

Minutes of a Regular Meeting of Council held at City Hall in the City of Portage la Prairie on Monday, April 14, 2008 at 6:00 p.m.

PRESENT: Mayor Ken Brennan, Councillors Bereza, Ferris, Keryluk, Shindle, Wagner and Quinn.

ABSENT: None

ADOPTION OF MINUTES 93/08 Moved by: Councillor Wagner
Seconded by: Councillor Quinn
RESOLVED THAT the Minutes of the Regular Meeting of Council held at City Hall on March 25, 2008 be approved as circulated.
Carried.

HEARINGS: There are five hearings to be dealt with this evening.

By-Law 08-8399 – Tax Levy
By-Law – 1st Reading Mr. Dan Maxwell appeared with questions about how the Multiplex will affect costs to taxpayers.

94/08 Moved by: Councillor Quinn
Seconded by: Councillor Shindle
RESOLVED THAT the public hearing for 1st reading of By-Law 08-8399, Tax Levy By-Law now be closed.
Carried.

City Council adopted the 2008 budget for the City of Portage la Prairie on February 11, 2008. The Tax Levy By-Law is comprised of the 2008 budget in the Financial Plan and sets the mill rates needed to raise the tax dollars. The 10-year Capital Plan also makes up part of the Financial Plan.

The mill rate is based on the budgeted amount of tax dollars the municipality requires to meet its obligations in 2008. The 2008 Budget Estimates relies on \$8,363,368 in taxes to meet all the expenditures not recovered by other revenues. The total tax dollar requirement is spread over the entire assessment base for the City. This results in an increase of 1.15 mills or 3.9% to the City's municipal mill rate. The 2008 municipal tax rate is \$30.488 for every \$1,000 of the assessment portion that is subject to taxation.

(Portioned assessment is the value of the property multiplied by the percentage assigned by the Province. For residential property, the percentage to portion is 45%.)

Residential property assessed at \$100,000 in 2007 and again in 2008 would see an increase in municipal taxes of \$51.52 (*\$100,000 value of the property x 45% percentage assigned by the Province x \$1.145/\$1,000 increase from 2007 = \$51.52*).

The City's web site contains a tax impact calculator for taxpayers to calculate the increase or decrease that will take place on their 2008 tax bill in regards to municipal taxes and school taxes.

It is part of our mandate as a municipal corporation to collect school taxes on behalf of the School Board and the Province. These levies make up the total mill rate sent out on the tax bills.

The School Board's mill rate within the City of Portage la Prairie decreased by .1% from 2007. The Foundation levy, which is applicable to commercial property only, did not change from 2007.

For 2008, the tax payment deadline is July 31, 2008.

The capital plan included in the Financial Plan is the City's Debt Management Plan. This plan lays out the capital expenditures over the next ten years with their impact on the operating funds, reserves and debt. It is worth highlighting construction costs for nutrient removal (\$60 Million) to comply with new environmental regulations is included in the plan. Projects over \$500,000 that are planned to take place over the next 10 years are as follows:

<u>General Fund</u>	<u>2008 DMP</u>
Multiplex - City share (\$5,161,389 in 2007/2008)	\$10,838,611
New hospital - roads	\$1,500,000
Pavement overlays	\$2,275,000
Island Park 4 lane causeway	\$3,100,000
5th Ave, 8th - Tupper (730m)	\$1,314,000
8th St NW, 4th Ave - 7th Ave (550m)	\$1,100,000
Heavy equipment renewals	\$1,425,000
Subtotal	<u>\$21,552,611</u>

The Plan in includes an increase of .5% in taxes as additional funding for capital projects over the next 10 years.

<u>Utility Fund</u>	
WTP recirculation pump replacements	\$640,000
Watermain renewals	\$1,575,000
Water system upgrading	\$1,085,000
Sanitary sewer renewals	\$2,630,000
Heavy equipment renewal - Utility	\$718,000
Water meter change-out program	\$1,350,000
GAC media replacement	\$575,000
Lime sludge removal	\$2,600,000
SBR liner replacement - 3 cells	\$1,500,000
Nutrient removal	\$60,000,000
Subtotal	<u>\$72,673,000</u>

The Plan includes a significant increase in sewer rates to fund the Nutrient Removal project – an estimated 45% over the next 10 years. This project is still in the preliminary stages with timelines and estimates to be discussed and analyzed further with the Province. A separate report on the utility rates and application request to the Public Utilities Board is forthcoming later this year.

The 2008 Budget approved on February 11, 2008 included funding for the multiplex with initial plans that the remaining \$4,000,000 from the General Reserve. It has now been revised to include this funding in the 2008 budget.

