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CITY OF MERRITT

AGENDA FOR THE REGULAR COUNCIL MEETING OF THE CITY OF MERRITT COUNCIL, TUESDAY, APRIL 09, 1996 AT 7:30 P.M., CENTRAL SCHOOL LUNCHROOM, 1509 VOUGHT STREET, MERRITT, B.C.

AGENDA

	<u>AGENDA</u>	<u>PAGE</u>
1. <u>PRESENT:</u>		
2. <u>CALL TO ORDER:</u>		
3. <u>ADOPTION OF THE AGENDA:</u>		
a) Agenda, Regular Council Meeting, Tues., Apr.9/96		1-4
4. <u>PUBLIC HEARING:</u> Nil.		
5. <u>PETITIONS/DELEGATIONS:</u> Nil.		
6. <u>ADOPTION OF THE MINUTES:</u> Nil.		
7. <u>BUSINESS ARISING FROM THE MINUTES:</u>		
8. <u>UNFINISHED BUSINESS:</u>		
9. <u>REPORTS:</u>		
a) <u>Mayor's Reports:</u>		
b) <u>Liaisons' and Commissions'/Committees Reports:</u>		
1) <u>Councillor Cowan -</u> Civic Properties and Recreation Commission - i. Minutes, Meeting of Mar.6/96		5-9
Local Access Awareness - Affordable Housing -		
2) <u>Councillor Laird -</u> Public Works - Community Health Council -		

CITY OF MERRITT REGULAR COUNCIL MEETING, APRIL 9, 1996

9. REPORTS:

b) **Liaisons' and Commissions'/Committees Reports:** - Cont'd.

- 3) **Councillor McCormack -**
Economic Development and Planning -
NV Development Centre Liaison -
- 4) **Councillor McLean -**
Airport - Merritt Flying Club -
Chamber of Commerce -
- 5) **Councillor Miller -**
Protective Services & Public Safety -
South Central Union Board of Health -
Healthy Communities -
- 6) **Councillor Typusiak -**
Administration & Finance -
Environmental Advisory -

c) **Administration Reports:**

a)	Memo, Apr.4/96 - Surplus and Reserve Position Post 1995 Audit.	10-36
b)	Memo, Apr.3/96- Truck Route Project Proposals	37
c)	Memo, Mar.15/96 - Fire Chief's Month-end Report for February, 1996	38-42
d)	Maxwell Avenue i. Parkview Residents Council, Mar.29/96 ii. Public Works Response	43
e)	Memo, Apr.1/96 - 3/4 ton Pick-Up Truck	44
f)	Memo, Apr.4/96 - Civic Properties and Recreation Commission Meeting - Recommendations to Council	45-46
g)	Memo, Apr.2/96 - Arena and Park User Fees Survey	47-55
h)	John Schuring Burning i. Trade Winds Terrace Petition, Mar.12/96 ii. Memo, Apr.3/96	56-57 58

CITY OF MERRITT REGULAR COUNCIL MEETING, APRIL 9, 1996

10. BYLAWS:

- a) City of Merritt Official Community Plan Amendment Bylaw No. 1542, 1995 - **Submitted for Adoption.** 59-64

11. CORRESPONDENCE:

a) Potential Council Responses:

- | | | |
|-----|-------------------------------------------------------------------------------------|-------|
| 1) | Minister of Transportation and Highways, Mar.19/96 -
Merritt Truck Route | 65 |
| 2) | Planning Institute of British Columbia, Mar.21/96 -
1996 PIBC Conference | 66-70 |
| 3) | South Central Health Unit, Mar.22/96 - Healthy
Communities | 71-76 |
| 4) | British Columbia Chamber of Commerce, Mar.22/96 -
Highway #1(Trans Canada) | 77 |
| 5) | Merritt Ladies Fastball, Mar.23/96 - Central Park Lighting | 78-79 |
| 6) | Deanna Gage, Mar.25/96 - Recycling Program | 80 |
| 7) | The Arts Council, Mar.26/96 - Civic Center | 81-82 |
| 8) | Hon.W.A.Blair, Mar.26/96 - Court backlog | 83-87 |
| 9) | Recycling Council of British Columbia, Mar.26/96 - Waste
Reduction Conference | 88-91 |
| 10) | Urban Systems, Mar.27/96 - Truck Route Design/Build
Disclosure Statement | 92-94 |
| 11) | Child Find, Mar.28/96 - Child Find Annual Christmas
Card Campaign | 95 |
| 12) | Federation of Canadian Municipalities, Mar.29/96 -
Consent Form | 96-98 |
| 13) | Bobbie Harrison, Apr.4/96 - Residence, corner of Mamette
Avenue and Voght Street | 99 |
| 14) | Volunteer Centre Committee, Apr.4/96 - Volunteer Week | 100 |

CITY OF MERRITT REGULAR COUNCIL MEETING, APRIL 9, 1996

11. CORRESPONDENCE: - Cont'd.

b) Receive:

- 1) Minister of Finance, Mar.25/96 - Transfer Payments 101-103

12. NEW BUSINESS:

13. ADJOURNMENT:

CITY OF MERRITT CIVIC PROPERTIES AND RECREATION COMMISSION

MINUTES OF THE CIVIC PROPERTIES AND RECREATION COMMISSION HELD
WEDNESDAY, MARCH 6, 1996 AT 7:00 P.M. IN THE CITY HALL MEETING
ROOM, CIVIC CENTRE, 2185 VOUGHT STREET, MERRITT, B.C.

PRESENT: Councillor Bonnie Cowan, Don Jones, Denise Tomlin, Nonie Miyazaki,
Terry Scheitel, JoAnne Portman, Helmuth Kanduth, Recreation Manager,
Dalyce Mackey.

REGRETS: Councillor Herb McCormack, Dan Long, Eleanor Brown, Keith Rauch
and Robert Hack.

CALL TO ORDER:

Chairperson Don Jones called the meeting to order at 7:00 p.m.

ADOPTION OF THE AGENDA:

Moved by: Denise Tomlin
Seconded by: JoAnne Portman

“That the agenda for Wednesday March 6, 1996 be adopted.”
Carried

ADOPTION OF THE MINUTES FROM JANUARY 10, 1996

Moved by: JoAnne Portman
Seconded by: Nonie Miyazaki

“That the minutes from the January 10, 1996 Civic Properties and Recreation
Commission Meeting be adopted.”
Carried

UNFINISHED BUSINESS:

a) Arena Retrofit:

Dalyce Mackey provided the Commission with an update of the Arena Retrofit.
The project will be advertised the week of March 17, 1996. Construction is
scheduled to begin April 11, 1996. Scheduled completion remains targetted for
the end of August.

Nonie Miyazaki and Denise Tomlin reported briefly on the progress of the
fundraising committee. Businesses in town are being contacted directly to gain
their support of the project and Brian Barrett will be meeting at the end of the

Civic Properties and Recreation Commission Meeting, March 6, /96

page 2...

week with all the mills in town collectively to present the project. A car wash has been planned and a dance has been considered but not finalized.

b) Park Development:

Before discussion began regarding future park development, the Recreation Commission briefly reviewed the events of the February 19, 1996 on the installation of ball field lighting at Central Park. Terry Scheitel wished to have recorded his concern over the process of the meeting.

a) Ball Park Development:

At the February 27, 1996 regular meeting Council made a motion that read:
“that Council recommend that the Park Development Sub-Committee of the Parks and Recreation Commission meet to consider the completion of the Central Park Master Plan and present a report to Council for the March 26, 1996 regular Council Meeting and that for May 21, 1996 regular Council Meeting, present a report that would include a 5 year plan for the development of all City Park properties, including cooperative use of School District #31 properties.”

Commission members were in agreement of the work that had to be completed that was stated in the motion, but suggested that the timeline was unrealistic for the Sub-Committee to complete. The Members also recognized that although they were recreation users, they were not experts in long range park planning and would not have the capabilities to produce a “master plan” document.

It was also recognized that a “master plan” would be a long term project and to hire a consultant would require an amount of money not budgeted for in 1996. The assessment of all community ball fields, Central Park Development and the Ball Field lights were a more immediate requirement and that this evaluation an development plan be separated from the master plan and initiated immediately.

JoAnne Portman and Denise Tomlin strongly supported having a professional consultant with the expertise to prepare the long range plan, but were equally firm in their belief that the consultant should not be restricted in their professional opinion as to where the best location for lights should be in the community. All ball parks should be considered, including Central Park. Other Commission Members agreed.

Moved by: Helmut Kanduth
Seconded by: Denise Tomlin

Civic Properties and Recreation Commission Meeting, March 6, 1996

Page 3...

"That the Civic Properties and Recreation Commission recommend to Council that a consultant be hired to develop a phase in plan for the completion of Central Park including all associated costs; and to review all ball diamonds in the city with respect to usage and demand; and to examine a suitable location for ball field diamonds with lights; and that the consultant not be restricted in his views of where ball park lights should be installed."

Carried

Councillor Bonnie Cowan opposed
Denise Tomlin, Terry Scheitel, JoAnne Portman, Helmuth Kanduth, and Nonie Miyazaki in favor.

Councillor Cowan was in support of hiring a consultant to complete the task, but suggested that the consultant can not work in isolation. The individual will need to consult with the Ball Association, Council, the Civic Properties and Recreation Commission and the community, to receive the necessary information to complete a long term plan that will meet the present and future needs of the community. Naturally through the consultation process, the individual will learn the views and opinions of all parties. Councillor Cowan believes that by ignoring the recent decision by Council regarding the location of lights at Central Park would be defeating the purpose of hiring a consultant to examine alternative locations.

The Commission agreed that a overall master plan, referred to as a "long term general usage plan" was necessary and that the ball park assessment and development plan should be considered as a first step to the general plan."

Moved by: JoAnne Portman
Seconded by: Nonie Miyazaki

"That the Civic Properties and Recreation Commission recommend to Council that an amount be allocated in the 1997 budget to hire a consultant to review all existing City parks and playgrounds, and develop a long range general usage plan for the City of Merritt to be completed in 1997.

Carried

b) Green Space

Moved by: JoAnne Portman
Seconded by: Terry Scheitel

Civic Properties and Recreation Commission Meeting March 6, 1996

Page 4...

"That the Civic Properties and Recreation Commission accept the Greenspace Report and forward to Council for consideration and that the Sub-committee members be recognized in the report for their efforts and that the Sub-committee members be thanked for their work."

Carried

c) D.C.C. (Development Cost Charges) for Park Improvements:

No decision has been made with respect to developing a Bylaw which would impose an additional development cost charge on new developments which could be applied to new improvements or greenspace necessary for new growth. A quick survey of neighbouring communities revealed that the majority of the larger communities do have D.C.C.'s in place for park development. Information received from a Master Plan would assist in determining future park needs and associated costs.

REPORTS

a) Council:

Covered earlier in Park Development

b) Pool Report:

Bermuda Times were reviewed, no questions or comments were made.

c) Field User Meeting

The 1996 Field User meeting was held January 24, 1996. All leagues agreed to keep the regular league play schedule as was laid out in 1995. All tournaments were booked with no conflicts with dates and park space.

d) Special Occassion License Approvals

The CAPE Committee met February 29, 1996 to review all submitted special occassion license applications. There were 11 applications submitted, and all were scheduled for different weekends. The CAPE Committee approved all 11 applications.

NEW BUSINESS

a) Easter Egg Hunt:

The third annual Easter Egg Hunt is in the process. Any interested volunteers please contact Dalyce. It was suggested that the Radio Station be approached to M/C the event.

b) Awesome Arts:

Civic Properties and Recreation Commission Meeting, March 6, 1996
Page 5...

The Arts Council have been contacted with respect to organizing the 1996 Awesome Arts Program. The City will not be involved this year, as Dalyce Mackey will be on maternity leave during the summer months.

c) Skateboard Park:

Aaron Krausert submitted a research paper on skateboard parks in other communities. The Commission suggested that Aaron has clearly done a lot of work on this project and should be sent a letter of recognition and support to continue his research.

d) Agenda Item for next meeting: Arena User Fees Increases for the 1996/1997 Season.

Meeting Adjourned at 8:35 p.m.

CERTIFIED CORRECT

Councillor
Bonnie Cowan


Recreation Manager
Dalyce Mackey

MEMORANDUM

TO: T.C.Day, Administrator

FROM: S. Gill, Treasurer

DATE: April 4, 1996

RE: Surplus and Reserve Position Post 1995 Audit

The following is a recap of the financial position of the City's surplus and reserve accounts:

General Fund Surplus	\$456,671
Water Fund Surplus	\$324,589
Sewer Fund Surplus	\$291,916
Parkland Reserve	\$ 28,156
Highway D.C.C. Reserve	\$ 81,382
Drainage D.C.C. Reserve	\$ 66,375
Water D.C.C. Reserve	\$216,902
Sewer D.C.C. Reserve	\$ 97,532
Central Park Reserve	\$ 3,771
Cemetery Reserve	\$ 54,043
Capital Works & Machinery Reserve	\$558,100
Insurance Deductive Reserve	\$ 10,000
Computer Upgrade Reserve	\$ 38,100

The foregoing summary indicates that the City has a strong surplus position as at December 31, 1995. This conclusion is misleading in that during the 1996 Provisional Budget, Council has already allocated the following:

- \$150,000 from General Fund Surplus towards City Hall Project.
- \$ 50,000 from Water Fund Surplus towards City Hall Project.
- \$ 50,000 from Sewer Fund Surplus towards City Hall Project.
- \$190,000 from Capital Works and Machinery Reserve towards City Hall Project.
- \$170,000 from Capital Works and Machinery Reserve towards purchase of Sweeper.
- \$ 55,000 from Capital works and Machinery Reserve towards purchase of Pickup/Field Mover/ Gang Mower .

Further, there are numerous items that will need to be adjusted in the Provisional Budget that have arisen since the adoption of the Provisional Budget that may effect the surplus amount.

Memorandum
Surplus and Reserve Position
April 4, 1996
Page 2

Analyzing the surplus amounts as a percentage of level of expenditure in the respective funds equates to the following:

	<u>1995</u>	<u>1994</u>
General Revenue Fund	9.5%	10.9%
Water Revenue	67.3%	29.4%
Sewer Revenue Fund	41.1%	35.2%

The general fund percentage will be further reduced by the above noted 1996 budget allocation.

Conclusion:

The surplus balances in the water fund and sewer fund are adequate. However, the balance in the general fund surplus has dropped to a level that would indicate that close attention be paid to the 1996 budgeted amounts and actual expenditures to ensure compliance with the budget. Further, if possible funds be set aside to build up the surplus to a level that equals or is better than 10% of expenditure.

The sewer D.C.C. balance is of some concern given the large expenditures that are being projected. This situation may partially resolve itself through the process of reviewing Sewer D.C.C.'s.



S.S. Gill, Treasurer

SSG/la

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**City of Merritt
Financial Statements
December 31, 1995**

City of Merritt

Index to Financial Statements December 31, 1995

	Page
Auditors' Report	1
General Fund	
Balance Sheet	2
Surplus and Reserves	3
Equity in Fixed Assets	4
Revenue and Expenditure	5
Capital Expenditures and Source of Funds	6
Water Utility Fund	
Balance Sheet	7
Surplus and Reserves	8
Equity in Fixed Assets	9
Revenue and Expenditure	10
Capital Expenditures and Source of Funds	11
Sewer Utility Fund	
Balance Sheet	12
Surplus and Reserves	13
Equity in Fixed Assets	14
Revenue and Expenditure	15
Capital Expenditures and Source of Funds	16
Notes to Financial Statements	17 - 20
Schedules	
1 Long-Term Debt	21
2 General Fund Expenditures	22

Price Waterhouse

February 20, 1996

Auditors' Report

To the Mayor and Council
City of Merritt

We have audited the balance sheets of the City of Merritt as at December 31, 1995 and the statements of revenue and expenditure, surplus and reserves, capital expenditures and source of funds and equity in fixed assets for the year then ended. These financial statements are the responsibility of the City's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance as to whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the City as at December 31, 1995 and the results of its operations and the changes in its financial position for the year then ended in accordance with accounting principles generally accepted for British Columbia Municipalities. As required by the Municipal Act of British Columbia, we report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year.

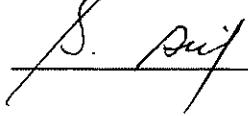
A handwritten signature in black ink that reads "Price Waterhouse".

