

Minutes of a Regular Meeting of Council held in the Council Chambers of City Hall on December 10, 2001 at 6:02 p.m.

PRESENT: Councillors Brennan, Hamilton Porter, Quinn, Tenszen and Mayor MacKenzie in the Chair.

ABSENT: Councillor Allen

ADOPTION OF MINUTES: 345/01 Moved by: Councillor Quinn
Seconded by: Councillor Brennan
RESOLVED THAT the minutes of the regular meeting of Council held on November 26th, 2001 and the minutes of the Special Meeting of Council held on November 28, 2001 be approved as circulated.
Carried.

HEARINGS: Variation – Della Cogar – Prosvita Hall

No one appeared before Council on this issue.

DELEGATIONS: None

CORRESPONDENCE: The correspondence for this period was reviewed.

COMMITTEE REPORTS:

Finance, Legislative & Property Committee Your Worship, your Finance, Legislative and Property Committee respectfully submits the following reports:

Interim 2002 Operating Budget
Nettie

Section 157 of the Municipal Act states that “A Council may adopt an interim operating budget to have in effect only until the Council adopts the operating budget for the fiscal year.” The act requires that the interim operating budget be passed before January 1.

The proposed interim budget provides funding for the City operations until such time as the final budget is approved.

346/01 Moved by: Councillor Quinn
Seconded by: Councillor Hamilton
RESOLVED THAT the interim 2002 General Operating Fund budget of \$6,605,800, the 2002 interim General Capital Fund budget of \$1,000,000, the 2002 interim Utility Operating Fund Budget of \$2,732,100 and the 2002 interim Utility Capital Fund budget of \$2,500,000 be approved.
Carried.

Unpaid Water & Sewer to Taxes for November, 2001
Shirley/June

This is part of the normal monthly procedure to allow unpaid water and sewer accounts to be added to property taxes.

347/01 Moved by: Councillor Quinn
Seconded by Councillor Hamilton
RESOLVED THAT By-Law 01-8119 being a by-law to authorize unpaid water & sewer accounts to be added to taxes be read a first time.
Carried.

CUPE Local 1002-Collective Agreement
Dale/Lorrie

The City has previously established wages, benefits, working conditions for employees associated with the Canadian Union of Public Employees, Local 1002. This Agreement will expire December 31, 2001 and needs to be renewed.

The Agreement recommended provides for Salary increases of 3% per year in 2002, 2003 and 2004.

348/01 Moved by: Councillor Quinn
 Seconded by: Councillor Hamilton

RESOLVED THAT the Mayor and City Manager be authorized to sign an Agreement with the Canadian Union of Public Employees, Local 1002 authorizing a 3% increase per year, for the years 2002, 2003 and 2004.
 Carried.

Additional Taxes 2001 for
 Deletion
 Nettie/Shirley

On November 13, 2001 Council passed a resolution to cancel taxes due to deletions to the assessment roll for 2001. This is an annual practice that is supported by a list of deletions received by the assessment branch for the year.

Since this list was submitted, a letter was received by Agricore United to cancel the taxes for 2001 related to the warehouse, which was dismantled at the end of October, 2001. Agricore has appealed to the Board of Revision for a reduction in the 2002 assessment of the dismantled warehouse.

The non-portioned assessment of the warehouse was \$24,400, class 60T. The amount requested for cancellation is for the apportioned months of November and December 2001 or \$176.46.

349/01 Moved by: Councillor Quinn
 Seconded by: Councillor Hamilton

RESOLVED THAT the Council of the City of Portage la Prairie authorize the cancellation of taxes for the warehouse on Roll #399200 for the months of November and December, 2001 and that a refund cheque be issued to Agricore United for the applicable amount and,

AND FURTHER THAT this cancellation and refund for November and December 2001 be conditional on the decision of the Board of Revision to cancel the 2002 assessment for the dismantled warehouse.

Carried.

