

Minutes of a Regular Meeting of Council held in the Council Chambers on Monday, October 27th, 2003 at 6:04 p.m.

**PRESENT:**

Councillors Brennan, Keryluk, Porter, Robinson, Quinn, and Wagner with Mayor Ian MacKenzie in the Chair.

**ABSENT:**

None

**MINUTES OF MEETING:**

268/03

Moved by: Councillor Wagner

Seconded by: Councillor Quinn

RESOLVED THAT the minutes of the regular Council meeting held on October 14, 2003 at City Hall in Portage la Prairie be approved as circulated. Carried.

**HEARINGS:**

Request for Variation for  
Dorothy Morrish – 66  
Laverendrye Crescent

No one appeared in support of or in opposition to the variation request.

269/03

Moved by: Councillor Brennan

Seconded by: Councillor Wagner

RESOLVED THAT the public hearing for the Request for Variation for Dorothy Morrish now be closed. Carried.

The applicant, Dorothy Morrish, is applying for a variation order to allow the site area to be reduced from the required 560 sq m to 472.4 sq m and to vary front yard from the required 7.5 m to 3.35 m.

This property is in an R1-60 – Single family dwelling district.

The application has been circulated to the various City Departments with only two concerns being expressed as follows:

Maintaining a front yard of 25 ft in front of the garage so as to allow a parked car in front of the garage without having the tail end of the car on the boulevard. Front of garage to front of property on east side is 7.24 m and front of property on east side to pavement edge is approximately 10.4 m, therefore car parking in front of garage is not a concern.

How does the house line up relative to the neighboring houses?

Neighboring houses vary, some have rear yards facing Caledonia in this area, however, overall whether they are front or rear yards, the majority seem to have proper frontages.

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

270/03

Moved by: Councillor Brennan

Seconded by: Councillor Wagner

RESOLVED THAT the Council of the City of Portage la Prairie approve the variation request of Dorothy Morrish to vary the site area to be reduced from the required 560 sq m to 472.4 sq m and to vary front yard from the required 7.5 m to 3.35 m at the property known as Caledonia St. (infill) which is legally described as Lots 1, Plan 22428, RL 94 Parish of Portage la Prairie. Carried.

Omega Funeral Services  
Conditional Use Application

Alan Merritt, General Manager of Portage Consumers Co-operative, the owner of Omega Funeral Home, spoke to Council in support of his company's application for Conditional Use, and to answer questions from Council.

The Manager of Administration read letters of objection from Pat Thomas, Barbara Irvine, and Wilmer and Vicki Fingas into the record.

Bob Demman spoke to say he also objected to the Conditional Use and was in

agreement with the comments made in the letters of objection.

Alan Merritt indicated that Portage Consumers Co-operative has proceeded with the expansion in good faith. It was not their intention to circumvent the rules and guidelines, and requested that Council do a traffic study in the area to address the traffic concerns.

- 271/03 Moved by: Councillor Brennan  
Seconded by: Councillor Wagner  
RESOLVED THAT the public hearing for the Request for Conditional Use for Omega Funeral Services now be closed.  
Carried.

The applicant, Omega Funeral Home, has applied for a conditional use to intensify an existing permitted Conditional Use in a C-2 Central Commercial Zoning District.

Public notices have been sent to all property owners within a 100 meters (330 foot) radius, with three written objections received.

- 272/03 Moved by: Councillor Brennan  
Seconded by: Councillor Wagner  
RESOLVED THAT the Council of the City of Portage la Prairie approves the conditional use application of Omega Funeral Services Ltd. to allow for intensification of an existing permitted Conditional Use at the property 83 Royal Road South, which is legally described as Lot 160, 529 Plan 12, Parish of Portage la Prairie, subject to approval of Variation CP 37/03.  
Carried.

Request for Variation for  
Gerry Plaisier for Omega  
Funeral Services Ltd. – 83  
Royal Road South

The letters of objection received for the Conditional Use application were considered objections to the Variation application as well.

Percy Phillips who lives on the corner of Dufferin Avenue and 1<sup>st</sup> Street S.W., approached Council to advise he had no concerns about the Variation request and was not in opposition to it.

