

Minutes of a Meeting of Council held at City Hall in the City of Portage la Prairie on Monday, March 8, 2004 at 6:00 p.m.

PRESENT: Mayor MacKenzie, Councillors Brennan, Keryluk, Porter, Quinn, Robinson and Wagner

ABSENT: None

ADOPTION OF MINUTES 58/04 Moved by: Councillor Wagner
Seconded by: Councillor Quinn
RESOLVED THAT the Minutes of the regular meeting of Council held at City Hall on Monday, March 8, 2004, be amended as follows:

- in Resolution 45/04 to show Councillor Quinn as Seconder to the resolution,
- AND in Resolution No 48/04 by changing the date of April 28 to April 26;

AND FURTHER THAT the Minutes of March 8, 2004, be approved as amended;

AND FURTHER THAT the objectors to the rezoning By-Law No. 04-8216 who appeared before Council be advised accordingly.

Carried.

HEARINGS:

Request for Variation - Portage Family Fun Centre

Mrs. Debbie Thorkelson, President of Portage Family Fun Centre Ltd., spoke to Council in support of their application for a variation to allow the height of an accessory structure to be more than the principal building. She advised that the accessory structure is to be 50 foot high barrier netting to be used as a safety factor.

59/04 Moved by Councillor Wagner
Seconded by Councillor Brennan
RESOLVED THAT the public hearing for the Request for Variation for Portage Family Fun Centre now be closed.
Carried.

The applicant, Portage Family Fun Centre Ltd., are applying for a variation order to allow the height of the accessory structure to be more than the principal building.

This property is in a P – Parks, Recreation and Open Space district.

The application has been circulated to the various City Departments with no concerns being expressed.

Public notices will be sent to all property owners within a 100-meter (330 foot) radius.

60/04 Moved by: Councillor Brennan
Seconded by: Councillor Wagner
RESOLVED THAT the Council of the City of Portage la Prairie approve the variation request of Portage Family Fun Centre Ltd. to allow the height of the accessory structure to be more than the principal building. Barrier netting for golf range to be 15 m (50 ft) high for the first 183 m (200 yards) and 7.5 m (25 ft) high for final 91.5 m (100 yards) at the property known as 125 Cambridge St. which is legally described as Lots 11/74, Block 2, Lots 22/37, Block 3, Lots 1/20 & 16/23, Block 4, Lots 1/24 & 56/80, Block 5, Plan 354 Parish of Portage la Prairie.
Carried.

DELEGATIONS:

Presentation to McCain Food Ltd.

1. Mayor MacKenzie presented Bill Meisner, General Manager of McCain Foods Ltd., with a plaque from the City of Portage la Prairie for the Best Booth at the recent Youth Career Opportunity Expo.

Presentation to City on Behalf of the Province of Bohol, Philippines

2. Councillor Brennan reported on his recent trip to the Philippines with Dean Yaremchuk, and then presented to the City of Portage la Prairie through Mayor MacKenzie two plaques from the Province of Bohol in recognition of the efforts of the City of Portage la Prairie during the exchange.

CORRESPONDENCE

The correspondence for this period was reviewed.

COMMITTEES:

Finance, Legislative & Property Committee:

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

By-Law 04-8212 Unpaid Water & Sewer to Taxes for February, 2004 - 2nd & 3rd Reading

This By-Law was given 1st reading on March 8, 2004.

61/04

Moved by: Councillor Quinn

Seconded by: Councillor Robinson

RESOLVED THAT By-Law 04-8212 being a by-law to authorize unpaid water and sewer charges be added to taxes, be read a second time. Carried.

RESOLVED THAT By-Law 04-8212 be read a third time, finally passed, signed and sealed. Carried.

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

By-Law 04-8219 – Unpaid Trailer License to Taxes

This By-Law was given 1st Reading on March 8, 2004.

