

## TOWN OF NIVERVILLE

Minutes of the regular meeting of the Niverville Town Council held on March 1, 2016 at 9:00 a.m. at the Niverville Heritage Centre. In attendance were Mayor Myron Dyck, Deputy Mayor John Funk and Councillor Chris Wiebe.

Res#65-16 J. Funk – C. Wiebe  
Excused BE IT RESOLVED that Councillors John Falk and Kevin Stott be excused from the meeting due to personal commitments.  
“Carried”

Res#66-16 C. Wiebe – J. Funk  
Agenda BE IT RESOLVED that the agenda be approved subject to the following additions:  
Seminars & Meetings – Manitoba Good Roads Association Apr. 13  
New Business – Town Logo (6P Marketing)  
“Carried”

Res#67-16 J. Funk – C. Wiebe  
Minutes BE IT RESOLVED that the minutes of the regular Council meeting held on February 16, 2016 be approved as presented.  
“Carried”

Res#68-16 C. Wiebe – J. Funk  
Dec/15 F.S. BE IT RESOLVED that the December 31, 2015 Financial Statement be approved as presented.  
“Carried”

Mayor Dyck reported that discussions with property owners regarding the watermain project are ongoing. Council also met with the RM of Ritchot Council to discuss items of mutual interest.

Res#69-16 C. Wiebe – J. Funk  
Compost WHEREAS Niverville in an effort to enhance environmental responsibility and to provide a service to residents, has been accepting branches at their compost site located north of the curling rink;  
AND WHEREAS the compost site has been receiving logs and other pieces of wood/rubble that cannot be chipped resulting in either matter being hauled away or burned;  
AND WHEREAS the alternative of storing and burning wood/rubble has become a negative effect on the surrounding neighbourhood;  
THEREFORE BE IT RESOLVED that effective immediately, the Town’s compost site is limited to grass clippings and leaves and will no longer accept any branches or wood products.  
AND BE IT FURTHER RESOLVED that residents will be required to bring their branches to the local transfer station or to the nearest landfill of their choice.  
“Carried”

Res#70-16 J. Funk – C. Wiebe  
Authorize BE IT RESOLVED that members of Council and a staff member are authorized to attend the Manitoba Planning Conference, May 18-20, 2016 in Brandon, MB.  
“Carried”

- Res#71-16 J. Funk – C. Wiebe  
 Authorize BE IT RESOLVED that Councillor Wiebe be authorized to attend a meeting in Morris dealing with regional road development in the Red River Valley.  
 “Carried”
- Res#72-16 C. Wiebe – J. Funk  
 Accounts BE IT RESOLVED that cheques nos. 33376 to 33403 totalling \$100,218.88 be hereby approved for payment.  
 “Carried”
- Res#73-16 J. Funk – C. Wiebe  
 BL 756-16 WHEREAS a Local Improvement District (LID) project involving the design and  
 1<sup>st</sup> Reading installation of a watermain along Main Street between the CPR tracks and Sixth Avenue South and part of Fifth Avenue South has been proposed;  
 AND WHEREAS the total project cost is estimated at \$2,043,470, with a grant from the New Building Canada Fund covering two-thirds of the project and the Town of Niverville contributing a total of \$681,157.00 including contingencies;  
 AND WHEREAS the Town of Niverville will provide an economic development grant of \$253,870 for water main oversizing, thereby requiring the Town to borrow an estimated \$427,286;  
 AND WHEREAS Council believes that this project is essential to the Town of Niverville for fire suppression, the supply of potable water for health and safety, and for the future development of the community;  
 THEREFORE BE IT RESOLVED that Bylaw 756-16, a bylaw to authorize the expenditure and borrowing of money for the completion of the Main Street watermain expansion in the Town of Niverville as a local improvement, is given first reading.  
 AND BE IT FURTHER RESOLVED that as per Section 318(1) of *The Municipal Act*, that a Public Hearing is scheduled for April 5, 2016.  
 “Carried”
- Res#74-16 J. Funk – C. Wiebe  
 Convenience WHEREAS the Town will be offering the option of paying by various credit  
 Fees cards once the Town’s new accounting software has been installed;  
 AND WHEREAS it is necessary to set a policy for the application of convenience fees;  
 THEREFORE BE IT RESOLVED that Council approve a Convenience Fee policy (attached hereto as Schedule “A”), being the fee structure to be applied against payments made either online or in person by credit card.  
 “Carried”
- Res#75-16 C. Wiebe – J. Funk  
 Town Logo BE IT RESOLVED that Council approves the new Town logo presented as Option 1 attached hereto as Schedule “B” by 6P Marketing.  
 “Carried”
- Res#76-16 J. Funk – C. Wiebe  
 Adjourn BE IT RESOLVED that the meeting be adjourned. (9:26 a.m.)  
 “Carried”

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Mayor

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Town Manager

SCHEDULE A



**TOWN OF NIVERVILLE-FINANCE**

**POLICY NO. F3-16:**            **Convenience Fees Policy**  
**EFFECTIVE DATE:**        **March 1, 2016**                      **RESOLUTION# 74-16**  
**REVISION DATE:**        \_\_\_\_\_                                      **RESOLUTION# \_\_\_\_\_**

**Purpose:**            In 2016 the Town of Niverville will be upgrading their accounting software to TowneSuite, an accounting program which will allow residents the option to use credit card payments either online or in person. This policy requires the following fees to be charged to the user to offset the costs incurred by the Town in providing these services.

**Rules:**            The Town will apply the following fees to transactions made via our new online payment portal to payments made in office with Mastercard or VISA.

There are NO exceptions for the fees being waived as these fees are being charged to improve the customer / resident experience for which costs exist.

The following matrix will be in effect for 2016 and will be reviewed annually to ensure fees are fair and equitable.

<b>Category</b>	<b>\$ Value</b>	<b>Fee</b>
<b>Programs &amp; Services</b>	\$ 0.01 to \$ 50.00	\$ 1.50
<b>Programs &amp; Services</b>	\$ 50.01 to \$ 100.00	\$ 3.00
<b>Programs &amp; Services</b>	> \$ 100.00	2.85 % of Total Cost
<b>Property Taxes</b>	ALL	2.85 % of Total Payment
<b>Utility Bills</b>	ALL	2.85 % of Total Payment

SCHEDULE B

