

TOWN OF NIVERVILLE

Minutes of the regular meeting of the Niverville Town Council held on July 19, 2016 at 7:00 p.m. at the Niverville Heritage Centre. In attendance were Mayor Myron Dyck, Deputy Mayor John Funk, Councillors Kevin Stott and Chris Wiebe.

Res#197-16 K. Stott – C. Wiebe
Agenda BE IT RESOLVED that the agenda be approved as presented. “Carried”

Res#198-16 J. Funk – C. Wiebe
Minutes BE IT RESOLVED that the minutes of the regular Council meeting held on June 21, 2016 and special meetings held on June 28 and July 6, 2016 be approved as presented. “Carried”

A Public Hearing was held regarding Variation Application V2-16, being an application from Sunset Estates to allow for the minimum frontage on an R2 (Two Family Residential) lot to be reduced to 44 feet and the site area be reduced from 8,000 sq. ft. to 6,023 sq.ft.. This variation order is requested to permit the construction of single family homes on Lots 10, 11, 12, and 13, Block 1, Plan 54902, civically known as 147, 149, 151, and 153 St. Andrews Way. There was no opposition brought forward to the application.

Res#199-16 K. Stott – J. Funk
V2-16 WHEREAS a Public Hearing was held for Variation Application V2-16, an application from Sunset Estates to allow for the minimum frontage on an R2 (Two Family Residential) lot to be reduced to 44 feet and the site area to be reduced from 8,000 sq. ft. to 6,023 sq.ft.;

AND WHEREAS this variation order is requested to permit the construction single family homes on Lots 10, 11, 12, and 13, Block 1, Plan 54902, civically known as 147, 149, 151, and 153 St. Andrews Way;

AND WHEREAS the application was duly advertised and there were no concerns brought forward;

THEREFORE BE IT RESOLVED that Variation Application V2-16, an application from Sunset Estates to allow for the minimum frontage on an R2 (Two Family Residential) lot to be reduced to 44 feet and the site area be reduced from 8,000 sq. ft. to 6,023 sq.ft., to permit the construction of single family homes on Lots 10, 11, 12, and 13, Block 1, Plan 54902, civically known as 147, 149, 151, and 153 St. Andrews Way be approved as presented. “Carried”

Res#200-16 K. Stott – C. Wiebe
Christmas Tree WHEREAS representatives of the Niverville Chamber of Commerce (NCC) and the Town had agreed to engage the services of Fusion Industries to make modifications to the Community Christmas tree and to equally share in the costs thereof;

AND WHEREAS the NCC due to financial constraints is offering in lieu of their financial contribution to the Town, ownership of an outdoor projector, screen and sound system;

AND WHEREAS the Town does not foresee significant requirement for such a system as it serves the citizens of the community but does wish to continue support to the NCC;

THEREFORE BE IT RESOLVED that the Town is prepared to cover the full cost of modifications to the Community Christmas tree, including the annual storage, placement, maintenance and usage charges subject to the following conditions:

- i. While the NCC would maintain ownership of the projector, screen and sound system, the Town will have priority access to use of the equipment; and
- ii. The Town will assume full ownership of the Community Christmas tree and incur all annual costs associated with maintaining, storage and placement of the artificial tree.

“Carried”

At 7:12 p.m. a Public Hearing was held regarding a proposed expenditure for the building of the Niverville Multiplex. Eric King, Finance Administration Manager for the Town, provided an overview of the proposal. There was one person who registered their opposition against the proposal and one person who was in favor. Several residents were present to request clarification on the proposal with copy of the hearing minutes attached hereto as Schedule “A”. The Public Hearing was adjourned at 8:16 p.m.

Council took a short recess to meet with the press and hold informal discussions with the audience.

At 8:28 p.m. a Public Hearing was held regarding a Local Improvement Plan for the construction and design of a new water main on Main Street and Fifth Avenue S., with potable water from the Water Treatment Plant on Spruce Drive. The Local Improvement District under this proposal will be on all benefitting properties with frontage adjacent to the new water main in the Town of Niverville who have signed the Water Service Agreements with the Town of Niverville. There was no opposition brought forward to the application. The Public Hearing was adjourned at 8:32 p.m.

