

CITY OF PORTAGE LA PRAIRIE

BY-LAW NO. 99-8044

BEING A BY-LAW OF THE CITY OF PORTAGE LA PRAIRIE to revise and update the fees payable to the City of Portage la Prairie for municipal services rendered under the authority of The Municipal, The Planning Act, The Noxious Weeds Act, and the By-laws of the City.

WHEREAS the Council of the City of Portage la Prairie deems it advisable to include in one by-law the fees and charges payable to the City for certain services rendered by officers and employees of the City;

NOW THEREFORE, THE COUNCIL OF THE CITY OF PORTAGE LA PRAIRIE IN OPEN SESSION ASSEMBLED HEREBY ENACTS AS A BY-LAW AS FOLLOWS:

1. THAT the fees and charges payable to the City of Portage la Prairie for services rendered by officers and employees of the City shall be as set out in the following schedules attached hereto;

Schedule "A"	Public Safety Department
Schedule "B"	Operations Department
Schedule "C"	Economic and Community Development
Schedule "D"	Finance and Administration

2. THAT Council may from time to time, by resolution, amend each and every schedule attached to this by-law.
3. THAT the fees and charges set out in the schedules attached to this by-law shall take precedence over any other by-law.
4. THAT this By-law shall be known as **THE FEES AND CHARGES BY-LAW**.
5. THAT By-Law No. 98-8018 and all amendments thereto are hereby repealed.
6. THAT Section 1.0 (c) of By-Law 97-7928, being the Tax Sale By-Law, be amended to read as follows:

"Costs means an amount as set by the current Fees and Charges By-Law and amendments."

7. THAT Section 17 of By-Law No. 4254, known as the Lottery License By-Law, be repealed and replaced by the following:

"17. Fees for the issuing of licenses shall be as set by the current Fees and Charges By-Law and amendments."

8. "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 taxpayer 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." (AM BL-00-8064)
9. THAT this By-Law shall come into force and effect on January 1, 2000.

DONE AND PASSED AS A BY-LAW OF THE CITY OF PORTAGE LA PRAIRIE BY
THE COUNCIL THEREOF IN OPEN SESSION ASSEMBLED THIS 13th DAY OF
DECEMBER, 1999.

Mayor

Manager of Administration

Read a 1st time this 29th day of November, 1999

Read a 2nd time this 13th day of December, 1999

Read a 3rd time this 13th day of December, 1999

City of Portage la Prairie

FEES AND CHARGES BY-LAW

No. 99-8044

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CITY OF PORTAGE LA PRAIRIE
Schedule "A" - Public Safety Department

1. **Fire Alarms:**
The annual rental payable for a fire alarm shall be 170.00

2. **Fire Fighting Services Outside Boundaries of the City,**
excluding the R.M. of Portage la Prairie, as per agreement
(Res. #281/97) and mutual aid:
 - i) First hour or any portion thereof 800.00
 - ii) Second and each additional hour (in ½ hour segments) 600.00

3. **Rescue Services Outside Boundaries of the City** excluding mutual aid
 - i) First hour or any portion thereof 500.00
 - ii) Second and each additional hour (in ½ hour segments) 400.00

4. **Fire Fighting Services Within the Boundaries of the City -**
when it is a vehicle owned by a non-resident:
 - i) First hour or any portion thereof 800.00
 - ii) Second and each additional hour (in ½ hour segments) 600.00

5. **Rescue Services Within the Boundaries of the City -**
when it is a vehicle owned by a non-resident:
 - i) First hour or any portion thereof 500.00
 - ii) Second and each additional hour (in ½ hour segments) 400.00

CITY OF PORTAGE LA PRAIRIE
Schedule "B" to By-Law No. 99-8044
Operations Department

1. Solid Waste:

- | | |
|--|------|
| a) The fee payable for the disposal of waste in the Solid Waste Disposal Site - per cubic yard | 7.00 |
| b) Multi Family Dwellings – for amount greater than permitted by Solid Waste By-Law | |
| 2 cubic meter bin (per lift) | 7.53 |
| 3 cubic meter bin (per lift) | 7.53 |
| 363 litre cart (per lift) | 2.14 |
| 242 litre cart (per lift) | 1.87 |

2. Sidewalk Snow Clearing:

The fees chargeable for sidewalk snow clearing in commercial areas in accordance with the Highway Traffic By-Law shall be:

- | | |
|--------------------|-------|
| a) Minimum charge | 31.75 |
| b) Per foot charge | 1.80 |

3. Cemetery:

All fees are subject to GST.