62/04

Moved by: Councillor Quinn

Seconded by: Councillor Robinson

RESOLVED THAT By-Law 04-8219 being a by-law to authorize the unpaid 2003 trailer license fees be added to taxes, be read a second time. Carried.

RESOLVED THAT By-Law 04-8219 be read a third time, finally passed, signed and sealed. Carried.

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

2003 Year-End Results

Committee reviewed financial Results for the year 2003. A year-end surplus in the General Operating Fund of \$96,013, and a year-end surplus in the Utility Operating Fund of \$38,351 are realized.

Committee reviewed a listing of cost centers with material differences exceeding \$10,000 between the 2003 budgeted amounts and the 2003 actual amounts.

63/04

Moved by: Councillor Quinn

Seconded by: Councillor Robinson

RESOLVED THAT the un-audited Financial Statements for the year ended December 31, 2003 be adopted, and

THAT the General Operating surplus be transferred to the General Reserve, and

AND FURTHER THAT the Utility Operating surplus be transferred to the Utility Reserve.
Carried.

Parking Ticket Collection	Council discussed parking ticket collections and noted that recent initiatives to collect parking tickets have reduced the outstanding accounts receivable.
Budget Process	Councillor Quinn indicated that the Council Budget Process is to be reviewed at the Council Strategic Planning Process.
Monthly Activity Reports	Council reviewed the monthly activity reports.
City Planning & Economic Development Committee	The City Planning & Economic Development Committee respectfully submits the following report:
Skills Link Program – For Information Only	The Skills Link Program launched in December of 2003 and is now well underway in its second month of operation. We currently have nine participants in the program; four of whom are currently in work placements in the community, and five who have just started in the skill development component of the program.
Advertising Land & Business Development Opportunities in the Winnipeg Free Press	<p>The City of Portage la Prairie has numerous land and business development incentives available, and the marketing of these incentives, over the past year, has been based on approved budget funding.</p> <p>Council has expressed an interest in advertising opportunities by purchasing space in the Winnipeg Free Press.</p> <p>Council reviewed the pricing of ads in the Free Press as well as other media outlets and requested Administration to provide information on advertising opportunities in trade journals.</p>
Monthly Activity Reports	Council reviewed the monthly activity reports.
Public Safety Committee	The Public Safety Committee respectfully submits the following report:
Monthly Activity Reports	Council reviewed the monthly activity reports.
Policing Article	Councillor Quinn indicated that this article is available to the public.
Waterworks Committee	The Waterworks Committee respectfully submits the following report:
Biosolids Land Application	<p>In 2002 the City tendered for the application of residual wastewater biosolids from the Bulk Volume Fermenter to farmland, and Assiniboine Injectors had the successful bid.</p> <p>Council agreed at that time to extend the contract with Assiniboine Injectors to the 2003 season at the 2002 tendered unit price. In 2003 the Biosolids Land Application Program consisted of emptying the South Lagoon that had been used as a temporary digester by McCain Foods Ltd. for two years while planning and construction of the new digester and storage facilities took place. This program was larger than what Assiniboine had originally bid on and because of the large volume of biosolids they were asked to</p>

reduce the unit price. They agreed to do this and reduced the total project price by \$60,000. In consideration for the price reduction (they had no legal obligation to do this) Assiniboine Injections asked that the City of Portage la Prairie consider extending the contract for the 2004 program. As a further incentive, Assiniboine has proposed that they will reduce the 2002 tendered unit price of \$342.00 per dry tonne to \$290.00 per dry tonne. The 2004 budget is for 1240 tonnes @ \$300.00 per tonne.

64/04 Moved by: Councillor Robinson
 Seconded by; Councillor Keryluk
 That the Council of the City of Portage la Prairie extend the contract with Assiniboine Injections Ltd. for the land application of biosolids to include the 2004 season, at the unit rate of \$290 per dry tonne.
 Carried.

