

Minutes of a Meeting of Council held at City Hall in the City of Portage la Prairie on Tuesday, May 25, 2004 at 6:00 p.m.

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

**ABSENT:** None

**ADOPTION OF MINUTES** 110/04 Moved by: Councillor Brennan  
Seconded by: Councillor Wagner  
RESOLVED THAT the Council Minutes of May 10, 2004 be approved as circulated.  
Carried.

**HEARINGS:** None

**DELEGATIONS:** None

**CORRESPONDENCE** The correspondence for this period was reviewed.

**COMMITTEES:**

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

Unpaid Water & Sewer to Taxes for April, 2004 – By-Law 04-8214 – 2<sup>nd</sup> & 3<sup>rd</sup> Reading  
This is part of the normal monthly procedure to allow unpaid water and sewer accounts to be added to property taxes.

111/04 Moved by: Councillor Quinn  
Seconded by: Councillor Robinson  
RESOLVED THAT By-Law 04-8214 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 04-8214 be read a third time, finally passed, signed and sealed.  
Carried.

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

Northeast Route Debentures – Issue Series A – By-Law 04-8217 – 2<sup>nd</sup> & 3<sup>rd</sup> Reading  
The City's share of costs for the Northeast Transportation Route was approved in the 2003 and 2004 budgets with funding through the issuance of debentures. By-Law 03-8199 was approved by Council and approved by the Municipal Board to authorize debentures up to \$1,000,000.

The City of Portage la Prairie's share of the project cost to date has been received and paid by the City. The issuance of a 15-year debenture for the amount of \$370,000 is now required, as presented in By-Law 04-8217.

By-Law 04-8217 received first reading in January and has been approved by the Municipal Board. The City is now able to give 2<sup>nd</sup> & 3<sup>rd</sup> reading to this by-law.

112/04 Moved by: Councillor Quinn  
Seconded by: Councillor Robinson  
RESOLVED THAT By-Law 04-8217 to amend By-Law 03-8199 to allow for the issuance of \$370,000 in debentures be given 2<sup>nd</sup> Reading.  
Carried.

AND FURTHER THAT By-Law 04-8217 be given 3<sup>rd</sup> reading,

finally passed, signed and sealed.

Carried.

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

Monthly Activity  
Reports

Council reviewed the monthly activity reports for April 2004.

Industrial Park Access  
Road

Council discussed the use of the new access road to the Industrial Park, and was advised that the earliest date for full use of the new road would be Fall of 2005.

**City Planning &  
Economic  
Development  
Committee**

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

Tourism Logo Policy

The new "Always a Reason, Whatever the Season" logo was approved by Council in October 2003 as the new identifier for the community's tourism industry and initiatives.

The logo was developed to reinforce a positive message about our community, and has been registered as a trademark owned by the City of Portage la Prairie. It is envisioned that outside groups or organizations in the community would be allowed to use the "Always a Reason, Whatever the Season" logo to create a consistency in our promotions for tourism initiatives, events or services and use in merchandising. With this in mind, a policy was developed in order to regulate the use of the logo in the following areas: ownership & copyright assignment, permissions to use the logo, appropriate use of the logo, and the sizing, colour, and placement of the logo in relation to other logos.

113/04 Moved by: Councillor Brennan  
Seconded by: Councillor Wagner

RESOLVED THAT the Council of the City of Portage la Prairie approve the use of the "Always a Reason, Whatever the Season" logo policy as presented.

Carried.

Tourism Advisory  
Committee Appointment

The following people were appointed to the TAC in January 2004; Tracey Wall, Craig Dunn, Ron Zuke, Randy Davison, Bob Johnson, Bob Fitchner. One two-year committee position remained vacant.

Mr. Kelly Funk has expressed interest in sitting on the Tourism Advisory Committee. Mr. Funk's experience in the service sector and his expertise in dealing with the public will be a great benefit to the Committee.

