

Minutes of a Regular Meeting of Council held at City Hall in the City of Portage la Prairie on Monday, March 9, 2009 at 6:00 p.m.

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

ABSENT: Councillor Keryluk

ADOPTION OF MINUTES 57/09 Moved by: Councillor Wagner
Seconded by: Councillor Quinn
RESOLVED THAT the Minutes of the Regular Meeting of Council held at City Hall on February 23, 2009 be approved as circulated.
Carried.

DELEGATIONS: The Mayor introduced and welcomed the Jean-Marc Nadeau the new RCMP Inspector for Portage la Prairie as well as Superintendent Ken Turner formerly of Portage la Prairie.

HEARINGS:
Variation – PC6-09 – Portage Consumers Co-operative
Kevin Dales of the Portage la Prairie Consumers Co-operative appeared in support of the application and to answer any questions Council may have regarding the variation.

58/09 Moved by: Councillor Bereza
Seconded by: Councillor Wagner
RESOLVED THAT the public hearing for the Portage Consumers Co-operative Variation request now be closed.
Carried.

The applicant, Portage la Prairie Consumers Co-Operative Ltd., is applying for a variation order to expand their gas bar capacity, enlarge the gas bar retail store and provide a car wash. Car washes or gas bars are not allowed in this district in the current zoning by-law.

The application has been circulated to the various City Departments with concerns being expressed regarding approach width, snow clearing and impact on parking.

The width is being widened to accommodate large trucks that use the card lock portion of the gas bar a better turning radius when they are leaving the gas bar via Elm Street. The Portage Coop cleans their own parking lot and approaches, there will be minimal snow left from City snow clearing operations. As per the site plan when the Portage Co-op built the new grocery store, 305 parking stalls are provided for the grocery store and gas bar. The new gas bar construction will take 64 parking stalls. This leaves 241 parking stalls and as per the Zoning By-law the grocery store requires 69 parking stalls.

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

59/09 Moved by: Councillor Bereza
Seconded by: Councillor Wagner
RESOLVED THAT the Council of the City of Portage la Prairie approve the variation request of Portage la Prairie Consumers Co-Operative Ltd. to allow the
1) construction of a non-conforming building as per 92(1) of the Planning Act;
2) increase of a combined entrance/exit of an access drive from the required 10.7m up to 12.2m
at the property known as 2243 Saskatchewan Ave W which is legally described as Part of Parish Lot 53, Parish of Portage la Prairie.
Carried.

Dining In – 13th
Field Battery Royal
Canadian Artillery

Councillor Wagner attended a Dining In for the 13th Field Battery on Saturday, March 7 and was presented a plaque he received, on behalf of the City, that was in appreciation for the support of their deployed troops. Councillor Wagner presented the plaque to Mayor Brennan.

COMMITTEES:

**Finance,
Legislative &
Property
Committee**

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

By-Law No. 09-8419 - Unpaid Water, Sewer And Solid Waste To Taxes For February 2009 – First Reading

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

60/09 Moved by: Councillor Quinn
Seconded by: Councillor Shindle

RESOLVED THAT By-Law No. 09-8419 being a by-law to authorize unpaid water, sewer and solid waste charges be added to taxes, be read a first time.
Carried

By-Law No. 09-8434 – Wilkinson Crescent Series C Debenture – First Reading

The Debenture by-law for the design and construction of Wilkinson Crescent allows for borrowing up to a maximum of \$2,185,000.00 for the project.

The project was estimated at a cost of \$2.64 million funded by current and future Federal Fuel Tax revenues. The debt term for \$2.185 million is for 5 years, with the principal and interest to be paid with future Fuel Tax revenues in each of the 5 years. Borrowing was authorized under by-law 08-8397 and approved by the Municipal Board.

Final project costs amount to \$2,448,000, a savings of approximately \$200,000. The Fuel Tax Reserve funded \$455,000 of this, with the balance of \$1,993,000 being borrowed.

Series “A” and “B” Debentures have been issued totalling \$1,500,000. There is \$493,000 left to issue of which \$100,000 will be borrowed from the Community Foundation of Portage and District Incorporated and \$393,000 will be borrowed from the Province of Manitoba. This by-law is ready for 1st reading and will be sent to the Municipal Board for approval before 2nd & 3rd reading takes place. Borrowing for the remaining amount will be submitted at a later date.

Since the Committee meeting February 23, the Province indicated their debenture (Series D) must be dated April 1, 2009 and at the current March borrowing rate of 4.125% (versus the 4.25% rate set in February).

