

Minutes of the Meeting of Council held in the Council Chambers of the City of Portage la Prairie on Monday, November 28, 2005 at 6:07 p.m.

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

ABSENT: Councillor Robinson

Mayor MacKenzie called for a Moment of Silence in remembrance of Mr. Howard Roberts who passed away this week. Mr. Roberts held the position of City Clerk for many years at the City of Portage la Prairie.

ADOPTION OF MINUTES 291/05 Moved by: Councillor Wagner
Seconded by: Councillor Quinn
RESOLVED THAT the Council Minutes of the November 14, 2005 Regular Meeting of Council and the Minutes from the Organizational Meeting of Council on November 14, 2005 be approved as circulated.
Carried.

DELEGATIONS: Portage Animal Welfare Society

Carol Van Ember made a presentation on behalf of the Portage Animal Welfare Society delegation. She outlined the goals of the society and requested Council's support in working together.

HEARINGS: None

CORRESPONDENCE The correspondence for this period was reviewed.

COMMITTEES:

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

Unpaid Water & Sewer and Solid Waste to Taxes (October) By-Law 05-8264 – 2nd & 3rd Reading
This is part of the normal monthly procedure to allow unpaid water, sewer and solid waste accounts to be added to property taxes.

292/05 Moved by: Councillor Quinn
Seconded by: Councillor Porter
RESOLVED THAT By-Law 05-8264 being a by-law to authorize unpaid water, sewer and solid waste charges be added to taxes be read a second time.
Carried.

AND FURTHER THAT BY-Law 05-8264 be read a third time finally passed, signed and sealed.

Carried.

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

2006 Property Tax Discount Rate – By-Law 05-8289 – 1st Reading
The current tax discount rate is 1.2%, giving an effective annual rate of 2.4%, mid-way between the 90 day T-Bill and the City's investment rate of return at the time the by-law was passed.

Based on the City's current savings rate of 3% and the current 90-day Treasury Bill rate of 3.11%, the recommended tax discount rate is 1.5% in January, decreasing by .25% per month to reach par in July. This would provide an effective annual rate of 3%.

- 293/05 Moved by: Councillor Quinn
 Seconded by: Councillor Porter
 RESOLVED THAT By-Law # 05-8289 to provide for the payment of taxes and to provide for the rates of discount for prepayment of taxes be read a first time.
 Carried.

Third Quarter Forecast

Council reviewed the third Quarter Forecast in detail.

- 294/05 Moved by: Councillor Quinn
 Seconded by: Councillor Porter
 That the Financial Statement and Forecast for the nine months ended September 30, 2005 be adopted.
 Carried.

Short-Term Borrowing
 By-Law – By-Law 05-8290 – 1st Reading

A by-law for short term financing is established for every fiscal year. Current surpluses appear to be sufficient to provide funding for City operations. However, there may be requirements for interim financing until debenture debt is issued for any capital projects in 2006, such as the North East Transportation Route or local improvement projects for 10th Street Northwest and 21st Street Northwest.

By-Law No. 05-8290 will set up a line of credit for 2006, at no cost to the City, which can be drawn on only in the event it is required, with interest charges applying from that time on.

- 295/05 Moved by: Councillor Quinn
 Seconded by: Councillor Porter
 RESOLVED THAT By-Law No. 05-8290 to set up a line of credit with the city's financial institution be given 1st Reading.
 Carried.

Tax Cancellation
 Request – By-Law 05-8292 – 1st Reading

Supplemental taxes and Portage la Prairie Heritage Inc. (CPR Station)

The property owner appealed the supplemental tax for 2005 on the building portion and the effective date. The Assessment Branch recommended an adjustment to the 2005 Supplemental tax to be effective February 1, 2005 and the building assessment be changed from \$36,900 to \$27,100. This results in reduction to the Added Tax Revenue of \$295.00.

The Portage la Prairie Heritage Inc. requested the City to exempt the Canadian Pacific Railway Station and property. The request was received in July 2005, which is after the appeal period for 2005 taxes had passed.

As of November 1, 2005 the CP Railway Station property has the amounts below outstanding:

	Municipal	School	Penalties	Total
2004	1,578.16	1,815.62	708.37	4,102.15
2005	1,541.30	1,865.89	170.36	3,577.55
Total	3,119.46	3,681.51	878.73	7,679.70

Waiving the municipal taxes and penalties is a reduction to the revenues collected. Waiving the school portion is a direct cost since these have been forwarded to the School Division and the Province.

The Assessment Branch has changed the taxation status for this property to be school tax exempt effective 2006. As per the Assessment Act, the City may by by-law exempt municipal taxes under this new classification to take effect 2006.

296/05 Moved by: Councillor Quinn
Seconded by: Councillor Porter

RESOLVED That Council approve the change in the 2005 Supplementary assessment for Roll # 388100 to be effective February 1, 2005 and the building assessment be changed from \$36,900 to \$27,100.

