

Minutes of a Regular Meeting of Council held in the Council Chambers on Monday, September 23, 2002 at 6:15 p.m.

PRESENT: Councillors Allen, Hamilton, Porter, Tenszen with Mayor Ian MacKenzie in the Chair.

ABSENT: Councillor Brennan & Quinn

MINUTES OF MEETING: 266/02 Moved by: Councillor Allen
Seconded by: Councillor Hamilton
RESOLVED THAT the regular minutes of the Council meeting held on September 9, 2002 at City Hall in Portage la Prairie be approved as circulated.
Carried.

DELEGATIONS: Mayor MacKenzie presented a peacekeeping medal on behalf of the Federal Government to Bill Kennedy for his contributions to the United Nations Peacekeeping Force almost 25 years ago in the Middle East.

CORRESPONDENCE: The correspondence for this period was reviewed.

HEARINGS:

Finance, Legislative & Property Committee: Your Worship:
The Finance, Legislative and Property Committee respectfully submits the following report:

By-Law 02-8161 – Adding Unpaid Water & Sewer Accounts to Taxes - 2nd & 3rd Reading
Tieny/June

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

267/02 Moved by: Councillor Hamilton
Seconded by: Councillor Porter
RESOLVED THAT By-Law 02-8161 being a by-law to allow unpaid water and sewer accounts to be added to taxes be read a second time.
Carried.
THAT By-Law 02-8161 be read a third time, finally passed, signed and sealed.
Carried.

In Favour: Councillors Allen, Hamilton, Porter, Tenszen & Mayor MacKenzie.

Cancellation of Monies
Owing
Cindy/Nettie

Council may cancel any taxes, debt or monies owing to the City.

Committee has received a schedule of the proposed cancellations. These cancellations represent uncollectible municipal accounts receivables.

268/02 Moved by: Councillor Hamilton
Seconded by: Councillor Porter
RESOLVED THAT Council approve the cancellation of monies owing as set out in the schedule, totaling \$3,345.00.
Carried.

2002 Taxes Added/Deletions
Tieny/Nettie

The assessors have provided a list of additions and deletions to the assessment roll dated September 9, 2002. Council may cancel taxes, debt or monies owing to the City. In order for the timelines for appeal and payment deadline of December 31, 2002 to be met, approval is required prior to the end of September.

The additional tax revenue budgeted for 2002 was \$85,000. This includes the Farm Use Payback for property that is changing to residential in 2003. The assessment difference is subject to taxation for

the previous four years.

The actual amount is approximately \$38,250, reducing the general revenues by \$46,750. It was anticipated that upgrades to Westco Storage in 2001 would generate a significant amount in added taxes but the information required by the Assessment Branch has not yet been received.

The Municipal Board has also ordered assessment reductions and these have been added to the report for information.

269/02 Moved by: Councillor Hamilton
Seconded by: Councillor Porter

RESOLVED THAT pursuant to Section 326 of the Municipal Act, the Council of the City of Portage la Prairie authorize the 2002 reported additions and deletions to the assessment rolls and realty taxes of the City of Portage la Prairie.
Carried.

Monthly Activity Report –
For Information Only

Council reviewed the monthly activity reports.

Current Projects List – For
Information Only

Council reviewed the current project lists in camera.

City Planning Committee

Your Worship:

The City Planning Committee respectfully submits the following reports:

Portage la Prairie Real
Estate Board – Revised
Agreement
Dean

This agreement represents a mechanism whereby members of the PREB would have an opportunity to list and sell surplus City properties. It identifies the process in which the PREB members and the City would select a realtor to market and sell and the conditions of sale and commission rates, which must be mutually agreeable to the City and the realtor.

In the event the City and the realtor cannot reach an agreement, the PREB Coordinator would then move to the next realtor that would be identified on a pre-designated list.

All sales would be subject to City Council approval and in accordance with the real estate industry standards.

The agreement is for a two-year term and is subject to automatic renewal from year to year unless either party exercises its right to cancel upon a 60-day notice.

270/02 Moved by: Councillor Allen
Seconded by: Councillor Tenzon

RESOLVED THAT the Council of the City of Portage la Prairie approve the memorandum of understanding between the City and the Portage la Prairie Real Estate Board dated September 23rd for the purpose of listing and selling of certain city properties.
Carried.

Directional Signage Program
Tender
Dean/Sarah

The TAC responded to the request of Council earlier this year, to review directional signage proposals received by the Operations Department and provide recommendations accordingly.

The TAC reviewed the material provided and has issued a tender on a revised design in order to determine the best provider of the internal directional signage. The following attractions will be signed in over 16 locations throughout the City:

Centennial Arena, Island Park, McMillan Industrial Park, Golf Course, Recreational Vehicle Dump Station near Yellowquill School, William

Glesby Centre & Portage District Arts Council, Library, Republic of Manitobah Park & City Hall.

