



# CITY OF MERRITT

## MINUTES

### REGULAR COUNCIL MEETING COUNCIL CHAMBER TUESDAY, DECEMBER 16, 2014 AT 7:00 PM

1. PRESENT:

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Mayor Neil Menard  
Councillor D. Baker  
Councillor Linda A. Brown  
Councillor K. Christopherson  
Councillor M. Goetz  
Councillor G. Prowal

REGRETS

Councillor D. Norgaard

IN ATTENDANCE

Mr. A. Chabot, Chief Administrative Officer/Corporate Officer  
Mr. S. Boven, Public Works Manager  
Ms. C. Fraser, Deputy Clerk/Human Resources Manager  
Mr. S. O'Flaherty, Planning & Development Services Manager  
Mr. K. Ostraat, Financial Services Manager  
Mr. L. Plotnikoff, Leisure Services Manager  
Mr. J. Sucharyna, Business & Economic Development Manager  
Mr. D. Tomkinson, Fire Chief

Merritt Herald  
Q101.1

9 Members of the Public

2. CALL TO ORDER

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Mayor Menard called the meeting to order at 7:01 p.m.

3. PUBLIC INPUT (10 Minutes)

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Nil

4. ADOPTION OF MINUTES

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ADOPTION OF  
MINUTES

228/14

- 4.1 Moved, Seconded and **CARRIED**  
**THAT the Minutes of the Regular Council Meeting held on Tuesday, November 18, 2014 be adopted**

ADOPTION OF  
MINUTES

229/14

- 4.2 Moved, Seconded and **CARRIED**  
**THAT the Minutes of the Inaugural Council Meeting held on Monday, December 01, 2014 be adopted**

5. GENERAL MATTERS - Delegations and Recognitions

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Nil

6. UNFINISHED BUSINESS

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Nil

7. BYLAWS

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HIGHWAY CLOSURE  
AND REMOVAL OF  
DEDICATION BYLAW  
NO. 2180

230/14

- 7.1 City of Merritt Highway Closure and Removal of Dedication Bylaw No. 2180  
File: 3900.2180

Chief Administrative Officer/Corporate Officer provided an overview of City of Merritt Highway Closure and Removal of Dedication Bylaw No. 2180

Mayor Menard called a first time for any submissions from the gallery with regards to the bylaw

Mayor Menard called a second time for any submissions from the gallery with regards to the bylaw

Mayor Menard called for a third and final time for any submissions from the gallery with regards to the bylaw

There were no submissions

Moved, Seconded and **CARRIED**

**THAT the City of Merritt Highway Closure and Removal of Dedication Bylaw No. 2180 be adopted**

Regular Council Meeting

Tuesday, December 16, 2014

ADMINISTRATIVE FEES AND CHARGES BYLAW NO. 2185 7.2 City of Merritt Administrative Fees Bylaw No. 2025, Amendment Bylaw No. 2185, 2014  
File: 3900.2025

Moved, Seconded and **CARRIED**

231/14

**THAT the City of Merritt Administrative Fees Bylaw No. 2025, Amendment Bylaw No. 2185, 2014 be adopted**

WATERWORKS BYLAW NO. 2186 7.3 City of Merritt Waterworks Bylaw No. 2007, Amendment Bylaw No. 2186, 2014  
File: 3900.2007

Moved, Seconded and **CARRIED**

232/14

**THAT the Corporation of the City of Merritt Waterworks Bylaw No. 2007, Amendment Bylaw No. 2186, 2014 be adopted**

8. NEW BUSINESS

DEVELOPMENT PERMIT FOR FAÇADE - MURRAY GM 8.1 Development Permit for Façade - Murray GM at 2049 Nicola Avenue; Planning and Development Services Manager's December 04, 2014 Report  
File: 3060; DP2014-O

Moved, Seconded and **CARRIED**

233/14

**THAT Council approves Development Permit DP2014-O (2049 Nicola Avenue) and authorizes issuance of the permit**

SECONDARY SUITES POLICY AND PROCEDURE 8.2 Secondary Suites Policy and Procedure; Planning and Development Manager's December 04, 2014 Report  
File: 0595

Moved, Seconded and **CARRIED**

234/14

**THAT Council approves the revised Policy for Secondary Suites;**

**AND THAT Council approves the revised Procedure for Secondary Suites**

*Councillor Christopherson declared a perceived conflict of interest in that the applicant is a family member*

