

TOWN OF NIVERVILLE

Minutes of the regular meeting of the Niverville Town Council held on November 17, 2015 at 6:00 p.m. at the Civic Office and continuing at 7:00 p.m. in the West Ballroom of the Niverville Heritage Centre. In attendance were Deputy Mayor John Funk and Councillors John Falk, Kevin Stott, and Chris Wiebe.

Res#325-15 K. Stott – C. Wiebe
In Camera BE IT RESOLVED that in accordance with Section 152(3) of the Municipal Act, that Council meet in camera.
“Carried”

Res#326-15 C. Wiebe – K. Stott
Resume BE IT RESOLVED that the committee meeting of the Council in camera be adjourned;
AND BE IT FURTHER RESOLVED that the Council while in camera discussed development matters and topics respecting long term plans for the development of the community.
“Carried”

Res#327-15 J. Falk – C. Wiebe
Excused BE IT RESOLVED that Mayor Myron Dyck be excused from the meeting due to personal commitments.
“Carried”

Res#328-15 C. Wiebe – K. Stott
Agenda BE IT RESOLVED that the agenda be approved subject to the following additions:
Reports - 8b Committee
New Business - 11 d. Tender
- 11 e. Engineering Study
- 11 f. Assessment Changes
“Carried”

Res#329-15 J. Falk – C. Wiebe
Minutes BE IT RESOLVED that the minutes of the regular council meeting held on November 3, 2015 and special council meeting held on November 10, 2015 be approved.
“Carried”

A Public Hearing was held regarding Conditional Use application C9-15, an application from Melissa Gladue to allow a Take-out/Delivery Pizza business in a C2 – Highway Commercial Zone on Desc 6, Plan 9965, civically known as 290 Main Street. CAO Jim Buys provided an overview of the proposal. There was no opposition brought forward by the public.

Res#330-15 C. Wiebe – J. Falk
C9-15 WHEREAS a public hearing was held for Conditional Use C9-15, an application from Mellissa Gladue to allow a Take-out/Delivery Pizza business in a C2 – Highway Commercial Zone on Desc 6, Plan 9965, civically known as 290 Main Street;
AND WHEREAS the application was duly advertised and no concerns were brought forward by the public to the application;
AND WHEREAS the real property site owner has indicated that the current parking lot is being expanded to accommodate an additional 14 cars in 2016;

THEREFORE BE IT RESOLVED that Conditional Use C9-15, an application from Mellissa Gladue to allow a Take-out/Delivery Pizza business in a C2 – Highway Commercial Zone on Desc 6, Plan 9965, civically known as 290 Main Street, be approved subject to the following condition:

- a) That the business have 4 parking stalls dedicated in close proximity to the store for its exclusive use; and
- b) That the real property site owner be required to complete the parking lot upgrade to accommodate an additional 14 vehicles by September 30, 2016.

“Carried”

A Public Hearing was held regarding Conditional Use application C10-15, an application from Nicole Fixe to allow a home-based hair salon and essential oils business in a R1 – Single Family Residential Zone on Lot 18, Plan 45698, civically known as 12 Errington Place. Nicole Fixe provided an overview of her business proposal. There was no opposition brought forward by the public.

Res#331-15 C. Wiebe – K. Stott

C10-15 WHEREAS a public hearing was held for Conditional Use C10-15, an application from Nicole Fixe to allow a home-based hair salon and essential oils business in a R1 – Single Family Residential Zone on Lot 18, Plan 45698, civically known as 12 Errington Place;

AND WHEREAS the application was duly advertised and no concerns were brought forward by the public to the application;

AND WHEREAS the applicant has set the parameters for the business as a single chair salon with clients being scheduled not less than 45 minutes apart with client parking available on the driveway;

THEREFORE BE IT RESOLVED that Conditional Use C10-15, an application from Nicole Fixe to allow a home-based hair salon and essential oils business in a R1 – Single Family Residential Zone on Lot 18, Plan 45698, civically known as 12 Errington Place, be approved subject to the following condition:

- a) That the applicant obtains an annual business license; and
- b) That the applicant follows the home based business plan as described above.

“Carried”

Res#332-15 C. Wiebe – J. Falk

Curb Stop BE IT RESOLVED that the Curb Stop policy attached hereto as Schedule A be
Policy approved as presented.

“Carried”

Res#333-15 C. Wiebe – K. Stott

RFP BE IT RESOLVED that the tender for hydro seeding for the Highlands Park be awarded to Valleywest Landscaping Inc., having submitted the lowest bid at \$10,660.00 plus applicable taxes.

“Carried”

Council concurred to table a decision on the funds designated for playground development at Hespeler Park until December 1, 2015 to allow for further research.

Res#334-15 K. Stott – J. Funk

Marketing WHEREAS 6P Marketing has provided a marketing planning overview for the
Committee Town which highlighted corporate goals, target audience profile, positioning, brand assets and preferences, along with going forward recommendations;

AND WHEREAS in order to address these web-based marketing initiatives, a committee should be established to develop an action plan and recommend to Council implementation strategies;

THEREFORE BE IT RESOLVED that a committee be established consisting of Councillor John Falk, Councillor Chris Wiebe, along with staff members Eric King (Chairman) and Audrey Neufeld, to develop an action plan and recommend implementation strategies for a web-based marketing scheme for the Town.

