

MINUTES of a Regular Meeting of Council held in the Council Chambers of City Hall on Monday, September 11, 2006 at 6:11 p.m.

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

**ABSENT:**

**ADOPTION OF MINUTES:** 214/06 Moved by: Councillor Wagner  
Seconded by: Councillor Brennan  
RESOLVED THAT the minutes of the August 14, 2006 regular meeting of Council, and the minutes of the Special Meetings of Council held on August 14, 2006, August 21, 2006, and September 1, 2006 be approved as presented.  
Carried.

**DELEGATIONS:** Mayor MacKenzie displayed the plaque presented to the City of Portage la Prairie from the Canadian Senior Games Committee.

1. Mr. Ken Metcalf regarding Lighting Alternatives  
Mr. Ken Metcalfe, member of the Royal Astronomical Society of Canada, made a presentation on lighting alternatives.

2. Mr. Barry Bills on behalf of the Heritage Committee  
Mr. Barry Bills appeared on behalf of the Heritage Committee and presented suggestions on displaying signs of points of interest on heritage on the new walkway.

He also presented a proposal for property tax credit to encourage and assist in the renovation and improvement to designated municipal heritage sites.

Mr. Bills then presented a proposal to plan for the City's 100<sup>th</sup> birthday of becoming a City in 2007.

**HEARINGS:**

Variation – JN Developments, 20 Cadham Bay  
Eleanor Giffin appeared before Council to object to the variation

215/06 Moved by: Councillor Brennan  
Seconded by: Councillor Wagner  
RESOLVED THAT the hearing for the variation request of JN Developments Ltd., 20 Cadham Bay, now be closed.  
Carried.

The applicant, JN Developments Ltd., is applying for a variation order to allow the rear yard to be reduced from the required 7.5m to 4.572m. This building is in an R1 – Single family dwelling district.

The application has been circulated to the various City Departments with no concerns being expressed. Public notices have been sent to all property owners within a 100 meter radius.

216/06 Moved by: Councillor Brennan  
Seconded by: Councillor Wagner  
RESOLVED THAT the Council of the City of Portage la Prairie approve the variation request of JN Developments Ltd. to vary the rear yard to be reduced from the required 7.5m to 4.572m at the property known as 20 Cadham Bay which is legally described as Lot 13, Block 6, Plan 35629, Parish of Portage la Prairie.  
**Defeated.**

**COMMITTEES:**

**Finance, Legislative & Property Committee:**

Unpaid Water, Sewer & Solid Waste to Taxes for July 2006 – By-Law 06-8303 – 2<sup>nd</sup> & 3<sup>rd</sup> Reading

**The Finance, Legislative & 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.

- 217/06 Moved by: Councillor Quinn  
Seconded by: Councillor Robinson  
RESOLVED THAT By-Law No. 06-8303 being a by-law authorizing unpaid water, sewer and solid waste charges for July to be added to taxes, be read a second time.  
Carried.
- Moved by: Councillor Quinn  
Seconded by: Councillor Robinson  
THAT By-Law 06-8303 be read a third time, finally passed, signed and sealed.  
Carried.  
In Favour: Councillors Robinson, Wagner, Quinn, Brennan, Porter, and Keryluk, and Mayor MacKenzie.

Unpaid Water, Sewer & Solid Waste to Taxes for August 2006 – By-Law 06-8304 – 1<sup>st</sup> Reading

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

- 218/06 Moved by: Councillor Quinn  
Seconded by: Councillor Robinson  
RESOLVED THAT By-Law 06-8304 being a by-law to authorize unpaid water, sewer and solid waste charges for August be read a first time.  
Carried.

Unpaid Trailer Licenses to Property Taxes – By-Law 06-8327 – 1<sup>st</sup> Reading

The Fees & Charges By-law # 05-8286 states: “THAT any unpaid fees or charges owed to the City by any tax payer including any penalties related thereto as well as any fines imposed on the tax payer by the court for contravention of the City By-Laws may be added to the taxes of the said tax payer 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.

- 219/06 Moved by: Councillor Quinn  
Seconded by: Councillor Robinson  
RESOLVED THAT By-law No. 06-8327 being a by-law to authorize the unpaid 2006 trailer license fees as per schedule “A” be added to taxes, be read a first time.  
Carried.

