



Town of Altona

**STANDING COMMITTEE/COMMITTEE OF THE WHOLE MEETING
TUESDAY, October 9th, 2018 AT 3:30 P.M.
In the Town of Altona Council Chambers**

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

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

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

Gallery: Tyson Friesen-Kehler.

1. Call to Order – Head of Council
Mayor Melvin Klassen called the meeting to order at the appointed time.

2. Review of Agenda

MOTION: Glen Robinson moved and Tim Fast seconded THAT the agenda be approved as circulated.

CARRIED.

3. Review of Previous Minutes
3.1 Minutes of September 25th, 2018

MOTION: Terry Wiebe moved and Donna Rosling-Wolters seconded THAT the minutes of September 25th, 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. Dan Gagné reviewed the report. An update on the Bunge assessment appeal, Solicitor Bob Tyler will be at the next case management meeting scheduled for October 18th at 3:30 p.m. Mr. Tyler suggested that perhaps someone from the Town of Altona should attend. Committee members agreed that CAO Dan Gagné attend. CAO has been in contact with Municipal Finance and Advisory Services regarding the Town of Altona's MRIP grant funding reallocation request and to date they have not responded.

7. Works & Operations

7.1 Public Works – Monthly report

Public Works Manager Clint Derksen reported that there is an issue on 14th Avenue where mud is coming up in the middle of the road. Grading and installation of additional gravel is being completed. Public Works staff will continue to monitor the situation. The landfill diversion project is nearing completion. A new pump is being installed at the NW reservoir. Manitoba Hazardous Waste Day is on Saturday, October 13th. Council members are encouraged to come out for coffee.

7.1.1 Landfill Wheel Loader Replacement (Revised)

Public Works Manager Clint Derksen reviewed the revised report. At the special meeting of the Shared Services Committee on Wednesday, October 3rd, the Committee received information and discussed the alternatives. The Shared Service Committee agreed to recommend the purchase of a wheel loader from SMS Equipment. SMS Equipment offered an attractive option that Administration believes to be the best long-term option for the Landfill. The proposal is a lease of a 2017 Komatsu WA200-px wheel loader. The value of the loader is \$135,500 including a standard bucket and a grapple for loading materials such as scrap steel, lumber or branches. SMS Equipment would accept the Volvo loader in trade at a value of \$50,000 which would also serve as the first lease payment. The difference of \$92,340 (includes PST) would be payable in March 2019 as the second and final payment in the lease agreement. The equipment has a seven (7) year, 6,000 hours full machine warranty. Delivery would be as early as October.

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

WHEREAS the Town of Altona deems it necessary to acquire a wheel loader for the Altona / Rhineland Waste Disposal Grounds;

AND WHEREAS the 2018 Financial Plan recommended that the Transportation Department's Volvo Wheel Loader be transferred to the Altona / Rhineland Waste Disposal Grounds at a value of \$80,000;

AND WHEREAS Administration has determined that the Volvo Wheel Loader may not be the most suitable equipment for the Altona /Rhineland Waste Disposal Grounds in the long term;

AND WHEREAS Administration was only able to obtain one quote from SMS Equipment that includes a trade-in offer for the Volvo Wheel Loader;

NOW THEREFORE BE IT RESOLVED that Administration be authorized to enter into a lease agreement with SMS Equipment for a 2017 Komatsu WA200-pz wheel loader in exchange for the Town's Volvo wheel loader with a trade-in value of \$50,000 as reviewed and recommended by Committee of the Whole and the Shared Services Committee.

CARRIED.

7.2 Altona/Rhineland Fire Department – Monthly report

Fire Chief Greg Zimmerman reviewed the Altona/Rhineland Fire Department report. Kristen Opocensky has completed the Standard First Aid and CPR instructor course and is now the department's First Aid instructor. AJ Falk, Jordan Hildebrand, Kristen Opocensky and Nathan Klassen have completed their ESI 1 course so they can teach the level 1 course. The three cadets that turned 18 this year have postponed joining the department because they are all working out of Town. New recruits are halfway through their training and should finish October 14th. Membership remains at 27.

