



Town of Altona

**STANDING COMMITTEE/COMMITTEE OF THE WHOLE MEETING  
TUESDAY, June 26th, 2018 AT 3:30 P.M.  
In the Town of Altona Council Chambers**

Minutes of the Committee of the Whole meeting held on Tuesday, June 26<sup>th</sup>, 2018 at 3:30 p.m. at the Altona Civic Centre Council Chambers.

Present were: Deputy Mayor Al Friesen, Councillors: Tim Fast, Glen Robinson and Donna Rosling-Wolters.

Absent: Mayor Melvin Klassen, Councillors: Ann Kroeker and Terry Wiebe.

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.

1. Call to Order – Head of Council  
Deputy Mayor Al Friesen called the meeting to order at the appointed time.

2. Review of Agenda

**MOTION: Tim Fast moved and Donna Rosling-Wolters seconded** THAT the agenda be approved as circulated.

**CARRIED.**

3. Review of Previous Minutes  
3.1 Minutes of June 12<sup>th</sup>, 2018

**MOTION: Glen Robinson moved and Donna Rosling-Wolters seconded** THAT the minutes of June 12<sup>th</sup>, 2018 be approved as circulated.

**CARRIED.**

4. Business Arising from the Minutes – none.

5. Delegation – none.

6. C.A.O.

6.1 C.A.O. Report

C.A.O. reported that Bunge Assessment appeal Case Manager has set the date for a conference hearing to be held on August 2<sup>nd</sup>, 2018. This will be a closed hearing, we as the Town of Altona are unable to attend the hearing.

Committee members held discussions regarding the lowering of the flag to half-mast in honour of a local resident. C.A.O. Dan Gagné reviewed the flag policy:

“The Mayor, Acting Mayor or Chief Administrative Officer may approve the lowering of flags to half-mast:

- i. to recognize the passing of a citizen of the Town of Altona or a person of national or international stature who has had a significant impact on the community.
- ii. in response to a tragic or catastrophic event in the world consistent with the Department of Canadian Heritage.”

Committee members agreed that careful consideration must be given before lowering the flags.

The Climate Change survey has had approximately 50 responses.

The pre-election orientation session was held on June 20<sup>th</sup> with six people attending along with Councillors Fast, Friesen and Kroeker. A second session is tentatively planned for September 5<sup>th</sup> at 7:00 p.m. depending on interest. Council members were encouraged to declare their intentions if they will be running or not by mid-July or August.

Recycle Everywhere is planning on coming to the Manitoba Sunflower Festival and will be giving away small recycling bins.

The Town of Altona will be hosting a staff appreciation BBQ on Thursday, August 23<sup>rd</sup>, 2018 at the Centennial Park. Council members were asked to assist with the barbequing.

7. Works & Operations

7.1 Public Works – no report.

Public Works Manager Clint Derksen reported that the Volvo loader is still at Green Valley Equipment for repair. It is unknown why the loader will not drive but they continue to try to figure out the issue. Public Works staff are working on mowing and general seasonal projects. Administration continues to work

with the Province regarding repairs to Main Street. The 2018 budgeted repairs to 10<sup>th</sup> Avenue NW and JR Cousin Consultants submitted an engineered tender proposal which is coming in higher than budget. Administration will continue to work with JR Cousin on the project and bring forth the tenders for Committee approval at the next meeting.

#### 7.2 Altona/Rhineland Fire Department – monthly report.

Fire Chief Greg Zimmerman reviewed the fire department's monthly report. The Fire Department voted on accepting 3 new members bringing the total to 21 fire fighters, 5 officers, 1 Chief, 1 Chaplain, 5 cadets and 1 member. The Fire Department has adopted a new recruit training plan to train new members in a support role on the fire ground until they complete their level one training. The Altona/Rhineland Fire Department has purchased their first responder crash bags for 4 main trucks as they are now able to render medical aid at any calls in the absence of an ambulance. Fire Chief Greg Zimmerman reported that the newly purchased ladder truck is still in Florida. The repair shop was given permission to fit in the required repairs to best fit their schedule thus it is taking a little longer. The truck should be here by the end of July.

##### 7.2.1 Self-Contained Breathing Apparatus (SCBA) sale / purchase

Fire Chief Greg Zimmerman reviewed the sale and purchase of SCBAs. Council had previously authorized the sale of 10 MSA G1 SCBAs due to supplier issues, reliability and cost. The 10 MSA G1 SCBAs were purchased by the RM of Brokenhead for \$55,000. The members concluded that the Dräger SCBA was the most comfortable, the Avon had the best vision and the Honeywell and MSA had no outstanding attributes.

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

WHEREAS the Fire Chief was authorized to sell 10 MSA G1 self-contained breathing apparatuses (SCBAs);

AND WHEREAS the SCBAs were sold to the RM of Brokenhead for a total of \$55,000;

NOW THEREFORE BE IT RESOLVED THAT the Fire Chief be hereby authorized to purchase new Dräger SCBAs as permitted within the \$55,000 from the sale of the MSA G1 SCBAs.

**CARRIED.**

7.3 Emergency Management – no report.

7.4 Animal Control Report

C.A.O. Dan Gagné reported that the Animal Control Officer initiated a week-long promotion for free animal licensing. Last week 35 dogs and 25 cats were registered.