Chartered Accountants

City of Merritt

General Fund Balance Sheet

	December 31	
	1995	1994
Assets		
Cash and term deposits	\$ 2,488,008	\$ 2,086,361
Accounts receivable (Note 2)	642,535	389,226
Inventory	9,422	2,199
Prepaid expenses	36,182	16,562
Local improvement charges	16,509	17,348
Deposit - Municipal Finance Authority	91,083	87,964
Property subject to redemption	19,961	-
Other assets	-	<u>35,214</u>
	3,303,700	2,634,874
Note receivable (Note 2)	102,509	69,348
Fixed assets (Note 3)	<u>17,787,744</u>	<u>16,787,789</u>
	<u>\$21,193,953</u>	<u>\$19,492,011</u>
Liabilities		
Accounts payable (Note 4)	\$ 736,947	\$ 515,288
Due to other funds	882,216	570,857
Deferred revenue	62,142	51,008
Refundable deposits and holdbacks	17,814	19,274
Local improvement charges	16,509	17,348
Reserve - Municipal Finance Authority	91,083	87,964
	1,806,711	1,261,739
Capital lease obligation (Note 5)	234,623	-
Long-term debt (Note 6) - Schedule 1	<u>1,034,799</u>	<u>1,108,495</u>
	<u>3,076,133</u>	<u>2,370,234</u>
Surplus, Reserves and Equity		
Operating surplus	456,671	446,056
Parkland reserve	28,156	180,737
Highways development cost charge reserve	81,382	52,827
Drainage development cost charge reserve	66,375	44,372
Central park reserve	3,771	3,771
Capital works and machinery reserve	558,100	424,181
Cemetery reserve	54,043	48,852
Reserve for future expenditures	273,301	241,687
	1,521,799	1,442,483
Equity in fixed assets	<u>16,596,021</u>	<u>15,679,294</u>
	<u>18,117,820</u>	<u>17,121,777</u>
	<u><u>\$21,193,953</u></u>	<u><u>\$19,492,011</u></u>

 Treasurer

City of Merritt

General Fund Surplus and Reserves

	Operating Surplus	Parkland Reserve	Highways Reserve	Drainage Reserve
Balance, beginning of year	\$ 446,056	\$ 180,737	\$ 52,827	\$ 44,372
Add:				
Excess of revenue over expenditure	10,615	-	-	-
Current year contributions	-	19,902	33,358	17,992
Interest earned	-	7,517	5,197	4,011
	10,615	27,419	38,555	22,003
Less:				
Appropriation of surplus	-	-	-	-
Purchase of fixed assets	-	180,000	10,000	-
	-	180,000	10,000	-
Balance, end of year	<u>\$ 456,671</u>	<u>\$ 28,156</u>	<u>\$ 81,382</u>	<u>\$ 66,375</u>

Central Park Reserve	Capital Works & Machinery Reserve	Cemetery Reserve	Reserve for Future Expenditure	Year ended December 31	
				1995	1994
\$ 3,771	\$ 424,181	\$ 48,852	\$ 241,687	\$1,442,483	\$1,453,795
-	-	-	-	10,615	-
-	323,000	1,424	152,301	547,977	373,472
-	29,721	3,767	-	50,213	44,126
-	352,721	5,191	152,301	608,805	417,598
-	-	-	-	-	49,259
-	218,802	-	120,687	529,489	379,651
-	218,802	-	120,687	529,489	428,910
\$ 3,771	\$ 558,100	\$ 54,043	\$ 273,301	\$1,521,799	\$1,442,483

City of Merritt

**General Fund
Equity in Fixed Assets**

	Year ended December 31	
	1995	1994
Balance, beginning of year	\$15,679,294	\$14,831,543
Contributions from operations		
Capital expenditures	590,934	591,818
Debt reduction	73,025	125,875
Other contributions for capital expenditures		
Capital Works Reserve	218,802	38,000
Drainage Reserve	-	31,000
Parkland Reserve	180,000	-
Highway Reserve	10,000	-
Reserve for future expenditure	11,000	41,994
Fundraising	-	22,816
Central Park Reserve	-	2,501
Proceeds on disposal of fixed assets	(206,500)	(6,500)
Forgiveness of debt	20,684	-
Refund of debt surplus	17,698	-
Actuarial adjustments on debt	1,084	247
Balance, end of year	\$16,596,021	\$15,679,294

City of Merritt

General Fund Revenue and Expenditure

	Year ended December 31	
	1995	1994
Revenue		
Municipal taxation (Note 7)	\$ 2,522,246	\$ 2,352,889
Grants in lieu of taxes	155,349	158,856
Services to other governments	609,301	589,524
Sale of services	393,751	391,742
Licences, permits, fees and fines	73,255	73,872
Other revenue from own source	517,610	536,898
Interest and penalties	212,191	151,496
Grants and transfers	958,918	900,705
Contribution from surplus	<u>-</u>	<u>49,259</u>
	5,442,621	5,205,241
Collections for other governments (Note 7)	<u>2,487,774</u>	<u>2,180,260</u>
	7,930,395	7,385,501
Expenditure		
Departmental expenditures - Schedule 2		
General government	733,223	807,001
Protective services	1,309,397	1,139,973
Transportation services	710,026	698,175
Environmental health	349,440	361,510
Environmental development	74,353	61,526
Public health and welfare	13,938	16,040
Recreation and cultural services	946,035	948,073
Fiscal services	220,259	242,063
Capital expenditures from revenue	590,934	591,818
Transfer to reserve	<u>484,800</u>	<u>337,628</u>
	5,432,405	5,203,807
Collection for other governments	<u>2,487,375</u>	<u>2,181,694</u>
	7,919,780	7,385,501
Excess of revenue over expenditure	<u>\$ 10,615</u>	<u>\$ -</u>

City of Merritt

General Fund Capital Expenditures and Source of Funds

	Current Operations	Other Sources	Year ended December 31	
			1995	1994
Engineering structures	\$ 442,920	\$ 10,000	\$ 452,920	\$ 313,630
Buildings	-	(188,294)	(188,294)	99,171
Machinery and equipment	140,117	407,315	547,432	308,828
Land	7,897	180,000	187,897	-
	<u>\$ 590,934</u>	<u>\$ 409,021</u>	<u>\$ 999,955</u>	<u>\$ 721,629</u>

City of Merritt

Water Utility Fund Balance Sheet

Year ended December 31
1995 1994

Assets

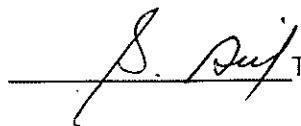
Accounts receivable		\$ 26,875	\$ 29,123
User fees		518,289	313,627
Due from other funds		46,690	61,837
Inventory		30,291	28,741
Deposit - Municipal Finance Authority		29,692	8,706
Other assets			
		651,837	442,034
Fixed assets (Note 3)		2,697,552	2,222,398
		<u>\$ 3,349,389</u>	<u>\$ 2,664,432</u>

Liabilities

Accounts payable and accrued liabilities		\$ 57,035	\$ 15,215
Reserve - Municipal Finance Authority		30,291	28,741
Short-term borrowing - Bylaw Number 1518		389,509	-
		476,835	43,956
Long-term debt (Note 6) - Schedule 1		122,092	138,387
		598,927	182,343

Surplus, Reserves and Equity

Operating surplus		324,589	199,023
Development cost charge reserve		216,902	140,035
Reserve for future expenditure		-	36,000
		541,491	375,058
Equity in fixed assets		2,208,971	2,107,031
		2,750,462	2,482,089
		<u>\$ 3,349,389</u>	<u>\$ 2,664,432</u>

 **Treasurer**

City of Merritt

Water Utility Fund Surplus and Reserves

	Operating Surplus	Development Cost Charge Reserve	Reserve for Future Expenditure	Year ended December 31	
				1995	1994
Balance, beginning of year	\$ 199,023	\$ 140,035	\$ 36,000	\$ 375,058	\$ 275,845
Add:					
Excess of revenue over expenditure	125,566	-	-	125,566	35,438
Current year contributions	-	63,956	-	63,956	86,265
Interest earned	-	12,911	-	12,911	7,510
	125,566	76,867	-	202,433	129,213
Less:					
Transfer to operating revenue	-	-	36,000	36,000	30,000
Balance, end of year	<u>\$ 324,589</u>	<u>\$ 216,902</u>	<u>\$ -</u>	<u>\$ 541,491</u>	<u>\$ 375,058</u>

City of Merritt

Water Utility Fund Equity in Fixed Assets

	Year ended December 31	
	1995	1994
Balance, beginning of year	\$ 2,107,031	\$ 2,025,382
Contributions from operations		
Capital expenditures	85,645	60,909
Debt reduction	16,295	14,319
	<hr/>	<hr/>
	101,940	75,228
Other contributions for capital expenditures		
Grants	-	6,421
Balance, end of year	<u>\$ 2,208,971</u>	<u>\$ 2,107,031</u>

City of Merritt

Water Utility Fund Revenue and Expenditure

	Year ended December 31	
	1995	1994
Revenue		
Municipal taxation	\$ 101,867	\$ 98,771
User fees	425,006	408,026
Government grants	10,000	-
Other	35,320	40,173
Contribution from reserve	<u>36,000</u>	<u>30,000</u>
	608,193	576,970
Expenditure		
Administration	110,000	100,000
Supply of service	239,119	296,423
Fiscal services	47,863	48,200
Transfer to reserve	-	36,000
Capital expenditures from revenue	<u>85,645</u>	<u>60,909</u>
	482,627	541,532
Excess of revenue over expenditure	\$ 125,566	\$ 35,438

City of Merritt

Water Utility Fund Capital Expenditures and Source of Funds

	Current Operations	Year ended December 31	
		1995	1994
Engineering structures			
Voght Street water main/pump	\$ 184	\$ 184	\$ 2,251
Walter St. looping	9,752	9,752	-
Garcia Street main upgrade	8,300	8,300	-
Main upgrade	60,034	60,034	49,139
Hydrant valve replacement	6,473	6,473	13,406
New well exploration	-	-	352
1/2" waterline replacement	902	902	2,182
	<u>\$ 85,645</u>	<u>\$ 85,645</u>	<u>\$ 67,330</u>

City of Merritt

Sewer Utility Fund Balance Sheet

Year ended December 31
1995 1994

Assets

Accounts receivable		
Province of British Columbia	\$ 70,895	\$ 74,382
User fees	19,444	13,646
Due from other funds	363,927	257,229
Other assets	33,760	8,329
Inventory	5,952	5,952
Deposit - Municipal Finance Authority	156,467	150,099
	650,445	509,637
Fixed assets (Note 3)	3,689,980	3,141,628
	<u>\$ 4,340,425</u>	<u>\$ 3,651,265</u>

Liabilities

Accounts payable and accrued liabilities	\$ 67,611	\$ 14,026
Reserve - Municipal Finance Authority	156,467	150,099
Short-term borrowing - Bylaw number 1517	277,509	-
	501,587	164,125
Long-term debt (Note 6) - Schedule 1	844,165	959,564
	1,345,752	1,123,689

Surplus, Reserves and Equity

Operating surplus	291,916	244,776
Development cost charge reserve	97,532	74,718
Reserve for future expenditure	28,300	17,400
	417,748	336,894
Equity in fixed assets	2,576,925	2,190,682
	2,994,673	2,527,576
	<u>\$ 4,340,425</u>	<u>\$ 3,651,265</u>



Treasurer

City of Merritt

Sewer Utility Fund Surplus and Reserves

	Operating Surplus	Development Cost Charge Reserve	Reserve for Future Expenditure	Year ended December 31	
				1995	1994
Balance, beginning of year	\$ 244,776	\$ 74,718	\$ 17,400	\$ 336,894	\$ 300,980
Add:					
Excess of revenue over expenditure	47,140	-	-	47,140	4,234
Current year contributions	-	16,546	28,300	44,846	30,254
Interest earned	-	6,268	-	6,268	4,426
	47,140	22,814	28,300	98,254	38,914
Less:					
Transfer to operating revenue	-	-	17,400	17,400	3,000
Balance, end of year	<u>\$ 291,916</u>	<u>\$ 97,532</u>	<u>\$ 28,300</u>	<u>\$ 417,748</u>	<u>\$ 336,894</u>

City of Merritt**Sewer Utility Fund
Equity in Fixed Assets**

	Year ended December 31	
	1995	1994
Balance, beginning of year	\$ 2,190,682	\$ 2,001,814
Contributions from operations		
Capital expenditures	70,844	64,219
Debt reduction	<u>93,527</u>	<u>87,975</u>
	164,371	152,194
Other contributions for capital expenditures		
Grants	200,000	17,500
Actuarial adjustments on debt	<u>21,872</u>	<u>19,174</u>
Balance, end of year	<u>\$ 2,576,925</u>	<u>\$ 2,190,682</u>

City of Merritt

Sewer Utility Fund Revenue and Expenditure

Year ended December 31
1995 1994

Revenue

Municipal taxation	\$ 243,075	\$ 235,095
User fees	362,440	358,812
Government grants	125,278	128,765
Other	8,525	11,312
Contribution from reserve	<u>17,400</u>	<u>3,000</u>
	756,718	736,984

Expenditure

Administration	110,000	100,000
Collection, maintenance and disposal	250,957	293,698
Fiscal services	249,477	257,433
Transfer to reserve	28,300	17,400
Capital expenditures from revenue	<u>70,844</u>	<u>64,219</u>
	709,578	732,750

Excess of revenue over expenditure

\$ 47,140 \$ 4,234

City of Merritt

Sewer Utility Fund Capital Expenditures and Source of Funds

	Current Operations	Other Contributions	Year ended December 31	
			1995	1994
Engineering structures				
STP	\$ 14,447	\$ 3,330	\$ 17,777	\$ 38,623
Infiltration study	-	-	-	15,301
Sludge truck	-	-	-	8,715
STP Land acquisition	56,397	-	56,397	-
Sewer main upgrade	-	188,914	188,914	-
STP storage building		7,756	7,756	-
Lift station upgrade	-	-	-	19,080
	\$ 70,844	\$200,000	\$270,844	\$ 81,719

City of Merritt
Notes to Financial Statements
December 31, 1995

1. Summary of significant accounting policies

City activities

City activities are reported on the basis of fund accounting practices followed by municipalities in the Province of British Columbia. The allocation of revenues and expenditures is in accordance with the annual budget adopted by the City Council. The City acts as agent for the collection of taxes imposed by other authorities and shows the amounts collected and paid over as part of the revenues and expenditures of the City.

Equity

The term "Equity" is used in each capital fund balance sheet to describe the equity, on a historical cost basis, of the City in the capital assets of the fund. Equity in fixed assets increases to the extent that fixed assets are acquired without incurring long-term debt, and where such debt is incurred, by the subsequent reduction of that debt. It decreases to the extent that fixed assets are disposed of or written off.

Fixed assets

Those expenditures on fixed assets that are recognized as fixed asset expenditures are recorded at cost and are financed through the capital and loan funds by capital borrowings, transfers from revenue, trust and reserve funds and contributions from external sources. There is no provision for depreciation in the Capital Funds in accordance with the Ministry of Municipal Affairs guideline.

Inventory

Inventory of material and supplies is recorded at estimated cost which does not exceed net realizable value.

Interest

Interest on long-term debt is recorded as payments are required to be made. Interest on short-term borrowing is recorded as it accrues.

Translation of Foreign Currency

Long-term debt repayable in U.S. dollars is translated at exchange rates prevailing on the date the debt was incurred. As indicated in Note 6, exchange losses are recognized in the year they occur.

Financial reporting

Operations of the City are presented as three distinct funds; General, Water Utility and Sewer Utility. Each fund consolidates operating, capital and statutory reserve account transactions.

City of Merritt

Notes to Financial Statements December 31, 1995

Page 2

2. Accounts and notes receivable

	1995	1994
Taxes	\$ 197,027	\$ 240,128
Province of British Columbia	263,080	32,374
Other	<u>182,428</u>	<u>116,724</u>
	642,535	389,226
Note receivable - Sewer Utility Fund	26,000	52,000
Note receivable - General Capital Fund	16,509	17,348
Agreement receivable - Coquihalla Resources Inc.	<u>60,000</u>	-
	102,509	69,348
	<u>\$ 745,044</u>	<u>\$ 458,574</u>

3. Fixed assets

	1995	1994
General Fund		
Land	\$ 1,237,495	\$ 1,049,598
Buildings	5,458,921	5,647,215
Engineering structures	8,004,211	7,551,291
Machinery and equipment	<u>3,087,117</u>	<u>2,539,685</u>
	<u>\$17,787,744</u>	<u>\$16,787,789</u>
Water Utility Fund		
Engineering structures	<u>\$ 2,697,552</u>	<u>\$ 2,222,398</u>
Sewer Utility Fund		
Engineering structures	<u>\$ 3,689,980</u>	<u>\$ 3,141,628</u>

4. Accounts payable

	1995	1994
Trade, accrued and other	\$ 735,805	\$ 500,582
Regional and other governments	<u>1,142</u>	<u>14,706</u>
	<u>\$ 736,947</u>	<u>\$ 515,288</u>

City of Merritt

Notes to Financial Statements December 31, 1995

Page 3

5. Capital lease obligations

The following is a schedule, by year, of the future minimum lease payments together with the balance of the obligations under capital lease:

1996	\$ 62,616
1997	62,616
1998	62,616
1999	62,616
2000	<u>31,308</u>
	281,772
Amount representing interest	<u>47,149</u>
Balance of obligation under capital lease	<u>\$234,623</u>

6. Long-term debt

Long-term debt consists of debentures with the Municipal Finance Authority. Details of individual amounts outstanding are contained in Schedule 1.

Certain other details relating to long-term debt follow.

U.S. Dollar Debt Issues

Certain long-term debt is payable in U.S. dollars. The unrealized exchange loss at December 31, 1995 is not reflected in these financial statements.

	1995	1994
U.S. debt		
Canadian equivalent on issue	\$ 122,092	\$ 177,348
Canadian equivalent at year end	<u>171,270</u>	<u>248,784</u>
Unrealized and unrecorded exchange loss	<u>\$ 49,178</u>	<u>\$ 71,436</u>

City of Merritt

Notes to Financial Statements December 31, 1995

Page 4

6. Long-term debt continued

Future Principal and Interest Payments

Payments of principal and interest on long-term debt in each of the next five years are as follows:

	General Fund	Water Fund	Sewer Fund
1996	\$ 125,038	\$ 35,393	\$ 218,278
1997	\$ 125,038	\$ 35,393	\$ 218,278
1998	\$ 125,038	\$ 35,393	\$ 218,278
1999	\$ 125,038	\$ 35,393	\$ 218,278
2000	\$ 125,038	\$ 35,393	\$ 168,466

7. Municipal Taxation

Taxation revenue for general municipal purposes comprises of the following amounts:

	1995 %	1995	1994
Total taxation	100.00	\$5,010,020	\$4,533,149
Regional District	4.00	200,688	146,207
School District	41.61	2,084,724	1,858,896
Hospital District	2.85	142,804	124,177
Municipal Finance Authority	.01	106	95
B.C. Assessment Authority	1.18	59,452	50,885
Collection for other governments	49.65	2,487,774	2,180,260
Net municipal taxation	<u>50.35</u>	<u>\$2,522,246</u>	<u>\$2,352,889</u>

8. Contingent liabilities

- (i) The City is responsible, as a member of the Thompson-Nicola Regional District, for its share of any operating deficit or capital debt related to functions in which it participates.

The City has issued demand notes to the Thompson-Nicola Regional District totalling \$171,944. These notes are callable only if required by the Regional District to meet its obligations to the Municipal Finance Authority - Debt Reserve Fund.

- (ii) The City has at December 31, 1995 authorized but unissued debentures in the amount of \$2,241,000. Debentures are expected to be issued in April 1996 in the amount of approximately \$800,000. The short-term borrowing referenced in these financial statements is to be replaced by these debentures.

