

TOWN OF NIVERVILLE

Minutes of the regular meeting of the Niverville Town Council held on January 8, 2019 at 9:00 a.m. at the Niverville Heritage Centre. In attendance were Mayor Myron Dyck, Councillors Kevin Stott, Chris Wiebe and Nathan Dueck.

Res#1-19 Excuse	K. Stott – N. Dueck BE IT RESOLVED that Deputy Mayor John Funk be excused from the meeting due to a personal commitment.	“Carried”
Res#2-19 Agenda	C. Wiebe – K. Stott BE IT RESOLVED that the agenda be approved as presented.	“Carried”
Res#3-19 Minutes	K. Stott – C. Wiebe BE IT RESOLVED that the minutes of the regular Council meeting held on December 18, 2018 be approved as presented.	“Carried”
Res#4-19 Table Agenda	C. Wiebe – K. Stott BE IT RESOLVED that the Council meeting agenda be tabled and that Council sit in accordance with <i>The Planning Act</i> to hold the Public Hearing for Conditional Use application C1-19; to allow Country Snacks Ltd. to locate an outdoor patio on Lots 7 and 8, Block 3 Plan 19956, civically known as 180 Main Street.	“Carried”
Res#5-19 Resume	C. Wiebe – N. Dueck BE IT RESOLVED that the Public Hearing for Conditional Use application C1-19 be closed and Council resume its former order of business (9:12 a.m.)	“Carried”
Res#6-19 C1-19	C. Wiebe – N. Dueck WHEREAS a Public Hearing was held regarding Conditional Use C1-19, an application from Country Snacks Ltd. to locate an outdoor patio on Lots 7 and 8, Block 3 Plan 19956, civically known as 180 Main Street; AND WHEREAS the application was duly advertised; AND WHEREAS there was no opposition received to the proposal; THEREFORE BE IT RESOLVED that Conditional Use application C1-19 from Country Snacks Ltd. to locate an outdoor patio on Lots 7 and 8, Block 3 Plan 19956, civically known as 180 Main Street be approved as presented.	“Carried”
Res#7-19 HR1-19	C. Wiebe – K. Stott WHEREAS the Town provides all staff in the Operations department a uniform when they start their employment; AND WHEREAS the Operations Clothing Policy No. HR1-19 outlines the guidelines and expectations for staff members with respect to the use and care of their uniforms; THEREFORE BE IT RESOLVED that Council approves the Operations Clothing Policy No. HR1-19, copy of which is attached hereto as Schedule “A”.	“Carried”

Res#8-19 Scope Change	N. Dueck – C. Wiebe BE IT RESOLVED that Council approves a scope change to the Contract with WSP Canada Inc. in the amount of \$7,100.00 (plus applicable taxes), for the Town's 2019 Fire Hydrant Engineering. "Carried"
Res#9-19 Tax Sale	C. Wiebe – K. Stott BE IT RESOLVED that in accordance with Section 365(2) of <i>The Municipal Act</i> , that Council designate 2017 as the designated year for tax sale and that all properties in tax default for 2016 or earlier be offered for sale by auction on December 10, 2019 to recover the tax arrears and costs. "Carried" Mayor Dyck noted that Council had recently met with the "new" RM of Ritchot and Hanover Councils to discuss items of mutual interest.
Res#10-19 Accounts	N. Dueck – C. Wiebe BE IT RESOLVED that cheque nos. 36995 to 37056 totalling \$434,359.22 be hereby approved for payment. "Carried"
Res#11-19 BL 804-18 2 nd Reading	C. Wiebe – N. Dueck WHEREAS Section 130 of <i>The Municipal Act</i> provides that Council may by bylaw establish one or more designated officer positions to carry out the powers, duties and functions of a designated officer under the authority of a municipal bylaw or provincial legislation; THEREFORE BE IT RESOLVED that Council gives second reading to Bylaw 804-18, being a bylaw to create the positions of designated officers for the Town of Niverville. "Carried"
Res#12-19 BL 804-18 3 rd Reading	N. Dueck – C. Wiebe WHEREAS Section 130 of <i>The Municipal Act</i> provides that Council may by bylaw establish one or more designated officer positions to carry out the powers, duties and functions of a designated officer under the authority of a municipal bylaw or provincial legislation; THEREFORE BE IT RESOLVED that Council gives third reading and passes Bylaw 804-18, being a bylaw to create the positions of designated officers for the Town of Niverville. "Carried" In Favour: M. Dyck, K. Stott, C. Wiebe, N. Dueck Absent: J. Funk
Res#13-19 BL 805-18 2 nd Reading	C. Wiebe – K. Stott BE IT RESOLVED that Council gives second reading to Bylaw 805-18, being a bylaw to provide for licensing, controlling, regulating and safety of local vehicles for hire within the municipality. "Carried"