- 273/03 Moved by: Councillor Brennan  
Seconded by: Councillor Wagner  
RESOLVED THAT the public hearing for the Request for Variation for Omega Funeral Services Ltd. now be closed.  
Carried.

The applicant, Gerry Plaisier for Omega Funeral Services Ltd., is applying for a variation order to allow the rear yard to be reduced from the required 6 m to .6 m to allow for a new building to match up to existing building AND; to vary the required 3 parking stalls to 0 parking stalls (based on the addition square footage only) AND; to vary the SE corner (going northward) from the required corner setback of 3 m to be reduced to 1.5 m and (going westerly) to be reduced to .25 m AND; to vary the SW corner (going northward) from the required corner setback of 3 m to be reduced to 2.59 m AND; to allow for 20.3 cm (8 inch) post at SW corner to support roof system.

This building is in a C2 – Central Commercial district.

The application has been circulated to the various City Departments with concerns raised regarding SW corner sight lines, which have been addressed within this amended variation.

Public notices have been sent to all property owners within a 100 meter radius, with three written objections received from Pat Thomas, Barbara Irvine, and Wilmer and Vicki Fingas.

Marg

- 274/03 Moved by: Councillor Brennan  
Seconded by: Councillor Wagner

RESOLVED THAT the Council of the City of Portage la Prairie approve the variation request of Gerry Plaisier for Omega Funeral Services Ltd. to allow the rear yard to be reduced from the required 6 m (20 ft) to .6 m (2 ft) to allow for a new building to match up to existing building AND; to vary the required 3 parking stalls to 0 parking stalls AND; to vary the SE corner (going northward) from the required corner setback of 3 m (10 ft) to be reduced to 1.5 m (5 ft) and (going westerly) to be reduced to .25 m (.83 ft) AND; to vary the SW corner (going northward) from the required corner setback of 3 m (10 ft) to be reduced to 2.59 m (8.5 ft) AND; to allow for 20.3 cm (8 inch) post at SW corner at the property known as 83 Royal Rd. S. which is legally described as Lots 160 & 529, Plan 12 Parish of Portage la Prairie.  
Carried.

**DELEGATIONS:**

Brian Rushton – Teen & Family Recreation Center, Youth for Christ

Brian Rushton, Executive Director for Youth for Christ, provided Council with a copy of their plan for a multi purpose building, and to request Council to maintain their commitment of \$200,000 during their budget deliberations towards their project.

Randy Davison, Chair – Tourism Advisory Committee – 2004 Strategic Plan – Tourism Logo

Randy Davidson, Chairman of the Tourism Advisory Committee, presented Council with a copy of the Committee's Strategic Plan for 2004. He reviewed the goals set by the Committee and indicated that the Committee needed a commitment from Council to move forward with their goals.

Bernhard Unrau – 625 King Avenue – Waterworks By-Law

Mr. Unrau, 625 King Avenue, approached Council to express his dissatisfaction with having to be responsible for a sewer repair. Council requested that Administration provide further information on this incident.

**CORRESPONDENCE:**

The correspondence for this period was reviewed.

**COMMITTEES:**

**Finance, Legislative & Property Committee:**

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

Unpaid Water & Sewer to Taxes for September, 2003 – By-Law 03-8193 – 2<sup>nd</sup> & 3<sup>rd</sup> Reading

By-Law was given 1<sup>st</sup> Reading on October 14<sup>th</sup>.

275/03

Moved by: Councillor Quinn  
Seconded by: Councillor Robinson

RESOLVED THAT By-Law No. 03-8193 being a by-law to authorize unpaid water and sewer charges to be added to taxes, be read a second time.  
Carried.

THAT By-Law No. 03-8193 be read a third time, finally passed, signed and sealed.  
Carried.

In Favor: Mayor MacKenzie, Councillors Brennan, Keryluk, Porter, Quinn, Robinson and Wagner.

City Hall

Council reviewed a report providing a comparison between renovations to the existing City Hall vs. construction of a new City Hall.