61/09 Moved by: Councillor Quinn
Seconded by: Councillor Shindle

RESOLVED THAT By-Law No. 09-8434 authorizing debentures Series “C” for \$100,000 and Series “D” for \$393,000.00 for partial costs of the design and construction of the Wilkinson Crescent be given 1st Reading; and THAT By-Law No. 09-8434 be sent to the Municipal Board for approval.
Carried.

By-Law No. 09-8433 - Adding Unpaid Trailer Licences, Business Licences And Accounts Receivables To Property Taxes – First Reading

The Fees & Charges Bylaw #08-8412 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 licences, business licences, false alarms, garage sales, tipping fees, dog fines, noxious weed control, maintenance compliance orders and NSF charges.

- 62/09 Moved by: Councillor Quinn
Seconded by: Councillor Shindle
RESOLVED THAT By-law No. 09-8433 being a by-law to authorize the unpaid September to December 2008 trailer licence, business licence and accounts receivables as per schedule "A" be added to taxes, be read a first time.
Carried.

**City Planning &
Economic
Development**

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

Nothing to Report.

**Public Safety
Committee**

The Public Safety Committee respectfully submits the following reports:

Nothing to Report.

**Waterworks
Committee**

The Waterworks Committee respectfully submits the following reports:

Water Pollution
Control Facility –
2008 Annual
Report

Council reviewed the 2008 Annual Report of the Water Pollution Control Facility.

**Transportation
Committee**

The Transportation Committee respectfully submits the following reports:

By-Law No. 09-
8436 - Amendment
To Traffic By-Law
01-8105 – First
Reading

The current City Traffic By-Law No. 01-8105 does not give any provisions for time limits in off-street parking areas.

It is recommended that Sections 42, General Standing and Parking Prohibitions, and Section 55, Removal, Impounding, and Return of Vehicles, be amended to allow the City to take action when a vehicle is parked in an off-street parking area for more than 48 consecutive hours. The City has experienced problems in snow clearing and sweeping operations with vehicles being parked in off-street parking areas for lengthy periods of time.

Signs, indicating the maximum continuous parking duration, will need to be posted.

- 63/09 Moved by: Councillor Wagner
Seconded by: Councillor Bereza
RESOLVED THAT the Council of the City of Portage la Prairie Amend Traffic By-Law No. 01-8105 by adding the clauses as follows:
Section 42 c) xi) in any Off-Street Parking Area for a period of time longer than 48 consecutive hours;
Section 55 a) viii) has been parked for longer than 48 consecutive hours in accordance with Section 42 c) xi).
And that traffic control signage be placed at City-owned parking lots accordingly to advise motorists of the maximum permitted continuous duration for parking;
And that the Traffic Sign Directory be amended accordingly.
And that By-Law No. 09-8436 be given first reading.
Carried

Councillor Wagner announced that the Highway Traffic Board will be meeting regarding speed limits on certain roads in Portage la Prairie. Kelly Braden, Director of Operations attended the meeting and was successful in obtaining the desired speed limit of 70 km per hour for certain roads.

**Community
Services**

The Community Services Committee respectfully submits the following reports.

Committee

Nothing to Report

DEFERRED BUSINESS

None

NEW BUSINESS

Council Strategic Plan

Council held a number of strategic planning sessions and has established their 2009 to 2010 Strategic Plan. The Strategic Plan establishes Council's priorities during the term of this Council's office and will be reviewed and amended annually as required. Strategic Plan items are:

1. To create a business plan and process to develop and operate a Multiplex, in conjunction with the RM, for the community.
2. To develop a City communications strategy (City policy review).
3. To conduct a feasibility study of the existing arena to determine the most appropriate future use.
4. To develop a staff recruitment and retention strategy.
5. To investigate an incentive program for Multi-family (R3) development.
6. To develop a sewage line replacement program for the North West end of the City.
7. To develop a nutrient removal business plan for the City.
8. To develop a tax incentive program for downtown related business development.
9. To develop and implement an Age Friendly Cities strategy for the City.
10. To develop a City Environmental plan for release to the public.
11. To explore the feasibility of a North End Park.
12. To continue partnerships with area First Nations.
13. To construct a walking path from the parking lot at Republic of Manitobah Park through the ball and soccer diamonds and down to the intersection at River and Crescent Road.