Tender packages were sent directly to Pro Image Signs, Portage Signs and Lettering, Provost Signs and Air Masters Signs as well as being advertised in the Daily Graphic and the City's Web Page since September 6th. An addendum was issued to all that were sent a package on September 12th, 2002. The directional signage tender closed on Wednesday, September 18, 2002 at 3:00 p.m.

Two tenders were received:
Pro Image Signs - \$9,595.38
Air Masters Signs – Disqualified

The Air Masters tender was received via facsimile and as a result was disqualified since the tender specifically stated that tenders received by fax would not be accepted.

The budget allocation for this project was \$10,000. The Pro Image tender came in at \$9,595.38 including taxes; under the budgeted amount.

Pro Image Signs meets all other tender specifications.

271/02 Moved by Councillor Allen
Seconded by: Councillor Tenzen

RESOLVED THAT the Council of the City of Portage la Prairie award the Directional Signage Tender ECD-02-TN 011 to Pro Image Signs for a tender price of \$9595.38, which includes all applicable taxes.

Carried.

Monthly Activity Reports –
For Information Only

Council reviewed the monthly activity reports.

Retention of Women's
Correctional Facility in
Portage la Prairie.

Council reviewed this report in camera.

Public Safety Committee:

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

Monthly Activity Reports –
For Information Only

Council reviewed the monthly activity reports.

Crescent Road Traffic.

Council reviewed this issue in camera.

Waterworks Committee

Your Worship:
The Waterworks Committee respectfully submits the following reports:

Monthly Activity Reports –
For Information Only

Council reviewed the monthly activity reports.

McCain Agreements

Council reviewed this report in camera.

Tour of New Water Plant

Members of Council and the media toured the new Water Treatment Plant on September 23, 2002.

Water & Sewer Service to
Massey Crescent Residents
– Local Improvement By-
Law 02-8146 – 3rd Reading
Nettie

The City of Portage la Prairie's 2002 budget includes the installation of water and sewer lines to the residents at Massey Crescent as a local improvement charge.

The total project is estimated at \$147,371.00, which includes the lift station required to service the area and the sharing of costs of the

under-lake lines as per the Oak Island Development agreement. The City is advancing \$32,671 towards the project.

On July 12, 2002 the Water Services Board agreed in principle to grant 30% towards the water service lines with fire protection flows and low pressure sewer lines. This grant totals \$26,667 or \$2,962 per lot to a maximum of \$3,000 per lot. Including the grant, Massey Crescent Residents would be responsible for \$9,781.46 for each of the nine lots to be serviced.

The plan was approved on August 12, 2002 with no objections received.

The Municipal Board has approved the local improvement by-law and Council may proceed to give it second and third reading. Tendering for the project may also proceed at any time.

272/02 Moved by: Councillor Hamilton
Seconded by: Councillor Porter

RESOLVED THAT the Local Improvement Plan By-Law No. 02-8146 to provide water and sewer services to Massey Crescent be read a second time.
Carried.

RESOLVED THAT By-Law 02-8146 be given 3rd reading, finally passed signed and sealed.
Carried.

In Favour: Councillors Allen, Hamilton, Porter, Tenszen & Mayor MacKenzie.

Transportation Committee

Landfill Tipping Fees
Kelly

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

Tipping fees at the P.R. 227 landfill are currently charged to all commercial waste haulers on a volumetric basis - \$7 per cubic yard. Any person, company or organization that hauls their own waste to the landfill is not charged tipping fees. The City, under agreement with the Rural Municipality, has no jurisdiction to impose tipping fees on any person or company operating in the RM.

With the installation of a weigh scale at the landfill by the end of September, it is proposed to change the tipping fee rate to a mass-based (\$/metric tonne) rate from the volumetric rate as of January 1, 2003. A mass-based tipping fee rate, using a weigh scale will be more consistent and fair.

It is also proposed to have all residents, companies, or organizations in the City that haul waste to the landfill pay tipping fees. No change to the Solid Waste Bylaw is necessary, as it allows for this at present. The goal is to make the landfill operation self-sufficient and to have the operational expenses paid for by the users. Administration intends to monitor the landfill, with the weigh scale in place, from October to December, in order to determine quantity and source of waste being received and to provide this information to Council.

There are also additional costs of operating the landfill that need to be factored in to the overall operating costs such as a landfill closure reserve, to which no funds are currently budgeted; capital upgrades, such as the scale installation, or future hydro service; and excavation of new cells.

It is anticipated that the commercial tipping fee rate which is recommended to be instituted on January 1, 2003 will be in the order of

\$20 to \$25 per tonne. The small hauler tipping fee rate is expected to be in the order of \$3 to \$5 per load.

