



Town of Altona

STANDING COMMITTEE/COMMITTEE OF THE WHOLE MEETING

MONDAY, April 9th, 2018 AT 3:30 P.M.

In the Town of Altona Council Chambers

Minutes of the Committee of the Whole meeting held on Monday, April 9th, 2018 at 3:30 p.m. at the Altona Civic Centre Council Chambers.

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

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

Absent: Fire Chief Greg Zimmerman.

1. Call to order – Head of Council
Mayor Melvin Klassen called the meeting to order at the appointed time.
2. Review of the agenda
7.1.1 Landfill Skidsteer Tender

MOTION: Terry Wiebe moved and Tim Fast seconded to approve the agenda with the above noted addition.

CARRIED.

3. Review of Previous Minutes
3.1 Minutes of March 27th, 2018

MOTION: Donna Rosling-Wolters moved and Al Friesen seconded that the minutes of March 27th, 2018 be approved as presented.

CARRIED.

4. Business Arising from the Minutes
C.A.O. Dan Gagné reviewed a letter to be sent to the Minister of Infrastructure regarding repairs to Main Street. The letter noted that the Town of Altona is prepared to proceed with the project to renew Main Street as soon as 2018 on the condition that the Province's share of the

project to renew Main Street would be repaid over the following two years. It's the Town's understanding that the repayment would be in addition to the operating funding received from the Province or any other funding already being received such as the Municipal Road Improvement Program. Committee members agreed that the letter covers the intention of the Town of Altona and that Mayor Klassen sign the letter.

5. Delegation – none.

6. C.A.O.

6.1 C.A.O. Report

C.A.O. Dan Gagné responded to questions about the City of Morden's announcement regarding their newly launched internet services, Morenet. The service provides wireless internet services throughout the City of Morden. C.A.O. Dan Gagné has done some preliminary research on the long term viability of a wireless service model instead of a fiber to home model. The research indicates that the annual cost of a wireless model would be more costly but that the initial cost of a fiber to home model is significantly higher. The wireless model requires continuous upgrades and may not provide improved internet services for all users. Committee asked the C.A.O. to continue researching and provide Committee members with a report for further discussions.

The C.A.O. reported Noah Penner's proposed Parkland Greenway Grass Planting Project was selected as a finalist for consideration. Prior to making a presentation to judges, Mr. Penner will be contacting Administration to gather additional information on how the project would be implemented if it was chosen as the winner of the contest.

Recently, Administration received an inquiry from an employee about the possibility of covering a gym membership under the Town's Discretionary Health Care Benefit. While not a formal request by a specific group of employees, the management team discussed the inquiry at a recent meeting as it relates to how the current policy is worded. While there was some debate as to whether or not a gym membership qualified under the policy's current wording, all agreed that commitment to a healthier lifestyle would benefit the Town of Altona and its employees. Committee members held discussions on the options and asked that Administration research if any other organizations are including gym memberships under their benefits coverage.

7. Works & Operations

7.1 Public Works – monthly report.

Public Works Manager Clint Derksen reported that Jeremy Funk has resigned and his last day of employment with the Town of Altona will be April 12th, 2018. We all wish Jeremy the best in his new endeavors and thank him for all of his years of service to the Town. An internal job offer was made to fill the vacancy. Summer students are in place for the upcoming season. The water main break on 2nd Street SE was repaired. Public Works continues to fill pot holes. The conditions this winter and spring really impacted all asphalt streets.

7.1.1. Landfill Skidsteer Tender

Public Works Manager Clint Derksen reviewed the Altona/Rhineland Landfill Skidsteer Tender results. The 2018 Financial Plan included an allocation of \$67,000 for the purchase of a skidsteer to replace the track loader. A tender was issued and the closing date was April 5th, 2018.

Administration received three bids:

Brandt Tractor:	\$58,320.00 plus GST
Brandt Tractor:	\$64,692.00 plus GST
Duron Equipment	\$61,750.08 plus GST

After reviewing the specifications of the bids provided it should be noted that the equipment under the low bid does not come with the high flow hydraulics required to blow snow a satisfactory distance for the application. Administration is confident the remaining two machines are comparable. Both dealers offer similar trade-in / rollover programs for future replacement of the equipment.