Res#201-16
Security
Deposit
Policy

J. Funk – C. Wiebe

WHEREAS the Town’s Building Permit Security Deposit policy A5-15 requires an amendment to address an occupancy permit inspection requirement and re-inspection fees;

AND WHEREAS an inspection by the Town’s building inspector will now be required prior to an occupancy permit being issued;

AND WHEREAS a re-inspection fee of \$100 will be assessed in the event that a re-inspection is due to either non-compliance with code; applicant being not ready by agreed inspection time resulting in a postponement and rescheduled inspection; and/or a “no-show” by the builder/homeowner for the scheduled inspection;

THEREFORE BE IT RESOLVED that the Town’s Building Permit Security Deposit policy A5-15 is amended as per Schedule “B” to include the requirement for an inspection by the Town’s building inspector prior to the issuance of an occupancy permit and the assessment of a re-inspection fee of \$100 in the event that a re-inspection is due to either code/regulation non-compliance; applicant being not ready for agreed inspection time; or a “no-show” by the applicant.

“Carried”

Res#202-16 C. Wiebe – K. Stott
Business WHEREAS following consultation with Niverville Chamber of Commerce,
Incentive council concurred to amend the Niverville’s Tax Incentive Policy F4-16 passed
Policy on May 6, 2016 so as to provide greater clarity;
THEREFORE BE IT RESOLVED that the Town’s Tax Incentive Policy F4-16 be
known as the Business Incentive Policy F4-16 or “BIG” as to its acronym;
AND BE IT FURTHER RESOLVED that the Business Incentive Policy F4-16
includes clarification to the parameters of the business incentive as attached
hereto as Schedule “C”.

“Carried”

Res#203-16 J. Funk – K. Stott
Line of WHEREAS Council deems it necessary to borrow to meet the current
Credit expenditures of the Municipality for the current fiscal year from the Niverville
Credit Union Limited (the “Credit Union”);
AND WHEREAS the amount borrowed must not exceed the amount collected in
taxes and grants in lieu of taxes in the previous fiscal year;
THEREFORE BE IT RESOLVED THAT

1. The Town may borrow from the Credit Union, by way of line of credit agreement, the sum of \$1,000,000.00, together with interest as set out in the terms and conditions in the line of credit agreement;
2. The Town pledges and assigns as a first charge to the Credit Union all taxes levied or to be levied by the Town for the present year as security for the line of credit and interest thereon;
3. The Town undertakes to deposit all taxes to be collected by it with the Credit Union as security for repayment, but the Credit Union will not be restricted to the taxes for repayment, will not be required to wait for collection of the taxes before it is repaid nor will it be required to see that the taxes are deposited or applied; and
4. The Mayor and the Town Manager are authorized to execute, under seal, on behalf of the Municipality, all documents necessary to give effect to the foregoing.

“Carried”

Res#204-16 C. Wiebe – K. Stott
Waste WHEREAS a request was brought forward by a resident for Council to assist
Management residents in managing extra household waste incurred when hosting events by
creating a mechanism which allows a home generating waste in excess of 64
gallons and the 75 lb. limit to be collected by the Town’s waste collection
provider;
AND WHEREAS Council has considered various options for managing excessive
residential waste collection;
THEREFORE BE IT RESOLVED that Council approves a policy for additional
residential waste collection as attached hereto as Schedule “D”.

“Carried”

Res#205-16 K. Stott – J. Funk
Triple R BE IT RESOLVED that Council appoints Greg Fehr as Niverville’s
Appointment representative on the Community Futures Triple R Development Corporation with
Mayor Myron Dyck serving at the alternative representative.
AND BE IT FURTHER RESOLVED that the Town as per policy will provide
reimbursement to Mr. Fehr for the mileage expenses to attend Triple R meetings
as per the Town’s remuneration bylaw with additional expenses if any, requiring
prior resolution of Council.

“Carried”

Res#206-16 J. Funk – K. Stott
Authorize BE IT RESOLVED that the Mayor was authorized to attend an economic networking reception on July 18, 2016 in Winnipeg with the Consul General of the Kingdom of the Netherlands.

“Carried”

Res#207-16 K. Stott – C. Wiebe
Accounts BE IT RESOLVED that cheque nos. 33835 to 33956 totalling \$571,985.90 be hereby approved for payment.