Recruitment & Hiring Policy

Council reviewed Policy HR-AC and proposed the following changes:

- Clause 3.12 has been revised to allow Division Managers or Department Heads to conduct reference checks where their familiarity allows them to better gauge the reference information.
- Clause 3.13 has been added to require Criminal Record and Child Abuse Registry Checks prior to employment for employees with direct access to children. New applicants are responsible for costs associated

with these checks and returning employees are paid for by the City.

- New Section 5 has been added to prohibit the hiring of immediate relatives where there is a supervisory relationship. There are also clauses restricting favoritism, undue influence and conflict of interest.

220/06 Moved by: Councillor Quinn  
Seconded by: Councillor Robinson  
RESOLVED THAT Policy HR-AC, Recruitment and Hiring Policy, dated August 14, 2006 be approved.  
Carried.

Second Quarter Forecast

Council reviewed the Second Quarter Forecast. A year end surplus in the general operating budget of \$46,308 is forecast and a year end surplus in the utility operating fund of \$131,875 is forecast.

221/06 Moved by: Councillor Quinn  
Seconded by: Councillor Robinson  
RESOLVED THAT the Financial Statement and Forecast for the six months ended June 30, 2006 be adopted.  
Carried.

Creation of a Lane  
Rental Fee for  
Swimming

The Piranhas rent the Southport Aquaplex from the City of Portage la Prairie at the children and youth rate \$44.58 per hour. They coach their swimmers in the 25 meter pool, primarily in three of the five lanes, but do not require the hot tub or leisure pool.  
The proposed lane rate is based on dividing the existing youth rate by five (number of lanes), plus the expense of a lifeguard. Additional lanes would be added at \$5 per lane  
The lane rental rate would be applicable only to those user groups wishing to rent lanes for the purpose of swim development.

Moved by: Councillor Quinn  
Seconded by: Councillor Robinson  
RESOLVED THAT Council authorizes Administration to implement the following new lane rental fee schedule for the purpose of swim development for the Southport Aquaplex:

Single lane	\$20.00
Two lanes	\$25.00
Three lanes	\$30.00
Four lanes	\$35.00
Five lanes	Regular pool rental of \$44.58

AND FURTHER THAT By-law 05-8286 be amended accordingly.  
**Tabled.**

222/06 Moved by Councillor Wagner  
Seconded by Councillor Keryluk  
RESOLVED THAT the report on Creation of a Lane Rental Fee for Swimming be deferred to the next Council meeting on September 25, 2006.  
Carried.

Management Salaries –  
By-Law 06-8328 – 2<sup>nd</sup>  
and 3<sup>rd</sup> Readings

Council gave first reading to By-Law 06-8328 on August 14, 2006.

223/06 Moved by Councillor Quinn  
Seconded by Councillor Robinson  
RESOLVED THAT By-Law 06-8328 be amended to increase the 2006 maximum salary for the Manager of Parks to \$60,148, and receive 2<sup>nd</sup> reading as amended.  
Carried.

Moved by: Councillor Quinn  
Seconded by: Councillor Robinson

RESOLVED THAT By-Law No. 06-8328 be now read a third time, finally passed, signed and sealed.  
Carried.

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

Shindleman Way Road  
Opening – By-Law 06-  
8324 – 2<sup>nd</sup> and 3<sup>rd</sup>  
Readings

The new road, known as Shindleman Way, will provide access to the Royal Plains Development area and is located on the north side of Highway 1A. Shindleman Way will connect Highway 1A to Sissons Drive.

By-Law 06-8324 was given first reading on August 14, 2006.

224/06 Moved by: Councillor Quinn

Seconded by: Councillor Robinson

RESOLVED THAT By-Law No. 06-8324 being a by-law of the City of Portage la Prairie to open the new road known as Shindleman Way that leads into the Royal Plains Development area, be read a second time.  
Carried.

Moved by: Councillor Quinn

Seconded by: Councillor Robinson

RESOLVED THAT By-Law No. 06-8324 be now read a third time, finally passed, signed and sealed, and forwarded to the Land Titles Office for registration and the Community Planning Services, Regional Office for updating of Provincial records.  
Carried.

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

Monthly Activity  
Reports – For  
Information Only

Council reviewed the monthly activity reports for July 2006.

**City Planning &  
Economic  
Development  
Committee:**

Island of Lights  
Sponsorship Proposal

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

The Manitoba Hydro Power Smart Island of Lights will be running for its 8<sup>th</sup> year from November 17, 2006 to January 7, 2007. The Island of Lights Committee has developed a proposed sponsorship package that is intended to off set the future capital expenditures to the show.

