



Town of Altona

**STANDING COMMITTEE/COMMITTEE OF THE WHOLE MEETING
TUESDAY, February 12th, 2019 at 2:00 P.M.
In the Town of Altona Council Chambers**

Minutes of the Committee of the Whole meeting held on Tuesday, February 12th, 2019 at 3:30 p.m. at the Altona Civic Centre Council Chambers.

Present were: Deputy Mayor Glen Robinson, Councillors: Curt Letkeman, Donna Rosling-Wolters, Harv Schroeder and Jordan Siemens and Youth Representative Josie Yan.

Administration: CAO Dan Gagné, Public Works Manager Clint Derksen, Fire Chief Greg Zimmerman and Recreation Services Manager Ron Epp.

Absent: Mayor Al Friesen, Councillor Joel Pankewich and Finance Manager Terry Fehr.

Delegations: Robert Poirier and Richard Desjardins of Q-MEC Net.

1. Call to Order – Head of Council
Deputy Mayor Glen Robinson called the meeting to order at the appointed time.
2. Review of Agenda

Additions to the agenda:

11.5 Border Land School Division Community Consultation Meeting

MOTION: Donna Rosling-Wolters moved and Jordan Siemens seconded THAT the agenda be approved with the above noted addition.

CARRIED.

3. Review of Previous Minutes
 - 3.1 Minutes of January 22nd, 2019

MOTION: Harv Schroeder moved and Donna Rosling-Wolters seconded THAT the minutes of January 22nd, 2019 be approved as circulated.

CARRIED.

4. Business Arising from the Minutes
 - 4.1 Council indemnity and expense claims
C.A.O. Dan Gagné indicated that more discussion may be necessary to clarify some points within the proposed by-law prior to first reading at tonight's Council meeting. Committee members agreed to hold discussion at tonight's Council meeting prior to the vote for first reading.

5. Delegations
 - 5.1 Q-MEC-Net
Deputy Mayor Robinson welcomed the delegation to Altona. Robert Poirier thanked the Committee for attending and allowing the time for their presentation on emergency management. Mr. Poirier and Mr. Desjardins provided an introduction to emergency management including Council's legislative powers, emergency program requirements and recent changes to the standards. Online training courses are becoming available providing more opportunity to learn the concepts of emergency management. Mr. Poirier and Mr. Desjardins fielded questions from Council following the presentation.

Deputy Mayor Robinson thanked the delegation for the informative presentation.

6. C.A.O.
 - 6.1 C.A.O. Report
C.A.O. Dan Gagné reviewed his report. Committee members were advised that due to a scheduling conflict, there is now an opening to attend the 2019 FCM conference in May. Anyone interested in attending is asked to contact the C.A.O.
 - 6.2 Follow-up action list
For information only.
 - 6.3 Governance Review Priority List
For information only.

7. Works & Operations

7.1 Public Works

7.1.1 Monthly report

Public Works Manager Clint Derksen reviewed the report and responded to questions from Committee members.

7.2 Altona/Rhineland Fire Department

7.2.1 Monthly report

Fire Chief Greg Zimmerman indicated that it has been a busier start to the year than normal so far but the damage to property was minimal. February means first aid training for the department and effort is going into forming a regional Critical Incident Stress Management team, beginning with a meeting on February 21st. The Fire Prevention Program in schools is very well-received.

7.2.2 Monthly summary of fire calls

For information only.

7.3 Emergency Management – no report

7.4 Animal Control Report

7.4.1 Fourth Quarter 2018 report

For information only.

8. Community & Social Development

8.1 Recreation Service

8.1.1 Millennium Exhibition Centre Rental Agreement

8.1.2 Rhineland Pioneer Centre Rental Agreement

8.1.3 Millennium Exhibition Centre Display Policy

8.1.4 Millennium Exhibition Centre Operations Policy

Recreation Services Manager Ron Epp reviewed the recommended changes to the agreements and policies for the Committee's consideration. Committee members requested a report detailing the breakdown of usage between the Town and the Border Land School Division to review the outcome of the facility user exchange agreement.

RECOMMENDATION: Curt Letkeman moved and Glen Robinson seconded to recommend approval of the following resolution:

THEREFORE BE IT RESOLVED THAT the updated 2019 Millennium Exhibition Centre Rental Agreement, 2019 Rhineland Pioneer Centre Rental Agreement, Millennium Exhibition Centre Operations Policy and Millennium

Exhibition Centre Display Policy be approved as reviewed and recommended by Committee of the Whole.