“Carried”

Res#208-16 J. Funk – C. Wiebe
Financial BE IT RESOLVED that the June 30, 2016 Financial Statement be approved as
Statement presented.

“Carried”

Res#209-16 J. Funk – C. Wiebe
BL 761-16 WHEREAS the Town of Niverville through By-law No. 761-16 is proposing to
1st Reading implement a Local Improvement Plan that involves the construction and design of a new water main on Main Street and Fifth Avenue S. (including property on 4th Avenue S., Bronstone Drive and Cedar Drive) to supply subject streets with potable treated water from the Water Treatment Plant on Spruce Drive;
THEREFORE BE IT RESOLVED that Council gives first reading to By-law 761-16, a Local Improvement Plan for the construction and design of a new water main on Main Street and Fifth Avenue S., to supply subject streets with potable water from the Water Treatment Plant on Spruce Drive.

“Carried”

Res#210-16 C. Wiebe – J. Funk
BL 762-16 WHEREAS the Town of Niverville is proposing to spend a total of \$16,500,000
1st Reading on the construction of a Multiplex Facility consisting of a fieldhouse, arena and a common area including offices, indoor play structure, and multi-purpose meeting/activity rooms of which the Town will put forward \$5,000,000 for capital construction costs;
AND WHEREAS the Town has \$500,000 set aside in reserves for this project and intends to borrow the remaining \$4,500,000 at an estimated interest rate of 6% over 25 years;
AND WHEREAS the annual debt repayment of \$352,020.23 will come from two sources, namely:

- i. the cancellation of the current Recreation Facility levy and the creation of a Multiplex Levy, a levy of approximately equal amount; and
- ii. with the allocation of future annual Federal Gas Tax Grant Revenues

resulting in limited to no additional annual capital costs being levied against Niverville properties;

AND WHEREAS the remaining \$11,500,000 is expected to be received through grants from various levels of Government and through Corporate, Agricultural and Residential donations;

THEREFORE BE IT RESOLVED that Council gives first reading to Bylaw 762-16, being a by-law to provide for the expenditure and borrowing of funds for the construction of a recreation multiplex within the Town of Niverville.

“Carried”

Res#211-16 J. Funk – C. Wiebe
Added Taxes BE IT RESOLVED that in accordance with Section 326 of The Municipal Act, that supplementary taxes as provided by the Manitoba Assessment Services dated May 31, 2016 are hereby added to the Tax Roll.

“Carried”

Council concurred to hold a Special Meeting on August 2, 2016 at 9:00 a.m. at the Niverville Civic Offices to hold a Public Hearing for a Conditional Use application as submitted by Growing Minds for the expansion of an existing day care at 25 Main Street.

Res#212-16 J. Funk – K. Stott
WTP WHEREAS engineering services are required for the Phase 1 upgrades to the
Upgrades water treatment plant to accommodate the water main extensions on Main Street and the subsequent additional fire protection requirements;
AND WHEREAS engineering services are also required for an application to the Building Canada Fund to request the Government of Canada to consider extensions of the Main Street water main along 6th Avenue S. for approximately 700 meters of 150 mm diameter water main between Main Street and Errington Way, with a possible connection to Cobblestone Court;
THEREFORE BE IT RESOLVED that Council approves the engineering services proposals from WSP Canada Ltd. for the following:

- a) \$29,500 for the design, tender documents, preparation of contracts and submissions to the Office of Drinking Water, contract administration and expenses required for the Phase 1 upgrades to the Spruce Water Treatment Plant to accommodate the water main extensions on Main Street and the subsequent fire protection; and
- b) \$4,300 for the topographic survey, detailed design, drawing preparation and submission for regulatory approval to the Office of Drinking Water and MIT for the Main Street Water Extension.

“Carried”

Res#213-16 K. Stott – C. Wiebe
Curling Rink WHEREAS the Town of Niverville is applying for an Enabling Accessibility
Upgrades Fund grant to upgrade the Niverville Curling Rink front entrance to comply with current wheelchair accessible standards;
THEREFORE BE IT RESOLVED that Council authorizes activities such as renovation, retrofit or construction of facilities to a maximum of \$14,000 in order to upgrade the Niverville Curling Rink front entrance to meet wheelchair accessible standards.