Highlights of the proposed sponsorship:

- 2 Gold Sponsorships valued at \$3,000/year
- 3 Silver Sponsorships valued at \$2,000/year
- 5 Bronze Sponsorships valued at \$1,000/year
- Complimentary gate passes for sponsors
- An advertisement in the Island of Lights brochure
- Prominent signage at the entrance of the Island of Lights
- Name mentions on the FM transmitter for the light show
- Ability to distribute promotional/marketing materials at gate.

- 225/06 Moved by: Councillor Brennan  
Seconded by: Councillor Wagner  
RESOLVED THAT the Council of the City of Portage la Prairie approve the sponsorship proposal for the Manitoba Hydro Power Smart Island of Lights and that the Director of Economic and Community Development is authorized to sign all sponsorship agreements on behalf of the City.  
Carried.

Monthly Activity Reports – For Information Only

Council reviewed the monthly activity reports for July 2006.

**Public Safety Committee**

**The Public Safety Committee respectfully submits the following reports:**

Portage Animal Welfare Society – Request to Operate Fostering Program

PAWS has requested that the City of Portage la Prairie allow them to operate an animal fostering program for dogs and cats. PAWS has requested that the City of Portage la Prairie waive any pound fees or licensing fees.

The PAWS foster home would maintain control of the animal until it was adopted. All foster homes would be required to follow all the provisions of the Animal Control By-law.

Paws will advise the new owner that they must obtain a City dog or cat license and provide proof of same prior to PAWS releasing the animal. It should also be noted that only animals that are deemed adoptable (no history of biting, etc) would be eligible.

- 226/06 Moved by: Councillor Wagner  
Seconded by: Councillor Brennan  
RESOLVED THAT the City of Portage la Prairie authorize the Portage Animal Welfare Society (PAWS) to operate a fostering program for impounded animals, with animals not being released until a City cat or dog license has been purchased, and that pound fees would be waived for animals in the fostering program.

In addition, the City agrees to waive license fees for animals in foster care until such time a new owner is found. At this time a new owner would be required to purchase a license.

And further, that the program be reviewed annually and be subject to cancellation or adjustment at the City of Portage la Prairie's sole discretion.

Carried.

Monthly Activity Report – For Information Only

Council reviewed the monthly activity report for July 2006.

**Waterworks Committee**

**The Waterworks Committee respectfully submits the following report:**

Monthly Activity Report – For Information Only

Council reviewed the monthly activity report for July 2006.

**Transportation Committee**

**The Transportation Committee respectfully submits the following reports:**

Audible Crosswalk Signals

CNIB has requested that the push-button audible signals at signalized intersections be rewired to automatically activate with every green light.

Before Manitoba Transportation will make the change, they require

authorization from Council. The audible signals at 5<sup>th</sup> Street (PR 240), 3<sup>rd</sup> Street East, Royal Road, and Tupper are all push button activated.

The audible signals at 4<sup>th</sup> Street West and also at 8<sup>th</sup> Street West are automatic without push button actuation. There would be no cost to the City for the changes.

227/06 Moved by: Councillor Keryluk  
Seconded by: Councillor Porter

RESOLVED THAT Council authorize Manitoba Transportation and Government Services (Manitoba Highways) to install automatically activated audible signal actuators at the controlled intersections on Saskatchewan Avenue at 5<sup>th</sup> Street East, 3<sup>rd</sup> Street E, Royal Road and Tupper Street.  
Carried.

Crescent Road East  
Crosswalk

With the construction of a paved path along the Crescent Lake bank, a number of accesses to the path from Crescent Road, River Road, and Wilkinson Crescent, generally at street intersections, are being constructed. It is anticipated that Crescentview School and the apartment blocks along Crescent Rd E will generate significant pedestrian traffic with a desire to access the lake bank path.

228/06 Moved by: Councillor Keryluk  
Seconded by: Councillor Porter

RESOLVED THAT Council authorize the installation of a pedestrian crosswalk on Crescent Road East at the south side of the cul-de-sac intersection.  
Carried.

Monthly Activity Report  
– For Information Only

Council reviewed the monthly activity reports for July 2006.

**Community Services  
Committee**

**The Community Services Committee respectfully submits the following reports:**

Age Friendly Cities  
Progress Report – For  
Information Only

Council reviewed this report.

