

~~Butler~~

## CITY OF MERRITT

### AGENDA FOR THE REGULAR COUNCIL MEETING OF THE CITY OF MERRITT COUNCIL, TUESDAY, DECEMBER 10, 1996 AT 7:30 P.M., CITY HALL COUNCIL CHAMBERS, 2185 VOGHT STREET, MERRITT, B.C.

	<u>AGENDA</u>	<u>PAGE</u>
1.	<u>PRESENT:</u>	
2.	<u>CALL TO ORDER:</u>	
3.	<u>ADOPTION OF THE AGENDA:</u>	
	a) Regular Council Meeting, December 10, 1996	1-4
4.	<u>PUBLIC HEARING:</u> Nil.	
5.	<u>PETITIONS/DELEGATIONS:</u>	
	a) Merritt Business Improvement Area (BIA) Association - Dale Stoppler	5
	1) Memo, Dec.3/96 - Business Improvement Area Initiative and Draft Bylaw	6-18
6.	<u>ADOPTION OF THE MINUTES:</u>	
	a) Regular Council Meeting, November 26, 1996	19-28
	b) Inaugural Council Meeting, December 02, 1996	29-31
7.	<u>BUSINESS ARISING FROM THE MINUTES:</u>	
8.	<u>UNFINISHED BUSINESS:</u>	
	a) BIA (See information and report under Delegations)	
	b) Memo, Dec.04/96 - Coldwater Hotel, Application to Operate a Bingo Hall (Correspondence received at Nov.26/96 Meeting attached for Council's information)	32-34
	c) Memo, Dec.04/96 - Baillie Property (Information packages distributed along with Agenda)	35-39

CITY OF MERRITT REGULAR COUNCIL MEETING, TUES., DEC.10/96

9. REPORTS:

a) Mayor's Reports:

O.M.M.A. - City of Merritt Representative Appointment , Councillor Laird

c) Administration Reports:

- |    |  |       |
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| 1) | Civic Properties and Recreation Commission Minutes,<br>Nov.6/96 Meeting. | 40-42 |
| 2) | Memo, Nov.25/96 - Fire Chief's Month End Report for<br>October 1996.     | 43-46 |
| 3) | Bylaw Services Statistics for November, 1996                             | 47    |
| 4) | Building Permits Issued for the Month of October, 1996                   |       |
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10. BYLAWS:

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| a) | Nicola Valley Aquatic Centre Admission Rates   | 56-74 |
|    | 1) Memo, Oct.24/96 - Facility Admission Rates  |       |
|    | 2) Memo, Nov.20/96 - N.V.A.C. Recommended Admission<br>Rate Increase   | 75    |
|    | 3) City of Merritt Community Recreational Facilities Rental<br>Rates Amendment Bylaw No. 1591, 1996 - <b>Submitted<br/>for first, second and third reading.</b>    | 76-79 |
| b) | City of Merritt 1996 Amended Budget Bylaw No. 1592 - <b>Submitted<br/>for first, second and third reading.</b>   | 80-84 |
| c) | Merritt View Developments  |       |
|    | 1) Memo, Dec.4/96 - OCP and Zoning Bylaws  | 85    |
|    | 2) City of Merritt Official Community Plan Amendment Bylaw<br>No. 1593, 1996 - <b>Submitted for first, second reading and<br/>and Scheduling of Public Hearing</b> | 86-88 |
|    | 3) City of Merritt Zoning Amendment Bylaw No. 1594, 1996<br>- <b>Submitted for first, second reading and Scheduling<br/>of Public Hearing.</b>                     | 89-91 |

**CITY OF MERRITT REGULAR COUNCIL MEETING, TUES., DEC.10/96**

**11. CORRESPONDENCE:**

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- 1) UBCM
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- 2) Western Amusement and Music Operators Association of B.C., Oct.28/96 - Electronic Keno (VLTs) - Information Package in the Reader File. 97-99
- 3) Minister of Aboriginal Affairs, Nov.15/96 - Independent Band Taxation 100-104
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- 6) School District No. 31(Merritt), Nov.20/96 - Colletville Elementary School 135-141
- 7) Community Advocates for Charitable Gaming, Nov.21/96 - Gaming 142-149
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CITY OF MERRITT REGULAR COUNCIL MEETING, TUES., DEC.10/96

11. CORRESPONDENCE:

a) Potential Responses: - Cont'd.

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b) Receive:

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| 1) | Fire Prevention Officers Association of B.C.<br>Sept.27/96 - Expression of Gratitude | 156-157 |
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12. NEW BUSINESS:

13. ADJOURNMENT:

MERRITT BUSINESS IMPROVEMENT AREA ASSOCIATION  
STEERING COMMITTEE  
C/O 1926 GREAVES AVE. MERRITT, BC.  
V1K 1J3

DECEMBER 03, 1996.

MAYOR AND COUNCIL  
CITY OF MERRITT,  
2185 VOGHT STREET, PO BOX 189,  
MERRITT, BC.

TO WHOM IT MAY CONCERN

~~RE: Request To Appear At The Regular Council Meeting Of December 10, 1996.~~

The Merritt Business Improvement Area (BIA) Association is requesting to appear as a delegation, to bring council information on the activities of the BIA Association Steering committee to date.

We would make the request that we be put on the agenda of the regular Council meeting of December the 10<sup>th</sup> 1996. Thank you.

Yours,



Dale Stoppler, Chairman  
BIA Steering Committee

mk

cc. Jason Johnson, EDO, Merritt

# Memorandum

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**Date:** December 3, 1996  
**To:** Administrator  
**From:** Development Officer  
**RE:** Business Improvement Area Initiative

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As Council is aware a Business Improvement Area for the City of Merritt has been initiated by a group under the umbrella of the Chamber of Commerce. For the past year and a half the Economic Development Committee has been working with the Chamber and the recently elected steering Committee for the BIA. This group has made great efforts to see the BIA come to fruition in our community. To date the Committee has hired a BIA consultant, held public information sessions, created an information package, personally contacted business owners and they have met on a consistent basis.

The Business Improvement Area Committee has been quite active over the last few months. The efforts of the Committee have been directed towards informing business owners within the Business Improvement Area's proposed boundaries on how a BIA works and what the potential cost of the proposal will mean to them. This consultation has included an information session (held at the Civic Centre) and direct contact by the Committee to business and property owners within the specified area. At the time of this memo the Committee had spoken to 70 of the 168 reported business and property owners, the majority were said to have supported this initiative. I understand that the BIA Committee will be attempting to contact the remaining properties and businesses prior to the initiation of the BIA bylaw. The Committee will update Council on their current efforts at the Regularly Scheduled meeting of December 10<sup>th</sup>, 1996.

The next step in the process for the BIA initiative is for Council to authorize staff to proceed with formulating and presenting the BIA bylaw to Council for formal readings. Attached to this memorandum is a draft copy of a bylaw for the BIA. Council's decision to direct staff to bring this bylaw forward at the next Regularly Scheduled meeting should be based on being satisfied with the following:

- **The Specified Area Map**

Council should review the proposed boundaries for the BIA specified area, and be satisfied that it accurately reflects properties and businesses that will benefit from this initiative. (The defined area on the map applies only to properties that are assessment class 5 [Light Industry] and 6 [Business and other]).

- **The Term of the BIA**

Council is to approve the term of the BIA in the bylaw. The current Committee is requesting a five year mandate to complete their current objectives.

- **The Proposed Budget**

Council approves the overall budget for the BIA for the full term of the BIA mandate. The budget for the proposed Merritt BIA each year is \$100,000. Each year the BIA Committee will hold an Annual General Meeting where the property owners within the BIA will decide on the specific projects that they want to undertake for the year. Every year the Committee will approach Council with a financial statement and results of the AGM in order for approval of the following years. This is a method of accountability required by the Municipal Act to report on the BIA Committee's initiatives. Included in this memorandum is the proposed detailed budget for year one.

- **The Levy Method**

Council is to approve the BIA levy method in the bylaw. The BIA Committee is requesting that the collection of levies be undertaken through land and improvements. This method uses the assessment of a property, applies a fixed rate in proportion to the value that said property is of the total assessed value of the BIA. The Committee will present to Council the average cost to a property in their presentation to Council.

- **The Bylaw Approval Method**

The BIA Committee is requesting that the bylaw approval method be formulated by way of Council Initiative, whereby Council directs staff to send all property owners a letter stating the cost of the BIA and that the bylaw will be enacted if fewer than the majority of the owners representing at least half of the value of all parcels which are liable to be charged in the improvement area object to the proposal. The property owners will have 30 days to advise Council of their opposition. The Council initiative is the most common way that BIA's are formed in the Province.

The BIA Committee is currently working on establishing a maximum amount that a property owner will pay based on their assessment. The Committee will inform Council on what the proposed cap will be and how they plan to implement this.

In order for the BIA to be established for the 1997 taxation year the bylaw should be in place by March of 1997. This is required to enable the BIA levy to be added onto the 1997 property taxation notice. For this to occur City Staff need to be advised whether Council wishes to proceed with the BIA Bylaw and have it placed on the January 14<sup>th</sup> agenda. This will enable staff enough time to tabulate the results of the petition to Council prior to the March deadline.

#### **RECOMENDATION**

1. That Council direct staff to place the BIA Bylaw on Council's Agenda for the Regularly Scheduled meeting of January 14<sup>th</sup>, 1996.

Memorandum  
December 3, 1996  
Page 2

2. That Council give the bylaw first, second and third readings at the Regularly Scheduled Meeting of January 14<sup>th</sup>, 1996
3. That staff prepare and send notification to property owners within the BIA boundaries after the Bylaw is given third reading.
4. That staff prepare the results of the notification period and present the summary to Council.
5. That Council adopt the BIA Bylaw providing that the majority of property owners support the Bylaw.

Respectfully submitted,

  
Jason Johnson  
Development Officer

**PROPOSED MERRITT BIA  
YEAR ONE BUDGET \$100,000**

<b>I.</b>	<b><u>STRATEGIC PLANNING</u></b>	<b>\$10,000</b>
	<ul style="list-style-type: none"><li>• market research</li><li>• strategic business and marketing plan - including local, regional and tourist markets</li></ul>	
<b>II.</b>	<b><u>MARKETING &amp; PROMOTIONS</u></b>	<b>\$68,000</b>
	<ul style="list-style-type: none"><li>• BIA Coordinator (Marketing Manager) - \$30,000</li><li>• four major seasonal promotions (e.g., Christmas, spring, summer, fall)</li><li>• retail promotions during established visitor draws - e.g., Merritt Mountain Music Festival, sports tournaments, annual dog show, etc.</li><li>• monthly special events - e.g., Nicola Valley Bee Festival, Ginseng Growers' convention, Merritt Pioneer Days, Old Fashioned Christmas, etc.</li><li>• collective advertising</li><li>• tourism promotion (hotels/motels)</li><li>• "shop local" campaign</li><li>• BIA newsletter</li><li>• business directory</li></ul>	
<b>III.</b>	<b><u>BEAUTIFICATION</u></b>	<b>\$10,000</b>
	<ul style="list-style-type: none"><li>• street banner program (new banners, maintenance)</li><li>• distinctive signage</li><li>• flower baskets</li><li>• seasonal lighting</li><li>• clean-up campaign</li></ul>	
<b>IV.</b>	<b><u>ADMINISTRATION</u></b>	<b>\$10,000</b>
	<ul style="list-style-type: none"><li>• BIA office rent, equipment</li><li>• Insurance</li></ul>	
<b>V.</b>	<b><u>CONTINGENCY</u></b>	<b>\$ 2,000</b>



## PROPOSED MERRITT BIA PROGRAM DETAILS - YEAR ONE (1997-1998)

Annual Budget = \$100,000 (for five years)

### STRATEGIC PLANNING (10% = \$10,000)

- Prepare a strategic business and marketing plan - including local, regional and tourist markets (BIA support grant available)
- Serve as ombudsman on behalf of BIA members
- Develop business recruitment strategy to attract desirable new businesses, and improve the overall retail mix
- Organize educational seminars on topics such as: marketing, crime prevention, tourism development, etc.
- Organize social events to encourage more interaction between member businesses and to heighten awareness of goods and services available within the BIA

### PROMOTIONS & MARKETING (68% = \$68,000)

- BIA coordinator (staff) - promotes BIA member businesses 365 days a year!  
(*salary and benefits = \$30,000*)
- Establish a clear identity for downtown Merritt (logo, slogan, advertising campaign, etc.)
- Capitalize on existing events - e.g., Merritt Music Festival, annual dog show, sports tournaments, parades, etc. - through collective advertising and complementary entertainment and sales events in the BIA
- Create activity throughout the year by introducing new events:
  - Nicola Valley Bee Festival
  - Ginseng Growers' Convention
  - Merritt Pioneer Days
  - Quilchena Avenue Street Fair
  - Salmon Festival
  - Old Fashioned Christmas

**Planet Consulting Group Inc.**

- Christmas light display
- Downtown hay rides to coincide with rodeo
- etc...
- Collective advertising - e.g., newspaper pull-out section tied to special events; seasonal coupon books; business directory, etc.
- Develop special promotions which highlight various sectors of the BIA - i.e., retailers, tourist accommodation, restaurants, professional services, business services, home improvement and automotive, etc.
- Prepare regular newsletter to keep members informed of upcoming projects and events, as well as information of value to local businesses
- Prepare quarterly publications (newsletters, flyers) targeted to the local market

**BEAUTIFICATION (10% = \$10,000)**

- Street banner program (new banners; maintenance)
- Flower baskets
- Distinctive street signs and gateway signage
- Seasonal lighting
- Clean-up campaign
- Promotion of public art and community legacies programs
- Seek out funding for a downtown concept plan (urban design) and facade improvements, and work with the City of Merritt in developing an urban design concept for downtown Merritt

**ADMINISTRATION (10% = \$10,000)**

- BIA office, equipment, supplies
- Insurance

**CONTINGENCY (2% = \$2,000)**

**ITEMS NOT REQUIRING ANY BUDGET ALLOCATION...****COMMUNITY LIAISON**

- Represent the interests of member businesses in the community planning process
- Liaise with all levels of government on matters of concern to local businesses
- Work with other community groups in planning and implementing special events
- Develop volunteer and internship opportunities within the BIA - this will provide a source of project staff, as well as valuable experiences for project participants

**FUND-RAISING & GRANTSMANSHIP**

- Seek out government and foundation grant opportunities and secure additional funding for BIA projects - at no additional cost to member businesses
- Create income-generating events - e.g., auctions, etc., which can support BIA projects or local charities
- Secure corporate sponsorships and donations for BIA projects and special events

**DRAFT**

**CITY OF MERRITT**

**BYLAW NO. 1595**

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**A BYLAW TO ESTABLISH THE CITY OF MERRITT BUSINESS  
IMPROVEMENT AREA.**

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WHEREAS, the City Council may, by majority vote, grant money to an applicant under Section 269.1 of the *Municipal Act (RSBC, 1979, Chp. 290)* for the purpose of the planning and implementation of a Business Promotion Scheme;

AND WHEREAS, before a Council grants money for a Business Promotion Scheme, the Council shall pass a bylaw as required by Section 269.1 of the *Municipal Act*;

AND WHEREAS, the Council has had an application for a grant of money under Section 269.1 of the *Municipal Act*;

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

**CITATION:**

1. This bylaw shall be cited as "**CITY OF MERRITT BUSINESS IMPROVEMENT AREA BYLAW NO. 1595, 1996**".

**DEFINITIONS:**

2. For the purpose of this bylaw:

"Business Improvement Scheme" means -

- a) to carry out studies and make reports respecting the Merritt Business Improvement Area;
- b) to create a pleasant physical environment; and
- c) to encourage business in the Merritt Business Improvement Area; and

"Committee" means the Merritt Business Improvement Committee, or any other name that the members of the Committee may approve;

"Merritt Business Improvement Area" means the area of the City designated by Section 3 of this bylaw.

**CITY OF MERRITT**  
**BYLAW NO. 1595**  
**Page 2**

3. Council hereby designates those lands shown in heavy outline on Schedule "A", attached to and forming part of this bylaw, as the Merritt Business Improvement Area.
4. Council hereby approves to grant to the Committee an amount not exceeding \$100,000.00 in Year One (1997), payable in accordance with the terms of this bylaw. The following table identifies Years Two to Five, for a Five-Year funding ceiling of \$500,000.00:

Year	Budget
1997	\$ 100,000.00
1998	100,000.00
1999	100,000.00
2000	100,000.00
2001	100,000.00
Totals - Years One to Five	\$ 500,000.00

5. Monies granted to the Committee under this bylaw must be expended by the Committee and only for the purpose of the business improvement scheme in accordance with the terms and conditions set out in Schedule "B, attached to and forming part of this bylaw.
6. All of the money granted to the Committee, pursuant to this bylaw, shall be recovered within the Merritt Business Improvement Area from the owners of land within that area.
7. For the purpose of recovering the monies granted to the applicant under this bylaw pursuant to Section 269.1 of the *Municipal Act*, the Council shall levy annually on all land and improvements that fall into Class 5 of 6 of the Assessments within the designated Business Improvement Area, rates sufficient to raise the sum as set out in Section 4 of this bylaw.
8. The Committee shall submit annually to Council for its approval, on or before November 15<sup>th</sup>, a budget for the purpose of the business improvement scheme set out in Schedule "B". In Year One (1997), the budget shall be submitted to Council on or before January 9<sup>th</sup>, 1997.

**CITY OF MERRITT**  
**BYLAW NO. 1595**  
**Page 3**

9. Money granted pursuant to Section 4 of this bylaw shall be expended only for projects provided for in the annual budget submitted and approved by Council.
10. The Committee shall account for the money granted and approved by Council for the previous year, by submitting to the City on or before March 1<sup>st</sup> of the years 1998, 1999, 2000, 2001 and 2002, an audited Financial Statement which shall be prepared in accordance with generally accepted accounting principles and shall include a Balance Sheet and a Statement of Revenue and Expenditure. The Financial Statement shall be prepared on a calendar year basis.
11. The Committee shall not incur any indebtedness or other obligations beyond each budget year.
12. The Committee shall obtain and maintain in force during the Five-Year term of this bylaw, a policy of insurance in accordance with the specifications set out in Scheduel "C", attached to and forming part of this bylaw, and shall deliver a certified copy of each policy to the City of Merritt's Treasurer on or before March 1<sup>st</sup> each year of the Five-Year term of the Merritt Business Improvement Area.
13. This bylaw shall be in effect from the date of adoption until \_\_\_\_\_ (end of Five-Year term).

<b>READ A FIRST TIME THIS</b>	<b>day of</b>	<b>1997.</b>
<b>READ A SECOND TIME THIS</b>	<b>day of</b>	<b>1997.</b>
<b>READ A THIRD TIME THIS</b>	<b>day of</b>	<b>1997.</b>
<b>ADOPTED THIS</b>	<b>day of</b>	<b>1997.</b>

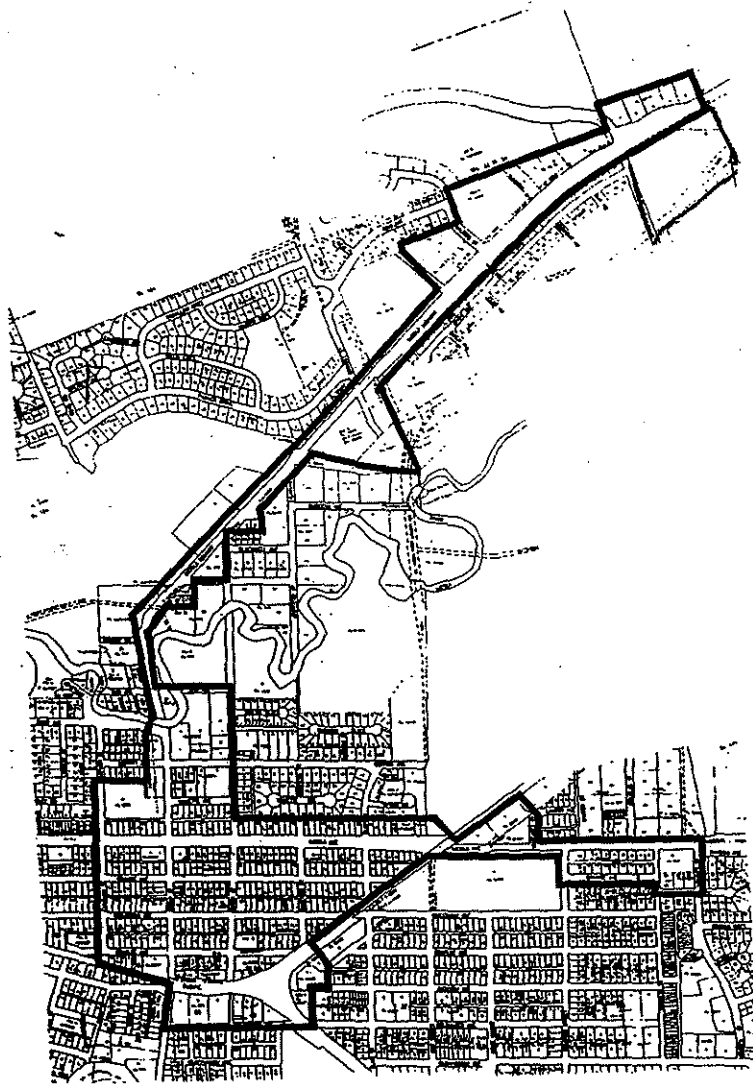
\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CLERK**

**CITY OF MERRITT  
BYLAW NO. 1595  
SCHEDULE "A"**

**MERRITT BUSINESS IMPROVEMENT AREA BOUNDARIES**

The boundaries of the Merritt Business Improvement Area are shown in heavy outline on the map below, and are described as "(will require detail)".



**CITY OF MERRITT  
BYLAW NO. 1595  
SCHEDULE "B"**

The Business Improvement Scheme for Merritt, and the mandate of the Merritt Business Improvement Area are as follows:

- ⇒ to restore the applicable areas as the commercial focus of the community;
- ⇒ to create a positive image for Merritt, by emphasizing its "small town" character and uniqueness;
- ⇒ to promote the applicable commercial area as a whole, through collective advertising and special events;
- ⇒ to create a pleasant and welcoming atmosphere in Merritt;
- ⇒ to work towards traffic and parking improvements;
- ⇒ to undertake research and develop a marketing strategy for Merritt commercial areas; and
- ⇒ to build upon Merritt's heritage in developing a theme for physical revitalization.

**CITY OF MERRITT  
BYLAW NO. 1595  
SCHEDULE "C"**

**INSURANCE SPECIFICATIONS**

1. The applicant shall provide and maintain Comprehensive General Liability insurance acceptable to the City and subject to limits of not less than Two Million Dollars (\$2,000,000.00) inclusive per occurrence for bodily injury, death and damage to property including loss of use thereof. The insurance shall cover anyone employed directly or indirectly by the applicant as well as any contractor or subcontractor hired by the applicant.
2. The City shall be added as an additional named insured under the Comprehensive General Liability policy and the policy shall contain a cross-liability clause.
3. The applicant shall provide the City with a copy of its Comprehensive General Liability insurance policy prior to the City providing funding under Section 4 of this bylaw.
4. The applicant's Comprehensive General Liability policy shall contain an endorsement to provide that the policy shall not be cancelled, lapsed or materially altered without giving thirty (30) days notice in writing to the City.

## CITY OF MERRITT

### MINUTES OF THE REGULAR MEETING OF THE CITY OF MERRITT COUNCIL, TUESDAY, NOVEMBER 26, 1996, COUNCIL CHAMBERS, MERRITT CITY HALL, 2185 VOGHT STREET, MERRITT, B.C.

1. **PRESENT:**

**COUNCIL:**

Mayor -

C. Norgaard

Councillors -

D. Laird, R. Typusiak, B. Cowan,

H. McCormack, D. McLean

Councillor-Elects -

L. Barr, R. Sherwood

**ADMINISTRATION:**

Administrator -

T. Day

Clerk -

Y. Porada

Treasurer -

S. Gill

Planner -

F. Sinclair

Recreation Manager -

D. Brandt

**MEDIA:**

Radio CJNL, Shaw Cable

**GENERAL PUBLIC:**

11 members

2. **CALL TO ORDER:**

Mayor Norgaard called the meeting to order at 7:30 and noted that Councillor-Elects Barr and Sherwood would take part in Council discussions, but would not vote on any issues.

3. **ADOPTION OF THE AGENDA:**

- a) Regular Meeting, November 26, 1996.

976/96

Moved by Councillor Typusiak, seconded by Councillor Cowan that Council ADOPT the Agenda for the Regular Meeting, November 26, 1996, including the Extra Agenda, 5. Petitions/Delegations and 11. Correspondence.

CARRIED

4. **PUBLIC HEARING:**

Nil

**CITY OF MERRITT, REGULAR MEETING, NOV. 26/96**

**5. PETITIONS/DELEGATIONS:**

- a) Skateboard Park - Helen Oliphant.

Ms. Oliphant introduced herself and noted two youths would also speak on behalf of the skateboard park. Discussion was as follows:

- the youths have undertaken a number of fundraising activities and plan to continue with them in the future;
- fundraising activities include, car washes, skate-a-thon, bake sales, donation tins, support from local businesses, etc.;
- total funds raised to date being \$906.00;
- the youths felt Voght Park (tennis court area) is the preferred location for the skateboard park, but would be pleased with any location;
- to date, support has been mostly positive.

Mayor Norgaard thanked the youths for their presentation and all 11 members of the general public left the meeting at 7:38 pm.

**6. ADOPTION OF THE MINUTES:**

- a) Regular Meeting, October 22, 1996.

977/96 Moved by Councillor Cowan, seconded by Councillor Laird that Council ADOPT the Minutes of the Regular Meeting, October 22, 1996. CARRIED

- b) Regular Meeting, October 29, 1996.

978/96 Moved by Councillor McLean, seconded by Councillor Typusiak that Council ADOPT the Minutes of the Regular Meeting, October 29, 1996. CARRIED

- c) Regular Meeting, November 12, 1996.

979/96 Moved by Councillor Laird, seconded by Councillor McCormack that Council ADOPT the Minutes of the Regular Meeting, November 12, 1996. CARRIED

**7. BUSINESS ARISING FROM THE MINUTES:**

Nil

**CITY OF MERRITT, REGULAR MEETING, NOV. 26/96**

**8. UNFINISHED BUSINESS:**

- a) Liquor Control and Licensing Branch, Nov. 18/96 - "I" License Information.

980/96 Moved by Councillor Laird, seconded by Councillor McCormack that Council RECEIVE letter from Liquor Control and Licensing Branch, Nov. 18/96 - "I" License Information. CARRIED

981/96 Moved by Councillor McLean, seconded by Councillor Laird that Council SUPPORT 525040 BC Ltd. (Grand Hotel's) application to change from a Class "A" Pub liquor license to a Class "I" Restoration Public House, and further that the owner be NOTIFIED that if a major renovation or demolition of the existing structure is to occur, a rezoning application must be made in order to legitimize the use of a pub, which is not located in a hotel. CARRIED  
MAYOR NORGAARD, COUNCILLORS COWAN, LAIRD,  
McCORMACK, McLEAN IN FAVOUR  
COUNCILLOR TYPUSIAK OPPOSED

**9. REPORTS:**

a) **Mayor's Report:**

Mayor Norgaard reported as follows:

- congratulated the newly elected Councillors, Linda Barr and Ron Sherwood, and thanked Councillors Bonnie Cowan and Les Miller for their hard work over the past three years;
- invited the public to the Inaugural Ceremonies on Monday, Dec. 2/96 at 6:30 pm;
- Proclaimed Jan. 1-31/97 as "Alzheimer Awareness Month", Jan. 15-31/97 as "Kinsmen Mothers' March" and Jan. 18-26/97 as "Bank of Montreal Gymnastics Awareness Week '97 in the City of Merritt; and
- Approved of the Kinsmen Foundation's Mothers' March door-to-door canvassing between Jan. 15-31/97.

b) **Liaisons' and Commissions'/Committees' Reports:**

- 1) Councillor Cowan -  
Civic Properties and Recreation Commission - Nil.

**CITY OF MERRITT, REGULAR MEETING, NOV. 26/96**

**9. REPORTS: b) 1) Cont'd.**

- b) 1) Local Access Awareness - Walk-About postponed until the Spring.  
Affordable Housing - Van Maren Construction was the company selected for design/build of the Society's housing project. Councillor Cowan passed Council a draft design, noting it was near completion.
- 2) **Councillor Laird -**  
Public Works - the new Collettsville water pump will be up and running within the week, and will provide for the City during the winter months.  
Community Health Council - an announcement is forthcoming Nov. 29/96.
- 3) **Councillor McCormack -**  
Economic Development and Planning - the Project Presentation, Nov. 19/96 proved successful;  
- meeting scheduled Nov. 28, 7:00 am at the ABC Restaurant regarding the brochure and marketing package.  
NV Development Centre - meeting scheduled Nov. 27/96.
- 4) **Councillor McLean -**  
Airport - Merritt Flying Club - Nil.  
Chamber of Commerce - Santa Parade, Dec. 7/96 at 1:00 pm;  
- Ladies Financial Seminars - Nov. 27/96 at 2:00 and 7:00 pm - Financial Credibility.
- 5) **Councillor Miller -**  
Protective Services & Public Safety - Nil.  
South Central Union Board of Health - Nil.  
Healthy Communities - Nil.
- 6) **Councillor Typusiak -**  
Administration & Finance - Administration is currently involved with year end and 1997 budgets.  
Environmental Advisory - Valley Waste Management has initiated its recycling program, collections (commercial and residential) will begin within a week;

**CITY OF MERRITT, REGULAR MEETING, NOV. 26/96**

**9. REPORTS: b) 6) Cont'd.**

- b) 6) - the TNRD Recycling Contractor will be presenting a Recycling Workshop in Merritt on public awareness; Recycling Drop Off - City bins, north of Civic Centre; Paint Depot - Machine Works Yard;  
- recycling program schedule will be made available to the general public.

**c) Administration's Reports:**

- 1) Nicola Valley Memorial Arena, Ice Schedule 1996/97.

982/96 Moved by Councillor Laird, seconded by Councillor McLean that Council RECEIVE Nicola Valley Memorial Arena, Ice Schedule 1996/97. CARRIED

- 2) 1996 Bylaw Services Statistics -  
i) September; and  
ii) October.

983/96 Moved by Councillor McCormack, seconded by Councillor Laird that Council RECEIVE 1996 Bylaw Services Statistics - September; and October. CARRIED

- 3) Development Services Projects Summary.

