

MINUTES of a Regular Meeting of Council held in the Council Chambers of City Hall on Monday, September 25, 2006 at 6:00 p.m.

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

**ABSENT:** Councillor Brennan

**ADOPTION OF MINUTES:** 236/06 Moved by Councillor Keryluk  
Seconded by: Councillor Quinn  
RESOLVED THAT the minutes of the September 11, 2006 regular meeting of Council be approved as presented.  
Carried.

**DELEGATIONS:**

Penny Kelly, Portage Family Abuse Prevention Centre

Penny Kelly, Director of Family Abuse Prevention Centre, made a presentation on Project Prevention, The 90% Solution.

The Centre requested support from the City in the form of financial assistance with ongoing commitment, along with the inclusion of the City Logo and name.

**HEARINGS:** None.

**COMMITTEES:**

**Finance, Legislative & Property Committee:**

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

Unpaid Water, Sewer & Solid Waste to Taxes for August 2006 – By-Law 06-8304 – 2<sup>nd</sup> & 3<sup>rd</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.

237/06 Moved by Councillor Quinn  
Seconded by: Councillor Robinson  
RESOLVED THAT By-Law No. 06-8304 being a by-law authorizing unpaid water, sewer and solid waste charges for August to be added to taxes, be read a second time.  
Carried.

Moved by Councillor Quinn  
Seconded by: Councillor Robinson  
THAT By-Law 06-8304 be read a third time, finally passed, signed and sealed.  
Carried.

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

Unpaid Trailer Licenses to Property Taxes – By-Law 06-8327 – 2<sup>nd</sup>/3<sup>rd</sup> Readings

This by-law was given 1<sup>st</sup> reading on August 14, 2006.

238/06 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 second time.  
Carried.

Moved by Councillor Quinn  
Seconded by Councillor Robinson  
THAT By-Law No. 06-8327 be now read a third time, finally  
passed, signed and sealed.  
Carried.

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

Tender Exception, By-  
Law 06-8330 - 1<sup>st</sup>  
Reading

The Purchasing By-Law 00-8062 sets out purchasing authority limits and  
tendering requirements for goods and services for the City of Portage la  
Prairie. Goods and services are tendered when valued greater than \$9,500.

There are times, however, that Council may wish to purchase a good or  
service without the means of a tender. However, the procurement must still  
meet the Municipalities, School Boards and Publicly Funded Academic  
Social and Health Services (MASH) Annex requirements.

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.

239/06 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 first reading.  
Carried.

Council Salaries, By-  
Law 06-8329 – 2<sup>nd</sup>/3<sup>rd</sup>  
Readings

Council gave first reading to By-Law 06-8329 on September 11, 2006 to  
increase salaries for the Mayor and Deputy Mayor effective January 1,  
2007, and to adjust all Council salaries by 3.75% effective January 1,  
2007.

240/06 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 second reading.  
Carried.

Moved by Councillor Quinn  
Seconded by Councillor Robinson  
THAT By-Law No. 06-8329 be given third reading, finally passed,  
signed and sealed.  
Carried.

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

Monthly Activity Report  
– For Information Only

Council reviewed the Monthly Activity Reports for August 2006.

Tender Policy Revision

Council discussed this policy and referred it back to Committee for further  
review.

**City Planning &  
Economic  
Development  
Committee:**

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

Monthly Activity  
Reports – For  
Information Only

Council reviewed the monthly activity reports for August 2006.

**Public Safety  
Committee**

Monthly Activity Report  
– For Information Only

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

Council reviewed the monthly activity reports for August 2006.

**Waterworks  
Committee**

Monthly Activity Report  
– For Information Only

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

Council reviewed the monthly activity reports for August 2006.

**Transportation  
Committee**

Tupper Street N Request  
for No Parking Signs

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

The request for the installation of No Parking signs at the two fire accesses off of Tupper St N to the MDC is based upon the expectation that vehicles parked in the fire lane cannot be ticketed without the City placing appropriate signage. However, the Traffic By-Law (clause 42c) states that vehicles cannot park in an access driveway, and this should be sufficient to allow constables to ticket or tow vehicles parked in violation of the By-Law, whether it is signed or not.

241/06 Moved by Councillor Keryluk  
Seconded by Councillor Porter

RESOLVED THAT Council not authorize the installation of “No Parking” signs on Tupper Street North at the MDC fire gate accesses.  
Carried.

Amendments to Traffic  
By-Law

With the addition of Shindleman Way and the 4-way intersection at Sissons Drive, stop signs are required at the intersection. It is proposed to add the stop signs on Sissons Drive, eastbound and westbound, since the majority of traffic is expected to be northbound and southbound on Shindleman Way.

With the addition of stop signs, the Traffic Control Signage Directory drawing and Schedule D must be amended.

