# SCHEDULE B

## REPORT OF THE ADMINISTRATIVE COORDINATING GROUP

**RE: PROPOSED SUBDIVISION AND REZONING OF LAND LOCATED AT 2401 INKSTER BOULEVARD**

It is recommended that approval of DASZ 22/2025, if granted, be subject to the applicant entering into a Servicing Agreement containing the following conditions:

### Section I – General Comments

1. The Water and Waste Department (WWD) records indicate there is an existing catch basin and lead located on the southwest quadrant of the Proposed Lot 1. WWD is seeking an easement related to the future catch basin and lead location.

### Section II – Plan Considerations

1. The Developer shall, at no expense to the City, legally open, property required for a 3.6m widening to the north side of the Inkster Boulevard right-of-way, along the full length of the Planned Area, as determined by and to the satisfaction of the Director of Public Works.

### Section III – Engineering Studies

1. The Developer shall, at no expense to the City, conduct geotechnical investigations in accordance with the City's "Guidelines for Site Investigation Requirements for Public Works Street Projects" and develop pavement designs, all to the satisfaction of the Director of Public Works.

2. An approved *Qualification of Consulting Engineers on Development Projects* form is required for the verification of the professional engineering consulting team selected by a Developer for the Contract Administration of each construction phase of a proposed Development. If the phase includes construction of any Regional Streets, or tie-ins or intersections with Regional Streets, the professional engineering design team will also need to be approved through this process.

   The form outlines the consultant's responsibilities during each of the Design, Construction and Post Construction phases, and outlines the submission requirements. The form must be filled out and submitted by the Engineering Consultant to Public Works for each applicable phase.

   Failure to submit the Qualification Form could result in delays to approvals and/or Warranty acceptance.

   The link for the document can be found at:

   https://legacy.winnipeg.ca/ppd/LandDevelopment/PolicyGuidelinesLegislation.stm

3. The Developer shall provide a technical memorandum, prepared by a qualified municipal engineer, which will outline the wastewater upgrades required to adequately service the proposed development and adjacent lands, as determined by and to the satisfaction of the Director of Water and Waste.

**Section IV - Servicing Conditions**

1. Wastewater Sewers

   a) The Developer shall, at no expense to the City, construct and install all wastewater sewers required to serve the Planned Area and adjacent lands in accordance with the accepted technical memorandum, to the satisfaction of the Director of Water and Waste.

   b) The Developer shall, at no expense to the City, grant to the City and register easements in respect of all wastewater sewers constructed under the servicing agreement, if required by the accepted technical memorandum.

2. Regional Land Drainage System

   The Developer shall pay to the City, in cash, on demand, their share of the cost of the regional land drainage system, as determined by and to the satisfaction of the Director of Water and Waste.

4. Inkster Boulevard Regional Street Charges

   a) The Developer shall, pay to the City in cash, on demand, their share of the cost of the following services installed in Inkster Boulevard along the full length of the Planned Area, abutting the north side of Inkster Boulevard:

      i) 4.0m wide Portland cement concrete lane of pavement and all related works;

      ii) 1.5m wide Portland cement concrete sidewalk;

      iii) street lighting in the north boulevard;

      iv) landscaping in the north boulevard; and

      v) land drainage facilities.

      all as determined by and to the satisfaction of the Director of Public Works.

      Alternatively in lieu of ii) above, at the City's choice, the Developer shall, at no expense to the City, construct a 1.5m wide Portland cement concrete sidewalk on the standard alignment, 0.3m from the new property line, on the north side of Inkster Boulevard along the full length of the Planned Area, abutting Inkster Boulevard, and all related works, including but not limited to relocating the catch basin onto existing private property, as determined by and to the satisfaction of the Directors of Public Works and Water and Waste.

   b) The Developer shall, at no expense to the City, grant to the City and register easements in respect of the relocated catch basin and lead, including a plan of easement outlining the subject area, to the satisfaction of the Director of Water and Waste.

5. Cleveland Street

a) The Developer shall, at no expense to the City, construct Portland cement concrete pavement, 10.0m wide, in Cleveland Street from Inkster Boulevard to the proposed private approach north of Inkster Boulevard and all related works including, but not limited to, a temporary cul-de-sac turnaround at the north limit of Cleveland Street, ornamental street lighting, boulevard landscaping on both sides, and land drainage sewer, all as determined by and to the satisfaction of the Director of Public Works.

b) The Developer shall, pay to the City, in cash, on demand, their share to construct the remaining portion of Cleveland Street, abutting the Planned Area, and all related works including, but not limited to, ornamental street lighting, boulevard landscaping on both sides, and land drainage sewer all as determined by and to the satisfaction of the Director of Public Works.