*Councillor Christopherson left the meeting at 7:18 p.m.*

**DEVELOPMENT  
VARIANCE TO  
REDUCE THE FRONT  
PARCEL LINE  
SETBACK**

- 8.3 Development Variance to reduce the front parcel line setback (2052 Castillou Crescent); Planning and Development Services Manager's December 05, 2014 Report  
File: 3090; DVP2014-01

Moved, Seconded and DEFEATED

**THAT Council approve the application for Development Variance Permit DVP2014-01 (2052 Castillou Crescent);**

**AND THAT Council gives notice of their proposal to pass a resolution to issue the permit**

Voting Opposed: Councillors Baker, Brown and Prowal

*Councillor Christopherson returned to the meeting at 7:25 p.m.*

**UTILITY SERVICE  
TRUCK TENDER  
AWARD**

- 8.4 Utility Service Truck Tender Award; Public Works Manager's December 05, 2014 Report  
File: 1220

235/14

Moved, Seconded and CARRIED

**THAT Council awards the tender for one new water works utility service truck to IRL International Truck Centres Ltd. in the amount of one hundred and four thousand two hundred and fifty three dollars and sixty five cents (\$104,253.65) plus applicable taxes**

**ENERGY EFFICIENT  
LIGHTING FOR THE  
NEW LACROSSE BOX**

- 8.5 Energy Efficient Lighting for the New Lacrosse Box; Financial Services Manager's December 08, 2014 Report  
File: 7900

236/14

Moved, Seconded and CARRIED

**THAT Council directs staff to get the energy efficient LED lighting for the new lacrosse box at a cost of twenty one thousand seven hundred and fifty seven (\$21,757.00) dollars with the funding to come from the Carbon Tax rebate funds received by the City**

**NEW FIRE PUMPER TRUCK RFP** 8.6 New Fire Pumper Truck RFP; Financial Services Manager's December 08, 2014 Report  
File: 1220

237/14 Moved, Seconded and **CARRIED**

**THAT Council awards the Request for Proposal for the new Fire Pumper Truck to Hub Fire Engines and Apparatus Ltd. in the amount of five hundred and eighty two thousand two hundred and fifty (\$582,250) dollars plus applicable taxes**

**MERRITT LAWN BOWLING FACILITY PROPOSED LEASE AGREEMENT** 8.7 Merritt Lawn Bowling Facility Proposed Lease Agreement; Leisure Services Manager's December 02, 2014 Report  
File: 2381.19

238/14 Moved, Seconded and **CARRIED**

**THAT Council authorize notice of its intention to dispose of the City's property via a Lease Agreement with the Merritt Lawn Bowling Club during the period from December 01, 2014 to November 30, 2015 with a specified annual payment of \$1.00 plus applicable taxes**

**VISITOR INFORMATION AT BAILLIE HOUSE** 8.8 2014, Report: Visitor Information at Baillie House; Business & Economic Development Manager's December 16, 2014 Report  
File: 2248.40

239/14 Moved, Seconded and **CARRIED**

**THAT City Council receives and accepts the October/November 2014 report from the Merritt Visitor Information Booth at Baillie House**

240/14 Moved, Seconded and **CARRIED**

**THAT City Council approves the Local Tourism & Visitor Information Services 2015 agreement between the City and Nicola Valley Heritage Society and authorize the Mayor and the Chief Administrative Officer to execute the agreement on behalf of the City**

**GOLD COUNTRY  
BOARD OF  
DIRECTORS**

- 8.9 Gold Country letter of request for representation on the Gold Country Community Services Board of Directors; Terri Hadwin, Chief Operating Officer's November 24, 2014 Letter  
File: 0382

Moved, Seconded and **CARRIED**

241/14

**THAT appointment of a representative from Council to the Gold Country Communities Services Board of Directors be deferred until Chief Operating Officer of Gold Country Community Services presents to Council in early 2015**

9. NOTICES OF MOTION

- 9.1 Councillor Baker submitted the following Notice of Motion:

THAT Council and staff develop a "CODE OF ETHICS" and/or a "CODE OF CONDUCT" that would apply to all members of Council and all persons appointed as members of boards, committees, panels, task forces and other bodies by the City of Merritt Council