242/06 Moved by Councillor Keryluk  
Seconded by Councillor Porter

RESOLVED THAT Council authorize an amendment to the Traffic By-law No. 01-8105 Traffic Sign Directory reference drawing that specifies the location of traffic control signage to provide for:

- 1) the installation of a stop sign in each of the eastbound and in the westbound directions on Sissons Drive at the intersection with Shindleman Way.

THAT Council authorize an amendment to the Traffic By-Law No. 01-8105 Traffic Sign Directory reference drawing that specifies the location of traffic control signage to provide for:

- 2) the installation of a stop sign in each of the eastbound and in the westbound directions on Sissons Drive at the intersection with Shindleman Way.

Carried.

Monthly Activity Report  
– For Information Only

Council reviewed the monthly activity reports for August 2006.

**Community Services  
Committee**

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

Senior Games – For  
Information Only

The Canada Senior Games were a huge success. Councillor Porter thanked the organizers and all the volunteers. He indicated that participants have conveyed great appreciation to all involved and to the City of Portage la Prairie for being a wonderful host City.

Portage Heritage  
Committee – For  
Information Only

Council requested Administration to prepare a report concerning the Heritage Committee proposal for the 100<sup>th</sup> birthday celebration of the City. A second report regarding Portage Heritage Committee's request for heritage signage along the new Crescent Lake pathway was also requested.

Monthly Activity Report  
– For Information Only

Council reviewed the monthly activity reports for August 2006.

**DEFERRED  
BUSINESS:**

Creation of a Lane  
Rental Fee for  
Swimming

The City offers hourly rental rates for the use of the Southport Aquaplex at a rate relatively subsidized for children and youth organizations (\$44.58), adult organizations (\$74.29) and casual users (\$89.16).

The Piranhas are requesting Council's consideration of a lane rental fee to better reflect their actual usage of the facility. This would also permit the City additional space during prime pool time to provide Red Cross swimming lessons.

The proposed lane rate is based on dividing the existing youth rate by five (number of lanes) plus the expense of a lifeguard. The lane rate would be applicable only to those user groups wishing to rent lanes for the purpose of swim development.

243/06 Moved by Councillor Porter  
Seconded by Councillor Quinn

RESOLVED THAT Council authorize Administration to implement the following new lane rental fee schedule 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 No. 05-8286 be amended accordingly.  
Carried.

**NEW BUSINESS:**

RFP Award – Electrical  
Services

The intent of the Request for Proposals is to establish a contract with a firm in order for the City to be able to call up an electrician on short notice for small jobs.

**PROPOSAL SUBMISSION EVALUATION:**

24.01 The rating of all proposal submissions was completed using the following rating process:

Personnel (Technical Qualification)	35 Points
Journeyman	
Apprentice 4	
Apprentice 3	
Apprentice 2	
Apprentice 1	
Technical	
Specific Experience with the City	10 Points
Company Experience	5 Points
Subtotal	/50 Points

Extensive experience will be assessed 10 points, and no experience will receive 0 points.  
 With a minimum of 38 points, pricing will be considered.

Total Price	/50 Points
Total Points	/100 Points

Pricing will be based upon an estimated number of hours for each position for a two year period. Each \$2,000 separation in the total price will be equivalent to one point. That is, the low price will be assessed 50 points. The next lowest will be assessed one point less for every \$2,000 difference.

Under the Proposal submission evaluation V&R electric would receive a full 50 points due to their qualifications, specific experience and years of good service to the City, and a full 50 points for total submission price as the low bid.

Based upon the rates proposed, and estimated number of hours per year, it is anticipated that the annual value of the contract will be in the order of \$9,700.

244/06 Moved by Councillor Porter  
 Seconded by Councillor Quinn  
 RESOLVED THAT the Council of the City of Portage la Prairie award the contract for the Provision of Electrical Services to V&R Electrical for a two year period at the following proposed hourly rates:

Journeyman	\$ 30.51/hour
4 <sup>th</sup> Year Apprentice	\$ 21.47/hour
3 <sup>rd</sup> Year Apprentice	\$ 19.21/hour
2 <sup>nd</sup> Year Apprentice	\$ 16.95/hour
1 <sup>st</sup> Year Apprentice	\$ 14.69/hour

Carried.

2006 Taxes Added /  
 Deletions

The assessors have provided a list of additions and deletions to the assessment roll. The additional tax revenue is \$109,517.16 which is approximately \$24,500 over budget. The cancellations amount to \$21,529.82.

245/06 Moved by Councillor Quinn  
 Seconded by Councillor Robinson  
 RESOLVED THAT pursuant to Section 326 of The Municipal Act, the Council of the City of Portage la Prairie authorize the 2006

reported additions and deletions to the assessment rolls and realty taxes of the City of Portage la Prairie as provided by the assessors.  
Carried.

**OLD BUSINESS**

None.

**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 6:45 p.m.

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Mayor

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Manager of Administration