

TOWN OF NIVERVILLE

Minutes of the regular meeting of the Niverville Town Council held on October 3, 2017 at 9:00 a.m. at the Niverville Heritage Centre. In attendance were Deputy Mayor John Funk, Councillors Kevin Stott, Chris Wiebe and Nathan Dueck.

- Res#312-17 K. Stott – C. Wiebe
Agenda BE IT RESOLVED that the agenda be approved as presented. “Carried”
- Res#313-17 C. Wiebe – N. Dueck
Minutes BE IT RESOLVED that the minutes of the regular Council meeting held on September 19, 2017 be approved as presented. “Carried”
- Res#314-17 N. Dueck – K. Stott
Public Hearing BE IT RESOLVED that the meeting agenda be tabled and that
C13-17 Council sit in accordance with the Planning Act to hear Public Hearing for Conditional Use application C13-17; to allow a trucking and leasing shop in a Industrial zone on Lots 8 and 9 Dep. 0159/2015 in NW ¼ 32-7-4EPM, civically known as 501 Kuzenko Street and 810 Schultz Avenue. “Carried”
- Res#315-17 C. Wiebe – K. Stott
Resume BE IT RESOLVED that the Public Hearing for Conditional Use application C13-17 be closed and Council resume its former order of business. “Carried”
- Res#316-17 C. Wiebe – K. Stott
C13-17 WHEREAS a Public Hearing was held regarding Conditional Use C13-17, an application from N & A Trucking & Leasing Ltd. to allow a trucking and leasing shop in an Industrial zone on Lots 8 and 9, Deposit 0159/2015 in NW ¼ 32-7-4EPM, civically known as 501 Kuzenko Street and 810 Schultz Avenue; AND WHEREAS in accordance with the Planning Act the conditional use application was duly advertised; AND WHEREAS there was no opposition received to the proposal; AND WHEREAS the applicant was not present at the Public Hearing to discuss nuances associated with the request; THEREFORE BE IT RESOLVED that Council provides approval in principle to Conditional Use application C13-17, an application from N & A Trucking & Leasing Ltd. to allow a trucking and leasing shop in an Industrial zone on Lots 8 and 9, Deposit 0159/2015 in NW ¼ 32-7-4EPM, civically known as 501 Kuzenko Street and 810 Schultz Avenue, subject to the applicant attending a Ways & Means Committee meeting to review the proposal, following which Council will identify the required conditions under which permission is granted. “Carried”
- Res#317-17 K. Stott – C. Wiebe
Excuse BE IT RESOLVED that Mayor Myron Dyck is excused to attend to a Town related matter. “Carried”

Res#318-17 N. Dueck – C. Wiebe
NBP Ph.2 BE IT RESOLVED that Council approves plan of subdivision for Pt. N1/2 32-7-4 EPM, Community and Regional Planning File# 4340-17-7916, locally known as Niverville Business Park Phase 2.
AND BE IT FURTHER RESOLVED that the plan of subdivision will result in the creation of 2 roads; Wittick Street and Schultz Avenue.

“Carried”

Res#319-17 C. Wiebe – K. Stott
Policy O2-17 BE IT RESOLVED that Council approves Meter Reading Policy O2-17 attached hereto as Schedule “A”, to ensure accuracy in water reporting for non-wireless meters.

“Carried”

Res#320-17 K. Stott – C. Wiebe
Grading BE IT RESOLVED that following the Town’s due tendering process, that the
Contract contract for the Town’s 2018 Road Grading be award to Centennial gravel & Excavating Limited, who submitted the lowest bid of \$143/hour (plus applicable taxes).

“Carried”

Res#321-17 C. Wiebe – N. Dueck
Policy R5-17 BE IT RESOLVED that Council approves Memorial Bench and Plaque Policy R5-17 attached hereto as Schedule “B”, which provides residents with an opportunity to donate memorial benches/plaques for placement in Niverville parks and trails.

“Carried”

Res#322-17 N. Dueck – K. Stott
Accounts BE IT RESOLVED that cheque nos. 35413 to 35456 totalling \$281,480.40 be hereby approved for payment.

“Carried”

Res#323-17 C. Wiebe – N. Dueck
Financial BE IT RESOLVED that the August 31, 2017 Financial Statement be approved as presented.