Third Quarter Forecast
 Nettie

A year-end deficit in the General Operating Fund of \$156,688 is forecast. The General Operating Fund Deficit is the result of small variations between the operating budget and forecast as well as the following significant variations between budget and forecast:

| | |
|---|--------------------|
| Business cable TV tax revenues from 1999 and 2000 | \$26,000 |
| Decrease in investment income | (\$20,000) |
| Decrease in Planning salaries | \$40,000 |
| Decrease in police fines | (\$50,000) |
| Increase in policing costs | (\$65,400) |
| Increase in garbage contract | (\$28,000) |
| Increase in landfill contract | <u>(\$22,000)</u> |
| | <u>(\$119,400)</u> |

A year-end deficit in the Utility Operating Fund of \$41,570 is forecast. The Utility Operating Fund deficit includes the following significant variations between budget and forecast:

| | |
|--|-------------------|
| Decrease in industrial sales | (\$271,000) |
| Decrease in water treatment chemicals | \$44,000 |
| Increase in industrial overstrength recovery | \$147,000 |
| Decrease in backhoe cost | \$45,000 |
| Decrease in sewer main renewal | \$51,000 |
| Increase in sludge disposal (south lagoon) | <u>(\$27,000)</u> |
| | <u>(\$11,000)</u> |

- 350/01 Moved by: Councillor Quinn
Seconded by: Councillor Hamilton
That the Financial Statement is forecast for the nine months ended September 30, 2001 be adopted and;
THAT the minister be advised in writing of the anticipated deficit, and
THAT the 2002 budget include the 2001 deficit recovery.
Carried.

Fees & Charges By-Law –
By-Law 01-8117
Marg/Jodi

Council gave this by-law first reading on November 26, 2001.

- 351/01 Moved by: Councillor Quinn
Seconded by: Councillor Hamilton
RESOLVED THAT Section 1 b) of Schedule B should be amended to read:
Multi-Family Dwellings – for amount greater than permitted by Solid Waste By-Law
- | | | |
|------|------------------------------|----------------|
| i) | 2 cubic meter bin (per lift) | per contract * |
| ii) | 3 cubic meter bin (per lift) | per contract* |
| iii) | 363 litre cart (per lift) | per contract* |
| iv) | 242 litre cart (per lift) | per contract* |
| v) | locks and lids | per contract* |
- *plus administration fee of 20%
Carried.

RESOLVED THAT By-Law 01-8117 as amended be read a second time.
Carried.

RESOLVED THAT By-Law 01-8117 be now read a third time, finally passed signed and sealed.
Carried.

In Favour: Councillors Brennan, Hamilton, Porter, Quinn, Tenszen and Mayor MacKenzie.

Citizen Survey – For
Information Only

Council reviewed the results of the 2001 Citizen Survey

Budget Meeting

Monday, December 3, 2001 at 5:00 p.m. was set for Budget Committee to continue with their budget deliberations.

Sale of City Property to Mr.
Jim Hayes
Dean

Over the past several months, Mr. Jim Hayes has been in discussions with Administration concerning the purchase of City land for the development of his project which includes a 418 unit, three story seniors condominium complex valued at \$4.3 M for phase 1 and 4.0 M for Phase 2 which includes a supportive care facility of approximately equal size.

On November 26, 2001, City Council considered another offer from Mr. Jim Hayes for the purchase of approximately 11.83 acres of city owned land located adjacent to the Good Shepherd Roman Catholic Church and made a counter offer.

This counter offer was made to Mr. Hayes and he has agreed to the conditions set out by Council.

- 352/01 Moved by: Councillor Quinn
Seconded by: Councillor Hamilton
THAT Council accept the offer as presented as by Mr. Jim Hayes to purchase approximately 11.83 acres of land legally described as Parts PL 69/70, Plan 35396 as per Schedule A for the purchase price of \$96,000 plus GST, with the following conditions:
- That the property is sold “as is, where is”
 - That both parties be responsible for their own costs related to the sale and transfer of title.
 - That closing, adjustment, and possession date for the sale is March 1, 2002 or extended until the issuance of re-zoning the property is resolved to the satisfaction of the City.
 - That Mr. Hayes contribute 1/3 of the actual costs to supply and install a 300 mm diameter water main from the existing water main extending east from Queen Avenue and 150 mm diameter water main along Saskatchewan Avenue to service his development based on the design standards established by the City.

