



Town of Altona

STANDING COMMITTEE/COMMITTEE OF THE WHOLE MEETING

TUESDAY, May 8th, 2018 AT 3:30 P.M.

In the Town of Altona Council Chambers

Minutes of the Committee of the Whole meeting held on Tuesday, May 8th, 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, 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
Mayor Melvin Klassen called the meeting to order at the appointed time.
2. Review of the agenda
 - 5.2 ACAN – Jack Heppner
 - 11.3 Correspondence from Minister of Transportation

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

CARRIED.

3. Review of Previous Minutes
 - 3.1 Minutes of April 24th, 2018

MOTION: Terry Wiebe moved and Al Friesen seconded that the minutes of April 24th, 2018 be approved as circulated.

CARRIED.

4. Business Arising from the Minutes
 - 4.1 Altona & District Chamber of Commerce Grant request
Deputy Mayor Al Friesen reviewed the original correspondence from the Altona & District Chamber of Commerce regarding the STEM program about a grant request in the amount of \$500.00 to cover the cost of the rental fees.

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

WHEREAS the Altona & District Chamber of Commerce will be hosting STEM week in the Altona Curling Club and have requested a grant of \$500.00 to fund the event;

THEREFORE BE IT RESOLVED THAT the Town of Altona approve the \$500.00 grant to the Altona & District Chamber of Commerce.

CARRIED.

5. Delegation

5.1 STARS Foundation at 3:45 p.m.

Mayor Melvin Klassen welcomed STARS Base Director Grant Therrien and Michael Kowalson to the meeting.

Grant Therrien noted that the sight of a red STARS helicopter is a beacon of hope for those in their moments of need. Since they embarked on their first mission in 1985, they have existed to provide a safe, rapid, highly specialized emergency transport system for the critically injured. In 2012, STARS signed a 10-year service agreement with the Government of Manitoba to provide helicopter air ambulance from a permanent base in Winnipeg. In 2017/2018, STARS flew 720 Missions in Manitoba. Since 2011/2012, STARS has flown over 2,600 missions in Manitoba. In the fall of 2016 the helipad at Health Sciences Centre (HSC) opened allowing direct patient transport to the HSC Campus. STARS is the first helicopter air ambulance service in Canada to begin stocking blood in advance for life-saving transfusions on air medical missions.

Michael Kowalson, Senior Advisor of Community & Stakeholder Relations for the Manitoba STARS Foundation, reported on the following:

- Manitoba is growing but has an aging population
- Increasing call volume (6-10% every year) has led to increasing operational costs
- STARS reduces risk and mitigates challenges with chain of survival partners
- Rural residents are disadvantaged by time and distance
- STARS supports rural health care delivery by increasing access for rural Manitobans to state of the art medical treatment and enables local emergency medical providers to remain in their community, instead of traveling with patients over long distances to urban hospitals.

STARS is requesting that the Town of Altona:

- Recognizes STARS as a valued part of its emergency protective services;
- Enhances the safety & quality of life for its residents;
- Ensures sustainability of STARS emergency services for Manitobans;
- Assists STARS to ensure it belongs to all Manitobans, not a privileged few; and
- Considers to join with STARS in partnership with a pledge of support annually through its protective services budget.

Mayor Melvin Klassen thanked the delegation for their presentation and their dedication to helping others.

5.2 Altona Community Action Network (ACAN) at 3:45 p.m.

Mayor Melvin Klassen welcomed ACAN's Jack Heppner to the meeting.

Jack Heppner opened by thanking Town Council and staff for the support ACAN has received regarding the Altona Community Garden. To date 42 of 46 plots have been rented. Of these, there are 17 single plots, 6 double plots, 1 triple plot and 12 half plots. At least a third of the plots are rented to new immigrants so the garden will be culturally diverse. ACAN has been overwhelmed with support and encouragement from the businesses and citizens of Altona. A local business patron made \$1,000 available as a start-up grant. Sun Valley Co-op has granted the use of a new 10 x 12 garden shed. This anchor in the Commons area inspired others to help. Two businesses each bought a picnic table from Blue Sky and donated them. Three businesses donated more than \$900 to purchase garden tools and equipment, a new tiller and material to construct four compost bins. Total community input is well over \$6,000. The Committee is grateful to Town staff for committing to improving the driveway to the garden and providing garbage and recycling containers for the Commons.

