



**TOWN OF ALTONA  
COUNCIL MEETING MINUTES  
TUESDAY, March 27<sup>th</sup>, 2018 at 5:30 P.M.  
COUNCIL CHAMBERS IN THE ALTONA CIVIC CENTRE**

Minutes of the Regular Meeting of the Town of Altona Council held on Tuesday, March 27<sup>th</sup>, 2018 at 5:30 p.m.

Present: Deputy Mayor Al Friesen, Councillors: Terry Wiebe, Ann Kroeker, Glen Robinson, Tim Fast and Donna Rosling-Wolters.

Administration: Delores Loewen and Terry Fehr.

Absent: Mayor Melvin Klassen, Dan Gagné and Youth Representative Jayden Friesen-Kehler.

Gallery: Ed Heidebrecht.

1. Call to order  
Deputy Mayor Al Friesen called the meeting to order at the appointed time.
2. Review of agenda & previous minutes:
  - 2.1 Approval of Agenda
  - 6.12 Van Gogh
  - 9.6 Regional Economic Development Committee

**RESOLUTION NO: 49-2018**

**Moved by: Terry Wiebe**

**Seconded by: Ann Kroeker**

THEREFORE BE IT RESOLVED THAT the agenda be approved with the above noted additions.

**CARRIED.**

2.2 Previous Minutes – March 13<sup>th</sup>, 2018

**RESOLUTION NO: 50-2018**

**Moved by: Tim Fast**

**Seconded by: Donna Rosling-Wolters**

THEREFORE BE IT RESOLVED THAT the minutes of the regular meeting of March 13<sup>th</sup>, 2018 be adopted as circulated.

**CARRIED.**

2.3 Mayor/Council meeting resolution

**RESOLUTION NO: 51-2018**

**Moved by: Terry Wiebe**

**Seconded by: Donna Rosling-Wolters**

THEREFORE BE IT RESOLVED THAT Council excuse the absence of Mayor Melvin Klassen from the regular meeting of Council and any public hearings being held on March 27<sup>th</sup>, 2018.

**CARRIED.**

3. Delegations – none.

4. Hearings – 6:00 p.m. see later in the minutes

4.1 2018 Financial Plan

4.2 Bylaw 1762/2018 – 2018 Municipal Property and Education Tax Levy

**Committee Reports**

5. Works & Operations

5.1 Resolutions

5.1.1 Ladder Truck

**RESOLUTION NO: 52-2018**

**Moved by: Glen Robinson**

**Seconded by: Donna Rosling-Wolters**

WHEREAS the Town of Altona deems it necessary to acquire a ladder truck for Altona Rhineland Emergency Services (ARES);

AND WHEREAS the proposed 2018 Financial Plan recommends that this capital expenditure be funded through the Fire Department Equipment Replacement Reserve Fund;

AND WHEREAS the Fire Chief in consultation with a committee of ARES members recommends the acquisition and refurbishment of a used 2001 Pierce Saber 55' Telesquirt ladder truck from Parkland, Florida with an advertised selling price of \$35,000 in U.S. dollars;

NOW THEREFORE BE IT RESOLVED that the Fire Chief and Senior Captain be authorized to travel to Parkland, Florida to examine the ladder truck and negotiate a purchase price if the ladder truck is deemed acceptable as reviewed and recommended by the Committee of the Whole.

**CARRIED.**

5.1.2 Noxious Weeds Inspector

**RESOLUTION NO: 53-2018**

**Moved by: Glen Robinson**

**Seconded by: Ann Kroeker**

WHEREAS The Noxious Weeds Act requires every municipality to be responsible for the inspection and enforcement of the noxious weeds in their respective municipalities;

AND WHEREAS The Noxious Weeds Act requires every municipality to appoint by resolution a Municipal Noxious Weed Inspector each year for a term of 12 months;

THEREFORE BE IT RESOLVED THAT Council appoint Jeremy Funk as the Municipal Noxious Weed Inspector for the period ending March 1, 2018.

