

TOWN OF NIVERVILLE

Minutes of the regular meeting of the Niverville Town Council held on September 20, 2016 at 7:00 p.m. at the Niverville Heritage Centre. In attendance were Mayor Myron Dyck, Deputy Mayor John Funk, Councillors Kevin Stott, Chris Wiebe and Nathan Dueck.

Nathan Dueck, newly elected Councillor following the September 14, 2016 by-election, completed the Declaration of Qualification of Office and Declaration of Office.

Members of Council completed the Disclosure of Personal Interest.

Res#253-16 K. Stott – N. Dueck
Agenda BE IT RESOLVED that the agenda be approved as presented. “Carried”

Res#254-16 C. Wiebe – J. Funk
Minutes BE IT RESOLVED that the minutes of the regular Council meeting held on September 6, 2016 be approved as presented. “Carried”

Pursuant to Sections 46(1) and 74(1) of The Planning Act, a combined Public Hearing was held at 7:08 p.m. regarding By-law 764-16, being an amendment to the Town of Niverville Development Plan Bylaw 657-08, as amended, and with respect to Bylaw 765-16, being an amendment to the Town of Niverville Bylaw 663-08, as amended. These two amending Bylaws are required in preparation for planning authority of 340 acres being annexed from the R.M. of Hanover effective January 1, 2017. Town Manager G. Jim Buys provided an overview of the proposal. While there were several residents present to receive clarification, no opposition was registered against the proposal. Stephen Walker, Regional Manager of Community & Regional Planning Services, recounted their report that noted responses from various government departments. The report had no concerns noted, only recommendations for Council’s consideration in the context of its overall review of the Development Plan which will occur in 2017. The hearing was closed at 7:25 p.m.

At 7:25 p.m. a Public Hearing was regarding Conditional Use Application C10-16, being an application from Deb Brissette to allow a home based business (an art teaching studio) on Lot 1, Block 1, Plan 54902, civically known as 129 St. Andrews Way. Ms. Brissette provided an overview of her art studio proposal. There was no opposition brought forward to the application.

Res#255-16 J. Funk – K. Stott
C10-16 WHEREAS a Public Hearing was held regarding Conditional Use Application C10-16, an application from Deb Brissette to allow a home based business (an art teaching studio) on Lot 1, Block 1, Plan 54902, civically known as 129 St. Andrews Way;
AND WHEREAS the application was duly advertised and there no concerns were brought forward;
THEREFORE BE IT RESOLVED that Conditional Use Application C10-16, an application from Deb Brissette to allow a home based business (an art teaching studio) on Lot 1, Block 1, Plan 54902, civically known as 129 St. Andrews Way,

be approved subject to the applicant obtaining an annual Business License from the Town.

“Carried”

Council concurred that a request for reimbursement of a plumbing bill from Charlene Kakish and Moe Prud’homme be deferred to the Ways & Means committee for their review and recommendation.

The Mayor extended his appreciation to the Friends of the Plex Committee for their hard work in organizing the September 18, 2016 Fundraiser at Hespeler Park as well as the community at large for their successful support of the event. The Fundraiser raised approximately \$1,000 for the Multiplex project and was well received.

Res#256-16 C. Wiebe – K. Stott
Authorize BE IT RESOLVED that members of Council and CAO are authorized to attend the 18th Annual Convention of the Association of Manitoba Municipalities (AMM) on November 21 – 23, 2016 in Winnipeg.

“Carried”

Res#257-16 J. Funk – C. Wiebe
Authorize BE IT RESOLVED that Council hereby authorizes holding their annual Planning session at The Clarion in Winnipeg on November 18 and 19, 2016, and BE IT FURTHER RESOLVED that on October 27, 2016, that Council will hold an Open House at the South End of the Centennial Arena to meet with the public to discuss initiatives currently under way and opportunities for community development.

“Carried”

Res#258-16 N. Dueck – J. Funk
Accounts BE IT RESOLVED that cheque nos. 34095 to 34165 totalling \$221,464.87 be hereby approved for payment.

“Carried”

Res#259-16 C. Wiebe – J. Funk
Financial BE IT RESOLVED that the August 31, 2016 Financial Statement be approved as
Statement presented.

“Carried”

Res#260-16 K. Stott – C. Wiebe
Financial BE IT RESOLVED that the December 31, 2015 audited Financial Statement be
Statement approved as presented.

“Carried”

Res#261-16 C. Wiebe – J. Funk
BL 764-16 WHEREAS the Town of Niverville effective January 1, 2017 is annexing lands from the Rural Municipality of Hanover and is required to amend the Town’s Development Plan, being Bylaw 657-08, as amended, to incorporate long term plans as defined in The Planning Act for these lands, ;
THEREFORE BE IT RESOLVED that Council gives second reading to By-law 764-16, an amendment to the Town of Niverville Development Plan being Bylaw 657-08, as amended, to include development plans for those lands being annexed from the Rural Municipality of Hanover effective January 1, 2017.

