

## TOWN OF NIVERVILLE

Minutes of the regular meeting of the Niverville Town Council held in person and virtually on October 5, 2021 at 9:00 a.m. at the Community Resource and Recreation Centre. In attendance were Mayor Myron Dyck, Deputy Mayor John Funk, Councillors Kevin Stott, Chris Wiebe and Nathan Dueck.

Res#258-21 Agenda	C. Wiebe – K. Stott BE IT RESOLVED that the agenda be approved as presented.  “Carried”
Res#259-21 Minutes	J. Funk – K. Stott BE IT RESOLVED that the minutes of the regular Council meeting held on September 21, 2021 be approved as presented.  “Carried”
Res#260-21 A1-20	N. Dueck – C. Wiebe BE IT RESOLVED that Council approves an amendment to Advertising and Communication Policy A1-20, copy of which is attached hereto as Schedule “A”.  “Carried”
Res#261-21 RCMP Detailed Design Contract	J. Funk – C. Wiebe BE IT RESOLVED that following the Town’s due tendering process, that the contract for the RCMP detachment architecture and engineering services (detailed design) be awarded to Calnitsky Associates Architects Inc., who submitted a bid of \$69,740.00 plus applicable taxes.  “Carried”
Res#262-21 SRRC Rep	N. Dueck – J. Funk BE IT RESOLVED that Council appoint Councillor Kevin Stott as Niverville’s representative on the Seine Rat River Conservation District board for a one-year term ending November 2022.  “Carried”
Res#263-21 Open Health	N. Dueck – C. Wiebe BE IT RESOLVED that Council approves the proposed amendments to the Open Health Employee Handbook, which are to take effect on January 1, 2022.  “Carried”
	Mayor Myron Dyck commented on the recent highlight of opening the museum in the Community Resource and Recreation Centre, saying it was wonderful to see it open. Mayor Dyck also mentioned that he was looking forward to being with the Grade 2 class in Niverville, who want to know what a Mayor does.
Res#264-21 Accounts	J. Funk – C. Wiebe BE IT RESOLVED that cheque nos. 40494 to 40533 totalling \$251,399.26 be hereby approved for payment.  “Carried”

Res#265-21  
Main Street  
Closure

N. Dueck – J. Funk

WHEREAS the Remembrance Day Committee has requested permission to close Main Street between 4<sup>th</sup> Avenue to 5<sup>th</sup> Avenue to host a Remembrance Day Ceremony on November 11, 2021;

AND WHEREAS the Town extends its support to the Remembrance Day Committee for their initiative to host this event honoring all those who have served in our nation's defence;

THEREFORE BE IT RESOLVED that Council approves in principle the closure of Main Street between 4<sup>th</sup> Avenue and 5<sup>th</sup> Avenue is provided on November 11, 2021 from 10:00 a.m. to 12:00 p.m. subject to the following conditions:

- a. That the Remembrance Day Committee notify in writing all businesses and private residences along Main Street between 4<sup>th</sup> Avenue and 5<sup>th</sup> Avenue of their intention to close the street and to address any concerns raised by business owners or residents;
- b. That all conditions as requested by Manitoba Infrastructure and Transportation are met by the Niverville Remembrance Day Committee;
- c. That the Remembrance Day Committee notify the United Church in writing of their intention to close the street and use the Cenotaph and surrounding property (owned by the United Church) to host a Remembrance Day Ceremony and that the Committee receive acknowledgment from the United Church that they are okay with this event taking place; and

That the Town of Niverville hereby services notice to the Province of Manitoba that the Town through its insurance broker, will continue the practice of saving harmless the Province of Manitoba from and against all claims, liabilities, losses or suits which may arise from vehicles using the designated detour routes which will result from the closing of Main Street between 4<sup>th</sup> Avenue and 5<sup>th</sup> Avenue on November 11<sup>th</sup>, 2021 within the Town of Niverville.