- | | |
|---|----------------------------|
| a) The fees chargeable for the purchase of cemetery graves at <u>Hillside Memorial Park Cemetery</u> shall be: | |
| i) Adult grave (includes cement base for monument) | 400.00 |
| ii) Stillborn & infant up to 2 years (includes cement base for monument) | 218.00 |
| iii) Cremation grave | 129.00 |
| b) The fees chargeable for the purchase of cemetery graves at <u>St. Mary's Cemetery</u> and <u>Hillside Cemetery</u> shall be: | |
| i) Adult grave | 360.00 |
| ii) Stillborn & infant up to 2 years | 178.00 |
| iii) Cremation grave | 89.00 |
| c) the opening and closing of graves shall be: | |
| i) Adult grave | 312.00 |
| ii) Stillborn & infant up to 2 years | Nil |
| iii) Cremation grave | 89.00 |
| d) double depth interment shall be: | Double the prevailing rate |

- | | |
|---|---|
| e) disinterment | Double the prevailing rate |
| f) Grave openings on Saturday, or holiday, or after regular hours (4:00 p.m.) shall be an additional charge of: | cremation: 53.00
traditional: 105.00 |
| g) Monument permit | 10.00 |
| h) Transfer of cemetery deed title | 20.00 |

4. **Rental of Traffic Control Devices/Leisure Equipment/Hose:**

The fees chargeable for rental of traffic control devices/leisure equipment/hose shall be:

- | | |
|------------|--------------------------|
| a) Rental | 10% of replacement/event |
| b) Deposit | 50% of replacement/event |

5. **Fees for Special Services:**

- | | |
|--|----------------------|
| a) for Custom Work | Actual cost plus 30% |
| b) for a Building Service Connection | 105.00 |
| c) for a curb cut permit | 20.00 |
| d) for office: | |
| i) Blueprinting - per sheet | 10.00 |
| ii) Photocopying - per page | 0.25 |
| iii) Eades Map – per page | 17.00 |
| iv) Zoning Map | 17.00 |
| e) for Septic Truck Dumping - per load | 15.00 |
| f) for private Hydrant Maintenance - each | 90.00 |
| g) for disposal of hydrocarbon contaminated soil (less than 2000 mg/kg of total semi-volatile hydrocarbons) per cubic yard | 20.00 |
| h) water meter calibration (Water/Sewer Rate By-Law) | 30.00 |
| i) ARB relocation | 25.00 |
| j) Approach/driveway culvert permit (includes survey) | 50.00 |
| k) Lot Grading Staking | 150.00/lot |

l) Water Service Activations (in accordance with By-Law No. 7433)

i) residential (water/sewer rate by-law 7433)	30.00/meter/turn on
ii) residential – after hours	80.00/meter/turn on
iii) construction (water/sewer rate by-law)	35.00/meter/turn on
iv) construction – after hours	80.00/meter/turn on
v) reconnection fee (for unpaid accounts)	30.00/meter/turn on
vi) reconnection fee (after hours)	80.00/meter/turn on
vii) damaged water meter changout/repair	30.00/meter/turn on
viii) change to water/sewer user	30.00/meter/turn on

6. **Solid Waste/Recycling:**

The fee chargeable for:

a) each solid waste tag shall be	.75
b) each Recycling Box Deposit shall be	5.00

7. **Noxious Weeds:**

The fee payable for the cutting of Noxious Weeds under the Noxious Weeds Act CCSM N110 shall be:

a) Minimum per parcel	46.00
b) Per Acre	82.00
c) Maximum as per Act	500.00
d) Reforestation per tree (Urban Forestry Policy)	133.25

8. **Fire Hydrant Use**

i) application fee	35.00
ii) rental charge	50.00/day
iii) water (bulk sales rate – Waterworks By-Law) per 1,000 gallons	5.00
iv) gate valve/backflow prevention valve/lock, meter prorated with minimum charge of:	50.00/month \$20.00