Carried.

City Planning & Economic Development

Variation – Mrs. Della Cogar
– Community Foundation of
Portage & District
Dean/Iva

Your Worship,
The City Planning & Economic Development Committee respectfully submits the following reports:

This request for variation is to allow the existing building (the former Prosvita Hall) to be converted into a four-plex apartment building, as the use of the building has changed, and to have the property conform to the existing zoning standards.

This building is in an R1 – Single family dwelling district, and was recently rezoned from R1 to R3 – Multiple family dwelling district, as per By-Law 01-8111, dated October 22, 2001.

Public notices were also sent to all property owners within a 100 meter (330 foot) radius.

- 353/01 Moved by: Councillor Brennan
Seconded by: Councillor Porter
RESOLVED THAT the Council of the City of Portage la Prairie approve the variation request of Mrs. Della Cogar, to vary:
1. the rear yard requirement from 25 feet to 6.3 feet, and
 2. the front yard requirement from 25 feet to 10.7 feet

at the property known as 525-2nd Street NW which is legally described as Lots 807, 808 & 809, Plan 66, PLTO in River Lot 64, Parish of Portage la Prairie.

Carried.

Public Safety Committee

Your Worship,
The Public Safety Committee respectfully submits the following reports:

Enhanced 911 Service
Agreement Renewal
Dennis/Jodi

The City of Brandon has sent out a new contract for the City of Portage la Prairie to sign to extend the provision of E-911 Service. In the past, annual increases to the base fee have been set by using the Winnipeg Consumer Price Index. They are proposing not to use this any longer, but state that increases will reflect the actual costs by the City of Brandon to provide and maintain the E911 Service. Portage la Prairie will pay \$2.84 per capita for 2002. The City of Brandon has been supplying this service to the City of Portage la Prairie since November, 1996 with a very positive impact and quality service.

354/01 Moved by: Councillor Porter
Seconded by: Councillor Brennan

RESOLVED THAT the Council of the City of Portage la Prairie authorize the Mayor and Manager of Administration to sign an agreement with the City of Brandon for the provision of Enhanced 911 Service to the City of Portage la Prairie for the period of January 1, 2002 to December 31, 2006.
Carried.

Waterworks Committee

Your Worship,
The Waterworks Committee respectfully submits the following report:

Update on Mellenville Water
Kelly

The Director of Operations updated Council on the daily tests taken in Mellenville. Positive coliform test results are still sporadic. The area which has had the boil water lifted continues to conform to drinking water standards – as does the rest of the City.

Transportation Committee

Your Worship,
The Transportation Committee respectfully submits the following reports:

Directional Signage
Dean/Kelly

Administration issued a proposal call for the conceptual design of new directional signage within the City. Several key facilities and destinations were identified and the number and approximate location of the signs was determined at a meeting held with the prospective bidders. Each bidder was provided \$300 to provide an acceptable proposal with at least one conceptual design. The bidders were informed that the City would then own the rights to each design.

Each bid was to be based upon two “major attractions” entrance signs to be located on Saskatchewan Avenue East and West. Twenty-nine other directional signs are also to be located on various boulevards throughout the City

The City owns the conceptual design elements and can integrate these concepts as desired. Committee instructed that the sign proposals be forwarded to the Tourism Advisory committee to give them an opportunity to comment on these proposals.

Renaming Marshall Street By-
Law 01-8118 – 2nd & 3rd
Reading
Marg

On August 10, 1998 Council passed By-Law 98-8006 giving names to all the streets in the new development, Garrioch Park Subdivision, including Prout Drive which heads north towards Meighen Avenue, but ends at the edge of the subdivision. The part of the street that continues from Prout Drive to Meighen Avenue is presently called Marshall Avenue.