984/96 Moved by Councillor Laird, seconded by Councillor McLean that Council RECEIVE Development Services Projects Summary. CARRIED

- 4) Memo, Nov. 17/96 - Declaration of Official Election Results.

985/96 Moved by Councillor McLean, seconded by Councillor Cowan that Council RECEIVE Memo, Nov. 17/96 - Declaration of Official Election Results. CARRIED

**10. BYLAWS:**

- a) Memo, Nov. 21/96 -

**CITY OF MERRITT, REGULAR MEETING, NOV. 26/96**

**10. BYLAWS: a) Cont'd.**

986/96 Moved by Councillor Typusiak, seconded by Councillor Laird that Council RECEIVE Memo, Nov. 21/96. CARRIED

- a) l) City of Merritt Official Community Plan Amendment Bylaw No. 1561, 1996 - Submitted to Rescind Second and Third Readings.

987/96 Moved by Councillor Laird, seconded by Councillor Cowan that Council RESCIND Second and Third Readings of City of Merritt Official Community Plan Amendment Bylaw No. 1561, 1996. CARRIED

988/96 Moved by Councillor McLean, seconded by Councillor Typusiak that Council AMEND City of Merritt Official Community Plan Amendment Bylaw No. 1561, 1996 as follows: that Section 2 - Paragraph d) be DELETED in its entirety. CARRIED

989/96 Moved by Councillor Typusiak, seconded by Councillor Laird that Council GIVE SECOND READING to "CITY OF MERRITT OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW NO. 1561, 1996", as amended. CARRIED

990/96 Moved by Councillor Laird, seconded by Councillor McCormack that Council PROCEED to Public Hearing on City of Merritt Official Community Plan Amendment Bylaw No. 1561, 1996 on Jan. 14/97 at 7:30 pm. CARRIED

- ii) City of Merritt Zoning Amendment Bylaw No. 1562, 1996 - Submitted to Rescind Second and Third Readings.

991/96 Moved by Councillor Typusiak, seconded by Councillor Laird that Council RESCIND Second and Third Readings of City of Merritt Zoning Amendment Bylaw No. 1562, 1996. CARRIED

992/96 Moved by Councillor McLean, seconded by Councillor Laird that Council AMEND City of Merritt Zoning Amendment Bylaw No. 1562, 1996 as follows: that Section 2 - Paragraph d) be DELETED in its entirety and that Section 3 be amended by DELETING "inclusive" and SUBSTITUTING "attached hereto". CARRIED

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**CITY OF MERRITT, REGULAR MEETING, NOV. 26/96**

**10. BYLAWS: a) ii) Cont'd.**

993/96 Moved by Councillor McCormack, seconded by Councillor Typusiak that Council GIVE SECOND READING to "CITY OF MERRITT ZONING AMENDMENT BYLAW NO. 1562, 1996", as amended. CARRIED

994/96 Moved by Councillor McLean, seconded by Councillor Laird that Council PROCEED to Public Hearing on City of Merritt Zoning Amendment Bylaw No. 1562, 1996 on Jan. 14/97 at 7:30 pm. CARRIED

**11. CORRESPONDENCE:**

**a) Potential Responses:**

- 1) Merritt Fire Rescue Department -
  - i) Fire Prevention Officers' Association of B.C., Sept. 26/96 - 1998 F.P.O.A. Conference.
  - ii) B.C. Fire Training Officers' Association, Nov. 7/96 - 2001 Workshop.

995/96 Moved by Councillor McLean, seconded by Councillor Laird that Council RECEIVE Merritt Fire Rescue Department letters from - Fire Prevention Officers' Association of B.C., Sept. 26/96 - 1998 F.P.O.A. Conference and B.C. Fire Training Officers' Association, Nov. 7/96 - 2001 Workshop. CARRIED

- 2) Royal Canadian Mounted Police, Nov. 5/96 - Follow up to UBCM Meeting.

996/96 Moved by Councillor Cowan, seconded by Councillor McCormack that Council RECEIVE letter from Royal Canadian Mounted Police, Nov. 5/96 - Follow up to UBCM Meeting. CARRIED

- 3) BC Tel, Nov. 6/96 - Rate Changes.

997/96 Moved by Councillor Laird, seconded by Councillor McCormack that Council RECEIVE letter from BC Tel, Nov. 6/96 - Rate Changes and INVITE BC Tel as a delegation to Council to present an update on services and its upgrading program in Merritt. CARRIED

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**CITY OF MERRITT, REGULAR MEETING, NOV. 26/96**

**11. CORRESPONDENCE: a) Cont'd.**

- a) 4) Conayt Friendship Society, Nov. 15/96 - Baillie House.

998/96 Moved by Councillor McCormack, seconded by Councillor Typusiak that Council RECEIVE letter from Conayt Friendship Society, Nov. 15/96 - Baillie House and INCLUDE it in the Information Package being compiled for Council.  
CARRIED

- 5) Coldwater Hotel, Nov. 20/96 - Bingo Hall Expansion.

999/96 Moved by Councillor Laird, seconded by Councillor McLean that Council DEFER letter from the Coldwater Hotel, Nov. 20/96 - Bingo Hall Expansion until information is received from BC Purchasing Commission, and that the owner be so advised.  
CARRIED

- 6) Merritt and District Chamber of Commerce, Nov. 26/96 - Santa Parade, Dec. 7/96.

1000/96 Moved by Councillor Cowan, seconded by Councillor Laird that Council GRANT permission for the Santa Parada, Dec. 7/96, noting that if the Civic Centre washrooms are required, the City will CO-HOST this rental, subject to the Chamber ensuring that the general public will be supervised.  
CARRIED

- 7) Ministry of Municipal Affairs, Nov. 26/96 - Funding Restructuring.

1001/96 Moved by Councillor Cowan, seconded by Councillor Laird that Council RECEIVE letter from Ministry of Municipal Affairs, Nov. 26/96 - Funding Restructuring.  
CARRIED

Council had a lengthy discussion on the Provincial Government's funding restructuring and how it felt that the current government had misrepresented the Province's financial picture during its election campaign. It was also noted that the consultation protocol to occur between Provincial and Municipal governments, which was promised at the UBCM Convention, had been blatantly ignored.

**CITY OF MERRITT, REGULAR MEETING, NOV. 26/96**

**11. CORRESPONDENCE:**

**b) Receive:**

- 1) Federation of Canadian Municipalities, Oct. 30/96  
- Update.
- 2) Minister of Education, Skills and Training, Oct. 31/96  
- NVIT Campus.
- 3) Town of Creston, Nov. 4/96 - CPR Closures.
- 4) Davidson, Yuen, Simpson Architects, Nov. 5/96  
- New City Hall.

1002/96

Moved by Councillor Typusiak, seconded by Councillor Laird that Council RECEIVE letters from Federation of Canadian Municipalities, Oct. 30/96 - Update, Minister of Education, Skills and Training, Oct. 31/96 - NVIT Campus, Town of Creston, Nov. 4/96 - CPR Closures, and Davidson, Yuen, Simpson Architects, Nov. 5/96 - New City Hall. CARRIED

- 5) UBCM - Member Release -
  - i) Nov. 5/96,
  - ii) Nov. 13/96.
- 6) Town of Princeton, Nov. 6/96 - Regrets.
- 7) Minister of Employment and Investment, Nov. 15/96 - 1996 Grants-in-Lieu of Taxes.
- 8) Urban Systems Ltd., Nov. 19/96 - Status Report on USL in November.

1003/96

Moved by Councillor Typusiak, seconded by Councillor McLean that Council RECEIVE UBCM - Member Release - Nov. 5/96, Nov. 13/96, Town of Princeton, Nov. 6/96 - Regrets, Minister of Employment and Investment, Nov. 15/96 - 1996 Grants-in-Lieu of Taxes, and Urban Systems Ltd., Nov. 19/96 - Status Report on USL in November. CARRIED

**CITY OF MERRITT, REGULAR MEETING, NOV. 26/96**

**11. CORRESPONDENCE: Cont'd.**

b) 9) Valley Waste Management, Nov. 25/96 - Announcement.

1004/96 Moved by Councillor Cowan, seconded by Councillor McLean that Council RECEIVE letter from Valley Waste Management, Nov. 25/96 - Announcement, and that the schedule be displayed at City Hall. **CARRIED**

**12. NEW BUSINESS: Nil**

**13. ADJOURNMENT:**

1005/96 Moved by Councillor Typusiak, seconded by Councillor McLean that Council TERMINATE the meeting at 8:55 pm. **CARRIED**

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MAYOR



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CLERK

# CITY OF MERRITT

## MINUTES FOR THE INAUGURAL CEREMONIES AND MEETING OF THE CITY OF MERRITT COUNCIL, MONDAY, DECEMBER 2<sup>ND</sup>, 1996, 6:30 PM, COUNCIL CHAMBERS OF MERRITT CITY HALL, 2185 VOGHT STREET, MERRITT, B.C.

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### 1. PRESENT:

#### COUNCIL:

Mayor - C.Norgaard  
Councillors - L.Barr, D.Laird, H.McCormack, D.McLean,  
R.Typusiak

#### ADMINISTRATION:

Clerk - Y.Porada  
Confidential Secretary - B.Harrison

#### MEDIA:

Merritt Morning Mirror, Merritt Herald, Shaw Cable.  
There were 40 members of the general public present.

### 2. CALL TO ORDER:

Mayor Norgaard called the meeting to order at 6:30 p.m.

### 3. INAUGURAL CEREMONIES:

- a) The Honourable Judge Shupe - Oaths of Office/Allegiance.
- b) The Honourable Judge Shupe - Duties and Responsibilities.

Judge Terrance Shupe officiated at the swearing of oaths and all members of Council present swore their oaths in unison. After the official signing of oaths, Judge Shupe spoke briefly on the challenges that await the new Council and the Canadian democratic process.

### 4. PRESENTATIONS:

- a) 1993 to 1996 Council Members

Mayor Norgaard presented a small gift to retired Councillor Bonnie Cowan. Councillor Les Miller was not present and will be presented with his gift at a later date.

**INAUGURAL COUNCIL MEETING, MONDAY DEC.2/96**

**4. PRESENTATIONS: - Cont'd.**

- b) Judge Shupe and Staff Sergeant Smith

Mayor Norgaard presented Judge Shupe and Staff Sergeant Smith with city pins and Merritt coat of arms pins.

**5. INAUGURAL BUSINESS:**

- a) Mayor's Address.

Mayor Norgaard spoke on the importance of teamwork and prioritizing goals for the upcoming term of Council. She expressed the need for very innovative management in order to meet the requirements of the Province and City for the next three years.

- b) Appointments for 1996/97 Acting Mayors

Mayor Norgaard appointed the following Acting Mayors for 1996/97:

January/February -	Councillor Typusiak
March/April -	Councillor Laird
May/June -	Councillor McCormack
July/August -	Councillor McLean
September/October -	Councillor Sherwood
November/December -	Councillor Barr

- c) Appointments of Thompson-Nicola Regional District Director and Alternate.

Mayor Norgaard appointed the following TNRD representative from Merritt:

Mayor Norgaard - director  
Councillor McLean -alternate

- d) Appointments of Signing Officers:

Mayor Norgaard appointed the following as Signing Officers:

Council -	Mayor Norgaard Councillor Typusiak Councillor Sherwood.
Administration -	Administrator Tom Day Clerk Yvonne Porada Treasurer Sukh Gill

INAUGURAL COUNCIL MEETING, MONDAY DEC.2/96

**5. INAUGURAL BUSINESS: - Cont'd.**

- e) Appointments to the South Central Union Board of Health

There were no appointments made at this time due to uncertainty of the status of the Board of Health.

- f) Appointment to the City of Merritt Court of Revision

Mayor Norgaard appointed Council as a whole to the Court of Revision

- g) Appointments to the Board of Variance

Mayor Norgaard appointed Ted Kampa, Sharon Kinloch and Mildred Mitchell to the Board of Variance.

1006/96 Moved by Councillor Typusiak, seconded by Councillor McLean that Council ADOPT the Appointments of the Inaugural Council Meeting. CARRIED

1007/96 Moved by Councillor McCormack, seconded by Councillor Laird that Council DISSOLVE WITH GRATITUDE the Collettsville Advisory Planning Commission effective December 5, 1996. CARRIED

**6. ADJOURNMENT:**

1008/96 Moved by Councillor McLean, seconded by Councillor Typusiak That Council TERMINATE this meeting at 6:45 p.m. CARRIED

CERTIFIED CORRECT:

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C.R.Norgaard, MAYOR

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Y.Porada, CLERK

# Memo - CITY OF MERRITT

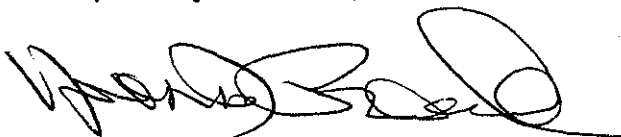
**To:** T.C. Day, Administrator  
**From:** Y.J. Porada, City Clerk  
**Date:** December 4, 1996  
**Re:** Coldwater Hotel - Application to Operate a Bingo Hall

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In considering Mr. Vince Smoluk's application to the BC Purchasing Commission to operate a Bingo Hall in the Coldwater Hotel Banquet Room, Council may wish to review the following:

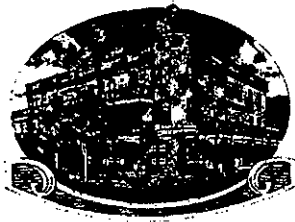
- a) Mr. Glen Stearn, BC Liquor License Inspector has advised that under Section 38 of the *Liquor Act*, gambling of any kind is prohibited in a liquor licensed establishment.
- b) The City of Merritt Zoning Bylaw applies, including parking regulations. The Planning Department would need an opportunity to review the details of Mr. Smoluk's plans, before it could be determined if all bylaw requirements can be met.
- c) I have made initial contact with the BC Purchasing Commission to enquire how this application is effected by a liquor license or other regulations. I was advised that the Ministry of Finance & Corporate Relations was to give direction to the Commission on these applications by November 29<sup>th</sup>, and that comments will be forthcoming from said Commission at a later date. The Commission has promised to contact me as soon as the Ministry sends its directive.

Respectfully submitted,



Yvonne J. Porada, City Clerk

bingohall.memo



Yvonne - Background info  
for Council please.

Nov 20/96

# COLDWATER HOTEL

City of Merritt  
Merritt B.C.

ATTN: Tom Day  
CITY ADMINISTRATION

Dear Mr Day,

The B.C. Gaming Commission has with the Coldwater Hotel to submit an application to operate a bingo hall. If approved, it is my intention to utilize our banquet room initially. If sufficient demand exists, the bingo operations will then be re-located to the former Price & Marble building at 2064 Coutlee Ave.

The Commission requests that "community response" be obtained from "relevant city or municipal council".

Ref. enclosed copy APPENDIX B.

My application must be in Victoria by Dec 3. I would appreciate Council's reply at their earliest possible convenience.

Yours truly  
Vince Amaluk

CITY OF MERRITT  
NOV 20 1996  
RECEIVED

The <sup>finest</sup> taste of history in Merritt.

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BRITISH  
COLUMBIA

October 22, 1996

To: Proponents

Re: Request for Proposal #124135  
Bingo Hall Expansion

During the Casino Pre-qualification Process you noted that when a Request for Proposal was initiated for the Bingo Hall Expansion you would like to receive a copy of the RFP.

The Bingo Hall Expansion RFP was issued on September 3, 1996. Enclosed is your copy along with the transcript from the proponent's meeting on September 30, 1996.

The closing date is being extended from November 28, 1996 to  
***December 30, 1996.***

To ensure you receive further information, complete and return the Receipt Confirmation Form. It is the first page in the Information Package and RFP.

If you have any questions, put them in writing and fax to my attention.  
Please note: the last day for questions to be submitted is **December 3, 1996.**

Proposals can be received in this office anytime up to December 30, 1996 at 2:00pm.

Yours truly,



Ruth Ann Warwick  
Purchasing Agent

Ministry of  
Finance and Corporate  
Relations

Purchasing Commission  
Purchasing Services Branch

Mailing address:  
Box 2190  
Sidney, BC V8L 3S8

Location:  
102 - 1962 Canso Rd, Sidney

Telephone: (250) 655-2400  
Facsimile: (250) 655-2409

Website: <http://www.pc.gov.bc.ca>  
E-Mail: [webteam@pur.gs.gov.bc.ca](mailto:webteam@pur.gs.gov.bc.ca)

# MEMORANDUM

**TO: Mayor and Council**

**FROM: Administrator**

**DATE: December 04, 1996**

**SUBJECT: Baillie Property**

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To assist Council in its deliberations pertaining to the future of the Baillie Property I hope to answer some basic questions surrounding the issue; correct some public misconceptions regarding the property and its proposed use; draw some conclusions from the information, and provide some alternatives for Council's consideration.

## **A. QUESTIONS**

### **1. Is additional parking required for the civic complexes?**

Yes. Taking into account the future library and leisure ice, but not a museum or theatre, the City's Bylaw would require, if all buildings were new, 639 spaces and only 223 spaces will be available.

### **2. Will development of the Old Pool Site and the Baillie Property provide sufficient parking?**

No, if developed as a traditional parking lot an additional 152 spaces can be developed on these properties. While this total number of spaces still does not meet the new construction requirements, the largest generator of parking spaces, the arena, largely pre-existed parking requirements, and the alternating hours of use provisions of our parking bylaw would have some ramifications on the number of spaces required. I do note however that the addition of a museum (16 spaces) and theatre (57 spaces) will generate a demand for even more spaces in the long term future while at the same time; because of their proposed location, eliminate some (approx.25) of the existing parking spots. Finally, I note that the City has some rights to use of the rear Valnicola Hotel parking lot but this would be difficult to quantify due to the sharing of the lot and the hotel's own requirements.

A. **QUESTIONS - Cont'd.**

3. **Given actual bylaw requirements, how many newly developed spaces is the City required to provide?**

Arena - additional 64  
City Hall - additional 10  
Leisure ice - (17 plus 30 lost) 47  
Library - (16 plus 17 lost) 33

**Total - 154**

4. **Is the gravel lot north of the Civic Centre considered to be developed parking spaces?**

No, a developed parking space must be paved and marked. Existing gravel areas are not considered existing parking spaces.

5. **How does the Baillie House compare with other structures in Merritt in consideration of heritage value?**

The attached May, 1988 issue of the Nicola Valley Historical Quarterly shows the structure has relatively significant heritage value.

6. **If the building was to be used for other than residential use, what modifications would be required?**

The attached memorandum from our Building Inspector shows significant renovations would be required to convert the building to a non-residential or public use.

7. **Do other jurisdictions have examples that provide some guidance as to the ramifications of the City operating the Baillie House as an historical site?**

The attached memorandum and information from the Confidential Secretary shows the City of Surrey's experience with a similar structure.

8. **Given the limited information available can the City of Merritt afford to operate the structure as a historical site?**

In my opinion, the capital and operating costs detailed in the attachments to points 4 and 5 above clearly indicate operating as a historical site is beyond the City's ability to pay.

**BAILLIE PROPERTY**

**DEC.04/96**

**Page 3**

**A. QUESTIONS - Cont'd.**

**9. Will road dedication interfere with this site's heritage value?**

Our planning department indicates future road dedication will likely not exceed 4 metres so it should only interfere with the corner structure. Moreover, given the economic realities any future dedication and reconstruction will likely be well into the future.

**10. If the site is retained for other than parking use and additional parking is required, what is the replacement cost for a similar sized site?**

Given current market conditions and the requirement to be near to the civic complex, replacement cost would be in the \$175,000 to \$200,000 range.

**11. If Council wished to preserve this site and building or others in the community for heritage purposes what alternatives are available to them?**

Council can proceed with several alternatives (See attached excerpt from the Municipal Act):

-Council can proceed with an amendment to its Official Community Plan (Section 945, sub 6 of the Municipal Act);

-Council can proceed with designations pursuant to Section 1022 of the Municipal Act;

-Council, as property owner can register a restrictive covenant pursuant to Section 215 of the Land Title Act.

\*Please note the applicability of Section 1024 to compensate property owners adversely affected by a heritage designation bylaw.

**B. MISCONCEPTIONS**

**1. One apparently widely held belief is that the tot lot was given to the City of Merritt by the Baillies.**

On the contrary, the original Lot 18 which contains the tot lot and actually forms part of the Baillie property was acquired for unpaid taxes in 1935. Then in 1968 Council of the day sold the westerly half of Lot 18 to M.J.Baillie to form part of what is now known as the Baillie property.

**B. MISCONCEPTIONS - Cont'd.**

2. **A second misconception is that people envision a simple large expanse of blacktop to be the sole component of any proposed parking lot fronting on Voght Street.**

It is certainly my understanding that Council wished to establish a parking lot with significant quantities of trees and other ground cover as well as some benches, etc. at this key entrance to our downtown core. The previous Council in fact, allocated funds to have a landscape architect arrive at an aesthetically pleasing design.

3. **The third misconception I wish to address is the thought that use of the Baillie property for recreation complex purposes is something new and unconsidered.**

This idea has been around in similar formats since at least 1975 when the City's Recreation Commission envisioned a comprehensive Civic complex that was to expand to incorporate the Baillie's property. The last Council finally acted to acquire the property to ensure the City could exercise such a plan.

**C. CONCLUSIONS**

1. There is a need for a significant number of new parking spaces as part of the overall civic complex. This demand will increase over time with the addition of future uses such as the library, leisure ice service, racquet and weight facility, museum and theatre.
2. Locations other than the North Civic Centre Lot, Old Pool Site and the Baillie Property are not available without significant expenditures for property acquisition.
3. The Baillie House is worth preserving as part of Merritt's heritage.
4. The City cannot afford to operate the house as a heritage site, or for other public uses.
5. There are no legal restrictions on Council pertaining to the disposition of the house or property.

**D. ALTERNATIVES**

There are two basic alternatives in my view:

1. Retain the Baillie House in its current location. The City could construct a new parking lot around the Baillie property, primarily utilizing the old pool site with access via Merritt Avenue and through the existing tot lot. The tot lot could be relocated to N'Kuala Park which currently exists as underutilized public open green space. The Baillie House could be rented out as residential property until such time as a proposal is received which does not result in a liability for the City and generates revenue equal to residential use. The North Civic Centre Lot would then have to be paved as part of the next Civic Complex construction project.
2. Relocate the Baillie House by selling to a party interested in preserving the house as a heritage structure and secure the heritage features through a covenant pursuant to Section 215 of the Land Title Act. A complete parking lot could then be constructed on the old pool, tot lot and Baillie Property site. Some of these new parking spaces could be allocated toward the next Civic Complex phases. Development of the North Civic Centre Lot could be delayed until future phases dictate paving of same. The tot lot could again be relocated to N'Kuala Park. Should Council decide to relocate the home, it is recommended that Council instruct Administration to begin negotiations with the Babics provided the Babics agree to a covenant detailing preservation of the structure as a heritage dwelling.

This recommended award is based on:

- The Babic and Woodman proposals are the only two proposals that included relocation of the structure along with preservation.
- The area proposed for relocation by the Babics is in close proximity to another potential heritage home, and, when Garcia Street is extended across the Nicola River, to a number of other potential heritage homes.
- The fee to be negotiated would be in excess of the fee suggested in the Woodman's proposal.

**RECOMMENDATION:**

That Council receive this information, make it available for public review and refer the Information to the January 14, 1997 Regular Council Meeting.

Respectfully submitted,

  
T.C. Day Administrator

**CITY OF MERRITT  
CIVIC PROPERTIES AND RECREATION COMMISSION**

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

PRESENT: Denise Tomlin, Nonie Miyazaki, Robert Hack, Councillor  
Herb McCormack, JoAnne Portman, Don Jones and  
Recreation Manager, Dalyce Brandt.

REGRETS: Dan Long, Councillor Bonnie Cowan, Terry Scheitel

GUESTS: Jeff Norburn, Aquatic Centre Manager

**CALL TO ORDER:**

Chair Don Jones called the meeting to order at 7:00 p.m. It was agreed by Commission Members that this evenings meeting be kept short to allow members interested in attending the School Board Trustees Candidate Forum be able to do so. The Forum also started at 7:00 p.m.

**ADOPTION OF THE AGENDA for WEDNESDAY NOVEMBER 6, 1996**

Moved by: Herb McCormack  
Seconded by: Nonie Miyazaki

"That the agenda for Wednesday November 6, 1996 be adopted.  
Carried

**ADOPTION OF THE MINUTES FROM Wednesday October 2, 1996**

Moved by: Denise Tomlin  
Seconded by: Robert Hack

"That the minutes from the October 2, 1996 Civic Properties and Recreation Commission Meeting be adopted.

Carried

**UNFINISHED BUSINESS:**

a) Resignations and Appointments:

Thank you letters will be sent to all retired members and a plaque will be presented to Helmuth Kanduth for his long term service on the Civic Properties and Recreation Commission.

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**Civic Properties and Recreation Commission Meeting November 6, 1996**  
**page 2...**

Three individuals have expressed interest to be appointed to the Civic Properties and Recreation Commission. The Commission agreed that the appointments should be postponed until after the Civic Election and the Civic Properties and Recreation Commission Bylaw has been reviewed with respect to membership.

b) **Civic Properties and Recreation Commission Bylaw**

It was agreed by Commission Members to carry the discussion of the Bylaw over to the next meeting when more feedback from members has been received.

c) **Central Park Ball Field Expansion Study**

The study was reviewed by Council at their regular meeting October 8, 1996. Council passed a motion allowing the Ball Association to continue the study at their own expense to determine the exact cost to complete the project. Subsequent to the motion, members of the Men's Slopitch League who initiated the request to expand the fields, concluded that in view of the findings outlined in the study, excavation of the bench slope would be too risky and leave the City liable for damages. The issue was then closed.

**REPORTS**

a) **Pool Report:**

Marketing report, telemarketing survey, Bermuda Times and Hot Tub Report were included in the agenda package.

b) **Arena Report:**

Official Opening was November 3, 1996.

c) **Skate (board) Park:**

Proposal from Apex Engineering was included in agenda package.

Council has approved \$3,500.00 to proceed with preliminary drawings and community research.

d) **Civic Centre Retrofit**

Council has approved the expenditure of \$25,000.00 to retrofit the north side of the Civic Centre (old city hall space) into meeting rooms as per the original design for the building.

- e) Green Streets Canada Grant:

Grant application was completed and sent.

**NEW BUSINESS:**

- a) Pool Rates Memo

The Commission discussed at length the memo presented by Jeff Norburn, Aquatic Centre Manager recommending that the admission rates be increased for 1997. JoAnne Portman distributed statistical information which indicated that the average annual income of Merritt residents is 21% lower than the B.C. average.

A separate rate for use of the fitness room had been suggested as a method of generating more revenue. However, this option would be very difficult to monitor and control.

The Commission were not in favour of any increase but were unable to recommend an alternative which would generate the revenue necessary to off set the increase in expenditures.

Moved by: Denise Tomlin  
Seconded by: Robert Hack

"That the Civic Properties and Recreation Commission recommend to Council to accept the proposed admission rate increases as presented in the memo submitted by Jeff Norburn, Aquatic Centre Manager, dated October 24, 1996."

In favour: Don Jones, Nonie Miyazaki, Denise Tomlin, Councillor Herb McCormack and Robert Hack.

Opposed: JoAnne Portman

- b) Community Festival

Tabled until the next meeting

MEETING ADJOURNED AT 7:40 p.m.

**CERTIFIED CORRECT**

  
Councillor

  
Recreation Manager

MEMORANDUM

*Agenda*

---

TO: T.C. Day, Administrator  
FROM: R.J. Finley, Fire Chief  
DATE: November 25, 1996  
RE: MONTH END REPORT FOR OCTOBER 1996

---

October was below average for the Merritt Fire Rescue Department, answering thirteen (13) emergency calls. Seven (7) of the calls were for rescue, of which all were regional. Of the six (6) fire emergency calls two (2) sustained a dollar loss.

The Merritt Fire Rescue Department, through the Justice Institute Fire Academy, completed the Electrical Safety Edukit and we are now waiting for the exam results.

Strength of the Merritt Fire Rescue Department

- 1 - Fire Chief
- 1 - Deputy Fire Chief
- 1 - Training Officer
- 3 - Captains
- 2 - Lieutenants
- 1 - Safety Officer
- 19 - Firefighters
- 3 - Recruits
- 1 - Waiting List

The Merritt Fire Rescue Department reminds all residents that:

During the winter months that require snow removal, please ensure you keep the fire hydrants clear for easy use in the event of a fire.

Also, please caution all children when around fireplaces, stoves or any solid fuel burning appliance, that clothes can catch fire quickly without warning.



