

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 Keryluk, Porter, Quinn, Robinson and Wagner

ABSENT: Councillor Brennan

ADOPTION OF MINUTES 45/04 Moved by: Councillor Wagner
Seconded by: Councillor Wagner
RESOLVED THAT the Minutes of the regular meeting of Council held at City Hall on Monday, February 23, 2004, and the Minutes from the Special Meeting of Council held at City Hall on February 27, 2004 as well as the Special Meeting Minutes of Council held on March 1, 2004 be approved as circulated.
Carried.

HEARINGS:

By-Law 04-8216 – Rezoning Application – Portage la Prairie School Division – 2nd & 3rd Reading
Doug Barber, 528 – 6th Avenue N.W., spoke to Council about concerns regarding the School Division's request for rezoning, and requesting that the area remain open green space. Mr. Barber presented Council with a petition of approximately 200 names of those opposing the rezoning.

Steve Bergson, 536 – 6th Avenue N.W., also spoke against the rezoning application. He suggested the City purchase the property and keep it as green space.

Robert Jones spoke against the rezoning as well, expressing concerns about the planning process.

46/04 Moved by Councillor Wagner
Seconded by Councillor Robinson
RESOLVED THAT the public hearing for the request for rezoning by Portage la Prairie School Division now be closed.
Carried.

The property in question, lots 207, 208, 227-238 plan 73 Parish of Portage la Prairie including the lane between lot 207/208 and 237/238, is presently zoned EI – Educational and Institutional district. The applicants, the Portage la Prairie School Division, wish to rezone the property to R1 – Single Family Residential District to accommodate the development of the area for single-family dwelling lots.

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

The application has also been advertised in the Daily Graphic for two consecutive weeks as well as public notices have been sent to all owners of property within a 300 foot radius of the proposed development as per Section 42(2), (3) and (4) of the Planning Act.

First Reading of this By-Law was given January 26, 2004 to commence the process as defined in the Planning Act in considering this application.

As a result of the hearing, Administration was requested to provide the following information:

- the number of building lots that would be created by the rezoning;
- the type of planned and unplanned events that currently take place on this property
- Development Plan Consultant to be asked for recommendations in the Development Plan concerning green space in the area.

47/04 Moved by Councillor Wagner
Seconded by Councillor Robinson

RESOLVED THAT the Council of the City of Portage la Prairie approve the application to rezone the land legally described as Lots 207, 208, 227-238 Plan 73 Parish of Portage la Prairie including the lane between Lots 207/208 and 237/238 from EI – Educational and Institutional District to R1 – Single Family Residential District to accommodate the development of the area for single family dwelling lots.

48/04 Moved by: Councillor Quinn
Seconded by: Councillor Porter

RESOLVED THAT this matter be tabled to the April 28, 2004 Council meeting.
Carried.

DELEGATIONS:

LaSalle Redboine
Conservation District

Mr. David Huck, of the LaSalle RedBoine Conservation District, appeared before Council to provide information on the Conservation District that covers 2700 square miles and contains eight rural municipalities and four towns and cities. The City of Portage la Prairie is represented on this Board by Mayor MacKenzie and Mrs. Val Sissons.

Animal Waste Pilot
Project

Kelly Beaulieu, Manager of Agriculture Research and Development for the Prairie Agricultural Machinery Institute, advised Council of PAMI's intention to conduct a whole animal composting study, and to request permission to construct the facility at the Water Pollution Control Facility.

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 – 1st Reading

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

49/04 Moved by: Councillor Quinn
Seconded by: Councillor Robinson

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

By-Law 04-8219 –
Unpaid Trailer License
Fees to Property Taxes –
1st Reading

The Fees & Charges By-Law 00-8078 states that any unpaid fees or charges owed to the City by any taxpayer including any penalties related thereto as well as any fines imposed on the taxpayer by the court for contravention of the City By-Laws may be added to taxes of the said taxpayer and may be collected or enforced in the same manner as a tax as defined by the Municipal Act, L.M. 1996. c 58.