City Hall was designated as a National Historic Site in 1983 by the Government of Canada. In 1990 the City of Portage la Prairie designated City Hall as a Manitoba Municipal Heritage Site.

Council suggested they would revisit this issue in January 2004 as part of the Debt Management Plan.

Monthly Activity Reports for  
September, 2003 – For  
Information Only

Council discussed the monthly activity reports for September, 2003.

Current Projects Lists – For  
Information Only

Council reviewed this report in camera.

Women's Jail

Committee discussed this issue in camera.

**City Planning & Economic  
Development Committee**

Your worship:  
The City Planning & Economic Development Committee respectfully submits the  
following report:

Island of Lights – Closure of  
Streets in Island Park

In previous years, City Council passed a resolution that authorized the closure  
of International Drive, George Hill Drive, Brandon Avenue, and Massey  
Crescent to allow for the operation of the Island of Lights.

Since there are residents living on the Island, the City has an obligation to  
ensure the unimpeded access to their properties via the public road that  
surrounds the display area and as such, cannot charge a toll to those property  
owners.

However, the City may require all others to pay an entrance fee or toll for a  
temporary period of time, thus the need to pass a resolution outlining the  
charges for the period of time that the display will be open to the public.

This year it is proposed to close the identified roads to the residents and the  
public as part of Year 5 and to provide greater security to the display pieces.

As identified on the map the residential access will be from Royal Road South,  
Pelechaty Drive, to Brandon Ave, and Massey Crescent.

A letter to all Island Park residents will be sent notifying them of the closure  
once approved by Council.

276/03

Moved by: Councillor Brennan

Seconded by: Councillor Wagner

1. RESOLVED THAT Council advise the Island Park residents that the route  
for access to their properties will be Royal Road South, Pelechaty Drive, to  
Brandon Avenue, and Massey Crescent for the following dates and times:

November 5, 2003 to November 27, 2003	10:00 p.m. to 6:00 a.m. daily
November 28, 2003 to January 20, 2004	5:30 p.m. to 6:00 a.m. daily

2. THAT International Drive, George Hill Drive and Brandon Avenue east  
from George Hill Drive to International Drive are hereby closed for the  
following dates and times:

November 5, 2003 to November 27, 2003	10:00 p.m. to 6:00 a.m. daily
November 28, 2003 to January 20, 2004	5:30 p.m. to 6:00 a.m. daily

Carried.

Street Naming – Former Lions  
Pool Property – By-Law 03-  
8206 – 1<sup>st</sup> Reading

The former Lions Pool property is in the process of being developed into seven  
residential lots with access to the lots off Queen Avenue. In order for civic  
addresses to be assigned to these lots, a street name must be provided. It has  
been suggested that *Lions Memorial Place* would be an appropriate name for  
the cul-de-sac created by this development.

277/03

Moved by: Councillor Brennan

Seconded by: Councillor Wagner

RESOLVED THAT By-Law No. 03-8206, being a by-law of the City of  
Portage la Prairie to name Lions Memorial Place, be now introduced and read a  
first time.  
Carried.

Encroachment Agreement –  
Peeters, Bird, Dell and  
Peeters

The owners of the property located at 445 – 3<sup>rd</sup> Street N.W. have requested an agreement with the City to allow the encroachment of a shed onto the public lane by 3.15 feet, including the eave.

278/03

Moved by: Councillor Brennan  
Seconded by: Councillor Wagner

RESOLVED THAT Council approve an agreement with Nellie Peeters, Nellie Bird, Gerry Dell and Harry Peeters, to allow the 3.15 foot encroachment of a shed located on Lots 161 and 162 Plan 73 PLTO in RL 63.  
Carried.

Encroachment Agreement –  
Carrie Creyke

Carrie Creyke is the owner of a garage and house located at 102 – 10<sup>th</sup> Street N.W. in the City of Portage la Prairie. A portion of the eave on the house located on the land encroaches onto the adjoining property owned by the City, on Lorne Avenue West. Ms. Creyke has requested that the City allow the encroachment to remain.