Rich Finley, Fire Chief  
City of Merritt  
RF/aac  
A:FIRERPRT.OCT.(B)

MERRITT FIRE/RESCUE DEPARTMENT  
MONTHLY STATISTICAL REPORT

FORM NO. 3.18  
October 19 96

EMERGENCY CALLOUTS	CURRENT MONTH	YEAR TO DATE	PREVIOUS YEAR TO DATE
GROUP "A" ASSEMBLY	0	19	8
"B"	0	4	6
"C"	2	31	16
"D.E.F."	0	18	8
VEHICLE FIRES	2	7	10
RUBBISH & GRASS	2	43	40
AMBULANCE ASSIST	0	1	0
MICELLANEOUS & GAS SPILLS	0	5	12
TOTAL CALLS:	6	127	100
RESCUE BOAT	0	0	0
RESCUE VEHICLE-LOCAL	0	2	5
RESCUE VEHICLE-REGIONAL	7	57	62
TOTAL CALLS:	7	59	67
FALSE ALARMS: GOOD INTENT	0	2	3
MALICIOUS	0	8	4
SYSTEM MALFUNCTION	0	25	14
OTHER	0	0	2
ARSON,(SUSPECTED), VANDALISM	0	7	17
INJURIES - FIRE	0	0	0
DEATHS - FIRE	0	1	0

CURRENT MONTH

	AREA	BACKUP
STATION 1 FIRE	6	0
RESCUE TRUCK	7	0
LOWER NICOLA	0	0
COLDWATER ROAD	0	0
UPPER NICOLA	0	0

YEAR TO DATE

	AREA	BACKUP
	127	0
	59	0
	8	0
	4	0
	1	0

# MERRITT FIRE/RESCUE DEPARTMENT

FORM NO. 3.17

## MONTHLY INSPECTION REPORT

October 19 96

REGULAR INSPECTION PROGRAM		CURRENT MONTH	YEAR TO DATE	PREVIOUS YEAR TO DATE
ASSEMBLY	GROUP A	3	22	26
INSTITUTIONAL	GROUP B	0	1	0
RESIDENTIAL	GROUP C	3	18	16
BUSINESS	GROUP D	2	12	19
MERCANTILE	GROUP E	0	16	5
INDUSTRIAL	GROUP F	1	11	11
TOTAL		9	80	77
<b>OTHER INSPECTIONS AND SERVICES</b>				
BUILDING SITE INSPECTIONS		4	72	53
COMPANY INSPECTIONS		0	0	0
COMPLAINTS		0	7	2
EVENING INSPECTIONS		0	1	1
FINAL OCCUPANCY INSPECTIONS		1	7	5
FIRE DRILLS		0	0	0
LICENSE APPROVAL INSPECTIONS		1	32	17
OIL AND GASOLINE (New Inspections)		0	2	1
PUBLIC SERVICE (Lectures, Demonstrations, etc.)		9	58	71
RE-INSPECTIONS		2	72	59
TOTAL		17	251	209
FIRE COMMISSIONER ORDERS ISSUED		0	0	1
FIRE INVESTIGATIONS		4	29	17
PERMITS ISSUED (CITY BY-LAW)		3	5	9
PLANS APPROVAL		3	40	21
FIRE CODE ORDERS		0	0	6
REPORTS AND LETTERS		9	87	46



**1996 BYLAW SERVICES STATISTICS  
FOR THE MONTH OF NOVEMBER, 1996**

<b>VIOLATION TICKETS ISSUED:</b> (Parking Offences)	14
<b>VEHICLES TOWED:</b> (Via Violation Ticket)	1
<b>UNINSURED VEHICLES TOWED:</b>	0
<b>INQUIRIES:</b> (Were matters all dealt with over the phone)	47
<b>INCIDENT FILES:</b> (Incidents relayed to the Department which require investigation - includes site identification)	5
<b>OFFENCE NOTICES:</b> (Second Hand Goods Bylaw)	0
<b>OFFENCE NOTICES PAID:</b> (Seconds Hand Goods Bylaw Going to Trial)	0
<b>MUNICIPAL TICKET INFORMATION &amp; SUMMONS:</b> (Commonly referred to as an "M.T.I." which is a Ticket where the Officer issues the summons in the field, with pre-approved Fines and provision for deemed conviction, if unpaid or uncontested within 14 days of issuance - used for serious Bylaw Infractions.)	<b>PRESENTLY BEING REVIEWED BY THE ATTORNEY GENERAL'S OFFICE</b>
<b>CONVICTED:</b>	0
<b>ANIMALS IMPOUNDED:</b>	10
<b>LOCATION OF IMPOUNDING:</b>	
Jackson Avenue	1
Charters	2
Fir Avenue	1
Cowley Avenue	1
Granite Avenue	1
Diamondvale Mobile Home Park	1
Quilchena Avenue	1
Coldwater Avenue	1
Garcia Avenue	1
<b>DOG LICENSES ISSUED THIS MONTH:</b>	0
<b>DOG LICENSES ISSUED TO DATE FOR 1996:</b>	181
<b>ANIMALS TURNED OVER TO FOSTER PET PROGRAM (F.P.P.):</b>	1
<b>ANIMALS DESTROYED:</b>	5

CITY OF MERRITT - PERMITS ISSUED FOR THE MONTH OF OCTOBER, 1996

ABLDPPS (A-96)

27

PERMIT NO.	DATE	NAME	ADDRESS	LEGAL	TYPE	VALUE	FEE
96100	96/10/08	Crerar	#23 Eldorado Trlr. Park	Lot 9, Plan 15211	Mob. Home	\$ 60,000	\$ 404
96106	96/10/02	Hodgson	#123 Eldorado Trlr. Park	Plan 15211	Ext. Reno.	1,000	50
96107	96/10/07	Gillis	1576 Canford	Lot 4, Plan 1219	Acc. Bldg.	25,000	62
96109	96/10/08	Vince Smoluk	1937 Quilchena	Lot 17, Block 16, Plan 1	Occ.	1,000	50
96110	96/10/22	Klein	2437 Nicola	Part of Lot 171, Plan KDYD 4330	Sign	875	50
96111	96/10/16	Legion	1940 Quilchena	Lot 5, Block 17, Plan 1	Ramp	12,000	116
96113	96/10/17	McClelland	1326 Duncan	Lot 8, Plan 28057	SFD Add.	4,500	74
96114	96/10/08	Railyard	2101 Coldwater	Lot 1, Block 48, Plan B17299	Demolition	1,000	50
				1996 OCTOBER	TOTAL	\$ 105,375	\$ 856
				YEAR TO DATE	TOTAL	\$ 8,856,355	\$ 58,743
				1995 OCTOBER	TOTAL	\$ 861,560	
				YEAR TO DATE	TOTAL	\$16,102,881	

THOMPSON-NICOLA REGIONAL DISTRICT

BUILDING DEPARTMENT STATISTICS

OCTOBER 1996

*Agenda with City's*

RECAP:

Location	Permits Issued In Month				Permits Issued For Ten Months			
	October 1996		October 1995		To October 31, 1996		To October 31, 1995	
	#	Value	#	Value	#	Value	#	Value
Ashcroft	4	450,727	2	9,000	25	1,670,517	25	2,276,476
Barriere	8	671,000	0	0	76	4,508,910	0	0
Chase	10	489,535	2	265,762	54	3,253,218	54	2,568,202
Clearwater	4	15,000	5	252,670	69	6,838,210	48	3,454,990
Clinton	0	0	0	0	16	340,200	21	455,920
Logan Lake	1	6,500	6	137,160	46	2,766,962	51	1,819,380
Lytton	1	10,000	1	40,000	7	97,200	12	745,107
Sun Peaks	6	484,340	0	0	45	20,617,330	0	0
A	2	85,000	14	392,270	36	1,557,740	73	3,054,348
B	1	5,000	1	0	12	3,104,760	14	745,080
E	5	68,000	5	132,920	66	2,809,480	68	2,527,180
I	1	129,100	3	165,500	30	2,274,855	34	1,881,446
J	2	53,000	3	142,880	28	1,710,065	63	2,916,387
L	8	643,320	5	247,000	58	3,505,828	62	3,498,260
M	4	497,840	4	454,040	50	2,940,465	37	2,836,205
N	2	210,000	1	86,129	22	1,748,640	30	1,720,159
O	13	520,320	10	281,040	73	3,069,149	115	4,521,075
P	11	620,320	12	941,400	97	5,190,459	118	22,256,682
<b>Total</b>	<b>83</b>	<b>4,959,002</b>	<b>74</b>	<b>3,547,771</b>	<b>810</b>	<b>68,003,988</b>	<b>825</b>	<b>57,276,897</b>

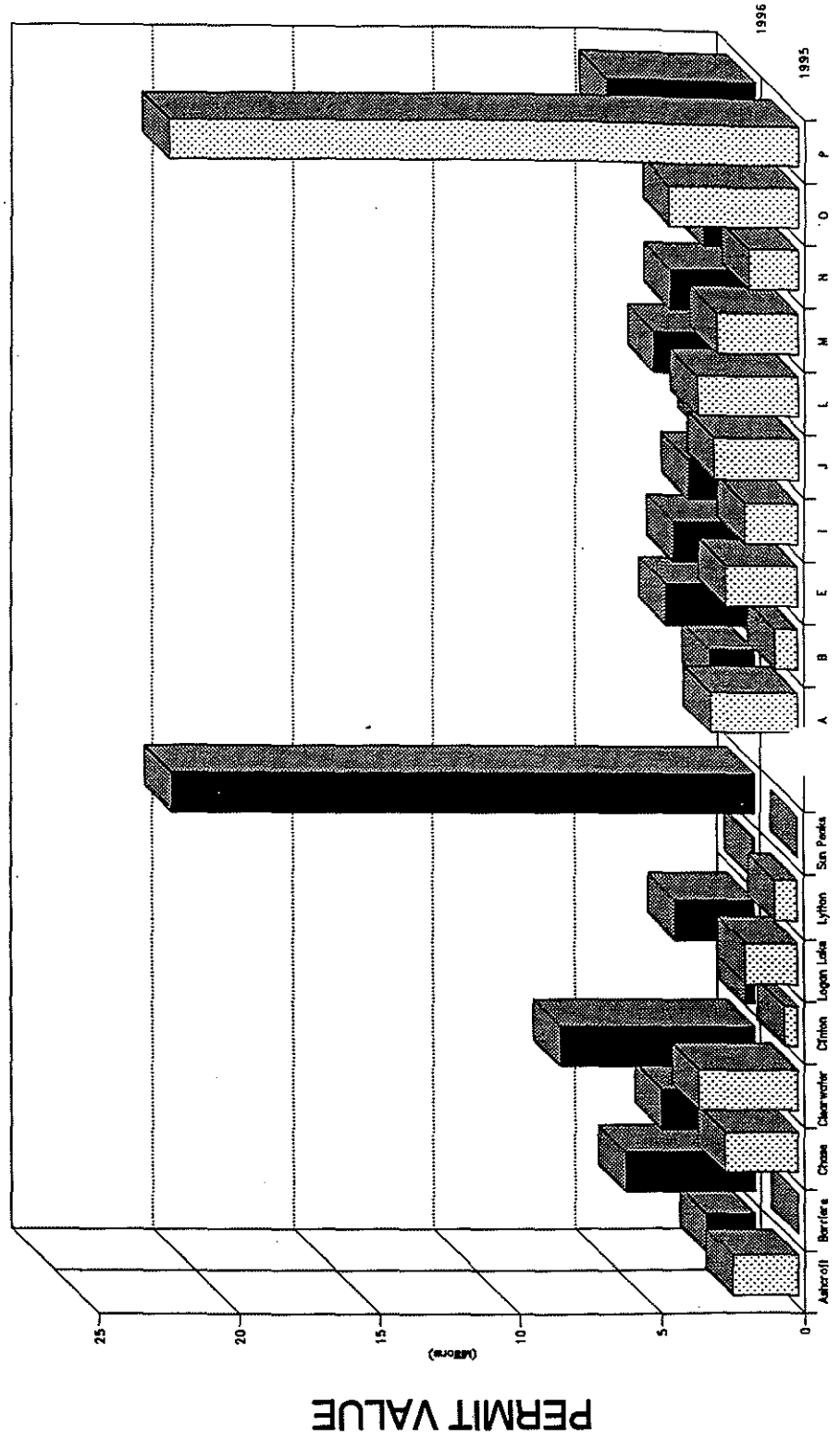
Discontinued in 1995:

Merritt	0	0	9	861,560	0	0	87	16,102,881
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Only Electoral Area Directors are entitled to vote on this matter.

# TNRD - Building Permit Values

## TEN MONTHS ENDED OCTOBER 31, 1996



THOMPSON-NICOLA REGIONAL DISTRICT  
BUILDING STATISTICS FOR OCTOBER 1996

Location	Single Family Dwelling		Single Wide Mobile		Multiple Family Dwelling		Commercial		Governmental		Industrial		Miscellaneous		Renovation		Additions		Wood Heaters		Renewal		Totals					
	#	Value	#	Value	#	Value	#	Value	#	Value	#	Value	#	Value	#	Value	#	Value	#	Value	#	Value	#	Value				
<b>CARIBOO AREA:</b>																												
Ashcroft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	450,727		
Clinton	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Lytton	0	0	0	0	0	0	0	10,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	10,000		
E	1	58,000	0	0	0	0	0	0	0	0	0	0	0	0	1	5,000	0	0	0	0	1	5,000	2	0	5	68,000		
I	1	129,100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	129,100		
Total	2	187,100	0	0	1	10,000	0	10,000	0	0	0	0	0	0	1	5,000	1	57,100	1	57,100	1	5,000	3	0	11	657,827		
<b>KAMLOOPS AREA:</b>																												
Chase	3	401,835	0	0	0	0	0	0	0	0	0	0	0	3	12,000	2	22,000	1	54,000	0	0	1	0	0	0	10	489,535	
Logan Lake	0	0	0	0	0	0	0	6,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	6,500		
Sun Peaks	0	0	0	0	0	0	0	35,000	0	0	0	0	4	433,340	0	0	1	16,000	0	0	0	0	0	0	6	484,340		
J	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	53,000		
L	4	384,200	0	0	0	0	0	0	0	0	0	0	1	169,120	0	0	1	80,000	2	10,000	2	10,000	0	0	8	643,320		
P	3	376,320	0	0	0	0	0	0	0	0	0	0	2	160,000	1	25,000	3	51,000	1	5,000	1	5,000	1	0	11	620,320		
Total	10	1,184,055	1	50,000	0	0	2	41,500	0	0	0	0	0	11	777,480	3	48,000	6	201,000	3	15,000	2	0	38	2,287,015			
<b>NICOLA VALLEY:</b>																												
M	4	497,840	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	497,840		
N	2	210,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	210,000		
Total	6	707,840	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	707,840		
<b>NORTH THOMPSON:</b>																												
Barriere	4	424,000	1	36,000	0	0	0	0	0	0	0	0	2	208,000	0	0	0	0	0	0	1	5,000	0	0	8	671,000		
Clearwater	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	5,000	2	10,000	1	0	0	0	4	15,000		
A	1	80,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	5,000	0	0	0	0	2	85,000		
B	0	0	0	0	0	0	0	0	0	0	1	5,000	0	0	0	0	0	0	0	0	0	0	0	0	1	5,000		
O	4	400,320	3	99,000	0	0	0	1,000	0	0	0	0	0	0	0	0	0	0	0	0	4	20,000	1	0	13	520,320		
Total	9	904,320	4	135,000	0	0	1	1,000	0	0	1	5,000	2	208,000	0	0	1	5,000	1	5,000	8	40,000	2	0	28	1,296,320		
<b>GRAND TOTAL PREVIOUS YEAR:</b>	27	2,983,315	5	185,000	1	380,827	4	52,500	0	0	1	5,000	7	37,000	4	53,000	8	283,100	12	60,000	7	0	0	0	7	0	83	4,959,002
<b>Change %</b>	21	2,195,729	6	198,180	0	0	4	332,782	0	0	0	0	13	442,940	2	75,000	7	270,760	12	30,000	9	3,000	0	0	9	3,547,771		
	6	787,588	(1)	(13,180)	1	380,827	0	(280,282)	0	0	1	5,000	(6)	(405,940)	2	(22,000)	1	(7,880)	0	30,000	(2)	(3,000)	0	0	9	1,411,231		
		35%		-7%		ERR		-84%		ERR		ERR		-92%		-28%		-3%		100%		-100%				40%		
Merritt	1	125,480	0	0	0	0	0	714,000	0	0	0	0	3	7,000	1	2,000	1	13,000	0	0	0	0	0	0	9	861,580		

**THOMPSON-NICOLA REGIONAL DISTRICT  
BUILDING STATISTICS FOR TEN MONTHS ENDED OCTOBER 31, 1996**

Location	Single Family Dwell		Single Wide Mobile		Multiple Family D		Commercial		Gov't/Institutional		Industrial		Miscellaneous		Renovation		Additions		Wood Heaters		Renewal		Totals		
	#	Value	#	Value	#	Value	#	Value	#	Value	#	Value	#	Value	#	Value	#	Value	#	Value	#	Value	#	Value	
<b>CARIBOO AREA:</b>																									
Ashcroft	2	186,800	0	0	3	1,339,217	2	26,000	0	0	1	0	11	55,400	0	0	2	81,100	0	0	4	0	25	1,670,517	
Clinton	1	100,000	1	62,000	0	0	8	166,200	0	0	0	0	2	7,000	0	0	1	5,000	0	0	3	0	16	340,200	
Lytton	0	0	0	0	0	0	1	10,000	1	43,200	0	0	2	9,000	1	30,000	0	0	1	5,000	1	0	7	97,200	
E	17	2,061,370	2	37,500	0	0	2	27,000	0	0	0	0	22	351,810	1	5,000	11	297,000	2	10,000	9	0	66	2,609,480	
I	9	958,855	1	34,880	2	944,220	3	184,000	0	0	0	0	8	98,100	0	0	3	54,800	0	0	4	0	30	2,274,855	
Total	29	3,327,025	4	134,380	5	2,283,437	16	415,200	1	43,200	1	0	45	821,110	2	35,000	17	417,900	3	15,000	21	0	144	7,192,252	
<b>KAMLOOPS AREA:</b>																									
Chase	13	1,599,855	2	100,000	1	530,000	9	647,000	0	0	2	72,000	18	188,563	2	22,000	2	90,000	1	4,000	4	0	54	3,253,218	
Logan Lake	16	1,579,850	1	40,000	0	0	4	16,500	5	747,000	3	251,000	13	56,500	0	0	3	77,312	0	0	1	0	46	2,766,662	
Sun Peaks	6	1,279,680	0	0	4	5,094,110	8	9,702,000	0	0	0	0	26	3,956,540	0	0	1	16,000	0	0	0	0	45	20,617,330	
J	13	1,308,165	3	152,900	0	0	0	0	0	0	0	0	9	224,000	0	0	1	25,000	0	0	2	0	28	1,710,065	
L	22	2,014,790	9	350,390	0	0	1	20,000	0	0	0	0	13	309,878	0	0	5	201,000	2	10,000	6	0	58	3,505,628	
P	41	4,244,238	6	245,840	0	0	1	20,000	0	0	0	0	20	475,680	1	26,000	6	158,700	4	20,000	14	0	97	5,190,459	
Total	111	12,823,179	23	889,100	5	6,194,110	23	10,404,500	5	747,000	5	323,000	99	5,212,951	3	48,000	20	568,012	7	34,000	27	0	326	37,043,852	
<b>NICOLA VALLEY:</b>																									
M	21	2,493,900	6	215,500	0	0	1	20,000	0	0	0	0	10	49,000	0	0	7	147,365	3	15,000	3	0	60	2,840,465	
N	14	1,591,640	2	77,000	0	0	0	0	0	0	0	0	2	43,000	0	0	1	12,000	3	25,000	0	0	22	1,748,640	
Total	35	4,085,240	7	292,500	0	0	1	20,000	0	0	0	0	12	92,000	0	0	8	159,365	6	40,000	3	0	72	4,689,105	
<b>NORTH THOMPSON:</b>																									
Barriere	28	3,201,050	2	48,500	0	0	1	28,000	2	39,000	3	419,800	25	673,560	1	2,000	3	67,000	6	30,000	5	0	76	4,506,910	
Clearwater	28	3,771,220	5	179,000	0	0	5	2,543,000	0	0	0	0	14	89,000	0	0	8	225,990	6	30,000	3	0	69	8,636,210	
A	10	1,071,440	4	148,500	0	0	1	88,000	0	0	1	100,800	8	52,000	1	8,000	5	66,000	5	25,000	1	0	36	1,557,740	
B	1	97,780	2	89,000	1	579,000	3	2,306,000	0	0	1	5,000	2	18,000	0	0	1	6,000	0	0	1	0	12	3,104,790	
O	25	2,294,805	11	357,200	0	0	3	36,000	0	0	0	0	13	194,094	1	1,000	6	145,550	8	37,500	6	0	73	3,069,149	
Total	92	10,436,275	24	820,200	1	579,000	13	5,006,000	2	39,000	5	525,600	62	1,026,654	3	11,000	23	512,640	26	122,500	16	0	296	19,078,769	
<b>GRAND TOTAL</b>																									
	267	30,471,719	58	2,136,180	11	9,059,547	53	15,845,700	8	829,200	11	846,800	218	6,852,725	8	94,000	66	1,657,817	41	211,500	67	0	810	68,003,988	
<b>PREVIOUS YEAR:</b>																									
	261	27,637,958	59	2,005,507	6	8,465,790	37	13,748,182	1	16,000	8	664,307	160	3,767,195	26	465,650	85	2,241,958	67	168,000	95	76,000	825	57,276,897	
Change	6	2,834,361	(1)	130,673	5	2,593,757	16	2,097,518	7	813,200	3	184,293	58	3,085,530	(18)	(371,650)	(17)	(584,141)	(26)	43,500	(28)	(76,000)	(15)	10,727,091	
%		10%		7%		40%		15%		50%		28%		82%		-80%		-26%		26%		-100%		1%	
					118,916		-105,000	6,789		52%		1,1		2			16	344,436		0	0	2	44,000	83	366,301

**MEMORANDUM**

*Agenda*

**TO: TOM DAY, CITY ADMINISTRATOR**

**FROM: JEFF NORBURN, AQUATIC CENTRE MANAGER**

**DATE: DECEMBER 5, 1996**

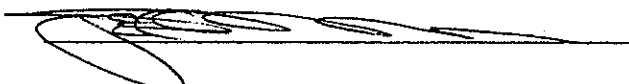
**RE: ARENA CODE OF CONDUCT**

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While only open for five weeks, the newly renovated Nicola Valley Memorial Arena has already been subject to vandalism and abuse. A Code of Conduct, if posted in the facility and distributed to arena user groups, can assist the City and the Arena Operator apply consequences to individuals and groups who abuse the facility.

The attached Code of Conduct was discussed at the Civic Properties and Recreation Commission meeting on Wednesday December 4. The Commission members present were very supportive of the document. The three members present recommended that an additional clause be added to the Code of Conduct stating that: "The use of illegal drugs not be permitted in the building and that alcohol use be permitted only in areas designated by a valid liquor permit."

The Arena Operator is not in favour of adding this clause to the Code of Conduct and would prefer that this situation be addressed outside of Council policy.



**Jeff Norburn,  
Aquatic Centre Manager**

# NICOLA VALLEY MEMORIAL ARENA CODE OF CONDUCT

*All participants, spectators, volunteers, coaches, and other users of the Nicola Valley Memorial Arena are expected to adhere to the following general rules of conduct while using the facility:*

## **To respect the building.**

*Users of the Nicola Valley Memorial Arena are expected to take care not to damage the building or equipment in the building, to keep the building clean, and to report any damage to facility staff immediately.*

## **To respect other facility users.**

*Users of the Nicola Valley Memorial Arena are expected to take care not to intentionally injure or interfere with the enjoyment of others using the Centre.*

## **To respect facility staff and officials.**

*Users of the Nicola Valley Memorial Arena are expected to treat facility staff and event officials and volunteers with respect and to adhere to the rules and regulations pertaining to the safe and enjoyable operation of the Centre.*

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## **Failure to adhere to the Code of Conduct.**

- 1. Individuals found to have deliberately and willfully damaged facility equipment or the building may be suspended from using the facility for a period of up to one year, and will be required to make financial restitution.*
- 2. Individuals found to have damaged facility equipment or the building through their own negligent behavior may be suspended from using the facility for a period of up to one month, and will be required to make financial restitution.*
- 3. Individuals who are consistent behavioral problems who risk the personal safety of others in the facility may be suspended from using the facility for a period of up to one month, for each incident.*
- 4. Individuals who are verbally or physically abusive to facility staff, volunteers, officials, participants or spectators may be suspended from using the facility for a period of up to one month for each incident.*
- 5. Notwithstanding, special circumstances may warrant suspensions exceeding those noted above in cases of extreme vandalism, abuse, or inappropriate behavior.*

## CITY OF MERRITT

### POLICY AND PROCEDURE MANUAL

Title: Implementation of the Code of Conduct for the Nicola Valley Memorial Arena

Date of Issue:

Date of Revision:

Individuals who violate the Council approved Code of Conduct for the Arena may receive suspensions from the facility and/ or may be required to make financial restitution for damages caused.

1. The Arena Operator may issue suspensions at his/ her discretion for a period of up to seven days. The Arena Operator may issue these suspensions verbally. A written record of suspensions of greater than one shall be maintained by the Arena Operator to track repeat offenders who may receive additional suspensions.
2. Where the Arena Operator wishes to issue a suspension exceeding seven days the suspension will be addressed in the following sequence:
  - The Arena Operator may suspend the individual(s) for one week pending a final decision regarding the duration of the suspension.
  - City Administration will review the incident with the Arena Operator within one week of the incident. Both parties will agree to the duration of the suspension.
  - Wherever possible, City Administration will issue a formal letter to the offending party(s) advising them of the suspension and the recourse available to them.
3. Financial Restitution, where applicable, will be collected by the Arena Operator. A receipt for money collected by the Arena Operator must be provided to the offender(s). Copies of all invoices for facility damage and all receipts for restitution payment must be submitted to City Administration within two weeks of the incident.
4. In the event that financial restitution for damages is required and is owing, an offenders suspension may be extended until full payment has been received.
5. Individuals who have been suspended for a period of greater than seven days, and/ or who have been required to make financial restitution may seek recourse before Council. The individual(s) will be required to submit a letter to Mayor and Council requesting reconsideration of the suspension issued and/or the requirement to make financial restitution. Each such case will be permitted to a review before Council only once. Council may, at their discretion, alter any suspension or payment requirement previously made.

## MEMORANDUM

**TO: TOM DAY, CITY ADMINISTRATOR**

**FROM: JEFF NORBURN, AQUATIC CENTRE MANAGER**

**DATE: OCTOBER 24, 1996**

**RE: FACILITY ADMISSION RATES**

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### **BACKGROUND:**

The fees and charges at the Aquatic Centre have been reviewed in the fall of each year. As a result of last year's review some of the rates were increased, others were adjusted to provide consistency or easier administration, and others remained unchanged. A thorough review of the fees and charges each year is a valuable exercise to ensure that changes in user rates are carefully considered.

For budget and administration reasons it is best to implement a rate increase (if any) on January 1 of each calendar year.

To assess the need for a possible rate increase the following factors should be considered:

1. A comparison of other facility rates
2. The customers value for dollar spent
3. Administration practices
4. Past, current, and projected facility user levels
5. The facility's operating budget

### **1) FACILITY SURVEYS**

A survey of seven other leisure pools (most Vic Davis designed) indicates that our current fees and charges are generally lower than average.

Comparisons with other facilities should be reviewed with caution. While efforts have been made to select similar facilities there are considerable variations in service levels and hours of operation. Some facilities for example charge additional fees for use of their fitness rooms or for water aerobic classes. Many facilities do not offer one month memberships limiting purchases to three or six months. A number of facilities do not have reduced rates for seniors, adult students, or the disabled. Facility operating hours may be much lower in some cases, and some facilities may not have a "drop in anytime" philosophy to their facility programming.

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The survey results demonstrate that the Nicola Valley Aquatic Centre has much lower than average rates for teens and seniors. Our youth rate is lower than average with only Tumbler Ridge having a lower rate (a rate that has not increased since the facility opened in 1990).

These survey results provide some indication of what "the market will bear" in regards to facility charges. The results of the survey are attached to this report.

## **2) THE CUSTOMERS VALUE FOR DOLLAR SPENT**

Considerable effort has been made in last two years to adjust fees to correct some inconsistencies in the value of drop in, punchcard, and membership fees.

Ten punchcards have all been adjusted to be a ten percent savings off drop in rates. One month memberships are all based on ten drop in admissions, and annual memberships are based on one hundred drop in admissions.

A random telephone survey was conducted in September of 1996. Of those surveyed, 78% rated the value for their dollar spent at the Aquatic Centre as good or higher.

It should be noted that, unique to the vast majority of Municipally operated Aquatic Centres in the Province, we are very progressive in developing marketing promotions that offer limited time discounts on membership sales. This provides many patrons with an even greater value for their dollar. The majority of annual memberships are sold at discounted prices.

## **3) ADMINISTRATION**

Efforts to improve the administration of fees and charges should be made to provide improved levels of customer service and ease of management from a staff point of view.

Over the last two years the General Sales Tax has been incorporated into all punch card and membership sales, and all rental fees. Memberships are no longer sold by the calendar year or month. These changes have been a tremendous convenience to both our customers and staff.

Efforts should be made whenever possible to increase fees by "round numbers" rather than a flat percentage to reduce the need for customers to pay unusual amounts.

## **4) CURRENT AND PROJECTED FACILITY USERS:**

Statistical information is an important consideration when establishing facility rates for the Centre.

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In 1996 we anticipate about 80,000 admissions which is very similar to last years statistics. As predicted last year, attendance has "leveled off". We should now expect to see a small increase in users in each year.

Revenues for the Centre have increased over last year and are currently slightly higher than budgeted. The only area where revenues are lower than anticipated are facility rentals. Swim Club use was lower than anticipated because the Otters did not host a swim meet and used less practice time than budgeted. School rentals are lower than anticipated due to a decline in school instructional programs. Private rentals are lower than anticipated due to a decline in "free swim sponsorship" and relatively low levels of private rental bookings. A marketing promotion offering a reduced rate on free swim sponsorship received a very positive response indicating that a reduced fee would make this type of booking more accessible to businesses and community organizations.

We have sold more annual memberships for 1997 compared to this time last year. By this time last year we had sold forty-three 1996 annual memberships. This year we have sold fifty 1997 annual memberships. This is an early indication that user levels will increase modestly over 1996.

#### **5) THE FACILITY'S OPERATING BUDGET:**

Consideration should be given to the effect a fee increase, or the absence of a fee increase, will have on the facilities operating budget. Attendance in 1997 is expected to be consistent with 1996 with only a modest increase in users. Expenses will likely continue to increase as staff wages increase. (Wages account for 2/3 of the Centres operating expenses.) For example the 1996 wage increase will likely result in an increase of approximately \$12,000 to the facility's operating budget.

Moderate increases in facility user rates can offset increases in expenses provided attendance levels remain consistent. For example an increase of \$.25 to drop in rates can result in an increase of approximately \$12,000 in drop in admission revenue.

Increases in areas already considered to be of declining "value" to customers may not have a positive impact on facility revenues.

#### **PROPOSED RATES:**

Considering the above factors the following rates are proposed for implementation January 1, 1997.

(see attached)

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<b>DROP IN RATES:</b>			
<b>CATEGORY</b>	<b>1995 RATE</b>	<b>CURRENT RATE</b>	<b>PROPOSED RATE</b>
TOT	FREE	FREE	FREE
YOUTH	\$1.75	\$1.75	\$2.00
ADULT	\$3.25	\$3.50	\$3.50
SENIOR/ DISABLED	\$2.00	\$2.25	\$2.25
STUDENT	\$2.25	\$2.50	\$2.50
FAMILY: ADULT	\$2.85	\$3.00	\$3.00
FAMILY: YOUTH	\$1.25	\$1.50	\$1.70

**NOTES:**

The youth rate was not increased in 1996 and is below the survey average. Increasing the youth rate will have the most notable increase in facility revenues as youth (and family youth) account for approximately 54% of facility users. Over 80% of youth pay drop in admission rates. The family youth rates have been adjusted to provide a consistent savings of 15% over regular rates.

