

MINUTES of a Regular Meeting of Council held in the Council Chambers of City Hall on Tuesday, October 10, 2006 at 6:00 p.m.

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

ABSENT: None

ADOPTION OF MINUTES: 246/06 Moved by Councillor Wagner
Seconded by Councillor Brennan
RESOLVED THAT the Minutes of the September 25, 2006 regular meeting of Council be approved as presented.
Carried.

DELEGATIONS: Jean Armstrong, Winter Lights Committee
Jean Armstrong, co-chair of the Winter Lights Committee, attended Council and updated Council members on the developments of the Committee and their decision to not participate in the Winter Lights competition this year.

HEARINGS: Variation – Erik and Colette Lee, 600 Queen Avenue
No one appeared in support of or objecting to the variation request.

247/06 Moved by: Councillor Brennan
Seconded by: Councillor Wagner
RESOLVED THAT the public hearing for the request for Variation by Erik and Colette Lee for 600 Queen Avenue now be closed.
Carried.

The applicants, Erik and Colette Lee, are applying for a variation order to allow the parking stall requirement of eight stalls to be reduced to five stalls. This property was rezoned from “R-1” Single Family Dwelling to “R-3” Multi Family Dwelling as per rezoning application PC 18-06 and was approved on July 10, 2006. As per By-Law 7680, eight parking stalls are required (1½ stalls per dwelling unit). The applicant is requesting this to be reduced to five parking stalls.

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

248/06 Moved by Councillor Brennan
Seconded by Councillor Wagner
RESOLVED THAT the Council of the City of Portage la Prairie approve the variation request of Erik and Colette Lee to reduce the parking stall requirement of eight stalls to five stalls at the property known as 600 Queen Avenue E, which is legally described as Lots 1/2 Block 7, Plan 8, Parish of Portage la Prairie.
Carried.

COMMITTEES:

Finance, Legislative & Property Committee

Unpaid Water, Sewer and Solid Waste to Taxes for September, 2006, By-Law 06-8305 – 1st Reading

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

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

249/06 Moved by Councillor Quinn
Seconded by Councillor Robinson
RESOLVED THAT By-Law No. 06-8305 being a by-law authorizing unpaid water, sewer and solid waste charges for September to be added to taxes, be now introduced and read a first time.
Carried.

Tender Exception, By-Law 06-8330 – 2nd/3rd Readings

By-Law No. 06-8330 sets out an amendment to the Purchasing By-Law as follows:
“Council may by resolution exempt the requirement for tender or request for proposal “RFP” at its discretion so long as the purchasing requirements still comply with the MASH Annex 502.4.”

By-Law No. 06-8330 was given 1st reading on August 14, 2006.

250/06 Moved by Councillor Quinn
Seconded by Councillor Robinson
RESOLVED THAT By-Law No. 06-8330 being a by-law to amend the Purchasing By-Law No. 00-8062, be given second reading.
Carried.

Moved by Councillor Quinn
Seconded by Councillor Robinson
RESOLVED THAT By-Law No. 06-8330 be given third reading, finally passed, signed and sealed.
Carried.
In Favour: Councillors Brennan, Keryluk, Porter, Quinn, Robinson, and Wagner, and Mayor MacKenzie.

Tender Policy Revision

The tender policy AC-AV sets out procedures for tendering. Currently there are no provisions to consider experience with the City in the rating of the tenders, other than engineering tenders which fall under another policy (ENG-F).

The policy contains a proposed amendment to include experience as an evaluation factor for up to 10% of the total rating.

As well, a clause on non-disclosure has since been added to the policy to prohibit the disclosure of bid responses, other suppliers' interests or intentions of submission to suppliers. This confidentiality maintains the integrity of the tendering process and is worth noting in the policy.

251/06 Moved by Councillor Quinn
Seconded by Councillor Robinson
RESOLVED THAT the procurement by Tender or Request for Proposal Policy AC-AV be amended to include the following statements:
Non-Disclosure
With exception to the public tender opening, information on other bidders, expressions of interest or bid responses will not be disclosed to suppliers.
Evaluation
Where applicable, experience with the City may be included as an evaluation factor for up to 10% of the total rating.
Carried.

Heritage Tax Credit
By-Law 06-8334 – 1st
Reading

The Portage Heritage Committee presented its request for the City to offer property tax credits to encourage and assist in the renovation of building that have been designated as municipal heritage sites under The Heritage Resources Act.