10. REPORTS FROM COUNCIL

- 10.1 Councillor Goetz thanked Carole Fraser and all those involved with organizing the City Christmas party and wished everyone a Merry Christmas and safe travels
- 10.2 Councillor Christopherson thanked all the groups, organizations and volunteers that assisted with the Country Christmas Parade and festivities
- 10.3 Councillor Prowal attended the Merritt Integrated Project (MIP) meeting, Trans Mountain information session, Nicola Natural bird identification, Powwow, Cecelia Dick at the library and the City Christmas dinner
- 10.4 Councillor Baker attended the Hands of Hope food drive and wished everyone a Merry Christmas
- 10.5 Councillor Brown attend the City Christmas dinner, the Hands of Hope food drive, Trans Mountain presentation and the TNRD orientation and inaugural meeting

10.6 Mayor Menard attended the City Christmas party, Minor Hockey Adam House league tournament, TNRD orientation and inaugural, Harassment in the Workplace seminar. Mayor Menard thanked everyone involved in organizing the City Christmas party and the Country Christmas event

11. INFORMATION ITEMS

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| <b>COMMUNITY POLICING OFFICE MONTHLY REPORT</b> | 11.1 | Merritt Community Policing Office November 2014 Month End Report; Kelly Donaldson and Cst. Tracy Dunsmore's Report<br>File: 7500.1   |
| <b>CONGRATULATIONS</b>                          | 11.2 | Congratulations to the newly elected Mayor and Councillors and individuals re-elected for their Councillor positions; Chief Joyce Sam, Nooaitch Indian Band November 28, 2014 Letter<br>File: 0220 |
| <b>LETTER FROM RESIDENT</b>                     | 11.3 | Letter of concern about water usage in regards to the Sunniva project; Sandra Neustaeter's November 28, 2014 Letter<br>File: 5330.3  |
| <b>UNION OF BC MUNICIPALITIES</b>               | 11.4 | Notification of Executive Vacancies; Union of BC Municipalities Executive December 04, 2014 Memo<br>File: 0270   |
| <b>UNION OF BC MUNICIPALITIES</b>               | 11.5 | Gas Tax Agreement Community Works Fund Payment; Sav Dhaliwal, UBCM President's November 20, 2014 Letter<br>File: 2240.46   |
| <b>BC HYDRO</b>                                 | 11.6 | Merritt Area Transmission Project Neighbourhood Update; BC Hydro's November 28, 2014 Letter<br>File: 5500  |
| <b>BC HYDRO</b>                                 | 11.7 | Merritt Area Transmission Project Helicopter Work; BC Hydro's Letter<br>File: 5500   |
| <b>MINISTRY OF HEALTH</b>                       | 11.8 | Ambulance Utilization; Terry Lake, Minister, Ministry of Health's November 03, 2014 Letter<br>File: 0270   |
| <b>BC INTERIOR COMMUNITY FOUNDATION</b>         | 11.9 | BC Interior Community Foundation update; Russ Chambers, Past President & Fund Development Chair's November 06, 2014 Letter<br>File: 0220   |

<b>LINDLEY CREEK ROAD</b>	11.10	Lindley Creek Road; Gordon Comeau, Board Chairman, School District No. 58's November 21, 2014 Letter File: 5400
<b>SIDEWALK AT MERRITT 7<sup>TH</sup> DAY ADVENTIST CHURCH</b>	11.11	Sidewalk on Charters Street on the east side of the Merritt 7 <sup>th</sup> Day Adventist Church at 2190 Granite Avenue; Pastor Karel Samek's November 17, 2014 Letter File: 5400
<b>LETTER FROM RESIDENT</b>	11.12	Resident concern about sidewalk maintenance; David Barnes November 13, 2014 Letter File: 5400
<b>PRIMECORP ANNUAL REPORT</b>	11.13	PRIMECorp's Annual Report April 01, 2013 - March 31, 2014; David W. Guscott, Chief Executive Officer's November 21, 2014 Letter File: 0250
<b>REFERRAL OF PROPOSED SITE C DAM</b>	11.14	Referral of Proposed Site C Dam Project to BC Utilities Commission; Mayor Gwen Johansson, Hudson's Hope December 02, 2014 Letter File: 0135
<b>BC TRANSIT</b>	11.15	Congratulations on the recent election; Manual Achadinha, President and Chief Executive Officer, BC Transit's December 2014 Letter File: 8500
<b>UNION OF BC MUNICIPALITIES</b>	11.16	2015 Age-friendly Community Planning & Projects Grant Approval and Terms & Conditions; Peter Ronald, Programs Officer's December 02, 2014 Letter File: 0270



12. TERMINATION OF MEETING

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The Mayor declared the meeting closed at 8:22 p.m.

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

**Original Signed By  
Deputy Clerk**

**Confirmed on the 13<sup>th</sup> Day of January 2015**

**Original Signed By  
Mayor**