



**Town of Altona**

**STANDING COMMITTEE/COMMITTEE OF THE WHOLE MEETING**

**TUESDAY, May 22<sup>nd</sup>, 2018 AT 2:00 P.M.**

**In the Town of Altona Council Chambers**

Minutes of the Committee of the Whole meeting held on Tuesday, May 22<sup>nd</sup>, 2018 at 2:00 p.m. at the Altona Civic Centre Council Chambers.

Present were: Mayor Melvin Klassen, Deputy Mayor Al Friesen, Councillors: Tim Fast, Terry Wiebe, and Donna Rosling-Wolters.

Absent: Councillors Ann Kroeker and Glen Robinson.

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

5. Delegation at 2:00 P.M. – Eco-West

Joëlle Saltel from ECO-WEST reviewed the pre-consultation report and recommendations. Preliminary observations were that staff and Council both seem to have a good understanding about the impacts of climate change. Real environmental impacts have been seen in the community and more extreme weather events are anticipated. However, there seems to be discrepancies with regards to the importance Council should attribute towards climate change and the environment in general. Council members reviewed and prioritized the recommendations to achieve community changes that would reduce the Town of Altona's impact on climate change. Ms. Saltel will provide a summary of today's discussions and a community consultation survey in the near future. The expectation is the final report would be completed prior to the next election in October.

1. Call to order – Head of Council

Mayor Melvin Klassen called the meeting to order at the appointed time.

2. Review of the agenda
  - 10.1 Correspondence from Enbridge

**MOTION: Al Friesen moved and Terry Wiebe seconded** to approve the agenda with the above noted addition.

**CARRIED.**

3. Review of Previous Minutes
  - 3.1 Minutes of May 8<sup>th</sup>, 2018

**MOTION: Tim Fast moved and Al Friesen seconded** that the minutes of May 8<sup>th</sup>, 2018 be approved as circulated.

**CARRIED.**

4. Business Arising from the Minutes
5. Delegation – Eco-West, see above minutes

6. C.A.O.
  - 6.1 C.A.O. Report  
C.A.O. Dan Gagné provided Committee members with an update on a recent meeting held with Bell MTS regarding enhanced internet services. Bell MTS does not seem to have any real interest in changing their services at this time. The Regional Economic Development Committee has changed their name to Supporting Entrepreneurs through Economic Development (SEED).

- 6.2 Dust control  
C.A.O. Dan Gagné reviewed the correspondence from a Municipality of Rhineland resident living near the airport requesting dust control. The Municipality of Rhineland requested that the Town of Altona consider cost sharing in providing dust control by including it within the airport's budget. A separate request was also discussed at the Shared Services Committee meeting from the owner of a property east of the landfill.

**RECOMMENDATION: Terry Wiebe moved and Tim Fast seconded** to recommend approval of the following resolution:

THEREFORE BE IT RESOLVED that the Town of Altona hereby deny the request to participate in cost sharing of dust control for the Municipality of Rhineland property at Road 3 W 6117 and for the property east of the landfill.

**CARRIED.**

### 6.3 Landfill Tipping Fees

C.A.O. Dan Gagné and Public Works Manager Clint Derksen reviewed the proposed 2018 Landfill Tipping Fees. At a recent Shared Services Committee meeting, the tipping fees were passed as presented but Administration would recommend a number of adjustments. Due to the waste diversion area being constructed this year, the way loads are being unloaded and accepted will change later this fall.

Administration recommended implementing the following rates effective July 1<sup>st</sup>, 2018:

1. Minimum Rate: \$10.00 (up to 200 kgs)
2. General Garbage (per metric tonne): \$50.00
3. Clean lumber (per metric tonne): \$40.00
4. Outside RM Loads (per metric tonne): \$75.00
5. Branches / brush: free

**RECOMMENDATION: Donna Rosling-Wolters moved and Tim Fast seconded** to recommend approval of an amendment to the Fees and Charges By-Law 1759/2017 to reflect the following rates:

1. Minimum Rate: \$10.00 (up to 200 kgs)
2. General Garbage (per metric tonne): \$50.00
3. Clean lumber (per metric tonne): \$40.00
4. Outside RM Loads (per metric tonne): \$75.00
5. Branches / brush: free

**CARRIED.**

### 6.4 Fire Prevention & Emergency Services By-Law

C.A.O. Dan Gagne reviewed the proposed new Fire Prevention and Emergency Services By-Law.