The by-law contains the following highlights:

- Fifty percent of the net private investment in eligible work for each approved project is eligible for a tax credit, to a maximum credit of \$500 per year.
- The tax credit may be used at the applicant's discretion for up to ten years commencing in the 2007 tax year, to reduce municipal property taxes accruing to the designated building.
- Proposed projects must entail a minimum of \$5,000.
- The tax credit period is carried through even if the property owner or long term tenant changes so long as the heritage designation is maintained.

It is estimated about two properties per year may enter the program. The cost of \$500/year tax credit maximum per applicable property up to ten years will be partially or completely offset with the assessment increases due to the property improvements.

252/06 Moved by Councillor Quinn
Seconded by Councillor Robinson

RESOLVED THAT By-Law No. 06-8334 being a by-law to establish a program of property tax credits to encourage and assist in the renovation and improvement of buildings designated as Municipal Heritage Sites be now introduced and read a first time.
Carried.

**City Planning and
Economic
Development
Committee**

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

Tourism Advisory
Committee 2006-2007
Strategic Plan

The tourism Advisory Committee has determined the projects and goals they would like to accomplish in the 2006 – 2007 year with regards to tourism development in Portage la Prairie.

253/06 Moved by Councillor Brennan
Seconded by Councillor Wagner

RESOLVED THAT the Council of the City of Portage la Prairie approve the tourism Advisory Committee 2006 – 2007 Strategic Plan, as presented.
Carried.

Extension of
Variation, Ed and
Denise Harder, 20 14th
Street N.W.

The applicant has requested an extension to the original Variation Order PC 47-05, passed by Resolution No. 250/05 on October 11, 2005, for an additional 12 months.

The Planning Act, 101 states: "A variance order will expire and cease to have any effect if it is not acted upon within 12 months of the date of the decision. A board, council or planning commission may extend the deadline under subsection (1) for an additional period not longer than 12 months if an application is received before the initial deadline."

254/06 Moved by Councillor Brennan
Seconded by Councillor Wagner

RESOLVED THAT the Council of the City of Portage la Prairie approve the request to extend the original variation order (PC 47-05) at 20 14th Street N.W. which is legally described as Lots 30/31, Plan 14, Parish of Portage la Prairie.
Carried.

**Public Safety
Committee**

The Public Safety Committee respectfully submits the following report:

Portage Family Abuse
Prevention Centre –
For Information Only

The Portage Family Abuse prevention Centre has requested the City's commitment and financial support in the amount of \$10,000. Council will refer this request to the Budget Committee for 2007.

**Waterworks
Committee**

The Waterworks Committee has no report.

**Transportation
Committee**

The Transportation Committee respectfully submits the following report:

Councillor Keryluk encouraged residents who utilize the compost site to please empty their bags at the site.

**Community Services
Committee**

The Community Services Committee respectfully submits the following reports:

Request for
Complimentary Swim
Times at Southport
Pool

The Young Parents' Resource Centre (YPRC) is a non-profit community based organization with a goal to encourage healthy families. The support of the city of Portage la Prairie, since 2002 has been vital to the continuation of the Family Drop In Program, which includes eight to ten families attending the Southport Aquaplex.

The YPRC has requested seven, one-hour swim times in the leisure pool only. The City has provided these swim opportunities in the past.

255/06 Moved by Councillor Porter
Seconded by Councillor Quinn

RESOLVED THAT the Council of the City of Portage la Prairie grant a maximum of seven one-hour swimming times at the Southport Aquaplex during City operated times for the Young Parents Resource Centre on the condition that they enter into a pool use agreement to the sole satisfaction of the City for the period of time from October 1, 2006 until May 31, 2007.
Carried.

Trans Canada
Yellowhead Highway
Conference Split of
Profits

The 60th Trans Canada Yellowhead Highway conference and Annual General Meeting was held in Portage la Prairie at the Canad Inns from May 12 to 13, 2006. Delegates, guests and sponsors came from all four western provinces.

The sponsorships obtained by the 2006 AGM Committee provided revenues of approximately \$11,385.37.

The Trans Canada Yellowhead Highway Association has agreed to a 2/3 and 1/3 split of the net profit with 2/3 allotted to the Trans Canada Yellowhead Association and 1/3 being the City of Portage la Prairie's portion.

