

REGULAR COUNCIL MEETING

MONDAY, JUNE 6, 2022 AT 7:00 PM

COUNCIL CHAMBER, CIVIC ADMINISTRATION BUILDING

AGENDA

RECOMMENDATIONS

Please note that all recommendations contained in this agenda have been put forward by members of City Council or the Administration for City Council's consideration and debate.

1. Roll Call
2. Adoption of Agenda
3. Recognitions
 - (A) 2022 CANADIAN ASSOCIATION OF MUNICIPAL ADMINISTRATORS (CAMA) AWARD OF EXCELLENCE

4. Confirmation of Minutes

SPECIAL

MAY 16, 2022

- [Minutes - Special Meeting - May 16, 2022 - Land Sale.pdf](#)

REGULAR

MAY 16, 2022

- [May 16, 2022.pdf](#)

5. Hearing of Presentations

(A) FARRAH ANDERSON, PROVINCIAL ASSESSMENT – 2023 TAX IMPACT REPORT

That the presentation by Farrah Anderson on behalf of Provincial Assessment with respect to an update on the 2023 Tax Impact Report be received.

- [Presentation Request - Farrah Anderson and Amy Denbow - Provincial Assessment Services - Tax Impact Report.pdf](#)

6. Community Comments/Feedback

The public is invited to come forward to the podium to ask questions on any item appearing on the agenda for this evening's meeting. A total of 15 minutes will be allowed for this question period.

7. Hearing of Delegations

8. Public Hearings

(A) VARIANCE APPLICATION FOR 240 – 18TH STREET – URBAN BEEKEEPING ANCILLIARY USE

That the Public Hearing with respect to Variance Application V-05-22 to allow an urban beekeeping ancillary use at 240 - 18th Street be concluded.

- [Public Hearing - Variance Application for 240 - 18th Street.pdf](#)

9. Communications & Petitions

10. Committee Reports

(A) AGE FRIENDLY COMMITTEE MAY 31, 2022

That the report from the Age Friendly Committee dated May 31, 2022 be received.

That the updated Terms of Reference dated May 19, 2022 for the Age Friendly Committee of Council be adopted.

- [Age Friendly Committee Report June 2022.pdf](#)

(B) KEYSTONE CENTRE VERBAL JUNE 6, 2022

11. Enquiries

12. Announcements

13. General Business

(A) REQUEST FOR DISASTER FINANCIAL ASSISTANCE – 2022 SPRING FLOODING

WHEREAS the City of Brandon has realized pre-emptive actions, response and recovery costs for the 2022 Spring Flooding Event;

AND WHEREAS the Provincial Government has announced a Disaster Financial Assistance Program regarding the 2022 Spring Flood Event;

THEREFORE BE IT RESOLVED that the City of Brandon respectfully requests the Province to participate in the program (public sector) as it has incurred expenses as a result of this event;

AND FURTHER BE IT RESOLVED that the City of Brandon, on behalf of their residents, also respectfully requests the Province, to participate in this program (private sector) in the event that residents incur financial costs relating to the 2022 Spring Flood Event.

- [Disaster Financial Assistance for 2022 Spring Flooding.pdf](#)

(B) APPLICATION TO SUBDIVIDE - 21 WILLOWCREST AVENUE

That the application to subdivide the property at 21 Willowcrest Avenue (Parcels A/B, Plan 1269, BLTO, Parcels 1/2, Plan 1287 BLTO, Parcel B, Plan 1547 BLTO, Parcel 1, Plan 1592 BLTO) be approved to create one (1) lot and a public road in the Residential High Density (RDH) zone, subject to the owner or successor:

1. Entering into a development agreement with the City of Brandon, to be registered in series with the subdivision, with the following conditions:
 - a. The Developer agrees that the development agreement shall be outlined into three sections:

Overall Site Conditions of Development (shared responsibility of all property owners);
Lot 1 Conditions of Development; and
Lot 2 Conditions of Development.

The Developer further agrees to construct a maximum of 194 high density residential units and a public right-of-way in general consistency with the proposed site plan and any variation of the plan may require the Developer to obtain approval from Brandon City Council who may request additional public input and amendment to the agreement.