AND FURTHER That Council cancel municipal taxes for 2004 and 2005, amounting to \$3119.46 and municipal related penalties of \$406.48 for Roll #401400 for the CP Rail station for 2004 and 2005.

AND FURTHER That By-Law No. 05-8292 being a by-law to exempt the CP Rail Station from municipal taxes effective January 1, 2006 be read a first time.

Carried.

Portage Sport & Cultural Association - Request for Rent Adjustment

The Portage Sport & Cultural Association (PSCA) entered into a lease agreement with the City whereby PSCA pays the principal of the \$510,000 loaned for the building on City property that houses the bingos for the various sport and cultural groups in the form of lease payments. Annual lease payments of \$55,964 are billed for 15 years (to 2017). There is currently \$444,505.56 remaining on the loan.

PSCA has requested the City to waive the interest on the loan for five years (2005 to 2009 inclusive) and extend the remaining loan over the next 25 years (to 2030). For 2005, the amount of interest to waive is \$32,741.01. Since the payments are transferred to the General Reserve, any change to the amount invoiced will affect the transfer to the General Reserve. There is no impact on the operating fund.

The request will be forwarded to the Budget Committee for consideration of the remaining years.

Councillor Quinn requested that other uses for the building be investigated.

297/05 Moved by: Councillor Quinn
Seconded by: Councillor Porter

RESOLVED THAT Council waive the interest portion (\$32,741.01) of the loan for Portage Sport & Cultural Association for the year 2005.

Carried.

Monthly Activity Reports

Council reviewed the monthly activity reports for October 2005.

City Planning & Economic Development

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

Monthly Activity Reports

Council reviewed the monthly activity reports for October 2005.

Public Safety Committee

The Public Safety Committee respectfully submits the following reports:

Derelict Building

Councillor Wagner advised Council that the derelict building on 1st Street and Dufferin has been torn down.

Citizens on Patrol Program

The Public Safety Committee received a request from the Citizens on Patrol to have their travel rate reviewed. The last time travel rate compensation was reviewed for this program was in April of 2000.

298/05 Moved by: Councillor Wagner
Seconded by: Councillor Brennan

RESOLVED THAT the Council of the City of Portage la Prairie increase the travel rate compensation for Citizens On Patrol Program to \$.374 per kilometre effective immediately and that the rate be adjusted to correspond to the Council/Staff travel rate from time to time as required. Carried.

Animal Control Tender

The City of Portage la Prairie currently contracts for the provision of an Animal Control Officer and the Operation of an Animal Pound. Both the Animal Control Officer Tender and the Provision of Pound Services Tender expires on December 31st, 2005.

A tender was issued combining the services of the Animal Control Officer's duties and the provision of an Animal Pound.

The existing Animal Control contract costs \$ 36,672.48 per year and the existing Animal Pound contract costs \$ 37,231.08 per year, for a total yearly cost of \$ 73,903.56 including GST. Hawker Enterprises was the successful bidder for both of these contracts, which covered the time period from 2000 to 2005. Over the period of the contract a COLA clause was in effect and the rate increased each year.

Hawker Enterprises has submitted a bid for the new combined Animal Services contract in the amount of \$ 88,661.74 per year including GST. This figure represents a firm rate for the upcoming five-year period of the contract, with no cost of living allowance included.

The tender calls for the successful bidder to supply a building for the housing of animals designed to certain specifications. It includes the care and feeding of these animals and requires that the building be staffed and open to the public for a minimum of 20 hours per week. The contract also calls for the Animal Control Officer to make daily patrols of the City for a minimum of 20 hours per week and, if necessary, weekend patrols. The Contractor must be available for emergency calls 24 hours per day, 365 days per year with a minimum response time, be available to work with the RCMP in emergency situations and attend Court proceedings if required. The Contractor is required to sell dog and cat licenses, supply a 24-hour answering service for calls, and supply a vehicle and uniforms for himself and his staff.

Council has expressed concern over the size of the increase in tender costs. Council deferred this issue until after the Budget meeting. Administration was requested to meet with the contractor to investigate options to reduce the costs of their services.

Administration met with Wendell Hawker of Hawker Enterprises and a new funding formula for the supplying of Animal Control Services was derived for Council's consideration:

For the 2006 year \$74,400 plus \$5,208 GST.

In addition the City, in accordance with the Manitoba Consumer Price Index, shall adjust the fee on an annual basis on January 1st of each of the ensuing years of 2007, 2008, 2009 and 2010.

In the 2006 budget the amount of \$77,300 not including GST was requested as an estimated cost for these services.

299/05 Moved by: Councillor Wagner
Seconded by: Councillor Brennan

RESOLVED THAT the Council of the City of Portage la Prairie accept the new tendered amount of \$74,400 plus \$5,208 GST, for the 2006 year for Provision of Animal Control Services, with the provision for an adjustment on January 1st of each remaining year of the contract in accordance with the Manitoba Consumer Price Index. And further that

Council authorizes the Mayor and Manager of Administration to sign on behalf of the City of Portage la Prairie.
Defeated.