114/04 Moved by: Councillor Brennan  
Seconded by: Councillor Wagner

RESOLVED THAT the Council of the City of Portage la Prairie appoint Mr. Kelly Funk to the Tourism Advisory Committee for a term of two years commencing June 1, 2004 to December 31, 2006.

Carried.

Request for Funding for  
2005 PCI Reunions

Portage Collegiate Institute (PCI) is hosting a Reunion for all past students of the school July 6-10, 2005.

The last PCI reunion was held in the summer of 1994. Council supported the 1994 PCI reunion in the form of a grant not exceeding \$2500.00, in the form of in-kind services to assist in the celebration. Event Organizers are requesting that Council consider donating \$2500.00 to the reunion scheduled for 2005.

- 115/04 Moved by: Councillor Brennan  
Seconded by: Councillor Keryluk  
RESOLVED THAT the Council of the City of Portage la Prairie refer the request of the PCI reunion Committee for a \$2,500 grant to the 2005 budget process.
- 116/04 Moved by Councillor Brennan  
Seconded by Councillor Keryluk  
RESOLVED THAT Resolution No. 115/04 be amended to refer the entire request of \$7,500 to the 2005 budget.  
Carried.
- Application for  
Subdivision – Best  
Cooking Pulses
- Best Cooking Pulses wish to subdivide a 1.56-acre parcel from the present holding of 4.26 acres to separate the seed plant from the retail outlet.
- Manitoba Planning Services indicates that Policy no. 8.1 states: “The City shall maintain a supply of serviced industrial land sufficient to accommodate a variety of industrial uses”. This proposal meets requirements of Minimum site area – 460 square meters and Minimum Site Width of 15.2 meters. Community Planning Services of the Province of Manitoba has no concerns with this subdivision.
- 117/04 Moved by: Councillor Brennan  
Seconded by: Councillor Wagner  
RESOLVED THAT the Council of the City of Portage la Prairie authorize the application of Best Cooking Pulses to subdivide Lots 2-26 into two parcels of land, lots 2-10 and lots 11-26.  
Carried
- Lions Park Housing
- Council reviewed this issue in camera.
- 118/04 Moved by: Councillor Brennan  
Seconded by: Councillor Wagner  
RESOLVED THAT the Council of the City of Portage la Prairie authorize an extension for a period of one-year commencing from May 24, 2004 between the City and Lions Park Housing, for the purpose of negotiating a development agreement for the property legally described as:
- Parcel A Plan 2464 PLTO in RL 92,93 and 94 Parish of Portage la Prairie exc.  
1stly: all mines and minerals set forth in Transfer 1014288 PLTO  
2ndly: the northerly 237.6 feet perp. Lying between two straight lines drawn southerly at right angles to the northern limit of said Parcel A from points distant easterly thereon 70 feet and 950 respectively from the intersection of said northern limit with the west limit of Lot 6 S.P. Plan 29323 PLTO.  
Carried.
- Monthly Activity  
Reports
- Council reviewed the monthly activity reports for April 2004
- Public Safety  
Committee**
- The Public Safety Committee respectfully submits the following report:
- Monthly Activity  
Reports
- Council reviewed the monthly activity reports for May, 2004.
- Waterworks  
Committee**
- The Waterworks Committee has nothing to report.
- Award of Tender – Roe  
Street Watermain
- The tender was advertised in The Daily Graphic and on the City’s web page.

The Roe Street watermain has experienced several breaks recently. Every break results in a service disruption for the homeowners on the street. The asphalt road is in poor condition and should be overlaid. The roadwork should not proceed until the watermain has been renewed.

The low bid is approximately 5% over our pre-tender estimate. The City's net cost with the GST rebate is approximately \$129,000. This is the first project in this year's water and sewer renewal program. The City has requested funding assistance from the MWSB, however, a grant for this project was not included in the budget.