256/06 Moved by Councillor Porter
Seconded by Councillor Quinn

RESOLVED THAT the Council of the City of Portage la Prairie approve the proposed allocation of 2/3 of the net profit to the Trans Canada Yellowhead Association as their share of the net profit split, as a result of the City hosting the Trans Canada Yellowhead Conference and Annual General meeting on May 12 to 13, 2006,

AND FURTHER THAT Council allocate the City share of conference profits to the Economic Development Reserve Fund.
Carried.

Sidewalk Snow
Clearing

The addition of two new walkways to the City sidewalk system from the Lions Manor at 9th Street S.E. to Windsor Park Estates and from the intersection of River Road and Crescent Road East to Ecole Arthur Meighen School make it necessary to expand the City sidewalk clearing program.

257/06 Moved by Councillor Porter
Seconded by Councillor Quinn

RESOLVED THAT Council of the City of Portage la Prairie authorize the expansion of the sidewalk snow clearing program to include the walkway along Saskatchewan Avenue E. from 9th Street S.E. to Windsor Park Estates, and the River Road Walkway, from Crescent Road and River Road Intersection to Ecole Arthur Meighen School; and the additional width of the Crescent Lake Walkway, and amend the Sidewalk Snow Clearing Quality Standard DOP-PARKS-1 accordingly.
Carried.

**DEFERRED
BUSINESS:**

None.

**NEW BUSINESS:
Request for Water
Service**

Mr. and Mrs. Bob Smith have requested authorization to install a water service to their residence at 120 Brandon Avenue, in conjunction with Mr. and Mrs. Ron McRorie. Council previously granted the McRorie's request for a water service from International Drive to their residence at 51 Pelechaty Drive, as well as the Smith request, subject to the signing of an agreement and registering the caveat on the properties.

The two proponents failed to obtain an easement to cross the Fair Board property and have requested to cross City property east of Splash Island or take the water line along Royal Road, on the west side of Splash Island.

Typically, private lines are not permitted along a road right-of-way, however, in this case the City has not shown an interest in providing a City-maintained watermain for current or future use, and has agreed in principle to the proposed private watermain.

258/06 Moved by Councillor Robinson
Seconded by Councillor Keryluk

RESOLVED THAT the Council of the City of Portage la Prairie approve the request for the installation of a water service line to 120 Brandon Avenue, and 51 Pelechaty Drive, from the connection point at International Drive southward on the east side of Royal Road, subject to plans being submitted to and approved by the Director of Operations;

AND THAT, subject to the qualification that the owner register a caveat on the property, at his cost, acknowledging that water quality at the home may not meet Canadian Drinking Water Guidelines, and that the City cannot and does not guarantee the quality of the water supplied to the residence;

AND THAT an agreement specifying maintenance responsibilities between the serviced parties and the City be made. Carried.

Award of Tender –
14th Street N.E.
Watermain Extension
Contract

The net cost with the GST rebate is approximately \$116,772. Funding for this project is from the utility reserve.

The budget for this project is \$100,000 with \$20,000 expected from Manitoba Hydro, for a net estimated cost of \$80,000 to the City. Two fire hydrants are being installed along the watermain, and a service line is being run to Manitoba Hydro's property line.

Manitoba Transportation requires a steel sleeve under Saskatchewan Avenue to avoid open-cutting. This added approximately \$12,000 to \$15,000 to the cost of construction beyond the original estimate.

An agreement has been negotiated with Manitoba Hydro but it will not be signed until Council approves it in principle. Hydro will pay \$20,000 toward the watermain and approximately \$1,800 toward their service line from the main line to the property line, for a total of \$21,800.

259/06 Moved by Councillor Robinson
Seconded by Councillor Keryluk

RESOLVED THAT the Council of the City of Portage la Prairie approve the cost-sharing agreement with Manitoba Hydro in principle;

AND THAT Tender No. 06 OPS 027 be awarded to Towle Construction Ltd. For the tendered price of \$123,788.32 including taxes, on condition that Manitoba Hydro executes a water servicing cost-sharing agreement;

AND THAT the Mayor and Manager of Administration be authorized to sign the cost-sharing agreement with Manitoba Hydro.
Carried.

OLD BUSINESS:

None

ADJOURNMENT:

There being no further business to discuss, the meeting adjourned at 6:32 p.m.

Mayor

Manager of Administration