Water Distribution
 System Quality
 Monitoring – Phosphoric
 Acid Feed

The Phosphoric Acid Feed system was put into operation at the Water Treatment Plant on October 14, 2003 to inhibit the corrosion of metal from the piping within the distribution system. There appears to be some decrease in the metal concentrations within the distribution system since the introduction of the Phosphoric Acid as compared with previous winters' testing.

Testing has shown metal levels on the distribution system were lower after the Phosphoric Acid Feed system was put into operation. These results could also be due to lower water temperatures in the distribution system.

So far, lead concentrations in water at homes with lead services are initially elevated after several hours of non-use, but drop to acceptable levels after running the water for two minutes. It is recommended that homes with lead service lines continue to flush cold water for at least two minutes prior to use for drinking or cooking.

Iron and turbidity levels appear to be lower, however, iron concentration at the Fire Hall still remains relatively high.

Testing will continue on a monthly basis and the Phosphoric Acid will be increased as required to inhibit the corrosion of metals within the distribution system.

Tender Award for the
 Supply of Water
 Treatment Chemicals

The tender was posted on the City Page and electronically posted on the City's Web page, and closed at 2:00 p.m. on the 23rd of February 2004.

The contract is to supply the Treatment Chemicals for a two-year period from March 1, 2004 to February 28, 2006.

All unit prices are below the estimated budget estimated prices, except for lime. The price for Lime was 0.2% higher than anticipated when the budget was prepared. If the quantities of chemicals used in 2004 are the same or lower than estimated during the budget preparation, the WTP will be well under budget for these chemicals.

65/04 Moved by: Councillor Robinson
 Seconded by: Councillor Keryluk
 RESOLVED THAT the Council of the City of Portage la Prairie authorize the Mayor and Manager of Administration, on behalf of the City, to enter into a two year agreement:

For Supply of	With:	For tendered price:
Lime	Graymont Western	\$422,590.00
Potassium Permanganate	Univar Canada	\$26,793.38
Chlorine	Brenntag	\$73,585.52
Fluoride	Brenntag	\$24,208.91
Polyaluminum Silicate Sulphate	Clear Tech Ind.	\$21,073.50
Phosphoric Acid	Brenntag	\$27,379.59

AND FURTHER THAT the City enter into a two year agreement with Clear Tech Ind. For \$7,097.20 for the first year and for \$7,097.20 plus an increase of not more than 10% for year two.
Carried.

Monthly Activity
Reports

Council reviewed the monthly activity reports.

**Transportation
Committee**

The Transportation Committee respectfully submits the following report:

Landfill Tipping Fees -
Soil Waste

The City accepts contaminated process soil waste at the landfill site, mainly from two large potato processors. The City is billed an extra fixed monthly rate by the landfill operation contractor for handling this special soil waste since this is out of the scope of his contract. The City currently passes this bill along to the users at cost plus 30%, per the Fees and Charges Bylaw No. 03-8207.

In reviewing fees for similar work, where no labour, other than administration, is required by the City, the City typically bills at cost plus 10%. Currently, the City has no extra handling or management costs other than the fixed monthly bill, however, in the future, the City may be forced to develop a leachate collection and conveyance system for this wet waste.

66/04 Moved by: Councillor Keryluk
Seconded by: Councillor Porter

RESOLVED THAT Council amend the fee as detailed in Schedule B, item 1a) iv) of the Fees and Charges Bylaw No. 03-8207, for special agricultural waste, to "cost plus 10%", retroactive to January 1, 2004.
Carried.

Solid Waste Annual
Report - 2003

Council reviewed the Solid Waste Annual Report for 2003.

Solid Waste Landfill
Update

Council reviewed this issue in camera and discussed the hours of operation. The City has undertaken an extensive review of the operation of the Landfill Site and determined that costs associated with the extensive hours of operation are excessive and not warranted.