<b>PUNCH CARD RATES:</b>		
<b>CATEGORY</b>	<b>CURRENT RATE</b>	<b>PROPOSED RATE</b>
TOT	N/A	N/A
YOUTH	\$15.75	\$18.00
ADULT	\$31.50	\$31.50
SENIOR/ DISABLED	\$20.25	\$20.25
STUDENT	\$22.50	\$22.50
FAMILY: ADULT	\$27.00	\$27.00
FAMILY: YOUTH	\$13.50	\$15.30

**NOTES:**

Punch Card rates are all based on a ten percent savings off regular rates. Any changes to drop in rates should automatically result in adjustments to the punch card rates to be 9 X the drop in rate.

<b>ONE MONTH MEMBERSHIP RATES:</b>		
<b>CATEGORY</b>	<b>CURRENT RATE</b>	<b>PROPOSED RATE</b>
TOT	N/A	N/A
YOUTH	\$17.50	\$20.00
ADULT	\$35.00	\$35.00
SENIOR/ DISABLED	\$22.50	\$22.50
STUDENT	\$25.00	\$25.00
FAMILY: ADULT	\$30.00	\$30.00
FAMILY: YOUTH	\$15.00	\$17.00

**NOTES:**

All One month memberships rates are based on ten admissions to "break even". Any changes made to drop in rates should automatically result in adjustments to the one month membership rates to be 10 X the drop in rate.

<b>ANNUAL MEMBERSHIP RATES:</b>		
<b>CATEGORY</b>	<b>CURRENT RATE</b>	<b>PROPOSED RATE</b>
TOT	N/A	N/A
YOUTH	\$175.00	\$200.00
ADULT	\$350.00	\$350.00
SENIOR/ DISABLED	\$225.00	\$225.00
STUDENT	\$250.00	\$250.00
FAMILY: ADULT	\$300.00	\$300.00
FAMILY: YOUTH	\$150.00	\$170.00

**NOTES:**

All Annual Memberships are based on 100 X drop in admissions. Any changes made to drop in rates should result in automatic changes to the annual membership rates to be 100 X the drop in rates.

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FACILITY RENTAL RATES INCLUDING GST:			
CATEGORY	1995 RATE	CURRENT RATE	PROPOSED 1997 RATE
SWIM CLUB (PER LANE)	\$6.69 (based on a five lane pool)	6.75 (based on a five lane pool)	\$6.00 (Based on a six lane pool)
SWIM CLUB (FULL POOL)	\$26.75	27.00	\$30.00
SWIM CLUB (SWIM MEET)	N/A (\$749 charged in 1995)	750.00 (Not including draining of Leisure Pool)	\$750.00 (Not including draining the Leisure Pool or transfer of bleachers)
SCHOOL USE	\$26.75	\$27.00	\$30.00
SCHOOL INSTRUCTIONAL PROGRAM FLAT RATE	N/A	N/A	\$250.00 (includes 2 instructors for eight 30 minute lessons for up to 30 children)
INSTRUCTOR/ GUARD COST	\$16.05	\$17.50	\$17.50
PRIVATE RENTAL RATE	\$64.20	\$65.00	\$65.00
FREE SWIM SPONSORSHIP RENTAL RATE	N/A	N/A	\$30.00

**NOTES:**

- There have been no notable increases in facility rental rates since opening, except to provide rounder numbers with GST included. In 1996 Staff rates were increased significantly to reflect the increase in staff costs.
- A flat fee for swim meets provides a much simpler system for both the swim club and staff. The swim meet fee is based on 2 hours Friday night set up. Saturday and Sunday meet times not to start earlier than 7:00 am and not to go later than 5 pm. The fee includes the cost of one lifeguard throughout the meet. Additional times will be charged at current rates for lifeguards and club rental use. Unreasonable additional maintenance costs and draining of the leisure pool will be charged separately if applicable. Last year there was no swim meet and the fee was not used. In the past no fee has been charged for the delivery of bleachers to the pool site. This is a significant cost to the Centre and it is recommended that this charge be paid by the swim club as an extra fee.
- Club rates have been increased to \$30.00 an hour. The lane rental rate appears to have decreased however we have previously based the lane rental rate on a five lane pool rather than a six lane pool. Administratively this has been confusing.
- An additional fee has been added for a standard school instructional program. The majority of groups include less than 30 children and require two instructors for eight half hour lessons. It is my feeling that having this flat rate system we will be able to market instructional programs much easier to schools. School programs have decreased this year and I hope this simpler and more affordable price will increase school use and therefore increase revenues. Additional students and instructors will be billed out at regular rates.
- An additional fee has been added for free swim sponsorship. A marketing promotion this fall indicates that support of these swim sessions will increase with a more affordable price. These sessions are of benefit to the community, attract large crowds, and provide revenues comparable to the revenues that would be generated by drop in admissions.

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**RECOMMENDATIONS:**

**That the City of Merritt Bylaw No. xxxx, Section B be amended as follows:**

	Single	10 Use Punch Card
Tot	Free	N/A
Youth	\$2.00	\$18.00
Adult	\$3.50	\$31.50
Senior	\$2.25	\$20.25
Disabled	\$2.25	\$20.25
Student	\$2.50	\$22.50
Family - each adult	\$3.00	\$27.00
- each youth	\$1.70	\$15.30

**That Section C be amended as follows:**

	One Month	One Year
Tot	N/A	N/A
Youth	\$20.00	\$200
Adult	\$35.00	\$350
Senior	\$22.50	\$225
Disabled	\$22.50	\$225
Student	\$25.00	\$250
Family - each adult	\$30.00	\$300
- each youth	\$17.00	\$170

and that Section F be amended as follows:

Private Rentals: excludes fitness area. Fee does not include staff costs. \$65.00/ hour

Free Swim Sponsorship:

applies to community groups and organizations,  
individuals and businesses who rent the pool during  
regular hours of operation and allow free admission  
to the general public. Fee does not include staff costs. \$30.00/ hour

Swim Club Practice: per lane (based on a six lane pool) (up to five lanes) \$6.00/ hour

exclusive pool use (outside operating hours only) \$30.00/ hour

Swim Meet: includes Friday night set up (max. 2 hours) \$750/ meet

Swim meet times 7:00 am - 5:00 pm

includes one lifeguard throughout

does not include unreasonable additional maintenance

transfer of bleachers to the pool site or draining of  
the Leisure Pool.

School Use: \$30.00/ hour

instructional program: flat fee includes eight 30 minute  
lessons for up to 30 students with two instructors. Includes  
youth admission for up to 30 children. Additional  
instructors required charged out at regular rates.

Additional students or adults charged out at regular  
rates. \$250.00

Instructor/ Lifeguard/ Funleader Rates: \$17.50 / hr

Instructor, Lifeguard, and Funleader requirements  
to be determined by the Aquatic Centre Manager.

All amendments to be effective January 1, 1997

  
Jeff Norburn,  
Aquatic Centre Manager

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## FACILITY SURVEY DROP IN ADMISSION RATES

	WESTBANK	VERNON*	TUMBLER RIDGE*	SMITHERS	GOLD RIVER	WHISTLER	QUALICUM **	AVERAGE	NVAC
TOT	\$1.05	\$1.10	FREE	\$2.00	FREE	FREE	\$2.15	\$ .90	FREE
CHILD	\$2.00	\$2.70	\$1.25	\$3.00	\$2.00	\$2.50	\$2.15	\$2.23	\$1.75
TEEN	\$2.50	\$2.70	\$2.00	\$3.75	\$2.25	\$3.00	\$2.70	\$2.70	\$1.75
ADULT	\$3.60	\$3.75	\$3.50	\$4.50	\$3.50	\$5.00	\$3.50	\$3.91	\$3.50
SENIOR	\$2.00	\$3.75	\$3.00	\$4.50	\$2.25	\$5.00	\$2.70	\$3.31	\$2.25
ADULT STUDENT	\$3.60	\$3.75	\$3.50	\$4.50	\$3.25	\$5.00	\$3.50	\$3.87	\$2.50
DISABLED	N/A	25% OFF	\$1.25	N/A	FREE	N/A	N/A	N/A	\$2.25
FAMILY	\$7.40	\$8.55	\$6.00	\$10.00	\$7.25 (Max 5 people)	\$10.00	\$7.00	\$8.03	Each Adult \$3.00 Each Youth \$1.50

**\*ADMISSION DOES NOT INCLUDE FITNESS ROOM**

**VERNON: ADDITIONAL FEE OF \$1.60 FOR USE OF FITNESS ROOM**

**TUMBLER RIDGE: ADDITIONAL FEE OF \$1.00 FOR USE OF THE FITNESS ROOM**

**\*\*OUT OF TOWN PATRONS ARE CHARGED AN ADDITIONAL 20% IN QUALICUM**

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## FACILITY SURVEY 10 USE PUNCH CARD ADMISSION

	WESTBANK	VERNON*	TUMBLER RIDGE*	SMITHERS	GOLD RIVER	WHISTLER	QUALICUM**	AVERAGE	NVAC
<b>TOT</b>	\$8.20	\$9.65	FREE	\$18.00	FREE	FREE	\$19.26	\$7.87	FREE
<b>CHILD</b>	\$15.60	\$24.10	\$11.50	\$27.00	\$15.75	\$18.00	\$19.26	\$18.74	\$15.75
<b>TEEN</b>	\$19.50	\$24.10	\$18.00	\$33.75	\$17.75	\$22.50	\$24.08	\$22.81	\$15.75
<b>ADULT</b>	\$28.10	\$33.75	\$31.00	\$40.00	\$28.50	\$38.25	\$31.30	\$32.99	\$31.50
<b>SENIOR</b>	\$15.60	\$33.75	\$31.00	\$40.00	\$17.75	\$38.25	\$24.08	\$28.63	\$20.25
<b>ADULT STUDENT</b>	\$28.10	\$33.75	\$31.00	\$40.00	\$28.50	\$38.25	\$31.30	\$32.99	\$22.50
<b>DISABLED</b>	N/A	25% OFF	\$11.50	N/A	N/A	N/A	N/A	N/A	\$20.25
<b>FAMILY</b>	\$57.70	\$77.05	\$54.00	\$90.00	N/A	\$76.50	\$62.60	\$69.64	Each Adult \$27.00 Each Youth \$13.50

**\*ADMISSION DOES NOT INCLUDE FITNESS ROOM**  
**VERNON: ADDITIONAL FEE OF \$14.40 FOR USE OF FITNESS ROOM**  
**TUMBLER RIDGE: ADDITIONAL FEE OF \$9.00 FOR USE OF THE FITNESS ROOM**

**\*\*NON RESIDENTS PAY 20% MORE FOR ALL PUNCH CARDS**

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## FACILITY SURVEY ONE MONTH MEMBERSHIP RATES

	WESTBANK **	* VERNON **	* TUMBLER RIDGE **	SMITHERS	GOLD RIVER**	WHISTLER	QUALICUM **	AVERAGE	NVAC
TOT	\$9.20	\$7.70	N/A	\$28.00	N/A	N/A	24.00	\$9.84	N/A
CHILD	\$17.50	\$19.26	\$16.67	\$44.00	\$14.92	\$24.00	24.00	\$22.90	\$17.50
TEEN	\$21.90	\$19.26	\$26.67	\$55.00	\$19.08	\$30.00	32.10	\$24.90	\$17.50
ADULT	\$31.55	\$26.96	\$47.00	\$65.00	\$27.67	\$51.00	41.73	\$41.55	\$35.00
SENIOR	\$17.50	\$26.96	\$47.00	\$65.00	\$19.08	\$51.00	32.10	\$36.94	\$22.50
ADULT STUDENT	\$31.55	\$26.96	\$47.00	\$65.00	\$27.67	\$51.00	41.73	\$41.55	\$25.00
DISABLED	N/A	25% OFF	\$16.67	N/A	N/A	N/A	N/A	N/A	\$22.50
FAMILY	\$64.80	N/A	\$80.33	\$125.00	N/A	\$102.00	\$83.46	\$91.11	Each Adult \$30.00 Each Youth \$15.00

**\*ADMISSION DOES NOT INCLUDE FITNESS ROOM**

**\*\*FACILITY DOES NOT HAVE A ONE MONTH PASS AND REQUIRES A MINIMUM OF 3 OR 6 MONTH PURCHASE  
RATES HAVE BEEN ADJUSTED TO SHOW AN AVERAGE OF ONE MONTH**

**QUALICUM: NON RESIDENTS PAY AN ADDITIONAL 20%**

## FACILITY SURVEY ANNUAL MEMBERSHIP RATES

	* VERNON	* TUMBLER RIDGE	SMITHERS	GOLD RIVER	WHISTLER	AVERAGE	NVAC
TOT	\$64.80	N/A	\$210	N/A	N/A	\$54.96	N/A
CHILD	\$162	\$156	\$320	\$119	\$192	\$189.80	\$175
TEEN	\$162	\$250	\$400	\$146.75	\$240	\$239.75	\$175
ADULT	\$242	\$437	\$480	\$248.75	\$459	\$373.35	\$350
SENIOR	\$242	\$437	\$480	\$146.75	\$459	\$352.95	\$225
ADULT STUDENT	\$242	\$437	\$480	\$248.75	\$459	\$373.35	\$250
DISABLED	25% OFF	\$156	N/A	N/A	N/A	N/A	\$225
FAMILY	N/A	\$750	\$890	N/A	\$918	\$852.66	Each Adult \$300 Each Youth \$150

**\*ADMISSION DOES NOT INCLUDE FITNESS ROOM**

**QUALICUM AND WESTBANK DO NOT HAVE AN ANNUAL PASS ]**

## FACILITY SURVEY FACILITY RENTAL RATES

	VERNON	TUMBLER RIDGE	SMITHERS	GOLD RIVER	WHISTLER	QUALICUM	NVAC
<b>SWIM CLUB PRACTICE</b>	\$5.75 /LANE \$51/ POOL	\$33.00	\$25.00 / LANE	\$11.52/ LANE \$30.50/ POOL	\$6.40/LANE \$38.50/POOL	\$9.36/LANE \$56.71/POOL	\$6.75/ LANE \$27.00 / POOL
<b>SWIM CLUB MEET</b>	\$62.75	\$33.00	N/A	\$38.25	\$38.50	\$56.71	\$27.00 / HR \$750.00/ FLAT
<b>SCHOOL GROUPS</b>	<b>INSTRUCTOR COST ONLY</b>	\$33.00 (PLUS INSTRUCTORS)	\$40.00	\$25.00	\$38.50	\$53.50 (INCLUDES 2 INSTRUCTORS)	\$27.00 / HR
<b>SCHOOL GROUPS: INSTRUCTOR COST</b>	\$31.40 EACH	<b>ACTUAL COSTS</b>	N/A	\$15.00	<b>ACTUAL COSTS</b>	\$25.00	\$17.50 / HR EACH
<b>PRIVATE RENTALS</b>	\$125 (INCLUDES 2 GUARDS)	\$66.00 (PLUS GUARDS)	\$80 (INCLUDES 2 GUARDS)	\$88.25 (INCLUDES 2 GUARDS)	\$87 (25 METRE POOL ONLY)	\$84.53	\$65.00 / HR (EXCLUDING GUARDS)
<b>PRIVATE RENTAL PROFIT GROUPS</b>	\$125.00 (INCLUDES 2 GUARDS)	\$82.50 (PLUS GUARDS)	\$80 (INCLUDES 2 GUARDS)	\$88.25 (INCLUDES 2 GUARDS)	\$125 (25 METRE POOL ONLY)	\$141.24	\$65.00 / HR (EXCLUDING GUARDS)
<b>LIFEGUARD COST</b>	\$29.35 EACH	<b>ACTUAL COSTS</b>	N/A	\$18.75	N/A	\$25.00	\$17.50 / HR EACH

**RENTAL RATES ARE VERY DIFFICULT TO COMPARE. SOME RATES INCLUDE STAFF WHILE SOME DO NOT. STAFF COSTS VERY DRAMATICALLY. MANY FACILITIES RENT OUT EACH POOL AT SEPARATE RATES.**

## MEMORANDUM

**TO: TOM DAY, CITY ADMINISTRATOR**

**FROM: JEFF NORBURN, AQUATIC CENTRE MANAGER**

**DATE: DECEMBER 13, 1995**

**RE: BUDGET 1996, FACILITY REVENUES**

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During the process of developing the 1996 provisional operating budget for the aquatic centre some discussion has occurred regarding ways of increasing facility revenues. There are essentially three primary ways we can increase facility revenues: 1) Find ways to increase revenues by increasing facility usage and attendance in areas already being serviced. 2) Increase fees of services currently provided, and 3) Find new ways to generate revenues currently not being serviced.

### **1) Increasing Facility Usage:**

Ever since the facility has opened we have been active in trying to maximize facility usage. We will continue efforts to maximize usage. In particular I believe that repackaging projects that were not successful in the past may produce some results. Goals in this area for 1996 include:

- Repackage a proposal for hotels/ motels. In the past efforts have been made to convince motel and hotel operators to purchase passes or subsidize discounts for their guests to swim. A new approach would be to use the hotels/ motels to access tourists without expecting the operators to "spend" any money.
- Re promote the "corporate fitness program" to clubs, groups and organizations. With three successful programs in place testimonials could help promote a program originally intended for businesses.
- Continue to seek sponsors for free swim sessions, and a sponsor for a Seniors Swim. Currently we have had four businesses sponsor "free swims".
- Expand retail sales. Currently we sell a small selection of retail items. The number of items carried could be increased to include shampoo's, conditioner's, increased selections of goggles, replacement straps, baby pool pants, barrier devices, water aerobic supplies, pull buoys, and even mail order bathing suits.

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**Comments:** The facility promotion is always ongoing. Expanding retail sales does increase inventory costs. Sales of items other than swim goggles are unlikely to generate significant amounts of revenue. Currently revenue for retail items is expected to make about \$1,400 profit. Expanded retail sales may increase the figure by approximately \$500.

## **2) Increase Fees:**

Increasing fees in areas other than admissions and charging for services previously included in admission may not be well received. Potential revenue sources could come from:

- Increasing locker rental fees. Currently set for \$.25, these could be increased to \$.50.
- Charging additional fees on top of admission for use of the fitness room.
- Charging additional fees on top of admission for use of the hot tub and sauna.
- Charging additional fees on top of admission for participation in a water aerobics class.
- Increase program fees.
- Increase retail prices.
- Some facilities even charge for equipment rentals.

**Comments:** Any of these changes would not be well received. I have already increased most program fees to reflect increased staff wages. Small increases to retail sales would not generate any notable amount of revenue. Increasing locker fees so significantly would likely result in a decline in locker use and subsequently counter much of the effect of an increase. The most feasible options listed would be to add a small additional fee to use the fitness room or to participate in water aerobics.

## **3) Find Alternate Revenue Sources:**

Many larger Centre's benefit from dry revenue sources. These revenue sources include leases with restaurants, retail outlets, and physiotherapy offices within their building. Activity areas such as meeting rooms for rent, racquet courts, and tanning salons can increase revenues, as can operating a food concession. None of these options is practical for us at this time without a significant renovation to the building. Alternative revenues could be generated by:

- **Merchandising:** While I have spoken with different companies about the possibility of producing T - Shirts for sale, no commitment to date has been made. Merchandising of the Centre could start with T - Shirts, and if successful could also include bathing caps, baseball caps, pins, pens, coffee mugs etc...
- **Advertising:** This is an area that has not been pursued by any Aquatic Facility that I am aware of, however it is possible to sell advertising space on the backs of membership cards, on brochures and pamphlets, and on a digital display board that could be placed in the foyer of the Centre.

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**Comments:** Both ideas are feasible. The downside to merchandising is the stocking, and inventorying items, and the potential risk of getting stuck with inventory no one wants to buy. I believe that a \$1,000 profit from merchandising sales is reasonable. The downside to the sale of advertising is the extensive "leg work" that may be required and the risk of appearing "tacky". I believe revenues of \$1,000 in advertising is reasonable.

**Summary:**

I already plan to pursue the recommendations to increase facility usage. These kinds of promotions have been pursued since opening and should not result in any adjustments to existing projections in the 1996 budget.

I am in favor of starting to merchandise the Centre. I believe \$1,000 in additional revenues can be added to the 1996 budget for this item.

I believe the selling of advertising space is worth considering. Guidelines establishing rates and the nature of advertising permitted should be completed before pursuing this idea further.

Additional fees and increased rates are likely to result in severe public criticism, particularly following the increase to the admission rates. I would recommend that if at all possible, other options be considered before any increases are made in these areas.

  
Jeff Norburn,  
Aquatic Centre Manager

# NICOLA VALLEY AQUATIC CENTRE

## SUMMARY OF 1996 MARKETING PROMOTIONS

### WINTER (JANUARY - MARCH)

- **Reregistration Special:** Participants in lessons received 10% off registration when reregistering and completing a program evaluation form.
- **3rd Annual Two Week Cruncher Draw to Win:** Those registering in a unique 2 week lesson set were able to draw to win discounts of 5% - 100% off.
- **Mail out to Clubs Groups and Organizations:** two mailouts. One promoting the fitness programs, another promoting sponsorship of free swim sessions.
- **Mail out to hotels/ motels:** Requesting hotels/ motels post flyers allowing guests 10% off admission to the facility when showing their hotel receipt at the Centre. Promotional flyers for display were also included in the package.
- **Sale of Advertising space on Passes:** Subway agreed to purchase advertising space on the back of punchcards and memberships to the Centre.
- **Seniors and Disabled Swim:** Merritt Machine Works agreed to sponsor a once per month Seniors and Disabled Swim.
- **Merchandising Shirts:** The Centre begins selling T-shirts and Sweatshirts promoting the Aquatic Centre
- **Logan Lake Promotion:** An ad was placed in the Logan Lake paper, offering a discounted admission with a copy of the ad, on a professional day in Logan Lake.
- **Fitness Programs:** NMV Lumber becomes the fourth organization to develop a "corporate fitness program" with the Aquatic Centre.
- **SCUBA Diving:** A partnership with Ocean Pacific in Kamloops is developed. SCUBA diving is offered through the Centre on a "shared revenue" basis.
- **Bermuda Swim:** The second annual Bermuda Swim starts. Swimmers record the lengths they swim and win prizes donated by local businesses and the Aquatic Centre.
- **Special Events:** A week of back to back events over Christmas Break includes: Caspers Friendly Swim, Super Hero Splash, Rock n Roll Splash, and Ace Ventura's Banana Bash. A week of special events offered over Spring Break include: Fun with the Flintsones, Battle of the Gladiators, Ghostbusters Bash, Weird Science, and Movie Madness.

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## SPRING (APRIL - JUNE)

- **Win a Summer of Free Lessons:** For the second year in a row a promotion was held during the spring lessons set offering the prize of a free summer of lessons. All participants in spring lessons were entered in the draw.
- **New Program Launch:** To help launch the new Aqua Quest Program a special two week lesson set was offered in June offering lessons at 25% off. The promotion was very successful requiring additional lessons to be added to the schedule.
- **Expanding Retail Sales:** In April, Pool Diapers were added to the retail sales at the Centre.
- **Mail Out to Hotels and Motels:** A second mail out to hotels and motels was done in June providing flyers promoting our continuing 10% discount on admission to guests of any local hotel, motel or campsite.
- **250,000 th Customer:** The 250,000th customer was presented with a number of prizes from local business including a pass from the Aquatic Centre.
- **Seniors and Disabled Swim:** This free swim sponsored by Merritt Machine Works was increased from once per month to once per week in May and June.

## SUMMER (JULY - AUGUST)

- **Music Festival:** Extra efforts to promote showers and the facility to Music Fest folk. Extended hours for showers only implemented. Advertised more extensively. We set new attendance records as a result of the music festival.
- **Expand Retail Sales:** Retail sales were expanded to include the sale of shampoo.
- **Guard Competition:** Third annual event attracts even more teams from the Lower Mainland and Okanagan.
- **Lesson Discount:** An early registration discount offered to people registering for fall lessons in the summer.
- **Sportsman Motel:** The Sportsman Motel becomes the first motel to develop a program to offer free swims to guests. We provide a discount and invoice the motel for the balance of their admission.
- **First Nations Swim Program:** A First Nations Program is offered in cooperation with the Lifesaving Society. Lifesaving and swimming skills are taught to adults and children of the Lower Nicola Band.
- **Special Events:** Jaws Night II, Battle of the Gladiators, the Hippie Dip and Beach Party events are held.

*Amanda W. PK  
Jeff's Memo.*

**CITY OF MERRITT  
BYLAW NO. 1591**

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**A BYLAW TO AMEND CITY OF MERRITT COMMUNITY RECREATIONAL  
FACILITIES RENTAL RATES BYLAW NO. 1591, 1996.**

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

1. That this bylaw shall be cited as "CITY OF MERRITT COMMUNITY RECREATIONAL FACILITIES RENTAL RATES AMENDMENT BYLAW NO. 1591, 1996".

2. That City of Merritt Community Recreational Facilities Rental Rates Bylaw No. 1387, 1993 is hereby AMENDED as follows:

A) That Sections B., C., and F., of Schedule "A", Fees and Charges - Nicola Valley Aquatic Centre, of City of Merritt Community Recreational Facilities Rental Rates Bylaw No. 1387, 1993 be hereby DELETED in their entirety, and that the following Sections B., C., and F., be SUBSTITUTED therefor:

**"B. GENERAL ADMISSIONS (including G.S.T.)**

	<u>Single</u>	<u>10 Use Punchcard</u>
Tot	\$ Free	\$ N/A
Youth	2.00	18.00
Adult	3.50	31.50
Senior/Disabled	2.25	20.25
Student	2.50	22.50
Family		
■ each adult	3.00	27.00
■ each youth	1.70	15.30

2. A) C. **SEASONAL PASSES** (including G.S.T)

Passes may be purchased at any time of the year, provided they are at least one (1) month in duration.

	<u>Monthly</u>	<u>Annual</u>
Tot	N/A	N/A
Youth	\$ 20.00	\$200.00
Adult	35.00	350.00
Senior/Disabled	22.50	225.00
Student	25.00	250.00
Family		
■ each adult	30.00	300.00
■ each youth	17.00	170.00

F. **FACILITY RENTAL RATES** (including G.S.T.)

Private Rentals: \$ 65.00/hour

- excludes fitness area;
- fee does not include staff costs.

Free Swim Sponsorship: \$ 30.00/hour

- applies to community groups and organizations, individuals and businesses who rent the pool during regular hours of operation and allow free admission to the general public;
- fee does not include staff costs.

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2. A) F. FACILITY RENTAL RATES - Cont'd.

Swim Club Practice:

- per lane (up to five of six lanes); \$ 6.00/hour
- exclusive pool use (outside operating hours only). \$ 30.00/hour

Swim Meet:

\$750.00/meet

- includes Friday night set up (max. two (2) hours);
- swim meet times 7:00 am - 5:00 pm;
- includes one lifeguard throughout;
- does not include unreasonable additional maintenance, transfer of bleachers to the pool site, nor draining of the Leisure Pool.

School Use:

\$ 30.00/hour

- fee does not include staff costs.

School Use/Instructional Program

\$250.00

- flat fee includes eight (8), 30-minute lessons for up to 30 students, with two (2) instructors;
- includes youth admission for up to 30 students;
- additional instructors required, charged out at regular rates;
- additional students or adults, charged out at regular rates.

Instructor/Lifeguard/Funleader Rates:

\$ 17.50/hour

- Instructor, Lifeguard and Funleader requirements to be determined by the Aquatic Centre Manager."

3. That Sections B., C., and F., of Schedule "A", Fees and Charges - Nicola Valley Aquatic Centre of City of Merritt Community Recreational Facilities Rental Rates Bylaw No. 1387, 1993 as amended by this bylaw, shall come into force and effect on the first (1<sup>st</sup>) day of January, 1997.

