

Minutes of a Regular Meeting of Council held at City Hall in the City of Portage la Prairie on Monday, February 22, 2010 at 6:00 p.m.

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

ADOPTION OF MINUTES 38/10 Moved by: Councillor Wagner
Seconded by: Councillor Shindle
RESOLVED THAT the Minutes of the Regular Meeting of Council held at City Hall on Monday, February 8, 2010, be approved as circulated.
Carried.

DELEGATIONS:

RCMP Inspector Nadeau introduced 2 new RCMP members: Cst. Marcel Jaillet, and Cst. Christopher Furlotte. The Mayor had all Council and Management members introduce themselves and all welcomed them to the City of Portage la Prairie.

Mr. Bill Knott Mr. Knott was present to ask questions regarding the 2010 Budget.

HEARINGS:

Variation PC 3-10
Craig & Nancy
Matthews, 1818
Crescent Road W.
Lot 10, Plan
25900, Parish of
Portage la Prairie

No one appeared.

39/10 Moved by: Councillor Bereza
Seconded by: Councillor Wagner
RESOLVED THAT the public hearing for Variation PC 3-10 Craig & Nancy Matthews, 1818 Crescent Road W., Lot 10, Plan 25900, Parish of Portage la Prairie now be closed.
Carried.

The applicants, **Craig and Nancy Matthews**, are applying for a variation order to allow the front yard to be reduced from the required 7.5m to 5.18m. for the construction of a deck.
This building is in an R1 – Single Family Dwelling District.

40/10 Moved by: Councillor Bereza
Seconded by: Councillor Wagner
RESOLVED THAT the Council of the City of Portage la Prairie approve the variation request of **Craig and Nancy Matthews** to vary the front yard to be reduced from the required 7.5m to 5.18m at the property known as **1818 Crescent Road West** which is legally described as Lot 10, Plan 25900, Parish of Portage la Prairie.
Carried.

COMMITTEES:

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

Unpaid Water, Sewer, and Solid Waste to Taxes for January 2010 – By-Law #10-8456 – 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.

- 41/10 Moved by: Councillor Quinn
Seconded by: Councillor Shindle
RESOLVED THAT By-Law No. 10-8456 being a by-law to authorize unpaid water, sewer and solid waste charges be added to taxes be read a second time.
Carried.
- 42/10 Moved by: Councillor Quinn
Seconded by: Councillor Shindle
RESOLVED THAT By-Law No. 10-8456 being a by-law to authorize unpaid water, sewer and solid waste charges be added to taxes be read a third time, finally passed, signed, and sealed.
Carried.
In Favour: Councillors Bereza, Ferris, Keryluk, Quinn, Shindle, Wagner, and Mayor Brennan.

Unpaid Trailer &
Business Licenses
and Accounts
Receivables to
Taxes – By-Law
#10-8468 – 2nd &
3rd Reading

The Fees & Charges Bylaw #09-8449 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.”

Items to add to taxes with this by-law are fees and charges for trailer licenses, business licenses, false alarms, garages sales, pound fees, noxious weed control and NSF charges.

- 43/10 Moved by: Councillor Quinn
Seconded by: Councillor Shindle
RESOLVED THAT By-law No. 10-8468 being a by-law to authorize the unpaid July to December 2009 trailer license, business license and Account Receivable fees as per schedule “A” be added to taxes, be read a second time.
Carried.

- 44/10 Moved by: Councillor Quinn
Seconded by: Councillor Shindle
RESOLVED THAT By-law No. 10-8468 being a by-law to authorize the unpaid July to December 2009 trailer license, business license and Account Receivable fees as per schedule “A” be added to taxes, be read a third time, finally passed, signed, and sealed.
Carried.
In Favour: Councillors Bereza, Ferris, Keryluk, Quinn, Shindle, Wagner, and Mayor Brennan.

Municipal Election
Campaign
Expenses and
Contributions –
By-Law #10-8471
– 1st Reading

City Council is required, prior to May 1, to adopt an Election Campaign Expenses and Contribution By-Law outlining the process of registration as well as establishing the campaign expense limit for the head of Council and as well as prospective candidates running for Council.