67/04 Moved by: Councillor Keryluk
Seconded by: Councillor Porter

RESOLVED THAT the Council of the City of Portage la Prairie change the hours of operation of the 227 Solid Waste Landfill site to be:

- Tuesday to Saturday, 10:00 a.m. to 6:00 p.m.; closed Sunday, Monday and Statutory Holidays

Carried.

Operation of the Landfill

The existing contract with EF Moon Construction Ltd. for the operation of the City of Portage la Prairie Regional (PR 227) Landfill expires on March 31, 2004. The City operates the landfill 8:00am to 6:00pm, Monday to Saturday, from April 1 to October 31 (60 hours/week); and from 9:00am to 5:00pm, Monday to Saturday, from November 1 to March 31, (48 hours/week). The City does not operate the landfill on Sundays, nor on statutory holidays.

It is anticipated that operational changes will be negotiated with the RM within the next several months, after which a new tender may be issued for the landfill operation. EF Moon Construction has offered to extend the existing contract to the end of July 2004 under the terms and conditions of the existing contract, with the additional staff for the operation of the weigh scale.

- 68/04 Moved by: Councillor Keryluk
Seconded by: Councillor Porter
That the Council of the City of Portage la Prairie authorize:
- the extension of the existing landfill operation contract with EF Moon Construction Ltd. from April 1, 2004 until July 31, 2004, with the revised hours of Tuesday to Saturday from 10:00 am to 6:00 pm, at a cost of \$13,814.52, including GST, per month; and
 - the extension of the scale operation contract with EF Moon Construction Ltd. from April 1, 2004 until July 31, 2004, with the revised hours of Tuesday to Saturday from 10:00 am to 6:00 pm, at a cost of \$954.44, including GST, per week.
- Carried.
- Monthly Activity Reports Council reviewed the monthly activity reports.
- Community Services Committee** The Community Services Committee respectfully submits the following report:
- Portage Terriers Councillor Porter congratulated the Portage Terriers on winning the playoff series against OCN.
- Appointing a Board Member to the Fort La Reine Museum Board The RM has requested that the City appoint a member to the Fort La Reine Museum Board.
- 69/04 Moved by: Councillor Porter
Seconded by: Councillor Brennan
RESOLVED THAT Councillor Wagner be appointed to the Fort La Reine Museum Board.
Carried.
- Request to Establish a Youth Volunteer Award A letter from the VIP committee was received on January 27, 2004 requesting City Council's consideration to establish a Youth Volunteer Award.
- A Youth recognition award would be an excellent addition to the existing City awards. It is an opportunity to value those who are dedicated to benefiting their community and may also encourage other youth to volunteer. However, the Youth Volunteer Award should be consistent with the established City awards.
- 70/04 Moved by: Councillor Porter
Seconded by: Councillor Brennan
RESOLVED THAT the City of Portage la Prairie create a Youth Volunteer Award in addition to the already established awards for Citizenship, Arts and Culture, and Sports Person of the Year;
- AND THAT the Youth Citizen of the Year Award recognize youth who have made exceptional contributions to the community of Portage la Prairie through volunteer activity in their school and/or other community groups;
- AND FURTHER THAT the individual be a positive role model, demonstrating strong leadership qualities; contributing as an individual or as part of a team; and inspiring volunteerism in others through his/her own initiative, enthusiasm, and commitment.
AND THAT Eligibility for this award include:
- Age 13-19 years (as of December 31 of the year of the respective award) and attending school within the City of Portage la Prairie. Presentation may occur during the following year.
 - Recognition focused on the individual's contribution to the City of Portage la Prairie.
 - Volunteer activity performed over a period of one year or more.

➤ Candidate has not previously won the award.
Carried.

Contract for the
Operation and
Maintenance of the
Centennial Arena
Complex

At the present Portage Arena Services 1996 has the contract for arena maintenance until April 30 2004. Section GC.9.03 of the contract states that the City, at its sole discretion may extend the contract for up to three one-year periods. In 2003, the first one-year extension was granted.