64/09 Moved by: Councillor Quinn
 Seconded by: Councillor Shindle

RESOLVED THAT the 2009 to 2010 City Strategic Plan be approved.
 Carried.

Upgrading and Replacement of Laboratory Equipment at the WPCF

The 2009 Capital Budget contains \$60,000 for purchase of a replacement for the 10 year old Lachat Analyzer at the WPCF Lab. We have received quotations from three suppliers and have compared the features and benefits as they relate to our operation. All three prices came in over the budgeted amount, but are fairly close to each other. Our experience with the existing equipment has shown us that repairs and software upgrades are the two greatest expenses over the life of the equipment. Therefore, these two points are given extra weight in our recommendation.

Supplier	Price
Skalar San ++ Continuous Flow	\$66,796.00
ATS Scientific Inc. (Lachat)	\$65,251.00
K'Prime Technologies Inc. (Easy Chem)	\$65,480

The Skalar equipment is highly recommended by present users. Members of the Operations Department traveled to Winnipeg to see it in operation at the Grain Exchange lab and were impressed by the ease of use and versatility. The Skalar can analyze three different parameters at once saving time in the lab and increasing the amount of data available. It also has a wider range of detection allowing analysis without dilution, reducing time spent in prep work and reducing materials used for dilutions and decreasing the chance for errors. It is presently in use in several Govt. of Canada labs and Canadian wastewater plants. Software upgrades are no charge and repairs are straight forward and can usually be done on site by the customer.

The Skalar price includes installation and 2 days of training.

With PST, the Skalar unit is \$71,471.72, or \$11,471.72 over budget. It is anticipated that \$3000 can be saved in the Lab operating budget due to reduced maintenance. We do not believe there is any salvage value for the old unit, but an attempt will be made to find a buyer for the surplus unit.

65/09 Moved by: Councillor Quinn
 Seconded by: Councillor Shindle

RESOLVED THAT Council of the City of Portage la Prairie authorize the purchase of the Skalar San++ Continuous Flow Analyzer for \$66,796.00, net of taxes.

Carried.

Award of
 Engineering
 Services –
 Watermain
 Crossing Crescent
 Lake

In order to improve drinking water quality on the Island and to provide fire protection to existing and proposed facilities, it has been deemed necessary to provide additional water supply to the Island. The proposed watermain will connect to the existing water distribution system on Royal Road at Queen Avenue, cross the lake on the west side of the bridge and causeway, connect to the existing 100mm waterline on the Island, and terminate on the leased Portage Industrial Exhibition Association property north of the PCU Centre.

The scope of work generally consists of the following tasks:

1. Review existing infrastructure and geotechnical data.
2. Conduct a site survey.
3. Prepare design drawings and tender documents.
4. Solicit permit approvals from Water Stewardship, Dept. of Fisheries and Oceans, and Environment Canada.
5. Issue a tender and make tender award recommendations.
6. Provide Resident (construction) and Non-Resident (office) Engineering services.
7. Prepare as-constructed drawings.

All proposals were evaluated and rated on technical merit, and then the fee proposals were rated, in accordance with City Policy ENG-F, by the Director of Operations and the Manager of Engineering. Each proponent showed a good understanding of the work required.

The proposal ratings and revised prices for comparison are summarized below:

	Total Cost
AECOM	\$67,070
Genivar	\$46,750 Revised \$63,800
JR Cousin	\$54,894 Revised \$65,194

In summary, AECOM had a superior technical proposal and therefore scored the highest for technical points, and they had the highest overall points even though their bid was higher than the other bidders' revised prices. Their average technical hourly rate was mid-range.

There is \$450,000 included in the 2009 budget, with \$350,000 from the Utility and \$100,000 from the PCU Centre project. An application for Infrastructure Funding in the amount of 2/3 (\$300,000) has been made to the Building Canada Fund. Assuming AECOM is awarded the work, the remaining budget for the watermain construction will be \$383,000, which is equivalent to over \$830 per meter of pipe, which is consistent with the preliminary estimate provided by a contractor in 2008.

66/09 Moved by: Councillor Quinn
 Seconded by: Councillor Shindle

RESOLVED THAT the contract for Engineering Services for the Design and Construction of a Watermain Crossing Crescent Lake be awarded to AECOM Canada Ltd. for the proposed cost of \$67,070, excluding GST, on a time-based fee and estimated disbursements basis.

Carried.

OLD BUSINESS

None

ADJOURNMENT

There being no further business to discuss, Council adjourned at 6:22 p.m.

Mayor

Manager of Administration