The Saskatchewan Avenue West upgrades design work has also been removed from the 2008 budget. Capital projects not completed in 2007 have also been carried over to 2008.

95/08 Moved by: Councillor Quinn

Seconded by: Councillor Shindle

RESOLVED THAT the General and Utility Operating and Capital budgets for 2008 be amended to the amounts as listed in the attached Financial Plan.

THAT By-Law No. 08-8399, being a by-law of the City of Portage la Prairie to authorize the levying and raising of property taxes for school and municipal purposes for the year ending December 31, 2008 be given first reading.

Carried.

Nominal Surplus Change

No one appeared in objection to or in favour of the Nominal Surplus Change.

96/08 Moved by: Councillor Quinn

Seconded by: Councillor Shindle

RESOLVED THAT the public hearing for the Nominal Surplus Change now be closed.
Carried.

Manitoba municipalities were notified to commence full accrual accounting as at December 31, 2007. This included recording accounts payables, accrued liabilities, inventories and prepaid expenses. The change over from a cash basis of accounting to an accrual basis is part of the implementation of standards set by PSAB (Public Sector Accounting Board). Many of these practises were already in place prior to this mandate.

Accrued liabilities such as vacation payable accumulate over time. Since the accounting practice for vacation accrual needs to take place, there is an adjustment required to reflect prior year accruals.

PSAB allows for the restatement of the opening surplus for changes in accounting policy. This means that a decrease of \$229,709 to the January 1, 2007 Nominal Surplus balance in the General Operating Fund and \$133,510 in the Utility Operating Fund for vacation leave accrual for prior years is required. The 2007 expense for vacation accrual of \$25,142 in the General Operating Fund and \$17,155 in the Utility Operating Fund has been recorded and included in the 2007 year end report.

Any restatement that results in an overall decrease of the nominal surplus as at December 31, 2007 requires council to hold a public hearing (Municipal Act S169(5) & (6)). The hearing will be held in conjunction with the 2008 financial plan hearing on April 14, 2008. The change will also be disclosed in the change(s) in the notes to the audited financial statements.

97/08 Moved by: Councillor Quinn

Seconded by: Councillor Shindle

RESOLVED THAT Council decrease the January 1, 2007 Nominal Surplus balance by \$229,709 in the General Operating Fund and \$133,510 in the Utility Operating Fund for vacation leave accrual.

Carried.

Variation – Odd Fellows
Towers

No one appeared in favour of, or in objection to this variation request.

98/08 Moved by: Councillor Bereza

Seconded by: Councillor Wagner

RESOLVED THAT the public hearing for the variation request of Odd Fellows Towers now be closed.

Carried.

The applicant, Odd Fellows Towers Inc., are applying for a variation order to allow

- 1) Accessory off street parking facility to be located elsewhere than on the same site as the principle use
- 2) Front yard requirement of 7.5m to be reduced to 3.66m
- 3) Height of accessory building to be increased from the required 4.5m up to 5.72 m.

This building is in an R3 – Multiple Family Dwelling District.

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

It is the intent to give this new structure a Fisher Avenue civic address.

Public notices have been sent to all property owners within a 100 meter radius.

99/08 Moved by: Councillor Bereza

Seconded by: Councillor Wagner

RESOLVED THAT the Council of the City of Portage la Prairie approve the variation request of Odd Fellows Towers Inc. to allow:

- 1) Accessory off street parking facility to be located elsewhere than on the same site as the principle use
- 2) Front yard requirement of 7.5m to be reduced to 3.66m
- 3) Height of accessory building to be increased from the required 4.5m up to 5.72 m.

at the property which is legally described as Lots 466/471, Plan 12, Parish of Portage la Prairie.

Carried.

Variation – Ray & Gail Sharp

No one appeared in objection to, or in favour of this Variation request.

100/08 Moved by: Councillor Bereza

Seconded by: Councillor Wagner

RESOLVED that the public hearing for the Variation request of Ray & Gail Sharp now be closed.

Carried.

The applicants, Ray and Gail Sharp, are applying for a variation order to allow

- 1) Minimum site area of 8093 sq.m. to be decreased to 1902 sq.m.
- 2) The required site width of 46m to be reduced down to 15.89m. as per subdivision 4550-07-4999.

This building is in an RR – Rural Residential 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.

101/08 Moved by: Councillor Bereza

Seconded by: Councillor Wagner

HAT the Council of the City of Portage la Prairie approve the variation request of Ray and Gail Sharp to vary

- 1) Minimum site area of 8093 sq.m. to be decreased to 1902 sq.m.
- 2) The required site width of 46m to be reduced down to 15.89m.

as per subdivision 4550-07-4999 at the property known as 469 Old Bridge Road which is legally described as Lot A, Plan 1615, Parish of Portage la Prairie.