City of Merritt

Schedule 1 - Schedule of Long-term Debt December 31, 1995

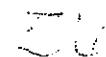
By-law No.	Purpose	Maturity	Interest Rate	Balance Outstanding 1995	Balance Outstanding 1994
General Fund:					
792*	Storm sewers	1996	Various	\$ -	\$ 38,143
792*	Storm sewers	1997	Various	-	818
	Local improvement	2017	12.00	16,509	17,347
1373	Aquatic Centre	2013	8.500	1,018,290	1,052,187
				<u>\$1,034,799</u>	<u>\$1,108,495</u>
Water Fund:					
923*	Water system	2000	13.800	<u>\$ 122,092</u>	<u>\$ 138,387</u>
Sewer Fund:					
892	Sewer plant	1999	12.250	\$ 162,263	\$ 195,011
1057	Sewer system	2004	Various	456,280	495,689
1058	Sewer system	2004	Various	199,622	216,864
1307	Sewer plant	1996	10.000	26,000	52,000
				<u>\$ 844,165</u>	<u>\$ 959,564</u>

* Payable in U.S. Funds (Note 6)

City of Merritt

Schedule 2 - Schedule of General Fund Expenditures

	Year ended December 31	
	1995	1994
General Government		
Council	\$ 112,893	\$ 135,112
Administration	360,411	381,163
Finance	<u>259,919</u>	<u>290,726</u>
	<u>\$ 733,223</u>	<u>\$ 807,001</u>
Protective Services		
Police protection	\$ 727,885	\$ 689,868
Animal control/bylaw enforcement	61,557	47,867
Fire protection	265,590	237,792
Building inspection	21,850	20,800
Provincial emergency	20,898	24,584
Other	<u>211,617</u>	<u>119,062</u>
	<u>\$1,309,397</u>	<u>\$1,139,973</u>
Transportation Services		
Engineering services	\$ 109,870	\$ 109,494
Roads maintenance	320,232	347,147
Public works garage	205,852	196,901
Public works yard	26,194	23,002
Snow removal	39,505	13,200
Other	<u>8,373</u>	<u>8,431</u>
	<u>\$ 710,026</u>	<u>\$ 698,175</u>
Environmental Health		
Garbage collection disposal	<u>\$ 349,440</u>	<u>\$ 361,510</u>
Environmental Development		
Merritt Info Centre	<u>\$ 74,353</u>	<u>\$ 61,526</u>
Public Health & Welfare		
Cemetery	<u>\$ 13,938</u>	<u>\$ 16,040</u>
Recreation & Cultural Services		
Administration	\$ 71,580	\$ 53,216
Civic Centre operations	51,447	38,335
Centennial pool	-	25
Arena operations	177,269	167,888
Claybanks R.V. Park	42,250	47,512
Parks maintenance	82,220	84,544
Facility maintenance	21,253	31,436
Aquatic Centre	<u>500,016</u>	<u>525,117</u>
	<u>\$ 946,035</u>	<u>\$ 948,073</u>



MEMORANDUM

TO: **Mayor and Council**

FROM: **Administration**

DATE: **April 03, 1996**

SUBJECT: **Truck Route Project Proposals**

Further to the Special In-Camera Meeting on April 02, 1996, the in-camera motion passed regarding the preferred proponents for the Truck Route Project should be brought forward to the Regular Council Meeting to be held on April 09, 1996.

The motion read as follows:

Moved by Councillor McLean, seconded by Councillor Laird that Council RECOMMEND the preferred three proponents for the Truck Route Project as:

- Walter and S.C.I. Construction/ P.B.K.Engineering
- Neelco Construction/ N.D.Lea Consultants
- Dawson Construction/ Stanley Associates

CARRIED

Respectfully submitted,



T.C.Day, Administrator

Agenda

INTERDEPARTMENTAL MEMORANDUM

To: T.C. Day, City Administrator

From: R.J. Finley, Fire Chief

Reference: Month-end Report for February, 1996.

Date: March 15, 1996

February was above average for the Merritt Fire Rescue Department, answering sixteen (16) emergency calls. Four (4) of the calls were for rescue, of which all four (4) were regional. Of the twelve (12) fire emergency calls, four (4) sustained a dollar loss totaling \$105,940.00 in damages. The four (4) dollar loss fires included one (1) motel, one (1) residence, one (1) industrial complex and one (1) motor vehicle.

Strength of the Fire Department:

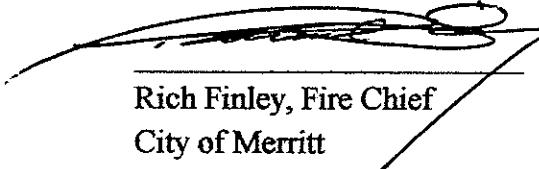
- 1 - Chief
- 1 - Deputy Chief
- 1 - Training Officer
- 3 - Captains
- 2 - Lieutenants
- 1 - Safety Officer
- 12 - Firefighters
- 10 - Recruit Status
- 4 - Waiting List

The Merritt Fire Rescue Department reminds all residents that:

Open Air Burning of Garden and Yard refuse is not permitted within Municipal Boundries until Saturday April 13, 1996 through to Sunday May 19, 1996. We ask for the cooperation of all our citizens to assist us by waiting till the prescribed burning season. Open burning will be advertised in the local media.

Further, burning will only be permitted during this period on days when the weather idexing is at 72 or above. To ensure the day on which you plan to burn, please

contact the Ministry of Environment by calling 1 604-376-2160. Thank you
for your cooperation.


Rich Finley, Fire Chief
City of Merritt

MERRITT FIRE/RESCUE DEPARTMENT

FORM NO. 3.17

MONTHLY INSPECTION REPORT

February 1996

REGULAR INSPECTION PROGRAM		CURRENT MONTH	YEAR TO DATE	PREVIOUS YEAR TO DATE
ASSEMBLY	GROUP A	1	2	5
INSTITUTIONAL	GROUP B	0	1	0
RESIDENTIAL	GROUP C	0	3	5
BUSINESS	GROUP D	0	1	3
MERCANTILE	GROUP E	2	2	1
INDUSTRIAL	GROUP F	3	3	4
TOTAL		6	12	18

OTHER INSPECTIONS AND SERVICES

BUILDING SITE INSPECTIONS	5	10	11
COMPANY INSPECTIONS	0	0	0
COMPLAINTS	1	3	0
EVENING INSPECTIONS	0	0	0
FINAL OCCUPANCY INSPECTIONS	1	2	1
FIRE DRILLS	0	0	0
LICENSE APPROVAL INSPECTIONS	2	3	2
OIL AND GASOLINE (New Inspections)	0	0	0
PUBLIC SERVICE (Lectures, Demonstrations, etc.)	11	15	10
RE-INSPECTIONS	7	16	6
TOTAL	27	49	30
FIRE COMMISSIONER ORDERS ISSUED	0	0	1
FIRE INVESTIGATIONS	3	5	3
PERMITS ISSUED (CITY BY-LAW)	0	1	1
PLANS APPROVAL	4	6	2
FIRE CODE ORDERS	0	0	2
REPORTS AND LETTERS	9	15	10

46

MERRITT FIRE/RESCUE DEPARTMENT
MONTHLY STATISTICAL REPORT

FORM NO. 3.18
February 19 94

EMERGENCY CALLOUTS	CURRENT MONTH	YEAR TO DATE	PREVIOUS YEAR TO DATE
GROUP "A" ASSEMBLY	0	2	2
"B"	1	1	2
"C"	6	13	5
"D.E.F."	2	3	0
VEHICLE FIRES	1	1	0
RUBBISH & GRASS	2	2	3
AMBULANCE ASSIST	0	0	0
MICELLANEOUS & GAS SPILLS	0	0	1
TOTAL CALLS:	12	22	13
RESCUE BOAT	0	0	0
RESCUE VEHICLE-LOCAL	0	0	0
RESCUE VEHICLE-REGIONAL	4	7	6
TOTAL CALLS:	4	7	6
FALSE ALARMS: GOOD INTENT	0	0	1
MALICIOUS	0	2	1
SYSTEM MALFUNCTION	2	3	2
OTHER	0	0	0
ARSON,(SUSPECTED), VANDALISM	0	0	1
INJURIES - FIRE	0	0	0
DEATHS - FIRE	0	0	0

CURRENT MONTH

	AREA	BACKUP
STATION 1 FIRE	12	0
RESCUE TRUCK	4	0
LOWER NICOLA	0	0
COLDWATER ROAD	0	0
UPPER NICOLA	0	0

YEAR TO DATE

AREA	BACKUP
22	0
7	0
1	0
0	0
0	0

MERRITT FIRE RESCUE DEPARTMENT FORM NO. 3.19
TYPE OF CALLS AND DOLLAR LOSS MONTHLY REPORT February 9

February 96

Loss this month	\$ <u>105,940.00</u>
Property Value (Total)	\$ <u>433,600.00</u>
Loss Year to Date	\$ <u>172,940.00</u>
Loss Last Year Same Period	\$ <u>8</u>

Agenda/See for Cost Estimate
for Agenda

CITY OF MERRITT
MAR 29 1996
RECEIVED
CITY OF MERRITT

R.R. 1
#8 - 1901 Maxwell Avenue
Merritt, B.C. V0K 2B0

Mayor C. Norgaard
City of Merritt
Merritt, B.C.
V0K 2B0

Your Worship:

I am writing to you in my capacity as Chairman of the Residents Council of the Parkview Adult Community. A situation has arisen which is causing us some considerable concern.

Motor vehicles are turning onto Maxwell Avenue and making a U-turn about half way to the entrance to our complex. In so doing, they are driving onto the boulevard and destroying the surface with tire and skid marks.

Our project has taken upon itself responsibility for landscaping and maintaining the area immediately adjacent to our complex. As our Residents Council has now taken over responsibility for this area from the Developer, we will be negotiating with a local company to perform the necessary maintenance landscaping. However, something has to be done about the ongoing damage on Maxwell Avenue before we can launch any meaningful program.

We would therefor ask that the City install curbing on the east side of Maxwell Avenue, from Voght Street to the entrance of our complex. We will repair and maintain the area from the curb to our the existing fence line.

I am sure that you will have questions. I will therefor make myself and the rest of the Council available at your convenience.

Yours truly


D. Dodge
Chairman
378-6634

Tom

This problem can be rectified by installing concrete barriers spaced 5ft apart. I have contacted the chairman of the Parkview adult community and they are in favor of installing of concrete barriers.

Estimated cost to install concrete barriers

16 concrete barriers @ \$150.00 ea = \$2400.00

A.H.

43

MEMORANDUM

Agenda

TO: T.C. DAY, City Administrator

FROM: A. HUNCHAK, Public Works Superintendent

RE: One 3/4 Ton Pick-Up Truck

DATE: April 1, 1996

Tenders have been received from four firms for the supply and delivery of one new 3/4 ton pick-up truck, as approved in the 1996 budget.

The quotations received were from the following firms (bid price includes all taxes):

1. Merritt Import Auto Ltd. (Merritt)	\$23,776.56
2. Brian Dafoe Motorcade (Merritt)	\$24,962.32
3. Dearborn Motors Ltd. (Kamloops)	\$25,405.78
4. Watkin Motors (Vernon)	\$25,819.86

Recommendation:

That the City accept the quotation from Merritt Import Auto Ltd.

A. Hunchak
A. HUNCHAK, Public Works Superintendent

MEMO TO : **T.C. DAY**
CITY ADMINISTRATOR

FROM: **DALYCE MACKEY**
RECREATION MANAGER

DATE: **APRIL 4, 1996**

RE: **CIVIC PROPERTIES AND RECREATION COMMISSION
MEETING - RECOMMENDATIONS TO COUNCIL**

At the April 3, 1996 regular meeting of the Civic Properties and Recreation Commission, the following two motion were carried making recommendations to Council.

Motion #1

Moved by: Helmuth Kanduth
Seconded by: Denise Tomlin

"That the Civic Properties and Recreation Commission recommend to Council that a moratorium on the Ice User Rates be in place for the 1996/1997 Season and that the rated be reviewed in February 1997 for the 1997/1998 Ice Season.

In favour: Councillor Cowan, Councillor McCormack, Denise Tomlin, Nonie Miyazaki, JoAnne Portman and Helmuth Kanduth.

Opposed: Terry Scheitel

This motion can be addressed in the memo regarding Park User Fees and Arena User Fees.

Motion #2

Moved by: Terry Scheitel
Seconded by: JoAnne Portman

"That the Civic Properties and Recreation Commission support advertising on Central Park ball field fencing, subject to Council's approval of safety and aesthetic standards."

In favour: Councillor McCormack, Denise Tomlin, Nonie Miyazaki, Terry Scheitel, JoAnne Portman.

Opposed: Helmuth Kanduth

The Merritt Mens Slo-Pitch has requested to attach a large advertisement recognizing their sponsor on the outfield fencing of the Legacy Field at Central Park. The advertisement would be well constructed, using durable materials and paint. I am not certain the dimensions of the advertisement at this time, but have requested for this information in time for the April 9 Council Meeting.

The Commission were concerned about the safety of attaching an advertisement board to the fence and various methods were discussed. Another concern addressed by the Commission was the aesthetics of the park and how advertising would affect the overall appearance. The majority of Commission Members concluded that the benefit to the teams and leagues as a fundraising avenue were more important.

Currently in the City Parks Regulation Bylaw No. 1351 Section 2, Item 12, it states:

"No person shall post, paint, or distribute any advertisements or handbills or any kind whatsoever in any park."

It would be necessary to amend this Bylaw and allow provisions for advertisement with the permission of the City of Merritt Parks and Recreation Department.

Summary:

With respect to the posting of advertisement on the outfield fencing at Central Park, a decision to approve the signage will have a lasting impact on the Park aesthetics. If the signage is placed effectively and not hap-hazardly, with given strict standards and guidelines, the impact may not be as great.

Recommendation:

- 1 That Council amend the City Parks Regulations Bylaw No. 1351 to allow advertisement with the permission of the City of Merritt Parks and Recreation Department and that standards for the construction, placement and method of attachment be drafted for Council's approval and upon approval used in the approval process of said advertisement requests.

Respectfully submitted,



Dalyce Mackey
Recreation Manager

Agenda

*for Council
April 19*

MEMO TO: T.C. DAY
CITY ADMINISTRATOR

FROM: DALYCE MACKEY
RECREATION MANAGER

DATE: APRIL 2, 1996

RE: ARENA AND PARK USER FEES SURVEY

At the March 17, 1996 Special In-Camera Meeting, Council wished to review the current user fees for parks and the arena. One year ago I conducted a survey of various Municipalities within the Okanagan and Interior to compare Ice User Fees, this survey is attached. Following this introduction, are the results of a park user fee survey which has just been completed.

SURVEY RESULTS:

City of Merritt: Bylaw No. 1397

Adult Use -	Per team charge for all league/playoff games	\$90.00/team
Minor Group Use - No Charge		
Tournaments and Special Booking -	per field/per day	\$15.00
(Fri., Sat., Sun.)	per field/weekend	\$40.00
Exclusive Park Use -	Large Park weekend (F/S/S)	\$220.00
i.e. *** Central Park ***		
	Small Park weekend (F/S/S)	\$110.00

Salmon Arm:

Introduced fees for the first time in 1995. They have received a tremendous amount of opposition.

Adult Use -	Per team/season	\$100.00
Minor Groups Use -	Per team/season	\$ 25.00
Tournaments -		
Adult Use -	No limit on number of fields/day	\$100.00
Minor Use -	No limit on number of fields/day	\$ 50.00

page 2...Park User Fee Survey

Trail:

This is the first season Trail will be implementing user fees for ball field use.

Adult Use -	Per team/season	\$100.00
Minor Use -	No charge	
Tournaments -	No charge	

Williams Lake:

The City of Williams Lake do not have any municipal ball fields. The ball leagues use School fields which there is no charge for.

There are two privately owned ball and soccer parks 8 km out of town. When the City was not financially prepared to build the needed ball diamonds, the ball leagues with private funding built their own parks outside the City limits.

* The City of Williams Lake spends 12% of its total budget of recreation.*

Quesnel:

No Park User Fees

Quesnel receives 50% of their funding for Recreation, from the Regional District. Their portion of the total expenditure for recreation is approximately 5% of the City's total budget.

Kamloops:

Adult Use: \$10.00 per adult/season
(12 - 18 players per team) +/- \$150.00/team

Minor Use: \$5.00 per minor/season
(12 - 18 players per team) +/- \$75.00/team

Tournament Use:

Regular Ball Diamonds:

- no charge for regular league users
- \$15.00 per game for non-league teams

page 3... Park User Fee Survey

Stadiums:

Charles Anderson
Adult: \$16.00 per field per game
\$ 80.00 per day per field

Norbrock Stadium: (McArthur Island)
Adult: \$40.00 per game per field
\$117.00 per day

The City of Kamloops spends 14.7% of the City's total operating budget of Recreation. This does not include parks which accounts for an additional 6.6% of the City's total operating budget. The combined total of recreation and parks is greater than any other single department.

Summerland:

1996 is the first year Summerland will be charging park user fees. There fee was established through a comparative survey of all Okanagan communities.

Adult Use:	Per Team / Season	\$200.00
Minor Use:	No charge	
Tournaments:	Adult tournaments - no limit on number of fields	\$150.00/day

Kelowna:

All fees include league play, playoffs and one tournament.

Adult Use	per team/per season	\$210.00
Minor Use	no charge	
Additional Tournaments:	Adult use/per field/per day	\$63.00

Oliver:

Adult Use	per team/per season	\$200.00
Minor Use	Flat rate for all minor ball/season	\$500.00
Tournaments	Adult/weekend	\$500.00

page 4... Park User Fee Survey

Vernon:

A. School District Fields:

Adult Use	per team/per season	\$66.00
Minor Use	per team/per season	\$23.00

B. Municipal Fields:

Adult Use	\$5.00/hour/field
Minor Use	\$2.50.hour/field

* Average cost per adult team for a 10 game season would be \$100.00

Tournaments:

Adult Use	\$37.00/day/field
Minor Use	\$18.50/day/field

Penticton:

Adult Use	League Play/Playoffs	\$3.45/hr/field
	Tournaments	\$3.45/hr/field
Minor Use	League Play/Playoffs	\$1.80/hr/field
	Tournaments	\$1.80/hr/field

Average cost per adult team for a 10 game season would be **\$69.00.**

Average Adult tournament cost based on a large 3 day tournament using 4 ball diamonds would be \$330.00 for the weekend.