CITY OF MERRITT

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**CITY OF MERRITT  
BYLAW NO. 1591  
Page 4**

**READ A FIRST TIME THIS                      day of                      1996.**

**READ A SECOND TIME THIS                      day of                      1996.**

**READ A THIRD TIME THIS                      day of                      1996.**

**ADOPTED THIS                      day of                      1996.**

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CLERK**



**CITY OF MERRITT**

**1996 AMENDED BUDGET BYLAW NO. 1592**

**SCHEDULE "A"**

**GENERAL OPERATING FUND**

**REVENUES:**

Municipal Taxation	\$	2,724,850
Grants in Lieu of Taxes		179,300
Services Provided to other Governments		182,665
Sale of Services		385,000
Licences, Permits, Fees & Fines		145,700
Other Revenue from Own Sources		910,200
Interest & Penalties		168,000
Grants & Transfers from Reserves		1,372,430
Contribution from Surplus		158,778
Collections for other Governments		<u>3,095,889</u>
<b>TOTAL GENERAL OPERATING FUND REVENUES</b>	<b>\$</b>	<b><u><u>9,322,812</u></u></b>

**EXPENDITURES:**

General Government	\$	899,950
Protective Services		1,519,200
Transportation Services		641,100
Environmental Health Services		221,145
Public Health and Welfare Services		18,700
Environmental Development Services		85,900
Recreation and Cultural Services		972,275
Fiscal Services		293,900
Contribution to General Capital		1,574,753
Transfers to Other Governments		<u>3,095,889</u>
<b>TOTAL GENERAL OPERATING FUND EXPENDITURES</b>	<b>\$</b>	<b><u><u>9,322,812</u></u></b>

**CITY OF MERRITT  
1996 AMENDED BUDGET BYLAW NO. 1592  
SCHEDULE "A"  
Page 2**

**GENERAL CAPITAL FUND**

**SOURCE OF FUNDS:**

General Revenue	\$	1,574,753
Short Term Borrowing		260,000
Capital Works and Machinery Reserve		434,500
Long Term Borrowing		1,512,000
Government Grant		3,024,000
Other		<u>14,800</u>
	\$	<u>6,820,053</u>
		=====

**PROJECT EXPENDITURES:**

General Government	\$	1,259,853
Protective Services		15,000
Public Works		2,813,900
Parks and Recreation		<u>2,731,300</u>
	\$	<u>6,820,053</u>
		=====

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**CITY OF MERRITT  
1996 AMENDED BUDGET BYLAW NO. 1592  
SCHEDULE "A"  
Page 3**

**WATER OPERATING FUND**

**REVENUES:**

Parcel Taxes	\$ 108,000.
Water User Charges	459,000.
Transfer from Reserve	Ø
Other Revenues	<u>59,200</u>
<b>TOTAL GENERAL OPERATING FUND REVENUES</b>	<b><u>\$ 626,200.</u></b>

**EXPENDITURES:**

Administration	\$ 160,000.
Operations	270,700.
Fiscal Services	65,200.
Contribution to Capital	47,500.
Contribution to Surplus	<u>82,800.</u>
<b>TOTAL WATER OPERATING FUND EXPENDITURES</b>	<b><u>\$ 626,200.</u></b>

**WATER CAPITAL FUND**

**SOURCE OF FUNDS:**

Water Revenues - Contribution from Operating	\$ 47,500.
Long Term Debt	686,720.
Government Grant	<u>1,373,438.</u>
	<b><u>\$ 2,107,658.</u></b>

**PROJECT EXPENDITURES:**

Hydrant Upgrade	\$ 40,000.
A/C Pumphouse	5,500.
Water Pump	2,000.
Collettsville Water System	<u>2,060,158.</u>
	<b><u>\$ 2,107,658.</u></b>

**CITY OF MERRITT  
1996 AMENDED BUDGET BYLAW NO.1592  
SCHEDULE "A"  
Page 4**

**SEWER OPERATING FUND**

**REVENUES:**

Parcel Taxes	\$ 244,500.
Sewer User Charges	365,000.
Transfers from other Governments	125,000.
Transfer from Reserve	Ø
Other Revenues	20,400.
Contribution from Surplus	<u>146,300.</u>
<b>TOTAL SEWER OPERATING FUND REVENUES</b>	<b><u>\$ 901,200.</u></b>

**EXPENDITURES:**

Administration	\$ 160,000.
Operations	251,700.
Fiscal Services	259,500.
Contribution to Sewer Capital	<u>230,000.</u>
<b>TOTAL SEWER OPERATING FUND EXPENDITURES</b>	<b><u>\$ 901,200.</u></b>

**SEWER CAPITAL FUND**

**SOURCE OF FUNDS:**

Sewer Revenue - Contribution from Operating	\$ 230,000.
Government Grant	3,000,000.
Long Term Debt	<u>1,000,000.</u>
	<b><u>\$ 4,230,000.</u></b>

**PROJECT EXPENDITURES:**

Collettsville Sewer System	\$ 4,000,000.
Dewatering Press	<u>230,000.</u>
	<b><u>\$4,230,000.</u></b>

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MEMORANDUM

*Agenda*

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TO: Mayor and Council  
FROM: City Planner  
DATE: December 4, 1996  
RE: O C P BYLAW NO. 1593 / ZONING BYLAW NO. 1594  
MERRITT VIEW DEVELOPMENTS

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Attached for Council's review are two bylaws which affect property located north east of the Ministry of Forests Office on Voght Street.

The bylaws propose to change the land use as per the attached Schedule "A"s to permit a mobile home park and a service commercial development.

There is a covenant registered against the title of these properties in favor of the City of Merritt. This covenant requires that City water and sewer services be extended to these properties "prior" to the issuance of any building permit for either property.

Access to the subject properties is good and should not create any adverse conditions on Voght Street.

Drainage impacts from the Coquihalla Highway will affect the proposed mobile home park property; however, these impacts are not insurmountable and should not adversely limit development potential.

Both proposed land uses are compatible with respect to location and provide expansion potential for uses which are currently limited in our City.

Recommendation

1. That Official Community Plan Bylaw No. 1593 be given first and second reading.
2. That a Public Hearing for Bylaw No. 1593 be scheduled for January 14, 1997.
3. That Zoning Bylaw No. 1594 be given first and second reading.
4. That a Public Hearing for Bylaw No. 1594 be schedule for January 14, 1997.

Respectfully submitted,



Finlay J. Sinclair  
City Planner

FJS/aac  
A:RZ9502-3.DEC(14)

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**CITY OF MERRITT**  
**BYLAW NO. 1593**

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

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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. 1593, 1996**".
2. That the City of Merritt Official Community Plan Bylaw No. 1460, 1994 is hereby AMENDED by changing the land use designation on District Lot 4691, Kamloops Division Yale District, except Plan 16853, as shown on Schedule "A", attached to and forming part of this bylaw, that part shown striped, from Agricultural to Mobile Home Park and as shown in solid black from Agricultural to Service Commercial.
3. That the City of Merritt Official Community Plan Map being Schedule "B" of the City of Merritt Official Community Plan No. 1460, 1994 is hereby AMENDED to depict the change.

**CITY OF MERRITT  
BYLAW NO. 1593  
Page 2 - Cont'd.**

<b>READ A FIRST TIME THIS</b>	<b>day of</b>	<b>1996</b>
<b>READ A SECOND TIME THIS</b>	<b>day of</b>	<b>1996</b>
<b>PUBLIC HEARING HELD THIS</b>	<b>day of</b>	<b>1996</b>
<b>READ A THIRD TIME THIS</b>	<b>day of</b>	<b>1996</b>

<b>ADOPTED THIS</b>	<b>day of</b>	<b>1996.</b>
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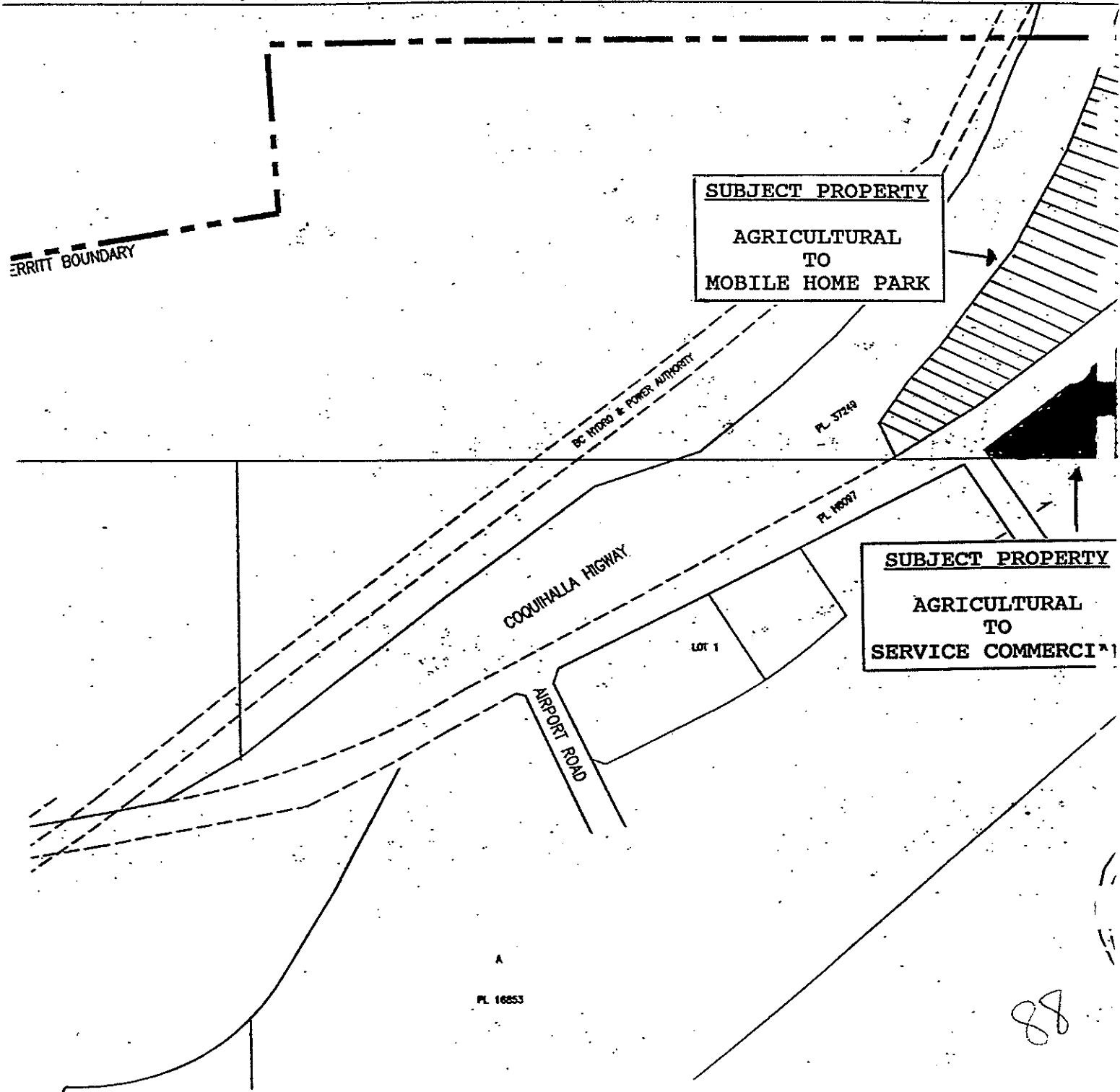
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C.R. Norgaard, MAYOR

\_\_\_\_\_  
Y.J. Porada, CLERK

CITY OF MERRITT

BYLAW NO. 1593

SCHEDULE "A"



**CITY OF MERRITT**  
**BYLAW NO. 1594**

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**A BYLAW TO AMEND CITY OF MERRITT ZONING BYLAW NO. 1530, 1995.**

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WHEREAS the Council of the City of Merritt has adopted the City of Merritt Zoning Bylaw No. 1530, 1995;

AND WHEREAS the Council of the City of Merritt wishes to amend the City of Merritt Zoning Bylaw No. 1530,1995;

AND WHEREAS the Council of the City of Merritt has held a Public Hearing pursuant to Section 956 of the Municipal Act (RSBC 1979).

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

1. That this bylaw shall be cited as "**CITY OF MERRITT ZONING AMENDMENT BYLAW NO. 1594, 1996**".
2. That City of Merritt Zoning Bylaw No. 1530, 1995 is hereby AMENDED by changing the zoning on District Lot 4691, Kamloops Division Yale District Except Plan 16852, as shown on Schedule "A", attached to and forming part of this Bylaw, that part shown striped from the AR1 (Agricultural) zone to the R6 (Mobile Home Park) zone and as shown in solid black from the AR1 (Agricultural) zone to the C3 (Service Commercial) zone.
3. That the City of Merritt Official Zoning Map being Schedule "A" of the City of Merritt Zoning Bylaw No. 1530,1995 is hereby AMENDED to depict the change.

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**CITY OF MERRITT  
BYLAW NO. 1594  
Page 2**

<b>READ A FIRST TIME THIS</b>	<b>day of</b>	<b>1996</b>
<b>READ A SECOND TIME THIS</b>	<b>day of</b>	<b>1996</b>
<b>PUBLIC HEARING HELD THIS</b>	<b>day of</b>	<b>1996</b>
<b>READ A THIRD TIME THIS</b>	<b>day of</b>	<b>1996</b>

<b>RECEIVED MINISTRY OF TRANSPORTATION AND HIGHWAYS APPROVAL THIS</b>	<b>day of</b>	<b>1996</b>
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<b>ADOPTED THIS</b>	<b>day of</b>	<b>1996.</b>
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\_\_\_\_\_  
C.R. Norgaard, MAYOR

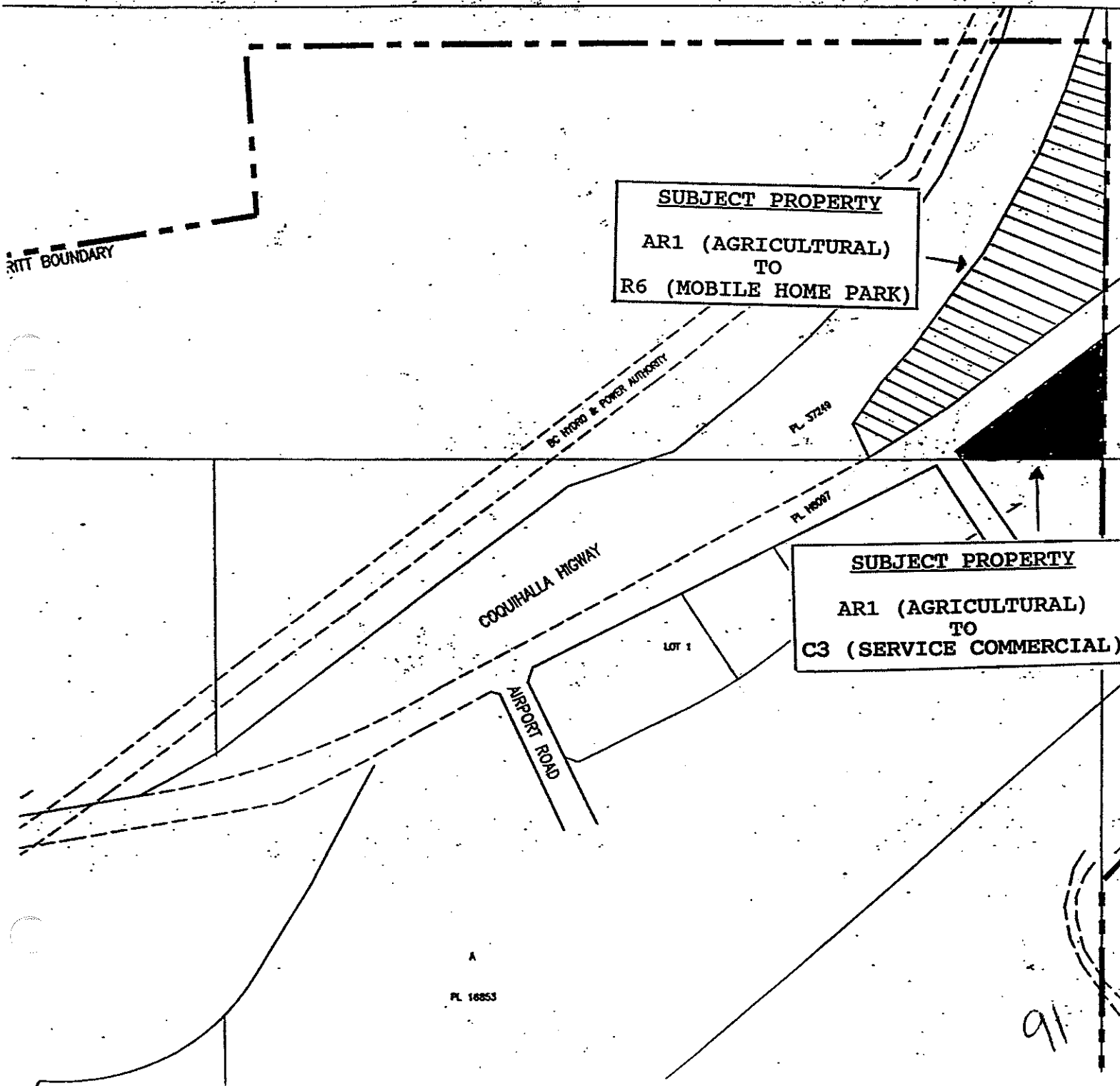
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Y.J. Porada, CLERK

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CITY OF MERRITT

BYLAW NO. 1594

SCHEDULE "A"



*Tina For candidate info*  
*Nov 17/96 Yvonne for new Council*  
*Dina*

TO: UBCM MEMBERS  
FROM: Richard Taylor, Executive Director  
DATE: October 18, 1996  
RE: SEMINARS IN LOCAL GOVERNMENT DECISION MAKING FOR NEWLY ELECTED OFFICIALS

UNION OF  
BRITISH  
COLUMBIA  
MUNICIPALITIES

**ADVANCE NOTICE**

Please be advised that UBCM will be sponsoring five seminars in Local Government Decision Making for Newly Elected Officials.

The date, locations and orientation are:

Feb. 5-7	Nanaimo (Coast Bastion)	Whenever possible, all AVIM newly elected officials
12-14	Richmond (Delta Pacific)	All newly elected officials from municipalities with a population of 10,000 or more - excluding whenever possible AVIM, OMMA and AKBM newly elected officials.
19-21	Richmond (Delta Pacific)	Newly elected Electoral Area Directors
<del>26-28</del>	Penticton (Clarion Lakeside)	Whenever possible, all OMMA and AKBM elected officials
Mar. 6-8	Richmond (Delta Pacific)	All newly elected officials from municipalities with a population of under 10,000 - excluding whenever possible AVIM, OMMA and AKBM newly elected officials - those unable to attend one of the earlier sessions are welcome

All seminars will begin at 7:00 p.m. on the first day and conclude at 2:00 p.m. on the final day.

**MORE DETAILS TO FOLLOW-UP**

A seminar brochure and registration form will be circulated immediately following the local government elections. Accommodation information will also be contained in registration materials.

Suite 15  
10551 Shellbridge Way  
Richmond  
British Columbia  
Canada V6X 2W9  
(604) 270-8226  
Fax (604) 660-2271

UNION OF  
BRITISH  
COLUMBIA  
MUNICIPALITIES

Suite 15  
10551 Shellbridge Way  
Richmond  
British Columbia  
Canada V6X 2W9  
(604) 270-8226  
Fax (604) 660-2271

TO: UBCM Members  
Attn: Resource Communities

FROM: **Communities and Resources Committee**  
Mayor Steve Thorlakson, Chair, Fort. St. John  
Mayor Frank Read, Vanderhoof  
Councillor Tom Bruusgaard, Squamish

DATE: November 7, 1996

RE: **COMMUNITIES AND RESOURCES CONFERENCE**

Firstly, we would like to take this opportunity to thank the many delegates who attended the communities and resources workshop at the UBCM Convention. At that workshop, our Committee indicated its intention to hold a conference, early in January 1997, similar to the session held in January 1995.

Our Committee met last week and after lengthy discussion recommended to the full Executive that, due to present fiscal concerns, the January conference be deferred until March 1997. The Committee did not feel it was appropriate at this time of uncertainty to request UBCM members to commit themselves to attending a conference at that time. We hope that by March, local government will have a clearer understanding of their financial situation and be better able to focus their attention on a conference. At this time we would encourage you to submit any topics for discussion so staff can continue to make preparations.

As we approach the end of another year, it seems appropriate to highlight some of the achievements made by this Committee since our January 1995 conference:

- successfully lobbied to have the province stop the CORE processes.
- worked collaboratively with the province in establishing a new and improved LRMP process that clearly identifies local governments as an order of government and recognizes us as more than stakeholders.
- participated in the lobby efforts to ensure that BC secured its 59% of the Canadian softwood lumber allocation.
- continuing to combat the California boycott of BC forest products through linkages with our California counterpart association and coordinated a tour for a visiting Oakland California councillor.
- participated on the BC Advisory Council on Mining and continued to establish communications with organizations such as the Mining Association of Canada
- sponsored research information being undertaken in the area of community forests and have re-affirmed our commitment to the project for the upcoming year.

It will be a challenging year ahead but with your support and assistance we will continue to represent the interests of BC's resource communities.

# IN THE HOUSE

Released November 1996

UNION OF  
BRITISH  
COLUMBIA  
MUNICIPALITIES

15-10551 SHELLBRIDGEWAY  
RICHMOND, B.C. V6X 2W9  
(604) 270-2226 FAX: (604) 680-2371

## HEALTH REGIONALIZATION

*Agenda*

The Honourable Joy MacPhail, Minister of Health, announced changes to health regionalization.

- Reducing the number of regional health boards (RHBs) and community health councils (CHCs) from 102 to 45 – 11 RHBs and 34 CHCs.
- *One layer of governance* – either a CHC or an RHB. CHCs will continue in more rural areas and RHBs in areas of higher population concentration. Where CHCs continue, 7 RHBs are dissolved and where RHBs continue, 43 CHCs will be dissolved. Nine CHCs are merged (see attached charts).
- *New boards and councils appointments* – RHBs will generally have 15 members appointed by the Minister. The first appointments for 2-year terms are to begin on December 16, 1996 and are to reflect population distribution and diversity. CHCs will also have 15 members with appointments to begin after December 31, 1996.
- Roles of RHBs, CHCs and the Ministry have been defined.
- 3,000 Ministry staff are to be transferred to an RHB or, where there is none, to a new Community Health Service Society comprised of the CHCs in the area.

### ***Some implications for local governments:***

- It appears the one-third local government membership on CHCs will be removed.
- No elections for CHCs (all appointed by Minister).
- The Regional Hospital Districts (RHD) established in January 1996 will remain in place and will continue to have taxation authority for new capital health projects. The current cost-sharing arrangements for capital health projects will not change.

## BETTER TEAMWORK, BETTER CARE - PUTTING SERVICES FOR PEOPLE FIRST

### A Comparison between the Former New Directions' Structure and the New Better Care' Regionalization Structure

BEFORE: RHBs AND CHCs		NOW: RHBs OR CHCs
RHBs	CHCs	RHBs OR CHCs
East Kootenay	Elk Valley and South Country Cranbrook Kimberley Columbia Valley Creston and District Golden	Elk Valley and South Country CHC Cranbrook CHC Kimberley CHC Columbia Valley CHC Creston and District CHC Golden CHC
West Kootenay - Boundary	Nelson and Area Castlegar and District Arrow Lakes/Upper Slokan Valley Greater Trail Boundary	Nelson and Area CHC Castlegar and District CHC Arrow Lakes/Upper Slokan Valley CHC Greater Trail CHC Boundary CHC
North Okanagan	Revelstoke Shuswap Armstrong, Enderby and Spallumcheen Greater Vernon	North Okanagan RHB
South Okanagan Similkameen	Oliver Osoyoos Penticton and Area South Similkameen Princeton Central Okanagan Summerland	South Okanagan Similkameen RHB
Thompson	Kamloops Barriere and District East Thompson/North Shuswap Logan Lake Clearwater and District Lillooet District St. Bartholomew's South Cariboo Nicola Valley	Thompson RHB
Fraser Valley	Hope & District Chilliwack/Kent/Harrison Abbotsford Mission and District	Fraser Valley RHB

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South Fraser Valley	Surrey North Surrey Central Peace Arch Delta The Langley's	South Fraser Valley RHB
Simon Fraser	New Westminster Tri-Cities Ridge Meadows	Simon Fraser/Burnaby RHB*
Coast Garibaldi	Sunshine Coast Powell River Sea to Sky	Sunshine Coast CHC Powell River CHC Sea to Sky CHC
Central Vancouver Island	Cowichan Communities Oyster District Nanaimo and Area Mount Arrowsmith Alberni Valley West Coast	Central Vancouver Island RHB
Upper Island/Central Coast	Comox Valley Campbell River and Area Nootka Area Mount Waddington Central Coast	Comox Valley CHC Name to be Determined (Campbell River & Nootka CHC)** Mount Waddington CHC Central Coast CHC
Cariboo	100 Mile House & District Central Cariboo Chilcotin Quesnel and District Bella Coola Valley and District	100 Mile House & District CHC Central Cariboo Chilcotin CHC Quesnel and District CHC Bella Coola Valley and District CHC
North West	Queen Charlotte Islands/Haida Gwaii North Coast Smithers and Area Houston Kitimat and Area Stikine Upper Skeena Snow Country Terrace and Area Nisga's	Queen Charlotte Islands/Haida Gwaii CHC North Coast CHC Name to be Determined (Smithers & Houston CHC)** Kitimat and Area CHC Stikine CHC Upper Skeena CHC Snow Country CHC Terrace and Area CHC Nisga's Valley Health Board
Peace Liard	Chetwynd and District Peace River South East Tumbler Ridge Hudson's Hope Fort St. John and Area Fort Nelson - Liard	Name to be Determined (Chetwynd, Peace River South East & Tumbler Ridge CHCs)** Name to be Determined (Hudson's Hope & Fort St. John CHCs)** Fort Nelson-Liard
Northern Interior	Lakes District Omineca Prince George and District Mackenzie and Area Robson Valley	Northern Interior RHB
Vancouver		Vancouver/Richmond RHB*
Burnaby		
North Shore		North Shore RHB
Richmond		
Capital	Southern Gulf Islands	Capital RHB

**Notes:**

\* Merged RHBs

\*\* Merged CHCs, name to be determined

[Back to Better Care & Regionalization Home Page](#)

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Reader File

**WESTERN AMUSEMENT AND MUSIC OPERATORS ASSOCIATION OF B.C.**  
**C/O 3117 THUNDERBIRD CRES., BURNABY, B.C. V5A 3G1**  
**Phone: (604) 421-7042**

CITY OF MERRITT  
NOV 21 1996  
**RECEIVED**

October 28, 1996

ATTN: Right Honourable Mayor

Dear Sir or Madam:

Re: Electronic Keno (VLTs)

Currently the BC government and the BC Lottery Commission are pressing to introduce electronic Keno games (VLTs) into bars in this province. They are touting the advantages this will bring to the citizens of this province.

So far, 39 cities have adopted by-laws banning VLTs. So the Government will try to insinuate Keno machines into bars without mentioning to the public that these are basically VLTs although they call it Keno. Keno, Poker, Blackjack, they are all electronic gambling. For those who are not aware, Keno is the first step leading towards VLTs (Poker, Blackjack, Cherry games), and then it is VLTs spread everywhere in the province.

Enclosed are a number of newspaper clippings specifically showing the dark side of gambling, and more specifically, VLT gambling.

This information tells you of the very significant cash flow the province and BC Lottery will syphon out of your jurisdiction and your citizens' pockets. Although the promise is that you will share in this new-found wealth, the cost to you and your voters, as seen from the enclosed clippings, will be very high. These press clippings are just a small portion of the many we have collected from a clipping service over a 6 month period.

The clippings also show the very disturbing statistics that in Alberta, 2 out of 3 teenagers gamble, that 15 to 17% of teens are addicted to gambling. It is becoming such a problem in Manitoba according to these articles, that the

government is cutting down on VLTs.. Also in Manitoba, more money is spent on VLTs than on groceries, according to other articles. According to statistics, they lost about \$330 million; that's about \$300.00 for every man, woman and child living in Manitoba. In Nova Scotia, the government has already cut down on the numbers of VLTs and the Alberta government is seriously considering doing the same.

These clippings have come from across Canada, but if you allow VLTs into your jurisdiction, they will soon appear in your local newspapers about your local voters and tax-payers. You will all too soon read about your constituent who has lost everything he owns or others who have mortgaged and re-mortgaged their houses. Savings accounts will disappear, Legions will close from loss of revenues previously received from Bingos and charity drives, and there will be less spending in local businesses and malls. In some cases, your municipality will have trouble collecting their taxes.

Gambling is a terrible addiction and every study done tells of the dark side of this addiction. If you and your council do not choose to vote to obstruct BC Lottery and the BC government in the introduction of Keno games into your municipality you will have to share in the responsibility for the resultant degradation brought into your jurisdiction. The minimal share of the revenues that will be allocated to your area and your constituents will be insignificant in comparison to the damage to your area and its residents.

In 1995 our government decided not to allow casinos and VLT gambling in B.C. after hearing from many concerned parties regarding the addiction and other related social and economic problems associated with this type of gambling. Now it appears these problems must have miraculously disappeared as the government has reversed its decision and will allow electronic Keno into our establishments.

As shown on BC TV News in the past few weeks, the councils of Surrey and other municipalities have all voted categorically against Keno games in their municipalities. They do not want the related problems and the increased policing costs that will be required to protect their citizens and properties if this scourge is introduced into their area. We are asking you to also consider the tremendous extra costs and grief this will bring to your constituents, and to reject Keno games in your constituency.

9

- 3 -

Please read the enclosed material because very soon you will need to make the most important decision regarding you and your constituents that you will make in your entire political career.

The option will be to go along with the BC government and the crumbs they will toss your way or to stand tall and make the correct choice for your constituents.

Respectfully yours,

A handwritten signature in black ink, appearing to be 'CS' or similar initials, written in a cursive style.

Colleen Staresina  
Coquitlam, B.C.



November 15, 1996

File No. 34400-70/COLD1

CITY OF MERRITT  
NOV 21 1996  
RECEIVED

Mayor Clara Norgaard  
City of Merritt  
P.O. Box 189  
Merritt, British Columbia  
V0K 2B0

Dear Mayor Norgaard:

I am writing to advise you that, by letter dated October 22, 1996, the Coldwater Indian Band provided notice to the Province of its intention to implement a system of independent band taxation on the Coldwater Indian Reserve No. 1, Paul's Basin Indian Reserve No. 2, and Gwen Lake Indian Reserve No. 3, commencing in the 1998 calendar year.

As that notice met all statutory requirements set out in the *Indian Self-Government Enabling Act (1990)*, I am required to issue a Tax Certificate to the Band, pursuant to section 10(1)(a) of that Act. A copy of the First Nation's notice and a copy of the certificate are enclosed for your files.

If your present service arrangements may be affected by independent Band taxation, I would request that the City of Merritt consider commencing negotiations for a service agreement with the Coldwater First Nation at the earliest possible opportunity. Such discussions would help in facilitating a smooth transition from local government to First Nation taxation.

If you wish to discuss this matter further, please contact Nancy Campbell, Director (Self-Government), Aboriginal Policy Branch, at:

Ministry of Aboriginal Affairs  
P.O. Box 9100, Stn Prov Gov't  
Victoria, British Columbia  
V8W 9B1

Telephone: (604) 356-0219  
Fax: (604) 356-0215

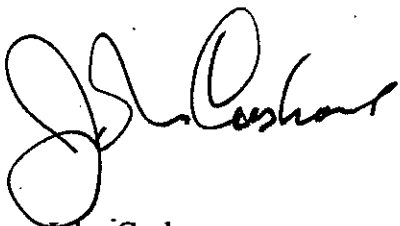
.../2

Mayor Clara Norgaard

- 2 -

I trust this information will be of assistance to you.

Yours truly,

A handwritten signature in black ink, appearing to read "John Cashore". The signature is fluid and cursive, with the first name "John" being more prominent than the last name "Cashore".

John Cashore  
Minister

Enclosures (2)

cc: Chief Frederick Antoine  
Coldwater Indian Band

Dave Morris  
Executive Director  
Local Government Services  
Ministry of Municipal Affairs and Housing

101

*Indian Self-Government Enabling Act*

**TAXATION CERTIFICATE**

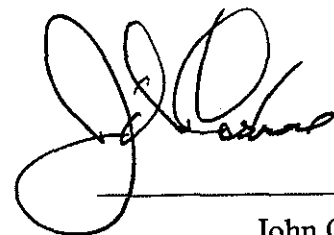
Pursuant to Section 10(1)(a) of the *Indian Self-Government Enabling Act* it is certified that:

The Minister of Aboriginal Affairs received from Coldwater Indian Band (No. 693) a notice, dated October 22, 1996, that conforms with the requirements of section 9 of the *Indian Self-Government Enabling Act*; and

According to the notice received, the Coldwater Indian Band (No. 693) will impose independent band taxation on the following reserve, commencing in the 1998 calendar year:

- Coldwater Indian Reserve No. 1
- Paul's Basin Indian Reserve No. 2
- Gwen Lake Indian Reserve No. 3

CERTIFIED on this 13 day of November, 1996,  
at the City of Victoria, Province of British Columbia.