“Carried”

Res#214-16 J. Funk – C. Wiebe
Adjourn BE IT RESOLVED that the meeting be adjourned. (9:04 p.m.)

“Carried”

Mayor

Town Manager

SCHEDULE "A"

Minutes of the Public Hearing held on July 19, 2016 at 7:12 p.m. regarding the expenditure and borrowing of funds for the construction of a recreation multiplex within the Town of Niverville.

1. Jac Doerksen voiced his opposition to the proposal. His objections were as follows:
 - a. Information provided was vague.
 - b. His calculation put the total construction costs at \$20 million.
 - c. Wanted to know where the funds were coming from to pay for the project.
 - d. Wanted to see the use of gas tax funds spent on streets/roads; felt it was unfair to motorists to spend the funds on this project.
2. Alex (Sandy) Wallace echoed Mr. Doerksen's remarks in that the project was too great for the community to consider. He commented that Council should focus on bringing commercial industry into Town. He questioned whether the costs to operate the existing facility had been reviewed and whether the numbers had been compared to the new facility.
3. Libby Hanna, a committee member of the Friends of the Plex, spoke in favor of the proposal, providing a background on how this project began and the research that was completed in preparation for pursuing the Multiplex facility proposal.
4. Joel Martens had the following questions regarding the proposal:
 - a. Of the three scenarios in the Stantec report, has Council already chosen which option the Town is planning to go with?
 - b. Does the Town know the year to year cost of operating such a facility?
 - c. Will this loan go through this year and if not, when will it go through.
 - d. Will the debt repayment have the same mill rate (levy) as is currently being assessed?
5. Jim Mahoney had the following comments/questions regarding the proposal:
 - a. Supporting documents were not posted on the Town's website.
 - b. With respect to the loan, are we securing money before we go through with the loan?
 - c. Suggestion to hold a referendum where residents would be asked if they were willing to engage in supporting the Multiplex with funding.
 - d. Suggestion to place a levy on new residential lots to support this type of proposal.
6. Samantha Webster asked how we would be paying the loan back.
7. Kevin Webster asked the following questions:
 - a. If there is a shortfall, are we on the hook for \$7 million?
 - b. Have we already engaged the Federal/Provincial governments?
 - c. What are the current rec fees and what is envisioned for the future?
 - d. What are expectations for the day to day operations?
8. Richard (Dick) Wilford had the following questions/comments:
 - a. How much are taxes going up?
 - b. Concerned about the use of gas tax funds – felt that this should go back into roads.
 - c. Asked whether the Town views \$8.5 million to service the proposed debt as realistic.

Council systematically addressed each of the questions that had been brought forward.

Hearing was adjourned at 8:16 p.m.

SCHEDULE "B"



TOWN OF NIVERVILLE-ADMINISTRATION

POLICY NO. A5-15:	<u>BUILDING PERMIT SECURITY DEPOSIT</u>	
EFFECTIVE DATE:	<u>December 15, 2015</u>	RESOLUTION# <u>358-15</u>
REVISION DATE:	<u>July 19, 2016</u>	RESOLUTION# <u>201-16</u>

A refundable Security Deposit fee will be charged on all new building permit applications except accessory and renovation permits where staff discretion for requirement will apply. Staff will consider factors including residency, service requirements and/or impact on property drainage. Security deposit will be refunded to the applicant upon a release being provided by either the designated Niverville Operations Department representative and/or the Niverville Building Inspector, and then issuing an occupancy permit when applicable.

Inspections by

- A. Operations Department include:
 - a. assessing possible damages caused to the curbs, drainage ditches and street;
 - b. utility inspections;
 - c. lot and building elevations confirmed with engineered design (Schedule "A").

Damages to municipal infrastructure will be repaired with cost deducted from the Security Deposit. A statement outlining damages and repairs will be provided to the applicant.

- B. Niverville Building Inspector will complete a final inspection prior to issuing of an **Occupancy Permit**. All structure(s) must comply with the Manitoba Building Code and applicable municipal regulations (Schedule "B").

Re-inspections - In the event that a re-inspection is required due to either: (1) non-compliance, (2) not ready for agreed inspection time or, (3) no-show by the builder/homeowner, the cost of the supplementary inspection will be charged at a rate of \$ 100.00 per inspection and with the fee being deducted from the Security Deposit.