**CARRIED.**

5.2 Shared Services

Councillor Glen Robinson reported on a recent Shared Services meeting. During the Altona Fire Department report it was reported that the tanker purchased had a collapsed compartment in the tank. Repair costs are being covered by the seller and dealership. Committee reviewed the Lagoon, Fire and Landfill December 31<sup>st</sup>, 2017 financial reports. The Shared Services committee reviewed a grant request from the Altona Motocross Club.

5.3 Lower Red River Valley Water Commission – no report.

5.4 Pembina Valley Water Coop – no report.

5.5 Altona Police Board – no report.

- 6. Community & Social Development
  - 6.1 Resolutions
    - 6.1.1 2018 Aquatic Centre Rates

**RESOLUTION NO: 54-2018****Moved by: Ann Kroeker****Seconded by: Glen Robinson**

THEREFORE BE IT RESOLVED THAT the 2018 aquatic center swim lesson rates be set as follows:

30 minute classes	\$65.00
45 minute classes	\$70.00
60 minute classes	\$75.00
Adult (30 min)	\$60.00
Adult (60 min)	\$75.00
Bronze (plus manuals)	\$135.00
Family lesson pass	\$225.00

AND FURTHER BE IT RESOLVED THAT the 2018 aquatic center admission rates be set as follows:

CATEGORY	DAILY PASS	SEASON PASS
12 & under	\$4.50	\$75.00
13 – 17/Senior	\$5.50	\$85.00
Adult	\$6.50	\$95.00
Family	\$18.00	\$220.00

(Family is defined as 2 adults & 3 children, extra \$1/person for daily pass, extra \$10/person for season pass).

Observer Pass	\$4.00	\$44.00
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Pre-schoolers - No charge when accompanied by a paid adult admission

RENTALS \$110/hr plus \$1/Person

One week notice of rental cancellation will be accepted at no charge. If booked but not used with less than a week's notice, the renter will be charged a minimum of one hour of rent unless cancellation is due to severe weather conditions (as approved by the Pool Supervisor).

Rental groups are minimum of 20 people, small rental groups may be asked share the facility with other rentals.

AND FURTHER BE IT RESOLVED THAT the 2018 aquatic center staff wages be set as follows:

Bronze/Sr. Resus./SFA/CPR/N.L.S.	\$12.73/hr
W.S.I. Plus, Bronze/Sr. Resus./SFA/CPR, N.L.S.	\$13.34/hour
W.S.I. Plus, Bronze/Sr. Resus./SFA/CPR, N.L.S., RLSSC Inst.	\$13.94/hour
Assistant Supervisor - Dependent on qualifications	\$15.15/hour
	Maximum
Head Supervisor - Dependent on qualifications	\$17.65/hour
	Maximum
Ticket Clerk/Campground Attendant/Cleaning Staff	\$11.59/hour
Head Ticket Clerk/Supervisor	\$14.18/hour
	Maximum
Additional \$0.25 per hour for each year of experience with the Altona Aquatic Center.	

Half the cost of Lifeguard and Instructor Certification courses taken by staff in 2018 calendar year to be reimbursed to said staff upon proof of certification.

AND THAT the 2018 Campground rates be set as follows:

Serviced Sites	\$25.00/night
Un-serviced Sites	\$12.00/night
Reservation Fee	\$5.00/transaction
Weekly Fee	Stay for seven consecutive nights and receive the seventh night free.

Requests for long term camping will only be considered for sites 26 - 30 (GST included for all of the above).

**CARRIED.**

#### 6.1.2 Altona Community Action Network/Community Gardens

##### **RESOLUTION NO: 55-2018**

**Moved by: Ann Kroeker**

**Seconded by: Terry Wiebe**

THEREFORE BE IT RESOLVED THAT the Town of Altona hereby award the Altona Community Action Network the contract to manage the Altona Community Garden during the summers of 2018, 2019 and 2020 as per the Altona Community Garden Contract with the amendment request to include liability insurance as per the Town of Altona's insurance policy.