The contact has a built in Consumer Price Index adjustment on May 1 by the percent increase or decrease in CPI for the previous year. In May 2000, the adjustment was 2%; in 2001, 2.4%; in 2002, 1.8%; and in 2003 it was 2.4%.

By extending the Portage Arena Services 1996, Ltd. contract for another year, the City is ensuring that the Arena has a qualified contractor at a guaranteed cost increase equal to the CPI for 2003/04, which is estimated at 2%, which equates to an increase of \$3,245 (\$3,032 net of GST rebate) in the annual contract price.

The arena contractor has seen increased insurance premiums due to insurance market conditions, which have seen his premiums increase by 60%, from \$1,870.00 to \$3,000.00, in the last 5 years. According to the maintenance contract the City can compensate the contractor for unforeseen increases in his direct costs.

71/04 Moved by: Councillor Porter
Seconded by: Councillor Brennan

RESOLVED THAT the Council of the City of Portage la Prairie award a one-year extension of the contract for the Operation and Maintenance of the Centennial Arena to Portage Arena Services 1996 Ltd. for the contract price of \$163,183.96, including all applicable taxes, plus the CPI adjustment on May 1, 2004.
Carried.

Portage Dog Show
Camping Request

The Portage Kennel Club Annual Championship Dog Show traditionally takes place on the Canada Day weekend in the City of Portage la Prairie. This year the show has been moved to the following weekend as Canada Day falls on a Thursday. The show attracts hundreds of competitors and spectators from across Manitoba and neighbouring provinces. The snow fencing provided has been used to prevent dogs from trespassing onto nearby residential properties and has been the responsibility of the Portage Kennel Club to pick-up, set up and take down. Council has previously permitted camping in the West parking lot of the Portage Centennial Arena for this Dog Show and for the Shrine Circus. Administratively, we have no concerns in supporting this request once again.

72/04 Moved by: Councillor Porter
Seconded by: Councillor Brennan

RESOLVED THAT the Council of the City of Portage la Prairie permit the Portage Kennel Club to camp on the West parking lot of the Portage Centennial Arena for their Annual Championship Dog Show July 2nd, 3rd, and 4th, 2004.

AND FURTHER THAT the Portage Kennel Club be responsible for the installation, rental and return of all required snow fencing and further that the West parking area be cleaned and restored to its prior condition at the full cost of the Portage Kennel Club to the sole satisfaction of the City.
Carried.

Monthly Activity
Reports

Council reviewed the monthly activity reports.

**DEFERRED
BUSINESS:**

None.

NEW BUSINESS:

Request for Community
Event Permit

The Portage and District Terriers have requested that their upcoming fundraiser concert on April 10, 2004 be identified as a community event for the purpose of obtaining an occasional use permit through the Manitoba Liquor Control Commission (MLCC)

The MLCC requires authorization from the City of Portage la Prairie to authorize an event as a community event, before they will issue a liquor permit to the organizers. The MLCC has granted a total of five community event permits for use in the City of Portage la Prairie in 2004. To date, the Knights of Columbus Mixed Slo Pitch Tournament in June has requested approval for a community event permit, while the anticipated extreme sport festival and community summer festival may require permits. In previous years, Council has authorized similar events to proceed in obtaining community event permits, including the Central Plains Cancer Care fundraising concert held at the Portage Curling Club in September 2002 and the Terriers Spring Fling in April 2003 at the Portage Centennial Arena.

The Spring Fling is a fundraiser to assist the Portage & District Terriers to manager their operating expenditures for the season.

73/04

Moved by: Councillor Porter

Seconded by: Councillor Brennan

RESOLVED THAT the Council of the City of Portage la Prairie approve the request of the Portage & District Terriers to obtain a community event permit for the Spring Fling Fundraising Concert to be held at the Portage Curling Club on Saturday, April 10, 2004.
Carried.

OLD BUSINESS:

None

ADJOURNMENT:

The meeting adjourned at 6:42 p.m.

Mayor

Manager of Administration