Security Deposit fee is set by Council at \$2,500 for every private/condo titled property. E.g. A duplex building permit would require a \$5,000 security deposit fee and a 6-plex townhouse with individual titles (whether condo or private) would require a \$15,000 security deposit. The security deposit for a significant renovation permit is \$2,500. (Significant is defined as impacting landscaping of the property and / or exterior façade.) Security deposits for multi-family units are \$ 2,000 per unit to a maximum of \$50,000 per building. Commercial development security deposits are \$ 2,500.

Due to seasonal weather challenges, **final inspections** will be conducted only between **May 1 and October 31**. Final inspections arrangements must be made a *minimum* of 7 business days prior to October 31st.

In the event damages amount to any dollar value greater than security deposit, an invoice will be sent by Town to the titleholder for additional fees plus a \$ 50.00 administrative fee. This invoice must be paid within thirty (30) days of the invoice date, otherwise will be placed upon the property taxes of the property in question.

Time Limit on Refund – The security deposit is forfeited when construction is not completed within twenty-four (24) months from the time of payment of the permit, unless a twelve (12) month written extension is obtained from the Town of Niverville **prior** to the expiry of the 24 month period. (Extension request must be submitted in writing to Town of Niverville at least 15 working days prior to expiration of permit.) No further time extensions will be considered.

This policy is applicable to all security deposits received by the Town.

SCHEDULE A – Building Permit Security Deposit

PUBLIC WORKS FINAL INSPECTION CHECKLIST

(initial)(m/d/y)

- | | | | |
|-------|-------|---|---|
| _____ | _____ | A | Sewer Inspection – grade slope 1” over 4 feet |
| _____ | _____ | B | Curb stop valve operational / set to final finish grade / accessible |
| _____ | _____ | C | Water meter successfully installed |
| _____ | _____ | D | Water meter reading unit installed and accessible (if applicable) |
| _____ | _____ | E | Damages to road in front of residence have been repaired and mud removed. |
| _____ | _____ | F | Damages to curbs have been repaired |
| _____ | _____ | G | All damages to public drain have been repaired. |
| _____ | _____ | H | Driveway – doweling into concrete curb with epoxy dowels |
| _____ | _____ | I | Driveway – width within Town allowances |
| _____ | _____ | J | Driveway – location of curb stop |
| _____ | _____ | K | Elevations |

_____ # of re-inspections, amount of time spent: _____

Invoice # _____

Date of Final Inspection _____

Inspector: _____

Legal Address _____

Civic Address: _____

Roll # _____ Permit # _____ Date Pulled _____

Applicant Name _____ Phone Number _____

Company Name _____ Deposit Amount \$ _____

SCHEDULE “C”



TOWN OF NIVERVILLE-FINANCE

POLICY NO. F4-16: **BUSINESS INCENTIVE POLICY (BIG)**
EFFECTIVE DATE: **May 6, 2016** **RESOLUTION# 142-16**
REVISION DATE: **July 19, 2016** **RESOLUTION# 202-16**

Background: The following grid will be used as a guide to calculate the scope and amount of the business incentive grant (the “grant”) provided by Niverville Council to an eligible property titleholder (the “titleholder”) located in a commercially zoned area (*see herein “definitions” for further clarification*) within the Town of Niverville (the “Town”).

Following consultation with the Niverville Chamber of Commerce, the purpose of the business incentive policy is to encourage construction of new infrastructure resulting in added commercial assessment and the creation of new jobs. The business incentive grant is limited to commercial or industrial enterprises within specific localities of the community as herein described. That portion of a construction project classified as being of a residential category (*see “residential category” definition herein*) as determined by Manitoba Assessment are exempt for consideration under this policy.

In order to be eligible for the grant, the titleholder must generate a higher business assessment (*see herein definition for “Assessment Increase”*). An increased business assessment is the prerequisite criteria for eligibility consideration for part “B” of the policy, namely financial recognition for creating additional new jobs.

For further clarification regarding leased/rental units, only the titleholder to whom the Niverville property tax statement is issued can apply for this grant program. Any arrangements regarding the grant allocation between lease holders and landlords will not in any form or manner involve the Town.

The grant to the titleholder is calculated only on the municipal portion of the annual taxes due.