Carried.

Variation – Sharp
Construction Ltd.

No one appeared in objection to or in favour of this Variation request.

102/08 Moved by: Councillor Bereza

Seconded by: Councillor Wagner

RESOLVED THAT the Public Hearing for the Variation Request of Sharp Construction now be closed.

Carried.

The applicant, Sharp Construction Ltd., is applying for a variation order to allow the minimum site area of 8093 sq.m. to be decreased to 7566 sq.m. as per subdivision 4550-07-4999.

This building is in an RR – Rural Residential 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.

103/08 Moved by: Councillor Bereza

Seconded by: Councillor Wagner

RESOLVED THAT the Council of the City of Portage la Prairie approve the variation request of Sharp Construction Ltd. to vary the minimum site area of 8093 sq.m. to be decreased to 7566 sq.m. as per subdivision 4550-07-4999 at the property known as Assiniboine Drive which is legally described as Lot 5, Plan 2436, Parish of Portage la Prairie.

Carried.

DELEGATIONS:

Youth Career Opportunity Expo – Best Booth Award

Mayor Brennan presented the Youth Career Opportunity Expo Best Booth Award to Katherine Amann of the RHA Central Manitoba Inc.

COMMITTEES:

Finance, Legislative & Property Committee

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

By-Law 08-8386 – Unpaid Water, Sewer & Solid Waste to Taxes for March – 1st Reading

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

104/08 Moved by: Councillor Quinn

Seconded by: Councillor Shindle

RESOLVED THAT By-Law 08-8386 being a by law to authorize unpaid water, sewer and solid waste charges be added to taxes be read a 1st time.

Carried.

By-Law 08-8400 – Cancel Un-Issued Borrowing Debt 0 1st Reading

In 2003 Council passed a by-law authorizing \$1,000,000 of debt towards the construction of the North East Transportation Route.

Borrowing for the project amounted to \$645,000, leaving a remaining balance of \$355,000 to be cancelled. A By-Law is required to cancel the balance, with approval required from the Municipal Board after first reading.

105/08 Moved by: Councillor Quinn

Seconded by: Councillor Shindle

RESOLVED THAT By-Law 08-8400 authorizing the cancellation of the un-issued borrowing authorized by By-Law 03-8199 be given first reading and sent to the Municipal Board for approval.

Carried.

City Planning & Economic Development

The City Planning & Economic Development Committee has nothing to report.

Public Safety Committee

The Public Safety Committee submits the following item:

Award of Monies for Reporting Damages

Councillor Ferris reminded Citizen's that they may be entitled to an award of up to \$500.00 for any information leading to the arrest and conviction of anyone vandalizing city property.

Waterworks Committee

The Waterworks Committee respectfully submits the following reports:

Regional Water System Agreements

The City and Manitoba Water Services Board “MWSB” entered into a regional water system agreement on October 13, 1998 to provide treated water to the Cartier Regional Water System comprising the Rural Municipalities of Portage la Prairie, Headingley, St. Francois Xavier and Cartier. That agreement was subsequently amended August 12, 2002 and commits the City to provide up to 450,000 gallons per day of treated water for the Cartier Regional Water System. 2007 average daily water sold to the Cartier system was 101,545 gallons.

The City and MWSB entered into a regional water system agreement on June 1, 2004 to provide up to 250,000 gallons per day of treated water for the Yellowhead Regional Water System comprised of the Town of Gladstone, Village of MacGregor and Rural Municipalities of North Norfolk and Westbourne. 2007 average daily water sold to the Yellowhead System was 92,065 gallons.

The MWSB have requested that the treated water committed to the two regional water systems remain at 700,000 gallons per day but that it be reallocated more evenly between the systems and that additional municipal customers be added. The City has no responsibility for capital costs associated with the water lines and pumping stations required to expand the regional water system.

The MWSB has submitted amending agreements to allocate 350,000 gallons per day of treated water to the Cartier Regional Water System and added the RMs of Rosser, Grey, Rockwood and Woodlands to that agreement. The amending agreement for the Yellowhead Regional Water System is also for 350,000 gallons per day and adds the RM of Lansdowne and Town of Neepawa.

106/08 Moved by: Councillor Keryluk
Seconded by: Councillor Quinn

RESOLVED That the Mayor and Manager of Administration be authorized to sign agreements with the Manitoba Water Services Board to amend the Yellowhead and Cartier Regional Water System Agreements and allocate up to 350,000 gallons per day of treated water to each regional water system and to add the RMs of Rosser, Grey, Rockwood, Woodlands, Lansdowne and Town of Neepawa to the agreements.
Carried.