8. Community & Social Development

8.1 Recreation Service – monthly report.

Recreation Services Manager Ron Epp reviewed the Recreation Services report. The M.E.C. flat roof repair project was completed on June 7<sup>th</sup> with good results. No leaks after any of the rains received. The Aquatic Centre opened on schedule and operations are going well. The 2018 trails repair project is scheduled to start next week. Access Field has 7 of the 8 light poles in. The Van Gogh painting back side will be painted and sealed within the next few weeks. Canada Day Celebrations have been planned and will be held on Sunday, July 1<sup>st</sup>, 2018 with the main events happening at the Centennial Park and fireworks will be held behind the M.E.C.

8.1.1 Road Closure request – Manitoba Sunflower Festival

**RECOMMENDATION: Tim Fast moved and Glen Robinson seconded** to recommend approval of the following resolution:

WHEREAS the Manitoba Sunflower Festival Organizing Committee has requested a temporary road closure along 10<sup>th</sup> Avenue N.W. to accommodate events at the 2018 Manitoba Sunflower Festival;

THEREFORE BE IT RESOLVED that approval be granted for the temporary street closure of 10<sup>th</sup> Avenue N.W. from the intersection of 10<sup>th</sup> Avenue N.W. and 5<sup>th</sup> Street N.W. to the intersection of 10<sup>th</sup> Avenue N.W. and 9<sup>th</sup> Street N.W. from Friday, July 27<sup>th</sup>, 2018 at 10:00 p.m. to Sunday, July 29<sup>th</sup>, 2018 at 7:00 p.m. as reviewed and recommended by the Committee of the Whole.

**CARRIED.**

9. Finance & Administration

9.1 Planning – no report.

9.1.1 Altona Fringe Secondary Plan Public Hearing

Councillor Tim Fast noted that there is a public hearing scheduled for Tuesday, July 24<sup>th</sup> at 7:00 p.m. at the Altona Curling Club to receive public input into the Altona Fringe Secondary Plan Public Hearing. Council members were encouraged to attend.

9.2 Finance & Administration

9.2.1 A/P Cheques #4584 to #4614 in the total amount of \$442,061.11

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

THEREFORE BE IT RESOLVED THAT the Town of Altona accounts payable cheques #4584 - #4614 in the amount of \$442,061.11 be approved as reviewed and recommended by the Committee of the Whole.

**CARRIED.**

9.2.2 Payroll – June 3<sup>rd</sup> – June 16, 2018 - \$134,319.41

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

THEREFORE BE IT RESOLVED THAT the payroll from June 3<sup>rd</sup> – June 16<sup>th</sup>, 2018 in the amount of \$134,319.41 be approved as reviewed and recommended by the Committee of the Whole.

**CARRIED.**

9.2.2 May 2018 Financial Statements

Finance Manager Terry Fehr reviewed the May 2018 financial statement.

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

THEREFORE BE IT RESOLVED THAT the financial statement for May 2018 be approved as reviewed and recommended by Committee of the Whole.

**CARRIED.**

9.2.3 2018 Municipal Road Improvement Program Grant Application

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

WHEREAS the 2018 Financial Plan includes road construction and overlays projects to a maximum total cost of \$320,805;

AND WHEREAS the replacement of the existing asphalt portion of Tenth Avenue NW with concrete to accommodate the heavy truck traffic to the

Bunge Canada plant as well as to other existing and future businesses in the industrial park has been identified as a priority project for 2018;

NOW THEREFORE BE IT RESOLVED THAT the Committee of the Whole recommends that Council approve the project to replace the existing asphalt portion of Tenth Avenue NW with concrete in 2018;

AND BE IT FURTHER RESOLVED THAT the Chief Administrative Officer be authorized to submit an application to the Municipal Road Improvement Program (MRIP) for funding of up to \$100,000;

AND BE IT FURTHER RESOLVED THAT the additional budgeted \$220,805 portion of the estimated project costs not covered by the MRIP grant be paid out of the Federal Gas Tax Fund/General Operating Fund as reviewed and recommended by Committee of the Whole.

**CARRIED.**

9.2.5 Auditors' Report on the Federal Gas Tax Revenue Annual Expenditure Report  
For information only.

9.2.6 Mobile Home Fees for 2019

Finance Manager Terry Fehr reviewed the Mobile Home Fees report and noted that the Provincial Assessment Services office makes a request each year that the Town provide them with Mobile Home Fees that are to be charged for the following tax year. The Town of Altona has been charging \$25.00 per trailer per month for the last month for the last number of years. Based on Administration's research, Morden charges \$53.00 per month with an annual increase and Winkler charges \$60.00 per month. In an effort to bridge the large gap that exists between these rates, Administration recommends increasing the Mobile Home fee to \$30.00 per month for 2019.

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

WHEREAS the Town of Altona has not increased their Mobile Home Fees for the last number of years;

AND WHEREAS a comparison of Mobile Home Fees was made with both Morden and Winkler indicating that Altona's Fees are less than ½ of what these communities are charging;

NOW THEREFORE BE IT RESOLVED THAT we agree to increase the Mobile Home Fees to \$30.00 per month per trailer for 2019 as reviewed and recommended by Committee of the Whole.

**CARRIED.**

10. New Business – none.
11. Correspondence – none.
12. In-Camera – not required.
13. Adjournment

**MOTION: Glen Robinson 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, July 17<sup>th</sup>, 2018 at 3:30 p.m.

**CARRIED.**