Overall Site Conditions of Development

- b. The Developer agrees to dedicate a portion of Willowcrest Avenue to the City as public right-of way. The portion of road to be dedicated shall be in accordance with the Subdivision Application Map and the Plan of Subdivision and shall be a minimum width of 7.3m with sufficient boulevard to accommodate a sidewalk. Should the Developer be unable to dedicate sufficient right of way to accommodate a sidewalk, the Developer will be required to secure an Easement Agreement with the property owner of 1640 Sycamore Drive to allow for unimpeded access to the sidewalk in perpetuity for both Lot 1 and Lot 2.
- c. The Developer agrees to construct a 1.8m sidewalk along the north side of the right-of-way for the entire length of Lot 1. The design of all work proposed in the right-of-way is subject to review and acceptance by the City Engineer prior to the issuance of a development permit, and shall be performed as stated in the latest edition of the City of Brandon's Standard Construction Specifications.
- d. The Developer agrees to plant a minimum of 3 private trees on the south side of the right-of-way within Lot 1 in lieu of City boulevard trees. The Developer will be responsible to maintain these trees.
- e. The Developer agrees to submit to the Engineering Department all materials testing data, televising including mandrel results and as-built drawings confirming that construction to date has been completed in accordance with the Standard Construction Specifications for all works that are proposed to be transferred to City ownership through the right-of-way dedication extending Willowcrest Avenue. Such results are to be reviewed by the City with acceptance of all works to be confirmed in writing prior to the release of a development permit.
- f. The Developer agrees to design and construct Willowcrest Avenue from Lyndale Drive to the westerly limits of Lot 2. Road construction must also include the relocation of the existing fire hydrant at the northeast corner of Lyndale Drive and Willowcrest Avenue and any related shallow infrastructure relocations. The Developer will be required to submit design drawings as prepared by a professional engineer with such design being subject to review and acceptance by the City Engineer.
- g. The Developer agrees to provide the City with a Detailed Cost Estimate for all work within the right-of-way. The Detailed Cost Estimate is to include all work proposed to be public and all work previously constructed under the original Developer which will become public through the right-of-way dedication. The Detailed Cost Estimate is to be prepared by the Developer's Consulting Engineer and is to be submitted for review and acceptance by the City Engineer.

- h. The Developer will be responsible to submit an Irrevocable Letter of Credit totaling 15% of the Detailed Cost Estimate. Submission of the Letter of Credit is required prior to the issuance of a development permit.
- i. The Developer agrees to secure an Easement Agreement for shared drainage between Lot 1 and Lot 2. The Easement Agreement shall include the drainage outlet of Lot 1 and at a minimum, acceptance of 5-year pre-development stormwater flows from Lot 1. The Easement Agreement shall be registered in series with the Plan of Subdivision.
- j. The Developer agrees to execute a Construction Conforming Agreement for Lot 1, Lot 2 and 1640 Sycamore Drive to allow for continued and unimpeded secondary access of Lot 1 over Lot 2 and 1640 Sycamore Drive and Lot 2 through 1640 Sycamore Drive. The Construction Conforming Agreement is to be registered on all affected titles prior to the release of any building permits for Lot 1 and/or Lot 2.
- k. The Developer agrees to clear snow on Willowcrest Avenue east of Lyndale Drive in perpetuity.

Lot 1 Conditions of Development

- l. The Developer agrees to mitigate the increased stormwater runoff on Lot 1 by either controlling the release rate to that of a 5-year pre-development event while providing storage for a 100-year post-development event or providing evidence of an agreement with Lot 2 to allow for runoff to be discharged onto Lot 2 at an uncontrolled rate whereas Lot 2 will control the release rate to that of a 5-year pre-development event while providing storage for a 100-year post development event taking both Lot 1 and Lot 2 into consideration. The Developer will be required to submit design drawings as prepared by a professional engineer with such design being subject to review and acceptance by the City Engineer.
- m. The Developer agrees to enter into a Private Sewer and Water Agreement with the City. The Private Sewer and Water Agreement is to be registered on Lot 1 in series with the Plan of Subdivision. Upon registration of this agreement on title, the City undertakes to discharge the previous Private Sewer and Water Agreement currently registered on title of the original parcel. All registration costs shall be at the sole cost of the Developer.
- n. The Developer agrees to improve and maintain the public reserve area located south of Lot 1 for the entire length of Lot 1. This shall include but not be limited to, designing and constructing a 1.8m (6.0ft) high fence on the south property line of the public reserve and landscaping and tree planting within the public reserve. The Developer further agrees to maintain the public reserve and fencing, which includes but is not limited to, cutting grass and watering the trees, in perpetuity.

- o. The Developer agrees to abandon all watermain east of "Sta 0+055,83, as shown on Drawing C2.2" stamped as "Reviewed for Construction" dated October 16, 2017 which was installed for future looping purposes. The Developer further agrees to install a new fire hydrant at the southerly dead end of the private watermain.
- p. The Developer agrees that all existing private water services, which were installed in accordance with previously accepted design drawings and are proposed to be abandoned, are to be disconnected at the private watermain.
- q. The Developer agrees that all existing private sewer services, which were installed in accordance with previously accepted design drawings and are proposed to be abandoned, are to be disconnected at the private sewer main.
- r. The Developer agrees that prior to the issuance of the subdivision certificate of approval, to contribute to the Brandon School Division in lieu of land dedication in the amount of \$3,645.00 for the proposed 18 units. Payment of receipt will be required prior to issuance of the subdivision certificate of approval.