**CARRIED.**

## 6.2 Rhineland CARE

Councillor Donna Rosling-Wolters reported that Rhineland CARE board continues work on fundraising for the new handi-van purchase.

## 6.3 Manitoba Sunflower Festival – no report.

## 6.4 Council Youth Representative – no report.

## 6.5 South Central Regional Library

Deputy Mayor Al Friesen reported that the Altona branch held its “I love to read” promotion with approximately 150 participants. The Altona Library is in the process of submitting a grant to Enbridge to help cover the cost of replacing the desk at the Library.

### 6.5.1 Minutes from the South Central Regional Library

## 6.6 Altona & District Health Care Centre Inc. – no report.

## 6.7 Morden & District Veterinarian Board – no report.

## 6.8 Altona Curling Club

Deputy Mayor Al Friesen reported the curling ice has been removed. Thanks to Stacy & David for their assistance in the removal. A fish fry will be held on Wednesday, April 4<sup>th</sup>, 2018. The Altona Curling Club has set up a Legacy Fund and has received an additional donation of \$1,000. The Club requested if the Town of Altona would be able to issue donation receipts on behalf of the Altona Curling Club Legacy Fund. Terry Fehr was asked to check out the above noted request.

## 6.9 Gallery in the Park Operating Committee – no report.

## 6.10 Altona in Bloom – no report.

## 6.11 Immigration Coordinating Committee – no report.

## 6.12 Van Gogh Fund Raising

Councillor Ann Kroeker reported that a new group was formed to raise funds for the Van Gogh Restoration Fund. One of the Gardens on 10<sup>th</sup> activity projects is refinishing pieces of the Van Gogh that were removed during the restoration this past summer. The finished pieces will be sold and some of the monies will be forwarded to the Van Gogh project. A launch meeting will be held on May 5<sup>th</sup>, everyone is welcome to attend.

7. Finance & Administration
  - 7.1 Resolutions
    - 7.1.1 A/P Cheques & Payroll

**RESOLUTION NO: 56-2018**

**Moved by: Tim Fast**

**Seconded by: Terry Wiebe**

THEREFORE BE IT RESOLVED THAT the Town of Altona approve accounts payable cheques #4174 - #4205 and Payroll from February 11<sup>th</sup> - February 24<sup>th</sup>, 2018 as reviewed and recommended by Committee of the Whole.

**CARRIED.**

7.1.2 Changes to COTW/Council meeting date

**RESOLUTION NO: 57-2018**

**Moved by: Tim Fast**

**Seconded by: Ann Kroeker**

WHEREAS the AMM Municipal Seminar Officials conference is held in Brandon April 10<sup>th</sup> - 12<sup>th</sup>, 2018 and conflicts with Council's regularly scheduled meeting on April 10<sup>th</sup>;

THEREFORE BE IT RESOLVED THAT the first meeting of the Committee of the Whole and Council for the month of April will be held on Monday, April 9<sup>th</sup>, 2018 as reviewed and recommended by Committee of the Whole.

**CARRIED.**

7.1.3 Appointment of SEO

**RESOLUTION NO: 58-2018**

**Moved by: Tim Fast**

**Seconded by: Terry Wiebe**

WHEREAS Section 10 (1) of The Municipal Councils and School Boards (SEO) who will be responsible to manage and conduct all aspects of municipal elections;

NOW THEREFORE BE IT RESOLVED that Jake Bergen be appointed as SEO to perform the duties as set out in The Municipal Councils and School Board Election Act;

AND FURTHER BE IT RESOLVED THAT the Town of Altona establish the SEO's rate of remuneration to \$1,500.00 per election, payable in one installment after the election is completed;

AND THAT the SEO shall be reimbursed per kilometer travelled in the performance of the duties of the SEO as per the National Joint Council rates as reviewed and recommended by the Committee of the Whole.

