

TOWN OF NIVERVILLE

Minutes of the regular meeting of the Niverville Town Council held on April 18, 2017 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.

- Res#115-17 C. Wiebe – J. Funk
Camera BE IT RESOLVED that in accordance with Section 152(3) of the Municipal Act, that committee meet in camera.
“Carried”
- Res#116-17 J. Funk – N. Dueck
Resume BE IT RESOLVED that the meeting of the committee 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#117-17 N. Dueck – J. Funk
Agenda BE IT RESOLVED that the agenda be approved subject to the following addition:
New Business: 10 a. RFP Surplus Lands Rental - NBP
“Carried”
- Res#118-17 K. Stott – J. Funk
Minutes BE IT RESOLVED that the minutes of the regular Council meeting held on April 4, 2017 be approved as presented.
“Carried”

In accordance with the Manitoba Municipal Act, Subsection 162(2), a public hearing was held on the 2017 Financial Plan. Mayor Dyck provided an overview of the highlights from the budget. The 2017 Financial Plan incorporates a tax increase of 2.0% which translates to a \$33.18 increase to the average home, along with a school tax increase of 4% which translates to an increase of \$46.02 for the average home. Niverville is budgeting for a \$200,000 increase in revenue and planning to spend \$4.6 million from general operating and \$3.7 million out of reserves. The major projects proposed for 2017 are:

- Completion of Water Source Consultation project and potential to move ahead with construction of Water Source pipeline (\$2.5MM)
- Starting detailed design on Multiplex Project upon confirmation of funding from Senior Government
- Phase 1 of Rebuilding 6th Avenue South (\$250K)
- Phase 1 of Hespeler Park Pathway Lighting (\$92K)
- Phase 2 of Main Street Sidewalk Rehabilitation (\$80K)
- Improvements to 6th Avenue North
- Expansion to the Operations building (\$80K)
- Functional Access Design Study of Main Street (\$65K)
- New Online Payment Portal on Town Website to view/pay bills
- Renewal of Sewermain on 3rd Street South
- Completion of the Highlands Park (\$35K)
- Phase 2 of Baseball Diamond Renewal

There were a few residents present to request clarification on the Financial Plan, however, no objections were brought forward. The Public Hearing was adjourned at 7:28 p.m.

Res#119-17 C. Wiebe – N. Dueck
BL 773-17 WHEREAS the Town has prepared its 2017 Financial Plan, including operating
1st Reading and capital budgets;
AND WHEREAS Council has thoroughly reviewed revenues and expenditures in
keeping with its objectives for 2017 and subsequent years;
THEREFORE BE IT RESOLVED that Bylaw No. 773-17 being the 2017
Financial Plan is given first reading.

“Carried”

In accordance with Section 172(2) of The Planning Act, a Public Hearing was held for Conditional Use application C5-17, an application from Von Riese Homes to erect one 24’ x 16’ advertising sign on the SW portion of SE 25-7-3E. Clint Hiebert on behalf of Von Riese Homes was present to provide an overview of the proposal. Mr. Hiebert indicated that Von Riese Homes has contacted the Province for approval on the location of the sign. He also commented that the purpose of the sign was to promote the community and Von Riese Homes. There was no opposition brought forward to the proposal.

Res#120-17 J. Funk – C. Wiebe
C5-17 WHEREAS a Public Hearing was held regarding Conditional Use Application
C5-17, an application from Von Riese Homes to erect one 24’ x 16’ advertising
sign on the SW portion of SE 25-7-3E;
AND WHEREAS the application was duly advertised and there were no concerns
brought forward;
THEREFORE BE IT RESOLVED that Conditional Use Application C5-17, an
application from Von Riese Homes to erect one 24’ x 16’ advertising sign on the
SW portion of SE 25-7-3E be approved as presented subject to compliance with
Manitoba Infrastructure sign regulations.

“Carried”

A Public Hearing was held regarding Variation Application V1-17, an application from Sunset Estates to vary side yards from 5’/15’ to 4’/15’ and vary site area from 8,000 sq.ft. to 5,625 sq.ft. for Lots 1-22, Block 2, Plan 13081 (St. Andrews Way). Town Manager Jim Buys provided an overview of the proposal, noting that the request was made to allow single family homes to be built on lots currently zoned R2, Two Family Residential. There was no opposition brought forward to the application.

Res#121-17 N. Dueck – K. Stott
V1-17 WHEREAS a Public Hearing was held for Variation Application V1-17, an
application from Sunset Estates to vary side yards from 5’/15’ to 4’/15’ and vary
site area from 8,000 sq.ft. to 5,625 sq.ft. for Lots 1-22, Block 2, Plan 13081 (St.
Andrews Way);
AND WHEREAS this variation order is requested to permit the construction of
single family homes on lots currently zoned R2, Two Family Residential;
AND WHEREAS the application was duly advertised and there were no concerns
brought forward;
THEREFORE BE IT RESOLVED that Variation Application V1-17 from Sunset
Estates to vary side yards from 5’/15’ to 4’/15’ and vary site area from 8,000 sq.ft.
to 5,625 sq.ft. for Lots 1-22, Block 2, Plan 13081 (St. Andrews Way) to permit
the construction of single family homes be approved as presented.