“Carried”

Res#262-16 K. Stott – N. Dueck
BL 765-16 WHEREAS the Town of Niverville effective January 1, 2017 is annexing lands from the Rural Municipality of Hanover and is required to amend the Town’s Zoning Bylaw, being Bylaw 663-08, as amended to incorporate zoning designations for these lands;
THEREFORE BE IT RESOLVED that Council gives second reading to By-law 765-16, an amendment to the Town of Niverville Zoning Bylaw being Bylaw 663-08, as amended, to include the lands being annexed from the Rural Municipality of Hanover effective January 1, 2017.

“Carried”

Res#263-16 J. Funk – C. Wiebe
BL 766-16 WHEREAS a portion of the Public Walkway located immediately west of the
2nd Reading southerly limits of Lot 22, Plan 55833, being legally described as “*all that portion of Public Walkway Plan 44819 WLTO to be Closed, contained within the limits of Parcel A on a Plan prepared by Gilbert J. Landreville, Manitoba Land Surveyor, on file in the WLTO as Deposit No.1020/2016 in the NE 1/4 25-7-3 EPM*” requires closure in accordance with The Planning Act of Manitoba in order to permit direct access to Krahn Road by a proposed business;
AND WHEREAS Council is of the opinion that the closure of the described Public Walkway lands is in the public interest, with the subject lands to remain owned by the Town of Niverville but leased under terms and conditions which will ensure safe pedestrian crossing thereon;
THEREFORE BE IT RESOLVED that Council gives second reading to Bylaw 766-16 to close a portion of the Public Walkway immediately west of the southerly limits of Lot 22, Plan 55833.

“Carried”

Res#264-16 C. Wiebe – K. Stott
BL 766-16 WHEREAS a portion of the Public Walkway located immediately west of the
3rd Reading southerly limits of Lot 22, Plan 55833, being legally described as “*all that portion of Public Walkway Plan 44819 WLTO to be Closed, contained within the limits of Parcel A on a Plan prepared by Gilbert J. Landreville, Manitoba Land Surveyor, on file in the WLTO as Deposit No.1020/2016 in the NE 1/4 25-7-3 EPM*” requires closure in accordance with the Planning Act of Manitoba in order to permit direct access to Krahn Road by a proposed business;
AND WHEREAS Council is of the opinion that the closure of the described Public Walkway lands is in the public interest, with the subject lands to remain owned by the Town of Niverville but leased under terms and conditions which will ensure safe pedestrian crossing thereon;
THEREFORE BE IT RESOLVED that Council gives third reading to Bylaw 766-16 to close a portion of the Public Walkway immediately west of the southerly limits of Lot 22, Plan 55833.

“Carried”

In Favour: M. Dyck, J. Funk, K. Stott, C. Wiebe, N. Dueck

Res#265-16 J. Funk – K. Stott
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 September 19, 2016 are hereby added to the Tax Roll.

“Carried”

Res#266-16 C. Wiebe – J. Funk
Culvert Installation WHEREAS the lands located along the west limits of the Prairie Crossings development and adjacent to CPR lands require a culvert to be installed to maintain drainage for the core area of the community;
AND WHEREAS a bid to complete the installation of a culvert and cleanout tees as supplied by the Town, work to include backfill and grade level was received from Tim-Lin in the amount of \$7,500 plus applicable taxes;
THEREFORE BE IT RESOLVED that the Town awards the contract to Tim-Lin in the amount of \$7,500 plus applicable taxes for the installation of a culvert and cleanout tees, both supplied by the Town, with the work to include backfill and grade level in the lands located along the western property line of the Prairie Crossings development, immediately adjacent to the CPR lands.

“Carried”

Res#267-16 J. Funk – K. Stott
Signing Authority BE IT RESOLVED that in accordance with Section 134(1) of The Municipal Act, that Nathan Dueck, Councillor, be hereby authorized to have signing authority on behalf of the Town of Niverville.

“Carried”

Res#268-16 K. Stott – J. Funk
Advertising BE IT RESOLVED that Council authorizes a monthly ¼ page advertisement (October 2016 through August 2017) with The Citizen in the amount of \$2,585.52.