In order to collect unpaid trailer license fees, it is the City's practice to semi-annually add sums of money owing to the City of Portage la Prairie for trailer license fees to the Collector's Roll.

- 50/04 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 as per schedule A be added to taxes, be read a first time.
Carried.

**City Planning &
Economic
Development
Committee**

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

Application for
Subdivision – Lions
Park Housing

In the Development Plan, this parcel of land is designated for “Residential” development. It will be necessary to amend the Development Plan to redesignate the 5.34 acres from Residential to Educational and Institutional.

The zoning for this parcel is residential “R1” & “R2”. It will be necessary to rezone the subject parcels to “EI” Educational and Institutional Zone.

Manitoba Community Planning Services recommends that approval of this subdivision be conditional upon the consolidation of the property to the School Division’s adjacent 19.80 acres and the rezoning of the parcel from Residential to Education and Institutional.

Manitoba Transportation has recommended that they be notified by the City of any development of this parcel that might affect PR240.

Portage Land Titles Office has indicated that a plan of subdivision will be required. The Planning District has no concerns.

- 51/04 Moved by: Councillor Wagner
Seconded by: Councillor Robinson
RESOLVED THAT the Council of the City of Portage la Prairie approve the application of Lions Park Housing Inc. to subdivide 5.34 acres from their present holding of 30.78 acres on the conditions that all rezoning requirements are met and that the land is to be consolidated with the Portage School Division’s adjacent holding of 19.80 acres, upon transfer.
Carried.

Application for
Subdivision – Wilbert
Ronald

In the Development Plan, this parcel of land is designated for “Residential” development.

Zoning By-Law No. 7680 designates this parcel as “UR”, Urban Reserve Zone. It will be necessary to rezone the subject parcel to “EI” Educational and Institutional Zone.

Manitoba Transportation and Government Services states that their transportation plan for this area recommends the removal of the service road and accessing this area by an internal road network. They will, however, support this application if their concerns are addressed in the following manner:

- The City needs to provide written confirmation that it wishes to abandon any plans for extending Caledonia Street westerly through this area, and instead, opening it up for development from the existing service road. With this, Manitoba Transportation wishes the City to assume responsibility for the service road.
- The approval of this subdivision should be conditional upon the applicant providing Manitoba Transportation with a preliminary traffic projection. Manitoba Transportation will then determine if there is a need for a more detailed review of traffic impacts.

- The Highway Traffic Board requires a permit for any new, modified or relocated access to PTH 1 and its service roads. A permit is required to change the use of land or building, or to construct any structures within 76.2m from the edge of the right-of-way of PTH 1. In addition a permit is required for any planting that may take place within 15.2m from the edge of the right-of-way.

This application has been circulated to the various City Departments with comments and concerns provided by the City Manager, Economic and Community Development Director and Operations Director.

- 52/04 Moved by: Councillor Wagner
Seconded by: Councillor Porter
THAT the Council of the City of Portage la Prairie approve the application for subdivision of a 3 acre parcel from Lot 2 (78.16 acres) of SS Plan 29827 for the construction of a Church, subject to the following conditions:
- Prior to construction, the developer must apply for all necessary permits, and a lot grading plan and servicing plan is to be submitted. The servicing plan must consider future water servicing in the area.
 - The City not commit to either constructing or closing that portion of Caledonia St that would link Mellenville to this new development.
 - The City not assume responsibility for the Manitoba Transportation service road, with the proviso that the City agrees to reconsider this in the future if any further development occurs in the area west of the proposed Church.
 - The applicant provides Manitoba Transportation with a preliminary traffic projection. (Manitoba Transportation will then determine if there is a need for a more detailed review of traffic impacts.)
 - The applicant obtains all necessary approvals and permits from the Highway Traffic Board for access and structures.
 - The applicant shall take necessary measures to proceed to re-zone the subdivided property, and all rezoning requirements must be met.
- Carried.