6. Boulevards

a) The Developer shall, at no expense to the City, sod, and plant trees on, all boulevards within and fronting on the Planned Area, all in accordance with City specifications and guidelines and, where required, with concept plans prepared by the Developer and submitted to, and approved by, the Director of Public Works.

b) The Developer shall, at no expense to the City, maintain the sod for a period of one year and the trees for a period of two years, in accordance with specifications approved by the Director of Public Works.

7. Signage

a) The Developer shall pay to the City, in cash, on demand, all costs associated with the supply and installation of approved standard reflectorized permanent signage required at each intersection and along all streets within the Planned Area and as required to serve the Planned Area, including but not limited to stop signs, no parking signs, and street name signs, all as determined by and to the satisfaction of the Director of Public Works.

b) The Developer shall pay to the City, in cash, on demand, all costs associated with the relocation of the above signage as required to accommodate construction activities including but not limited to private access installation or utility work, all as determined by and to the satisfaction of the Director of Public Works.

c) In the event the Developer requests temporary signage, the Developer shall pay to the City, in cash, on demand, all costs associated with the supply, installation, maintenance, and removal of such signage, all as determined by and to the satisfaction of the Director of Public Works.

8. Utilities

a) The Developer shall, cause and pay the full cost to convert existing overhead services in Inkster Boulevard, abutting the Planned Area or as required, to underground, to the satisfaction of the Director of Public Works. The City will endeavor, within the limits of its powers, to make recoveries from other benefiting privately owned land(s) through subsequent development agreements.

b) The Developer shall, at no expense to the City, cause underground electrical and telephone services to be installed to serve the proposed subdivision and will pay the full cost to convert any existing overhead services within the proposed subdivision to underground to the satisfaction of the Director of Public Works.

c) The Developer shall pay all costs associated with the relocation of street lights and other utilities made necessary as a result of, or required to accommodate, the works to be constructed by the Developer to serve the Planned Area, as determined by and to the satisfaction of the Director of Public Works.

9. Construction Traffic

The Developer shall ensure that construction traffic uses access routes as determined by the Director of Public Works. The Developer shall maintain, at no expense to the City, the access routes in a clean, dust free and safe condition, free of dropped and tracked-on mud, and shall undertake regular scraping and sweeping of streets until building construction, including landscaping is complete, all as determined by and to the satisfaction of the Director of Public Works.

10. Litter and Refuse Control and Clean-Up

a) The Developer shall, at no expense to the City, and of its own volition, initiate and control the regular cleanup of litter and refuse from the contractors and builders for this development, both on-site and off-site, during the installation of services and construction of buildings, until substantial completion of all construction, as determined by and to the satisfaction of the Director of Public Works.

b) The cleanup of litter and refuse shall be done on a regular basis as determined by the Director of Public Works. This shall include initiating action and assuming any costs in remedying the situation to the satisfaction of the Director of Public Works.

11. Survey Monuments

a) Subsequent to completion of the Planned Area, as determined by the Director of Planning, Property and Development, the Developer shall pay the full costs of having all survey monuments within the Planned Area verified and/or restored by a Manitoba Land Surveyor and shall prepare a Plan of Survey Perpetuating Certain Monuments, confirming the position of all the survey monumentation within the Planned Area, for filing in The Winnipeg Land Titles Office.

b) In certain circumstances where all the survey monuments within the Planned Area have been found or restored to their original positions, upon approval by the Director of Planning, Property and Development, the requirements for Plan of Survey Perpetuating Certain Monuments may be waived.

## Section V – Costs and Fees

1. By-laws and Approvals

The Developer shall pay all of its and the City's costs, fees, and expenses associated with the preparation and attainment of approval for registration of the Zoning By-law(s) and

plan(s) of subdivision, including all Municipal Board, Land Titles Office and other fees and expenses, all survey, engineering and advertising fees and costs, and all expenses incidental to the preparation of this Agreement and the physical development of the Planned Area.

2. Professional Fees

a) The Developer shall pay the full cost of all design services, including preliminary engineering studies, servicing reports, servicing criteria, construction drawings and specifications, and grading and landscaping plans and specifications, to be provided by Consulting Engineer(s) approved by the City, for the design of the municipal services, parklands, parkways and associated works required to serve the Planned Area;

b) The Developer shall pay the full cost of construction and landscaping supervision services provided by or on behalf of the City for field inspection, preparation of progress estimates, provision of as-built drawings by March 31 of the year following substantial performance of the work, and all other engineering consulting services related to the installation and acceptance of municipal services, and all associated works to serve the Planned Area.

3. Administration Fees

The Developer shall pay to the City, prior to the release of the subdivision mylars for registration in the Land Titles Office, an administration fee plus applicable GST to help defray the City's administration and related costs associated with the preparation and implementation of the Development Agreement.

THIS REPORT SUBMITTED BY:

Administrative Co-ordinating Group
File No. DASZ 22/2025
August 7th, 2025

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