119/04 Moved by: Councillor Robinson  
Seconded by: Councillor Keryluk

RESOLVED THAT the Council of the City of Portage la Prairie award the tender of 04 OPS 011 to Towle Construction Ltd. for the tendered price of \$138,358.49, including taxes.  
Carried.

Monthly Activity  
Reports

Council reviewed the monthly activity reports for April 2004.

**Transportation  
Committee**

The Transportation Committee respectfully submits the following report:

Monthly Activity  
Reports

Council reviewed the monthly activity reports for April 2004.

**Community Services  
Committee**

The Community Services Committee has nothing to report.

Portage Field House –  
For Information Only

Mr. Gord Selinger made a presentation to Committee regarding a Field House Complex he is proposing to construct in front of Prince Charles School.

Request for Community  
Event Permit for Portage  
Phillies

McCain Foods will be celebrating their 25<sup>th</sup> anniversary and in celebration will be hosting an open Slo Pitch Tournament at the Republic of Manitobah Park on June 12 & 13, 2004. The Portage Phillies fastball team has been contacted by McCains to organize and provide a beer garden at the event.

The MLCC has permitted a total of six community event permits to be issued for the City of Portage la Prairie in 2004. To date, two community event permits have been granted.

120/04 Moved by: Councillor Porter  
Seconded by: Councillor Brennan

RESOLVED THAT Council of City of Portage la Prairie approve the request from Mr. Dale Deschouwer to obtain a community event permit to host a beer garden during the McCain Mixed Slo Pitch Tournament June 12-13, 2004.  
Carried.

Lions Club Request for  
School Patrol Passes

The City has previously partnered with the Lions Club and the Portage School Division to provide pool passes to School Patrols for the Lions Memorial Pool.

The Portage Lions Club has prepared a letter of request to once again partner with the City and the Portage School Division to provide pool passes to School Patrols.

The provision of City Aquatic Child Passes would be an appropriate award of recognition to the School Patrol students for their contribution to the safety of the community.

- 121/04 Moved by: Councillor Porter  
Seconded by: Councillor Brennan  
RESOLVED THAT the Council of the City of Portage la Prairie agree to provide \$1,152, as their total contribution (1/3 of total value of \$3,455) towards the purchase of 146 ten-visit City Aquatic Child Passes for the purpose of providing recognition towards School Patrols in partnership with the Portage Lions Club and the Portage la Prairie School Division.  
Carried.

Progress for Portage  
Facility Rental Waiver  
Request

It is difficult to determine the total facility waiver request at this time as the tournament schedule can not be determined until all teams have registered. In the past few years, Council has approved facility rental waivers for this tournament. This year's tournament could have a value of between \$800 - \$1,000 for the use of diamonds # 1 – 8 and the new diamond #9 on all three days. The organizers have again committed all potential profits towards continued facility upgrades at Republic Park, specifically dugouts for diamonds #5 and #6.

- 122/04 Moved by: Councillor Porter  
Seconded by: Councillor Brennan  
RESOLVED THAT the Council of the City of Portage la Prairie authorize the waiver of any facility rental fees that may be applicable to the Progress for Portage fundraising tournament on June 4 - 6, 2004 provided that all profits are invested in upgrades at the Republic of Manitobah Park and that Progress for Portage provides the City with a tournament financial statement within sixty days of the event.  
Carried.

Monthly Activity  
Reports

Council reviewed the monthly activity reports for April 2004.

**DEFERRED  
BUSINESS:**

None.

**NEW BUSINESS:**

Rezoning Application –  
Portage School Division  
– By-Law 04-8226 –1<sup>st</sup>  
Reading

The property in question, part of Parcel A, Plan 2464, Parish of Portage la Prairie, is presently zoned R1 - Single Family Dwelling & R2 - Two Family Dwelling. The applicants, Portage la Prairie School Division, wish to rezone this property to EI – Educational and Institutional district.