Lot 2 Conditions of Development

- s. The Developer agrees to mitigate the increased stormwater runoff on Lot 2 by controlling the release rate to that of a 5-year pre-development event while providing storage for a 100-year post-development event. The Developer will be required to submit design drawings as prepared by a professional engineer with such design being subject to review and acceptance by the City Engineer.
- t. The Developer agrees to enter into a Private Sewer and Water Agreement with the City. The Private Sewer and Water Agreement is to be registered on Lot 2 in series with the Plan of Subdivision. Upon registration of this agreement on title, the City undertakes to discharge the previous Private Sewer and Water Agreement currently registered on title of the original parcel. All costs of registrations shall be at the sole cost of the Developer.
- u. The Developer agrees to improve and maintain the public reserve area located south of Lot 2 for the entire length of Lot 2. This shall include but not be limited to, designing and constructing a 1.8m (6.0ft) high fence on the south property line of the public reserve and landscaping and tree planting within the public reserve. The Developer further agrees to maintain the public reserve and fencing, which includes but is not limited to, cutting grass and watering the trees, in perpetuity.

- v. The Developer acknowledges the site will be subject to development charges. Network Infrastructure charges shall be in accordance with the 2022 Fee Schedule in the amount of \$154,627.60 and will be due upon the execution of the development agreement. Should the development agreement not be executed in the year in which development charges have calculated, the development charges calculation will be re-calculated to reflect the current year in which the agreement is signed. Additional development charges will be charged against any future buildings and will be applied at the time of issuance of a building permit.

- w. The Developer agrees that prior to the issuance of the subdivision certificate of approval, to contribute to the Brandon School Division in lieu of land dedication in the amount of \$33,615.00 for the proposed 166 units. Payment of receipt will be required prior to issuance of the subdivision certificate of approval.

- x. The Developer agrees to provide written confirmation that necessary arrangements have been made for postal service and that the pick-up/drop-off location of the community mail box has been determined between the Developer and Canada Post, to the approval of Canada Post.

and that Administration be authorized to prepare a Development Agreement containing all conditions and requirements to protect the City's interests in accordance with any procedures, policies, by-laws and Acts.

2. Submitting written confirmation to the City of Brandon Planning & Buildings Department that arrangements have been made for postal service to the satisfaction of Canada Post;

3. Providing written confirmation to the City of Brandon Planning & Buildings Department that taxes for the property to be subdivided, for the current year plus any penalty, interest and arrears, have been paid in full or arrangements must be made satisfactory to Brandon City Council; and

4. Submitting written confirmation to the City of Brandon Planning & Buildings Department that arrangements have been made for a joint use easement agreement and Plan of Easement to the satisfaction of Manitoba Hydro, BellMTS, and Westman Communications Group, and registering the easement agreement along with the easement plan, if required, in series with the plan of subdivision.

- [Application to Subdivide - 21 Willowcrest Avenue.pdf](#)

(C) RESIDENTIAL PARKING PERMIT PROGRAM

WHEREAS the City of Brandon and City Council endeavor to update by-laws based on the needs of its residents.

AND WHEREAS the global pandemic has changed many ways in which business is conducted, including the increased ability for employees to work from home;

AND WHEREAS residents should be encouraged to use other modes of transportation to travel to and from workplaces;

AND WHEREAS the City Council's Strategic Plan has an overarching theme of Environment & Climate Change;

NOW BE IT RESOLVED that the Traffic Authority Advisory Committee (TAAC) evaluate the need for extending the 48-hour parking prohibition through a Residential Parking Permit Program;

AND FURTHER that the Traffic Authority Advisory Committee (TAAC) determine what time limit would be acceptable and the criteria a resident would need to qualify for a Residential Parking Permit that allows a resident to park on the street for more than 48 hours.

- [Residential Parking Permit Program.pdf](#)

(D) OPEN AIR FIRE REGULATIONS

That amendments be made to Open Air Fires Regulation P30 to limit the hours of use of outdoor burning appliances between 12:00 p.m. and 12:00 a.m. and to prohibit the use of outdoor burning appliances when a poor air quality advisory is issued by the Province;

and further, that enhanced public education for the city of Brandon with an emphasis on those areas of the city with a higher density of outdoor burning appliances to identify the proper use of outdoor burning appliances as well as stressing the use of acceptable burning material.

- [Open Air Fire Regulations.pdf](#)

14. By-Laws

NO. 7335 TO AMEND TREE PROTECTION BY-LAW NO. 7285 - CLARIFICATION OF TERMS AND HOUSEKEEPING ITEMS
2ND & 3RD READINGS

That By-law No. 7335 to amend Tree Protection By-law No. 7285 to clarify terms and general housekeeping amendments be read a second time.

That the by-law be read a third and final time.

- [By-law No. 7335 - to Amend Tree Protection By-law No. 7285.pdf](#)

NO. 7336 TO OPEN THE EAST/WEST SIDEWALK ALONG MARYLAND AVENUE
1ST READING

That By-Law No. 7336, to legally open the multi-use pathway along Maryland Avenue (Lot 2, Plan 47728 and Parcel H, Plan 37279), be read a first time.?

- [By-law No. 7336 - to open the East-West Sidewalk Along Maryland Avenue.pdf](#)

15. Giving of Notice

16. Adjournment

Original Signed By
H. Ewasiuk

H. Ewasiuk
City Clerk