



Town of Altona

**STANDING COMMITTEE/COMMITTEE OF THE WHOLE MEETING
TUESDAY, March 27th, 2018 AT 3:30 P.M.
In the Town of Altona Council Chambers**

Minutes of the Committee of the Whole meeting held on Tuesday, March 27th, 2018 at 3:30 p.m. at the Altona Civic Centre Council Chambers.

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

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

Absent: Mayor Melvin Klassen and CAO Dan Gagné.

Gallery: Jake Heppner of the Altona Community Action Network (ACAN)

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

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

CARRIED.

3. Review of Previous Minutes
3.1 Minutes of March 13th, 2018

MOTION: Glen Robinson moved and Al Friesen seconded that the minutes of March 13th, 2018 be approved as presented.

CARRIED.

4. Business Arising from the Minutes – none.
5. Delegation – none.

6. C.A.O.

6.1 Manitoba Hydro building Purchase

The former Manitoba Hydro Altona District Office Property is being offered for sale as surplus property to public bodies before it is offered for sale on the open market. If the Town of Altona is interested, it must submit an offer to purchase by April 6th, 2018.

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

WHEREAS Manitoba Hydro is offering the former Altona District Office as surplus property to government departments and agencies, municipalities and school districts that require the property for a public purpose;

AND WHEREAS it is deemed desirable to acquire the Manitoba Hydro property located at 391 Industrial Drive for community development purposes;

NOW THEREFORE BE IT RESOLVED that the Altona Community Development Corporation Board be authorized to submit an offer to purchase to a maximum of \$500,000 as reviewed and recommended by the Committee of the Whole.

CARRIED.

7. Works & Operations

7.1 Public Works – no report.

Public Works Manager Clint Derksen reported on a meeting with the Provincial Minister of Infrastructure this morning which he attended with Deputy Mayor Al Friesen and Councillor Glen Robinson. Although information that was sent prior to the meeting had not been reviewed, the Province acknowledged the need to repair Main Street. An idea was proposed that the Town of Altona fund the project and that the Province repay the cost of the project within a two-year span. More details on this offer will be required. Committee members agreed to pursue this request and formally forward a letter to the Minister of Infrastructure acknowledging Councils interest to move forward on the details of this proposal.

7.2 Altona/Rhineland Fire Department – no report

Fire Chief Greg Zimmerman reported that on March 23rd, 2018, Captain James Stoesz and he inspected a 2001 Pierce Skyboom as part of a pre-purchase inspection for the Town of Altona Fire Department. All manuals

and records for the truck were provided. The truck body will require repainting but there are no signs of rust on the truck. The tires will need to be replaced with winter grip tires. There is a slight leak from the front seal on the engine. A new set of injectors should be installed and some exterior switches are stiff and should be replaced. Some pump and drain valves are stiff and there is a small air leak in the pump to road shift lever. The boom and ladder certification expired in October 2017 and needs to be re-inspected. Pierce Manufacturing warranties their ladders for twenty years and there is still 33 months of warranty on the ladder. Parkland used this truck as a back-up ladder until recently. The asking price was lowered from \$35,000 US to \$32,000 US and it is projected that an additional \$30,000 – \$35,000 Canadian would be required for delivery, painting, repairs/service and equipment.

8. Community & Social Development

8.1 Recreation Service – monthly report.

Recreation Services Manager Ron Epp reviewed recent events at the M.E.C. Some new items were installed at the indoor Playland. Annual end of season repairs and maintenance at the M.E.C. have begun.

Ron Epp reviewed the Altona Community Garden Contract between the Town of Altona and the Altona Community Action Network (ACAN). As per Council’s request Administration contacted the Town’s insurance provider to provide liability insurance for ACAN. Unfortunately, the Town is unable to provide liability insurance for ACAN. Administration recommends that “all plot agreements shall include a waiver that will be signed by both the renter and ACAN indicating that they agree to use the property at their own risk”.

8.2 Altona & District Recreation Annual Report

Recreation Services Manager Ron Epp highlighted the Altona & District Recreation Annual Report. A copy was sent to all Council members for their review. Upcoming year highlight is the 10th Anniversary celebration of the Gallery in the Park.

9. Finance & Administration

9.1 Planning – none.

9.2 Finance & Administration

9.2.1 A/P Cheques #4206 - #4284 – total amount of \$245,550.62

RECOMMENDATION: Terry Wiebe 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 #4206 - #4284 in the amount of \$245,550.62 be approved as reviewed and recommended by Committee of the Whole.

CARRIED.

9.2.2 Payroll & Indemnities – Feb. 25th to Mar. 10th, 2018 - \$91,476.76

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

THEREFORE BE IT RESOLVED THAT payroll and indemnities from February 25th – March 10th, 2018 in the amount of \$91,476.76 be approved as reviewed and recommended by Committee of the Whole.

CARRIED.

9.2.3 2018 Tax Levy By-law & Financial Plan – First Reading

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

WHEREAS Subsection 162(1) of The Municipal Act provides that every council must adopt a financial plan for each fiscal year;

AND WHEREAS the financial plan consists of an operating budget, a capital budget, an estimate of operating revenue and expenditures for the following fiscal year and a five year capital expenditure program;

AND WHEREAS the Council of the Town of Altona has prepared the 2018 Financial Plan;

NOW THEREFORE BE IT RESOLVED that the Financial Plan for the Town of Altona for the year 2018 be hereby adopted as reviewed and recommended by Committee of the Whole.

CARRIED.

Administration requested that this resolution be brought forth to tonight's Council meeting.

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

THEREFORE BE IT RESOLVED THAT Bylaw 1762/2018 for the 2018 Municipal Property and Education Tax Levy be given first reading.

CARRIED.

Administration requested that this resolution be brought forth to tonight's Council meeting.

9.2.4 Grant request from Altona Motocross Club

Deputy Mayor Al Friesen noted that in speaking with Board members of the Altona Motocross Club, he found that the Board was unaware of the grant request. Committee members agreed to hold further discussions on this request at the next Shared Services meeting.

9.2.5 Signing authority for financial institutions

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

WHEREAS it is deemed necessary to update the signing authority for all Town of Altona accounts at the ACCESS Credit Union Limited and RBC Life Insurance Company due to council member and administrative staffing changes;

THEREFORE BE IT RESOLVED THAT the signing authorities on the Town of Altona account nos. 10250-4 and 18837-5 at the Access Credit Union Limited as well as all documentation and agreements with RBC Life Insurance Company be the following:

On behalf of the Council:
Melvin H. Klassen – Mayor
Al Friesen – Deputy Mayor
Ann Kroeker
Terry Wiebe
Tim Fast
Glen Robinson
Donna Rosling-Wolters

On behalf of Administration:
Dan Gagné – Chief
Administrative Officer
Delores Loewen – Assistant CAO
Terry Fehr – Manager of Finance

CARRIED.

10. New Business – none.

11. Correspondence
 - 11.1 Correspondence from AMM – Southern Chiefs Organization Inc.
For information only.
12. In-Camera – none.
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 Monday, April 9th, 2018 at 3:30 p.m.

CARRIED.