1994/95 Season
B

Survey of Ice User Fees

Name of City:

				<i>1995/1996 Rates</i>
Merritt				
Minor Groups:	Prime Time	-	\$22.50	23.50
	Non - Prime	-	\$16.75	17.50
Adult Groups:	One Rate	-	\$67.00	P.T. 70.50 NonPT 58.50
Schools:	District 31	-	No Charge	Youth P.T. 41.00
	Not Dist 31	-	\$39.00	Non P.T. 35.00
Public Skate:	Adults	-	\$2.00	
	Students	-	\$1.50	
	Child/Sen	-	\$1.25	

Vernon

Minor Groups:	Prime-Time	-	\$45.00
	Non-Prime	-	\$22.50
Adult Groups:	One Rate	-	\$90.00
Jr. Hockey	Pre-Season	-	\$90.00/hr.
	Exhibition	-	\$100.00/hr.
Public Skate	Adults	-	\$2.50
	Youth	-	\$1.90
	Pre-School	-	\$1.00
	Family	-	\$5.25

Salmon Arm

Monday - Friday			
Minor Groups:	One Rate	-	\$49.00
Adult Groups:	One Rate	-	\$93.00

Saturday and Sunday

Residents of Regional District:	Adult Rate:	\$103.00
Non-Res. of Regional District:	Adult Rate:	\$114.00

Tournament Rate:

Minor Groups:	Day Rate	-	\$545.00
Adult Groups:	Day Rate	-	\$875.00

10

51

Public Skate:	Adults	-	\$3.25
	Senior	-	\$2.75
	Student	-	\$2.00
	Child-under 6	-	\$.50
	Family	-	\$7.25

Passes are also available

*** Interesting to note that most of their public skating sessions are sold out (200 people). Ice is booked from 5:00 a.m. - 1:00 a.m. They are looking for a second ice surface. ***

Kelowna

Minor Groups:	Regular Season		
	One rate	-	\$38.85 + gst
Adult Groups:	Regular Season		
	One rate	-	\$78.75 + gst
Schools:	One rate	-	\$25.00
Public Skate:	All ages	-	\$1.35
	Tot & Adult	-	\$1.35

Kamloops

Minor Groups:	One Rate	-	\$39.50
Adult Groups:	Prime Time	-	\$79.00
	Non-Prime	-	\$59.50
Public Skate:	Adult	-	\$2.75
	Youth/Sen	-	\$1.25
	Student	-	\$1.75
	Family	-	\$5.50

Princeton

Minor Groups:	Prime Time	-	\$37.00
	Non-Prime	-	\$30.50
Adult Groups:	Prime Time	-	\$65.00
	Non-Prime	-	\$51.50
Public Skate:	Adult	-	\$3.00
	Youth/Sen	-	\$2.50
	Child under 5	-	Free

Ashcroft:

Minor Groups -	Non-prime	\$29.00/hr
	Regular	\$35.00/hr
	Prime-time	\$65.00/hr
Adult Groups -	Non-prime	\$29.00/hr
	Regular	\$39.00/hr
	Prime-time	\$75.00/hr

Enderby / Armstrong / Sicamous:

Minor Groups -	One rate	\$44.50/hr
Adult Groups -	One rate	\$75.00/hr
Public skating is		FREE

Lumby:

Minor Groups -	One rate	\$38.00/hr
Adult Groups -	One rate	\$67.50/hr
Public skating is		FREE

Hope

Minor Groups:	Prime Time	-	\$44.00
	Non-Prime	-	\$32.00
Adult Groups:	Prime Time	-	\$91.00
	Non-Prime	-	
		Special Tournament Rate	\$65.00/hr
Public Skate:	Adult	-	\$2.25
	Youth under 12	-	\$1.65
	Student/Sen	-	\$1.85
	Family	-	\$4.50

Logan Lake

Minor Groups:	Prime Time	-	\$30.00
	Non-Prime	-	\$15.00
Adult Groups:	Prime Time	-	\$40.00
	Non-Prime	-	\$25.00

All rates are double for out-of-town ice users.

Public Skate:	All ages one rate - \$1.00
	Mom and tot skate - Free

In a 1993 survey of all the Arena Facilities on Vancouver Island, the average Prime Time Rate for minor groups was \$41.65 and for Adult Groups, \$80.61. Based on a 24 hour day of operation the average cost of facility operation was \$125.00 per hour.

SUMMARY:

Park User Fees:

With the information provided by other communities in the Okanagan and Interior, Merritt appears to be very average in the fees that are currently charged for park use.

Arena User Fees:

The survey results of the Arena User Fee Survey conducted in March 1995, indicate that even with the increase for the 1995-1996 season, Merritt is still below average. With the exception of the Minor Non-Prime Rate at Logan Lake, Merritt is 33% - 65% lower than the other Arena's identified, specifically in the lowest rental rate category.

An increase in Arena User Fees is necessary and recognized by the Users. However, to adjust the fees prior to the completion of the retrofit is premature. All the arena user groups are currently working hard on fundraising efforts and pouring all their revenues into the project. To review the fees in January or February of 1997 for the following season would be better received and more appropriate.

RECOMMENDATION:

1. That Council not increase the Merritt City Parks Fees and Charges in 1996, but review the fees after the Recreation Master Plan is completed in 1997.
2. That Council review the Arena User Fees in February 1997 upon completion of the Arena Retrofit and that any adjustments be implemented in the 1997/1998 Season.

Respectfully submitted,



Dalyce Mackey
Recreation Manager

March 12, 1996

Agenda / Marcel report pt 2.

This is a petition from the tenants of Trade Winds Terrace at 2151 Granite Ave. Merritt, B.C. requesting that something be done about the pollutants and fowl odour permeating our apartments in the area. Mr. John Shering is presently burning garbage and junk from his premises behind our building and the smoke emits fowl odours and pollutants in the air which directly affect the tenants.

Our building is a B.C. Government housing complex for seniors and disabled persons. Many suffer illnesses which are susceptible to this type of pollution and causes side effects which may be detrimental to our health.

Following is a list of the petitioners and the ailments that are affected.

Name	Apt. No	Illness
Jane P. Bois	101	Emphysema
Matt Boyd	03	Stroke
Alex MacEaugill	302	Coughing
J. Harris	305	"
Jan Davis	202	Allergies
Katy Garcia	212	"
Edna M'Inroy	310	
Ruby Harwood	208	
Hector J. Boyd.	303	-
Dorothy Ingle	306	
Rose Lantil	106	
Helena Freise at Schly	211 205	Health fair
C. A. Jones	310	
Bertha Marklund	210	
Marie Donnan	107	CITY OF MERRITT
Esther Wedin	308	MAR 13 1996 56

RECEIVED

Carelyn Angel #105.

1st Street #102 - on Kathina.

MEMORANDUM

TO: **T.C.Day, Administrator**

FROM: **Bylaw Services Officer**

DATE: **April 03, 1996**

SUBJECT: **Trade Winds Terrace Petition**

Mr. John Schuring was caught burning environmentally unacceptable items by the Reporting Officer and the Conservation/Environmental Officer.

Testing of items revealed he was burning a car battery along with wood scraps. The C/E Officer has informed me that charges are pending against Mr. Schuring and that he will be monitored both by the C/E Officer and by the Bylaw Department.

Respectfully submitted,



 **Marcel A. Bedard**
Bylaw Services Officer

CITY OF MERRITT

BYLAW NO. 1542

**A BYLAW TO AMEND CITY OF MERRITT OFFICIAL COMMUNITY PLAN
BYLAW NO. 1460, 1994.**

WHEREAS the Council of the City of Merritt has adopted an Official Community Plan pursuant to Section 944 of the *Municipal Act* (RSBC 1979);

AND WHEREAS the Council of the City of Merritt wishes to amend the City of Merritt Official Community Plan;

AND WHEREAS the Council of the City of Merritt has examined the proposed amendment in conjunction with its most recent capital expenditure program under Section 266 of the Municipal Act, and any waste management plan or economic strategy plan that is applicable in the municipality to ensure consistency between them;

AND WHEREAS the Council of the City of Merritt has held a Public Hearing on the proposed amendment to the Official Community Plan.

NOW THEREFORE the Council of the City of Merritt in open meeting assembled, hereby enacts as follows:

1. That this bylaw shall be cited as "**CITY OF MERRITT OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW NO. 1542, 1995**".
2. That the City of Merritt Official Community Plan Bylaw No. 1460, 1994 is hereby AMENDED as follows:
 - a) That Schedule "C" of City of Merritt Official Community Plan Bylaw No. 1460, 1994 is hereby AMENDED as follows:
 - i) ADDING Schedules "A" and "B" Development Permit Guidelines attached to and forming part of this bylaw, thereto.
3. That Schedules "A" and "B" Development Permit Guidelines of this bylaw are ADDED to City of Merritt Official Community Plan Bylaw No. 1460, 1994, as part of Schedule "C".

**CITY OF MERRITT
BYLAW NO. 1542**
Page 2 - Cont'd.

READ A FIRST TIME THIS 27th day of February, 1996

READ A SECOND TIME THIS 27th day of February, 1996

PUBLIC HEARING HELD THIS 26th day of March 1996

READ A THIRD TIME THIS 26th day of March 1996

ADOPTED THIS day of 1996.

C.R. Norgaard, MAYOR

Y.J. Porada, CLERK

CITY OF MERRITT

BYLAW NO. 1542

SCHEDULE "A"

1. Legal Description

Lots A and B, Sections 23 and 24, Township 91, Kamloops Division Yale District, Plan KAP54971.

2. Basis For Designation

Designate as a development permit area pursuant to Section 945 (4)(b) (Protection of Development From Hazardous Conditions) and Section 945 (4)(e) (Form and Character of Commercial Development) of the Municipal Act.

3. Justification

This site is located at the entrance to Merritt. The location and commercial uses will impact both residential development and the adjacent lands within the Agricultural Land Reserve. Environmental constraints exist on the property with respect to ground water and storm sewer.

A. Protection of Development From Hazardous Conditions

This property is located in an area which is topographically varied and presents geotechnical and hydrological concerns. Development will be subjected to these constraints and the objective of the designation is to protect the site from these hazardous conditions.

B. Form and Character of Commercial Development

The objective of designating this site is to ensure that buildings, signs, fences, parking and lighting are designed to convey a favourable impression of Merritt and the development does not negatively impact on the adjacent major transportation facilities.

4. Guidelines

- .1 Access points should be located to allow separate ingress and egress to parking areas for the following:

1. Car and small truck traffic.
2. Commercial Transport Vehicles, Recreational Vehicles and Buses.

BYLAW NO. 1542 - SCHEDULE "A"

Page 2

The assess for vehicles listed in No. 2 shall provide for proper and full turning radius to allow safe turning and stacking.

All access intersections shall be designed to collector intersection standards as per City of Merritt Subdivision and Development Servicing Bylaw No. 1187. Collector Standards shall be a minimum only and further design beyond these requirements may be a necessity.

- .2 Parking shall be separated so as to provide adequate parking for the following:

1. Cars and small trucks.
2. Commercial Transport Vehicles, Recreational Vehicles, Buses.

Parking areas shall be designed to accommodate safe pedestrian movement within the parking areas.

Parking areas for Commercial Transport Vehicles, Recreational Vehicles and Buses shall provide pedestrians buffered walkways within this parking area to minimize the interaction between these large vehicles and pedestrians.

A landscaped strip shall be provided where parking abuts a roadway.

Parking will be designed to facilitate on site traffic circulation. No off-site parking shall be permitted and this condition shall form part of the Development Permit.

- .3 Geotechnical

All Geotechnical reports to be completed by a professional engineer competent in Geotechnical investigation. Development Plans shall be provided to Council which will include the following:

- a. Geotechnical reports which stipulate the requirements for constructing roadways and parking lots to ensure these areas are adequate for their intended use. These reports will define materials to be used and methods to be used to ensure the road an parking lots meet City Standards.
- b. A full detailed topographical evaluation of the stability of the subject property and surrounding properties. The extent of investigation of surrounding properties shall be the responsibility of the applicants

62

BYLAW NO. 1542 - SCHEDULE "A"

Page 3

b.(cont'd) engineer and the report shall be originally signed and sealed by the engineer.

.4 Drainage

All Drainage reports to be completed by a professional engineer competent in storm sewer design. Development Plans shall be provided to Council which will include the following:

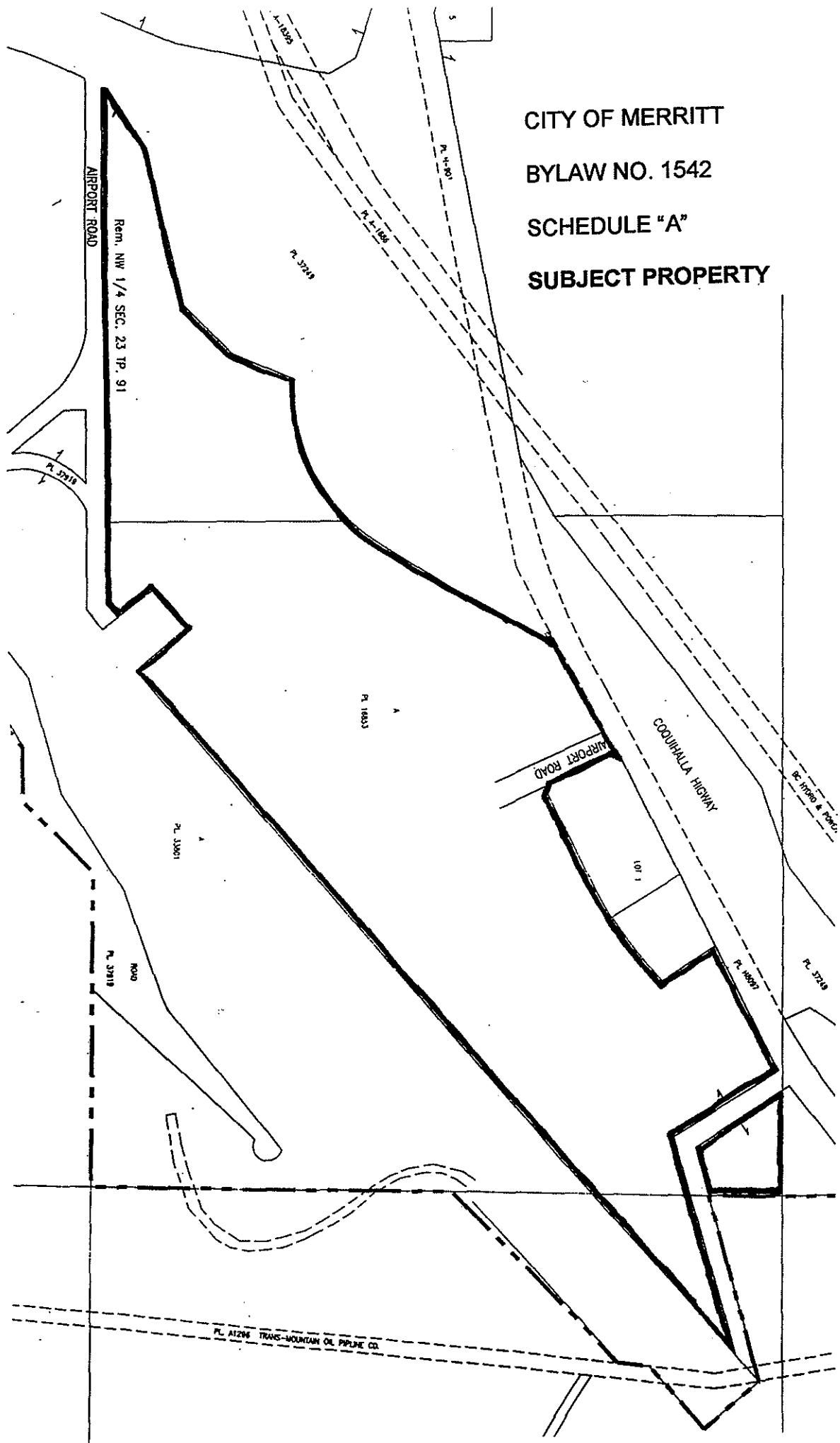
- a. Storm Sewer reports which identifies how all on-site drainage will be contained on-site.
- b. Building design must tie all roof drainage into the main storm sewer system.
- c. The effect of any new storm drainage volumes at the point of discharge or catchment area. If the system enters a Ministry of Transportation and Highways drainage catchment area the approval of the Ministry of Transportation and Highways will be required before the Development Permit is approved by Council.
- d. How the proposal will maintain and connect existing natural drainage courses to the main storm sewer system and that no upstream effects occur as a result of any alteration of existing natural drainage courses. All existing drainage courses must be reviewed and appropriate measures taken to ensure they are not impeded in any way.

.5 Form and Character

Building form and massing should adhere to the following guidelines:

- a. Diversity should be provided in building heights.
- b. Large buildings should be articulated with offsetting and planting to give the impression of smaller blocks.
- c. A landscaped buffer shall be established around all off street parking areas to act as a buffer strip to adjacent uses.

CITY OF MERRITT
BYLAW NO. 1542
SCHEDULE "A"
SUBJECT PROPERTY





March 19, 1996

Reference: 461/96

Min Log: 43211

CITY OF MERRITT

MAR 25 1996

RECEIVED

Her Worship
Mayor Clara Norgaard
City of Merritt
PO Box 189
Merritt BC V0K 2B0

Agenda

Dear Mayor Norgaard:

Thank you for your letter of February 8, 1996, addressed to my predecessor, Jackie Pement, concerning the Merritt Truck Route project approved under the Canada/British Columbia Infrastructure Program.

Ministry staff have reviewed your request for a project scope change. I am pleased to advise that my Ministry supports the proposed change to the truck route's alignment, and this request will be presented to the Infrastructure Management Committee for their approval.

After careful consideration, I regret that your request for an increase to the original approved amount is not possible. The Management Committee has confirmed that the program is fully committed, and requests of this nature must be declined.

I would suggest that you contact Douglas Kirk, District Highways Manager, to discuss alternative methods of constructing an operational truck route within the approved budget. Douglas Kirk can be reached at (604)378-9359, or at Bag 4500, Merritt, British Columbia, V0K 2B0.

I look forward, as I am sure do you, to the successful completion of this project.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Corky Evans".

Corky Evans
Minister

March 21, 1996

Agenda → Inquiry

CITY OF MERRITT

MAR 27 1996

RECEIVED

Mayor Clara Norgaard and Councillors
City of Merritt
Box 189
Merritt, BC
V0K 2B0

Dear Mayor Norgaard:

Re: 1996 PIBC Conference
Growth Management: Issues and Perspectives

The Planning Institute of British Columbia would like to invite elected officials and staff to attend the 1996 Conference on Growth Management.

With the enactment of the Growth Strategies Act in 1995, a framework has been provided for coordination of planning at the local, regional and provincial levels. Does the new Act have the necessary tools to resolve consumer preferences, established development patterns and economic and environmental sustainability? Will the Act be effective in dealing with regional versus local interests?

The 1996 Annual Conference will examine growth management in British Columbia and will be of interest to all who are involved in, or affected by, attempts to manage and direct growth and change.

This year's conference, May 15 to 17, 1996 is being held at the Harrison Hot Springs Hotel, a one and a half hour drive into the Fraser Valley from Vancouver.

In concert with the PIBC Conference, the UBC School of Community and Regional Planning has organized two pre-conference workshops: Identifying and Protecting the Ecological Infrastructure in Official Community Plans; and Farming in Our Communities - Developing Understanding and Practice.

Please find attached a conference brochure together with registration form. Special rates are in effect until April 15, 1996.