John Cashore  
Minister of Aboriginal Affairs

# COLDWATER INDIAN BAND

---

2249 QUILCHENA AVENUE, P.O. BOX 4600 STN MAIN, MERRITT, BC V1K 1B8  
PHONE (604) 378-6174 FAX (604) 378-5351

**COLDWATER SCHOOL**  
PHONE (604) 378-9261 FAX (604) 378-9212

**COLDWATER COUNSELLING CENTRE**  
PHONE (604) 378-6106

October 22 - 1996

## COPY

The Honourable John Cashore  
Minister of Aboriginal Affairs  
Ministry of Aboriginal Affairs  
Room 326, Parliament Buildings  
Victoria, BC  
V8V 1X4

Minister Cashore:

Pursuant to section 9 of Part 2 of the *Indian Self-Government Enabling Act*, S.B.C. ch.52, please accept this as notice of the intention of the Coldwater Indian Band to enact a system of independent band taxation.

The Coldwater Indian Band intends to enact a taxation by-law pursuant to section 83 of the *Indian Act* which applies to the following reserves:

- \* Coldwater Indian Reserve #1
- \* Paul's Basin Indian Reserve #2
- \* Gwen Lake Indian Reserve #3

The Band will be implementing a system of independent band taxation without concurrent real property taxation under provincial law effective for the 1998 calendar year.

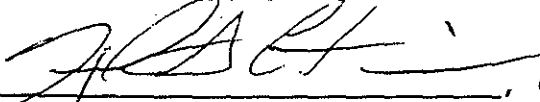
Please acknowledge receipt of the notice and confirm that it conforms with section 9 and issue the appropriate certificate.

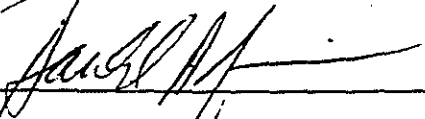
The Honorable John Cashore  
Minister of Aboriginal Affairs  
October 22 - 1996  
Page 2

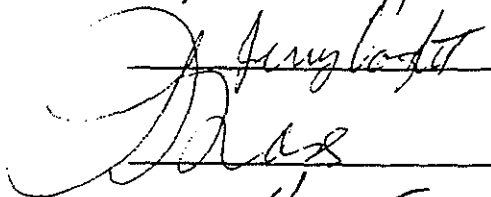
Our by-laws are currently being prepared and will be submitted to the Federal Minister's Office on or before June 1, 1997. Our by-laws will conform with the majority of other bands with approved taxation by-laws and as such we foresee no difficulty in receiving approval by the Minister.


Sincerely


**COLDWATER INDIAN BAND COUNCIL**

  
\_\_\_\_\_, Chief

  
\_\_\_\_\_, Councillor

  
\_\_\_\_\_, Councillor

  
\_\_\_\_\_, Councillor

  
\_\_\_\_\_, Councillor

  
\_\_\_\_\_, Councillor

  
\_\_\_\_\_, Councillor

/tcs



*Agenda*

November 18, 1996

The City of Merritt  
Yvonne Porada, Clerk  
PO Box 189  
Merritt, BC V0K 2B0



Dear Mayor and Members of Council:

Service clubs began in North America more than 100 years ago. The concept spread rapidly around the globe and today it's estimated that these volunteer organizations represent more than five million members in more than 150 countries worldwide. Kinsmen & Kinette Clubs of Canada, founded in 1920 in Hamilton, ON, is the largest all-Canadian service club. We currently have a combined membership across Canada of nearly 12,000 Kinsmen and Kinettes.

We are greatly concerned that while similar organizations outside of North America are enjoying a growth spurt, clubs in Canada and the United States are actually experiencing a decline, or at best, a leveling off of membership. Even our Association, composed of young, civic-minded men and women between the ages of 19-45, has experienced a membership drop of nearly 6,500 members during the past 10 years.

What we've learned through our efforts to reverse this negative trend is that service club members — and Kinsmen and Kinettes in particular — are a unique breed of volunteer. A survey commissioned by our Association a few years ago revealed that our members donate more time on average than do other volunteers, and that our members are also one of the few groups who pay money out of their own pockets — in the form of membership dues — so they can perform community service work. Kinsmen and Kinettes give a lot of themselves in terms of both time and money to serve their communities. Unfortunately, it's becoming increasingly difficult to find young people who are willing and able to make the sacrifices required to sustain this level of commitment. Therefore, we're very thankful for each one of the nearly 12,000 dedicated members we currently have in approximately 830 Kinsmen, Kinette and Kin clubs across Canada.

Is anyone really concerned about the serious threat declining membership poses to the long-term future of North American service clubs? The various service club organizations certainly are. That's why a great deal of work is being done individually and collectively by service clubs to adapt to our rapidly-changing society. Virtually every service club in North America, including Kinsmen & Kinette Clubs of Canada, is busy trying to determine the best way to attract and retain volunteers in the 1990s and beyond.

International conferences are organized to give service club leaders an opportunity to share ideas and formulate strategies to promote organized volunteering through service clubs. Last fall, for example, Kinsmen & Kinette Clubs of Canada played host to a meeting in Toronto of more than 20 major service clubs from as far away as Australia.

What is driving this extraordinary effort to reshape North American service clubs to ensure their survival? Is it simply a selfish desire to continue to exist? We attended the international meeting hosted by our Association in Toronto last year and we can tell you firsthand that the motivation to survive is anything but self-serving. Instead, it is clear from listening to participants that this intense "will to live" stems from a sincere desire by service club members to give something back to their communities. There are various ways that an individual can volunteer his or her time in the community, but generally speaking, service clubs have proven to be the most effective vehicle for meeting community needs. Consequently, service clubs play a leading role in "community building." Just as we are witnessing the weakening of the traditional family, on a wider scale, there are indications we may be on the verge of seeing a weakening of our communities. Admittedly, this trend is more pronounced at present in the U.S. than it is in Canada. However, as federal, provincial and municipal government funding for community projects and services here in Canada vanishes, it's inevitable that our communities will feel the impact.

It's our belief that service clubs, such as Kinsmen & Kinette Clubs of Canada, can play a key role in maintaining the quality of life we've traditionally enjoyed in Canadian communities by stepping in to fill the gap created by the withdrawal of government funding. In fact, providing assistance in areas not covered by the government is something service clubs have always done. It's just that the need for service clubs to provide help will be greater than ever before. Our members, who belong to the hundreds of Kinsmen, Kinette and Kin clubs across Canada, are committed to meeting this challenge.

The contribution that service clubs make to their communities is impossible to fully measure, but we know it's significant. For example, last year our Association's approximately 830 Kinsmen, Kinette and Kin clubs across Canada *raised more than \$23.3 million* to fund a wide variety of community needs. In addition to monetary donations, our clubs were active doing "hands-on" service work. Our members take great pride in fulfilling our Association's motto — *"Serving the Community's Greatest Need."* Our members are also very proud of the fact that money raised in a community stays in that community to benefit their fellow citizens. Your local Kin members, who belong to the Kinette Club of Merritt & District, raised a significant share of last year's \$23,336,512 national total. They also spent many hours planning and carrying out fund-raising and service projects. (Please note that none of the more than \$23.3 million raised last year went to cover the cost of running our national Association. Those costs are paid for primarily out of our members' pockets through the membership dues they pay to belong to a Kinsmen, Kinette or Kin club.)

We asked the question earlier: *Is anyone really concerned about the long-term future of service clubs?* We know that service clubs, such as our Association, are deeply concerned. We also trust that the hundreds of communities from coast to coast served by Kinsmen and Kinettes are equally committed to ensuring that service clubs continue to play a vital role in "community building." That's why once a year, Kinsmen and Kinettes across Canada ask their communities to help them.

Each February on the anniversary of Kin's founding, our Association publishes a special issue of our national publication — KIN Magazine — featuring "*Messages-of-Support*" that recognizes the valuable work performed by Kinsmen and Kinettes during the past year. Placing a "*Message-of-Support*" during our Association's 77<sup>th</sup> anniversary year is an excellent way to say "thank you" to Kinsmen and Kinettes for caring enough about their communities to donate their time and talents to fund-raising and service work. All volunteers need encouragement, so a formal thank-you from their community is truly appreciated by our Kin members.

Please keep in mind that a *small investment* in a dedicated group of community volunteers, such as Kinsmen and Kinettes, will be repaid many times over. Placing a "*Message-of-Support*" helps to ensure your local Kin members can carry on the many fund-raising and service projects that are so necessary to maintain the quality of life your community has come to enjoy. If all the communities served by our Association agree to make this small annual investment, it will have a significant impact on our membership dues, encouraging all Kinsmen and Kinettes to remain members and continue "*Serving the Community's Greatest Need.*"

Enclosed is a 77<sup>th</sup> anniversary "*Message-of-Support*" order form listing the sizes of messages available along with their respective prices. You can either provide a "camera-ready" message or send us a copy of your letterhead showing a logo and indicate the wording you want in the message. In order to ensure your "*Message-of-Support*" arrives in time to appear in our special 77<sup>th</sup> anniversary issue of KIN Magazine, please return your material along with a completed order form *before Friday, January 10, 1997*. (Incidentally, as the magazine is published in February, your "*Message-of-Support*" could come out of your 1997 budget, if you wish.)

We respectfully request that you support the "community building" efforts of your local Kin members by placing a "*Message-of-Support*" in the special 77<sup>th</sup> anniversary issue of KIN Magazine. We are very optimistic that communities such as yours will want to help us continue "*Serving the Community's Greatest Need.*" With your assistance, the long-term future of Kinsmen & Kinette Clubs of Canada will indeed be bright.

We look forward to your positive response.

Sincerely,



K.J. McCaig & Deborah McCaig  
1996-97 Kinsmen & Kinette National Presidents

encl.



The  
**CITY**  
of  
**NORTH VANCOUVER,**  
**B.C.**

The Council of the City of North Vancouver, B.C.  
Mayor John E. Loucks,  
Councillors Bill Bell, John Braithwaite,  
Stella Jo Dean, Darrell Mussatto,  
Barbara Perrault and Barbara Sharp  
extend appreciation to the  
**KINSMEN & KINETTE CLUBS OF  
CANADA**  
in recognition of their many years of  
service to the Canadian people.

THE  
**RURAL MUNICIPALITY OF SPRINGFIELD**  
Oakbank, Man.



It is my pleasure to take this opportunity to extend a sincere  
thank you to the  
**KINSMEN & KINETTE CLUBS OF  
OAKBANK-SPRINGFIELD.**  
Your outstanding support and dedication to the community  
undoubtedly makes the Rural Municipality of Springfield  
a better place to live.  
Elected officials join with citizens in also congratulating  
your Association as you mark Kin's 76th anniversary.

**JOHN NICOL, REEVE**  
Rural Municipality of Springfield

***A message from***  
**THE TOWN OF KAPUSKASING, ONT.**



Corporation  
of the Town of  
de la Ville de  
Kapuskasing

Administration Office/  
Bureau d'administration  
88 Riverside Drive  
Kapuskasing, Ont.  
P5N 1B3  
(705) 335-2341  
FAX (705) 337-1741

On behalf of the citizens of Kapuskasing, the members  
of Town Council wish to express thanks to our local Kinsmen  
and Kinettes for their many contributions to our community.  
We also want to congratulate your Association on 75 years  
of "Serving the Community's Greatest Need."

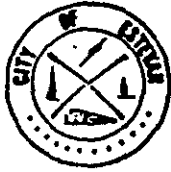
In 1996, Kapuskasing will be celebrating its 75th  
anniversary and we invite all Kinsmen and Kinettes to join  
with Kapuskasing in marking this special event.

Our motto is "***Strong and Alive, Celebrating 75 ans ça  
se fête en grand.***" We will be holding a Rendez-Vous week  
June 28-July 7, 1996. Take this opportunity to visit the  
"Model Town of the North" and experience a taste of northern  
hospitality.

We wish all members of the "Family of Kin" the best in  
their future endeavours!

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**City of  
ESTEVAN  
Saskatchewan**



Ever mindful of the boundless assistance and contributions of the Kinsmen and Kinette Clubs to the community, our City salutes all members.

Congratulations and best wishes to **Kinsmen & Kinette Clubs of Canada**

as you mark your 76th anniversary.

May the coming year be even more successful than the last!

**The City of  
Medicine Hat**

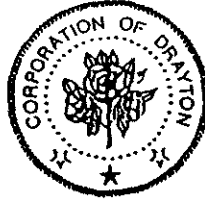
The citizens of Medicine Hat extend a warm welcome to the Kinsmen, Kinettes and their families attending the 1996 National Convention in Medicine Hat August 14-18.

We also offer our sincere appreciation for the many contributions the Medicine Hat Kinsmen and Kinette Clubs have made to our community. Their enthusiasm and energy have truly improved the quality of life in our city.

Have a good convention and enjoy your stay in the Gas City!



**VILLAGE OF DRAYTON  
Ontario**



BEST WISHES TO KINSMEN & KINETTES ACROSS THE COUNTRY. THANKS FOR CONTINUING TO SERVE COMMUNITY NEEDS.

John C. Green, Reeve  
Councillors:  
Ronald Ellis Ab Hesselink  
James Curry Richard Brimblecombe



The Village of Gold River salutes its Kinsmen, Kinette & K-40 clubs for their years of dedication, commitment and service to our community.  
**THE MAYOR,  
COUNCIL & CITIZENS  
OF GOLD RIVER, B.C.**



**MUNICIPALITY OF THE COUNTY  
OF QUEENS**

THANK YOU LIVERPOOL & AREA KINSMEN & KINETTES for the excellent service to our Community. Congratulations on your Association's 76th anniversary.

**WARDEN & COUNCILLORS**

**THE TOWN OF  
SWAN RIVER**



CONGRATULATIONS to Kinsmen and Kinette Clubs of Canada on the occasion of your 76th anniversary.

Congratulations is also extended to the Swan River Kinsmen and Kinette Clubs on behalf of **MAYOR GLEN MCKENZIE** and the members of **COUNCIL OF THE TOWN OF SWAN RIVER MANITOBA**

**TOWN OF LADYSMITH**

Vancouver Island on the 49th Parallel

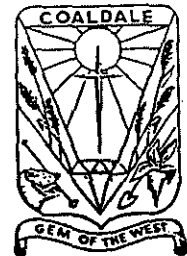


The Ladysmith Kinsmen have enriched our community with the completion of many projects over the years. Their dedication and commitment is truly appreciated.

The Municipal Council and residents thank the Ladysmith Kinsmen for their contributions to our Town, and congratulate Kinsmen & Kinette Clubs of Canada on all their accomplishments.

From Ladysmith to Kinsmen & Kinette Clubs of Canada, we extend our best wishes on the occasion of your Association's 76th anniversary.

**ROB HUTCHINS**  
Mayor



**Town of  
COALDALE, Alberta**

On behalf of the Citizens of the Town of Coaldale and the Members of Town Council

We express our pride in our local Kinsmen & Kinettes and express our gratitude for their many contributions to our community. We wish all members of the "Family of Kin" the best in all of your endeavours.

**"Gem of the West"**





KINSMEN & KINETTE CLUBS OF CANADA  
Canada's Largest National Service Club

# 77

TH ANNIVERSARY  
"Message-of-Support"

## ORDER FORM

(Please Print) Supporter's Name: City, Town, Village, Etc.		
Address		
Bill to the attention of:	Name	Title
Address	Telephone No.	
Size of Message required	Rate	
Other instructions:		

THIS "MESSAGE-OF-SUPPORT" AUTHORIZED BY:

\_\_\_\_\_  
Signature

**NOTE:** Please print/type your message on a separate sheet and attach to order form. If you would like us to write an appropriate message for you, please indicate this in the space above marked "Other instructions."

### "Message-of-Support"

SPACE	Size & Cost		
	COST	WIDE	DEEP
Full Page	\$995.00	7-3/8"	10-1/8"
2/3 Page	\$825.00	4-7/8"	10-1/8"
1/2 Page Island	\$695.00	4-7/8"	7-1/2"
1/2 Page	\$625.00	7-3/8"	5"
1/3 Page	\$525.00	4-7/8"	5"
1/6 Page	\$395.00	2-3/8"	5"
1/12 Page	\$275.00	2-3/8"	2-1/2"

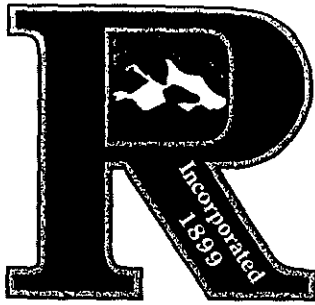
**NOTE: PLEASE ADD 7% GST TO ABOVE RATES WHEN REMITTING PAYMENT.**

**DEADLINE FOR RETURNING ORDER FORM: Friday, January 10, 1997**

Return order form to:  
Kinsmen & Kinette Clubs of Canada  
KIN Magazine  
1920 Hal Rogers Dr.  
Cambridge, ON N3H 5G6  
653-1920 Ext. 208  
1-800-742-5545 Ext. 208  
FAX (519) 650-1091



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OFFICE OF THE MAYOR

# The City of Revelstoke

Telephone (604) 837-2911

Fax (604) 837-4930

P.O. Box 170, 216 Mackenzie Avenue

Revelstoke, British Columbia V0E 2S0

November 19, 1996

Mayor Clara Norgaard  
City of Merritt  
Box 189  
MERRITT, B.C.  
V0K 2B0

*Agenda*

CITY OF MERRITT

NOV 26 1996

RECEIVED

Dear Sir/Madam:

The City of Revelstoke is very concerned with the announcement that the Downtown Revitalization Program is one of the many programs the Province is cutting in its expenditure reduction initiatives.

We are seeking your support to have the Provincial Government revisit this issue since the primary base of funding has already been established through the Revitalization Program Fund which was originally funded from lottery revenue. As you may know, the following programs funded from this revenue are as follows:

- Facade Treatment Program
- Village Square - Capital Works
- Community Entrance Sign Program
- Facade Design Guidelines
- Commercial Heritage Facade
- Rehabilitation Program
- Strategy Planning & Concept Planning
- Business Improvement Area.

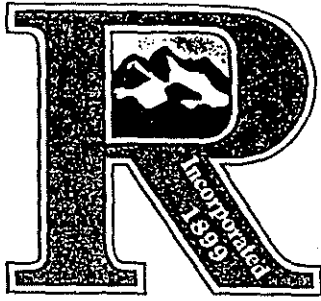
I am attaching a copy of a letter that the City of Revelstoke has sent to the Honourable Dan Miller, Minister of Municipal Affairs regarding this issue. We would appreciate your community's support for a request to have this issue reconsidered.

Sincerely,

Shelby Harvey (Mrs.)

Mayor

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# The City of Revelstoke

P.O. Box 170, Revelstoke, British Columbia V0E 2S0

November 6, 1996

The Honourable Dan Miller  
Minister of Municipal Affairs  
Room 306, Parliament Buildings  
Victoria B.C. V8V 1X4

Dear Mr. Miller:

I have been advised that your Ministry has plans to eliminate the Downtown Revitalization Program. Revelstoke is one of the many communities in British Columbia that has reaped substantial benefit from the Downtown Revitalization Program and I wish to strongly urge you to reconsider this decision and to preserve the program in an amended form.

During the mid 1980's, Revelstoke was in a very severe economic downturn with an unemployment rate of 25% and 400 vacant houses. In 1986 the City of Revelstoke, in partnership with the provincial government and the local business sector initiated a downtown and heritage area revitalization program at a total cost of \$2.8 million. This project provided the essential economic stimulus, rekindled community pride and confidence, and provided us with the stage to market Revelstoke as a tourist destination.

Revelstoke has often been used as a model of how the revitalization program can be a major catalyst for economic development. In Revelstoke, we have learned that revitalization is an ongoing process that requires continual upgrading and expansion. We have remained over the years an active participant in the program.

I am advised that the financing for the Revitalization Program comes from a fund which is administered by a non-profit society, which was originally funded from lottery revenue. This fund supplies the revenue for the program contributions and therefore operates at no cost to government. Program administration is provided by Martin Thomas and one support staff member who are funded by government.

I would suggest that in order for the government to meet its expenditure reduction targets that the responsibility for staff costs to operate the program be transferred and covered by the non-profit society.

Again I urge you to reconsider the government's decision regarding the Down Town Revitalization Program.

Yours truly,

Shelby Harvey  
Mayor

c.c. Jim Doyle, MLA, Columbia River - Revelstoke.

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**Administration**  
216 Mackenzie Avenue  
Tel: 837-2911  
Fax: 837-4930

**Economic Development  
Commission**  
204 Campbell Avenue  
P.O. Box 2398  
Tel: 837-5345  
Fax: 837-4223

**Finance/Property  
Tax Department**  
216 Mackenzie Avenue  
Tel: 837-2161  
Fax: 837-3632

**Fire Department**  
227 West Fourth Street  
Tel: 837-2884  
Fax: 837-4171

**Parks & Recreation  
Department**  
Community Centre  
600 Campbell Avenue  
Tel: 837-9351  
Fax: 837-9355

**Public Work  
Department  
Building / E  
Enforcement**  
216 Mackenzie #  
Tel: 837-3637  
Fax: 837-3632

COPY FOR UBCM MEMBERS  
ATTACHMENTS NOT INCLUDED

UNION OF  
BRITISH  
COLUMBIA  
MUNICIPALITIES

November 21, 1996

*Agendas*

CITY OF MERRITT  
NOV 29 1996  
RECEIVED

Suite 15  
10551 Shellbridge Way  
Richmond  
British Columbia  
Canada V6X 2W9  
(604) 270-8226  
Fax (604) 660-2271  
Email: ubcm@civicnet.gov.bc.ca

PRESIDENT  
MAYOR  
GILLIAN TRUMPER

EXECUTIVE DIRECTOR  
RICHARD TAYLOR

The Honourable Glen Clark  
Premier of British Columbia  
Parliament Buildings  
Victoria, BC  
V8V 1X4

Dear Premier:

This is an extraordinary letter for a UBCM President to write to a Premier but these, it would seem, are extraordinary times. Before we meet with your Ministers to discuss municipal grants, I think it is important for you to reflect on some of the context.

1. Commitments to UBCM Members to Undertake Grant Reform

As Minister of Finance and Corporate Relations you attended a meeting with UBCM Executive and members in Richmond on February 26, 1993. A transcript of your remarks is appended. Of particular interest to us at this point is your comment on certainty.

*... it seems to me it will make more sense to give you some certainty in the coming years as to how much money you will receive rather than continue the fiction that there is somehow a fund there which you can tap into for your needs.*

*Certainty is a problem for ministers of finance because it constrains our ability, our flexibility to deal with problems down the road, but clearly that I am prepared, I'll say, to trade that off, to fix what I see as bad public policy. I am prepared to agree to enter into some certainty for municipal governments which constrains my options down the road, but I think that is a reasonable expectation given the way in which the revenue sharing fund is developed. So I am not opposed to that, although obviously I'll be very concerned about the level of funding, but I think that is a trade off that we might make, as we move forward.*

We took you up on your offer and in good faith began the review.



## 2. Assurances Given About the *Local Government Grants Act*

When the *Local Government Grants Act* was introduced the then Minister of Finance and Corporate Relations spoke at length about what local government could look forward to in the new legislation. At one point Minister Cull stated:

*This legislation is designed to deal with stability and predictability, and it does that. It provides stability in grants. The one thing I got out of my prebudget consultation with the Executive of the Union of BC Municipalities, as well as with the many mayors and coucillors I met around the province, was that they wanted to see some stability, and furthermore, they wanted to know where things were going to go from year to year. They didn't ask for great increases in the grants. They recognized the realities of trying to deal with the deficit and the growing demands of the province. They said: "Give us stability and predictability."*

The virtues of the Act were addressed by the Minister of Municipal Affairs as well during debate. One aspect that she mentioned was the agreement that government and municipalities had over this legislation. Minister Marzari said *"this province has taken a stand with the municipalities to seek stability, predictability and some form of credible relationship between the provincial government and the municipalities we attempt to serve and service"*.

Part of that predictability is provided by an adjustment formula that ties increases or decreases to:

- changes in the provincial economy to a maximum of +/- 2% in transfers for any year;
- within and limited by percentage changes in overall government spending from the previous year.

At one point during debate (July 5, 1994) the Opposition Finance critic suggested that the Bill was "ad hoc" and that local government had little certainty about the formula for changes in the grants if there was an increase in GDP.

At that point you responded:

*"A guaranteed increase"*.

## 3. Consultation Undertakings

I recently wrote to the Minister of Municipal Affairs regarding his undertakings about adequate consultation before the grant announcements are made (see attached). While information that will affect their budgeting is needed by our members a unilateral action could possibly be interpreted as:

- contrary to the Protocol of Recognition
- contrary to his undertaking to the UBCM Convention.

I would remind you, Mr. Premier, that you also promised UBCM Convention delegates:

*We will work with you, we will involve you in our consultations. It will be a big challenge because obviously municipal governments are facing the pressure that I talked about earlier. We are going to try and do the best we can to manage the situation with your help, working with you to achieve a balanced budget while protecting the services that you provide at the municipal level.*

We have always wanted to maintain an open exchange as orders of government.

#### 4. Discussion

Clearly there were repeated undertakings made to UBCM and local government since 1993. I know government is focused on some tough choices today and maybe the events of the recent past and the undertakings made are not at the forefront of present considerations but:

- an offer to make changes to recognize the tough times was made in 1993 and we agreed to change.
- that change was made and trumpeted as offering "certainty and predictability".

The legislation that you voted for just two years ago offers local government predictability in good times as well as times of economic or fiscal challenge. We have always accepted the need to make adjustments to respond to economic or fiscal conditions and government itself designed the formula for increases and decreases in our transfers.

It is a formula for changes in transfers that was said to be "guaranteed". This is our legitimate expectation for what will be the context for the upcoming discussions.

Yours truly,

*original signed by*

Mayor Gillian Trumper  
President



*Agenda*

CITY OF MERRITT  
NOV 29 1996  
RECEIVED

1996/11/21

MAYOR AND COUNCILLORS  
City of Merritt  
Box 189  
Merritt, BC V0K 2B0

Dear MAYOR AND COUNCILLORS:

**DOWNTOWN REVITALIZATION PROGRAM  
AND BUILDING FACADE GRANTS**

We are sure that you were as disappointed as Langley City Council, to recently learn of the cancellation by the Provincial Government, of the Downtown Revitalization Program and the Building Facade Grants Program.

We believe that the cancellation of these programs will have a detrimental affect on downtown re-development and well being in many communities and are too important to be cancelled.

We have written to the Premier of the Province, the Honourable Glen Clark, expressing our disappointment and urge your Council to support our position

Yours truly,  
CITY OF LANGLEY

Janice M. Fulton  
Assistant City Clerk

# MEMBER RELEASE

## SOME MEMBER REACTION TO PROVINCIAL CUTS

A common theme among elected officials commenting after the November 16th elections was the challenges facing them by the pending provincial budget cuts to local government transfers. Several members have voiced their concerns directly to the Premier or Minister Miller with copies to their MLAs and among them are:

### District of Lillooet

In addition, Lillooet is facing the following economic problems:

- due to the amalgamation of SDN29 and SDN30 we are looking at the possible closure of our local School District No. 39 administration office and the loss of 6 full time positions;
- due to Provincial funding cuts up to 5 local Ministry of Forests jobs could be eliminated;
- local logging contractors are leaving town due to concern over the uncertainties in the Upper Bridge valley and the Province's support of logging;
- due to environmental regulations passed on by the Province we expect to see our expenditures on solid waste double by the year 2000; and
- due to the Province eliminating all funding for municipal economic development offices, our local economic development office has lost \$80,000, or one-third of its regular funding, and the municipality is certainly not able to replace these funds.

### Village of Lumby

We do not have a large tax base, as our assessments are mainly residential. Because of rising school taxes, regional district and regional library assessments, we have not been able to increase municipal taxes, and have in fact reduced our mill rates over the past three years to ensure that local taxpayers do not bear the brunt of a major tax burden. Our capital budgets are stressed to the limit for infrastructure maintenance, let alone new projects, and we have certainly never "gotten fat" - our total employment is a staff of seven. Particularly for a small community such as Lumby, your government's continued funding at close to present levels is more than simply "required" - it is vital.

### City of Nelson

The City's services are supported in a majority by residential taxpayers. Most of whom are senior citizens and low income earners. The City of Nelson does not have an industrial tax base and a large utility tax base to support our municipal services. We rely heavily on our residential taxpayers to support municipal services. A substantial reduction in grant will have a devastating impact on our services, result in employee lay-off and a major increase in property taxation.

We believe reductions in the municipal grants is not a viable solution towards remedying the state of provincial finances.

### Village of Pouce Coupe

My concern, Premier, are your comments "that the provincial government of BC has shielded Municipal Governments from the hundred of millions of dollars in federal government cuts" and your implying that the province "subsidizes" local government by \$400 million per year.

Let me remind you, Premier, that many communities have already borne and continue to bear the cost of shoring up the provincial government. Please consider the fact that schools, hospitals and colleges pay little or no taxes to the communities that must provide taxpayer subsidized infrastructure services. Similarly, many crown corporations in the communities are also subsidized in that they pay either a reduced rate of taxes or grants in lieu.

### District of Saanich

On behalf of all citizens of Saanich and our Council, I urge you to oppose, in total, the Premier's proposal for reducing civic grant programs. Like all other municipalities, we provide the front line government services to our citizens. This is where the rubber hits the road in making and keeping our communities livable.

Where cuts in municipal services have occurred in other provinces, long-term damage has occurred to communities and we do not want that to occur here. Our homeowners cannot bear losses in needed services nor increases in taxes.

### City of Fort St. John

We write this letter resulting from our major concerns about your government's intentions regarding Municipal Revenue Sharing (Grants). We understand that the Union of BC Municipalities negotiated an amended, legislated, long-term agreement with the Province, and for its part, the UBCM and its members agreed to forego some \$290 million of unfunded provincial liability - in order to help you with your problems and achieve certainty for the future.