CARRIED.

8.1.5 Canadian Heritage – Canada Day in the Park Grant
For information only.

8.2 Council Youth Representative Report

Council Youth Representative Josie Yan reported on the following events:

- Internet Child Exploitation (ICE) unit presented on safe social media activity.
- The W.C. Miller Collegiate gymnasium will be ready in three weeks.
- Casting has begun for the first musical, Into The Woods.
- Hockey playoffs are underway.
- Youth in Philanthropy will be hosting a fundraiser movie night with a showing of Storks to attract a younger audience.
- Grad preparations have begun.
- Sunflower Queen contestants have all signed up.

9. Finance & Administration

9.1 Planning – no report

9.2 Finance & Administration

9.2.1 Accounts Payables Cheques

RECOMMENDATION: Jordan Siemens 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 #5721 - #5778 in the amount of \$308,977.65 be approved as reviewed and recommended by Committee of the Whole.

CARRIED.

9.2.2 Payroll & Indemnities

RECOMMENDATION: Harv Schroeder moved and Jordan Siemens seconded to recommend approval of the following resolution:

THEREFORE BE IT RESOLVED THAT the Town of Altona approve payroll from January 13 to 26, 2019 in the amount of \$100,722.52 as reviewed and recommended by Committee of the Whole.

CARRIED.

9.2.3 2019 Financial Plan Public Hearing Date
C.A.O. Dan Gagné reviewed the report.

RECOMMENDATION: Glen Robinson moved and Donna Rosling-Wolters 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 Town of Altona Council agrees to hold a public hearing to present the 2019 Financial Plan for the Town of Altona on Tuesday, March 26, 2019 at 6:00 pm in the Council Chambers of the Altona Civic Centre as reviewed and recommended by Committee of the Whole.

CARRIED.

9.2.4 Pass-Through By-Law 1771/2019
C.A.O. Dan Gagné reviewed the report outlining the recommended changes to the water rates in light of the increases from the Pembina Valley Water Co-op.

RECOMMENDATION: Harv Schroeder moved and Jordan Siemens seconded to recommend approval of the following resolution:

THEREFORE BE IT RESOLVED That By-Law No. 1771/2019 to amend the Water and Sewer Rates By-law No. 1753/2016 be now given first reading.

CARRIED.

9.2.5 Municipal Board Order Number A-19-047 & A-19-052
For information only.

9.2.6 Municipal Board – Notices of Withdrawal
For information only.

10. New Business

10.1 Altona Minor Hockey – Grant in lieu request

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

THEREFORE BE IT RESOLVED THAT Altona Minor Hockey be granted \$350 as reviewed and recommended by the Committee of the Whole.

CARRIED.

10.2 Dana Bergman – Grant request

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

THEREFORE BE IT RESOLVED THAT Team Bergman be granted \$250 as reviewed and recommended by the Committee of the Whole.

CARRIED.

10.3 AMM – Municipal Officials Seminar Invitation

C.A.O. Dan Gagné asked Council members interested in attending to contact him as soon as possible.

11. Correspondence

11.1 Mark Dixon – Thanks to Arena staff re: January 23rd snowstorm
For information only.

11.2 Glenn & Phyllis Friesen – Walking paths
For information only.

11.3 Ste. Anne Municipality – STARS Foundation
For information only.

11.4 AMM Member Advisory – K-12 Education System Review
For information only.

11.5 Border Land School Division Community Consultation Meeting
For information only.

12. In-Camera

12.1 Preliminary discussions

12.2 Preliminary discussions

12.3 Personnel

MOTION: Harv Schroeder moved and Jordan Siemens seconded THAT this meeting recess to In-Camera to discuss personnel matters and 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: Harv Schroeder moved and Donna Rosling-Wolters seconded THAT this meeting reconvenes from In-Camera.

CARRIED.

13. Adjournment – 4:50 p.m.

MOTION: Donna Rosling-Wolters moved and Jordan Siemens seconded THAT this meeting is now adjourned and the next regular meeting of the Committee of the Whole be held on Tuesday, February 26th at 3:30 p.m.

CARRIED.