9. **Surplus Equipment/Materials**

i) culvert	
-good per meter	15.00
-fair per meter	10.00
ii) misc. pipe	15.00
iii) drums	10.00

10. **The fees chargeable for Equipment Rental shall be as follows:**

City of Portage la Prairie of Portage la Prairie Hourly Rental Rates for the Year 2000

Item	<u>Rental of Item</u>	<u>Labour to be Included with Rental of Item</u>	<u>20% Overhead on Labour</u>	<u>Total</u>
18 yd. Truck	\$41.80	\$14.87	\$2.97	\$59.64
10 yd. Truck	\$21.75	\$14.87	\$2.97	\$39.59
5 yd. Truck	\$19.90	\$14.87	\$2.97	\$37.74
Sander	\$72.65	\$14.87	\$2.97	\$90.49
1 ton Truck/Crew Cab/Van	\$7.80	\$14.87	\$2.97	\$25.64
1/2 ton Truck	\$7.60	\$14.87	\$2.97	\$25.44
6" Pump	\$8.85	\$14.87	\$2.97	\$26.69
4" Pump	\$7.25	\$14.87	\$2.97	\$25.09
3" Pump	\$4.60	\$14.87	\$2.97	\$22.44
2" Pump Centrifugal	\$3.70	\$14.87	\$2.97	\$21.42
2" Diaphragm Pump	\$3.70	\$14.87	\$2.97	\$21.42
Steamer & 1/2 ton	\$32.80	\$29.74	\$5.95	\$68.49
Energizer & 1/2 ton	\$32.80	\$29.74	\$5.95	\$68.49
Roto-Rooter & van	\$11.60	\$29.74	\$5.95	\$47.29
Flat Cable & Van	\$9.75	\$14.87	\$5.95	\$30.57
Flusher Bag & Van	\$9.75	\$14.87	\$5.95	\$30.57
Sewer Jet (Elgin)	\$92.85	Min. 2 Hrs.	\$0.00	\$92.85
Sanfax LB	\$4.40	\$0.00	\$0.00	\$4.40
416 Cat Back-Hoe	\$50.85	\$0.00	\$0.00	\$50.85
416 Cat Extend-A-Hoe	\$53.10	\$0.00	\$0.00	\$53.10
580 Case Back-Hoe	\$50.85	\$0.00	\$0.00	\$50.85
580 Case Extend-A-Hoe	\$53.10	\$0.00	\$0.00	\$53.10
W-14 Loader	\$45.00	\$0.00	\$0.00	\$45.00
Dresser Loader	\$44.60	\$0.00	\$0.00	\$44.60
Air Compressor/Roller	\$13.95	\$14.87	\$2.97	\$31.79
Street Sweeper	\$62.95	\$14.87	\$2.97	\$80.79
Grader 158 H.P. Summer	\$58.20	\$0.00	\$0.00	\$58.20
Grader 158 H.P. Winter	\$72.80	\$0.00	\$0.00	\$72.80
Hydraulic Boom Truck	\$70.00	\$15.69	\$3.14	\$88.83
Bucket Truck	\$89.70	\$0.00	\$0.00	\$89.70
Stumper & Tractor	\$45.10	\$14.87	\$2.97	\$62.94
Chipper & Truck	\$66.20	\$29.74	\$5.95	\$101.89
Paint Sprayer (Walk Behind)	\$17.75	\$14.87	\$2.97	\$35.59
Paint Sprayer Ride On	\$28.60	\$14.87	\$2.97	\$46.44
Snow Blower Cemetery (Labour included)	\$34.35	\$0.00	\$0.00	\$34.35

Operations

SCHEDULE "B"

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Fork Lift	\$17.00	\$14.87	\$2.97	\$34.84
Roller Double Drum	\$26.15	\$0.00	\$0.00	\$26.15
Plate Packer	\$4.20	\$0.00	\$0.00	\$4.20
Tar Wagon	\$8.80	\$0.00	\$0.00	\$8.80
Vacuum Truck	\$51.25	\$0.00	\$0.00	\$51.25
Video Camera:				
Per Service:	\$195.00			
Per Hour:	\$150.00			
Minimum Charge:	\$150.00			