“Carried”

In the Mayor’s absence, Councillor Falk will speak on behalf of Town Council at the Niverville Chamber of Commerce’s Christmas Tree Lighting event to be held on November 21, 2015.

Res#335-15 K. Stott – C. Wiebe
Accounts BE IT RESOLVED that cheques nos. 32923 to 32987 totalling \$682,714.12 be hereby approved for payment.

“Carried”

Res#336-15 K. Stott – C. Wiebe
Sept. F.S. BE IT RESOLVED that the September 30, 2015 financial statement be accepted as presented.

“Carried”

Res#337-15 J. Falk – K. Stott
Parking WHEREAS By-law No. 656-07 provides for the regulation of traffic and parking of vehicles in the Town of Niverville;
AND WHEREAS traffic control and parking regulations may be posted as per Schedule “A” of subject By-law and can be amended from time to time by resolution of Council;
AND WHEREAS Council deems it necessary to amend Schedule “A” of subject by-law to update the no-parking regulations for Kipling Lane and Ashcroft Cove;
THEREFORE BE IT RESOLVED that Schedule “A” of By-law No. 656-07 is hereby amended by modifying the “No Parking” regulations as follows:

Kipling Lane - north side
Ashcroft Cove - north side

“Carried”

Res#338-15 K. Stott – J. Falk
Signing Authority BE IT RESOLVED that in accordance with Section 134(1) of The Municipal Act, that Eric King, Finance Administration Manager, be authorized as a staff member having signing authority.

“Carried”

Res#339-15 C. Wiebe – J. Falk
RFP BE IT RESOLVED that the tender for Snow/Salt Sand Hauling for the 2015-2016 winter season be awarded to Barkman’s Cartage, being the lowest bid received by volume and weight.

“Carried”

Res#340-15 K. Stott – C. Wiebe
Water Main Infrastructure BE IT RESOLVED that subject to additional research on parameters of a study on the water pressure requirements for the water main infrastructure being designed to serve Main Street, that authorization is given to the CAO that if required, to

engage engineers to determine if adequate water pressure can be supplied by the current infrastructure at the Spruce Water Treatment facility, and if not, to determine what plant upgrades are required.

“Carried”

Res#341-15 C. Wiebe – J. Falk
Added Taxes BE IT RESOLVED that in accordance with Section 326 of The Municipal Act, supplementary taxes as provided by the Manitoba Assessment Services dated November 9 and 16, 2015 and be hereby added to the Tax Roll.

“Carried”

Council recessed to meet with press.

Res#342-15 C. Wiebe – K. Stott
In Camera BE IT RESOLVED that in accordance with Section 152(3) of the Municipal Act, that Council meet in camera.

“Carried”

Res#343-15 J. Falk – C. Wiebe
Resume BE IT RESOLVED that the committee meeting of the Council in camera be adjourned;
AND BE IT FURTHER RESOLVED that the Council while in camera discussed development matters and topics respecting long term plans for the development of the community.

“Carried”

Res#344-15 C. Wiebe – K. Stott
Adjourn BE IT RESOLVED that the meeting be adjourned. (9:20 p.m.)

“Carried”

Mayor

CAO

SCHEDULE A



TOWN OF NIVERVILLE-PUBLIC WORKS

POLICY NO. PW4-15: **CURB STOPS**

EFFECTIVE DATE: **November 17, 2015** **RESOLUTION# 332 -15**

REVISION DATE: _____ **RESOLUTION# _____**

BACKGROUND: Following installation of the water main infrastructure, every curb stop is checked to ensure it operates as designed, freely and without the necessity of using excessive force. Upon the Town engineer providing infrastructure approval, building permits may be issued. On occasion during home construction, curb stops are inadvertently damaged. Following research on industry practices and in an effort to protect the integrity of the water service and future residents, the Town has approved this policy to define acceptable standards for accessibility and functioning of curb stops.

- a) Following site construction, curb stops must be accessible and operational for Town staff using Town tools specific to the task as per original engineered design and operations. Curb stops requiring:
 - i. excessive force to adjust and/or
 - ii. are found to be non-functional and/or
 - iii. cannot be found due to being buriedmust be repaired prior to final inspection by the Town and release of builder’s security deposit. The Town’s position is that should excessive force be required in ideal conditions, then the curb stop will not work in inclement conditions.

- b) If a curb stop requires repair and/or cannot be found, it must be repaired/located to meet the standard noted above in condition (a) and once repaired/located must be approved by Town staff.

- c) In the event that the curb stop is not repaired/located to Town standards, water service will not be turned on. The Town will proceed with the following action steps:
 - i. Advise the contractor in writing or if applicable the homeowner, of the necessity to repair/locate the curb stop to meet Town standards as described in (a).
 - ii. The Town will provide 60 days from the date of the written notification for the completion of the curb stop repair/locate and the inspection by the Town.
 - iii. Should the curb stop repair/locate not be completed within the allocated time frame and no prior written alternate time arrangements made with the Operations Manager, the Town shall at its own discretion make arrangements for the curb stop to be repaired/located by a private contractor and the cost thereof shall be a debt to the Town. Within 30 days the current real property owner shall pay for this debt either through the security deposit if adequate sum remains or by separate invoice. The Town may, in its own discretion, add costs incurred to the real property taxes in accordance with The Municipal Act, Section 252(2).