



CITY OF MERRITT

MINUTES

SPECIAL COMMITTEE OF THE WHOLE

CITY HALL
2185 Voght Street
Merritt, B.C.

Monday, February 11, 2019
At 2:00 pm

Mission Statement: The City of Merritt is a progressive, attractive, economically viable City that is socially responsible and environmentally sustainable.

Council

Mayor Linda A. Brown

Councillor Mike Bhangu

Councillor Kurt Christopherson

Councillor Adam Etchart

Councillor Travis Fehr

Councillor Tony Luck

Councillor Melvina White

Country Music Capital of Canada

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COUNCIL CHAMBERS
CITY HALL
MONDAY, FEBRUARY 11, 2019
AT 2:00 PM

1. PRESENT

Mayor L. Brown
Councillor M. Bhangu
Councillor K. Christopherson
Councillor A. Etchart
Councillor T. Fehr
Councillor T. Luck
Councillor M. White

IN ATTENDANCE

Ms. S. Thiessen, Acting Chief Administrative Officer
Ms. C. Fraser, Deputy Clerk/Human Resources Manager
Mr. M. Brodrick, Planning & Development Services Manager
Mr. W. George, Tourism & Economic Development Manager
Mr. D. Tomkinson, Fire Chief

Mr. Rob Beynon, Operation Economics Inc.

2. CALL TO ORDER

2.1 Mayor Brown called the meeting to order at 2:00 p.m.

3. PUBLIC INPUT

Nil

4. ADOPTION OF MINUTES

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MINUTES

- 4.1 Moved, Seconded and **CARRIED**
THAT the Minutes of the Special Committee of the Whole Meeting held on Tuesday, December 11, 2018 be adopted

5. GENERAL MATTERS – Delegations and Recognitions

DETERMINATION OF
AIRPORT
CLASSIFICATION

- 5.1 Determination of Airport Classification Presentation; Operation Economics Inc
File: 8400

Mr. M. Brodrick, Planning & Development Services Manager provided an overview of the airport including:

- Current zoning, setbacks and the land use plan
- There is no continuity
- Covenants on some parcels
- Classification of the airport arose when developers started presenting plans for the area around the airport
- Review of the Merritt Airport Master Plan dated 2003
- And the question of what the City wants the airport to become in the future

Mr. M. Brodrick, Planning & Development Services Manager introduced Mr. Rob Beynon of Operations Economics Inc. to present the Determination of Airport Classification Report.

Mr. Beynon discussed the following items with Council that were within the Determination of Airport Classification Report:

- Approach
 - Airport planning
 - Review approach
 - Long term positioning
- Regulatory context
 - Certified and registered airport
 - Airport classification systems
- Airport vicinity planning
- Airport context
- Airport planning and situation
 - Airport development plan
 - Land use plan
 - Business plan proposal

- Activity and demand
 - Current uses
 - Short-term potential
 - Regional context
- Aerodrome review
 - Site and infrastructure
 - Site observations
- Project requirements
 - Determine if there are other covenants in favour of the City on properties adjacent to the aerodrome and if the covenants are necessary, relevant and support the future airport classification
 - Advise if the covenants (if any) reflect current Transport Canada obstacle limitation surfaces to achieve the airport classification determined by Council
 - Identify and address any issues that may affect or limits the ability of the City to achieve Nav Canada (Transport Canada) regulations relative to the future airport classification
 - Review and determine if the City Zoning bylaw regulations are appropriate in the C5 Airport Commercial zone or if they are unnecessarily restrictive
 - Evaluate the impacts on properties should the taxiway need to be relocated to achieve the required separation distance from the runway relative to the future airport classification
 - Review and determine if the City Zoning bylaw regulations provide the necessary setbacks to protect Council's desired airport classification re: properties adjacent to the aerodrome
 - Identify the necessary actions that must be taken to achieve the future airport classification
- Recommendations
 - Remove the fuel tanks and replace with a tank system that conforms with Provincial regulations governing fuel tanks
 - Create an airport development plan/master plan including
 - Conduct on airport demand forecast including passenger operations; general aviation operations, aviation industry operations