Peacetime Emergency
MOU – RM of North
Norfolk and Village of
MacGregor

The RM of North Norfolk and the Village of MacGregor have requested the City of Portage la Prairie enter into a Peacetime Emergency Memorandum of Understanding Agreement. These agreements support each other when affected or threatened by peacetime emergencies and provide assistance when required.

It is also proposed that any cost incurred in connection with the mobilization, movement and deployment of Mutual Aid resources will be borne by the Municipality receiving the Aid.

300/05 Moved by: Councillor Wagner
Seconded by: Councillor Brennan

RESOLVED That the City of Portage la Prairie enter into a Peacetime Emergency Mutual Aid Memorandum of Understanding with the RM of North Norfolk and the Village of MacGregor and further that the Mayor and Manager of Administration be authorized to sign said Memorandum of Understanding.
Carried.

Monthly Activity
Reports

Council reviewed the monthly activity reports for October 2005.

Community Justice
Forum

Councillor Wagner outlined the following Community Justice Forum Statistics.

- June 2004 to October 2005 – 56 referrals
- 23 files concluded successfully
- 1 file was unsuccessful
- 19 files unable to be dealt with.
- 13 pending files.

**Waterworks
Committee**

The Waterworks Committee submits the following report:

Monthly Activity
Reports

Council reviewed the monthly activity reports for October 2005.

**Transportation
Committee**

The Transportation Committee submits the following reports:

Saskatchewan Avenue
West Crosswalk Request

In early 2003, the City received a request from the Principal of Yellowquill School for the installation of a crosswalk on Saskatchewan Avenue West at 20th St. Manitoba Highways and Transportation conducted a survey of the intersection with regard to vehicle and pedestrian traffic in 2004.

At that time, the level of pedestrian and vehicle traffic indicated that a crosswalk is warranted at this location, according to Manitoba Highways' standards, however as there are not sidewalks on both sides of the road, this does not qualify under the Province's guidelines.

A second request was received from a resident who would prefer a crosswalk be installed some distance away from her property, not necessarily for safety reasons, but to encourage youngsters to not cross Saskatchewan Avenue at her property.

If desired, the City could install a crosswalk at the City's cost for approximately \$30,000, or possibly contribute to the cost of the installation and hopefully have it installed.

Santa's Parade of Lights
– December 2, 2005

The Chamber has requested that both directions on Saskatchewan be closed for the Santa's Parade of Lights.

At the west end, a detour route in both directions will be provided in the westbound lane of Saskatchewan Avenue from 21st to Elm St. As the parade passes 20th St. W, this intersection will be opened. As the parade proceeds, the Avenue will be opened behind the parade. A detour route to the north on 10th St NE will be set up. The route will be along Lorne Avenue, McKay Avenue to 18th St NW Gigot Avenue to 21st St. NW, and 21st St. NW to Saskatchewan Avenue.

The RCMP will control traffic at intersecting streets along the parade route.

301/05 Moved by: Councillor Keryluk

Seconded by: Councillor Porter

RESOLVED That Council authorize the closure of Saskatchewan Avenue in both directions between 21st St West and 9th St East, and in the eastbound direction from Elm St. to 21st St W, for the annual Santa's Parade of Lights, on the evening of Friday, December 2, 2005, beginning at 7:30pm.

Carried.

Backlanes

Councillor Keryluk discussed maintenance of back lanes and indicated he wished to bring this matter up again in 2006.

Monthly Activity
Reports

Council reviewed the monthly activity reports for October 2005.

Compost Site

Councillor Keryluk requested citizens to please remove compost from plastic bags before dumping at the compost site.

**Community Services
Committee**

The Community Services Committee submits the following reports:

Splash Island Year End
Report – For
Information Only

Council reviewed the Splash Island Year End report.

Winterfest

Councillor Porter reminded citizens to turn on their Christmas lights at 5:00 p.m. on December 1 and 2nd for the Winterlights Judges. The Judges will be visiting the community in conjunction with the Winterfest activities. Councillor Porter also reminded citizens of the Winterfest celebration this Saturday.

Monthly Activity
Reports

Council reviewed the monthly activity reports for October 2005.

**DEFERRED
BUSINESS:**

None

NEW BUSINESS:

Audible Crosswalk
Signal

The local visually impaired person association, through CNIB, has requested that audible signals and buttons be installed at the signalized intersection of Saskatchewan Avenue and 4th Street W.

Manitoba Highways has advised that they should have a budget to complete audible signal installation in 2006, however, they require authorization from Council to install the audible signals.

302/05 Moved by: Councillor Keryluk
Seconded by: Councillor Porter

RESOLVED THAT Council authorize Manitoba Highways to install audible pedestrian crossing signals at the controlled intersection of Saskatchewan Avenue and 4th Street W.

Carried.

OLD BUSINESS:

ADJOURNMENT:

There being no further business to discuss, the meeting adjourned at 7:10 p.m.

Manager of Administration

Mayor