“Carried”

Res#324-17 K. Stott – C. Wiebe
BL 784-17 WHEREAS Bylaw 784-17, an application to rezone the area generally described as Lots 55-78, Plan 53344 and Lots 83-85, Plan 50833 from “R1” Single Family Residential Zone to “R2” Two Family Residential Zone, civically known as Breckenridge Drive received first reading on August 15, 2017;
Defeated AND WHEREAS the re-zoning proposal was duly advertised and a Public Hearing was held on September 19, 2017;
AND WHEREAS following the review of concerns raised during the Public Hearing, Council deems it not in the public interest to proceed with rezoning;
THEREFORE BE IT RESOLVED that Bylaw 784-17, a proposal to rezone the area generally described as Lots 55-78, Plan 53344 and Lots 83-85, Plan 50833 from “R1” Single Family Residential Zone to “R2” Two Family Residential Zone, civically known as Breckenridge Drive be withdrawn.

“Carried”

Res#325-17 K. Stott – C. Wiebe

Approval WHEREAS a request was received from Christina and Kyle Bially for approval to
Liquor Permit obtain a liquor license for a private event to be held on October 28, 2017 in the
South End of the Niverville Centennial Arena;

THEREFORE BE IT RESOLVED that subject to the following conditions,
Council grants Christina and Kyle Bially approval to serve liquor during their
October 28, 2017 private event in the South End of the Niverville Centennial
Arena:

- 1) That the applicants obtain any permit approval required under Liquor and
Gaming Authority of Manitoba (LGA); and
- 2) That the applicants be responsible for the general clean-up of the South End of
the arena and locking up of the facility by 12:00 a.m.

“Carried”

Res#326-17 N. Dueck – C. Wiebe

Adjourn BE IT RESOLVED that the meeting be adjourned. (9:30 a.m.)

“Carried”

Mayor

Town Manager

SCHEDULE "A"



TOWN OF NIVERVILLE-OPERATIONS

POLICY NO. O2-17: **Meter Reading Policy**
EFFECTIVE DATE: **October 3, 2017** **RESOLUTION# 319-17**
REVISION DATE: _____ **RESOLUTION# _____**

Background: Water Utility has used various methods to obtain readings from properties that have conventional water meters. The move to wireless meters will take a period of time and in order to ensure that no meters have been tampered with and are correctly reading, the Town going forward will require a Water Utility Technician to manually read each non-wireless meter at least once per calendar year.

Purpose: To establish a meter reading policy for non-wireless meters. To ensure accuracy in water reporting.

Policy: The Town will go around to homes not providing readings once every three readings to obtain an accurate record and check the operation of the meter. The Town shall send letters to all property owners and request an available fifteen-minute appointment window with property owner present.

If property owners do not respond to the written request by the deadline noted in the letter the property shall receive the following estimated bills:

- First Billing after No Response: 10,000 gallons consumption
- 2017 this would be \$ 115.97 per quarter compared to minimum bill of \$ 39.94

- Second Billing after No Response: 25,000 gallons consumption
- 2017 this would be \$ 278.87 per quarter compared to minimum bill of \$ 39.94

- Third Billing after No Response: 40,000 gallons consumption
- 2017 this would be \$ 441.77 per quarter compared to minimum bill of \$ 39.94

- Subsequent Billing after No Response: 55,000 gallons consumption
- 2017 this would be \$ 604.67 per quarter compared to minimum bill of \$ 39.94

SCHEDULE "B"



TOWN OF NIVERVILLE-FINANCE

POLICY NO. R5-17:	<u>Memorial Bench & Plaque</u>	
EFFECTIVE DATE:	<u>October 3, 2017</u>	RESOLUTION# <u>321-17</u>
REVISION DATE:	_____	RESOLUTION# _____

Background:

Opportunity for donation of memorial benches and plaques in Niverville parks & trails.

POLICY:

Policy Statement

The Town of Niverville recognizes that Niverville citizens often wish to dedicate items within the Town's green spaces in remembrance of passed loved ones.

The policy provides an opportunity for remembrance by permitting, subject to certain specific conditions, the donation of a park bench. This may be augmented by the provision of a commemorative plaque in conjunction with a bench.

The purpose of the policy is to allow for the provision of park benches and commemorative plaques for the remembrance of deceased residents and/or deceased persons who were volunteers within Niverville. Such installations are provided for at the cost of the individual purchasing the commemorative item. Responsibility for maintenance of the items, within specific parameters, is provided for by the policy.

Scope

The policy applies to park benches and bronze plaque dedications. The policy applies to all parks and open spaces owned by the Town of Niverville. It does not apply to lands leased to others for whatever purpose or lands leased from others for park and open space purposes.

Limitations to the sites for benches are provided in recognition of the fact that such installations can interfere with active sport facilities, design parameters intended to reduce crime, and interfere with maintenance operations.

Procedure

1. Application of Dedication Plaques

- 1.1. Subject to the other provisions of this policy, dedication plaques may be purchased by individuals, organizations or corporations for:
- Past Niverville residents who are deceased;
 - Persons who are deceased, but who have made a significant contribution to public service, charitable works or volunteering in Niverville; and
 - Past Niverville residents, who are deceased and have performed a heroic act in the service of others in Niverville.