Award of Tender –  
Arena Advertising,  
Concession and Skate  
Sharpening

The City of Portage la Prairie's existing agreements for the concession services and the advertising rights in the Portage Centennial Arena will expire August 31, 2006.

Tenders were advertised publicly in the Daily Graphic on June 23 and July 14, 2006. One bid for concession operation and one for advertising management was submitted for consideration by the July 21, 2006 deadline. There were no submissions for the operation of the skate sharpening services.

As for the skate sharpening services, Administration will contact the previous vending service company to identify machine skate sharpening options as a minimum on site service.

229/06 Moved by: Councillor Porter  
Seconded by: Councillor Quinn

RESOLVED THAT:

1. THAT the Council of the City of Portage la Prairie award the Arena Concession Operation at the Portage Centennial Arena to the Portage & District Terriers as submitted for a three year term commencing September 1, 2006 and ending August 31, 2009 and further that Administration be authorized to sign agreements in accordance with the tender documents.

2. THAT the Council of the City of Portage la Prairie award the Arena Advertising rights at the Portage Centennial Arena to Portage Ringette Association as submitted for a three year term commencing September 1, 2006 and ending August 31, 2009 and further that Administration be authorized to sign agreements in accordance with the tender documents.

Carried.

Canada Day  
Celebrations – Final  
Report – For  
Information Only

Council reviewed the Final Report for the Canada Day Celebrations.

Request for Meyers  
Norris Penny Prairie  
Classic Sponsorship –  
October 27-30, 2006

The second annual Meyers Norris Penny Prairie Classic bonspiel is scheduled to run October 27-30, 2006 at the Portage Curling Club.

Invitations have been sent to the best curlers world wide in an effort to host thirty-two teams in Portage la Prairie.

Sponsorship for this bonspiel has not been provided for in the current budget, although sponsorship of this event was supported last year at a \$1500 amount. However, hosting an international event which includes thirty-two teams combined with the draw of spectators presents the potential for a positive economic impact on the City.

230/06 Moved by: Councillor Porter  
Seconded by: Councillor Quinn

RESOLVED THAT the Council of the City of Portage la Prairie purchase a \$1500 sponsorship for the Meyers Norris Penny Prairie Classic bonspiel to be held October 27-30, 2006 in Portage la Prairie Manitoba from the Council Special Grants budget.

Carried.

Monthly Activity Report  
– For Information Only

Council reviewed the monthly activity reports for July 2006.

Canada Post  
Corporation – Library  
Book Rate

Councillor Quinn noted that a letter has been sent to the Canada Post Corporation supporting the Regional Library Board's request to maintain the present Library Book Rate. The request was made in order not to deprive any of the large number of rural persons who use the services of our inter-library loan service.

**DEFERRED  
BUSINESS:**

None

**NEW BUSINESS:**

SACI Programming  
Agreement

City Administration had met with Mr. Wade Linden of Southport Aerospace Centre Incorporated (SACI) to discuss the possibility of a blended schedule, where the City would assume all programming responsibilities in a proposed transition year during 2006/2007. The operational impact if the City were to consider adopting the existing pool programming with the current City schedule has been researched, and both parties have mutually agreed on a blended programming schedule and a fair level of compensation for the additional staff required for these program times.

The Memorandum of Agreement enables the City exclusive programming and staffing responsibilities from September 1, 2006 to May 31, 2007. Furthermore, it releases SACI of the responsibility to provide aquatic staff and programming for their tenants.

An additional 12 program hours will be added to the City's regular schedule and programmed as per Schedule A. During this transition year,

up until May 31, 2007, all existing SACI memberships will be honoured during all public and lap swim times and City fees will not be charged. SACI will provide a total of \$14,000 towards staffing expenditures for these program times, which includes lifeguards, and aquatic cashiers where necessary.

The proposed operational changes will contribute to the overall effective management of qualified personnel, pool time and ultimately, improved customer service.

231/06 Moved by Councillor Porter  
Seconded by Councillor Quinn

RESOLVED THAT the Council of the City of Portage la Prairie approve the signing of the Memorandum of Agreement to provide aquatic programming for the Southport Aquaplex for a term of September 1, 2006 to May 31, 2007.  
Carried.

Portage Community  
Centre Inc.

PCCI approached Council in Committee to request financial assistance for their roof replacement.