New for the 2010 Municipal Election is that municipalities must establish the maximum amount that candidates are permitted to spend on their campaigns. Councils have discretion over the amount established and the method to determine how the amount is calculated.

All candidates are responsible for submitting an election financial statement in the form that is attached as Schedule A to the By-Law. Registered Candidates must keep records of contributions received, campaign expenses incurred and loans obtained in a manner that facilitates the filing and reconciliation of the election financial statement. They must retain for not less than two years after the election, copies of receipts, bank statements, cheques and any other documents on which the election financial statement is based.

After filing of the Election Financial Statement with the CAO it will be open to inspection by any person during regular office hours.

- 45/10 Moved by: Councillor Quinn

Seconded by: Councillor Shindle

RESOLVED THAT the Council of the City of Portage la Prairie establish the maximum amount that candidates are permitted to spend on their 2010 Municipal Election campaigns to be \$2,500.00 for head of Council and \$2,000.00 for Councillor;

AND THAT By-Law No. 10-8471 be given first reading.
Carried.

Monthly Activity
Reports

Council reviewed the Monthly Activity Reports.

**City Planning &
Economic
Development**

The City Planning & Economic Development Committee respectfully submits the following reports:

Monthly Activity
Reports

Council reviewed the Monthly Activity Reports.

**Public Safety
Committee**

The Public Safety Committee respectfully submits the following reports:

Monthly Activity
Reports

Council reviewed the Monthly Activity Reports.

RCMP Quarterly
Report

Committee read a memo from Inspector Nadeau explaining his Annual Performance Plan quarterly report, the first of which was included with this month's Activity Report.

**Waterworks
Committee**

The Waterworks Committee respectfully submits the following reports:

Monthly Activity
Reports

Council reviewed the Monthly Activity Reports.

**Transportation
Committee**

The Transportation Committee respectfully submits the following reports:

By-Law #10-8470
– Amendment to
Traffic By-Law
01-8105 – Weight
Restrictions on
Royal Road Bridge
– 2nd & 3rd
Reading

In February 11, 2008, City Council approved a report from the KGS Group regarding the Royal Road Bridge. It was determined then that weight restrictions were recommended for the Bridge.

The following restrictions were recommended by the structural engineer:

Single axle	6,700 kg at 50 km/h	(7,800kg <10km/h)
Tandem Axle group	13,400 kg at 50 km/h	(15,600 kg <10 km/h)
Triaxle group	13,890 kg at 50 km/h	(16,080 kg <10 km/h)

Once approved by Council, weight restriction signs will be posted at the bridge.

46/10 Moved by: Councillor Wagner
Seconded by: Councillor Ferris

RESOLVED THAT Council of the City of Portage la Prairie give second reading to By-Law No. 10-8470, a by-law of the City of Portage la Prairie to amend Traffic By-Law 01-8105 to add clause (iv) to Section 59(d)(1) to establish weight restrictions on Royal Road Bridge.

Carried.

47/10 Moved by: Councillor Wagner
Seconded by: Councillor Ferris

RESOLVED THAT By-Law No. 10-8470 be now read a third time, finally passed, signed and sealed; and

THAT signs be posted on Royal Road Bridge accordingly.

Carried.

In Favour: Councillors Bereza, Ferris, Keryluk, Quinn, Shindle, Wagner, and Mayor Brennan.

By-Law #10-8472
– Amendment to
Traffic By-Law
#10-8105 – No
Parking Areas – 1st
Reading

In November of 2006, Council approved a resolution to amend item #28 of Schedule D – No Parking Signs to **remove** the No Parking Signs on 3rd Street S.W. from Sask. Avenue to the south limit of the PCI Athletic Field. In essence item No. 28 should have been amended to read “from Dufferin Avenue to the south limit of the PCI Athletic Field”.

On April 14, 2008 Council passed a resolution to **install** no parking signs on 3rd St. S.W. adjacent to the PCI athletic field. This was added into Schedule D as item #90.

The intention is that there be no parking along the entire west side of 3rd Street S.W.