Yours truly,

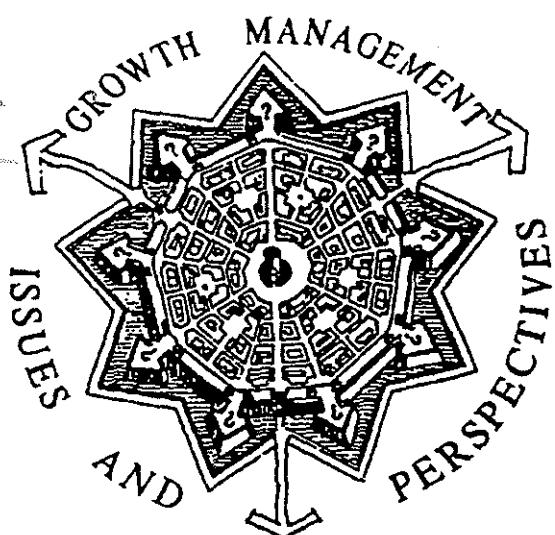


Kurt Alberts
1996 PIBC Conference Chair

Encl.

66

Planning Institute of British Columbia 1996 Conference



Growth Management: Issues and Perspectives

May 15 - 17, 1996

Harrison Hot Springs Hotel
British Columbia, Canada

THE CONTEXT

The Province of British Columbia enacted the Growth Strategies Act in 1995 to provide a framework for coordinating planning between local governments, the Province and other agencies. The Act seeks to fill the void left by the abolition of the regional planning system in 1983, and recognizes that British Columbia continues to grow at a rapid rate - almost 100,000 per year. While eighty per cent of this population growth has been accommodated in existing Lower Mainland urban areas, the Okanagan, and Vancouver Island, all parts of the Province are experiencing growth and inevitable change in their communities. Where communities have traditionally planned in isolation of their region, they are now being encouraged to be aware of the regional perspective and reach consensus on development policies in their region.

CONFERENCE

The 1996 Annual Conference of the Planning Institute of British Columbia (PIBC) will examine growth management in British Columbia and the effectiveness of the new Act. Does the Growth Strategies Act have the necessary tools to resolve consumer preferences, established development patterns and economic and environmental sustainability? The 1996 Conference promises to be of interest to all who are involved in or affected by these recent attempts to manage and direct growth and change.

THE SETTING

Harrison Hot Springs is a perfect setting for a conference that explores the goals and themes of Growth Management: Issues and Perspectives. Sited on the edge of the rapidly developing Fraser Valley and the larger Georgia Basin/Puget Sound region, it provides an excellent vantage point to discuss and explore the ramifications of adding an additional 3 to 5 million people into this larger region. The conference will be held at the Harrison Hot Springs Hotel, one of the finest luxury resorts on the west coast. You will be treated to exquisite dining, exciting entertainment and luxurious indoor and outdoor hot spring pools. From Seattle, the hotel is approximately a 3-hour drive. If you are flying into Vancouver it is a 2-hour drive from the Vancouver International Airport.

WHO SHOULD ATTEND?

Administrators and Planners, Elected Officials, Developers and Homebuilders, Consultants, Architects, Realtors and Lawyers working in the development field.

HOTEL RESERVATIONS

Conference registrants are responsible for their hotel accommodation. Special hotel rates have been arranged for the PIBC Conference. Be certain to identify yourself as an attendee at the conference to receive the special rates. Reservations should be made directly with the hotel by calling (800)663-2266. A hotel reservation form is provided for your convenience. The hotel fax number is (604)796-9374.

ACKNOWLEDGMENTS

PIBC acknowledges and appreciates the support and assistance of the Province of British Columbia, Urban Development Institute, Greater Vancouver Homebuilders Association, the Architectural Institute of BC, Municipal Officers' Association, Washington Chapter of American Planning Association and conference sponsors.



Day Program

Sponsored by UBC School of Community and Regional Planning

Separate registration is required (\$50.00 per session) - contact Nora Layard at 822-9314 or fax: 822-3787

10:00 a.m. - 12:00 p.m. Identifying and Protecting the Ecological Infrastructure in Official Community Plans and Growth Management Plans

2:00 p.m. - 4:00 p.m. Farming in Our Communities: Developing Understanding and Practice

Evening Program

6:00 p.m. - 9:00 p.m. Conference Registration

6:00 p.m. - 9:00 p.m. Conference Exhibits - Exhibitors will be on hand to provide information on the latest technologies and innovative approaches to assist conference participants in managing growth.

8:00 p.m. Wine and Cheese reception (no host bar)

8:30 p.m. - 9:30 p.m. "A History of Housing in BC," a slide presentation by the Architectural Institute of BC

Thursday, May 16, 1996 *Conference Exhibits (open all day)*

8:00 a.m. - 9:00 a.m. Continental Breakfast Buffet/Registration

9:00 a.m. - 9:15 a.m. Welcome: Linda Allen, PIBC President

9:15 a.m. - 10:15 a.m. Keynote Address: "The State of the States: Growth Management in the U.S."

Keynote Speaker: Jim Sayer - Director, Greenbelt Alliance, San Francisco, California. Greenbelt Alliance is the non-profit regional land conservation and urban planning organization for the Bay Area. Mr. Sayer is a member of the National Growth Management Leadership Project, which is a coalition of State and Regional growth management groups from across the U.S.

10:15 a.m. - 10:30 a.m. Coffee Break

10:30 a.m. - 12:00 noon Concurrent Sessions

IA: The Growth Strategies Act: Is It Working?

With the adoption of the Growth Strategies Act and the GVRD Livable Region Strategic Plan, 1995 was a pivotal year in advancing growth management issues throughout British Columbia. Gary Paget, Executive Director, Planning and Corporate Relations; and Dale Wall, Growth Management Advisor of the Ministry of Municipal Affairs and Housing will report on progress of the Growth Strategies Act and present a look ahead to issues and challenges for its implementation. Hugh Kellas, Administrator, Policy Development GVRD will discuss implementation of the Livable Region Strategic Plan, which has already been hailed as a major planning miracle due to its unprecedented success in achieving consensus among the GVRD municipalities.

IB: Growth Management Perspectives and Growing Pains

Three professionals discuss problems and pains in starting up and dealing with growth management initiatives in their communities. Harry Harker, Planning Director, Comox-Strathcona; Hugh Connolly, Planning Director, Regional District of Nanaimo; and Vicki Woods, Senior Planner for Whatcom County, Washington State, will provide an informative panel on the growing pains of growth management.

IC: The Ontario Experience

Share the experience of two former Commissioners of the Commission on Planning and Development Reform in Ontario. George Penfold, a professional engineer and planner with the Westland Resource Group and Toby Vigod, a lawyer and currently Assistant Deputy Minister with the Ministry of Environment, Lands and Parks discuss the Ontario experience with growth management.

12:00 noon - 1:30 p.m. Luncheon Session

Invited Guest : The Hon. Lois Boone, Minister of Municipal Affairs and Housing

Guest Speaker: Ian Waddell, Chair, Fraser Basin Management Board



1:30 p.m. - 3:00p.m.

Concurrent Sessions

2A: Managing Community Resistance

Planners, politicians, developers and builders searching for strategies to deal with community resistance should not miss this hands-on session by Kaye Melliship of the Ministry of Municipal Affairs and Housing and Bob Nicklin, General Manager of the Affordable Housing Societies. Kaye and Bob will provide participants with a "tool-kit" of ideas, strategies and actions to deal with common NIMBY issues.

2B: Regional versus Local Interests

Effective growth management requires consensus, cooperation and the resolution of issues. The panel of Mayor Greg Halsey-Brandt of Richmond, Chair of the GVRD; Mayor John Northey of Port Moody, Chair of GVRD Strategic Planning Committee; and Mayor John Les of Chilliwack, Chair of Fraser Valley Regional District; will discuss their views on necessary trade-offs between regional and local interests and successful resolution methods.

2C: Transportation and Growth Management

Can transportation management initiatives play a role as a growth management tool? Clive Rock, Administrator of Transportation Planning, GVRD and Darius Kanga from the BC Transportation Finance Authority will discuss the role of transportation supply and demand initiatives, review the relationship of new highway and transit infrastructure to regional growth management objectives, and examine emerging transportation demand initiatives such as ridesharing, high occupancy vehicle facilities, promotion of non-motorized modes, parking strategies, tolling/road pricing and other financial incentives.

3:00 p.m. - 3:15 p.m.

Coffee Break

3:15 p.m. - 4:45 p.m.

Concurrent Sessions

3A: Determining Meaningful Public Input

Public input into growth management can take many forms. Participating in the session by drawing on their experience will be Michael Kluckner, a writer and artist whose books on the history of Canadian cities, heritage, planning issues and art have won numerous awards. (Mr. Kluckner was also a member of Langley Township's Growth and Planning Commission and worked on the controversial Bamberton project near Victoria); Moira Silcox is Vice President and General Manager of the Vancouver office of Canadian Facts which conducts market and research studies to assist various planning exercises; and Dr. Bruce Fraser, Vice President of Salasan Associates Inc. who will provide his perspective on the design and implementation of public consultation processes, drawing on recent examples including his work for the Commission on Resources and the Environment.

3B: Increasing Densities

One of the foundations of the GVRD's Livable Region Strategy is increasing the amount of ground oriented family housing built at medium densities. Mary Pynenburg (Chair, GVRD Housing Task Group and Director of Planning, City of New Westminster) and Ralph Perkins (Planner, Strategic Planning, GVRD) will present a slide show produced to assist local governments in promoting this type of housing. The second part of the session will feature a presentation by Nathan Torgelson, Associate Land Use Planner, City of Seattle, on how Seattle is increasing densities in its neighbourhoods, focusing on secondary suites and infill development.

3C: Georgia Basin Initiative

The Georgia Basin is the British Columbia portion of a larger bio-region that includes the area surrounding Puget Sound in Washington State. The Georgia Basin Initiative is working to promote a sustainable future for the Basin through partnership, consultation and innovation involving all levels of government and every sector of the community. Joan Sawicki (MLA and Parliamentary Secretary responsible for the Georgia Basin Initiative) will speak on "Working for a more sustainable future: using tools such as the Growth Management Act to attain our vision for the Basin." Providing a Washington State perspective is Richard L. Fryling, Senior Growth Management Planner in the Washington State Department of Community, Trade and Economic Development. Mr. Fryling will speak to the lessons learned in implementing Washington State's Growth Management Act and their application to the Georgia Basin Initiative.

7:00 p.m. - 10:00p.m.

PIBC Banquet and 1996 Excellence in Planning Awards

The PIBC 1996 Award For Excellence in Planning is designed to recognize the efforts of members in the planning profession as they shape the communities, land and waters of BC and the Yukon. The Banquet will feature entertainment by Local Anxiety - Vancouver's masters of social and political satire. Local Anxiety is a musical comedy duo whose humour and satire has been featured at most major comedy festivals as well as appearing on Canada A.M., CTV National News, CBC's Morningside, As It Happens and National Public Radio in the US. Local Anxiety is sure to provide a fun and irreverent evening for all.



8:30 a.m. - 10:15 a.m. 1996 PIBC Annual General Meeting

10:15 a.m. - 10:30 a.m. Coffee Break

10:30 a.m. - 12:00 noon Concurrent Sessions

4A: Neo-traditional: Solution or Fad?

Neo-traditional planning concepts based on old ideas about the importance of community accessibility, diversity, grid roads, porches, squares and corner stores, etc. are being embraced by many architects and planners. Several of these new "old" communities are springing up in Canada and the US. Are these concepts viable? What must be done to fully achieve these goals? Can we go further? **Gordon Price**, a Vancouver Councillor and writer presents his views on neo-traditional development and argues that we have a way to go to achieve the new vision of old style development. The second part of the session will feature a presentation by **Carma Developers** on MacKenzie Town, a "neo-traditional new town" being developed by Carma near Calgary.

4B: Making Housing More Affordable

In March 1996, the Canadian Home Builders' Association of BC and the Ministry of Housing co-sponsored a conference that focussed on barriers and solutions to promoting medium density housing and making building and planning regulations more effective. This session features a report on the key findings of the March event. Home building and development industry representatives will further explore how industry and government can better work together to provide for more affordable housing. Participating will be **Bill Parneta**, President, Greater Vancouver Home Builders' Association and Vice-President, Housing, Parklane Ventures; **Shayne Ramsay**, Director, Housing Policy and Program Development Branch, Ministry of Municipal Affairs and Housing; and **David Linton**, Director of Research, Urban Development Institute (UDI).

4C: Responding to Natural Hazards

Learn how to feel confident about avoiding the establishment of new growth in areas that may be susceptible to natural hazards. **Vic Levenson** and **Patrick Moynahan** of the Ministry of Energy, Mines and Resources and **David Marshall** of the Fraser Basin Management Program present an informative and interesting session on mapping lands subject to earthquake and flood hazards for development.

12:00 noon - 1:30 p.m. Luncheon

Luncheon Guest Speaker **David Baxter**, President of Daedalus Futures Inc. will share brand new work on population trends and demographics and their application to growth management strategies.

1:30 p.m. - 3:00p.m. Concurrent Sessions

5A: Community Forms

Paul Rosenau of Ekistics Town Planning Inc. will be discussing the planning and development of Straiton community - a planned neo-traditional community of 10,000 in the City of Abbotsford while **David Witty** of Urban Systems and **Grant Sanborn** of the District of Chilliwack will discuss the plans and objectives of the Ryder Lake project in Chilliwack.

5B: Corporate Strategic Planning - Establishing Community Priorities and Direction

Two case studies of municipal corporate strategic planning are introduced by **Margaret Warwick**, President of the Municipal Officers Association of BC. **Randy Diehl**, Director of Development Services and **Wayne Ridgway**, Director of Finance/Treasurer, for the City of Kamloops will present the recently completed Corporate Strategic Plan and Council Strategic Planning Process. **Jim Godfrey**, Administrator for the Township of Langley, will present Langley's award-winning process to establish community and corporate values which in turn led to the the Township's Growth Management Strategy and Long Term Financial Plan.

5C: Energy Efficient Communities Global Imperative: Local Implementation.

The global imperative for vastly improved energy efficiency and conservation will be addressed by Professor **Bill Rees**, Director of the School of Community and Regional Planning, UBC. Implementation measures at the local community level will be addressed by representatives from the Energy Aware Committee including BC Hydro, BC Gas, BC Transit and Ministry of Transportation and Highways. Those attending this intensive session will learn about issues at the international level as well as an Energy Conservation Guidebook for Planners currently in preparation.

Register before April 15, 1996 and be eligible for the early-bird registration. For your convenience, a Conference Registration Form and Hotel Registration Form are enclosed. Need more conference info? Call Kurt (604)533-6059 or Richard (604)864-5507.



Province of
British Columbia

Ministry of Health and
Ministry Responsible for Seniors

HEALTH UNIT REFERRAL

To:

City

Health Unit Office:

Re: *Healthy Communities Fund.*

Phone:

Street Address:

City:

Postal Code:

Enclosed -

- copy of resolution, 1993
- letter of support, Dalece
- copy of the proposal.

I'd like an updated
resolution or letter
regarding the previous
resolution.

CITY OF MERRITT

MAR 22 1996

Thanks. RECEIVED

Has parent been informed of referral?

Yes No

Return report requested?

Yes, see reverse No

Date: *06-03-27* Name of Worker: *Chris Hadson*

Health
Unit
Stamp

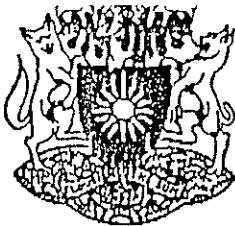


South Central Health Unit
Branch Office
Bag 4400
2059 Garcia Street
Merritt, B.C.
V0K 2B0

Telephone: 378-9380

South Central Health Unit
Branch Office
Bag 4400
2059 Garcia Street
Merritt, B.C.

PLEASE TURN OVER



CITY OF MERRITT

December 17, 1993

2185 VOUGHT STREET
P.O. Box 189
MERRITT, B.C. V0K 2B0
(604) 378-4224
FAX (604) 378-2600

Nicola Valley Healthy Communities
c/o South Central Health Unit
Bag 4400
Merritt, B.C.
V0K 2B0

Attention: Ms. Iris Hodson

Dear Ms. Hodson:

Re: Healthy Communities

I am pleased to advise that at its Regular Meeting of December 14th, 1993 the City of Merritt Council unanimously passed the following resolution:

"That the City support the Nicola Valley Healthy Communities Group, endorsing a broad public policy approach to health that will look at how overall municipal policies can affect the health of the community; requiring individual department and inter-departmental committees to analyze and revise the health impact of their policies; making a commitment to enact, integrate or change a policy or action in its day-to-day work that will reflect the intent of the Healthy Communities Group and appointing a representative from the City of Merritt to the Healthy Communities Steering Committee."

I trust the above will assist you with your funding requests.

Yours truly,

Clara R. Norgaard
MAYOR

for: City of Merritt Council

CRN/yjp

72



CITY OF MERRITT

February 2, 1996

2185 VOUGHT STREET
P.O. Box 189
MERRITT, B.C. V0K 2B0
(604) 378-4224
FAX (604) 378-2600

Iris Hodson
Healthy Communities
Bag 4400
Merritt, B.C.
V0K 2B0

Dear Iris,

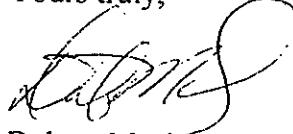
As Recreation Manager for the City of Merritt, I wish to express my support in principle for a Volunteer Centre.

There are numerous benefits from having a service which would not only bring volunteers together, but provide training, recruitment, volunteer recognition and mutual support. Volunteering is an excellent method for new residents to meet people and become involved in the community. Often people who volunteer learn necessary job skills and are subsequently hired because of their community involvement and proven abilities. The community as a whole would benefit; volunteers, organizations, businesses, special events and citizens.

I would be most in favour of a Volunteer Centre operating within a existing organization. This would reduce operating cost, equipment costs and staffing costs. A Community Services office is another service which joined with a Volunteer Centre would be very beneficial.

I look forward to seeing the final results of the study that is being conducted and hope that Merritt will be able to combine interests and energies to providing a Volunteer Centre.

Yours truly,


Dalyce Mackey
Recreation Manager

73

THE 1995 HEALTHY COMMUNITIES INITIATIVE FUND

Application for Project/Grant Funding

1995/96 FOCUS ON DECREASING INEQUITIES IN HEALTH

Project Information:

Title of Project: Establishing a Volunteer Centre by Investigating Funding Sources

Address: c/o South-Central Health Unit, Bag 4400, Merritt, BC V0K 2B0

Name of Contact: Iris Hodson

Phone: 378-9380 Fax: 378-1464

Briefly describe your project:

To work towards a volunteer service that best meets the needs of the residents of the Nicola Valley. This will involve investigating funding sources, various organizational structures and getting consensus from the Community as to its operation. This builds on the Volunteer Need Assessment done in January 1996 in which over 80% of respondents saw a **very high need** for a Volunteer Centre.