6. C.A.O.

6.1 C.A.O. Report

C.A.O. Dan Gagné reported that the Accessibility Committee has proposed a tour of the community on June 27th with community members to help the Accessibility Committee identify barriers. Administration also reached out to Mrs. Wendy Friesen who had previously offered to lead a tour with Council to show some of the barriers she encounters in the community. Mrs. Friesen has indicated that she would be available to lead a tour in the afternoon on June 27th.

The next step in finalizing the Town’s Climate Change Action is a consultation with Council on the draft version’s contents on May 22nd. Council will need to discuss any necessary revisions before proceeding with a community consultation. Eco-West will request direction on how the Town would like to proceed with the community consultation.

The Altona/Rhineland Fire Department has been invited to the staff appreciation events in the summer and at Christmas. Administration will be planning the summer event and some adjustments will be required to the plans for the Christmas event.

6.2 Train Whistle noise complaint

C.A.O. Dan Gagné noted that the Town of Altona received a noise complaint about the train whistle and a request to consider initiating the whistle cessation procedure of the Railway Safety Act. In contacting Bunge, they noted that under regulations all trains must whistle three times at public grade crossings and that all whistles are recorded. If the Town were successful in achieving whistle cessation, the installation of visual and audible warning systems would be required at each intersection. These systems consist of flashing lights and bells. Gates would not be required due to the speed of traffic at the crossings in Town. In speaking with Bunge management, they have adjusted their internal operations so that any train whistles required occur within the regulations of the Town’s Noise Bylaw (between 7:00 a.m. and 10:00 p.m.) The Committee agreed that Administration should inform the resident that it would not be pursuing the whistling cessation procedure.

7. Works & Operations

7.1 Public Works – monthly report

Public Works Manager Clint Derksen reported that boulevard sweeping has begun. One piece of equipment was down for repairs but should be up and running by tomorrow. The Public Works Manager was hoping to have spring clean-up weights available for today’s meeting but unfortunately the information was not ready so it will be presented at the next COTW meeting. Public Works and Administration were made aware of a number of complaints during the giveaway weekend prior to spring clean-up regarding people taking things that were not “free”. All advertising used to promote the event notes that all giveaway items need to be marked “FREE” so that people know they are available to take. Once the landfill waste diversion project is complete, the hope is that it will make spring clean-up much less labour intensive.

Additional fencing will be erected at the landfill. With last year's upgrades to the facility more garbage is flying out of the cell.

The lagoon wastewater treatment plant is still struggling to become operational. Nexom is now experimenting with the chemical dosing to achieve the required levels so that the Town can discharge from the storage cells and continuously discharge directly from the treatment plant during the summer.

7.1.1. Land drainage application

Public Works Manager Clint Derksen reviewed a request from KOMB Ag Services requesting a signed permission agreement to alter drainage on the agricultural properties to the North and Prairie View RD and Arrowhead Lane.

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

THEREFORE BE IT RESOLVED THAT C.A.O. Dan Gagné be authorized to approve and sign the landowner consent form on behalf of the Town of Altona to allow KOMB Ag Services to reconstruct the drain at SW-17-2-1-W as reviewed and recommended by Committee of the Whole.

CARRIED.

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

7.2 Altona/Rhineland Fire Department – monthly report

Chief Greg Zimmerman reviewed the monthly report. The fire department is continuing to revise its General Operating Guidelines and safe work procedures. The inspection program is underway with annual inspections. The Fire Department is exploring different arrangements for bringing the ladder truck home economically. Fire Hall spring cleaning has begun. Hazardous material training is complete. Five members have passed and one member is still waiting for results. The Fire Department voted on accepting 2 new members bringing the total to 18 firefighters, five officers, one Chief, one Chaplain, five cadets and one member on medical leave. The month of April saw James Stoesz complete 30 years of service and David Fehr complete 20 years of service with ARES. A new BBQ has been manufactured and donated to the Fire Fighters Association.

7.2.1 Fire Calls March & April 2018

Chief Zimmerman reviewed the March & April calls which are slightly up from last year.