Transportation Committee

The Transportation Committee respectfully submits the following report:

3rd Street SW Parking

The Traffic By-Law authorizes City Council to make changes to the installation and location of traffic control signage and designation of streets within the City. A Council resolution is necessary to add or delete traffic control signage and change street designation.

The following was considered and approved by Council in October 2006:

“Schedule D, No Parking Areas of The Traffic Bylaw, states that there is no parking on 3rd St SW, between Dufferin Avenue and Saskatchewan Avenue. At present, there are no signs indicating the area north of the school building, adjacent to the field as no parking. Only the area from the north edge of the building to Dufferin Avenue is appropriately signed. It is recommended to change the bylaw to allow parking adjacent to the school field on 3rd St SW.”

Due to snow banks on 3rd St and with parking on both sides of the street

adjacent to the sports field, and with cars stopped temporarily on the west side at the south end of the street, a single traffic lane results causing congestion, and a situation which would not allow for emergency vehicles to pass.

Vehicles park on both sides of Dufferin Ave between 2nd St and 3rd St also, generally resulting in one lane traffic on this section Dufferin Ave. The concern originated from two residents on this block of Dufferin Ave. W. There is no parking permitted on the north side of Dufferin between 3rd St and 4th St, since this is a bus loading zone.

The School Division advises that the Adult Education program is centered at the Prince Charles School Building and these students are likely the ones parking on 3rd St. SW and Dufferin Ave. The Administration indicated that they would investigate the possibility of relocating the Adult Education program to the PCI building, closer to their parking lots. This is expected to reduce the number of vehicles parking on the east side of the PCS building.

After discussion with Administration from the School Division, it is recommended to have no parking on the west side of 3rd St SW from Saskatchewan Ave to Dufferin Ave.

With a change to the parking restrictions on 3rd St SW, the Traffic Control Signage directory drawing and Schedule D must be amended.

107/08 Moved by: Councillor Wagner

Seconded by: Councillor Ferris

RESOLVED That Council authorize an amendment to the Traffic Bylaw.No. 01-8105, Schedule D and the Traffic Sign Directory, to provide for the installation of "No Parking" signs on the west side of 3rd St SW. adjacent to the PCI athletic field and "No Parking" signs Monday to Friday, 8:00 a.m. to 4:00 p.m. on the north side of Dufferin Avenue between 2nd Street SW and 3rd Street SW.

Carried.

Community Services Committee

Winterfest

The Community Services Committee respectfully submits the following reports:

Winterfest has been a successful community event for a number of years, however due to extremely cold weather it has been cancelled for the last two years.

The Winterfest committee is comprised of community volunteers. The 6 core members begin meeting each September to plan the event with several additional community organizations and volunteers assisting the day of Winterfest. The 2008 budget was \$7 000.00 which is primarily used for marketing, performer fees and in 2008 was allocated to the rental costs for a 20x40 heated tent.

The committee has met and is recommending that the date be changed to the last weekend in February. The committee felt that the change in date would not interfere with other community events and may result in warmer weather. Administration agrees with this recommendation.

108/08 Moved by: Councillor Shindle

Seconded by: Councillor Bereza

RESOLVED THAT the Council of the City of Portage la Prairie set February 28 for Winterfest 2009.

Carried.

**YPRC – Request for
Complimentary Passes**

Both the Young Parent's Resource Centre and the Big Brothers Big Sisters of Portage la Prairie, Inc. are non-profit organizations whose main purpose is to support the healthy development of children and families in the community.

As in the past, these organizations would like to provide the volunteers, the participating children and families the opportunity for a free swim at Splash Island during a Thursday evening rental time in the 2008 season. The Young Parents Resource Centre is requesting free passes to be used during public swim times on July 10 and August 14. The outing at Splash Island has been a valuable experience to all participants and provides a recreation opportunity that many of these children may not otherwise have been able to afford. The value of this request is \$647.50 (\$210.00 rental fee and \$437.50 admission fees).

Council has supported similar initiatives in the past for both of these community organizations and there are no other Administrative concerns.

109/08 Moved by: Councillor Shindle

Seconded by: Councillor Bereza

RESOLVED THAT the Council of the City of Portage la Prairie grant a maximum two hour rental time and complimentary passes to Splash Island for the Young Parents' Resource Centre and Big Brothers Big Sisters of Portage la Prairie, Inc. during the 2008 season.
Carried.