2. Benches without Plaques

- 2.1. Benches without plaques may be placed in any park or along any open space trail. However, benches are only permitted within areas where there is an existing hard surface walking/seating area of asphalt or concrete suitably sized and situated to accommodate the bench. Where a hard surface area for the bench is not available, a bench shall only be permitted if the donor pays for the construction of a suitable pad to accommodate the bench

and a suitable location for the pad is available. A donor may also contribute to replace an existing bench which has reached the end of its life cycle.

3. Location Consideration

3.1. While the person purchasing the bench is free to suggest the proposed location, certain location requirements shall apply as noted below. The appropriate Staff member of Operations/Recreation or combination thereof shall make the final and precise determination of location, abiding by the criteria below.

3.2. Benches under this program shall only be located in accordance with the following criteria:

- a) The location does not interfere with any active park facility;
- b) The location does not interfere with approved park design including horticultural or arboricultural components or displays; and
- c) The location does not interfere with maintenance requirements.

4. Costs

4.1. The donor shall pay the full costs of the purchase, supply, delivery and installation of the bench and/or bench and plaque, and where required, the hard surface for the bench. The schedule of costs including an administration fee shall be established by the Town based upon the Town's normal providers and shall be updated from time to time. An incidental fee will also apply, with the unused balance of the incidental fee to be refunded.

4.2. See attached for Appendix A.

5. Plaque Names and Wording

5.1. Dedication plaques are only permitted for persons who are now deceased. Names of persons who have been proven to have been involved in criminal activity shall not be permitted. The wording on plaques shall at all times be subject to the approval of the Recreation Manager or designate. In general, wording will not be permitted if it:

- Would bring the image of the Town in disrepute;
- Mentions tobacco, alcohol or controlled substances;
- Indicates political affiliation;
- Would be considered discriminatory, derogatory or offensive according to race, gender, ethnicity, sexual orientation, religion or similar factors; and
- Represents a proprietary brand.

6. Policy Limitation

6.1. Nothing in this policy shall limit the ability of any individual, organization or corporation to make a monetary donation to the Town for the purpose of the provision of benches to be utilized at the Town's discretion or to be held in reserve for future replacement of benches.

7. Maintenance

7.1. All items installed under this policy become the property of the Town of Niverville. It shall be the responsibility of the Town to maintain the facilities supplied under this policy.

7.2. It is noted that from time to time issues of vandalism may occur. Where a bench or plaque is the subject of vandalism, the Town shall only be responsible to replace the damaged item on one (1) occasion within the first year of its installation. Following the second incident of vandalism within this period, the item will be removed. Town Staff would suggest location alternatives to address the vandalism issue and be responsible to replace the item.

7.3. Should Town property containing dedication benches with plaques be redeveloped, the Town shall make its best efforts to relocate the items within the redeveloped property. Where the property is sold, the Town shall make its best effort to relocate benches and plaques to an alternate Town park or open space. The Town may also relocate bronze plaques to a location and in an arrangement as may be directed by Council.

8. Responsibilities

8.1. The Manager of the Recreation Department or designate shall:

- approve the precise location for the installation benches and/or plaques;
- consult with the Supervisor of Parks as required;
- oversee the supply, delivery and installation of the items including the scheduling of same.

8.2. The Manager of the Recreation Department or designate shall oversee the application process. Applications may be made in person at the Town Office. The Manager shall also maintain the fee schedule, as well as a record of benches purchased and their locations (which would be confirmed by Recreation Department). Fees are approved annually by Council.

9. Reporting to Council

9.1. Staff may report to Council from time to time and seek direction on matters related to this policy involving:

- Policy updates;
- Fees;
- Resolution of disputes;
- Financial implications; and
- Other matters as deemed appropriate.

APPENDIX A

Pricing:

Prices are Subject to change

Bench:

- A. Bench: Playgrounds R Us, Standard metal bench minimum \$670 + taxes + install
- B. Bench: Playgrounds R Us, Wood-grain bench minimum \$905 + taxes + install
(Rough cost of concrete footings for benches is \$600+)

Bronze Plaque:

- A. Bronze plaque FusionCast Minimum \$250 + Shipping cost 8'X4' 15-25 words
- B. Bronze plaque Treetop Products minimum \$78.85 + shipping costs
 - a. 8X2, 3 lines with 18 characters per line \$78.85
 - b. 10.5X3, 4 lines with 24 characters per line \$121.85
- C. Bronze plaque Awards Canada
 - a. 8x4, 2-3 lines with no limit on characters \$125.59
 - b. 9X5, 2-3 lines with no limit on characters \$170.52