**CARRIED.**

#### 7.1.4 2018 Election – Polling Clerk rates

**RESOLUTION NO: 59-2018**

**Moved by: Tim Fast**

**Seconded by: Glen Robinson**

WHEREAS the municipality is required to establish rates of the Polling Clerks for the Election Day;

AND WHEREAS the municipality is required to establish a rate of remuneration;

THEREFORE BE IT RESOLVED THAT the Town of Altona establish the following 2018 Election rates for Polling Clerks at \$250.00 for the Election Day as reviewed and recommended by Committee of the Whole.

**CARRIED.**

#### 7.1.6 Signing Authority

**RESOLUTION NO: 60-2018**

**Moved by: Tim Fast**

**Seconded by: Ann Kroeker**

WHEREAS it is deemed necessary to update the signing authority for all Town of Altona accounts at the ACCESS Credit Union Limited and RBC Life Insurance Company due to council member and administrative staffing changes;

THEREFORE BE IT RESOLVED THAT the signing authorities on the Town of Altona account nos. 10250-4 and 18837-5 at the Access Credit Union Limited as well as all documentation and agreements with RBC Life Insurance Company be the following:

On behalf of the Council:  
Melvin H. Klassen – Mayor

Al Friesen – Deputy Mayor

Ann Kroeker  
Terry Wiebe

On behalf of Administration:

Dan Gagné – Chief  
Administrative Officer

Delores Loewen – Assistant  
CAO

Terry Fehr – Manager of Finance



Tim Fast  
Glen Robinson  
Donna Rosling-Wolters

AND FURTHER BE IT RESOLVED THAT the Administration positions listed above be authorized to have internet banking access on all Town of Altona accounts.

**CARRIED.**

7.1.5 Elections Campaign Expenses Bylaw 1763/2018 – First reading

**RESOLUTION NO: 61-2018**

**Moved by: Terry Wiebe**

**Seconded by: Tim Fast**

THEREFORE BE IT RESOLVED that Bylaw 1763/2018 being the Town of Altona Campaign Expenses and Contributions By-Law be hereby given first reading.

**CARRIED.**

7.16 Authorization to Purchase Manitoba Hydro Building

**RESOLUTION NO: 62-2018**

**Moved by: Tim Fast**

**Seconded by: Glen Robinson**

WHEREAS Manitoba Hydro is offering the former Altona District Office as surplus property to government departments and agencies, municipalities and school districts that require the property for a public purpose;

AND WHEREAS it is deemed desirable to acquire the Manitoba Hydro property located at 391 Industrial Drive for community development purposes;

NOW THEREFORE BE IT RESOLVED that the Altona Community Development Corporation Board be authorized to submit an offer to purchase to a maximum of \$500,000 as reviewed and recommended by the Committee of the Whole.

**CARRIED.**

8. Planning
  - 8.1 Variation application 06-2018VA (tabled at the February 27<sup>th</sup>, 2018 meeting) – See later in minutes

8.2 Correspondence from the Minister of Municipal Relations – For information only.

#### 4. Hearings

##### 4.1 2018 Financial Plan

Deputy Mayor Al Friesen opened the hearing at the appointed time.

Councillor Tim Fast reviewed the 2018 Budget including capital expenditures planned for 2018 and the 2017 completed projects. He noted that Council will continue to work hard to make Altona a great place to work and raise a family.

Resident Ed Heidebrecht requested some clarification on the increase in administration funding in the 2018 budget. These increases are due to the Province revising their funding practices to only basket funding. The change has required the Town to change its accounting practices when applying grant dollars. The Province has also changed its direct funding of the Payroll Tax which has required an adjustment to all departments' salary budgets for 2018.

Mr. Heidbrecht requested that in the future when there are any changes to the Town of Altona water and sewer rates that Administration also include an average cost analysis of the rate impact to property owners, similar to the example provided regarding a property tax increase. This will provide landlords with current rate increase information when establishing their rental rates.

Deputy Mayor Al Friesen thanked Mr. Heidebrecht for his attendance.

Deputy Mayor Al Friesen noted hearing no objections to the Town of Altona's 2018 Financial Plan, closed the hearing at 6:40 p.m.