DEFERRED BUSINESS

None

NEW BUSINESS

PCU Centre – Naming Rights

One bid was received for naming rights to the Grand Hall/Atrium at the PCU Centre. The bid was from Portage Rotary Club for \$120,000, paid over 4 years, for 20 year naming rights with first right of refusal for an additional 20 years. In their bid for the Grand Hall/Atrium, Portage Rotary Club included the multi-purpose room as part of their bid. Portage Rotary is responsible for signage and has the right to use the Grand Hall/Atrium or multi-purpose room for 3 events a year at no charge.

Two bids were received for naming rights to the walking track in the main arena at the PCU Centre. The bid of \$75,000 for 20 years naming rights from Portage la Prairie Consumers Co-operative Limited was the highest bid.

110/08 Moved by: Councillor Shindle

Seconded by: Councillor Bereza

Resolved that the following offers for 20 year naming rights, be approved:

1. Portage Rotary Club to name the Grand Hall/Atrium and multi-purpose meeting room, with offer of first refusal for an additional 20 years, for \$120,000 with payments over 4 years; and
2. Portage la Prairie Consumers Co-operative Limited to name the walking track for \$75,000;

be accepted on the condition that the RM of Portage la Prairie also accepts the offer and that the Mayor and City Manager be authorized to sign agreements with the RM of Portage la Prairie and Portage Rotary Club and Portage la Prairie Consumers Co-operative Limited in compliance with their offers.

Carried.

**Letter of Support for Canadian
Troops**

The City received a request from the Rural Municipality of St. Andrews to send a letter of support and resolution of support to Prime Minister Harper indicating our Municipality's support for the Canadian Troops.

111/08 Moved by: Councillor Shindle

Seconded by: Councillor Bereza

Whereas the Council of the City of Portage la Prairie supports the efforts of our Canadian Troops;

And Whereas support for the Troops is support for the work carried out by the Troops themselves and not necessarily any specific mission;

And Whereas the Council of the City of Portage la Prairie wishes to see a rousing show of public support to the Canadian Troops from municipalities in Manitoba;

Therefore Be It Resolved That the City of Portage la Prairie recognizes the tremendous and exemplary work and efforts carried out by Canadian Troops in all their missions;

And Therefore Be It Further Resolved That a copy of this resolution be forwarded to the Prime Minister of Canada, Minister of National Defence and General Rick Hillier.

Carried.

Appointment of Fire Chief

Fire Chief Dennis Nodrick announced his retirement with his last day of work to be April 28th. He will return to work May 26-30th while Deputy Fire Chief Phil Carpenter is at the Fire Chiefs Conference in Thompson.

Phil Carpenter was hired by the City of Portage la Prairie as a fire fighter on October 31, 1978 and promoted to Deputy Fire Chief on June 14, 2000. Mr. Carpenter has carried out the duties of Deputy Fire Chief in an exemplary fashion and his annual performance evaluations have been excellent.

City Policy HR-AC States:

2.02 City Manager Shall:

a) provide recommendations to Council on the recruitment and selection of Department Head positions;

The City Manager recommends that Mr. Phil Carpenter be promoted to the position of Fire Chief.

112/08 Moved by: Councillor Ferris

Seconded by: Councillor Wagner

RESOLVED THAT the letter of resignation from Fire Chief Dennis Nodrick be accepted with regret; and

THAT Mr. Phil Carpenter be appointed Fire Chief for the City of Portage la Prairie effective April 28, 2008; and

THAT Dennis Nodrick be appointed acting Fire Chief from May 26-May 30, 2008.

Carried.

Councillor Quinn commended Dennis Nodrick on his work and dedication. Councillor Wagner echoed Councillor Quinn's comments. Mayor Brennan commended him for his professionalism.

OLD BUSINESS:

S.A. Blue Sky Prince Charities Inc. Request for Community Event Liquor Permit

S.A. Blue Sky Prince Charities Inc. has previously been approved to apply for an occasional use liquor permit through the Manitoba Liquor Control Commission for their May 31st event. Due to a lack of ticket sales the nature of the event is changing to be a fundraising social only. This change in plans requires new authorization from the City of Portage la Prairie, as owners of the facility, before issuing a liquor permit to the organizers.

Administratively, there are no concerns regarding support for this event provided all terms of the rental contract are met.

113/08 Moved by: Councillor Shindle

Seconded by: Councillor Bereza

RESOLVED THAT the Council of the City of Portage la Prairie approve the request to obtain a community use liquor permit through the Manitoba Liquor Control Commission for a fundraising event to be held at the Portage Centennial Arena on Saturday, May 31, 2008 by designating this a Community Event.

Carried.

ADJOURNMENT

There being no further business to discuss, Council adjourned at 6:50 p.m.

Mayor

Manager of Administration