



Town of Altona

**STANDING COMMITTEE/COMMITTEE OF THE WHOLE MEETING  
TUESDAY, JANUARY 9<sup>TH</sup>, 2018 AT 3:30 P.M.  
In the Town of Altona Council Chambers**

Minutes of the Committee of the Whole meeting held on Tuesday, January 9<sup>th</sup>, 2018 at 3:30 p.m. at the Altona Civic Centre Council Chambers.

Present were: Mayor Melvin Klassen, Deputy Mayor Al Friesen, Councillors: Terry Wiebe, Glen Robinson, Ann Kroeker and Donna Rosling-Wolfers.

Regrets: Tim Fast.

Administration: CAO Dan Gagné, Assistant CAO Delores Loewen, Recreation Services Manager Ron Epp, Public Works Manager Clint Derksen, Fire Chief Greg Zimmerman and Finance Manager Terry Fehr.

Gallery: Dean Penner, Don Radford and Perry Batchelor.

1. Call to order – Head of Council  
Mayor Melvin Klassen called the meeting to order at the appointed time.
2. Review of the agenda:  
Addition to the Agenda:  
9.2.7 PUB Water Rate Study Approval

**MOTION: Donna Rosling-Wolfers moved and Glen Robinson seconded** to approve the agenda with the above noted addition.

**CARRIED.**

3. Review of the minutes – December 12<sup>th</sup>, 2017

**MOTION: Glen Robinson moved and Ann Kroeker seconded** that the minutes of December 12<sup>th</sup>, 2017 be approved as presented.

**CARRIED.**

4. Business Arising from the Minutes – none.

5. Delegation – Altona Police Board at 3:45 p.m. – Vice Chair Don Radford and Chief Perry Batchelor – See later in the minutes.

6. C.A.O.

6.1 C.A.O. report

C.A.O. Dan Gagné reviewed the C.A.O. report. The new force main twinning project was completed last week and the new force main went in use this week. Bunge's waste is going directly to the lagoon and is now being metered.

Downtown Drainage: In speaking with the engineering consultants, the recommendation is to hold a public open house regarding the downtown drainage study. Invitations to attend would be advertised far in advance of the open house to encourage attendance. The recommendation is to hold the meeting in February. Committee members agreed and asked Administration to see if the open house could be scheduled for Tuesday, February 13<sup>th</sup>, 2018.

Administration is reviewing the new Provincial Offense Act regarding municipal bylaw offenses.

C.A.O. Dan Gagné distributed the new Zoning for Cannabis guide for Manitoba municipalities. Administration will review and provide Council with recommendations on how to proceed.

6.2 Shared Services Agreement for Wastewater Treatment

C.A.O. Dan Gagné reviewed the Shared Services Agreement for Wastewater Treatment because updates were required to the schedules. Council approved the agreement in principle at their December 12<sup>th</sup>, 2017 meeting.

**RECOMMENDATION: Ann Kroeker moved and Glen Robinson seconded** to recommend approval of the following resolution:

WHEREAS the Town of Altona and the Municipality of Rhineland have mutually agreed to alter the shared services agreement for wastewater treatment;

AND WHEREAS the Shared Services Committee recommended approval of a new shared services agreement for wastewater treatment;

AND WHEREAS Town of Altona Council approved the new agreement by resolution on December 12, 2017;

NOW THEREFORE BE IT RESOLVED THAT the Town of Altona Council approves the endorsement of the Shared Services Agreement for Wastewater Treatment as reviewed and recommended by Committee of the Whole.

**CARRIED.**

Administration requested that the recommendation for Shared Services Agreement for Wastewater Treatment be brought forward at tonight's meeting of Council on January 9, 2018.

6.3 Emergency Management Quarterly Report  
For information only.

6.4 Member Advisory – Local Vehicle for Hire Act  
For information only.

6.5 Manitoba EMO Staff changes  
For information only.

7. Works & Operations

7.1 Public Works – monthly report

Public Works Manager Clint Derksen reported that the water break that happened this morning, in the NE area of town has been repaired. Construction and twinning of the Bunge Force Main went well. Lift station 1's pumping hours have been reduced to half with Bunge pumping directly to the lagoon.