#### **RESOLUTION NO: 63-2018**

**Moved by: Tim Fast**

**Seconded by: Donna Rosling-Wolters**

WHEREAS Subsection 162(1) of The Municipal Act provides that every council must adopt a financial plan for each fiscal year;

AND WHEREAS the financial plan consists of an operating budget, a capital budget, an estimate of operating revenue and expenditures for the following fiscal year and a five year capital expenditure program;

AND WHEREAS the Council of the Town of Altona has prepared the 2018 Financial Plan;

NOW THEREFORE BE IT RESOLVED that the Financial Plan for the Town of Altona for the year 2018 be hereby adopted as reviewed and recommended by Committee of the Whole.

**CARRIED.**

4.2 Bylaw 1762/2018 – 2018 Municipal Property and Education Tax Levy

**RESOLUTION NO: 64-2018**

**Moved by: Tim Fast**

**Seconded by: Glen Robinson**

THEREFORE BE IT RESOLVED THAT Bylaw 1762/2018 for the 2018 Municipal Property and Education Tax Levy be given first reading.

**CARRIED.**

8.1 Variation application 06-2018VA (tabled at the February 27<sup>th</sup>, 2018 meeting)

Council members held discussions on variation application 06-2018VA which was tabled from the February 27<sup>th</sup>, 2018 in order to gather more information. The applicant has spoken with the Building Inspector and will no longer be requiring the variation and will now be constructing a stand-alone garage versus an attached garage as per original application.

**RESOLUTION NO: 65-2018**

**Moved by: Tim Fast**

**Seconded by: Terry Wiebe**

WHEREAS Art Janz (applicant) for property legally described as Lots 11/12 Block 5 Plan 60 in the SE/SW 08-02-01WPM, located at 34 6th Avenue NW in the Town of Altona applied to the Council of the Town of Altona to vary the application of Town of Altona Zoning By-law No. 1709/2013 to reduce the corner yard minimum side yard setback from the required 7 feet to 3 feet;

AND WHEREAS Council has reviewed the application and any representations made for or against the variation sought by the applicant in a meeting duly assembled this 27<sup>th</sup>, day of March 2018;

NOW THEREFORE BE IT RESOLVED THAT Variation 06-2018VA be denied.

**CARRIED.**

9. Other Committee Reports

9.1 Altona Community Development Corporation – no report.

9.2 Altona & District Chamber of Commerce

Deputy Mayor Al Friesen reported that the 2018 Award Nominees have been selected and are as follows:

Citizen of the Year – Curwin Friesen

Volunteer of the Year – Gord Sawatzky

Youth Recognition – Jayden Friesen – Kehler

Business (11 employees or more) – Elmer’s Manufacturing Ltd.

Business (10 employees or less) – Winner’s Circle

Congratulations to all. The Gala will be held on Thursday, April 12<sup>th</sup>, 2018.

9.3 Central Manitoba Tourism

Deputy Mayor Al Friesen noted that the town has put forth two tourism nominations from the Town of Altona. The Central Manitoba Tourism awards night is being held on Thursday, April 26<sup>th</sup>, 2018.

9.4 Community Futures Triple R

Councillor Tim Fast reported that Community Futures Triple R fiscal year end is March 31<sup>st</sup>, 2018. Community Futures is able to report that they have met their 2017/2018 Client loan mandate.

9.5 RPGA Planning District – no report.

9.6 Regional Economic Development Committee

Deputy Mayor Al Friesen reported that the Regional Economic Development Committee has established a list of potential Board members. Those listed are being contacted. Upon confirmation, the Committee will report back to Council the names of the confirmed Board members.

10. General Correspondence – none.

11. Unfinished business – none.

12. New business – none.

13. In-Camera – not required.

14. Adjournment

**RESOLUTION NO: 66-2018**

**Moved by: Glen Robinson**

**Seconded by: Tim Fast**

THEREFORE BE IT RESOLVED THAT this meeting is now adjourned and the next regular meeting of Council be held on Monday, April 9<sup>th</sup>, 2018 at 5:30 p.m. in the Town of Altona Council Chambers.

**CARRIED.**

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Deputy Mayor

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C.A.O.