"Carried"

Res#266-21  
Extension  
B2214

C. Wiebe – J. Funk

WHEREAS the Town's policy on refunds for building permit security deposits states that the time limit on refunds expires after a period of 2 years from the date of the permit;

AND WHEREAS a request was received for an extension to the security deposit refund for building permit #B2214, 188 St. Andrews Way, originally dated October 4, 2019;

THEREFORE BE IT RESOLVED that Council approves an extension to October 4, 2022 to the time limit allowed for the security deposit refund request for 188 St. Andrews Way (original permit #B2214 dated October 4, 2019).

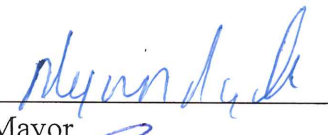
"Carried"


Res#267-21  
Adjourn

N. Dueck – C. Wiebe

BE IT RESOLVED that the meeting be adjourned. (9:18 a.m.)

"Carried"

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Chief Administrative Officer

SCHEDULE A



TOWN OF NIVERVILLE-ADMINISTRATION

<b>POLICY NO. A1-20:</b>	<b><u>ADVERTISING &amp; COMMUNICATION POLICY</u></b>	
<b>EFFECTIVE DATE:</b>	<b><u>October 6, 2020</u></b>	<b>RESOLUTION# <u>283-20</u></b>
<b>REVISION DATE:</b>	<b><u>October 5, 2021</u></b>	<b>RESOLUTION# <u>260-21</u></b>

ADVERTISING AND COMMUNICATION POLICY & GUIDELINES

I. INTRODUCTION

The purpose of this policy is to establish guidelines that ensure communication about the Town’s programs, services, projects and initiatives to residents and the surrounding community is effective, consistent, timely and all inclusive. This is a living document which may be amended from time to time to meet the demands of rapidly evolving communication matters, to address issues in real-time, create excitement around events and services and build a more cohesive community. This policy is meant to be read in conjunction with all other applicable policies and procedures of the Town of Niverville.

II. POLICY

1. All Town advertising and social media posts shall be:
  - a) Approved by the Chief Administrative Officer or their designate in writing; and
  - b) Communicated using methods and tools approved by the Chief Administrative Officer or their designate in writing.
2. All Town advertising whether in print, on social media or otherwise, shall not do the following, unless specifically provided for herein:
  - a) include discriminatory content;
  - b) include any profane, obscene, or vulgar language or content;
  - c) include comments or content that promotes, fosters or perpetuates discrimination on the basis of race, colour, gender, gender identity, national origin, religion, ancestry, age, sexual orientation, disability, maternity leave, parental leave, genetic information, or active military status;
  - d) include comments or content that is threatening or harassing;
  - e) include sexual comments, sexual content, or links to sexual content;
  - f) conduct or encourage of illegal activity;
  - g) information that may tend to compromise the safety or security of the public or public systems;
  - h) include content that violates a legal ownership interest of any other party;
  - i) include personal information protected under FIPPA;
  - j) include other information that is not public record or is otherwise privileged from public disclosure; and
  - k) be non-compliant with applicable laws and other applicable Town policies.



3. The Town reserves the right to advertise to a specific gender or age group (eg. Women's hockey or Youth Cooking Course) with the understanding that the programs are open to those who would identify with that gender or consider themselves non-gender specific.
4. The Town reserves the right to restrict or remove any content that is deemed in violation of this policy or any applicable law.
5. The Town reserves the right to deny, accept and edit content submitted for the newsletter. The newsletter is produced only when a need exists to communicate Town generated information. Its purpose is not to serve as a communication tool for all activities occurring in the community. The Town may consider requests from community organizations for including notices in the next available newsletter, however, the Town reserves the right to deny, accept and edit content of any submission.
6. Advertising of programming options will not include the name of the instructor or their business name unless there is no cost to the user and no revenue to the sponsor.