7.3 Emergency Management – no report

7.4 Animal Control Report – no report

8. Community & Social Development

8.1 Recreation Service

Recreation Services Manager Ron Epp reported hockey season is here. Ron contacted other Recreation Services Managers regarding concerns raised with registration for recreation programs. Those contacted noted they all

work on a first-come basis and have no limit on the number of registrations being made by one individual.

8.1.2 Altona Curling Club Lease Agreement

Recreation Services Manager Ron Epp reviewed changes to the Altona Curling Club lease agreement. The Committee agreed to have the lease changed from a three-year agreement to a five-year agreement. Wording changed to *“The ACC and Town should each ensure that the entire facility is in good order and clean at time of turnover of operational periods. If the facility is not in good order and clean at the time of turnover, either party reserves the right to hire an outside party to clean the facility and charge the other partner.”*

Another change: *“Town’s Responsibility – additional provision of janitorial supplies, ie: paper towels, toilet paper, cleaning supplies, etc.”*
Lease cost increases for the next five seasons will be on a phased-in basis as outlined in the agreement.

RECOMMENDATION: Ann Kroeker moved and Glen Robinson seconded to recommend approval of the following resolution:

THEREFORE BE IT RESOLVED THAT the Altona Curling Club lease agreement be approved as reviewed and recommended by Committee of the Whole.

CARRIED.

9. Finance & Administration

9.1 Planning – monthly report.

9.1.1 Variation Order Application 20-2018VA

RECOMMENDATION: Ann Kroeker moved and Al Friesen 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. 20-2018VA);

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 October 23rd, 2018 starting at 6:00 pm.

CARRIED.

9.2 Finance & Administration

9.2.1 Accounts Payables Cheques

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

THEREFORE BE IT RESOLVED THAT the Town of Altona accounts payable cheques #5154 - #5190 in the amount of \$169,192.41 be approved as reviewed and recommended by Committee of the Whole.

CARRIED.

9.2.2 Payroll

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

THEREFORE BE IT RESOLVED THAT the payroll and indemnities for September 9th – September 22nd, 2018 in the amount of \$86,512.50 be approved as reviewed and recommended by Committee of the Whole.

CARRIED.

9.2.3 August 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 August 2018 be approved as reviewed and recommended by Committee of the Whole.

CARRIED.

9.2.4 Grant Request – Police & Peace Officers Memorial Ribbon Society

RECOMMENDATION: Ann Kroeker moved and Glen Robinson seconded to recommend approval of the following resolution:

THEREFORE BE IT RESOLVED that the Town of Altona support the Police and Peace Officers Memorial Ribbon Society with a grant in the amount of \$300.00 as reviewed and recommended by Committee of the Whole.

CARRIED.

9.2.5 AMM Municipal Insurance Program Refund - \$14,908.41
For information only.

9.2.6 Blue Sky Annual Banquet

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

THEREFORE BE IT RESOLVED THAT the Town of Altona purchase a table (8 tickets) for the Blue Sky Annual Fundraising Banquet as reviewed and recommended by Committee of the Whole.

CARRIED.

- 10. New Business
- 11. Correspondence
- 12. In-Camera
 - 12.1 Preliminary Matters
 - 12.2 Personnel

MOTION: Donna Rosling-Wolters moved and Terry Wiebe seconded that this meeting recess to In-Camera to discuss preliminary discussions on matters that if discussed in public could affect the municipality's ability to carry it out and Personnel Matters;

AND BE IT FURTHER RESOLVED THAT all matters shall remain confidential until a report is made public.

CARRIED.

MOTION: Ann Kroeker moved and Donna Rosling-Wolters seconded THAT this meeting reconvenes from In-Camera.

CARRIED.

- 13. Adjournment – 5:00 p.m.

MOTION: Tim Fast 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, October 23rd, 2018 at 3:30 p.m.

CARRIED.