Public Safety Committee

The Public Safety Committee respectfully submits the following report:

Animal Control By-Law, Zoning By-Law, Fees & Charges By-Law Amendments

Administration has been directed to investigate the issue of amending the Animal Control By-law to allow for Hobby Breeders,

Committee requested that a by-law with the following provisions be prepared for Council's review:

1. That the Animal Control By-Law be amended to allow for "Excess Animal Permits" with a provision for inspections, restrictions, permit cancellations and public input if required.
2. That the Fees & Charges By-Law be amended to allow for "Excess Animal Permits" at \$150.00, and annual inspections and permit renewals at \$75.00.

Pet Licenses – For Information Only

The public were reminded that the free period for pet licenses ends March 31, 2004.

Community Justice Forum – For Information Only – In Camera

Council reviewed a report in camera regarding the Community Justice Forum.

Parking

Council instructed Administration to prepare a report to review the possibility of parking on one side only on the more narrow streets to

facilitate snow clearing and street cleaning.

Reporting to the RCMP

Councillor Wagner encouraged all citizens of Portage la Prairie to report all incidents to the RCMP.

**Waterworks
Committee**

The Waterworks Committee respectfully submits the following report:

WPCF – Year End
Report

Council reviewed the WPCF's Year End Report.

WTP – Year End Report

Council reviewed the WTP's Year End Report.

WPCF Power Saving –
Award of Contract.

During 2003, discussions were initiated with Manitoba Hydro Business Engineering Services to perform a Power Quality Survey on the electrical distribution system at the Water Pollution Control Facility. The results of this survey indicated that there are substantial potential savings to be had by making improvements to the electrical distribution system to improve the power factor from the present 83% to a much more efficient 98%, with the installation of a capacitor bank. The installation of a Power Factor Correction system would result in annual savings of approximately \$25,131.00 exclusive of taxes. At the time of these discussions, Manitoba Hydro estimated that the cost of such an installation would be approximately \$60,000.00. This figure was put forward in budget for 2004.

The preferred Option Costs \$89,930.00 and would see installation of the capacitor bank on the 600-volt secondary of transformer T-1.

The in-service time line is 12 weeks. If ordered in March, we would still realize a savings of approximately \$15,000 in Hydro costs in the balance of 2004, reducing the net cost to about \$72,000 (\$12,000 over budget) in the first year. This includes a refund of \$3000 on the original engineering assessment conducted by Manitoba Hydro. The payback period for this project would be less than 4 years, and savings of approximately \$25,000 per year would accrue thereafter.

53/04

Moved by: Councillor Robinson

Seconded by: Councillor Keryluk

RESOLVED THAT Council award a contract for the supply and installation of power factor correction system to Manitoba Hydro for the quoted price of \$89,930.

Carried.

**Transportation
Committee**

The Transportation Committee respectfully submits the following report:

Council requested information for the Committee Meeting of March 8, 2004 regarding advertising the Industrial Park property for available development.

**Community Services
Committee**

The Community Services Committee respectfully submits the following report:

Canada Youth Volunteer
Initiative

Dennis Hallick made a presentation to Council requesting that they consider the initiation of a Youth Citizen Award for the young residents of our community, based on a specific criteria and eligibility list.

Funding Request for
Roof Top Unit

The Portage School Division forwarded a letter dated January 23, 2004 requesting City Council's consideration of a \$40,000 donation towards the purchase and installation of a roof top unit at Laverendrye School. The \$40,000 requested of the City would assist in upgrading the basic unit to one that would also provide air conditioning to Laverendrye

School gymnasium, which would then be the only school in Portage la Prairie with an air-conditioned gymnasium.

As the school division and the City share facilities, the Portage School Division believed that a financial contribution from the City would benefit both school and community participants.

- 54/04 Moved by: Councillor Porter
Seconded by: Councillor Wagner
RESOLVED THAT Administration advise the Portage la Prairie School Division that their request for \$40,000 for the roof top unit at LaVerendrye School is denied.
Carried.

Splash Island
Partnership
Opportunities

Council previously expressed a wish to pursue the prospect of generating additional revenue through the sale of advertising space at Splash Island. With this in mind, a marketing package has been developed. Through the proposed design, the City would offer local businesses and organizations the chance to show their community pride, but also reap the direct benefits that this tourist attraction offers. There are many partnership levels to choose from, designed to meet any budget.