Council, by means of a resolution passed during regular Council meeting, reserves the right to suspend the program at any time. The grant program commences effective May 6, 2016 and is not applicable to any infrastructure built or in the process of being constructed prior to this date.

Part “A” Assessment	Discount
Up to \$250K	20%
\$251K to \$400K	30%
\$401K to \$550K	40%
\$551K to \$1MM	50%
Over \$1MM	60%
Part “B” # of Employees	Discount
1 to 7	20%
8 to 15	30%
16 to 20	40%
21 to 25	50%
26 or more	60%

Terms & Conditions:

1. Grant pertains to the percentage of the annual municipal portion of taxes being levied in any one full calendar year.
2. Grant commences in the first full calendar year after infrastructure completion. This is a requirement as a new assessment has to be completed/determined by the Manitoba Assessment Branch. (*see "Application Period" definition herein*). Payment to successful applicants will be made within 30 days of the property tax due date (*property taxes are currently due and payable by September 30th*)
3. Grant will not exceed more than 100% of the municipal tax portion despite the numerical application of the above grid.
4. Grant extends to a maximum of four calendar/tax years. The grant decreases by 25 % per annum over the eligible period.
5. In each applicable year the full amount of annual taxes payable and water and sewer accounts must be paid prior to grant approval. Any overdue accounts with the Town during the period eligible for the grant will result in immediate loss eligibility to continue with the program.
6. To qualify for the grant program all applicants must have obtained a Building Permit with the Town prior to construction commencing and have been issued an Occupancy Permit. The Occupancy Permit date will be considered in the application process.
7. Eligibility for the grant is based on the terms and conditions described within this policy. In the event a titleholder disagrees with the Town's decision, the titleholder may choose to appeal to Council who will hear their case during an open council meeting. Council's decision is final.
8. The above noted grid places value on both jobs created and added assessed value for infrastructure being constructed in the Town; however, the primary focus of the grant is on the creation of increased municipal assessment. The creation of new jobs alone is not sufficient criteria to be eligible to apply for the grant.
9. Prior to the Town issuing a grant cheque, the applicant shall provide the Town with such adequate records as the Town deems necessary to determine and satisfy itself that the criteria for eligibility for the grant have been completed. Such information may include but is not limited to, copies of assessment and applicable business records for prior and current years and where applicable, signed by the titleholder's signing authority or auditor.

An application for the employment creation portion of the grant must include appropriate payroll records or such other records the Town deems appropriate. These records must be part of the titleholder's completed application and cannot be submitted separately by the tenant/ leaseholder in the case of leased or rented property. Prior year records are required to establish the baseline level of employment achieved by business within titleholder's property. Any fraudulent or manipulation of employee figures will result in immediate removal from the program and no future application will be reviewed.

10. To be eligible for the grant's employment creation discount, the business located on titleholder's land must have increase employment calculated on the equivalent of a full time employee (*see "full-time equivalent" definition for additional clarification*). The titleholder will be required to submit annual employment hours as per paragraph 9 herein each year of program eligibility prior to September 30th.
11. It is the sole responsibility of the titleholder to request the grant in writing from the Town. (*see "application period" definition for further details*). If a request is not received within the application period, the Town is under no obligation to consider eligibility for the grant program. For sake of clarity, the Town will not consider grant eligibility retroactively.

12. Should a business cease operations in a leased/rented space for any reason during the time that this policy is in effect for a titleholder; the employment creation portion of the refund will be cancelled effective date of business ceasing operations. This portion of the grant is not transferrable. In the event that the titleholder has in error received an overpayment for the employment grant portion in any given year, the titleholder shall be responsible for returning that portion that pertains to the year in which the business ceased.
13. Grant application approval will occur after the titleholder's application has been approved by resolution of the Town Council. A Letter of Agreement signed by the titleholder and the signing officers of the Town shall complete the application process.