- Prepare an airport development strategy and masterplan with capital and business plans
 - Modify the zoning at the airport and near the airport to match the recommendations of the development plan/master plan
 - Craft a development permit area that includes all properties within the limits of the Obstacle Limitation Surface (OLS) to ensure that the OLS is protected
 - Review the airport governance and management system
- Noise contours
- Lines of management can be unclear
 - Airport Authority can be complex and costly
- Separate helicopters from fixed wing aircraft
- Transport Canada can oblige the City to become a certified airport, this would require a licence
- Merritt Airport is an aerodrome
 - Aerodrome v. airport, the level of cost is significant
 - OLS apply to aerodromes as well as airports
 - OLS variations
 - Extension of the runway
 - Air side v. ground side
- Pipeline at the north end of the runway for future development which has no impact to development - pipeline can run under the runway
- Drones are not permitted at the airport

Moved, Seconded and **CARRIED**

THAT the Committee of the Whole recommend to Council THAT Council direct staff to prepare a report directing staff undertake an Airport Master Plan; AND THAT Council budget twenty-five thousand (\$25,000) dollars to undertake the Airport Master Plan

Mayor Brown recessed the Committee of the Whole Meeting at 3:04 p.m.

Mayor Brown reconvened the Committee of the Whole Meeting at 3:12 p.m.

Mr. Beynon and Fire Chief left the meeting at 3:04 p.m.

6. UNFINISHED BUSINESS

MERRITT TOURISM ASSET INVENTORY

- 6.1 Direction from January 22, 2019 Regular Council Meeting to discuss the Merritt Tourism Asset Inventory plan in greater detail

File: 6300

Mr. Will George, Tourism & Economic Development Manager discussed with Council the Merritt Tourism Asset Inventory addressing:

- Tourism Asset Inventory is part of the Tourism & Economic Development Master Plan
- Merritt Tourism Industry Snapshot overview
- Shaping the Future of Tourism for Merritt
 - A tool that can be used for grant applications
- Situation Analysis
 - Merritt falls within Thompson Okanagan Tourism Association (TOTA), Gold Country and the Thompson Nicola Regional District (TNRD) Film Commission
 - Council discussed in length the City involvement with Gold Country from a value for dollar perspective
 - Market assessment is required for grant applications
- For clarification, Destination Marketing Organizations (DMO) are registered with the province – Nicola Valley Tourism is registered with the Societies Act and not the province
- Council discussed branding and slogans for the City
- Missing coordination in communications and discussions for a Council Communications Committee
- Respect of Mr. George’s work in Tourism
- Asset Inventory

Planning & Development Services Manager left the meeting at 4:10 p.m.

Councillor M. White left the meeting at 4:12 p.m.

- Investment ready profile
- This is a living document that requires updating regularly

Where do we go from here? Council direction is required in order to proceed

- Improving tourism vision
- Streamline rather than running in parallel with organizations within the City
- Part of Council's Strategic Plan
 - Airport
 - Tourism
- Council provide direction to staff for tourism in 2019
- Discussion of tourism silos - can Council provide direction to staff to work with other silo organizations
- The City can obtain input from other silo organizations; however, the City is responsible to the taxpayers
- Improve working relationships with other organizations
- Poison atmosphere - call it what it is
- Improve tourism collaboration

Moved, Seconded and **CARRIED**

THAT the Committee of the Whole recommend to Council THAT Council direct staff to prepare a report requesting Council direction with regards to tourism

7. NEW BUSINESS

Nil

8. INFORMATION ITEMS

Nil

9. TERMINATION OF MEETING

The Mayor declared the meeting ended at 4:40 p.m.

**Certified correct in accordance with Section 124(2) (c) of the
Community Charter.**

Corporate Officer

Confirmed on the Day of _____, 2019

Mayor