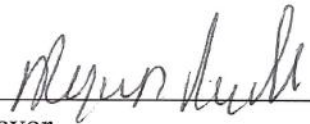
Res#14-19 K. Stott – C. Wiebe
BL 805-18 BE IT RESOLVED that Council gives third reading and passes Bylaw 805-18,
3rd Reading being a bylaw to provide for licensing, controlling, regulating and safety of local
vehicles for hire within the municipality.

“Carried”

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

Res#15-19 N. Dueck – C. Wiebe
Adjourn BE IT RESOLVED that the meeting be adjourned. (9:28 a.m.)

“Carried”



Mayor



Chief Administrative Officer

SCHEDULE "A"



TOWN OF NIVERVILLE-HUMAN RESOURCES

POLICY NO. HR1-19: Operations Clothing Policy

EFFECTIVE DATE: January 8, 2019 **RESOLUTION#** 7-19

REVISION DATE: _____ **RESOLUTION#** _____

Background: The Town provides all staff in the Operations department a uniform when they start their employment with the Town of Niverville. It is expected that all the Operations department employees will wear the items provided during work hours to provide a standard level of appearance. The policy that follows sets the guidelines and expectations for Operations department staff.

Policy:

Uniform: At the beginning of **permanent** (non-seasonal / fixed schedule) employment with the Town, each employee would be given the following articles:

- i) Coveralls (2)
- ii) Hoodie
- iii) T-Shirts (3)
- iv) Rain Suit
- v) Winter Jacket

All standard issue articles (excluding T-shirts) must be returned to the Town upon termination of employment relationship with the Town. Failure to return articles may result in deduction from final pay.

Where a specific article of clothing is provided as part of the uniform, no other substitute article shall be worn during work hours.

Optional items left to employee discretion:

- a) Steel-toed work boots: \$ 200 allowance every three (3) years from initial purchase (must provide proof of purchase to Town; this is a taxable benefit to the employee if used;)

At the beginning of **seasonal** employment with the Town each employee would be given the following articles:

- i) T-Shirts (2)

Replacement Rotation: Each item within the uniform will be replaced at the following intervals:

- i) Coveralls Five (5) Years
- ii) Hoodies Three (3) Years
- iii) T-Shirts Three (3) Years
- iv) Rain Suit Ten (10) Years
- v) Winter Jacket Five (5) Years

The employee may purchase additional clothing items from the Town at their own cost.

Appearance: The uniform must be up-kept in a clean, professional and presentable manner. The Operations Manager has the authority to send any Operations staff member home without pay upon arrival at work in his or her uniform in sub-standard condition.

Substandard Appearance: Failure to maintain the uniform will result in the following discipline process:

- 1st Instance: verbal warning from Operations Manager
- 2nd Instance: written warning in permanent employment record
- 3rd Instance: sent home without pay
- 4th Instance: sent home without pay and placed on probation for six (6) months with no opportunity for pay increase or promotion during this period
- 5th Instance: termination (must have had three instances in last 12 months)

Employees who have had a period of twelve (12) months with no instances will move back one level for each year with no incidents.

Minutes of the Public Hearing held on January 8, 2019 at 9:03 a.m. regarding an application from Country Snacks Ltd. on behalf of 3524958 Mb. Ltd.; to allow for an outdoor patio (estimated 28-32 seats) on the north side of the building at 180 Main Street. The proposal was duly advertised as per Section 169 of The Planning Act. Mayor Myron Dyck served as chairperson, with all members of Council except Deputy Mayor John Funk in attendance.

Rose Friesen on behalf of Country Snacks Ltd., provided an overview of the proposal. No opposition was received to the application.

The Public Hearing was closed at 9:12 a.m.