**NOTE: ALL RATES SHALL HAVE A MINIMUM 1 HOUR CHARGE,
UNLESS OTHERWISE STATED.**

CITY OF PORTAGE LA PRAIRIE
Schedule "C" to By-Law No. 97-7970
Economic & Community Development Department

1. **Animal Control:**

a) Dog Licenses:

The fees payable for dog licenses shall be as follows:

i) Dangerous Dog, the sum of	100.00
ii) For each male dog, the sum of	20.00
iii) For each female dog, the sum of	20.00
iv) For each spayed female dog or neutered male dog	10.00
v) Replacement of lost dog license	2.00
vi) Seeing Eye Dog	No Charge

b) Contravention of By-Law:

The fee payable for the contravention of the animal control by-law:

i) First offence	20.00
ii) Second offence in 12 months	40.00
iii) Third offence in 12 months	100.00

c) Impoundment:

The fee payable for the impoundment of dogs and cats shall be as follows;

i) Per day or part thereof	
- dogs	15.00
- cats	7.50
ii) Veterinary fees - cats and dogs	actual

2. **Building Inspection:**

The fees payable for building permits shall be based on value and shall be computed as follows:

a) Building Permits:

i) where the value is \$3,000. or less	20.00
ii) where the value exceeds \$3,000. PLUS \$4.50 for each additional \$1,000 or part thereof over the first \$3,000.	20.00
iii) where a building is demolished in whole or in part	20.00

iv) Refundable elevation deposit	
Per Unit	1,000.00
Maximum - 3 units or more	3,000.00
v) When a building permit is applied for after construction has commenced, the applicant shall pay a fee equal to:	2 x regular fee applicable to the permit
b) <u>Moving Permits:</u>	
i) Each applicant for a permit to move any building or any part thereof, shall pay the fee of	20.00
ii) Where a building of any size is moved into the City from outside the limits of the City, in addition to any other fees above prescribed, an inspection fee of	20.00
iii) Where a building of any size is moved into the City from outside the limits of the City, in addition to any other fees above prescribed, a fee based on distance travelled by the Building Inspector from the City to the original site of the building and from the original site to the proposed location in the City at a rate of PLUS meals and expenses, if applicable	\$0.30/km
iv) Where a building of any size is moved into the City from outside the limits of the City, in addition to any other fees above prescribed, a refundable damage deposit in the amount of	500.00
c) <u>Plumbing Permits:</u>	
Each applicant for a plumbing permit shall pay for the following fees:	
i) for each floor drain	10.00
ii) for each fixture	5.00
d) <u>File Searches and Inspections:</u>	
The fee for each request for a file search and inspection to ascertain if there is a work order against buildings or properties or what would be required to be done prior to occupancy, shall be	50.00

3. **Traffic By-Law:**

- | | |
|--|--------------|
| a) The fees payable for metered parking spaces set out in the City of Portage la Prairie Traffic By-Law for each 12 minutes of parking time shall be | 0.05 |
| b) The fees payable for towing and impounding of a vehicle under the Traffic By-Law shall be: | actual costs |

4. **Derelict Vehicle:**

- | | |
|--|--------------|
| a) The fees payable for the towing and storage of a derelict vehicle shall be: | actual costs |
| b) The fee payable for the destruction of a derelict vehicle shall be | 25.00 |
| c) The fee payable for a derelict vehicle license | 75.00 |

5. **Zoning:**

The fees chargeable for zoning memoranda shall be as follows:

- | | |
|-------------------------------------|---------|
| a) Residential – per certificate | \$50.00 |
| b) Commercial – per certificate | 50.00 |
| c) Industrial – per certificate | 50.00 |
| d) Non-conforming – per certificate | 50.00 |
| e) Other – per certificate | 50.00 |

6. **Planning:**

The fees chargeable under the Planning Act CCSM P80 shall be as follows:

- | | |
|--|----------|
| a) Variations – Prior to commencement | \$175.00 |
| - After commencement | 350.00 |
| b) Conditional Uses | 175.00 |
| - After commencement | 350.00 |
| c) Re-Zoning amendment | \$750.00 |
| d) Development Plan Amendment/and rezoning application | 950.00 |
| e) Development Plan Amendment only | 750.00 |

f) Application fees:	
i) 0 lots created	\$50.00
ii) One lot only – no developers agreement	75.00
iii) More than one lot	100.00/lot
- Legal costs	actual
- Engineering costs	actual
- Other	actual
7. Capital Levy – all applications	
Per each new lot created	\$500.00
8. Recreation dedication	10% of total subdivision area or \$300.00/lot/Council discretion
9. Minor Variations (up to 10% by Development Officer):	
i) Prior to commencement	\$75.00
ii) After commencement	150.00
10. Mobile sign permit per month or part thereof	\$50.00/sign
11. Development Permit	\$50.00/permit
12. Encroachment Agreements	Actual Legal
13. Island of Lights	
a) passenger vehicles and vans 6 persons or fewer	5.00
b) passenger vans of 7 persons or more	10.00/vehicle
c) tour buses/school buses	50.00/visit
d) hay ride operators	20/visit
e) corporate volume discounts for passenger vehicles and vans:	20-50 \$4.00/ticket 51-100 \$3/ticket 101+/\$2.50/ticket
14. Other:	
a) City Pins	\$1.00/ea.
b) Zoning By-Law with Map (includes tax)	44.00
c) Development Plan (includes GST)	44.00
d) Zoning Map	17.00/ea.
15. The fees payable for arena winter ice, arena, summer ice, athletic fields, day camp and pool programs shall be as follows:	

CITY OF PORTAGE LA PRAIRIE
Schedule "D" to By-Law No. 7834
Finance and Administration

1. **Taxes:**

a) **Tax Certificate:**

The fee chargeable for a Tax Certificate with respect to the land described in each entry in the tax collectors' roll for which a tax certificate is furnished \$20.00

b) **Penalties:**

The penalties payable on outstanding accounts receivable shall be 1.25% per month commencing with the month following the month in which the account was rendered.

c) **Tax Sale Costs** \$50.00 administration fee **plus** actual costs [AM. Res. #66/00]

d) **Status of Inquiries:**

The fee chargeable per tax roll entry shall be: 2.00

e) **Tax Statement photocopies** \$2.00 per roll number

f) **Tax Account print outs** \$4.00 per roll number

2. **Livery Driver's Permit:**

The fee chargeable for a livery driver's permit and a livery license shall be: 18.00

3. **Photocopying:**

The fees chargeable for photocopying shall be:

a) Information required to be provided under the Municipal Act, Sec.263(1), eg. by-laws, minutes, etc.

i) fewer than 21 pages no charge
ii) 21 or more pages, per page .15

b) General information

i) per page, single sided .25
ii) per page, double sided .30

4. **Returned Cheques:**

The fee chargeable for each returned cheque shall be 20.00

5. **Copy of Elector's Roll:**

If the Council of the Local Authority so provides by resolution, surplus copies of the list of electors

- a) to persons provided for in the resolution who certify in writing that they require the list for a political purpose or for federal or provincial electoral purposes, and
- b) on any terms as to payment that the resolution provides; [Section 31(5) of the LAEA]

The fee chargeable for each Electors List shall be: 30.00

6. **Copy of Water & Sewer Bill** \$2.00

7. **Copy of Trailer Account Invoice** \$2.00

8. **Burglary and Robbery Alarm Systems Permits:**

a) The fee payable for a permit for an alarm system in accordance with By-Law No. 7626 - upon installation Nil

b) If a person who installs an alarm system as described in By-Law No. 7626 fails to apply for a permit as required and the City becomes aware of this and notifies the person in writing to comply with the said By-Law, the fee payable if the person duly applies for a permit within 30 days of receipt of notice. Nil
(AM BL 00-8064)

c) If the person described in (b) above fails to duly apply for a permit Within 30 days of receipt of notice \$50.00
(AM BL 00-8064)

d) Any unpaid account related to an alarm permit shall incur an interest Penalty as provided in the By-Law (AM BL 00-8064)

e) Subsequent to three false alarms within a six month period – for reinstatement. \$50.00
(AM – BL 00-8064)

9. **Garage Sale Licenses:**

a) The fee payable for each garage sale license 5.00

b) When a garage sale license is issued after garage sale commenced 10.00

10. **Lottery License Fees** min \$2.00 or 1% of prize money