279/03

Moved by: Councillor Brennan  
Seconded by: Councillor Wagner

RESOLVED THAT Council approve an agreement with Carrie Leigh Creyke, to allow the encroachment of the eave on the house located on Lots 50 and 51 Block 4 Plan 100 PLTO in RL 60, excluding out of Lot 50 the northerly 5 feet perpendicular.  
Carried.

Monthly Activity Reports for  
September, 2003 – For  
Information Only

Council discussed the monthly activity reports for September, 2003.

#### **Public Safety Committee**

Your worship:

The Public Safety Committee respectfully submits the following report:

Peacetime Emergency Mutual  
Aid

The City of Selkirk has requested that the City of Portage la Prairie enter into a Peacetime Emergency Mutual Aid Memo of Understanding with the City of Selkirk. Through the terms of the MOU, the City would accept up to 1,000 citizens of Selkirk during an emergency event. In return, the City of Selkirk would accept a similar number of citizens from the City of Portage la Prairie. This figure is based on the 10% hosting estimate from Canada and Manitoba. The MOU also stipulates that, where possible, personnel and equipment be provided to assist in an emergency.

This proposition was initiated by the Province of Manitoba Emergency Measures Organization in order to have a more formalized process for dealing with peacetime emergencies, and suggests that communities have reception centers available for their citizens outside their own communities if evacuation becomes necessary.

280/03

Moved by: Councillor Wagner  
Seconded by: Councillor Quinn

RESOLVED THAT Council of the City of Portage la Prairie enter into a Peacetime Emergency Mutual Aid Memorandum of Understanding with the City of Selkirk;

AND FURTHER THAT the Mayor and Manager of Administration be authorized to sign said Memorandum of Understanding.  
Carried.

Monthly Activity Reports for  
Aug. & Sept. 2003 – For  
Information Only

Council reviewed the monthly activity reports for August and September, 2003.

Availability of Pets – For  
Information Only

Councillor Wagner suggested that Administration run a more detailed ad in the Citizen's Information Page on how to obtain a pet from the Animal Pound.

Portage la Prairie Community  
Policing Committee

Committee discussed this report in camera.

### **Waterworks Committee**

Your worship:

The Waterworks Committee respectfully submits the following report:

Monthly Activity Reports for  
September, 2003 – For  
Information Only

Council reviewed the monthly activity reports for September, 2003.

### **Transportation Committee**

Your worship:

The Transportation Committee respectfully submits the following report:

Monthly Activity Reports for  
September, 2003 – For  
Information Only

Council reviewed the monthly activity reports for September, 2003.

### **Community Services Committee**

Your worship:

The Community Services Committee respectfully has nothing to report.

Manitoba Society of Seniors  
2004 Games Request

The 2004 Manitoba Society of Seniors 55 Plus Games will take place in the City of Portage la Prairie June 15 – 17, 2004. Approximately 1,500 seniors from across the province, plus an additional 300 athletes from Northern Ontario will participate in a variety of activities such as floor shuffleboard, softball, cards, golf, bowling and swimming. Over the course of three days, the games are also host to official opening ceremonies and two entertainment evenings in the City of Portage la Prairie.

The co-chairs of the games host committee, Mr. Charlie Clifford and Mr. Lynn Switzer presented to Council on November 26, 2001 the need for a potential financial donation and facility waiver from the City in the 2004 fiscal year to host the games. City Council approved the bid in principle by resolution 45/03 authorizing the signing of the MSOS 55 Plus Games Agreement.

Since that time, the host committee has submitted their official request for consideration, a total value of \$10,000, which would include a \$5,795.29 facility waiver for the use of Portage Centennial Arena and the Republic of Manitobah Park and a \$4,204.71 cash donation to assist with operational costs.

The host committee has respectfully requested that Council consider this outside of the budget process due to the need to submit their operating budget to the MSOS Executive Committee.

Through the agreement with MSOS Inc., the host committee is allowed to retain 50% of the net proceeds from the money raised by the host committee from the games. These funds are to be used for the development of local sport projects for the senior population within the host region. MSOS does not permit these funds to be applied towards facility development. The local host committee has discussed that any proceeds will be donated back to the Herman Prior Senior Services Center and potentially other senior organizations for program development.