7.1.1 Manitoba Sustainable Development - Approval

The Public Works Manager noted that Manitoba Sustainable Development has approved use of the new force main.

7.2 Altona/Rhineland Fire Department – monthly report.

Chief Greg Zimmerman reported that the month of December was quiet with only three 3 calls, two of which were false alarms. The fire department responded to 70 fires in 2017 compared to 59 in 2016.

5. Delegation – Altona Police Board at 3:45 p.m. – Vice Chair Don Radford and Chief Perry Batchelor.

Mayor Melvin Klassen welcomed Vice Chair Don Radford and Chief Perry Batchelor to the meeting.

Vice Chair Don Radford reviewed the Altona Police Board’s proposed 2018 budget. The net 2018 budgeted costs for the Altona Police Services is \$1,012,350, an overall increase of \$98,250. This takes the net Police Department costs which includes the transfers from the reserve and projected revenues, as compared to the 2017 budget.

The sources of the increase were in salaries and dispatch service fees. There was no budgeted increase included for the pending legalization of marijuana.

8. Community & Social Development
  - 8.1 Recreation Service – No report
    - 8.1.1 Premier’s Volunteer Service Award 2018  
Committee members held discussions on nominations for the Premier’s Volunteer Service Award. At this time, no names have been brought forward.
9. Finance & Administration
  - 9.1 Planning – no report.
  - 9.2 Finance & Administration
    - 9.2.1 A/P Cheques #3767 - #3887 in the amount of \$658,934.12

**RECOMMENDATION:** Ann Kroeker moved and Donna Rosling-Wolters **seconded** to recommend approval of the following resolution:

THEREFORE BE IT RESOLVED THAT the Town of Altona accounts payable cheques #3767 to #3887 in the amount of \$658,934.12 be approved as reviewed and recommended by Committee of the Whole.

**CARRIED.**

9.2.2 Payroll – December 3<sup>rd</sup> – December 30<sup>th</sup> - \$173,911.81

**RECOMMENDATION: Al Friesen moved and Donna Rosling-Wolters seconded** to recommend approval of the following resolution:

THEREFORE BE IT RESOLVED THAT payroll from December 3<sup>rd</sup> – December 30<sup>th</sup>, 2017 in the amount of \$173,911.81 be approved as reviewed and recommended by Committee of the Whole.

**CARRIED.**

9.2.3 Health & Dental Refund

Finance Manager Terry Fehr noted that the Town of Altona has received a refund of health and dental premiums. The refund will be shared between the Town (75%) and employees (25%) paying health and dental premiums based on their monthly contributions.

9.2.4 Correspondence – The Municipal Board

Finance Manager Terry Fehr reviewed correspondence sent to the Manitoba Municipal Board regarding the Bunge assessment appeals. The formal appeal was dealt with at the 2016 Altona Board of Revision and was subsequently appealed to the Municipal Board within the 21 day deadline which was in November of 2016. This delay impacts the Town of Altona's budgetary process and should Bunge be awarded a reassessment, this would have a major financial impact to the Town of Altona.

9.2.5 Donation – Friesens Corporation

For information only.

9.2.6 Red River Festival of the Arts

Committee members reviewed the funding request from the Red River Festival of the Arts.

**RECOMMENDATION: Ann Kroeker moved and Melvin Klassen seconded** to recommend approval of the following resolution:

THEREFORE BE IT RESOLVED THAT the Town of Altona approve a grant to the Red River Festival of the Arts in the amount of \$200.00.

**CARRIED.**

9.2.7 PUB Water & Sewer Rate Study Approval

Finance Manager Terry Fehr reported that the Public Utilities Board (PUB) has approved the water and sewer rates proposed in the Water & Sewer Rate Study. The 2018 rates will come into effect as proposed within the study.

10. New Business – none.
11. Correspondence
  - 11.1 Crown Lands and Property Agency  
For information only.
12. In-Camera – not required.
13. Adjournment – 4:45 p.m.

**MOTION:** **Al Friesen moved and Ann Kroeker seconded** the following resolution:

THEREFORE BE IT RESOLVED THAT this meeting is now adjourned and the next regular meeting of the Committee of the Whole be held on Tuesday, January 23<sup>rd</sup>, 2018 at 3:30 p.m.

**CARRIED.**