355/01 Moved by: Councillor Tenzsen
Seconded by: Councillor Quinn

RESOLVED THAT By-Law No 01-8118 to rename Marshall Avenue to Prout Drive be now read a second time.
Carried.

RESOLVED THAT By-Law No 01-8118 be now read a third time, finally passed, signed and sealed.
Carried.

In Favour: Councillors Brennan, Hamilton, Porter, Quinn, Tenszen and Mayor MacKenzie.

**Community Services
Committee**

Your Worship,
The Community Services Committee respectfully submits the following report:

Press Release Winter Lights
Celebration

Council read a press release regarding the Winter Light's Celebration program. Evaluation will take place on December 15 and the celebration is planned for December 15th at Heritage Square.

DEFERRED BUSINESS:

None

Conditional Use- Youth for
Christ
Dean

Council reviewed the report on Youth For Christ's Conditional Use Request at 41-11th Street NW. Two letters of support from Child & Family Services were read into record. A number of objections to this application were received, including a petition containing 31 names.

356/01 Moved by; Councillor Brennan
Seconded by: Councillor

RESOLVED THAT the Council of City of Portage la Prairie approve the conditional use application of Youth for Christ Portage Incorporated c/o Mr. Brian Rushton, to operate a Boarding, Lodging, Rooming House at the property known as 41-11th Street NW, which is legally described as Lots 152, 153, 154 & 155, Plan 13, Parish Lot 59, Parish of Portage la Prairie, subject to the following conditions:

- i) That Youth for Christ shall provide the City with any and all supporting documentation from Child & Family Services authorizing Youth for Christ to operate a foster home in accordance with Child & Family Services Act.
- ii) That the Council of the City of Portage la Prairie reserves the right to revoke this Conditional Use application by providing 60 days written notice to do so, at any time, if in Council's sole and unfettered discretion the operation of this foster home adversely impacts the surrounding properties in any manner.
- iii) That Youth for Christ is obligated to fully disclose to the City upon demand or if made aware of, any circumstances or actions that would cause Child & Family Services to revoke its license to operate and/or manage a foster care home at 41-11th Street SW, Portage la Prairie. Any such disclosures would cause the immediate cancellation of this conditional use application..
- iv) That Youth for Christ ensures that the facility is compliant with all relevant components of the Fire & Building Codes, at their cost, to the sole satisfaction of the City of Portage la Prairie.

Motion Defeated.

OLD BUSINESS:

None

NEW BUSINESS:

Out of Scope Employees
Salary Increase for 2002 to
2004
Dale/Lorrie

Council reviewed a report on Out of Scope Employees Salary Increase in camera.

357/01 Moved by: Councillor Quinn
Seconded by: Councillor Hamilton

RESOLVED THAT By-Law 01-8126 to amend By0Kaw No. 99-8028 be given first reading.

Carried.

Council Salary Increase for
2002 to 2004
Dale/Lorrie

Council reviewed a report on Council Salary Increases in camera.

358/01 Moved by: Councillor Quinn
Seconded by: Councillor Hamilton
RESOLVED THAT By-Law 01-8124, a by-law to amend By-Law
99-8028, to increase the salary by 3% for each of the years 2002, 2003
and 2004 be given first reading.
Carried.

Snow Removal – For
Information Only

The Mayor congratulated the Operations Department on a job well done
removing the snow from last week's snowstorm.

Christmas Greetings

Mayor MacKenzie took an opportunity to wish the Citizens of Portage
la Prairie, Staff and Council a Merry Christmas.

ADJOURNMENT

359/01 Moved by: Councillor Hamilton
Seconded by: Councillor Porter
RESOLVED THAT the Council meeting adjourn at 6:37 p.m.
Carried.

Mayor

Manager of Administration