281/03

Moved by: Councillor Porter

Seconded by: Councillor Brennan

RESOLVED THAT the Council of the City of Portage la Prairie approve the request of the Manitoba Society of Seniors 55 Plus Games to provide up to \$5,800 in facility rent waivers to be applied towards the rental of Portage

Centennial Arena and Republic of Manitobah Park during the games in Portage la Prairie, June 15, 16 & 17, 2004 and further that Administration be authorized to enter into an agreement to this effect to the sole satisfaction of the City.  
Carried.

Teen Warehouse Final Report  
– For Information Only

The City of Portage la Prairie has operated the Youth Drop In Center since June of 1998. Kendra Thomson, Youth Drop-In Coordinator and three Instructors carried out the program.

The program objectives for the year 2003 remained similar to those of 2002, but included some new developments. One main objective for this season was to decrease the occurrence of bullying among youth and increase safety for everyone involved at the Teen Warehouse. The Youth Drop In Coordinator met with local experts in the school system early in May to discuss the issue and gain valuable resources which were incorporated in the Teen Warehouse programming. Another new initiative this year to increase youth involvement was the implementation of the Junior Leader program. One Junior Leader was chosen to complete three weeks of program operation under the guidance of the staff.

Highlights of the Teen Warehouse 2003 Program included:

- Youth involvement through the Junior Leader program.
- Parent and community involvement through different activities such as an Open House BBQ and notices sent home.
- New activities implemented to attract different groups of youth
- A 14.4% increase in attendance from 2002. (2438 in 2002 to 2790 in 2003)
- Noticeable decrease of incidents as program progressed.
- Emphasis on teamwork through in-house tournaments/activities
- Involvement of Youth in evaluating the program through surveys and suggestions sheets at the drop in.
- Strengthened partnership with schools and community groups such as the Portage & District Arts Center, Big Brothers/Big Sisters, Friendship Center and the RCMP.

Registration at the drop in this year increased by 2% and female registration rose by 5% from 2002. A total of 585 youth registered with the program compared to 578 in 2002. Attendance also increased by 15%, 2790 visits in 2003 compared to 2438 in 2002.

Splash Island Overview of  
2004 Operational and Program  
Highlights – For Information  
Only

Splash Island has contributed to the increased use of Island Park over this past summer. This facility not only provides a basic recreational service to local residents, but it also continues to build momentum as an economic generator for the community.

After the completion of the second season, Administration will review operations and related policies in an effort to maximize patron satisfaction and safety.

Splash Island has been well received by the public as a fun recreation destination during the summer months. It has quickly become a source of community pride and we look forward to another successful season in 2004.

Monthly Activity Reports for  
Sept. 2003 – For Information  
Only

Council reviewed the monthly activity reports for September, 2003.

**DEFERRED BUSINESS:**

None

**NEW BUSINESS:**

Justice System Resolution

Councillor Wagner indicated his proposed resolution would be held in abeyance pending further information to be brought forward.

Award of Tender – 2003  
Watermain Looping Contract

The tender was advertised in The Daily Graphic and on the City's web page. The tender opening was Thursday, October 16, 2003. Only one bid received.

A study of the City's water distribution system was completed in 1999 with the financial assistance of the Manitoba Water Services Board. The study highlighted a number of deficiencies with respect to water pressure in the water distribution system and available fire flows in several areas of the City. It recommended several upgrades including a new pump station at the Water Treatment Plant, a new south water supply main, several upgrades to various pipes throughout the City, and a long term upgrading strategy for the development of the City.

This phase of the water distribution system upgrading program includes the looping of the watermains along Queen Avenue, near the Hospital, and along 7<sup>th</sup> Avenue, near La Verendrye School in order to improve available fire flows in these areas. Council has included \$70,000 in the 2003 budget. The MWSB will fund 30% of the project up to a maximum of \$45,000.

282/03 Moved by: Councillor Robinson  
Seconded by: Councillor Keryluk

RESOLVED THAT the Council of the City of Portage la Prairie award the tender of 03 OPS 017 to Towle Construction Ltd. for the tendered price of \$57,706.16.