What are the goals and objectives of the project:

- To investigate start-up and ongoing funding sources for a Volunteer Centre.
 - To investigate various organizational structures - including staffing, umbrella agency, mandate, etc. - on which to build a Volunteer Centre.
 - To organize community support (public & groups) for a Volunteer Centre.

Outline the project action plan/schedule:

Over three (3) months, have a part-time researcher/co-ordinator to:

- Peruse listings of potential funding sources; list and contact the sources regarding funding criteria.
 - Visit four (4) previously identified communities that have Volunteer Centres to find out how they are funded for — staffing, umbrella organization, mandate....
 - Prepare three (3) best options and present these at a public meeting (contacting the recognized groups /stakeholders as well as general public) to get a consensus and community support.
 - Make a recommendation based on the public and stakeholder's feedback regarding a volunteer service that best meets the needs of the residents of the Nicola Valley.

How will success be measured? Relate back to the objectives and strategies outlined above:

Success will be measured in that a recommendation will be made regarding a volunteer service that has the public and stakeholders support. The recommendation will be the best of the three options presented at the public & stakeholder's meetings. These options will have resulted from visiting the four other communities and from investigating appropriate funding sources.

How will you ensure your project continues when this grant is finished?

Sources for start-up and ongoing funding will have been identified through this project. Application will be made to these funding sources to implement a Volunteer Centre.

Funding Criteria:

1. How will the initiative address at least one of the social / economic / physical determinants of health?

- Support of family/friends - volunteers increase service-support to the community i.e. volunteer drivers for Adult Daycare.
- Opportunities for employment - volunteers learning skills they can use in the workplace.
- Learning & education opportunities - Volunteer Centre sponsoring education in-services.
- Sense of control over our lives - for the volunteers doing something positive and connecting with others i.e. retired persons remaining active within the community; students & new people reaching out.

2. Explain how local government is involved in the project. (Attach a current resolution)

- City of Merritt has supported Health Communities since its beginning....
- City of Merritt support letter attached.

3. Participatory approach to decision-making:

a) List partners or sectors and explain how they are involved in the initiative. (If starting up, how are you planning to involve other sectors and partners? Who would they be?)

Issue identified by Healthy Communities Group. Sub-committee was formed. List attached.

b) Explain how people experiencing the issue are (or will be) involved throughout the project:

Survey regarding the community's needs regarding volunteers was conducted in January 1996. Number of volunteers identified was 2,427; through interviewing over 60 organizations, agencies, associations and clubs. Approximately 75% wanted to be kept informed. A contact list of people experiencing the issue resulted from the survey. Some comments from the survey are as follows:

- buddy system - companionship for shut-ins
- cross reference/directory of services with appropriate matchings
- much needed - would enhance, integrate and benefit the community - community cohesiveness
- good for students needing volunteer hours
- would improve recruitment and orientation of volunteers

- will improve the health of the community

These people/organizations will have the options identified by the project presented to them for their recommendations and support.

Financial

Funding requested: \$3,000 for period of three (3) months

If this is repeat funding, have you sent in your final financial statement? The City of Merritt was awarded \$6,000 for a Transit Feasibility Study. Presently we are waiting for BC Transit to initiate the study.

If not, please attach.

TOTAL PROJECTED BUDGET:

	THIS GRANT	DONATION IN KIND	OTHER GRANTS	TOTAL PROJECT
Salaries and Benefits	2,450.00			
Facilities (rent, lease, utilities) (City)		690.00		
Telephone (South-Central Health Unit)		225.00		
Fax		inc. in above		
Computer/software/supp. (Desert Gardens)	nil	200.00		
Printing/copying	100.00			
Office supplies (South-Central Health Unit)		240.00		
Postage/Courier (South-Central Health Unit)		50.00		
Bookkeeping (NV Assoc for Comm Living)	100.00	50.00		
Travel	200.00			
Meeting/Workshops	150.00			
Administration (NV Family Therapy)		720.00		
TOTAL	3,000.00	2,175.00		



BRITISH COLUMBIA CHAMBER OF COMMERCE

Suite 1607 - 700 West Pender Street, Vancouver, B.C. V6C 1G8 (604) 683-0700 Fax. (604) 683-0416

Agenda

March 22, 1996

City of Merritt
Mayor Clara Norgaard
Box 189
Merritt
V0K 2B0

Dear Ms. Norgaard:

Re: Highway #1 (Trans Canada)

We are writing to invite you to attend a seminar with representatives of the Provincial and Federal governments in Sicamous, B.C. to be held on **Friday, May 03, 1996**. The purpose of this seminar is to discuss the condition of the Trans Canada Highway and its importance to communities in the Shuswap and Okanagan regions and to request a specific commitment from government officials for much needed improvements to this vital transportation link.

We believe that the present condition of the Trans Canada Highway is an unacceptable safety hazard for both B.C. residents and visitors. Moreover, it is a serious economic damper in the Interior.

The safety issue is plain to anyone who travels this highway or follows the high number of deaths and injuries that occur between Golden and Salmon Arm each year, particularly in the tourist season.

The economic benefits of improving this highway would include significant increases in visitors, both from the U.S./lower mainland and from the rest of Canada. The population in the Okanagan/Shuswap regions has been rapidly expanding over the past several years and, by all accounts, should continue to expand well into the 21st century. This migration represents both a need and an opportunity for all of us in the southern Interior. It also will put further strain on this already inadequate highway.

The conference will run from 9:30 am to 3:00 pm and will be hosted by the District of Sicamous. We are structuring the meeting so that all attendees will have an opportunity to speak. The location is the "Red Barn", located on Riverside Avenue between Main Street and Finlayson Street in Sicamous.

Many mayors have expressed an interest in assisting us in raising awareness of this important issue. Each of you, as the most immediate political representative in your area, offers a powerful presence.

ALL YOU NEED TO DO IS ATTEND.

Yours sincerely,

Rick H. Hemmingson
District 7 Director

NOTE: Please R.S.V.P. by April 15, 1996.

Rick H. Hemmingson

Professional Law Corporation
Barrister & Solicitor
Notary Public

940
P.O. Box 586
329 Main Street
Sicamous, B.C. V0E 2V0

Telephone: (604) 836-2228
Fax: (604) 836-2235

77

Agenda

MERRITT

APR 2 1996

RECEIVED

Donna F. Lemire
Box 2757
Merritt, B.C.
V0K 2B0

23-02-96

City of Merritt
P.O. Box 189
Merritt, B.C. V0K 2B0

Mayor Clara Norgaard & City Councilors

RE: General Meeting - February 19, 1996
Central Park Lighting

Dear Mayor & Councilors:

On behalf of the Merritt Ladies Fastball and the Merritt Ball Association, I feel that some information at the meeting needs clarification. It was stated there are fifteen playable fields. Actually the following fields are not playable by organized baseball standards:

- (1) Because of size restrictions only one field at MSS can be played on at a time.
- (2) Two fields in Collettvile are not playable because of poor surface. (Have you ever slid on cement??)
- (3) Central Park - Field #4. has an inadequate and dangerous playing surface (cement and potholes) Ballplayers have been injured.
- (4) Central Park - Field #3. Similar to #4, with irregular playing surface and inadequate design,
- (5) Bronco Park (Unable to fix dangerous potholes - School District)
In a Ladies Softball Tournament this was designated as one of the fields to play on. Used with no backstop and dangerous potholes, out of town teams will not return due to these unfit fields.
- (6) NVJHS (Same problem (Potholes, Etc.)

In conclusion, if each team is paying a \$90.00 fee (plus taxes) to the City of Merritt for these fields the city should ensure that these fields meet minimum quality and safety standards.

(2)

The statement made at the meeting that the lights for the ballpark were "a want" and "not need", thoroughly astounded me. We didn't *need* another liquor outlet in Merritt. We didn't *need* a new Aquatic Centre. Most things in society today are wants and not needs. The tax free lighting development at Central Park provides a much *wanted* improvement to the existing facility that will directly benefit Merritt.

Aside from the health and leisure aspects of recreational sports, most businesses in Merritt benefit from our vibrant organizations. With first rate ball fields we can attract outside tournaments which will bring much needed new money and taxes into our city.

We don't need recreational activities or sports in our city but most communities recognize the health and financial benefits are worth the effort to develop and preserve. Instead of putting up road blocks to discourage recreational growth the City Council should be looking for ways to actively support these kinds of organizations.

We recognize that the tax payers of Parker Drive have a concern with the lighting and the noise during ball season but Merritt is not a country estate; it is a city. It is a city made up of many citizens all with the diversified needs and wants. People don't want Service Stations or Lumber Mills in there back yards either but there are greater community welfare concerns we must all consider.

Is it too much to ask for these few residents to become good Merritt citizens by recognizing our need for recreational improvements. The extra lighting we are requesting is only to allow us to play until approximately 9:30 PM, at the beginning and end of the season (approximately three and a half months). These requirements are necessary to meet the short season and fewer playable fields.

The suggestion of building a new ballpark near the airport is appalling. Many volunteer man and equipment hours have been donated to the Master Plan for Central Park (developing six quality ball parks). Is all the time and effort we've invested in the city been for nothing? If that is the case.. what is the point?

Sincerely,

D. Lemire
Donna F. Lemire
President
Merritt Ladies Fastball

Agenda

Site 32 Corp 2 RR#1
Merritt, B.C.
VOK 2B0

March 25, 1996

Mayor Clara Norgaard & Council
Box 189
Merritt, B.C.
VOK 2B0

Dear Mayor Norgaard & Councillors:

It is obvious that the recycling program in our community is in trouble since the relocation of the depot from Coldwater Ave. to McFarlane Way in the Industrial Park. This is no doubt because the new location is inconvenient for many and access is restricted due to the hours the bins can be utilized by the general public. To drop recyclables off now is impossible in the evenings and Sundays, times which may be preferred by a lot of people.

As it is both desirable and necessary that we continue to recycle whatever materials we can, I feel that the City should take a more active role in supporting the program.

Could you not provide bins at the Civic Centre property? These could be used 24 hours a day, 7 days per week and would no doubt increase the volume. This would be a much more convenient location for those residents in the central and western side of Merritt.

I look forward to receiving your comments.

Yours truly,



Deanna Gage

CITY OF MERRITT
APR 1 1996
RECEIVED



Agenda

CITY OF MERRITT

MAR 27 1996

RECEIVED

March 26, 1996

To the Mayor and Council,

The purpose of this letter is to respond to a request from representatives of the City for input into renovations to be made to the Civic Center after City Hall moves to new premises.

This project started last fall when Doug Strand, Chairman of the John Weaver/Community Arts Complex Committee, Margaret Carlson, President of the NVCAC, Betty Williams, president of the Nicola Valley Museum and Archives, Les Miller, representing seniors met with Rick Typusiak, Dalyce Mackey and Tom Day representing the City on October 19 to discuss what role the arts might play in a Civic Center retrofit. We were asked to send a letter to Council supporting the decision to vacate its present offices. The Civic Center could then revert to its original purpose as a community center.

The Nicola Valley Community Arts Council complied with this request in a letter to City Hall on November 20 and also expressed a desire to be a part of the decisions regarding the Civic Center retrofit and, if feasible, to assist with fund-raising.

We received a reply to this letter dated Dec 4, 1995.

The idea of a meeting of arts groups and other Civic Center users to discuss renovations was developed by the Arts Council. Meetings were called for December 7 and February 29 in the Arts Council room. The December 7 meeting was general, the February 29 meeting was more specific with regard to definite ideas.

The retrofit ideas were categorized under such headings as

- * [Improved] Community Access including an automated door for wheelchair access to the building, "warming up" the foyer with seating, plants, art displays and a new colour scheme;
- * Equipment including improved audio/visual such as a projector and screen;
- * External improvements such as better garbage storage and improved visitor pick up and drop off areas outside the building;

81



- * Maintenance including improved janitorial service;
- * Performance including a sound proof room that could have many uses such as recitals, rehearsals, child care;
- * Structural including lots of storage space;
- * Technology including space for future computerized sound and lighting systems.

The above are examples of the ideas which have been brought forth by those with interest and expertise in developing a home for the arts. At the same time they do not interfere with, and will enhance, the use of the building as a conference center.

The Nicola Valley Community Arts Council would like to have the opportunity of meeting with you to discuss the full range of the suggestions which arose at the two meetings and explore further the next steps to be taken in the retrofit of the Civic Center. As you know, we may be in a position to assist in accessing funds for some of the renovations and we feel that such a partnership would benefit the partners as well as the community.

We hope this letter is helpful to your deliberations and would appreciate a reply prior to April 15 which is immediately before the next Arts Council meeting.

Yours truly,

M. A. Carlson

Margaret A. Carlson
President

82

HIS HONOUR W. A. BLAIR
ADMINISTRATIVE JUDGE



455 COLUMBIA ST.
KAMLOOPS, B.C. V2C 6K4
(604) 828-4081

THE PROVINCIAL COURT
OF BRITISH COLUMBIA

March 26, 1996

Her Worship C.R. Norgaard
Mayor
City of Merritt
P.O. Box 189
Merritt, B.C.
V0K 2B0

Agenda

Dear Mayor Norgaard:

Enclosed please find a copy of a letter sent to the Merritt R.C.M. Police which, I believe, also addresses the concerns raised in your letter of February 16, 1996, concerning court backlog and police overtime in Merritt.

Please excuse the delay in responding which was occasioned by the need to obtain the approval of the Chief Judge before being forwarded.

Yours truly,


W.A. Blair,
Administrative Judge

WAB*sc
Encl.

*CITY OF MERRITT
MAR 28 1996
RECEIVED*

83

HIS HONOUR W. A. BLAIR
ADMINISTRATIVE JUDGE



455 COLUMBIA ST.
KAMLOOPS, B.C. V2C 6K4
(604) 828-4081

THE PROVINCIAL COURT
OF BRITISH COLUMBIA

March 26, 1996

~~NCO i/c Merritt Detachment
Royal Canadian Mounted Police
R.R. #1
Merritt, B.C.
V0K 2B0~~

ATTENTION: S/SGT. D.W. SMITH and SGT. B.W. GORDON

Dear Sirs:

Re: Merritt Court Time

I have received your letter dated January 18, 1996, and although I sympathize with your difficulties regarding delays, overtime, adequate court sitting times, etc., some of those matters are beyond the control of judges and the court system in general.

If, as you believe, an extra day will allow for cases to be set down in a more casual manner, without overbooking, I suspect less overtime for the police could possibly be the result. On the other hand, the cost of additional casually booked court days would cost the taxpayers of British Columbia more. It seems this may be a political decision, and one upon which I ought not make comment. Overtime is a result of a very busy court system which can be minimized through trial coordinating efforts by everyone involved. Unfortunately, not all the players within the system have the same belief about the need to be fiscally responsible and they see court costs as one of the lower priorities.

Your comments about the Court not being prepared to sit later than 4:30 P.M. does not assist me with regard to assessing the court problems in Merritt. If a Judge wishes to sit later than 4:30 P.M., that is the Judge's prerogative. I have found that sitting late does no one any favours in the long run and, in fact, does just the opposite. I have found that all the persons in court, be they Judge, counsel, staff, or witnesses, after a full day, tire and are prone to make mistakes. The mistakes are costly in that justice may not be done and appeals may result which would not otherwise occur. We do no one any favours by sitting late. If you do not agree with me, please listen to one of your members testify after being on shift all night and attending to court the next day without having any sleep. Mr. Ken Sommerfeld recently made a comment, which I wholeheartedly endorse. He said, "With the way our system works, sitting late is like giving another drink to an alcoholic."

84
.../2

I do not propose to dispute your statistics. What is noteworthy, however, is that when I was appointed in 1982, there were five Provincial Court Judges providing judicial services for exactly the same area which is currently serviced by five Provincial Court Judges. There is also a Sitting Justice of the Peace who deals with some of the by-law matters as well as most of the traffic offences. The Justice of the Peace's territory includes all of the Okanagan District as well. Since the time of my appointment, the *Charter of Rights and Freedoms* has come into effect. Throughout these 14 years, there have been a number of other influencing factors which have affected the need for judicial assistance. Nevertheless, we have been able to meet the overall needs of our District and, at times, provide assistance to other districts.

Unfortunately, we have had some pressures on this District which have resulted in a shortage of available judge time. The difficulties encountered by the Kamloops District, and which are unique to it as opposed to Province-wide problems, are as follows. On December 31, 1994, Judge Thomas retired. Although some accommodation was made to assist our District, no replacement was appointed for Kamloops until Judge Rohrmoser was appointed in mid-April, 1995. With his appointment came the obligation to provide a judge to Prince George for two weeks each month. During 1995, one of our Judges became ill and was not able to carry out his judicial duties for 68 working days out of the year over and above those allotted for annual vacation. Also in 1995, Judge Gordon was President of the Provincial Court Judges' Association of British Columbia. With that position came the obligation to attend meetings all over the country and also the onerous obligation of being a member of Judicial Council. Because of his various extra duties, Judge Gordon was required to be absent from court in excess of 20 days throughout the year. As I'm sure you can appreciate, not all absences were predictable and efforts had to be made to alter and combine court sittings in whatever ways we could.

You are probably aware that Judge Simpson retired this year. His last scheduled day in court was February 29, 1996. Whether or not an appointment will be made to replace Judge Simpson is something I cannot comment upon.

With regard to the delay presently being experienced in all courts, and especially the Merritt Provincial Court, I would like to explain that the purpose behind the trial coordination philosophy is to arrange trial dates at a time that is convenient for all concerned. The trial coordinator takes into consideration a number of factors when setting a date, including whether the officers involved are on shift, off duty, or on leave. The availability of officers is one of many considerations involved in fixing a court date. The priority and policy of coordinating trial dates is set down in a policy manual drafted through the Chief Judge.

It is my understanding that the Court Registry in Merritt cannot take into consideration whether or not the officers in Merritt are on duty when setting a trial date

because the Registry is not being advised as to when the officers are on duty. As well, in December the Merritt Registry was advised of what the holiday leave for the Merritt R.C.M.P. would be through to September of the following year when, in fact, trials were being set for October of that year. I appreciate that it is difficult to advise everyone of scheduled holidays that early, and, more so, the difficulties involved in having to schedule holidays so far in advance. The Judges have already scheduled their holidays for the entire year and, within the next month, will have to have indicated what their holiday plans are for 1997. This is frustrating and there are concerns about whether holidays will have to be altered when plans become more certain, but, unfortunately, when the courts throughout the district are as backlogged as they are, difficulties will be encountered. With regard to your situation, without the necessary shift and holiday information being provided to the Registry, the availability of the officers cannot be a consideration when a court date is set. Because of this, if a trial cannot subsequently be moved, overtime expenses must be increased.