While both remaining proposals fall within budget, it should be noted that the Bobcat T870 has the added expense of diesel exhaust fluid (anywhere from \$150.00 to \$2,000.00). An estimate of the additional annual operating cost for purchase of fluid is in the range of \$830.00 to \$1,245.00 depending on operating hours (800 to 1,200 operation hours).

RECOMMENDATION: Glen Robinson moved and Terry Wiebe seconded to recommend approval of the following resolution:

WHEREAS the Town of Altona issued a request for tender for the Altona/Rhineland skidsteer purchase;

AND WHEREAS three proposals were received as follows:

Brandt Tractors	\$58,320.00 plus GST
Brandt Tractors	\$64,692.00 plus GST
Duron Equipment	\$61,750.08 plus GST

NOW THEREFORE BE IT RESOLVED THAT the contract for the Atona/Rhineland skidsteer purchase be awarded to Brandt Tractor for the John Deere 333G with a purchase price of \$64,692.00 plus GST, as reviewed and recommended by Committee of the Whole.

CARRIED.

7.2 Altona/Rhineland Fire Department – monthly report.
Chief Greg Zimmerman was unable to attend.

8. Community & Social Development

8.1 Recreation Service – no report.

8.2 Canadian Heritage funding approval

Recreation Services Manager Ron Epp noted that the Town of Altona has been approved for a grant in the amount of \$3,200 for its 2018 Canada Day celebration.

8.3 CPRA 2018 Green Jobs funding approval

Recreation Services Manager Ron Epp reported that the Town of Altona has been approved through the Canadian Park & Recreation Association for a new summer students grant funding.

9. Finance & Administration

9.1 Planning

9.1.1 Variation application No. 09-2018VA Lynnwood Bay (West)

C.A.O. Dan Gagné reviewed variation application no. 09-2018VA for Lynnwood Bay (West). The zoning by-law states that the minimum side yard setback must be 5 feet but the applicant is requesting that it be varied to allow for attached two-family dwellings. Public hearing notices have been circulated within 100 meters of the property in

anticipation of the public hearing April 24th, 2018 as required by the Planning Act.

RECOMMENDATION: **Tim Fast moved and Terry Wiebe 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 has received an application for a variance (file no. 09-2018VA):

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 April 24th, 2018 starting at 5:00 p.m.

CARRIED.

9.2 Finance & Administration

9.2.1 A/P Cheques #4285 - #4308 - \$42,784.12

RECOMMENDATION: **Glen Robinson moved and Terry Wiebe seconded** to recommend approval of the following resolution:

THEREFORE BE IT RESOLVED THAT the Town of Altona accounts payable cheques #4285 - #4308 in the amount of \$83,924.49 as reviewed and recommended by Committee of the Whole.

CARRIED.

9.2.2 Payroll – March 11th – March 24th, 2018 - \$83,924.49

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

THEREFORE BE IT RESOLVED THAT payroll from March 11th – March 25th, 2018 in the amount of \$83,924.49 be approved as reviewed and recommended by Committee of the Whole.

CARRIED.

9.2.3 Grant request from Altona Moto-Park X Inc.

Deputy Mayor Al Friesen noted that the Town of Altona received a formal request from Altona Moto-Park X Inc. regarding upgrades to their track. Committee members agreed to grant the Altona Moto-Park X Inc. \$1,250 as per the Town of Altona share of the \$2,500. Committee members noted that the approval was contingent that the Municipality of Rhineland also grant \$1,250.

RECOMMENDATION: Glen Robinson moved and Melvin Klassen seconded to recommend approval of the following resolution:

THEREFORE BE IT RESOLVED THAT the Town of Altona grant Altona Moto-Park X Inc. \$1,250.00 for upgrades to the moto cross track on the condition that the Municipality of Rhineland approves an additional grant of \$1,250, as reviewed and recommended by Committee of the Whole.

CARRIED.

9.2.4 Charity Regulations

Finance Manager Terry Fehr reviewed the Government of Canada's rules for charitable donation receipts in response to a request for the Town to issue tax deductible receipts for donations being made to the Altona Curling Club Legacy Fund. Under the guidelines for charitable activities, the Legacy Fund does not qualify.

10. New Business – none.

11. Correspondence

11.1 EMO – Alert Ready - For information only.

11.2 Harvest for Kids - For information only.

12. In-Camera – not required.

13. Adjournment – 4:40 p.m.

MOTION: Donna Rosling-Wolters moved and Tim Fast 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, April 24th, 2018 at 3:30 p.m.

CARRIED.