We also would contend that the Provincial Revenues accruing to fund Municipal Grants are Revenue Sharing, and not "Municipal subsidies" as characterized in some media reports. As such, the City would understand the rationale, after full and frank consultation, for a provincial position that the "Revenue Sharing" should be subject to whatever percentage adjustment that might exist in global provincial revenues. If not mistaken, I believe the legislation contemplates exactly that scenario, subject to some reasonable limitations.

... said she welcomes these direct interventions. "It is time government heard directly the impacts that cuts will have on our communities and only councils and boards can put this in real and human terms. Only by working together as individual municipalities and regional districts and at the UBCM level can our collective voice be heard."

Common themes we are hearing are:  
• cuts to provincial offices are already impacting on local economies and the costs of local government;

- the province isn't accounting for the costs local government bears to "subsidize" services to provincial facilities such as schools, hospitals, colleges, etc.;
- local government has not been immune to the costs of federal downloading such as airport devolution, marine policy, etc.;
- local government wants the provincial government to maintain its commitments to "predictability and certainty" that were provided in recent (1994) grants reform;
- local government expects to be treated as an order of government with adequate and real consultation;
- local governments don't need to be shown the way to be better managers - they have innovated and have a first class record of no deficit budgeting;
- finally, local government resists the suggestion of provincial legislation that would fetter their autonomy to manage their finances through tax

## CROWN CORPORATION CUTS

The provincial government announced that Crown corporations will be expected to cut \$75 million from overhead, administration and operations. The corporations under review are B.C. Assessment Authority, B.C. Buildings Corporation, B.C. Ferries, B.C. Hydro, B.C. Lottery Corporation, B.C. Pavilion Corporation, B.C. Rail, B.C. Transportation Financing Authority, B.C. Transit, and ICBC.

Efficiency targets of up to 15 per cent of overhead and administration have been established.

Crown corporations are being asked to look at vehicle purchases, furniture purchases, travel publications, communications, contracts and management perks. The freeze on all salaries over \$100,000 is being extended and tighter controls on business expenses will be implemented.

## OTHER RECENT UBCM CIRCULARS

For other information related to this subject please see the following recent UBCM Circulars:

- Member Release - UBCM Executive Meets Minister Miller - November 5, 1996
- In the House - Ministry Cuts Announced - November 12, 1996
- Tens of Millions in Grants Liked, Cut - November 18, 1996

Local Government election results will be posted on our website at:  
<http://www.civilnet.gov.bc.ca>

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LIDSTONE, YOUNG, ANDERSON  
BARRISTERS & SOLICITORS

1616 - 808 Nelson Street  
Box 12147, Nelson Square  
Vancouver, B. C.  
V6Z 2H2

Telephone: (604) 689-7400  
Victoria Office: (604) 383-2063  
Toll Free: 1-800-665-3540  
Facsimile: (604) 689-3444

November 22, 1996

Mr. Tom Day  
Administrator  
City of Merritt  
2185 Voght Street, Box 189  
Merritt, B.C.  
V1K 1B8

CITY OF MERRITT  
NOV 29 1996  
RECEIVED

*Agenda*

Dear Mr. Day,

We are writing to express what is undoubtedly a shared concern over the expectation that on November 26, the Province will be announcing substantial cuts to transfers and grants to local governments, as well as possible controls on revenues and expenditures.

These cutbacks, together with the downloading of previous years, present difficult challenges for local government. We are committed to working with you to find ways to cope with the problems which will result from the Province's action. The partners of our firm are taking the following measures, effective immediately:

1. Our legal fees will not be increased until January 1, 1998 at the earliest. Our hourly rates for all 16 of our municipal lawyers will be frozen at July, 1996 rates until that time.
2. There will be no increase in our firm's disbursement charges (photocopying, etc.) until at least January 1, 1998.
3. Our lawyers and facilities are available to you - at no cost - to assist in making representations to the Province in opposition to any unwarranted financial cutbacks and restrictions on local government jurisdiction.

We hope these measures will help you and the citizens in your municipality in dealing effectively with the policies being dictated by the provincial government.

Yours truly,

LIDSTONE, YOUNG, ANDERSON

*Grant Anderson*

Grant Anderson



FAKED

BRITISH  
COLUMBIA

Agenda

November 26, 1996

CITY OF MERRITT

DEC 02 1996

RECEIVED

Her Worship Mayor Clara Norgaard and Council  
City of Merritt  
Box 189  
Merritt, British Columbia  
V0K 2B0

Dear Mayor and Council:

As you know, the provincial government has developed a financial plan to cut \$750 million in spending over the next 18 months in order to protect medicare and education. Our plan began with cuts to the provincial government itself, followed by cuts to crown corporations and business subsidies. Now, we're asking local governments to share in the responsibility to cut costs.

I met this morning with members of the new Joint Council to discuss the financial arrangements and a multi-year commitment to legislative reform. The Joint Council will review the *Municipal Act* and other legislation to cut regulatory red tape, contain costs and reduce duplication between the provincial and local governments.

I also explained that the \$800 million which flows from the B.C. government to local governments will be restructured and reduced by \$113 million in 1997/98. More than half of B.C. communities will have their funding fully protected, and we expect that no community will be impacted by more than 3 per cent of their 1995 general revenues.

To support this restructuring, a range of grant programs delivered by all ministries have been reviewed. Some programs, such as the police transition assistance, secondary highways grants, independent police equalization grants, downtown revitalization and grants in lieu of taxes for some provincial institutions, have been reduced or eliminated. As well, certain arterial highways will be declassified, and the province will cease to provide bylaw prosecution services.

...12

Ministry of  
Municipal Affairs  
and Housing

Office of the Minister

Mailing Address:  
Parliament Buildings  
Victoria BC V8V 1X4

Location:  
Parliament Buildings  
Victoria

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Her Worship Mayor Clara Norgaard and Council  
Page 2

A primary feature of the restructuring is the establishment of two new mechanisms to ensure greater fairness and equity in the distribution of provincial transfers. An \$18.3 million small community protection grant helps support smaller communities and ensures those with under 5,000 residents face no reduction in provincial funding. As well, \$66 million in equalization funding has been allocated to ensure that communities across the province are impacted by the reductions on an equitable basis. This funding applies to all communities regardless of size, and effectively caps the amount by which the transfers will be reduced.

We know local governments are competent financial managers; however, just as the provincial government found new ways to economize without disrupting essential services or raising taxes, we ask you to do the same.

Details with respect to your individual community are attached. To assist your administrators with any questions, a B.C. government Municipal Information Line has been established. Please ask them to direct all enquiries, regardless of program or ministry, relating to today's announcement to our information line at 1-800-407-7757, or to Municipal Financial Services at (250) 387-4060. You can also reach us by e-mail at [lgresponse@hq.marh.gov.bc.ca](mailto:lgresponse@hq.marh.gov.bc.ca)

Yours truly,



Dan Miller  
Minister

Attachment

pc: Harry Lali, M.L.A. - Yale-Lillooet

*Estimated Transfers Affecting the City of Merritt  
1995 Population 7,809*

<b>TRANSFER REDUCTIONS:</b>	
<i>Ministry of Municipal Affairs and Housing:</i>	
Municipal General Grant	\$298,530.00
Municipal Basic Grant	120,000.00
Special Grants / Grants in Lieu of Taxes	0.00
<i>Other Ministries:</i>	
Independent Police Equalization Grant (AG)	0.00
Emergency Planning Grant (AG)	1,000.00
Weed Control Subsidy (AFF)	0.00
Economic Development (SBTC)	0.00
CAP to Municipalities (HR)	0.00
Secondary Highways (T&H)	0.00
Arterial Roads (T&H)	30,975.00
<b>Total Transfer Reductions</b>	<b>\$450,505.00</b>

<b>NEW TRANSFERS:</b>	
Equalization	149,600.00
Small Communities Protection	159,700.00
<b>Total Transfers</b>	<b>\$309,300.00</b>

<b>ESTIMATED 1997/98 NET TRANSFERS (REDUCTIONS)</b>	<b>(\$141,205.00)</b>
---	-----------------------



DISTRICT OF LOGAN LAKE

P.O. BOX 190, LOGAN LAKE, B.C. V0K 1W0  
TELEPHONE (604) 523-6225 FAX (604) 523-6678

City of Merritt  
Box 189  
Merritt, BC  
V0K 2B0

*Agenda*

CITY OF MERRITT  
DEC 04 1996  
RECEIVED

December 2, 1996

**ATTENTION: Mayor and Council**

Dear Member Municipality

**Re: Downtown Revitalization Program**

The Council of the District of Logan Lake is seeking your support by asking that you write a letter or letters of strong protest to the Provincial Government, in relation to its recent decision to eliminate the Downtown Revitalization Program.

This program, perhaps more than any other program ever offered through the Provincial Government, has directly touched and benefitted communities in British Columbia.

Through the Downtown Revitalization Program our communities have been able to beautify, improve and upscale our commercial districts, we have undertaken projects to strengthen our commercial cores, and we have made an impact on our Province which is the envy of all neighbouring Provinces and States.

In addition to creating opportunities for wholesale improvement of our commercial districts, the Program has helped to restore our heritage, bolster local pride and contribute immeasurable value to our towns, villages, cities and districts.

**The Program has created both direct and indirect employment. It has increased trade and investment in our communities and it has highlighted each of our corporate personalities.**

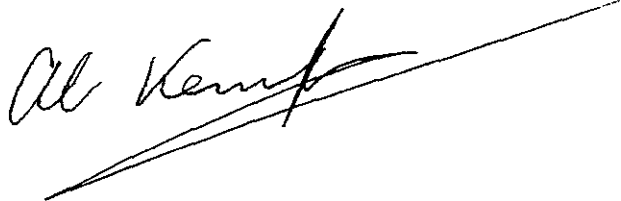
**We believe that every BC community should support the continuance of this Program and further, solicit additional support for the Program from their planning, engineering and contracting firms which have been involved with this program.**

**In eliminating the Program the Province will have failed once again to deliver on its word to consult with local government before taking actions which affect local government.**

**We feel that the time is right now to act, to express your views and to make known to this Provincial Government the true value of this Program.**

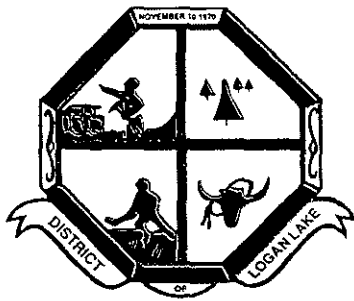
**We encourage you to support our cause.**

**Yours truly,**

A handwritten signature in cursive script that reads "Al Kemp". The signature is written in black ink and is positioned to the right of the typed name "Al Kemp, Mayor".

**Al Kemp,  
Mayor**

**cc: MLA Harry Lali  
Downtown Revitalization Program  
UBCM**



## DISTRICT OF LOGAN LAKE

P.O. BOX 190, LOGAN LAKE, B.C. V0K 1W0  
TELEPHONE (604) 523-6225 FAX (604) 523-6678

**Premier Glen Clark  
Parliament Buildings  
Victoria, BC  
V8V 1X4**

**December 2, 1996**

**Dear Premier Clark:**

**Re: Municipal Affairs Downtown Revitalization Program**

**The Council of the District of Logan Lake hereby requests your direct intervention and support to ensure the continuance of the Province's Downtown Revitalization Program.**

**As you are aware this Program is principally funded through Lotteries monies. The spin offs and benefits of the program are vividly present in every community in British Columbia. The returns of this Program are tenfold over its investment.**

**I should not have to tell you the value of this Program to our communities. Surely your Provincial staff must know the benefit return of this Program.**

**As Premier you must be proud of the improvements which have gone into British Columbia communities, as a result of this Program. We have brought the aesthetic and service levels of our towns, cities and villages up to the highest standards. We should all be proud of the work which has gone into improving each of our communities.**

**We look to our leaders to keep us on a winning track. It is for this reason that we ask you to have steps taken to retain this most worthwhile program. The decisions you make as Premier should benefit this Province. No other program in British Columbia has injected such value into the economy of local communities as the Downtown Revitalization Program.**

**We ask for your support to maintain this Program.**

**Yours truly,**

**Al Kemp,  
Mayor**

**AL/lc**

**cc: MLA Harry Lali  
Downtown Revitalization Program  
UBCM**

125

**DISTRICT OF PORT EDWARD**567 Sunset Drive, Port Edward  
British Columbia, Canada V0V 1G0Tel: (604) 628-3667  
Fax: (604) 628-9225*Agenda*

December 2, 1996

Honorable Dan Miller MLA  
818 3rd Avenue West  
Prince Rupert, BC V8J 1M6

Honorable Dan Miller:

The Mayor and Council of the District of Port Edward are very concerned about your government's plan to declassify highway 599R from the Port Edward turnoff to the Cassier cannery. The District of Port Edward cannot afford this plan and is not interested in taking over responsibility for your highway.

Mayor and Council have been lobbying the Provincial government for over ten years to have this highway improved with little or no response. The Ministry of Transportation and Highways have undermaintained this highway to the point that in 1994 the speed on the highway had to be reduced in order to keep the highway safe. Further in 1996 a sign was added warning motorists of the state of the highway. This highway has been ignored to the point that it is now in need of a multi-million dollar upgrade.

Mayor and Council cannot afford and are not interested in taking over responsibility for your highway. Section 31 of the *Highway Act* together with sections 1 and 27 of the *Interpretation Act* indicate that an order declassifying an arterial highway could only be carried out "after consultation with the municipal council". Mayor and Council will not participate in such a consultation.

Sincerely,

Murray Kristoff  
Acting Mayor

cc UBCM Municipalities  
Honorable Glen Clark, Premier  
Honorable Lois Boone, Minister of Transportation and Highways

**FILE**

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**Classification of highways**

31. (1) The minister shall denote the highways which in his opinion should be classified as arterial and secondary highways by delineating on a map the route of each highway throughout each municipal area through or in which it runs or is intended to run.
- (2) The minister, as to
- (a) arterial highways, after consultation with the municipal council of every municipality through or within the limits of which the highway runs or is intended to run; and
  - (b) secondary highways, after agreement made with and ratified by bylaw of the municipal council of every municipality through or within the limits of which the highway runs or is intended to run, approving of the proposed classification and route of the highway,
- shall submit the map to the Lieutenant Governor in Council for classification of the highways denoted on it.
- (3) On making the order classifying an arterial or secondary highway, the minister shall publish notice of the fact of its classification under this Act in one issue of the Gazette, and no change shall be made in the route or classification of the highway except by order of the Lieutenant Governor in Council.

RS1960-172-32.

## INTERPRETATION ACT [RSBC 1979] CHAPTER 206

### Interpretation

1. In this Act, or in an enactment,

"Act" means an Act of the Legislature, whether referred to as a statute, code or by any other name, and, when referring to past legislation, includes an ordinance or proclamation made prior to 1871, and having the force of law;

"enact" includes to issue, make, establish or prescribe;

"enactment" means an Act or a regulation or a portion of an Act or regulation;

"public officer" includes a person in the public service of the Province;

"regulation" means a regulation, order, rule, form, tariff of costs or fees, proclamation, letters patent, commission, warrant, bylaw or other instrument enacted

(a) in execution of a power conferred under an Act; or

(b) by or under the authority of the Lieutenant Governor in Council,

but does not include an order of a court made in the course of an action or an order made by a public officer or administrative tribunal in a dispute between 2 or more persons;

"repeal" includes revoke, cancel or rescind.

1974-42-1; 1976-23-1.

**Ancillary powers**

27. (1) Where in an enactment anything is required or authorized to be done by or before a judge, justice, coroner or public officer, it shall be done by or before one whose jurisdiction or powers extend to the place where the thing is to be done.
- (2) Where in an enactment power is given to a person to do or enforce the doing of an act or thing, all the powers shall be deemed to be also given that are necessary to enable the person to do or enforce the doing of the act or thing.
- (3) Where in an enactment a power is conferred or a duty imposed, the power may be exercised and the duty shall be performed from time to time as occasion requires.
- (4) Where in an enactment a power is conferred to make regulations, the power includes a power exercisable in the same manner, and subject to the same consent and conditions, if any, to repeal or amend the regulations and make others.
- (5) Where in an enactment the doing of an authorized act is dependent on an act of the Lieutenant Governor in Council or of a public officer, the Lieutenant Governor in Council or public officer, as the case may be, has the power to do that other act or thing.
- (6) Power given in an enactment to a person to enter into an agreement includes power for the person with whom the agreement is to be made to enter into the agreement and to carry out its terms, subject to conditions applicable to that person in the exercise of the power.
- (7) Where in an enactment power is given to a person to inspect or to require the production of records, the power includes power to make copies or extracts of the records.

1974-42-23; 1976-23-8,9.

*Agenda*

TO: Principal Appointed Officers

FROM: Richard Taylor, Executive Director

DATE: December 3, 1996

RE: **YOUR ASSISTANCE NEEDED IN UBCM TRANSFER CUTBACK COUNTERACT INITIATIVE**



UNION OF  
BRITISH  
COLUMBIA  
MUNICIPALITIES

Suite 15  
10551 Shellbridge Way  
Richmond  
British Columbia  
Canada V6X 2W9  
(604) 270-8226  
Fax (604) 660-2271

The UBCM Executive finalized a multifaceted strategy today to counteract the provincial government's decision to unilaterally cut transfer payments and offload responsibilities.

The support and very active involvement of UBCM members is a major part of the strategy. Our experience tells us that the real strength of the UBCM is in its members - telling their story in their own words to their constituents, their MLA, their employees and to government officials. UBCM Executive and secretariat will concentrate on areas where we can best serve, such as coordinating, facilitating exchange of information, and making representation to Cabinet. But in the end, our success depends on working together - and in this regard we would like to request some information that we need to support a few elements of our strategy.

**WHAT WE REQUEST OF YOU**

1. Extracts of your Mayor's inaugural address that relate to provincial cutbacks.
2. Any analysis of what the impacts of provincial cutbacks might mean for your municipality.

We would like narratives that can be excerpted into a provincial digest.

Reference to indirect impacts of cutbacks in provincial offices or recent example of other provincial offloading can be included.

3. Details of highways offloading.

Again, a narrative of what you have been told you will be responsible for, any estimates of costs, or concerns.

Short narrative suitable for a provincial MLAs' digest would be appreciated.

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4. Better communications.

If you are on "e-mail" and have not signed up for the UBCM internet Directory, please do so as soon as possible. Contact Barbara Ingamells at the UBCM office for assistance. UBCM will be establishing a location on CivicNet, our internet web site, with information related to the cutbacks and discussion groups of concerned local administrators.

5. cc UBCM

Please copy UBCM on any correspondence to the Premier, Ministers, and MLAs related to the cutback issue.

6. Media Editorials

We would also appreciate copies of any editorials in your local papers that address the cutback issue. While our clipping service provides copies with any reference to "UBCM" it may miss important local perspectives.

These are to go into another provincial digest of reaction.

7. A Preliminary Budget Synopsis

Could you or your Treasurer give us a short explanation of how you dealt with the provincial cutbacks in the provincial budget you tabled? Again, our objective here is to produce a provincial digest.

8. Provincial Report Cards

Before the end of this week, we will be distributing blank "report cards" for your elected officials to rank the performance of the provincial government on a number of recent promises. This is to alert you that these are coming and to seek your assistance in directing these to elected officials; returning them to the Premier and Minister of Municipal Affairs; with copies going to your MLA and to UBCM. We will include these instructions in the mailout but we would encourage you (and maybe staff) to do the same.

### WHAT UBCM WILL BE DOING

The UBCM Executive has approved a strategy and schedule of activities for the next five months. Included in this are some activities that we hope will assist you with communication.

We will also be commissioning several reports for release/discussion at a January special Financial and Legislative Summit to be announced on December 4<sup>th</sup>.

We will accelerate our work on legislative amendments to the *Municipal Act* and will be consulting you on your views as to the kind of Ministry of Municipal Affairs you feel will best serve your needs in the future.

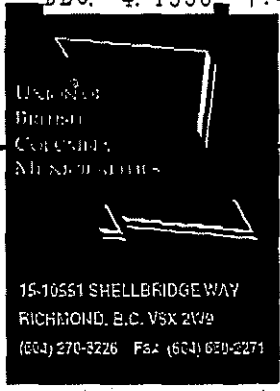
Clearly we have a full agenda ahead. However, you have a central role in this unfolding series of events. The UBCM Secretariat looks forward to working with you and your administration as we have in the past.

610.20:AN-C

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# MEMBER RELEASE

December 4, 1996



*Agenda*

## Financial & Legislative Summit

The UBCM Executive has called an emergency summit meeting of local government leaders to be held in January 1997. General information is as follows:

### To UBCM Members

THE EVENTS SURROUNDING the November 26, 1996 announcement of provincial transfer cutbacks and the subsequent disclosure of arterial highways declassifications shake the foundation of local-provincial relations in British Columbia. Commitments of two years ago to provide certainty and predictability in transfers have been broken. The Premier's and Municipal Affairs Minister's commitments of just two months ago to consultation were never honoured.

Regrettably, the Minister of Transportation and Highways did not attend the recent Joint Council meeting and, in her absence, the devolution of arterial highways was not highlighted so we would have an opportunity to discuss its implications.

These events are unprecedented in recent local-provincial relations. On December 3, your UBCM Executive adopted a strategy with respect to the cutbacks. A major part of that strategy will include a Financial and Legislative Summit in January 1997.

We are inviting each member municipality and regional district to be represented by the CEO and CAO, although others may attend.

Although the cutbacks this year mainly affect large and medium municipalities, the Executive is worried about a multi-year off-

Date: January 23, 1997  
 Time: 10:00 a.m. - 3:00 p.m. (tentative)  
 Place: Vancouver Public Library, Vancouver, BC

### Purpose

1. To discuss strategies with respect to 1997 provincial transfer cutbacks and set the foundation against 1998 cutbacks.
2. To discuss needed legislative reforms.

The final agenda should reflect these elements:

- exchange of information on cutbacks and their impacts.
- discussion of individual and common strategies.
- update on current status of cutbacks.
- presentation of the UBCM Executive strategy adopted recently.
- resolutions on legislative reform.

loader that will affect smaller communities and regional districts in the future.

In conjunction with the decision to launch the summit, the Executive also authorized a number of other initiatives including:

- an independent review of the actual costs of highways declassified.
- an analysis of transfers from local to provincial government.
- contacting MLAs who voted for the 1994 Local Government Grants Act.

### Who Should Attend?

Mayors, Regional Board Chairs and Chief Administrators are encouraged to attend. Other UBCM members are welcome.

### Registration

Forms will be issued later this month.

### Cost

There is no registration fee, however, some cost-recovery of facility overhead may be charged.

### Accommodations & Travel

Members are responsible for their own travel and accommodation costs. Various Vancouver hotel properties will offer reasonable government accommodation rates at this time of year.

### DETAILED INFORMATION AND REGISTRATION TO FOLLOW

- ensuring resolutions are considered at every Area Association meeting.

Our strategy contains many more elements; most important are those that involve you, the UBCM members.

Today, more than ever, we need your active participation.

Mayor Gillian Trumper  
 UBCM President

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# MEMBER RELEASE

UNION OF  
BRITISH  
COLUMBIA  
MUNICIPALITIES

15-10551 SHELLBRIDGE WAY  
RICHMOND, B.C. V6X 2W9  
(604) 279-8226 Fax (604) 280-2271

## HIGHER TAXES OR MORE POTHOLES?

Local officials have learned that Transportation and Highways Minister Lois Boone has moved to transfer hundreds of kilometers of provincial arterial highways to municipalities.

### The Facts

- 141 provincial arterial highways will be declassified and municipalities will assume full responsibility for them, mostly on April 1, 1997.
- 71 municipalities (about one-half of those in BC) are affected from the Village of Zeballos (pop. 250) to City of Surrey (pop. 300,000) which will take over 115 km at an estimated cost by the city of \$9 million annually over the next 10 years for capital and maintenance.
- over 1,450 lane kilometers are being declassified.

### Some Examples

- on Vancouver Island - the Village of Sayward's (pop. 444) responsibilities for roads would double - plus their equipment is inadequate for the maintenance job.
- in NW BC - Port Edward (pop. 835) council has taken out a newspaper ad to object to its 28 km of added costs.
- in NE BC - Hudson's Hope (pop. 1,000) will be responsible for 68 new kilometers of roads - including the road to the BC Hydro Bennett Dam - an asset of a provincial Crown corporation.

- in central BC - Mackenzie (pop. 6,146) is getting two bridges and 45 kilometers of road.
- in the Fraser Valley - Kent (pop. 5,231) has been given 28 kilometers of road, 13 kilometers of which is a narrow winding piece subject to slides.
- in the Kootenays - Elkford (pop. 3,456) becomes responsible for 30 km of Fording Mine highway that must be kept open 24 hours a day, 7 days a week. Elkford is another community that doesn't have the necessary equipment.
- in the Lower Mainland - Langley Township (pop. 83,173) registers the single largest highway transfer - 71 km of the Fraser Highway.

### The Issues

- maintenance costs are underestimated - the Ministry estimates the maintenance at \$8 million a year for the whole province, but local experts feel the costs are many times higher. It was in the province's interest to underestimate costs because the figures were used in the formula to limit municipal grant cuts to 3%.
- there is no allowance for the capital costs of upgrading - many of these highways are not up to standard. Using Highways Ministry figures for example, Surrey puts the capital costs of upgrading at \$90 million.
- no equipment - many communities, particularly smaller ones, don't have the equipment to

maintain these highways. This will be an added cost to local taxpayers.

- union successorship - many of the existing Highways contracts have guarantees of union successorship that will have to be negotiated.

### The Implications Are Clear

- either higher local taxes to meet the maintenance and capital costs; or
- deteriorating roads.

Clearly roads such as Delta's portion of Highway 10, Tofino's Alberni-Tofino Highway, or the Island Highway (1A) in View Royal are used daily thousands of non-resident motorists and truckers, but the costs will fall only on local property taxpayers.

### Not a Done Deal

Discussions will begin with municipalities in January and the provincial Cabinet will have to make the final decisions.

"This is not well thought out," said UBCM president, Gillian Trumper. "It must be stopped."

For further information:  
Mayor Gillian Trumper, UBCM President, (250) 724-4540  
Richard Taylor, UBCM Executive Director, (604) 270-8226

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# SCHOOL DISTRICT NO. 31 (MERRITT)

Superintendent of Schools  
Michael E. Henderson

ADMINISTRATION OFFICE  
P.O. Box 4100, Stn. Main - Merritt, B.C., V1K 1B8  
Phone: (250) 378-5161 FAX: (250) 378-6263

Secretary-Treasurer  
H. Bruce Tisdale, C.G.A.

- LEARNING FOR TODAY AND TOMORROW -

November 20, 1996

City of Merritt  
P.O. Box 189  
Merritt, B.C.  
V1K 1B8

*Agenda*  
CITY OF MERRITT  
NOV 25 1996  
RECEIVED

ATTENTION: Mr. Tom Day, City Administrator

Dear Mr. Day:

**RE: COLLETTVILLE ELEMENTARY SCHOOL**

At a meeting held between the Board of School Trustees and the City Council on November 5, 1996, the Mayor indicated that the City would support the Board's request to the Ministry to complete the expansion to Collettsville Elementary School.

Attached is the following information that was submitted to the Ministry in support of this project:

1. Page 1 of the Secretary-Treasurer's letter dated September 23, 1996, to School Facilities highlighting the Collettsville project as the districts number one (1) priority.
2. The Secretary-Treasurer's letter of August 30, 1996, to School Facilities.
3. Chairman, Linda Barr's, letter of June 27, 1996, to the Minister of Education.

Therefore, on behalf of the Board of School Trustees, I would ask Council to submit a letter to the district supporting the completion of the Collettsville Elementary School expansion project.

If you require addition information in order to process this request, please contact the writer at your convenience.

Yours truly,



H. Bruce Tisdale  
Secretary-Treasurer

HBT/lw

attach. (3)

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*copy*

# SCHOOL DISTRICT NO. 31 (MERRITT)

SUPERINTENDENT OF SCHOOLS  
MICHAEL E. HENDERSON  
PHONE (604) 378-2022

ADMINISTRATION OFFICE  
P.O. BAG 4100 - MERRITT, B.C. - V0K 2B0

SECRETARY-TREASURER  
H. BRUCE TISDAL  
PHONE (604) 378-2111  
FAX (604) 378-6211

— LEARNING FOR TODAY AND TOMORROW —

*September 23, 1996*

*School Facilities  
Ministry of Education  
4th Floor, 620 Superior St.  
Victoria, B.C.  
V8V 2M4*

**ATTENTION:** *Mr. Rick Connolly, Director of School Facilities*

*Dear Mr. Connolly:*

*Enclosed please find the district's 1997/98 Capital Budget, as well as the five year Capital Plan. These were both adopted by the Board at a meeting held on September 9, 1996.*

*The following is a summary of changes from last year's 5 year Capital Plan:*

1. *Collettsville Elementary School*

*This remains the district's number one priority. This school serves the fastest growing area in Merritt as it has just been brought into the City of Merritt boundaries. Water and sewer services have now been installed so that the building freeze has been lifted by the City. In recognition of this priority, attached is a copy of the Boards proposal to contribute \$972,760.00 from various district reserves towards the cost of completion of this project. This has been discussed with you on numerous occasions, but if you do have additional questions, please contact me.*

2. *Nicola-Canford Site Acquisition*

*This request has been reduced to \$110,000.00, the actual cost negotiated for the purchase of the land. This school is an elementary school, in excess of 200 students and is in the second fastest growing area of Merritt. The existing site for the facility is approximately 1.5 hectares, or approximately 40% below the Ministry recommended allowance for school sites. This is the only available area to expand, and if funds are*

*...continues*

*121*

# SCHOOL DISTRICT NO. 31 (MERRITT)

SUPERINTENDENT OF SCHOOLS  
MICHAEL E. HENDERSON  
PHONE (604) 378-2022

ADMINISTRATION OFFICE  
P.O. BAG 4100 - MERRITT, B.C. - VOK 2B0

SECRETARY-TREASURER  
H. BRUCE TISDALE, C.G.A.  
PHONE (604) 378-5161  
FAX (604) 378-6263

— LEARNING FOR TODAY AND TOMORROW —

1996 08 30

Ministry of Education, Skills and Training  
Facilities Branch  
P.O. Box 9147  
Stn. Provincial Government  
Victoria, B.C.  
V8W 9H1

Attention: Rick Connolly, Director

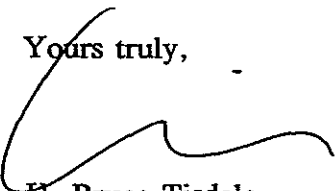
Dear Mr. Connolly:

Your letter of July 23, 1996 regarding the six month freeze on all new capital projects was received at a Regular Meeting of the Board of School Trustees held on August 26, 1996. At that meeting, the Board commended the Ministry on the initiative taken to reduce spending and the related debt.