The agreement between the City and the RM states that the City shall appoint two members of Council to a Waste Disposal Site Management Committee to oversee the operation of the Landfill Site.

Moved by: Councillor Tenzen

Seconded by: Councillor Porter

RESOLVED That Council authorize the implementation of solid waste tipping fees at the PR 227 landfill for all individuals, organizations, and companies hauling solid waste which originates from within the City and from other jurisdictions, with the exception of the RM of Portage la Prairie in accordance with the agreement between the City and RM; and

That the Mayor and Chairperson of the Transportation Committee be appointed as the City representatives on the Waste Disposal Site Management Committee.

273/02

Moved by: Councillor Hamilton

Seconded by Councillor Tenzen

RESOLVED THAT this issue be tabled until the first meeting in December, 2002.

Carried.

Operation of Landfill with
RM

Council reviewed this report in camera.

Monthly Activity Reports –
For Information Only

Council reviewed the monthly activity reports.

West Nile Virus – For
Information Only

Councillor Brennan discussed having extra funds put into the budget for a larvacide program in light of the concern over West Nile Virus and its presence in our area.

**Community Services
Committee**

Your Worship:

The Community Services Committee respectfully submits the following reports:

Monthly Activity Reports –
For Information Only

Council reviewed the monthly activity reports.

Golf Driving Range

Council discussed this issue in camera.

NEW BUSINESS:

Option Agreement –
City/Northland Homes
Dean

274/02

Council reviewed this report in camera.

Moved by: Councillor Allen

Seconded by: Councillor Hamilton

RESOLVED THAT City Council authorize the Mayor and Manager of Administration to sign the Option Agreement. (With right of first refusal) with Northland Homes & Apartments Ltd. to acquire the property described as:

Parcel 1, At Portage la Prairie Being Lots 1 to 24, Block 1, Plan 21286 PLTO in RL 54 and 56 Parish of Portage la Prairie.

Parcel 2, At Portage la Prairie and Being Lots 1 to 12, Block 2, Plan 21286 PLTO in RL 54 and 56 Parish of Portage la Prairie.

Parcel 3, At Portage la Prairie Being Lots 1 to 8, Block 4, Plan 21286 PLTO in RL 54 and 56 Parish of Portage la Prairie.

Carried.

Development Agreement –
City and Koko Platz
Development Ltd.

Dean

Council reviewed this report in camera.

275/02 Moved by: Councillor Allen
Seconded by: Councillor Tenzzen

RESOLVED THAT the City of Portage la Prairie enter into a development agreement with Koko Platz Developments Ltd. and further that the City exercises its right to register this development via caveat against the property to protect the interests of the City.
Carried.

Proposed Subdivision – Koko
Platz Development Ltd.
(Provincial File No. 4550-02-
4532

Dean

Council reviewed this report in camera.

276/02 Moved by: Councillor Allen
Seconded by: Councillor Tenzzen

RESOLVED THAT the Council of the City of Portage la Prairie authorize the application by Koko Platz Development Ltd. for subdivision of a 1.32 acre parcel (legally described as being in the City of Portage la Prairie, the Easterly 225 feet in perpendicular width of Block 5, Plan 1540, PLTO in River Lots 90 to 94, Parish of Portage la Prairie) into three residential lots of approximately .44 acre parcels subject to the following conditions:

1. That the applicant enter into a Development Agreement suitable to the City of Portage la Prairie requiring that walk-out basements have a minimum basement floor elevation of 856 feet above mean sea level.
2. That the applicant provide the City with a grading plan specifying building elevations and the placement of fill so as to not interfere with the existing flow of Garrioch Creek.
3. That the applicant provide a complete plan of servicing satisfactory to the City.
4. That if it should be determined when the plan of subdivision is prepared that any part of Garrioch Creek and the walkway along the northside of it are encroaching onto this property then this area should be shown as a Public Reserve on the final plan of subdivision. (a line drawn parallel to the Creek 25 feet from the centerline of Garrioch Creek.)

Carried.

OLD BUSINESS:

Transfer of Driving Range
Lease Agreement
Dean

Council reviewed this report in camera.

277/02 Moved by: Councillor Allen
Seconded by: Councillor Hamilton

RESOLVED THAT the Council of the City of Portage la Prairie approve the transfer of golf driving range and family golf playground lease agreement/ between the City of Portage la Prairie and the Portage Family Golf Land Ltd. to Cantera Sports Ltd., c/o Mr. Wayne Babych, under the same terms and conditions excepting Clause 3, which will be amended to reflect the adjusted 2003, 2004, 2005 rent payment of \$7,333.333 plus GST, effective this date.
Carried.

ADJOURNMENT:

278/02 Moved by: Councillor Allen
Seconded by: Councillor Porter

RESOLVED THAT the meeting adjourns at 6:54 p.m.
Carried.

Mayor

Manager of Administration