Administration is proposing that Item #28 in Schedule D-No Parking Areas of By-Law No. 01-8105 be amended to read as follows:

“West side of 3rd Street S.W. between Dufferin Avenue and Saskatchewan Avenue”

And that item #90 be deleted.

48/10

Moved by: Councillor Wagner
Seconded by: Councillor Ferris

RESOLVED THAT Council of the City of Portage la Prairie amend Schedule D – No Parking Areas of Traffic By-Law No. 01-8105 by giving By-Law No. 10-8472 first reading.

Carried.

Recommendation
from Portage
Heritage
Committee –
Signage on 2nd
Street NE

The Portage Heritage Advisory Committee would like to pay respect to all sacrifices that were given by service and civilian personnel during the many conflicts that Canada has been involved in and is currently engaged in. 2nd Street N.E. was chosen since the Armory (National Defence 26th Field Artillery RCA Portage la Prairie Armoury) is located on it.

The proposed sign would be installed above the current sign of 2nd Street N.E. so that both would be visible.

Administration was requested to advise the Heritage Advisory Committee that the City has plans to close a portion of 2nd Street NE and ask that the Heritage Advisory Committee review their request.

The Chair of the Heritage Advisory Committee has indicated that the Committee wishes to proceed with the adding of the unofficial name of “Patriots Way” on 2nd Street N.E.

49/10

Moved by: Councillor Wagner
Seconded by: Councillor Ferris

RESOLVED THAT 2nd Street NE from Saskatchewan Avenue to Fisher Avenue have an additional sign named “Patriot’s Way” installed.

Carried.

Monthly Activity
Reports

Council reviewed the Monthly Activity Reports.

**Community
Services
Committee**

The Recreation and Community Services Committee respectfully submits the following reports:

By-Law #08-8411
Municipal Heritage

By-Law No. 7796 being the original by-law to establish the Portage la Prairie Municipal Heritage Advisory Committee was reviewed and it was determined that

Committee – 1st
Reading

it would be more feasible to create a new by-law to accommodate the many changes and additions proposed as indicated below.

In Section 2.0: There were 2 definition additions defining the terms “Inventory of Buildings or Inventory” and “Major Renovation.”

In Section 3.2: Under the heading of “Membership” membership has been increased from “voting members-at-large not exceeding 7” to “voting members-at-large not exceeding 9”.

The remaining amendments of the By-Law focus on the establishing of an Inventory of Potential Heritage Sites that will be provided to the Portage la Prairie Planning District for reference. The Heritage Sites that appear on this inventory will be temporarily protected as a Potential Heritage Sites. This will include demolition or major renovations that may be planned for the Potential Heritage Sites unless the site is removed from the Inventory List. All owners of the documented sites on the Inventory of Potential Heritage Sites will be notified about the temporary protection against demolition or major renovation. There are procedures and application forms that will allow owners to apply for Demolition or Major Renovation of a Potential Heritage Property. A major amendment to this By-Law is the addition of the Offence and Penalty section which allows for consequences in not abiding by the By-Law.

The addition of Schedules (Forms) A-I have also been added.

50/10

Moved by: Councillor Shindle

Seconded by: Councillor Bereza

RESOLVED THAT the Council of the City of Portage la Prairie repeal By-Law No. 7796 and replace it with By-Law No. 08-8411 – Portage la Prairie Municipal Heritage Committee by giving it first reading

AND THAT it be sent back to the Heritage Committee for further review.
Carried.

Monthly Activity
Reports

Council reviewed the Monthly Activity Reports.

**DEFERRED
BUSINESS**

None

**PCU Centre
Ribbon Cutting**

Mayor Brennan announced the Ribbon Cutting of the PCU Centre on Saturday, February 27, 2010.

NEW BUSINESS

AECOM Contract
Extension

In December 2009, Council awarded a contract to AECOM to conduct a pre-feasibility study and prepare cost estimates for the removal of phosphorus from the City’s wastewater before it is discharged to the Assiniboine River. The intent was to complete the report prior to further discussions with Manitoba Conservation and Water Stewardship.

