



Town of Altona

**STANDING COMMITTEE/COMMITTEE OF THE WHOLE MEETING
TUESDAY, February 13th, 2018 AT 3:30 P.M.
In the Town of Altona Council Chambers**

Minutes of the Committee of the Whole meeting held on Tuesday, February 13th, 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 Kroecker and Donna Rosling-Wolters.

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.

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:
6.3 Regional Economic Development
9.2.8 2017 Year-end financial report

MOTION: Glen Robinson moved and Al Friesen seconded to approve the agenda with the above noted additions.

CARRIED.

3. Review of the minutes – January 23rd, 2018

MOTION: Al Friesen moved and Terry Wiebe seconded that the minutes of January 23rd, 2018 be approved as presented.

CARRIED.

4. Business Arising from the Minutes – none.

5. Delegation – none.

6. CAO

6.1 CAO report

CAO Dan Gagné reported that Border Land School Division has had to reschedule their 2018-2019 Budget meeting to February 28th, 2018.

On January 26th, a representative from Bunge informed the Town that the mandated composite sample taken on January 18th had tested for being over-strength in the Biological Oxygen Demand (BOD) category, Bunge suspected a sampling error and had immediately submitted a new composite sample for testing. On February 1st, Bunge confirmed that the second sample had tested within the acceptable range. The CAO continues to request a meeting with the new plant manager, to date there has been no response.

CAO Dan Gagné reviewed a request from the Altona Motocross Club. Committee members agreed to take this information forward for discussion at the next Shared Services meeting.

The Municipality of Rhineland will not be cost-sharing regarding the compost site at the landfill.

6.2 Legalization of Cannabis

CAO Dan Gagné reviewed a report to Council discussing the idea of establishing a steering committee to make recommendations on the legalization of cannabis. The steering committee would be tasked with making recommendations on the following:

1. Retail location and rules
2. Public Consumption
3. Land use planning and zoning

Committee members recommended the establishment of an internal working group consisting of members of Council, Administration, Protective Services (Police & Fire) to make recommendations to Committee of the Whole establishing the regulations and guidelines for the legalization of cannabis.

6.3 Regional Economic Development

The Regional Economic Development Steering Committee met again and provided both Councils with a report. A resolution has been prepared.

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

WHEREAS the Town of Altona and the Municipality of Rhineland formed a joint steering committee to report on the best way to collaborate on regional economic development;

AND WHEREAS the steering committee recommended that both Councils authorize the creation of a new economic development organization;

NOW THEREFORE BE IT RESOLVED THAT the Town of Altona endorse the recommendation of the steering committee and authorize Administration to work with the municipal solicitor to create the new economic development organization.

CARRIED.

7. Works & Operations

7.1 Public Works – monthly report

Public Works Manager Clint Derksen reviewed the monthly Public Works report. Public Works has been able to catch up on some projects this winter such as a review of the health and safety procedures, shop projects, safety courses, snow removal and sanding, washing the shop walls and general equipment maintenance.

7.2 Altona/Rhineland Fire Department – no report.

Fire Chief Greg Zimmerman reported that the month of January was a slow month with regards to fire calls. There were a total of five calls. Training sessions continue. At present the Fire Department has five cadets, three of which will be turning 18 this year, two will be turning 18 in 2019.

8. Community & Social Development

8.1 Recreation Service – no report

Recreation Services Manager Ron Epp reported that hockey is starting to wind down. Minor hockey is hosting the last big tournament this weekend.

8.1.1 Access Field Terms of Reference

Recreation Services Manager Ron Epp reviewed the Access Field's Terms of Reference. The Access Field committee is working hard on raising funds for the installation of lights at Access Field. Committee members held discussions on the projected costs of the monthly fees for running the lights. Ron will keep Committee members informed of

all potential decisions on the lighting and bring forth a proposed recommendation to Committee members.

9. Finance & Administration

9.1 Planning

9.1.1 Altona Fringe Area – Secondary Plan

CAO Dan Gagné reviewed correspondence from the Community and Regional Planning Branch regarding the Altona Fringe Area Secondary Plan. Several observations were made about the draft Secondary Plan including it resembled more of a how-to manual than a visionary report. A revision will be requested and the RPGA Board will make a final decision once a revised draft is presented.