7.2.2 Request to sell MSA G1 Air Packs

Chief Zimmerman reported that it has come to his attention that the purchase of the MSA G1 air packs for the ARES department are not in the best interest of the department and requests authorization to sell the current stock and replace the units that are more suited to Altona/Rhineland's needs.

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

WHEREAS the 2018 Financial Plan includes an allocation of \$47,000 for the purchase of self-contained breathing apparatuses (SCBAs);

AND WHEREAS two used MSA G1 SCBAs were purchased earlier this year;

AND WHEREAS four quotations were received by the Fire Chief for the purchase of SCBAs as follows:

Avion	\$6,700 per SCBA
Dräger	\$5,400 per SCBA
Honeywell	\$6,300 per SCBA
MSA G1	\$7,516 per SCBA

AND WHEREAS the Fire Chief – in consultation with the members of the Fire Department – has reviewed the quotations and recommended that the Fire Department convert all of its SCBAs to the Dräger model for safety and financial reasons;

NOW THEREFORE BE IT RESOLVED THAT the Fire Chief be hereby authorized to sell the MSA G1 SCBAs in accordance with the Town's procurement policy;

AND FURTHER BE IT RESOLVED THAT the Fire Chief be hereby authorized to purchase new Dräger SCBAs as permitted within the remaining allocation of the Town's 2018 Financial Plan and the proceeds from the sale of the MSA G1 SCBAs.

7.3 Emergency Management – no report.

8. Community & Social Development

8.1 Recreation Service – no report

- 9. Finance & Administration
 - 9.1 Planning
 - 9.1.1 Monthly Report
For information only.

- 9.2 Finance & Administration
 - 9.2.1 A/P Cheques #4405 to #4442 in the total amount of \$254,849.74

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 #4405 - #4442 in the amount of \$254,849.74 be approved as reviewed and recommended by the Committee of the Whole.

CARRIED.

- 9.2.2 Payroll of April 8th to April 21st, 2018 in the amount of \$88,559.30

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

THEREFORE BE IT RESOLVED THAT payroll from April 8th – April 21st, 2018 in the amount of \$92,895.28 be approved as reviewed and recommended by Committee of the Whole.

CARRIED.

- 9.2.3 Property Tax Forgiveness Polices

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

THEREFORE BE IT RESOLVED THAT the following taxes be cancelled in accordance with the Town of Altona Farmland Rebate Policy:

Town of Altona

**Farmland Tax Rebate Listing
for 2018**

Roll #	Reason	Credit Amount
18458.000	Farmland Rebate	27.87
18460.000	Farmland Rebate	27.87
18462.000	Farmland Rebate	27.87
18464.000	Farmland Rebate	27.87

COMMITTEE OF THE WHOLE – MAY 8TH, 2018

18466.000	Farmland Rebate	27.87
18468.000	Farmland Rebate	27.87
18470.000	Farmland Rebate	28.11
18472.000	Farmland Rebate	28.11
18474.000	Farmland Rebate	28.11
18476.000	Farmland Rebate	31.54
18478.000	Farmland Rebate	36.01
18480.000	Farmland Rebate	29.39
18482.000	Farmland Rebate	29.39
18484.000	Farmland Rebate	29.39
18486.000	Farmland Rebate	29.58
18488.000	Farmland Rebate	36.44
18490.000	Farmland Rebate	31.54
18492.000	Farmland Rebate	27.87
18494.000	Farmland Rebate	28.11
18496.000	Farmland Rebate	28.11
18500.000	Farmland Rebate	334.78
200350.000	Farmland Rebate	140.09
204542.000	Farmland Rebate	25.10
204544.000	Farmland Rebate	25.10
204546.000	Farmland Rebate	25.10
204548.000	Farmland Rebate	25.29
204550.000	Farmland Rebate	25.29
204552.000	Farmland Rebate	25.29
204554.000	Farmland Rebate	25.29
204556.000	Farmland Rebate	25.29
204558.000	Farmland Rebate	25.29
204560.000	Farmland Rebate	25.29
204570.000	Farmland Rebate	25.72
204572.000	Farmland Rebate	25.72
204574.000	Farmland Rebate	25.72
204576.000	Farmland Rebate	25.72
204578.000	Farmland Rebate	25.72
204580.000	Farmland Rebate	26.15
204582.000	Farmland Rebate	30.44
204584.000	Farmland Rebate	24.44
204586.000	Farmland Rebate	25.10
204588.000	Farmland Rebate	25.29
204590.000	Farmland Rebate	25.29
204592.000	Farmland Rebate	25.29
204594.000	Farmland Rebate	25.29
204596.000	Farmland Rebate	25.29
204598.000	Farmland Rebate	25.29
204735.000	Farmland Rebate	15.44
204740.000	Farmland Rebate	15.44
204745.000	Farmland Rebate	15.44
204750.000	Farmland Rebate	15.44
204755.000	Farmland Rebate	15.44
204760.000	Farmland Rebate	15.44