- 55/04 Moved by: Councillor Porter
Seconded by: Councillor Wagner
RESOLVED That Council of the City of Portage la Prairie approve the sale of partnerships at Splash Island as presented and authorize Administration to actively market these partnership opportunities.
AND FURTHER THAT The Council of the City of Portage la Prairie allocate all revenues generated from the project to the Recreation Reserve.
Carried.

Arthur Meighen High
School Safe Grad

Safe Grad is a National Preventative Program supported by the Police and Education Officials across Canada intended to prevent accidental deaths during graduation activities
The request to smoke within the facility assists the Safe Grad Committee in controlling the participants and to prevent incidents, which may occur if the Grads were to leave the building to smoke.
Provincial Legislation and Municipal Bylaw #7321 does permit Council to allow smoking in public facilities, and Council has given permission to the Safe Grad Committee in the past.

- 56/04 Moved by: Councillor Porter
Seconded by: Councillor Robinson
RESOLVED THAT the Council of the City of Portage la Prairie permit the Arthur Meighen High School Safe Grad Committee to obtain an occasional liquor permit for the Portage Centennial Arena on Saturday, June 26, 2004, for the purpose of hosting their Safe Grad Event.

AND FURTHERMORE that the Council of the City of Portage la Prairie permit smoking in the West Arena of the Portage Centennial Arena for the Arthur Meighen High School Safe Grad in accordance with the City Bylaw #7321.
Carried.

Winterfest 2004 Final
Report – For
Information Only

Council reviewed the Winterfest 2004 Final Report.

**DEFERRED
BUSINESS:**

None.

NEW BUSINESS:

Agriculture
Canada/PAMI Animal
Composting Study

Due to the recent BSE crisis, changes in the cattle industry have resulted in the potential need to dispose of a large number of cattle and large quantities of renderings and animal tissues, potential on an ongoing basis. Agriculture Canada and Prairie Agricultural Machinery Institute are investigating a variety of waste management alternatives.

They have requested to construct the facilities for a study on whole animal composting and gasification at the WPCF site. The study could start in April and would run for about 55 weeks.

One process to be studied in Portage la Prairie involves high temperature gasification of the waste materials in a completely enclosed container and the subsequent combustion of the gases in a steam boiler for the generation of electricity. The process is expected to result in little residual ash, no odours, and no hazardous combustion off-gases, however, the study will include monitoring of the residuals and assess the environmental impacts of the process.

The proposed building to house the gasification equipment is to be 2000 square feet in area with an outdoor concrete pad. They would require a 600V, 100 amp electrical service, and a water service.

They also will study composting of animal remains using an aerated windrow composting process. They would have 12 windrows, 3m wide by 50m long, with a drum turner and a biofilter covering. The site would be protected by a pole-shed or similar structure.

PAMI would like to locate the facility at the WPCF because of the available space in a fenced compound, the availability of power and water, the appropriate zoning, and the potential to also test wastewater biosolids in the study facility.

If the facility is to be located at the WPCF, it would most likely be located near the new domed biosolids tanks, inside the fenced compound. Ag Canada and PAMI might want to leave the building on the WPCF site at the conclusion of the study

There would be no cost to the City for any initial construction or ongoing operating costs. The benefit to the City would be observing the effectiveness of the treatment of biosolids in the process.

57/04 Moved by: Councillor Robinson
Seconded by: Councillor Porter

RESOLVED THAT Council authorize Agriculture and Agri-food Canada and Prairie Agricultural Machinery Institute to construct a facility to conduct a whole animal waste management study subject to:

- 1) AAFC and PAMI maintain appropriate insurance and indemnify the City against all actions and liabilities;
- 2) the City accepting no liability for the security of the facility;
- 3) the City incurring no costs for the study; and
- 4) the facilities being removed at the conclusion of the study, at the City's discretion.
- 5) The City may require the facility to be removed at its sole discretion if the City determines that there are odour or other issues or concerns.

Carried.

OLD BUSINESS:

None

ADJOURNMENT:

The meeting adjourned at 7:24p.m.

Mayor

Manager of Administration