9.1.2 Variation order Application – 02-2018VA

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

WHEREAS Section 96 of the Planning Act states that Council must give notice and hold a public hearing, in respect of a variance application;

AND WHEREAS the Town of Altona has received an application for a variance (file no. 02-2018VA);

THEREFORE E IT BE RESOLVED THAT the Council of the Town of Altona hereby agrees to hold a public hearing to receive representations from any person on the above application on February 27th, 2018 starting at 6:00 p.m.

CARRIED.

9.1.3 Variation order application – 03-2018VA

RECOMMENDATION: Glen Robinson moved and Al Friesen seconded to recommend the approval of the following resolution:

WHEREAS Section 96 of the Planning Act states that Council must give notice and hold a public hearing, in respect of a variance application;

AND WHEREAS the Town of Altona has received an application for a variance (file no. 03-2018VA);

THEREFORE BE IT RESOLVED THAT the Council of the Town of Altona hereby agrees to hold a public hearing to receive representations from any person on the above application on February 16th, 2018 starting at 9:00 a.m.

CARRIED.

9.2 Finance & Administration

9.2.1 A/P Cheques #3976 - #4058 - \$368,301.09

RECOMMENDATION: Al Friesen moved and Ann Kroeker seconded to recommend approval of the following resolution:

THEREFORE BE IT RESOLVED THAT the Town of Altona accounts payable cheques #3976 - #4058 in the amount of \$368,301.09 be approved as reviewed and recommended by Committee of the Whole.

CARRIED.

9.2.2 Payroll – January 14th – January 27th, 2018 - \$83,457.56

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

THEREFORE BE IT RESOLVED THAT payroll from January 14th – January 27th, 2018 in the amount of \$83,457.56 be approved as reviewed and recommended by Committee of the Whole.

CARRIED.

9.2.3 2018 Financial Plan - Set Public Hearing Date

RECOMMENDATION: Glen Robinson moved and Al Friesen seconded to recommend approval of the following resolution:

WHEREAS section 162 (2) of The Municipal Act states “Before adopting the financial plan, Council must give public notice and hold a public hearing in respect of the plan;

AND WHEREAS public notice has been given in accordance with section 420 (1) (a) and (b) of The Municipal Act;

NOW THEREFORE BE IT RESOLVED that we agree to hold a public hearing to present the 2018 financial plan for the Town of Altona on

Tuesday, March 27th, 2018 at 6:00 p.m. in the Council Chambers of the Altona Civic Centre.

CARRIED.

9.2.4 Stars Foundation Funding Request
For information only.

9.2.5 Invitation from the Winkler Chamber of Commerce
For information only.

9.2.6 Allowances for Members of Legislative Assemblies and Certain
Municipal Officers

Finance Manager Terry Fehr reviewed the changes for the 2019 and subsequent taxation years. The Budget 2017 proposes that the amount of non-accountable allowances paid to municipal officials will be included in income.

9.2.7 2017 Year-end update

Finance Manager Terry Fehr noted that the 2017 year-end financial report is being finalized. In the past Council has requested to be informed of any allocation of surplus. In 2017, there will only be a marginal surplus to transfer to general reserves. Although the Town had budgeted to transfer over \$400,000 from general reserves for the landfill expansion project, this will not be necessary because the project came in under projected budget.

10. New Business

10.1 Order of Manitoba – Mr. Jack Penner
For information only.

10.2 Inter Municipal Curling – Emerson/Franklin

Mayor Klassen asked that anyone interested in attending the curling event to contact Delores.

11. Correspondence – none.

12. In-Camera

MOTION: Glen Robinson moved and Ann Kroeker seconded the following motion:

THEREFORE BE IT RESOLVED THAT this meeting recess to In-Camera to discuss unresolved legal matters.

CARRIED.

MOTION: Al Friesen moved and Terry Wiebe seconded the following motion:

THEREFORE BE IT RESOLVED THAT this meeting reconvenes from In-Camera.

CARRIED.

13. Adjournment – 5:00 p.m.

MOTION: Donna Rosling-Wolters moved and Terry Wiebe 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, February 27th, 2018 at 3:30 p.m.

CARRIED.