“Carried”

- Res#122-17 J. Funk – K. Stott
Baseball WHEREAS a request was received from Niverville Minor Baseball to permit the placement of batting cage(s) and additional temporary washroom facilities in Hespeler Park;
THEREFORE BE IT RESOLVED that Council approves a request from Niverville Minor Baseball to permit the placement of batting cage(s) in Hespeler Park as per location(s) mutually agreed upon between Baseball representatives and Town Staff.
AND BE IT FURTHER RESOLVED THAT Council approves the placement of additional temporary washroom facilities in Hespeler Park subject to a policy being developed that addresses who will be responsible for the cost of the temporary washroom facilities and terms or conditions for selecting locations for placement.
“Carried”
- Res#123-17 N. Dueck – C. Wiebe
Policy F3-16 WHEREAS in 2017 Niverville will be opening an online eServices platform that will allow residents the ability to pay bills directly online;
THEREFORE BE IT RESOLVED that Convenience Fees Policy F3-16 be amended to reflect a separate fee structure for payments being submitted via the online eServices platform, copy of which is attached hereto as Schedule “A”.
“Carried”
- Res#124-17 K. Stott – J. Funk
Lighting WHEREAS a request for proposal (RFP) was advertised for Phase 1 of Hespeler
Tender Park Pathway Lighting;
THEREFORE BE IT RESOLVED that following the Town’s approved tendering process, that the contract for Hespeler Park Pathway Lighting be awarded to Trotco Electrical Inc., who submitted the lowest tender of \$92,000 plus applicable taxes and has provided a one year warranty.
“Carried”
- Res#125-17 K. Stott – J. Funk
Gala BE IT RESOLVED that the Town of Niverville purchase 10 tickets at a total cost of \$600 for the Niverville Health Foundation & Emergency Services Gala to be held on Aril 28, 2017 at the Niverville Heritage Centre.
“Carried”
- Mayor Dyck stated that there will be a Water Supply Open House held on April 19, 2017 at the Heritage Centre to provide the public with more information on the study results for Niverville’s potential well project.
- Res#126-17 C. Wiebe – N. Dueck
Accounts BE IT RESOLVED that cheques nos. 34887 to 34942 totalling \$177,048.38 be hereby approved for payment.
“Carried”
- Res#127-17 C. Wiebe – N. Dueck
BL 774-17 WHEREAS the Town of Niverville by its Bylaw 761-16 was authorized to issue
1st Reading borrowing in the amount of \$189,761.70 to construct and design a new watermain on Main Street and Fifth Avenue South;

AND WHEREAS no borrowing as authorized by Bylaw 761-16 has been issued or sold;

AND WHEREAS the financing for the watermain work was accomplished by means of water service agreements with property owners along the project route, resulting in no requirement for borrowing as authorized by Bylaw 761-16;

THEREFORE BE IT RESOLVED that Council gives first reading to Bylaw 774-17, a bylaw to cancel the authorized borrowing authority established under Bylaw 761-16 in the amount of \$189,761.70.

“Carried”

Res#128-17 J. Funk – C. Wiebe

BL775-17 WHEREAS Council deems it necessary to establish a bylaw governing waste
1st Reading collection and recyclable management services in the Town of Niverville;
THEREFORE BE IT RESOLVED that first reading is given to Bylaw 775-17, a
bylaw to establish a waste and recyclable management system in the Town of
Niverville.

“Carried”

Res#129-17 C. Wiebe – J. Funk

Surplus WHEREAS a request for proposal (RFP) was advertised for the Surplus Lands
Lands Rental at the Niverville Business Park;
THEREFORE BE IT RESOLVED that following the Town’s due tendering
process, that the contract for the Surplus Lands Rental at the Niverville Business
Park be awarded to TJF Farms Ltd. who submitted the highest tender of \$170/acre
payable entirely on May 1st.

“Carried”

Res#130-17 N. Dueck – C. Wiebe

Adjourn BE IT RESOLVED that the meeting be adjourned. (8:04 p.m.)

“Carried”

Mayor

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: **April 18, 2017** **RESOLUTION# 123-17**

Purpose: In 2016 the Town of Niverville will be upgraded 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.

In 2017, the Town will be opening an online eServices platform that will allow residents the ability to pay bills directly online. The policy is amended to reflect a separate structure for online payments.

Rules: The Town will apply the following fees to transactions made via our new online payment portal and to payments made in office with Mastercard, VISA or Interac (fees apply to online only).

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 2017 and will be reviewed annually to ensure fees are fair and equitable.

In Office Payments:

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

Online Payments:

Category	\$ Value	Fee
Online Credit Card Payments	ALL	2.85 % of Total Payment
Online Debit Payments	ALL	\$ 1.50 per payment