The Board asks that you reiterate that it is still prepared to contribute the funding detailed in Chairman Barr's letter to the Minister of June 26, 1996 for the Collettville School project. The Board hopes that once the review of capital spending referred to in your letter takes place, consideration can be given to co-operatively funded projects such as Collettville School. The Board is still committed to the completion of the project and would hope that funding would be available in the near future to assist in its completion.

Again, congratulations on the initiatives taken by the Ministry and I hope we can continue to work together towards a completion of Collettville School.

Yours truly,



H. Bruce Tisdale,  
Secretary-Treasurer

HBT/sd

pc: Harry Lali, MLA  
Board of School Trustees

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# SCHOOL DISTRICT NO. 31 (MERRITT)

SUPERINTENDENT OF SCHOOLS  
MICHAEL E. HENDERSON  
PHONE (604) 378-2022

ADMINISTRATION OFFICE  
P.O. BAG 4100 - MERRITT, B.C. - V0K 2B0

SECRETARY-TREASURER  
H. BRUCE TISDALE, C.G.A.  
PHONE (604) 378-5161  
FAX (604) 378-67

— LEARNING FOR TODAY AND TOMORROW —

1996 06 27

The Honorable Moe Sihota  
Minister of Education, Skills and Training  
Parliament Buildings  
Victoria, B.C.  
V8V 1X4

Dear Mr. Sihota:

**Re: Collettsville Elementary School Construction Project**

At a Regular Meeting of the Board of School Trustees of School District No. 31 (Merritt) held on June 24, 1996, a motion was passed requesting that a letter be sent to you regarding completion funding for the Collettsville Elementary School project.

I would like to review the background of the project and in particular the Board's concern to have this project completed as soon as possible.

Collettsville is an area that was part of the T.N.R.D. until last June. A referendum was approved to join this area with the City of Merritt. For the last several years, building permits have not been issued for this area due to difficulties with sewage disposal. Tenders have now been called and are in the process of being reviewed for the installation of a proper disposal system by the City of Merritt. Large areas of land in the Collettsville area have not been sub-divided due to the sewage problems. With the connection of a disposal system, housing sub-division applications are already being presented to the City of Merritt. It is expected that this will become the fastest growing area in Merritt over the next several years.

Approximately 50% of the Collettsville School population is already in portables. With the growth in residential sub-divisions, it is expected that student enrollment will continue to increase, thereby increasing the demands on an already under-sized facility.

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The current population of the school is 197 students. The approximate 100 students in the portables must walk to the main school building for services such as washrooms, library, computer, telephone and gymnasium services. The temperature in the Merritt area for November to March is normally well below the 0 degree mark.

This is a dual track school serving both French Immersion, Programme Cadre and English speaking students in the community. As such, many of these students are bus students and take their lunches with no appropriate supervised place to eat. The gymnasium for an enrollment of 200 students is a half-size activity room. Again, given the winters in Merritt, it is very difficult to offer a full physical education program to the 200 students in a half-size activity room.

The Board recognizes the difficulty with the number of capital funding requests received by the Ministry each year. Ministry funding of \$239,009 has already been approved for the planning of this project. Working drawings are on the verge of completion and the District will be in a position to go to tender almost immediately. Projected costs to complete the project are \$3,097,460.

Recognizing the difficulty with limited capital budgets, this Board has approved the allocation of \$972,760 towards the proposed expansion of Collettsville Elementary School. This represents approximately 31.4% of the projected total completion costs of this project. That is, the Ministry of Education will acquire a full-sized, dual track elementary school with a capacity of 200 students plus kindergarten for 68.6% of the projected capital costs. Details of the sources for the Board's funding is attached. The Board is asking that consideration be given to funding the \$2,124,700 needed to complete the project as soon as funds become available within this capital budget year.

The Board has also looked at the possibility of completing the project as one project, but spreading the funding over two years. The areas that have been identified to be included as part of the second funding allocation are the addition to the gymnasium, the renovations to the 6 existing classrooms and the finishing of the new library and computer rooms. This allows \$336,500 to be deferred until the next capital budget year without incurring additional construction costs.

The project would be tendered for construction to start in May, 1997 and be completed in February, 1998. This would allow the Ministry to spread the funding over 20 months and two capital budget years.

If the project is approved and funded over two budget years, the Board would allocate its contribution of 31.4% to each of the funding years approved for the project.

That is, if the \$336,500 was deferred to the next capital budget year, the Board's contribution of \$105,660 for this portion of the project would be deferred until the second budget allocations are made.

The Board has met with parents, teachers, administrators and Ministry officials in an effort to create a winning situation for all those involved. The commitment of 31.4% of the capital costs of this project from local District surpluses is an indication of the priority which the Board places on this project.

All stakeholders in the education system and, in particular, the students, will gain by the Ministry's ability to grant approval to this project as soon as possible.

I look forward to discussing this matter with you or your officials at your earliest convenience. Thank you for taking the time to consider this request.

Yours truly,



Linda F. Barr,  
Chair

LFB/sd

pc: Mr. Harry Lali, MLA  
Mr. Rick Connolly, Facilities Branch

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**COLLETTVILLE ELEMENTARY SCHOOL  
SOURCE OF FUNDS  
PROPOSED EXPANSION PROJECT**

<b>TOTAL COST OF PROJECT</b>		<b>\$ 3,097,460</b>	
Includes Equipment Allowance of:	\$ 147,760		
<b><u>SOURCES OF FUNDING:</u></b>			
<b>LOCAL CAPITAL</b>			
- Current Balance	1,276,902		
- Allocation to Project		650,000	21.0%
- Land Proceeds		50,000	1.6%
<b>CAPITAL RESERVE</b>			
- Current Balance	129,873		
- Allocation to Collettsville		75,000	2.4%
<b>TECHNOLOGY &amp; NEW EQUIPMENT RESERVE-TRUST</b>			
- Current Balance	507,743		
- Allocation to Collettsville		147,760	4.8%
<b>ANNUAL CAPITAL ALLOWANCE</b>			
- Current Balance	582,380		
- Allocation to Collettsville		50,000	1.6%
(Based on their share of upgrading not done over last 3 years due to proposed renovations)			
<b>FUNDING REQUIRED FROM MINISTRY</b>		<b>2,124,700</b>	<b>68.6%</b>

**COMMUNITY ADVOCATES FOR CHARITABLE GAMING**

Unit 710, 141-6200 McKay Avenue, Burnaby, B.C. V5H 4M9

Ph: (604) 435-0512 Fax: (604) 435-1561

November 21, 1996

Dear Mayor and Council:

Congratulations on your recent electoral success. *With all of that now behind you, I'm afraid it's back to business.*

CITY OF MERRITT

NOV 26 1996

RECEIVED

*Agenda*

We are forwarding, for your reference, a copy of a brief that we sent in response to the Nemetz Commission of Inquiry that was initiated following the Nanaimo bingo scandal. We would appreciate it if you could circulate this document to all council members for information only.

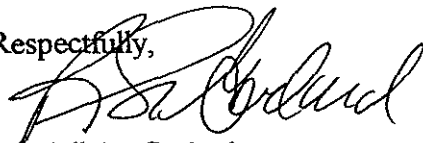
We have spoken on behalf of B. C. charities for over four years now, who participate with gaming opportunities and know well the full benefits of our charitable gaming model that continues to provide support to non-profit organizations serving communities around the province. Our model is well respected from other jurisdictions and remains open to dramatic change until we see a gaming act that will entrench charities right to access and participate in gaming opportunities, and also address the concerns of other stakeholders.

In this document, we outline our thoughts about the commission of inquiry, identify why there is a need for a gaming act, why the "Community Chest" model isn't appropriate for British Columbia, and highlight the positive attributes of our existing model.

Gaming is not an issue that is going to go away. It will continue to grow and develop, as it is every where else outside of B.C. We are hoping that you read the enclosed brief so that you can be more informed about some of the issues on the table and in a better position to deal with them when they come to your community.

We would ask in return, that you send a letter endorsing our position, if you and your council agree with the points we make in our submission. Please feel free to contact myself or Jack Scollon, by phone, fax or mail, if you have any questions or need further information.

Respectfully,



Randall St. Godard  
Co-chair

**Community Advocates for Charitable Gaming**

Submission to the

**NEMETZ COMMISSION OF INQUIRY**

August, 1996

## **Community Advocates for Charitable Gaming**

Community Advocates for Charitable Gaming (CACG) is an ad hoc committee with members from a wide variety of not-for-profit organizations which use charitable gaming as a means of fund raising. These groups represent children's and senior's organizations, a wide cross section of health and social service agencies, service clubs, religious groups, the arts, sports communities, ethnic communities and others in need throughout British Columbia.

Since first coming together, CACG has made representations on behalf of thousands of charitable groups in this province and has become a respected and experienced voice in charitable gaming. We have participated with many reviews on gaming, and have presented to all levels of government including the various Ministers Responsible for Gaming, starting with the Honourable Lois Boone. During the Lord & Streifel review of gaming in 1992, CACG sent out a call to all gaming licensees. Over 1,400 not-for-profit organizations made submissions in support of our position.

## **Nemetz Commission of Inquiry**

To be honest, we approach this Commission of inquiry with mixed feelings. On the positive side, we welcome the opportunity to once again present our recommendations for long term stability for charitable gaming opportunities in British Columbia, and in particular, to hopefully see progress in Government's long standing commitment to provide a public Gaming Act.

On the negative side, we are concerned about the political "heat" of the Nanaimo Commonwealth Holding Society (NCHS) scandal and the effect this inquiry may have on this sector as a result of an activity that took place many years ago. We are nervous that this will be used as a rationale for moving gaming out of the hands of charities. We understand the temptation for governments to look to the lure of gaming revenues, especially in difficult fiscal times. Moving towards a "community chest" model or allowing non-charitable gaming operations, as we've seen in other jurisdictions, is not the answer.

Since the occurrence of (illegal) activities by the NCHS, the gaming regulatory framework has changed significantly. There are many more checks, counter-checks and balances in the system now than there was then. We urge the Commission not to use a "sledgehammer" approach to remedy a situation that would be virtually impossible to duplicate today. In this brief, we will discuss why the present system is the best option and urge government to continue its efforts toward the development of a Gaming Act.

## **Need for a Gaming Act**

CACG and other community associations, have long been advocating for a BC Gaming Act. Charitable gaming in British Columbia has been built to its present level by the combined hard work of community groups and volunteers, government, casino and bingo management companies and operators.

Charities were initially invited by government to participate with gaming opportunities such as bingos, ticket raffles and casinos in order to offset the demand from the non-profit sector for government funding. Charitable gaming has become an integral part of the fund raising efforts for literally thousands of groups, sometimes representing significant portions of their overall budget. These groups provide much needed services at little or no cost to the community, that in some cases, would not otherwise be available.

Until there is a Gaming Act, these groups are on unstable financial ground and gaming itself is vulnerable to the economic and political pressures of the day. Government must remain committed to "...developing a comprehensive gaming act..."<sup>[1]</sup> if it is to ensure a long term stable charitable gaming environment.

CACG continues to advocate for a Gaming Act that not only entrenches charities' right to access gaming revenues, but also enables them to continue participating in and managing licensed events. Remaining an active component in this model and not becoming passive recipients in the system is a very important contributor to longevity of the industry.

[1] MINISTRY OF GOVERNMENT SERVICES, 1993-94 Annual Report

There needs to be a formal foundation established upon which future gaming expansion in this province will be based. With the First Nations' pending participation, and commercial interests like the Mirage still wanting to open British Columbia up to high stakes gambling, we need legislation to accommodate the right mix.

## **"Community Chest" Model Doesn't Work**

We are aware that the "community chest" model is still touted as an alternative in some quarters. We've seen in Manitoba how complete government control of the industry puts charities back into a queuing system where they do nothing but simply put out their hand for funding. The provincial government handles all aspects of managing and operating gaming activities. All revenues go into government coffers and proceeds are distributed to charities.

It is incomprehensible to still hear suggestions to adopt this model. Years of experience has shown that this type of system erodes the per centage of revenues that flow back to the charities and puts into question the integrity in the industry. The administration costs in Manitoba now exceed the total amount distributed to charities, which contrasts greatly with the current B.C. model.

We've also seen situations where personal biases and blatant conflicts of interest creep in when there's a body in charge of allocating funds to groups and/or charities in a queuing system. We need look no further than the Go B.C. grants that were abused in the late 1980's.

The problems in the case of the NCHS might actually have been prevented by greater direct charitable involvement. The high level of gaming regulation, charitable involvement and timely reporting now make it extremely difficult for individuals to abuse the system as it was in Nanaimo.

## **B.C. 's Current Charitable Gaming Environment**

The current regulations that control gaming in our province have been established, modified and refined over the last 10 years. While our model may not yet be perfect, it boasts the following attributes:

- the license application process is politically neutral. Any eligible groups are able to apply for licenses irrespective of political priorities and trends. For those groups involved with advocacy, they are in turn free to identify their issues without fear of government reprisal through cuts in funding and/or access to gaming opportunities
- charities' involvement maintain integrity in the system. The third party involvement of volunteers ensures transparency of activity; charities' Boards of directors and other volunteers guarantee multiple checks within the system. Charities have a clear investment in the system and are accountable with their funds individually and collectively. We believe this level of accountability and efficiency is unmatched in any other model
- public support for gaming in B.C. has grown and expanded hand in hand with charities' involvement for over 10 years.
- CACG and many charitable licensees share the public's concern around the potential negative social aspects of gaming. Maintaining a moderate gaming climate is the best insurance toward minimizing these valid social concerns. "Government has decided to maintain a conservative, moderate charitable gaming environment in the province and rejection of the major casino phenomenon which is sweeping North America." [2]

[2] MINISTRY OF GOVERNMENT SERVICES, 1994-95 Annual Report

## **Conclusions**

It is our sincere hope that any of the possible recommendations that may arise from this inquiry will embrace Government's commitment to finally introduce a comprehensive public Gaming Act that everyone can live with. British Columbia has developed a unique charitable gaming model that:

- provides the highest rate of return to charity licensees in the country
- maintains integrity and accountability at the actual gaming events and with the use of net proceeds by the various charities
- continues to off-load the pressures on government for funding

We are hoping that the NCHS situation remains an example of what can happen when the regulatory framework is unable to deal effectively with individuals dedicated to abusing it. If government is eyeing gaming as a quick fix for fiscal difficulties, they may try to use this situation as an excuse to take it over completely, eliminating direct charitable participation in the process. We would hate to see the baby thrown out with the bath water. The introduction of a "community chest model" for charitable gaming in British Columbia would be met with a tremendous backlash from every corner of the non-profit sector.

It is already well past the time for government to establish a long term charitable gaming model in B.C. that will ensure the stability, integrity and autonomy of gaming revenue as a base for community development which will continue to efficiently benefit every British Columbian.

**Community Advocates for Charitable Gaming**  
**Unit 710, 141 - 6200 McKay Avenue**  
**Burnaby, B.C.**  
**V5H 4M9**

**Co-chair:** Randall St. Godard  
Health Action Network Society  
Ph: 435-0512  
Fx: 435-1561

**Co-chair:** Jack Scollon  
B.C. Brain Injury Association  
Ph: 520-3221  
Fx: 520-3206

RCBC



RECYCLING  
COUNCIL OF  
BRITISH  
COLUMBIA

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

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

# BULLETIN!

*Agenda*

November 26, 1996

Open Letter to B.C. Mayors & Councils:

Greetings and welcome to a new term of office.

We need to call your attention to important developments at the provincial level which affect your taxpayers, and therefore require your immediate attention.

## ACTION IS REQUIRED BEFORE CHRISTMAS.

As you know, solid waste management is one of the more significant cost-items in your municipal budget. The "disposable society" has come down hard on the local taxpayer, who traditionally foots the bill for garbage collection, disposal and recycling.

Therefore, any time a *disposable product is removed from the local waste stream*, that's good news for the taxpayer.

Beverage containers are one example. Each year, nearly a billion beer and soft drink containers are returned to stores and bottle depots in B.C., rather than ending up in local landfills at taxpayer expense.

Household hazardous products like paint and motor oil are another example. Producers of these products are now required to take them back for recycling or safe disposal -- at a considerable savings to local taxpayers and to the environment.

These programs are a good start -- but they are only a beginning. There are still over 300 million beverage containers that are not included in the deposit system (wine, liquor, juice, mineral water, etc). There are household hazardous products continuing to threaten the safety and environment of local communities (solvents, fuels, pesticides).

The province has prepared regulations on expanded deposits and on solvents & pesticides, but powerful industry lobbyists (many from outside of B.C.) have out-lobbied individual British Columbians and their local governments.

This week, *as you consider the impact of reductions to the transfer payments to your municipality*, the time is right to call on the Premier and Cabinet to immediately enact the planned regulations protecting municipal taxpayers from the unfair cost of discarded beverage containers and solvents & pesticides.

Sincerely,  
Renie D'Aquila, RCBC Executive Director

150

November 25, 1996

Dalyce Brandt  
Recreation Director  
City Hall  
Merritt BC

CITY OF MERRITT  
NOV 29 1996  
RECEIVED


Dear Dalyce,

On behalf of the Merritt Community Choir, I would like to request a Grant in Aid to offset the cost of hosting our Spring Concert at the Merritt Civic Centre.

We will be inviting at least one other choir from out of town for that concert and would greatly appreciate your support in enabling us to use the best facility available for the event. The tentative date for the concert is April 27, 1997.

Thank you in advance for your consideration of this request.

Sincerely,



Shelley Sanders,  
President, Merritt Community Choir



Province of  
British Columbia

Ministry of  
Social Services  
FIELD SERVICES

November 28, 1996

*Agenda*

Clara Norgaard  
Mayor in Council  
City of Merritt  
Merritt, BC

Dear Ms Norgaard;

I am requesting donation of a meeting room for December 13, 1996 in order to facilitate training from the Nicola Valley Street Level Health Services to the Ministry for Children & Families employees, foster parents and Merritt & District Youth Resources Society child and youth care workers. The intent of this training is to provide knowledge to professionals in our Ministry involved with serving children to ensure the safety and protection of those children and workers.

Unfortunately, Merritt has a high number of youth who are involved in at risk behaviours for the contraction of hepatitis, AIDS, and sexually transmitted diseases. Your assistance in promoting safety to our children would be greatly appreciated.

Please contact me at 378-9388 if you have any questions.

Yours truly,

Shari Doedel  
Social Worker  
Child, Family & Community Services

*2 hours x \$15.00*



7060 Waltham Avenue - 2nd Floor  
Burnaby, British Columbia  
Canada V5J 4V5

Independent Contractors & Businesses Association of British Columbia  
Office 604-438-0002 Toll Free 1-800-663-2865 Fax 604-438-2206

November 29, 1996

CITY OF MERRITT  
DEC 04 1996  
RECEIVED

Mr. Thomas Day  
Administrator  
City of Merritt  
PO Box 189  
Merritt BC

V0K 2B0

Dear Mr. Day:

In our continuing effort to keep key BC decision-makers abreast of issues important to the business community and to the BC construction industry in particular, enclosed is our latest publication entitled; "WCB Royal Commission : Who Really Wants It."

Just a few weeks ago, the Labour Minister announced the appointment of a 3 person commission to review the entire operation of the Workers Compensation Board. Much is at stake for the business community as it is employers who are the sole funding source for this billion dollar enterprise. Our brochure features some of the issues likely to be raised over the next year.

The open shop construction industry, with over 80% share of the construction market, is deeply concerned with the implications of this review. ICBA and its members will work with the Commissioners to ensure its views are known and understood. However, unless the entire business community makes a commitment to put its case before the Royal Commission, British Columbia employers may be left with a worker's compensation system it can ill-afford.

ICBA hopes you find this and our other publications interesting and informative. If you have any questions or comments, do not hesitate to call our office at (604) 438-0002 or toll free at 1-800-663-2865.

Yours truly,

Steve Knoblauch  
President

gb

*In 1995 the City  
paid almost \$34,000  
in WCB premiums.  
TKD*

# Quick Facts

about the

## WCB Royal Commission

- All past WCB Royal Commissions have resulted in far greater cost and complexity — borne directly by employers through payroll taxes
- Current problems and their solutions are already well known
- The labour movement will be seeking new compensations for ill-defined illnesses related to air quality control, chronic stress, and ergonomic aches and pains
- No one was publicly asking for this royal commission. So where did the call come from? Who has the ear of government?
- BC's economic engine — small and medium-size businesses — will likely be hobbled with added costs, increased paperwork, and expensive red tape
- The WCB's track record for understanding small and medium-sized business is not as good as it could be: It favours a one-size-fits-all approach tailored to big business and their unionized workforce

The ICBA (Independent Contractors and Businesses Association) represents over 500 contractors in all trades of the Open Shop sector of the construction industry in British Columbia. ICBA member companies employ more than 20,000 workers, mainly in commercial, industrial, institutional and high-rise residential construction. The Open Shop sector is responsible for well over 80% of all construction in our province.

This pamphlet is one in a series that addresses the issues of concern to everyone in the BC construction industry.

If you would like any further information about ICBA or about the Open Shop construction industry in BC, please contact the ICBA office at the address below.

The  
WCB  
Royal  
Commission:  
Who  
really  
wants it?

## *So who wants it?*

When something is likely to cost millions of dollars and waste precious resources, you have to ask: Who needs it?

Or perhaps: who's pushing for it?

The Royal Commission that is currently being set up to study the WCB is one such exercise.

There was no public ground swell. There was no outcry for fairer benefits. There was no major need to be satisfied.

The WCB is a valuable system for improving safety in the workplace and for ensuring the well-being of injured workers.

Of course, it can be improved: It needs some fine tuning on the workers' compensation front, and it could benefit from finding some way to ensure greater accountability — organizations with good safety records need to be acknowledged, while poor employers should be expected to shoulder a greater share of responsibility.

But do we need an expensive Royal Commission to tell us that?

## *Business must be heard — after all, it pays the bills*

As a province, we're suffering from economic restraints and widespread cutbacks and spending freezes. Already, the WCB creates a heavy burden even for large companies. The situation for small and medium sized businesses is almost untenable. And all WCB costs are paid for by employers, adding directly to the cost of construction.

Business — all business — needs to have its voice heard, particularly since it will be paying the bills for all and any changes. And expensive changes there will be: Why have a royal

commission unless you intend to extend the reach and the cost of coverages?

Judging by past experiences, it is a fair expectation that the labour movement — which has no responsibility for paying for what it wants — will flood the commission at every opportunity and at every community hearing around the province. The last commission generated a weighty 32,000-plus pages of transcripts in its two-year history. Generating public policy by weight is no way to create good policies.

## *'Soft' illnesses on the rise*

The labour movement will push for broader coverage in most if not all areas, and they will no doubt try to convince the commissioners to open up new "soft" areas such as air quality control, chronic stress, and ergonomics. Another possibility will be an attempt to create a universal system — coverage 24 hours a day, seven days a week, on the job or relaxing at home. All at the employers' expense.

Unfortunately, the leaders of the labour movement never offer to take any responsibility to help counterbalance their demands.

Our current system is already a no-fault system. That's fine where there is a well-defined, restricted set of coverages. But when you start to include wider and wider coverages — particularly where the coverage moves into ill-defined, chronic, and poorly understood areas such as air quality control, chronic stress, and ergonomic-related illnesses — the system becomes unmanageable.

At that point, it is the system itself — not specific injuries — that encourages claims. Even worse, it introduces *disincentives* to returning to work.

We can learn from New Zealand's experiences

when it introduced a universal system in 1984. It was a total disaster, exacerbating that country's economic woes. It threatened their complete WCB system and had to be rescinded in 1991. Since then, the country has had to go through a painful restructuring process just to get back to where they were.

## *They ask, you pay . . .*

Under our current system, the more organized labour asks for, the more they will likely receive. Wouldn't you push for as much as possible if it cost you nothing?

Under our current system, the more that is covered, the greater the cost to business — and to BC's economic engine.

For you, that means higher construction costs, a heavier bureaucracy to deal with, ever more paperwork, and a diminishing ability to perform productive work.

## *You be the judge . . .*

So judge for yourself.

Who is pushing the government to hold a royal commission?

To whose advantage would it be?

Where is the justification for embarking on an expensive and time-consuming exercise at a time of cutbacks and restraint in government spending?

Where is the equity in the process that balances responsibility with benefits?

Are we to allow the WCB to become everything to everyone and risk having it crumble under its own weight until it can provide nothing for no one?





# ROYAL CANADIAN LEGION, BRANCH 96

P.O. Box 527  
Merritt, B.C. V1K 1B8  
Phone: (604) 378-5631

December 3, 1996

Mayor and Council  
City of Merritt  
Box 189  
Merritt, B.C.  
V1K 1B8

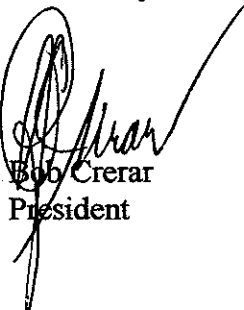
Dear Mayor and Council:

The members of the Royal Canadian Legion Branch #96, Merritt, do hereby request the City of Merritt to designate the parking area in front of the Legion Hall, on Quilchena Avenue, as a Handicapped Unloading Zone.

The Legion is an organization that devotes much of its time and funds to help Veterans. These Veterans are generally quite elderly and require assistance when coming to the Legion. The only access to the Legion and the wheelchair ramp is at the front of the hall so we find that drivers tend to double park in order to assist their passengers gain entry into the Legion. Designating this frontage for Handicapped Unloading would certainly help to make the legion accessible for our Veterans and other elderly patrons.

Your consideration of this request is greatly appreciated by the members of the Royal Canadian Legion Branch #96.

Yours truly



Bob Crerar  
President

FIRE PREVENTION OFFICERS ASSOCIATION  
OF BRITISH COLUMBIA

Ric Raynor, Secretary  
2225 Otter Point Road  
Sooke, B.C. V0S 1N0

*Agenda - Ric*

September 27, 1996

Rich Finley  
Box 842  
Merritt, B.C.  
V0K 2B0

Dear Rich:

On behalf of the Fire Prevention Officers of British Columbia, we wish to express our sincere gratitude for your contribution towards our organization as our chairman of the education committee.

Your service as chairman has resulted in an excellent educational program for our members and we look forward to your continued input as a member of our executive.

Please accept this Certificate of Appreciation as a token of our thankfulness for everything that you have done.

Yours very sincerely,

*Gavin Soanes*

Gavin Soanes  
President



**Fire  
Prevention  
Officers  
Association**  
OF BRITISH COLUMBIA

**CERTIFICATE  
OF APPRECIATION**

**Rich Finley**

For your unselfish dedication to  
this Association  
and to the Fire Service of B.C.

PRESIDENT

*Gavin Soanes*

SECRETARY

*Bill Rayburn*

**CITY OF MERRITT**

**EXTRA AGENDA, REGULAR COUNCIL MEETING DEC.10/96**

**9. REPORTS:**

**c) Administrative Reports:**

- 6. Memo, Dec.9/96 - Snow Removal Budget
- 7. Memo, Dec.9/96 - Civic Centre Retrofit



*Extra Agenda*

# Memorandum



**TO:** T.C. DAY, City Administrator  
**FROM:** S. GILL, City Treasurer  
**SUBJECT:** SNOW REMOVAL BUDGET  
**DATE:** DECEMBER 9, 1996

The current amount budgeted for snow removal is \$30,000 and, to December 6, 1996, the expended funds are approximately \$35,000. Therefore, additional funds need to be budgeted for snow removal for the balance of December, 1996. The amount of additional funds required is in addition to the reallocation of labour that will occur at year end, i.e. labour hours have already been budgeted in other areas of the budget and these areas should be below budget at year end, while the snow clearing budget will be over budget.

Recommendation:

The snow budget be increased by \$20,000, and the funding source be surplus funds for \$10,000 and reallocation of labour within the existing budget for \$10,000.

Respectfully submitted,

S. GILL  
City Treasurer

SG/seh

snow removal budget



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

**FROM:** DALYCE BRANDT  
RECREATION MANAGER

**DATE:** DECEMBER 9, 1996

**RE:** CIVIC CENTRE RETROFIT

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The Civic Centre Retrofit Committee has been meeting on a regular basis in preparation of the re-construction and upgrading of Civic Centre. At this time, we would like to inform Council of our activities and progress. A lengthy report detailing the entire project, budget and recommended future use and operation will be forthcoming for a meeting early in the new year.

Currently, Richard Nicolas, the City's Building Inspector is drafting the contract specifications, which will be completed by Friday December 13.

The process to select a construction contractor was initiated the first week of November. A personally addressed invitation was sent to all construction contractors with a City of Merritt business license, inviting them to submit a letter of "Expression of Interest" for the project. There were 10 (ten) invitations mailed out. We received (2) two submissions; Brocon Construction (Bill Ludwig) and Ultra Construction Management (Dick Klassen). References have been checked on both of these contractors and we feel either would be very capable of completing the project.

There has been some questions and criticism regarding the process of selection from some of the unlicensed contractors. As Council is aware the City is bound by law in a public tendering process to accept the lowest bid, generally regardless of the contractor's ability. For this reason the invitation to submit a letter of "Expression of Interest" was chosen. The City will now have the ability to select the lowest bid submitted by a bona fide contractor and be assured of the proponents experience and abilities.

Our original thought for the salvage of the existing structure was to award a separate contract. We had hoped there would be some value in the demountable wall panels for salvage, to be reused in part or in whole. However, we have been advised that the work to salvage for reuse is very labour intensive and the cost to salvage would be greater than the value of the items.



The decision was made to tender only one contract for both the demolition and construction. If the construction contractor also does the salvage, more care will be taken to not damage the remaining structure. Although a salvage bid may be lower for an independent contractor, the cost to re-construct damage from careless salvage can easily be recovered with selecting a salvage-construct contract.

Upon completion of the contract specifications, the Retrofit Committee will be ready to tender the project by way of requesting the two contractors previously identified to prepare a bid package. Upon receipt of the submissions, the Retrofit Committee will be presenting the bids to Council with a recommendation to award the contract to the most suitable proponent.

Before proceeding with a call for tenders, we wished to report to Council on the Retrofit project, the process of selecting a contractor and to provide Council an opportunity to comment and to make any necessary adjustments.

Respectfully submitted,



Dalyce Brandt  
Recreation Manager