In spite of the difficulties outlined above, I can now say that there are reasons to be optimistic about the operation of the courts within the District. As of June 1, 1996, Judges from Kamloops will no longer be providing coverage in Prince George for two week every month. The delay in obtaining a trial date in Kamloops has already been decreased by at least one month (i.e., in November, 1995, an accused person appearing in court would have been given a trial date in October, 1996 (barring any extenuating circumstances); an accused person appearing in court today would be given a trial date in December of this year). After being advised that we would no longer be scheduling a judge for Prince George, I was able to schedule one full week of extra court time exclusively for Merritt to help lower their delay period. You should remember, however, sometime within the last year the Attorney General commented to the effect that a delay of 12 months, although not necessarily appropriate, was not inappropriate.

One avenue of attempting to streamline court days is to have first appearances made on another day and before a Justice of the Peace. This could possibly provide more court time for conducting trials as opposed to the more administrative type of judicial duties.

When all is said and done, Merritt is not the only location in need of additional court time. There are some smaller Registries in the District that are not quite as busy, but if their court days were cut back any more than they are now, they would not be getting serviced at all.

I feel confident that the difficulties encountered over the last year are definitely behind us. However, I cannot predict future difficulties that may arise and I cannot predict whether or not the Attorney General will appoint a replacement for the vacancy created by Judge Simpson's retirement. I do hope that judicial assistance will be made available to allow all citizens within the District to have court time available to them, be it Criminal, Civil, or Family, in a shorter time frame than at present.

86
.../4

N.C.O. i/c, Merritt Detachment, R.C.M.P.
March 26, 1996

page 4

We will never be in a position to have overflow days which could be used to take care of the extra cases not otherwise disposed of. I would adamantly oppose such a proposition.

Yours truly,



W.A. Blair,
Administrative Judge

WAB*sc

c: The Honourable Chief Judge R.W. Metzger
Mayor C.R. Norgaard

87

RCBC



RECYCLING COUNCIL OF BRITISH COLUMBIA

#201, 225 Smith Street
Vancouver, BC
Canada V6B 4X7

Phone
(604) 683-6009
Fax
(604) 683-7255

March 26, 1995

CITY OF MERRITT,
APR 2 1996

Attention: Mayors and Councils in British Columbia

You are caught in the centre of a tremendous struggle, and your local tax dollars are at stake.

The struggle is between the industries that create products that become waste and the province of British Columbia.

Product manufacturers have traditionally relied on local governments to provide the garbage and recycling services for disposable products. Garbage has always been a local government responsibility.

However, local governments are feeling the high cost of garbage. Local landfills are expiring, requiring replacement with modern transfer stations and disposal facilities. The public is calling for increased recycling, which only adds to the cost of managing waste.

Meanwhile, the provincial government is sending a tough message to product manufacturers. The message: you can no longer continue to expect local taxpayers to pay for the disposal and recycling of your disposable products. These costs should be borne by producers and consumers of disposable products.

Our province is the first one to create regulations requiring paint companies and motor oil producers to collect back their products, *at no cost to the taxpayer*. The government is also trying -- with less success so far -- to expand our deposit/refund system for beverage containers, and plans to move ahead systematically on a product-by-product basis.

It is time for elected municipal leaders to lend support to provincial efforts to protect our local taxpayers and the environment.

The Recycling Council of British Columbia's Waste Reduction Conference will be an opportunity for Councillors to learn more about the "Industry Stewardship" policy in British Columbia. This policy, with strong support from local communities, promises relief for local taxpayers. Just as importantly, it promises to reduce waste AT ITS SOURCE, by putting responsibility for waste where it belongs -- on the producers who can reduce it.

Please send one or more Councillors as well as staff to attend the RCBC Waste Reduction Conference. Your taxpayers will thank you for it.

Sincerely,

Renie D'Aquila
Renie D'Aquila
RCBC Executive Director

SPECIAL EVENTS

Special events at
RCBC's conference
on Friday, June 07 1996
at Harrison Hotel:

SWAP MEET!

Bring samples of EDUCATIONAL MATERIALS that really worked for you: brochures? flyers? fridge magnets? doorknob hangers? videos? displays? contests? etc???

Bring samples to share, so others can benefit from your creativity.

BIG RIG RALLY!

Do you have a piece of MOBILE EQUIPMENT others would like to look at? There will be space in the Hotel parking lot where you can park your rig, for others to ogle.
NOTE: the site will be unsupervised.

INFO:

For more information about displaying your materials or your machinery, call RCBC at (604) 683-6009. Ask for Nancy.

AGENDA

DAY ONE - Thursday June 6th

9:00 am	Registration & "Closing the Loop" Trade Exhibit
10:00 am	Welcome by John Les, Mayor of Chilliwack and Chair of the Fraser Valley Regional District LET'S TALK: A FORUM ON WASTE ISSUES
12:30 pm	LUNCHEON with Speaker: JOHN ROBINSON, UBC Sustainable Development Research Institute
2:00 pm	<u>Policy Address by B.C. Minister of Environment, Lands and Parks: "WHY IS B.C. COMMITTED TO PRODUCT & PACKAGING STEWARDSHIP?"</u> "QUIZ THE MINISTRY" When will Stewardship start to be felt at the local level? What will be the impact on RCBC member groups? What responsibilities and opportunities will local communities have? Ministry Directors Ron Driedger, Cindy Brown & Tom Galimberti will answer these and other questions related to provincial programs.
4:30 pm	RCBC's 22ND ANNUAL GENERAL MEETING
7:00 pm	RECEPTION hosted by the B.C. Paint Care Association & "CLOSING THE LOOP" TRADE EXHIBIT

DAY TWO - Friday June 7th

8:00 am	"Early Bird" networking over coffee & muffins			
9:30 am	Registration			
FOUR STREAMS OF WORKSHOPS TO CHOOSE FROM!				
10:00 am - 11:15 am	What Do People Know About Waste Reduction? GVRD's Angus Reid survey findings	Siting & Operating a Depot. Site design, zoning, insurance, territories, safety...	Strategic Networking for Non-Profit Groups. Where we've been, where we're going	Composting Education. Master composting programs. Ensure a "clean green" stream at curbside.
11:15 am	coffee break			
11:30 am - 12:45 pm	Getting People to "Buy" the Message: social marketing tools to promote sustainability	The Economics of Depots. Handling fees, activity based costing and more	Strategic Networking for Non-Profits, <i>continued</i>	Composting: Ask the Experts. Get answers to questions about home, mid-scale, centralized composting
1:30 pm - 2:30 pm	LUNCHEON "Closing the Loop" Trade Exhibit			
3:00 pm - 4:15 pm	What Does the Internet Have to Offer Recyclers? A "non-techie" introduction to the electronic highway	Getting Down to Small Business. Motivation techniques to encourage IC&I waste reduction	Recycling: Ask the Experts. Markets, quality control, prices and transportation issues	Composting Challenges: Biosolids, industrial organics and mid-scale systems.
4:15 pm	coffee break			
4:30 pm - 5:45 pm	Just Say No! Disposal bans in the CRD and the District of Chilliwack	Measure Twice, Saw Once! A round table on DLC Waste Prevention	Regulating the Recycling Industry. GVRD "regulatory" bylaw	Putting Compost to Good Use. National Compost Agriculture Trials plus other large volume end-uses
6:30 pm	SUMMER'S EVENING BARBECUE at the Copper Room Ratio (cash bar)			
	<i>Composting Sessions Sponsored by The Composting Council of Canada</i>			

Saturday June 8th

TOURS! Composting and Recycling tour opportunities — See REGISTRATION FORM for details

LET'S TALK

A Forum on Waste Issues

It's your turn to be heard! The morning of Day On will be devoted to YOU: your issues, your concern: your advice, within a structured networking forum.

Tell us what's on your mind. What topic would you like to put on the "Let's Talk" agenda?
(Attach a separate page if necessary.)

Return this form,
along with your Registration (reverse) to:
RCBC #201, 225 Smithe Street
Vancouver, BC V6B 4X7
ph: (604) 683-6009 fax: (604) 683-7255

REGISTRATION

Please complete a form (print/copy) for EACH registrant.

Name _____

Organization _____

Address _____

City/Province/Postal Code _____

Phone _____ Fax _____

RCBC Member? Yes No

RCBC Members: Will you be attending the AGM,
Thursday, June 6, 4:30 pm? Yes No

Meal Choice: vegetarian non-vegetarian

Full Registration \$ _____

Day Registration (Thursday) \$ _____ or

Day Registration (Friday) \$ _____

Barbecue (Friday) # of tickets = \$ _____

TOTAL FEES ENCLOSED: \$ _____

TOUR CHOICES (Saturday)

Check the tour site you will visit if it is available.

Tours will be planned according to delegate interest.

- A. R&R Recycling Depot (Hope)
- B. Mountain Correctional Institute Composting (Agassiz) & Oasis Lands Composting (Langley)
- C. Abbotsford Community Services Depot, Regional Recycling Depot (Abbotsford)
- D. Envirowaste In-Vessel Composting (Aldergrove)

REGISTRATION FEES

Type of Registration	Before May 6th	After May 6th
Full Package for RCBC Members	\$ 250.00	\$ 325.00
Full Package for Non-Members	\$ 300.00	\$ 375.00
Single-Day - RCBC Member (Thursday or Friday)	\$ 140.00	\$ 175.00
Single-Day - Non-Member (Thursday or Friday)	\$ 165.00	\$ 200.00
Friday Barbecue	\$ 25.00 per ticket	

CANCELLATIONS - No refunds after May 21st.

Subsidies - For information on registration fee subsidies for ENGOS & Students, please call RCBC: (604) 683-6009.

WHAT'S INCLUDED?

- The Full Package Registration includes all sessions, access to the "Closing the Loop" Trade Exhibit, two luncheons, coffee break refreshments, the Thursday evening reception and Saturday tour.
- The Thursday Single-Day Registration includes that day's sessions, access to the "Closing the Loop" Trade Exhibit, luncheon and evening reception.
- The Friday Single-Day Registration includes that day's sessions, access to the "Closing the Loop" Trade Exhibit, luncheon, coffee break refreshments.

"CLOSING THE LOOP" TRADE EXHIBIT

Do you market a product or service that reduces the impact of waste on the environment?

Purchase your exhibit space at the Conference by calling RCBC at (604) 683-6009.
Hurry — space is limited!

Recycling Council of British Columbia WASTE REDUCTION CONFERENCE & 22nd Annual General Meeting

OVERVIEW

Local government. Provincial regulators. Non-profit recyclers. Private sector recyclers. Depot operators. Industry stewards and their consumers. All will be affected in the shift to industry stewardship. New opportunities will be created, as old approaches are retired.

The RCBC Conference will bring all the "stake holders" together in one place to discuss their differences, to define their roles, and to find new ways to work together.

We're making history, British Columbia! Let's have fun in the process . . . building new partnerships by the shores of Harrison Lake.

ACCOMMODATIONS

Harrison Hot Springs was a stop-over on the gold rush trail only 100 years ago. Today, it offers endless opportunities for recreation and relaxation. Small shops and restaurants to explore. Hiking, golfing, soaking in the hot springs. The immense natural beauty provides the perfect balance to an information-packed agenda. Bring the family and stay over for the weekend!

To be assured the accommodation of your choice, you must make reservations by MAY 6th.

Call Harrison Hot Springs Hotel —

- From Vancouver toll-free: 521-8888
- Harrison Lake area: 796-2244
- Canada & USA: 1-800-663-2266

For Conference Rates, please tell the Hotel that you are attending the Recycling Council of British Columbia's Conference.

Looking for more rustic digs?

There are many motels and campsites available in the area. Contact RCBC for suggestions: (604) 683-6009.

Recycling Council of British Columbia

Suite 201, 225 Smith Street

Vancouver, BC V6B 4X7

ph: (604) 683-6009 fax: (604) 683-7255

Changing Roles in Waste Management

June 6 & 7, 1996
Harrison Hot Springs, BC

How will Industry Stewardship affect the traditional providers of waste management and recycling services?

RCBC



Co-Hosted with:

BC Ministry of Environment
Lands and Parks

Environment Canada

Alcan Recycling Canada

Composting Council
of Canada

Fraser Valley
Regional District

BC Paint Care Association

URBAN SYSTEMS

March 27, 1996

ENGINEERS
PLANNERS
LANDSCAPE ARCHITECTS

File: 7052106.2

City of Merritt
P.O. Box 189
2185 Voght Street
MERRITT, BC V0K 2B0

Agenda

CITY OF MERRITT
APR 1 1996
RECEIVED

Attention: Mayor and Council

CITY OF MERRITT TRUCK ROUTE DESIGN/BUILD DISCLOSURE STATEMENT

This letter is intended to provide the City of Merritt with a full Disclosure Statement regarding our relationship with Walter & SCI Construction (Canada) Ltd. (SCI). SCI is now one of the recommended contractors to be invited on the design/build truck route road and bridge project. Previously we had alerted Mr. Day to the possibility SCI might respond to any proposal call.

Urban Systems is presently involved with SCI on the Westview Interchange in North Vancouver. This is a \$25M major highway interchange owned by the Ministry of Transportation & Highways. SCI currently has a design/build contract for the project with the Ministry. This project is slated for completion in June of 1997. Urban Systems is part of the SCI team and we are providing the roadway design for the project. At present the design is essentially complete. We are assisting SCI on an as-required basis during construction. We are working for SCI as designers under a lump sum contract and we have no financial obligations or commitments as a party to the main contract. Simply put, this means SCI is our client on this project and we are not part of any joint venture arrangement. Mr. Tom Lowe is responsible for Urban Systems' role on the Westview Project. We have taken steps internally to ensure he has no role or knowledge of the Merritt Project. Please see the attached letter.

If SCI is invited to submit a design/build proposal on Merritt's project we believe we have a potential conflict of interest in evaluating the submissions. Our bridge subconsultant on this project, M. Milligan & Associates, do not have this conflict. However, after the joint team including Milligan evaluates the proposals and if it deems the SCI proposal to be the most favourable to the City, then we believe that a review should be conducted by an independent senior professional engineer experienced in road and bridge design and construction. This independent party

URBAN
SYSTEMS
LTD.

204-10711 CAMBIE ROAD
RICHMOND, BC
V6X 3G5
T: 604.273.8700
F: 604.273.8752

7 ST. PAUL STREET WEST
KAMLOOPS, BC
V2C 1E9
T: 604.374.8311
F: 604.374.5334

104A-1815 KIRSCHNER ROAD
KELOWNA, BC
V1Y 4N7
T: 604.762.2517
F: 604.763.5266

140-2723 37TH AVE. N.E.
CALGARY, ALBERTA
T1Y 5R8
T: 403.291.1193
F: 403.291.1374

203-625 FRONT STREET
NELSON, BC
V1L 4B6
T: 604.352.9774
F: 604.352.5322

10142-101 AVENUE
FORT ST. JOHN, BC
V1J 2B3
T: 604.785.9697
F: 604.785.9691

March 27, 1996

File: 7052106.2

City of Merritt

Page 2

would be engaged by the City and report directly to the City. On the issue of the independent party's fees, we are prepared to review this responsibility with the City.

In summary, the purpose of this letter is to provide the City with a full disclosure regarding Urban Systems' relationship with SCI and to set up a framework for mitigating the conflict if SCI ever turns out to be the preferred proponent. The main purpose of having an independent review and recommendation would be to protect the City and Urban Systems from any allegations of favoritism.

We would be most pleased to meet with the City to further clarify this matter or answer any further questions that you might have.

Yours truly,

URBAN SYSTEMS LTD.



D. M. Ethier, P.Eng.
President

:ceg

Enclosure

cc: City of Merritt
Attention: Tom Day, Administrator

MEMORANDUM

TO: Tom Lowe **DATE:** March 19, 9196
FROM: Dave Ethier **FILE:** 7052106.2
SUBJECT: CITY OF MERRITT - TRUCK ROUTE DESIGN/BUILD

I understand that one of the Expressions of Interest we have received on this project is from SCI. Because of your relationship with SCI on the Westview Design/Build project where they are essentially your client, I strongly recommend that you have no discussions with Brian Hobbs, the Merritt Project Manager, or any other individuals involved with the Merritt project about the Project. The purpose of doing so is to ensure that there is no conflict of interest in any discussions you might have.

We have had some preliminary discussions with the City of Merritt and if SCI is selected as one of the invited proponents on the project, we plan to fully disclose to Council in writing the potential for a conflict and to discuss and set up ways of mitigating to ensure that no conflict arises in the event that SCI is the winning proponent.

Should you have any inquiries from others about the Project I recommend you refer them to Mr. Hobbs. Any inquiries you may have should be directed through me.

Dave Ethier

:ceg

cc: Brian Hobbs, USL Kamloops

Child Find

BRITISH COLUMBIA

CITY OF MERRITT

MAR 28 1996

CITY of MERRITT
Box 189
Merritt, BC
V0K 2B0

Attention: Clara Norgaard

RE: Child Find Annual Christmas Card Campaign

Please regard this letter as a request for Child Find British Columbia to canvass door-to-door, selling our Christmas Cards, for the sixth year. Our B.C. Registered Charity # is S 25051 and Federal Charitable Tax # is 0969337-59. We certainly appreciate your prompt handling of our requests in previous years.

This is the major source of fund raising for Child Find B.C. and has been overwhelmingly received by the public. We are able to expand our efforts to help locate missing children as well as distributing streetproofing information and providing Identification Kits each year. We sell 16 cards for \$15., tax included, and do not solicit nor accept donations at the door. Fundraising activities for our three B.C. offices are managed through the Kelowna branch.

We will contact your office, as well as the local R.C.M.P. detachment, to advise you of the exact dates our canvassers will be out in your area. Canvassers will, as in past years, wear photo I.D. We would appreciate your response as soon as possible as the target dates for this year are May 27, 1996 to December 16, 1996. Exact dates will be forwarded or delivered to your office by one of the local canvassers. Notification by Fax would be appreciated, our number is (604) 860-0843.

If you have any questions please do not hesitate to contact me.

Yours truly,

Anne Hamilton

Anne Hamilton
Executive Secretary, Kelowna

KELOWNA CHAPTER
200-1334 St. Paul Street
Kelowna, BC V1Y 2E1
604.763.2022 • FAX 604.860.0843

HEAD OFFICE
202-724 Powell Street
Vancouver, BC V6A 1H6
604.251.3463 • FAX 604.255.9968

VICTORIA CHAPTER
Box 44150, 3170 Tillicum Road
Victoria, BC V9A 7H7
604.598.5211 • FAX 604.598.7668

To report a missing child call 1.800.387.7962

95



March 29, 1996

Agenda

CITY OF MERRIT
APR 1 1996
RECEIVED

Memorandum to FCM Member Councils

1. CONSENT FORM

The Federation requests all elected members of municipal councils who wish to stand for election to the National Board of Directors to sign a **CONSENT FORM**.