The City received a draft report from AECOM, in accordance with the terms of reference prepared by the City, however, after review of the draft report and internal discussion, it is recommended that additional study be undertaken with respect to the treatment of Industrial Park wastewater, use of the existing BVF, and additional sludge management facilities. The greatest portion of the proposed upgrading is related to sludge management. If the design loading to the system is reduced, the sludge-related costs can be reduced, therefore, the study will also consider reduced design loads to two scenarios: 1) today’s actual loads, with little room for growth; and 2) slightly greater design loading to allow for modest growth. Staging of upgrades will be considered and cost estimates will also be updated.

AECOM proposes to prepare a draft report for submission to Council on March 22, 2010.

The fee proposal is time-based to an upset limit of \$31,300 plus disbursements,

estimated at \$200.

51/10 Moved by: Councillor Keryluk
 Seconded by: Councillor Quinn

RESOLVED THAT the Council of the city of Portage la Prairie authorize an amendment to the scope of AECOM's contract for the preparation of a pre-feasibility study for the removal of phosphorus from wastewater for the additional proposed estimated cost of \$31,500, including disbursements, plus GST.
 Carried.

Tender Award for
 Supply of Water
 Treatment
 Chemicals

The tender closed on Thursday, February 11, 2010 at 2:00pm. The contract is to supply the Treatment Chemicals for a one-year period from March 1st 2010, to February 28, 2011.

Some chemicals are only shipped in bulk quantities and, in some cases we must purchase more than one year's required quantity. This is why the annual cost below is not exactly the one year tender price bid. Below is a comparison of the budget to estimated annual cost for each chemical. Significant decreases in cost for lime, phosphoric acid and potassium permanganate are evident. There were significant increases in the unit prices for fluoride and PASS, but these were anticipated in the budget. Other chemicals are reasonably close to budget estimates.

	<u>CHEMICALS</u>	<u>COMPANY</u>	<u>TENDER BID (Excluding GST)</u>	<u>ESTIMATED ANNUAL COST</u>	<u>ANNUAL BUDGET</u>
1.	Lime	Graymont Western Canada Inc.	\$338,992.72	\$339,000	\$ 463,080
2.	Potassium Permanganate	Brenntag	\$27,291.60	\$28,000	\$42,047
3.	Chlorine	Brenntag	\$37,642.40	\$38,000	\$40,078
4.	Flouride	Clear Tech Industries	\$17,419.05	\$17,500	\$20,054
5.	PASS – Ferric Sulfate Blend	Univar Canada Ltd.	\$34,923.81	\$51,600	\$50,280
6.	Phosphoric Acid	Univar Canada	\$8,633.33	\$9,000	\$17,503
7.	Dry Anionic Polymer	Univar Canada Ltd.	\$12,920.00	\$13,000	\$13,044
8.	*Cationic Coagulant	Clear Tech Industries	\$62,400.00	\$26,000	\$34,500
*Cationic polymer is delivered in bulk. There is an adequate supply in stock to last through 2010. An order will not be placed until 2011, and this product will not likely have to be tendered in 2011.					

52/10 Moved by: Councillor Keryluk
 Seconded by: Councillor Quinn

RESOLVED THAT That the Council of the City of Portage la Prairie award contracts for the supply of chemicals for the Water Treatment Plant for a one year period, as specified in tender 10 OPS 003, to the following companies for the respective chemical product, for their submitted tendered price including GST, as follows:

1. Lime	Graymont Western Canada Inc	\$355,936.00
2. Potassium Permanganate	Brenntag	\$ 28,728.00
3. Chlorine	Brenntag	\$ 39,524.52
4. Fluoride	Clear Tech Industries	\$ 18,290.00
5. PASS - Ferric Sulfate Blend	Univar Canada Ltd.	\$ 36,670.00
6. Phosphoric Acid	Univar Canada Ltd	\$ 9,065.00
7. Dry Anionic Polymer	Univar Canada Ltd	\$ 13,566.00
8. Cationic Coagulant	Clear Tech Industries	\$ 53,800.00

Carried.

OLD BUSINESS

None

ADJOURNMENT

There being no further business to discuss, Council adjourned at 6:38 p.m.

Mayor

Manager of Administration