
- A fence could be built by those wanting to use the the area to prevent others for dumping.

Action: Administration is to speak with E. Botelho to discuss the logistics prior to a decision being made.

5.4 Earth Watch

Participation in Earth Watch was discussed by the Committee, the following points were noted;

- The Committee supports the idea of Earth Watch
- The community has multiple events taking place during this time and it may not be possible to participate at the Complex.
- Earth Watch information can be posted throughout the community.

6. NEXT MEETING

The next Infrastructure, Operations and Recreation Committee will have it's next meeting on April 8, 2015 at 4:00 P.M.

7. ADJOURNMENT

The meeting adjourned at 5:18.