We ask that the enclosed **CONSENT FORM** be copied to all members of council.

The **CONSENT FORM** stipulates that:

- a) the official submitting his/her name must be a council member of a city, town or other municipal authority which is an FCM MUNICIPAL MEMBER in good standing;
- b) his/her council must be prepared to meet the cost of his/her attendance at meetings of the FCM's National Board of Directors;
- c) the official so elected is required to be in attendance at the Calgary Conference, May 31 to June 3, 1996, except where there is evidence of consent and willingness to serve from the absent person.

Although completion of a valid **CONSENT FORM** is not a requirement for those seeking election to the Board, the **CONSENT FORMS** facilitate the establishment of candidate rosters for the elections. For that reason, members of the Nominating Committee would appreciate receiving completed Consent Forms no later than **May 3, 1996**.

.../2



96

2. VOTING PRIVILEGES AT ANNUAL CONFERENCE

The by-laws respecting voting privileges entitle all elected officials from FCM Municipal Members to vote, as indicated below:

Article VIII, Section 8. - Number of Accredited Representatives

Any elected municipal official who serves on the Council of a Municipal Member will be an Accredited Representative.

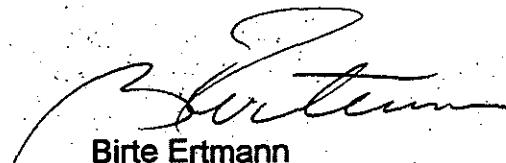
Affiliate Members shall be entitled to designate two (2) Accredited Representatives.

For the information of your Council, the National Board of Directors normally meets four (4) times during the year, at different locations as set by the Board. In 1996-97, the newly elected Board will meet as follows:

September 5-7, 1996
December 5-7, 1996
March 6-8, 1997
June 6-9, 1997

Whitehorse, Yukon
Lachine, Quebec
Kamloops, British Columbia
Ottawa-Carleton, Ontario
(1997 Annual Conference)

In the course of the three day meetings, Standing Committees and Task Forces meet on Thursday and Friday and the full Board on Saturday. The meetings are structured to include Saturday so that Directors and other attendees may take advantage of discount airfares.



Birte Ertmann
Director,
Administration and Finance

Enclosure

97

FEDERATION OF CANADIAN MUNICIPALITIES

59th ANNUAL CONFERENCE 1996

CONSENT FORM

Agenda

Confidential to the 1996 Nominating Committee.

I, the undersigned, do hereby consent to have my name submitted for consideration as a member of the National Board of Directors of the Federation of Canadian Municipalities.

CONDITIONS:

- i) I am an elected municipal official holding office in an FCM Municipal Member in good standing.
- ii) I have secured approval that our council is prepared to meet the cost of my attending meetings of the FCM's National Board of Directors, or that when elected, I will secure such approval.
- iii) I will be in attendance at the 59th Annual Conference to be held May 31 - June 3, 1996 in Calgary, Alberta

NAME: _____

TITLE: _____

MUNICIPALITY: _____

SIGNATURE: _____

Return under **CONFIDENTIAL** cover to:

The Chairman
Nominating Committee
Federation of Canadian Municipalities
24 Clarence Street
Ottawa, Ontario
K1N 5P3

All Consent Forms must be received in the FCM office by Friday, May 3, 1996.

(Français au verso)

98

& George and Bobbie Harrison &
RR#1, Site 36, C#7
Merritt, B.C.
VOK 2BO

Agenda

April 04, 1996

**City of Merritt
P.O.Box 189
Merritt, B.C.
VOK 2BO**

Mayor and Council:

RE: RESIDENCE, CORNER OF MAMETTE AVENUE AND VOGHT STREET

I am writing to Council to inquire as to the City's intentions regarding the large white residence on City property at the corner of Mamette Avenue and Voght Street.

My husband and I are extremely interested in the possibility of purchasing this house from the City and, after relocating it within the downtown core of Merritt, restoring the house to its original state. We have had a cursory inspection and now wish to know if Council would entertain proposals for this house.

As Council is well aware, I am a City employee and as such understand that City property must be advertised to the public when being disposed of. It is our understanding that this property is designated as parking for the recreational facilities on Mamette Avenue and therefore the house will either have to be torn down or moved to a new location.

We await your reply.

Respectfully yours

Bobbie Harrison

Bobbie Harrison

99

April 4, 1996

City of Merritt
2185 Voght Street
P.O. Box 189,
Merritt, B.C., V0K 2B0

Dear Mayor Norgaard:

This letter is written on behalf of a group of people in Merritt that are working towards starting a Volunteer Center. There are already a large number of people in Merritt volunteering and this week , April 22 to April 26, is meant to recognize their contributions, their efforts and their value to our community.

The Center as we see it would bring these volunteers together, provide training , recognition and mutual support. There are a number of new people moving to our area and volunteering is an excellent way for new residents to become active and generate new friends in the Nicola Valley. We see many benefits for everyone concerned.

The following are facts on economic impact of volunteerism in Canada:

1. Some 13 million Canadians are involved in volunteer work, either on their own as "good neighbors" or through an organization; 5.3 million volunteer their skills to voluntary organizations and community groups.
2. Canadians contribute over one billion hours in time to voluntary organizations-- the equivalent of 617,000 full-time positions.
3. Translated into a 1990 dollar equivalent, the collective value of this volunteer time is over \$13.2 billion per year (based on the average wage in the service sector). This amount exceeds the wage bill in major Canadian industries such as forestry, agriculture or mining.

The Volunteer Center would assist the community in this age of money and time shortages. Many hands make light work and if no "wage" attached, so much the better.

We ask that you recognize National Volunteer Week for two reasons then:

1. To make sure that existing volunteers are aware that they are very much appreciated.
2. To raise awareness and get community input on the proposed Volunteer Center.

We appreciate your attention to this matter. Thank you.

Yours truly,

Committee Working Towards Formation of Volunteer Center

Minister of Finance



Ministre des Finances

MAR 25 1996

Ottawa, Canada K1A 0G5

CITY OF MERRITT
MAR 29 1996

RECEIVED

Agenda Feb

Mayor C.R. Norgaard
City of Merritt
2185 Voght Street
P.O. Box 189
Merritt, British Columbia
V0K 2B0

Dear Mayor Norgaard:

Thank you for your representation concerning transfers to provinces and the preservation of our social programs -- including our financial support for health care, post-secondary education and social assistance programs. I recognize your concern and welcome the opportunity to respond.

The 1995 budget launched the Canada Health and Social Transfer (CHST) -- a block fund replacing Established Programs Financing (EPF) and the Canada Assistance Plan (CAP). The CHST is a block fund transfer designed to give provinces enhanced flexibility to administer social programs in the most efficient way, while safeguarding medicare and other social programs.

The last budget set funding levels for two years -- \$26.9 billion for 1996-97 and \$25.1 billion for 1997-98. These funding levels entailed a reduction in transfers; provinces were asked to share a part of the burden of deficit reduction. Transfers could not be exempted from restraint, given their size. Cash transfers alone account for almost 23 per cent of federal program spending in 1996-97. Provinces have responded to the challenge. In fact, most expect to reach balanced budgets in 1995-96.

The March 6, 1996 Budget puts the CHST on a secure financial footing. Under the new five-year CHST funding arrangement (1998-99 to 2002-03), transfers are maintained and then start to grow. For the first two years, federal support (tax transfers plus cash transfers) will be maintained at \$25.1 billion. Over the subsequent three years, transfers will grow at an increasing pace linked to growth in the economy, reaching \$27.4 billion in 2002-03. Over the five years of the new arrangement, nearly \$130 billion will be transferred to the provinces.

Canada

101

A legislated cash floor will guarantee that the CHST cash component will total at least \$11 billion a year throughout the five-year fiscal arrangement. This will ensure that the Canada Health Act and the requirement that social assistance be provided without minimum residency requirements can continue to be upheld throughout the country.

The 1996 budget also announced a new formula for distributing CHST funds among provinces. This allocation is designed to narrow existing provincial funding disparities by half. These disparities have resulted from the restrictions on CAP transfers to certain provinces imposed by the previous government. The CHST will therefore reflect the movement of Canadians among provinces -- provinces with growing populations will receive additional federal support. The new allocation formula will be gradually phased in over five years to give provinces time to adjust and to provide certainty for planning.

Canadians can be confident that, as we move toward the next century, their national government has put in place funding arrangements for health care, post-secondary education and social assistance programs which provide stable, predictable and growing support.

Post-secondary education is an area of provincial jurisdiction. The CHST is intended to assist provinces in fulfilling their responsibilities in this area. In addition, the federal government continues to be strongly committed to the direct support of university research through the funding of granting councils, and to student financial assistance. Agreements with a number of financial institutions to deliver a revamped and much improved Canada Student Loans Program are now in place. Student loan limits were increased by 57 per cent and the program was better harmonized with a number of provinces. Furthermore, more flexible repayment terms will also be made available for loans under the Canada Student Loans Act.

I can assure you that the government recognizes that there is a clear role for government in helping our young people prepare for a rapidly changing economy. This can be accomplished through the acquisition of needed skills and the provision of opportunities to gain work experience. In

this regard, we are providing an additional \$165 million to help students and their families deal with the increased costs of education. For instance, to recognize the non-tuition costs of schooling, the education tax credit will be increased from \$80 to \$100 per month. As well, in order to support parents or spouses who help underwrite the education of students, the limit on the transfer of tuition and education credits will be increased from \$680 to \$850.

In closing, let me reaffirm that the combined actions of the 1995 and 1996 budgets will: provide provinces with enhanced flexibility; uphold the principles of the Canada Health Act and assure access to social assistance without minimum residency requirements; help to make Canada's medicare and other social programs financially sustainable by committing the federal government to predictable and growing funding over five years; and provide greater comparability in funding for health and social programs among provinces.

Thank you again for writing. Please accept my best wishes.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul Martin". The signature is fluid and cursive, with "Paul" on top and "Martin" below it.

The Honourable Paul Martin, P.C., M.P.



April 9, 1996
File: 90-740-01

City of Merritt
P.O. Box 189
MERRITT, B.C.
V0K 1BO

Attention: Mr. Tom Day, Administrator

Dear Sir:

Reference: Arena Ice Slab Discussion

Tender prices received for Contracts A & B were very favourable and as a result the project is considerably under budget (see attached budget summary).

The one item which is presently not included in the tenders but which received considerable discussion during the predesign is the construction of a new reheat ice slab and dasher boards. As discussed earlier, a new reheat ice slab system would allow the City to operate the arena 12 months a year (if so desired). This new slab would also solve the present ice heave problem. The estimated costs of this work are as follows:

New reheat ice slab, engineering & contingencies	\$ 306,000
New dasher boards and glass	<u>110,000</u>
TOTAL	\$ 416,000 - include engt conting

If the City is seriously considering undertaking the ice slab/dasher board work we suggest award of Contracts A & B be delayed until the implications can be resolved. Prior to award of Contracts the following must be accomplished:

- design of slab, boards and associated mechanical
- negotiation of price
- resolution of construction conflicts between Contracts A & B
- finalization of revised completion date

It is estimated that it will take two weeks to resolve all these issues. As a result, the construction start will be delayed and the earliest the arena could then be completed (even if the slab is not included) is September 15, 1996. However, discussions with Action



Construction indicate that the addition of this work would probably delay the completion date by a further 3 or 4 weeks (possibly as late as October 15, 1996).

If either the budget increase or revised project completion date are unacceptable to Council, we recommend they award both Contracts A & B today. Appropriate tender review letters are attached.

If Council is seriously considering including the new reheat ice slab and dasher boards in the contract for 1996 we recommend you authorize Stanley Associates to proceed with the necessary design work and contractor negotiations. We would then report back to you with negotiated construction costs and completion dates on April 23, 1996. You would then be in a position to award both Contracts A & B on April 23, 1996, either with or without the new ice slab.

The estimated cost to design the ice slab/dasher boards and associated mechanical and negotiate prices with the contractor is \$18,000. The additional engineering fees associated with construction, if the work went ahead, would be anticipated to be \$17,500 plus G.S.T.

Please notify me in the morning of your decision. If you have any questions, I can be reached this evening at 374-6409.

Yours very truly,

STANLEY ASSOCIATES ENGINEERING LTD.



Eric Wiens, P. Eng.
Kamloops Branch Manager

EW:sc

MERRITT ARENA REHABILITATION

BUDGET SUMMARY:

APPROVED GRANT COSTS \$ 2,391,000

APPROVED CITY BUDGET \$ 2,648,000
(based on Feb 6/96 Council Meeting)

PROJECT COSTS AFTER TENDER CLOSE

(Note: The following prices DO NOT include G.S.T.)

CONTRACT A	\$ 1,554,627	Contingencies built in.
CONTRACT B	326,500	
UPGRADE EXISTING SOUND ROOM (estimate)	7,000	
UPGRADE ARENA EXIT DOORS/HARDWARE (estimate)	21,000	
SITE WORKS BY CITY	25,000	
GENERAL CONTINGENCY	50,000	
PREDDESIGN	15,000	
ENGINEERING FEES	216,000	
ENGINEERING DISBURSEMENTS	21,000	
INTERIM FINANCING	50,000	
TOTAL (Pre G.S.T.)	\$ 2,286,127	

DIFFERENCE FROM CITY BUDGET \$ 361,873 —



April 9, 1996
File: 90-740-01

City of Merritt
2185 Voght Street
MERRITT, BC
V0K 2B0

Attention: **Mr. Tom Day**
Administrator

Dear Sir:

Reference: **Review of Tenders for Contract A - ARENA FRONT END**

Four tenders were received for Contract A - Arena Front End. The tenders were opened in public on April 4, 1996 at 2:00 PM at the City of Merritt offices. The results and summaries of the tenders are attached. Tenders are listed in order from lowest to highest.

The low tender on Contract A from Action Construction Ltd. has been reviewed in detail and everything appears to be in order; the tender appears to be balanced, the equipment and personnel rates are acceptable and the proposed equipment appears suitable for the project.

Action Construction Ltd. is a Kamloops firm that has considerable experience in large building projects. They have been the general contractor on a number of Stanley Associates Engineering Ltd. designed and administered projects. In our opinion, they are capable of performing the work for this project.

We therefore recommend that the low bidder, Action Construction Ltd. of Kamloops be awarded Contract A.

Please contact the undersigned if you require further information or clarification of the above.

Yours very truly,

STANLEY ASSOCIATES ENGINEERING LTD.

Eric Wiens, P.Eng.
Branch Manager

MERRITT ARENA CONTRACT TENDER ANALYSIS**CONTRACT A**

FIRM/ADDRESS	BID	BID BOND	CONSENT OF SURETY	BREAKDOWN	SUBCONTRACTORS	TIME DAYS
.1 Action Construction 961 Camosun Crescent, Kamloops	\$1,663,450.89	YES	YES	NO	Partial	160
.2 Monteith Pacific 107-1460 Pandosy St, Kelowna	\$1,690,984.00	YES	YES	NO	NO	150
.3 Vic Van Isle Construction Ltd 1240 Industrial Road, Kelowna	\$1,769,442.00	YES	YES	Complete	Partial	140
.4 Larry Industries 8346 Noble, Chilliwack V2P 6R5	\$1,863,400.72	YES	NO	Partial (Zamboni Rm)	NO	140



April 9, 1996
File: 90-740-01

City of Merritt
2185 Voght Street
MERRITT, BC
V0K 2B0

Attention: Mr. Tom Day
Administrator

Dear Sir:

Reference: Review of Tenders for Contract B - ARENA ROOF REHABILITATION

A total of seven tenders were received for Contract B, Arena Roof Rehabilitation. The tenders were opened in public on April 4, 1996 at 2:00 PM at the City of Merritt offices. The results and summaries of the tenders are attached. Tenders are listed in order from lowest to highest.

The low tender on Contract B from Cascade Roofing and Waterproofing Ltd. did not include a Consent from Surety, which in our opinion is a vital element of the Tender Document. The Tender Advertisement states in part:

Tenders must be accompanied by both:

1. A BID BOND, CASH DEPOSIT, CERTIFIED CHEQUE OR IRREVOCABLE LETTER OF CLEAN CREDIT, in the amount of Ten (10%) percent of the tender price, and
2. A CONSENT OF SURETY related to subsequent security arrangements for PERFORMANCE and LABOUR AND MATERIAL PAYMENT GUARANTEES.

If the information stipulated above is not enclosed with the tender at the time of opening, the tender will be rejected.

Based on this, we recommend that the tender from Cascade Roofing and Waterproofing Ltd. be rejected. Accordingly, we have reviewed the tender from Kelowna Roofing Ltd. in detail, and everything appears to be in order.

Mr. Tom Day
City of Merritt, BC
April 9, 1996
Page 2 of 2

We have consulted two of the references listed in the Supplementary Tender Form; both of whom indicated that Kelowna Roofing is very capable of undertaking the work. The primary subcontractor (Greyback Construction Ltd for the structural reinforcement of the arches and roof) is a firm well known by us; they are a reputable general construction firm based in Penticton.

The Kelowna Roofing Ltd. tender appears to be balanced, the equipment and personnel rates are acceptable and the proposed equipment appears suitable for the project. Based on this, we recommend that the bid for Contract B from Kelowna Roofing Ltd. be accepted.

Please contact the undersigned if you require further information or clarification of the above.

Yours very truly,

STANLEY ASSOCIATES ENGINEERING LTD.



Eric Wiens, P.Eng.
Branch Manager

MERRITT ARENA CONTRACT TENDER ANALYSIS

CONTRACT B

FIRM/ADDRESS	BID	BID BOND	CONSENT OF SURETY	BREAKDOWN	SUBS.	TOTAL TIME	ARCHES REPAIR
.1 Cascade Roofing & Waterproofing Ltd	\$340,561.74	YES	NO	NO	NO	75	31
.2 Kelowna Roofing	\$349,355.00	YES	YES	YES	YES	75	60
.3 Standard Roofing Corp.	\$373,053.00	YES	YES	NO	NO	90	66
.4 Tomtar Roofing	\$392,583.00	YES	YES	YES	YES	90	75
.5 Montelith Pacific	\$398,351.00	YES	YES	YES	NO	118	87
.6 Wally's Roofing	\$419,963.00	YES	YES	YES	YES	110	30
.7 Western Roofing	\$469,189.55	YES	YES	YES	YES	75	60