**RECOMMENDATION: Terry Wiebe moved and Al Friesen seconded** to recommend approval of the following resolution:

THEREFORE BE IT RESOLVED THAT By-law No. 1757/2018 to establish a new Fire Prevention and Emergency Services By-Law be given first reading as reviewed and recommended by Committee of the Whole.

**CARRIED.**

## 7. Works & Operations

7.1 Public Works – no report.

7.1.1 Manitoba Core Infrastructure Fund application

Public Works Manager Clint Derksen reported that the Manitoba Core Infrastructure Fund application is an annual request from the Manitoba Water Services Board to identify important water and sewer projects over the next two to four years.

**RECOMMENDATION:** **Tim Fast moved and Al Friesen seconded** to recommend approval of the following resolution:

WHEREAS the Manitoba Water Services Board has requested a priority list of new water and sewer projects being considered by the Town of Altona in the next two to four years;

NOW THEREFORE BE IT RESOLVED THAT the Chief Administrative Officer be hereby authorized to submit the Core Infrastructure Renewal Plan form on behalf of the Town of Altona as reviewed and recommended by Committee of the Whole.

**CARRIED.**

Administration requests that the above noted resolution be brought forth to tonight's Council meeting.

7.1.2 Landfill Diversion

Public Works Manager Clint Derksen reported that J.R. Cousin Consultants has completed the plans for the Waste Diversion Site at the Altona Landfill. Tenders for the project will be out within the next week. The projected costs are \$369,863.00.

7.1.3 Public Works Wheel Loader Tender

Public Works Manager Clint Derksen noted that the 2018 Financial Plan included an allocation of \$187,000.00 for the purchase of a new wheel loader. A tender was issued with a closing date of May 11, 2018. Seven tenders were submitted and after reviewing the tenders, Administration recommended to award the contract to the only tender submitted that is within the budget of \$187,000.

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

WHEREAS the Town of Altona issued a request for tender for the Public Works 2018 Wheel Loader purchase;

AND WHEREAS seven proposals were received as follows:

Toromont Cat	\$193,320.00
Hitrac (Case)	\$202,798.08
Westcan Equipment (Volvo)	\$199,266.77
Wajax (Hitachi)	\$199,260.00
SMS Equipment (Komatsu, tier 3)	\$191,160.00
SMS Equipment (Komatsu, tier 4)	\$220,320.00
Brandt Tractor	\$185,828.25

NOW THEREFORE BE IT RESOLVED THAT the contract for the Town of Altona Public Works 2018 Wheel Loader purchase be awarded to Brandt Tractor as reviewed and recommended by the Committee of the Whole.

**CARRIED.**

Administration requests that the above noted resolution be brought forth to tonight's Council meeting.

7.1.4 2018 Spring Cleanup Report

Public Works Manager Clint Derksen reviewed the 2018 Spring Cleanup report. Participation seems to be down this year as compared to 2017.

7.2 Altona/Rhineland Fire Department

Fire Chief Greg Zimmerman reported that the Altona/Rhineland Fire Department assisted at the Ashern wildfires for the past two days. The Altona/Rhineland Fire Department will be reimbursed for all costs involved in assisting.

7.3 Emergency Management – no report.

7.3.1 Correspondence

C.A.O. Dan Gagné reviewed the letter from QMEC Net. The current primary emergency coordinator is moving on and will be replaced by Rick Desjardins pending the Town's approval.

8. Community & Social Development

8.1 Recreation Service – monthly report

Recreation Services Manager Ron Epp reviewed the report, noting that swim lessons registration day went well with \$16,770 processed as compared to \$17,805 on first registration day in 2017.

8.2 MEC Roof Repairs

Recreation Services Manager Ron Epp noted that the 2018 capital projects are underway. The Town only received one tender for repairs to the MEC roof.