COMMITTEE OF THE WHOLE – MAY 8TH, 2018

204765.000	Farmland Rebate	15.44
204770.000	Farmland Rebate	15.44
204775.000	Farmland Rebate	15.67
204780.000	Farmland Rebate	27.25
204785.000	Farmland Rebate	25.29
204790.000	Farmland Rebate	31.10
204795.000	Farmland Rebate	30.68
204800.000	Farmland Rebate	28.72
204805.000	Farmland Rebate	27.87
204810.000	Farmland Rebate	25.29
204815.000	Farmland Rebate	27.25
205000.000	Farmland Rebate	26.39
206000.000	Farmland Rebate	173.87
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Total		\$ 2,265.49
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RECOMMENDATION: Terry Wiebe moved and Ann Kroeker seconded to recommend approval of the following resolution:

THEREFORE BE IT RESOLVED THAT the following taxes be cancelled in accordance with the Town of Altona 25 Year Tax Freeze Policy:

Town of Altona

**25 year Tax Freeze Rebate Listing
for 2018 (Year 19 of 25)**

Roll #	Reason	Credit Amount
200000.000	25 Year Tax Freeze	2,021.24
200100.000	25 Year Tax Freeze	596.65
200400.000	25 Year Tax Freeze	383.13
200500.000	25 Year Tax Freeze	800.74
200600.000	25 Year Tax Freeze	800.10
200700.000	25 Year Tax Freeze	800.10
200800.000	25 Year Tax Freeze	4,059.08
200900.000	25 Year Tax Freeze	1,412.06
201000.000	25 Year Tax Freeze	849.14
201100.000	25 Year Tax Freeze	153.77
201200.000	25 Year Tax Freeze	224.44
201300.000	25 Year Tax Freeze	912.21
201400.000	25 Year Tax Freeze	562.38
201500.000	25 Year Tax Freeze	265.02
201600.000	25 Year Tax Freeze	1,089.65
201700.000	25 Year Tax Freeze	602.75
201800.000	25 Year Tax Freeze	300.68
201900.000	25 Year Tax Freeze	585.94
202000.000	25 Year Tax Freeze	594.62
202100.000	25 Year Tax Freeze	1,272.22
202200.000	25 Year Tax Freeze	487.39

COMMITTEE OF THE WHOLE – MAY 8TH, 2018

202300.000	25 Year Tax Freeze	613.89
202350.000	25 Year Tax Freeze	165.22
202400.000	25 Year Tax Freeze	2,509.85
202500.000	25 Year Tax Freeze	299.29
202600.000	25 Year Tax Freeze	1,810.83
202700.000	25 Year Tax Freeze	824.94
202800.000	25 Year Tax Freeze	161.12
202900.000	25 Year Tax Freeze	895.30
203000.000	25 Year Tax Freeze	1,839.42
203100.000	25 Year Tax Freeze	914.25
Total		\$ 28,807.42

CARRIED.

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

THEREFORE BE IT RESOLVED THAT the following taxes be cancelled in accordance with the Town of Altona Developers' Rebate Policy:

Town of Altona

**Development Rebate Listing
for 2018**

Roll #	Reason	Credit Amount
204645.000	2018 DEVELOPERS REBATE - 3rd Year	162.91
204655.000	2018 DEVELOPERS REBATE - 3rd Year	159.24
204665.000	2018 DEVELOPERS REBATE - 3rd Year	159.24
204670.000	2018 DEVELOPERS REBATE - 3rd Year	159.24
204675.000	2018 DEVELOPERS REBATE - 3rd Year	159.24
204680.000	2018 DEVELOPERS REBATE - 3rd Year	159.24
204685.000	2018 DEVELOPERS REBATE - 3rd Year	162.37
207004.000	2018 DEVELOPERS REBATE - 3rd Year	82.07
207008.000	2018 DEVELOPERS REBATE - 3rd Year	82.07
207012.000	2018 DEVELOPERS REBATE - 3rd Year	80.30
207016.000	2018 DEVELOPERS REBATE - 3rd Year	80.30
207020.000	2018 DEVELOPERS REBATE - 3rd Year	80.30
207024.000	2018 DEVELOPERS REBATE - 3rd Year	79.62
207028.000	2018 DEVELOPERS REBATE - 3rd Year	79.62
207032.000	2018 DEVELOPERS REBATE - 3rd Year	80.30
207036.000	2018 DEVELOPERS REBATE - 3rd Year	83.29
207040.000	2018 DEVELOPERS REBATE - 3rd Year	79.62
207044.000	2018 DEVELOPERS REBATE - 3rd Year	80.30
207048.000	2018 DEVELOPERS REBATE - 3rd Year	80.30
207052.000	2018 DEVELOPERS REBATE - 3rd Year	80.30
207060.000	2018 DEVELOPERS REBATE - 3rd Year	265.80
207064.000	2018 DEVELOPERS REBATE - 3rd Year	265.80
207068.000	2018 DEVELOPERS REBATE - 3rd Year	265.80
207076.000	2018 DEVELOPERS REBATE - 3rd Year	265.80

COMMITTEE OF THE WHOLE – MAY 8TH, 2018

207080.000	2018 DEVELOPERS REBATE - 3rd Year	265.80
207084.000	2018 DEVELOPERS REBATE - 3rd Year	286.63
207088.000	2018 DEVELOPERS REBATE - 3rd Year	265.80
207092.000	2018 DEVELOPERS REBATE - 3rd Year	275.06
145600.000	2018 DEVELOPERS REBATE - 4th Year	281.18
145700.000	2018 DEVELOPERS REBATE - 4th Year	279.28
145800.000	2018 DEVELOPERS REBATE - 4th Year	287.85
145900.000	2018 DEVELOPERS REBATE - 4th Year	261.58
146000.000	2018 DEVELOPERS REBATE - 4th Year	260.90
146100.000	2018 DEVELOPERS REBATE - 4th Year	260.90
146200.000	2018 DEVELOPERS REBATE - 4th Year	260.90
146300.000	2018 DEVELOPERS REBATE - 4th Year	264.58
148100.000	2018 DEVELOPERS REBATE - 4th Year	341.20
148200.000	2018 DEVELOPERS REBATE - 4th Year	339.98
148400.000	2018 DEVELOPERS REBATE - 4th Year	260.90
148500.000	2018 DEVELOPERS REBATE - 4th Year	260.90
148600.000	2018 DEVELOPERS REBATE - 4th Year	254.78
139600.000	2018 DEVELOPERS REBATE - 5th Year	258.45
146700.000	2018 DEVELOPERS REBATE - 5th Year	260.90
204730.000	2018 DEVELOPERS REBATE - 5th Year	146.44
204820.000	2018 DEVELOPERS REBATE - 5th Year	222.93
204825.000	2018 DEVELOPERS REBATE - 5th Year	222.93
204845.000	2018 DEVELOPERS REBATE - 5th Year	248.11
204850.000	2018 DEVELOPERS REBATE - 5th Year	244.98
204860.000	2018 DEVELOPERS REBATE - 5th Year	292.75
204870.000	2018 DEVELOPERS REBATE - 5th Year	310.58
204875.000	2018 DEVELOPERS REBATE - 5th Year	314.80
204880.000	2018 DEVELOPERS REBATE - 5th Year	310.58
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	Total	<u><u>\$10,774.74</u></u>

CARRIED.

9.2.4 Kid Sport

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

THEREFORE BE IT RESOLVED THAT the Town of Altona approve a grant in the amount of \$300 to KidSport.

CARRIED.

10. New Business – none.

11. Correspondence

11.1 Manitoba Community Newspapers Association (MCNA)

For information only.

12. In-Camera – not required.
13. Adjournment – 5:00 p.m.

MOTION: **Al Friesen moved and Ann Kroeker 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, May 22nd, 2018 at 3:30 p.m.

CARRIED.