“Carried”

Res#269-16 N. Dueck – J. Funk
6th Ave. S. WHEREAS tendered rates under the 2016 New Building Canada Fund Water Distribution System Extension project have come in under engineered estimates which in turn has allowed for consideration of extending watermains in parts of Niverville to enhance fire protection services in parts of the community;
AND WHEREAS approval has been received from Canada/Manitoba to extend the parameters of the original grant proposal to include waterline extension on 6th Avenue S. from Bronstone Drive to Errington Way, including connection to Cobblestone Court;
AND WHEREAS a property owner is prepared to partner with the Town to fund the majority of the proposed watermain extension with Niverville’s contribution to be limited to the Cobblestone connection and associated engineering thereto in the amount of approximately \$6,500 less grant funding;
THEREFORE BE IT RESOLVED that Council approves the 6th Avenue S. waterline extension as recommended by WSP in in the amount of \$131,038 plus applicable taxes which will facilitate enhanced fire protection to parts of Fifth Avenue Estates including Cobblestone Court and Errington Way;
AND BE IT FURTHER RESOLVED that Council authorizes the Mayor and Town Manager to enter into an Agreement with properties fronting on Sixth Avenue which will effectively cover the majority of the Town’s financial commitment under the terms of the New Building Canada Fund;
AND BE IT FURTHER RESOLVED that Council approves approximately \$2,300 plus engineering costs relating to Cobblestone Court connection as the Town of Niverville’s portion of the watermain extension.

“Carried”

Res#270-16 K. Stott – J. Funk
Crown Valley/ WHEREAS tendered rates under the 2016 New Building Canada Fund Water
Krahn Rd. Distribution System Extension project have come in under engineered estimates
Watermain which in turn has allowed for consideration of extending watermains in parts of
Niverville to enhance fire protection services in parts of the community;
AND WHEREAS approval has been received from Canada/Manitoba to extend
the parameters of the original grant proposal to include waterline extension on
Crown Valley Road from Claremont to Krahn Road and along Krahn Road to St.
Andrews Way;
AND WHEREAS a developer is considering partnering with the Town to
partially fund the proposed watermain extension to provide fire protection
services to the Highlands Development;
THEREFORE BE IT RESOLVED that Council approves the Crown
Valley/Krahn Road waterline extension proposal as recommended by WSP in the
amount of \$359,414 plus applicable taxes, subject to the Town entering into an
Agreement with Sunset Estates for cost sharing of the project with the objective
of the Town’s financial contribution including grant funding being capped at
approximately \$55,000.
AND BE IT FURTHER RESOLVED that Council authorizes the Mayor and
Town Manager to enter into an Agreement with Sunset Estates that will set the
terms and conditions of joint funding under the terms of the New Building
Canada Fund.

“Carried”

Res#271-16 C. Wiebe/J. Funk
Expense WHEREAS clarity is required to address allowable expenses for Council
Policy members and staff while on Town business;
THEREFORE BE IT RESOLVED that Policy No. HR2-16, Expenses Policy-
Town Paid or Reimbursed attached hereto as Schedule “A”, be adopted.

“Carried”

Council took a short recess to meet with the press (8:17 p.m.).

Res#272-16 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#273-16 C. Wiebe – K. Stott
Resume BE IT RESOLVED that the meeting of Council held in camera be adjourned;
AND BE IT FURTHER RESOLVED that the Council while in camera discussed
matters in the preliminary stages respecting long term plans for the development
of the community.

“Carried”

Res#274-16 N. Dueck – J. Funk
Adjourn BE IT RESOLVED that the meeting be adjourned. (9:18 p.m.)

“Carried”

Mayor

Town Manager

SCHEDULE "A"



TOWN OF NIVERVILLE-HUMAN RESOURCES

POLICY NO. HR2-16: **EXPENSES POLICY-TOWN PAID OR REIMBURSED**

EFFECTIVE DATE: **September 20, 2016** **RESOLUTION# 271-16**

REVISION DATE: _____ **RESOLUTION# _____**

Purpose: To Expand/clarify payable expenses while on Town business. This includes expenses paid directly by Town credit cards/cheques or employee reimbursement.

Policy: Non-allowable Expenses:

1. Laundry or cleaning services, except for trips over one week
2. Valet services, unless pre-approved for special needs
3. Meals provided at no cost or included in the conference registration fee or accommodation arrangements.
4. Tobacco.
5. Alcoholic beverages.
6. Hotel Room snacks
7. First class travel when economy class is available
8. Fines, forfeitures or penalties.
9. Vehicle rent by an employee except as pre-approved by the CFO or CAO
10. Expense of a spouse, unless it is deemed necessary or appropriate for the spouse to attend.
11. Loss or damage to personal property.
12. Entertainment (movie rentals, etc.)
13. Non-itemized receipts
14. Any amounts over the allotted expenses set out in Schedule B of the remuneration By-Law, unless specifically approved by council.