Definitions:

- A) **Residential category:** The Municipal Assessment Act by way of regulation sets out prescribed classes of property. These classes of property are based on type, use, size and ownership of land or buildings, or any one or more of them. There are three residential categories – Residential 1 – Category 10: 1-4 dwelling units per building; Residential 2 – Category 20: 5 or more dwelling units per building; Residential 3 – Category 80 – Owner Occupied Condominium and Co-operative Housing.
- B) **Commercially zoned:** those properties whose primary purpose is a commercial or industrial enterprise located in the following designated zones as defined by By-law No. 663-08 and amendments thereto: **C1** (Downtown Commercial), **C2** (Highway Commercial), **C2A** (Restricted Highway Commercial), **CML** (Commercial Industrial Limited), **M** (Industrial – other than the Niverville Business Park) and **RCC** (Recreational Community Complex).
- C) **New Infrastructure:** for the purpose of eligibility for this business incentive grant, new infrastructure represents newly constructed buildings, tear-down/re-builds and/or expansions to existing buildings. Expansions must be able to show separately the increased assessment as a result of the facility expansion as reported by the Manitoba Assessment Branch. Interior renovations are not eligible for the grant.
- D) **Assessment Increase:** means the actual increase in assessment value on a property tax statement as determined by the Manitoba Assessment Branch, excluding any inflationary increase. The increase due to inflation will be based on the average increase to the entire commercial tax roll. (e.g. if commercially zoned properties increase by 5 % and the applicant's building assessment due to expansion construction increased by 10 %, only 5% of building assessment increase would be considered eligible for this grant.)

In the example of tear-down/re-builds, the prior assessment value will apply. In this situation if a building is worth \$ 200,000 and is torn down and replaced with a building having an assessment value of \$ 400,000 then only \$ 200,000 applies as assessment discount.

- E) **Program period:** any building permit issued after May 6, 2016 for a commercially zoned property expanding, re-building or building new infrastructure may make an application under this grant program to the Town.
- F) **Application period:** the Town will accept applications for the current calendar year up to December 1st of the current calendar year. Any applications submitted in the month of December will be approved for the following incentive year due to budget planning requirements for the Town. (i.e. Titleholder X makes application for 2016 tax reduction on December 15th, 2015. Due to blackout period this application will only be accepted for 2017 incentive program.) Titleholders may make an application prior to new assessment being determined by the Manitoba Assessment but the application will only be processed upon the Manitoba Assessment completing their review.
- G) **Full-time Equivalent:** is the total number of hours worked in an organization divided by 2,080 hours in a calendar year. Should a titleholder (on behalf of his/her tenants) wish to claim this portion of the

program, the two parties must arrive at their own agreement on distribution of the rebate. The Town will not be an intermediary and any application received is presumed to have this issue resolved prior to application.

H) ***Application process:***

- i) Applicant registers building permit with Town.
- ii) Building permit approved by Town.
- iii) Applicant obtains building permit from Town Office; can request application form for the Business Incentive Policy.
- iv) Applicant completes and returns form with supporting documentation to Town Office.
- v) Upon Occupancy Permit being issued and Manitoba Assessment completing its review, the Town activates the Application, reviews current status of all tax and utility accounts made by titleholder.
- vi) Town approves / denies request and provides basis for decision
- vii) IF:
 - a. Approved – Town will contact Applicant to work out details of the Letter of Agreement. Town will grant approved percentage of grant within thirty days after payment in full by the titleholder of the property tax statement;
 - b. Denied – Applicant has option to request review by Council as per condition number 7.

SCHEDULE D



TOWN OF NIVERVILLE-ADMINISTRATION

POLICY NO. A1-16:	<u>RESIDENTIAL WASTE COLLECTION - SUPPLEMENTAL</u>	
EFFECTIVE DATE:	<u>July 19, 2016</u>	RESOLUTION# <u>204-16</u>
REVISION DATE:		RESOLUTION#

A request was brought forward from a resident for options for managing extra waste for hosting events, council considered several options for residents in this situation as well as options for a long-term option for additional waste collection. The following options are now available to residents:

Option 1: A resident may pay the fees for an additional waste bin, which includes a one-time non-refundable fee for the bin of \$100.00, plus an annual non-refundable fee of \$200 for collection, pro-rated in the first year from start date to December 31 and to be reviewed annually with the waste collection Bylaw 681-10.

Option 2: Make arrangements three days in advance of collection day for pick-up of an extra bag of waste by way of a sticker purchased from the Town Administration office for a fee of \$12.00 per sticker.

Note all waste bins remain the property of the Town of Niverville and collection of waste will be as per the Town's Waste Management By-law 759-16.