**RECOMMENDATION: Al Friesen moved and Terry Wiebe seconded** to recommend approval of the following resolution:

WHEREAS the Town of Altona called for tenders for Roof Coating Supply and installation at the Millennium Exhibition Centre;

AND WHEREAS one tender was received as follows:

Urecoat Inc.	\$57,100.00 plus GST
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AND WHEREAS the Town of Altona has reviewed the tender and recommended that Urecoat Inc. be awarded the contract;

AND WHEREAS the total project value meets the approved budget;

NOW THEREFORE BE IT RESOLVED THAT the Town of Altona supports awarding the contract for Roof Coating Supply and Installation at the Millennium Exhibition Centre to Urecoat Inc.

**CARRIED.**

Administration requests that the above noted resolution be brought forth to tonight's Council meeting.

- 9. Finance & Administration
  - 9.1 Planning – no report.
    - 9.1.1 Variation Order Application No. 12-2018VA

**RECOMMENDATION: Terry Wiebe moved and Donna Rosling-Wolters seconded** to recommend 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 had received an application for a variance (file no. 12-2018VA);

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 June 12<sup>th</sup>, 2018 starting at 6:00 p.m.

**CARRIED.**

Administration requests that the above noted resolution be brought forth to tonight's Council meeting.

9.1.2 Proposed subdivision – File No. 4400-18-7753

**RECOMMENDATION: Terry Wiebe moved and Melvin Klassen seconded** to recommend approval of the following resolution:

THEREFORE BE IT RESOLVED THAT the proposed Subdivision File No. 4400-18-7753 to subdivide a portion of a lot to be consolidated with an adjacent lot be hereby approved with no conditions as reviewed and recommended by Committee of the Whole.

**CARRIED.**

Administration requests that the above noted resolution be brought forth to tonight's Council meeting.

9.2 Finance & Administration

9.2.1 A/P Cheques #4443 - #4533 in the total amount of \$427,015.39

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

THEREFORE BE IT RESOLVED THAT the Town of Altona accounts payable cheques # 4443 - #4533 in the amount of \$427,015.39 be approved as reviewed and recommended by the Committee of the Whole.

**CARRIED.**

9.2.2 Payroll – April 22<sup>nd</sup> - May 5<sup>th</sup>, 2018 in the total amount of \$94,999.01

**RECOMMENDATION: Terry Wiebe moved and Al Friesen seconded** to recommend approval of the following resolution:

THEREFORE BE IT RESOLVED THAT the payroll indemnities from April 22<sup>nd</sup> – May 5<sup>th</sup>, 2018 be approved as reviewed and recommended by Committee of the Whole.

**CARRIED.**

9.2.3 Manitoba Public Insurance Fleet Program  
For information only.

10. New Business – *none*

10.1 Correspondence from Enbridge

C.A.O. Dan Gagné announced that Enbridge's Line 3 Replacement Program is pleased to support two of Altona's projects.

They will be supporting the Altona Ash Park Playground Project in the amount of \$10,000 and the Relocation of the EOC in the amount of \$20,000. There will be a cheque presentation in the Council Chambers on June 5<sup>th</sup> at 10:00 a.m.

11. Correspondence

12. In-Camera

**MOTION: Terry Wiebe moved and Donna Rosling-Wolters seconded** the following motion:

THEREFORE BE IT RESOLVED THAT this meeting recess to In-Camera to discuss preliminary discussions on matters that if discussed in public could affect the Town's ability to carry it out;

AND BE IT FURTHER RESOLVED THAT all matters shall remain confidential until a report is made public.

**CARRIED.**

**MOTION: Terry Wiebe moved and Donna Rosling-Wolters seconded** the following motion:

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

**CARRIED.**

**RECOMMENDATION: Al Friesen moved and Terry Wiebe seconded** to recommend approval of the following resolution:

THEREFORE BE IT RESOLVED THAT the Town of Altona approve the Valley Fibre proposal as presented.

**CARRIED.**

**RECOMMENDATION: Terry Wiebe moved and Al Friesen seconded** to recommend approval of the following resolution:

THEREFORE BE IT RESOLVED THAT the Town of Altona approve a resolution to grant the Altona Community Development Corporation funds covering the cost of financing the property located at 391 Industrial Drive in Altona, Manitoba.

**CARRIED.**



13. Adjournment

**MOTION:** Donna Rosling-Wolters moved and Terry Wiebe seconded the following motion:

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, June 12<sup>th</sup>, 2018 at 3:30 p.m.

**CARRIED.**