232/06 Moved by Councillor Porter  
Seconded by Councillor Quinn

RESOLVED THAT the City of Portage la Prairie provide a grant of up to \$13,000 to Portage Community Centre Inc. toward roof replacement,

AND THAT Administration be authorized to negotiate with Portage Community Centre Inc to reduce the grant by any Goods and Services Tax rebate available for the roof replacement.  
Carried.

Employee Benefit  
Coverage Through Blue  
Cross

In October 2002, administration of the City's employee benefit plan was switched from Blue Cross to Hayhurst Elias Dudek Inc. (HED). HED administers three Blue Cross plans under the umbrella of the AMM.

The City's plan varies slightly from the three AMM plans and fell between the middle and top AMM plan. HED advised the City that the transition would be seamless, that the City's existing plan would be continued on as is with no changes and that the City would experience savings in benefit costs that would be passed on to the City and staff.

Unfortunately, the transition has not been seamless and there have been a variety of issues with HED related to administration of the plan. For example, HED recently advised that they could no longer continue the City's existing plan and retroactively made changes to the plan that impacted employee and employer costs and coverage. HED has subsequently advised that they will grandfather current plan members. They have indicated that the City will have to pay for benefit coverage each month based on a different plan, and HED will then give the City a credit on the next monthly bill to reflect the City's actual plan. There have been a variety of issues that seem to revolve around the City's plan being slightly different from the AMM plans and an inability for HED's computer system and staff to deal seamlessly with those differences.

Blue Cross was recently contacted to determine what the implications are to return to Blue Cross as the benefit plan administrator. They have indicated that the City's employee benefit plans could be administered directly by Blue Cross and the existing plans and coverages maintained. The rates provided by Blue Cross are similar to the rates HED has been charging.

As employee benefits are covered in the City's union collective agreements, both CUPE and the Fire Fighters union have been advised of the potential change and they have indicated that they are in agreement

with the change.

- 233/06 Moved by Councillor Quinn  
Seconded by Councillor Robinson

RESOLVED THAT the City of Portage la Prairie terminate its association with Hayhurst Elias Dudek Inc. as the Employee Group Benefits Administrator and return to Manitoba Blue Cross as the Employee Benefit Program Administrator effective November 1, 2006.  
Carried.

Council Salaries, By-Law No. 06-8329 – 1<sup>st</sup> Reading

Council has received a copy of a report by Whiteway and Associates relating to Council salaries providing the following survey information garnered from the Cities of Estevan, North Battleford, Selkirk, Steinbach, Swift Current, Winkler and Yorkton:

<u>Salary</u>	<u>City of Portage la Prairie</u>	<u>Survey Average Difference</u>
Mayor	\$28,140.	\$30,422.
Deputy Mayor	\$11,928.	12,785.
Councillor	\$11,928.	11,808.

The Mayor and Deputy Mayor salaries are far enough out of sync with the survey results that an adjustment is warranted. It is proposed that the Mayor's salary be increased to \$30,422 in accordance with the 2006 survey. The Deputy-Mayor's salary should be increased to \$14,000 to reflect additional responsibilities that the Deputy Mayor has to assist the Mayor. Councillor salaries remain at \$11,928.

Changes to Mayor and Deputy-Mayor's salaries should take effect January 1, 2007 with all Council salaries adjusted by 3.75% to reflect the 2007 increases previously negotiated with CUPE and applied to Management staff also. This will put the Mayor's 2007 salary at \$31,562.88, Deputy Mayor at \$14,525.04 and Councillors at \$12,377.64.

- 234/06 Moved by Councillor Quinn  
Seconded by Councillor Robinson

RESOLVED THAT By-Law No. 06-8329 to amend By-Law No. 05-8270 to establish Council's 2007 indemnities be given first reading.  
Carried.

License Agreement for Portage la Prairie Sign

The Portage la Prairie Beautification Committee has allocated \$100,000 in their budget for two Portage la Prairie signs to be located on Highway #1 on the east and the west sides of the City.

Simplot Canada has agreed to locate a sign on their property fronting on Highway #1. The proposed lease is for a 20 year term and provides for the City to issue a receipt every year for the value of the lease payment as a donation.

- 235/06 Moved by Councillor Brennan  
Seconded by Councillor Wagner

RESOLVED THAT the Mayor and City Manager be authorized to sign a land lease agreement with Simplot Canada (II) Limited for the purpose of locating a Portage la Prairie sign on said land.  
Carried.

**OLD BUSINESS**

**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 7:40 p.m.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Manager of Administration