The City of Portage la Prairie Development Plan 11.1 states: Institutional Development shall not be restricted to any one pre-defined area but shall be permitted to occur wherever it is most appropriate for that particular facility provided it is compatible and complimentary to adjacent uses.

The application will be circulated to the Province for review and comment after first reading.

As per section 42 (8) of “The Planning Act”, Council shall indicate its intention to enact a zoning by-law amendment by giving first reading and proceed with Public Notice as set out in subsections (2), (3), (4).

The first reading of By-Law No. 04-8226 will commence the process as defined in “The Planning Act” in considering this application.

- 123/04 Moved by: Councillor Brennan  
Seconded by: Councillor Wagner  
RESOLVED THAT the Council of the City of Portage la Prairie give By-Law No. 04-8226 First Reading and provide public notices as defined in Section 42 (1) and (2) of “The Planning Act”.  
Carried.

Easement Agreement –  
Food Development  
Centre

The Food Development Center is adding a Tetra-pak packaging facility to its existing facility. The new addition has resulted in the need for a larger water service, a fire sprinkler system, and a fire hydrant.

The original intent of the design was to locate the water service on the north side of the existing building in the north driveway. The driveway is critical to the operation since it leads to the main truck receiving area. The driveway already contains natural gas and hydro service lines. The FDC now does not want to locate the water service line in the driveway, and they are requesting an easement to place the line on City property to the north.

The proposed easement is three meters in width along the south property line of the vacant lot to the north of the FDC.

If work is to be done on the easement area, the Province is responsible for restoring the easement area to its original condition prior to any excavation.

124/04 Moved by: Councillor Quinn  
Seconded by: Councillor Robinson

RESOLVED That Council authorize the City to enter into an agreement with the Province of Manitoba to allow an easement for a water service pipe and hydrant on the southerly three meters of Lot 10, Plan No. 1870

Carried.

Funding for Community  
Justice Forum

With the impending closure of the Crime Prevention Office on June 1<sup>st</sup>, the Public Safety Committee has met with the Manitoba Justice staff and the facilitators to investigate alternatives to continue to provide administrative support for the CJF Program. Manitoba Justice has agreed to provide up to \$5,000.00 in funding for administrative support services for the CJF Program in Portage la Prairie.

The City's intent is for the CJF Program to fall under the auspices of the Manitoba Justice and be operated through the Portage la Prairie Probation Services Branch. As soon as the administrative support structure is in place, the City will formally transfer responsibility for this Program to the Manitoba Justice.

125/04 Moved by: Councillor Wagner  
Seconded by: Councillor Robinson

RESOLVED THAT the City of Portage la Prairie provide up to \$5,000 for administrative support services for the Community Justice Forum for the one year period June 1, 2004 to May 31, 2005.

Carried.

RM of North Norfolk  
Regional Water System

Council reviewed this report in-camera.

Moved by: Councillor Robinson  
Seconded by: Councillor Keryluk

RESOLVED THAT the Mayor and Manager of Administration be authorized to sign the an agreement with the Manitoba Water Services Board to supply up to 250,000 gallons of treated water per day to the Rural Municipalities of North Norfolk and Westbourne, the Village of MacGregor and the Town of Gladstone.

Carried.

**OLD BUSINESS:**

PCI Reunion Request  
for Funding

With the permission of Council, Councillor Quinn again raised discussion on the PCI Reunion request for funding. He noted that the Reunion Committee required assurance of financial support in order for them to have the reunion publications printed.

126/04 Moved by Councillor Quinn

Seconded by Councillor Robinson

RESOLVED THAT the Council of the City of Portage la Prairie enter into a sponsorship agreement with the PCI Reunion Committee for the "reunion publications" to a maximum of \$2,500, this amount payable after April, 2005.

Carried.

**ADJOURNMENT:**

The meeting adjourned at 6:48 p.m.

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Mayor

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Manager of Administration