Carried.

Tender for Herman Prior  
Roofing Replacement

On October 20, 2003, at 2:00 p.m., the tenders were opened for the Herman Prior Roofing Replacement as listed in 03 OPS 018. The tender was advertised in the Daily Graphic and the City of Portage la Prairie web page.

The budget for the Herman Prior Roofing Replacement was \$57,000.00. The lowest tender received for the roofing replacement was from Portage Roofing for \$57,000.00 including all taxes.

283/03 Moved by: Councillor Porter  
Seconded by: Councillor Brennan

RESOLVED THAT the Council of the City of Portage la Prairie award the Tender 03 OPS 018 to Portage Roofing for the Herman Prior Roofing Replacement for the sum of \$57,000.00 including all applicable taxes.

Carried.

Tourism Advisory Committee  
2004 Strategic Plan

The purpose of the TAC is to encourage tourism development within the City of Portage la Prairie and tourism providers in order to attract more tourists, increase their length of stay, and increase the volume of tourism products.

The TAC acts as a liaison between the City, convention and special event planners, and the various service sectors and facilities located in the community and the surrounding area.

The Strategic Plan session is intended to act as a useful guide and basis for continued tourism development. Once reviewed and approved by City Council, this document will be implemented and reviewed again in September 2004 as part of the TAC 2005 planning and budget process.

284/03 Moved by: Councillor Porter  
Seconded by: Councillor Brennan

RESOLVED THAT Council of the City of Portage la Prairie approve the Tourism Advisory Committee 2004 Strategic Plan as presented.

Carried.

Tourism Advisory Committee  
Tourism Logo

The Tourism Advisory Committee (TAC) has identified that the City's Coat of Arms doesn't accurately reflect the tourist attractions the community has to offer, nor does it appear to be related to tourism in general. A 2003 Strategic Initiative of the TAC is to create a new, tourist friendly logo. In doing this, the

City will be in a better position to not only use it as an identifier for the community's tourism industry and initiatives, but may also be in a better position to establish branding through consistent internal and external marketing efforts and establish a merchandising component to the industry.

To this end, the TAC requested the submission of proposals for the design of a tourism based logo from the community. This competition was open to anyone that wished to submit an entry. Deadline for submissions was 3:00pm Monday September 8, 2003, with 11 entries being submitted. After considerable review of all entries, the TAC recommends that the logo submitted by Ms. Karen Zuke be accepted.

The TAC felt this logo encompassed all tourist attractions & events by promoting that we are an all seasons destination. It is generic and modern, and doesn't box the community in by claiming to be the home of a specific item or event, but rather shows the versatility of the community and the comprehensiveness of the tourist attractions offered here. Claiming that there is always a reason to visit Portage la Prairie shows that we have everything one is looking for any time of the year.

285/03 Moved by: Councillor Brennan  
Seconded by: Councillor Wagner

RESOLVED THAT Council of the City of Portage la Prairie approve the tourist based logo design and slogan "Always a Reason, Whatever the Season" to market and promote the City internally to our citizens and externally to potential visitors at as cost of \$500 to purchase all rights to the logo from the Artist and further that Ms. Zuke sign an agreement as such to the sole satisfaction of the City.

Carried.

#### **OLD BUSINESS:**

Approval of Sale of Land –  
Lions Park Housing Inc. –  
Portage School Division

Council discussed in camera this report to consider the approval of sale of land to the Portage School Division by Lion's Park Housing Inc. in accordance with the City/Lions Park Housing option to re-purchase agreement.

286/03 Moved by: Councillor Quinn  
Seconded by: Councillor Robinson

RESOLVED THAT the Council of the City of Portage la Prairie approve the request of Lions Park Housing Inc. to sell the portion of land as amended on Schedule A;

AND FURTHER THAT Lions Park Housing be responsible for any and all costs directly attributable to the City as a result of this sale.

#### **ADJOURNMENT:**

The meeting be adjourned at 7:56 p.m.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Manager of Administration