



AGENDA

CITY OF MERRITT

REGULAR MEETING OF COUNCIL

Tuesday, October 8, 2019

7:00 P.M.

COUNCIL CHAMBERS, CITY HALL

2185 Voght Street

Merritt, B.C

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

Pages

1. CALL TO ORDER

1.1 Call to Order

2. LATE ITEMS

2.1 TNRD - Housing Needs Report

At the Regular Council meeting on August 27, 2019, Council for the City of Merritt passed the following resolution:

"THAT Council direct that the City of Merritt participate with the TNRD in an initiative to advance a coordinated regional grant application to create a Housing Needs Report and hire a consultant to prepare that report."

We have since been informed by the TNRD that the language of this resolution doesn't quite meet the specific requirements of the grant. To that end, staff is recommending that Council pass the following resolution, containing all necessary wording.

Recommendation:

THAT the City of Merritt support the Thompson Nicola Regional District in applying for, receiving and managing all grant funding on behalf of the City of Merritt, in relation to obtaining a Housing Needs Report that includes the City of Merritt.

3. PUBLIC INPUT

10 m

4. ADOPTION OF MINUTES

4.1 Regular Council Meeting Minutes - September 17, 2019

4

Recommendation:

THAT the Minutes of the Regular Council Meeting held on September 17, 2019 be adopted

5. PUBLIC HEARING

6. GENERAL MATTERS - Delegations and Recognitions

6.1 Nicola Valley Rodeo Association - Jacqueline Whitecross

File: 0250

The Nicola Valley Rodeo Association would like to present to Council regarding a list of improvements that are required at the Rodeo Grounds

7. UNFINISHED BUSINESS

8. BYLAWS

8.1 1330 Pine Street Re-Zoning

No Action Required. For Information Only.

At the September 17, 2019 Regular Council Meeting, Council directed staff to prepare OCP Amendment and Zoning Amendment Bylaws relating to 1330 Pine Street. Since that time, the Developers have contacted the City to inform of their intention to amend their re-zoning application to R2 Zoning, which would be consistent with the Official Community Plan for the Collettsville Sector. When that application is finalized, staff will bring forward a Zoning Bylaw Amendment for Council's consideration.

9. NEW BUSINESS

9.1 Youth Advisory Committee

9

File: 0583

Recommendation:

THAT Council create the Youth Advisory Committee in accordance with the attached Terms of Reference;

AND THAT Council direct staff to advertise and accept applications for membership to this Committee.

- 9.2 Snow Angels – Program Launch 15

File: 1854.37

Recommendation:

THAT Council receive this report for information.

- 9.3 Community Policing Month End Report 22

File: 7500.1

- 9.4 CAO Update

File: 0112

10. NOTICES OF MOTION

11. REPORTS FROM COUNCIL

12. INFORMATION ITEMS

- 12.1 Strategic Planning Priorities 24

13. TERMINATION OF MEETING



MINUTES

CITY OF MERRITT

REGULAR MEETING OF COUNCIL

Tuesday, September 17, 2019
7:00 P.M.
COUNCIL CHAMBERS, CITY HALL
2185 Voght Street
Merritt, B.C

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

IN ATTENDANCE: Mr. S. Hildebrand, Chief Administrative Officer
Mr. J. Dinwoodie, Director of Engineering & Development
Mr. S. Smith, Director of Corporate Services
Ms. S. Thiessen, Director of Finance & IT
Mr. W. George, Tourism & Economic Development Manager

1. CALL TO ORDER

1.1 Call to Order

Mayor Brown called the meeting to order at 7:02pm

2. LATE ITEMS

3. PUBLIC INPUT

Michelle Sproson of 1575 Main Street, a neighbour of 1330 Pine Street spoke to item 9.3, the 1330 Pine Street OCP amendment.

Michelle provided her opinion that the OCP is not in support of this rezoning application. She also mentioned Council's campaign promises to deal address

flood issues and stated her opinion that this development would add to flood problems on the Coldwater River.

4. ADOPTION OF MINUTES

4.1 Regular Council Meeting Minutes - August 27, 2019

THAT the Minutes of the Regular Council Meeting held on August 27, 2019 be adopted

Moved, Seconded, CARRIED

5. PUBLIC HEARING

-

6. GENERAL MATTERS - Delegations and Recognitions

6.1 2019 Summer Tourism Ambassadors

File: 6900

Rachel and Joe spoke to Council as the 2019 Tourism Ambassadors for the City of Merritt. They were open at the kiosk for 56 days and had 4,384 visitors to the kiosk. The Kiosk was at the 100th Airport Anniversary, the Canada Day Celebration, the Night Markets, Bass Coast, Rockin' River, Central Park and Dewolf Way.

6.2 Korean Culture Day

File: 0250

Mr. Young Li (John) Kim to invite Council to Korean Culture Day on Friday, September 27, 2019 at the Civic Centre

Mr. Young Li (John) Kim discussed the Korean Cultural Day event with Council. The event will be held on September 27, 2019 at 5:30pm in the Civic Centre Auditorium at 1950 Mamette Ave, Merritt BC.

The purpose of the event is to strengthen cultural understanding between Koreans and Merritt residents, and to serve Merrittonians through Korean cultural performances.

6.3 Water Restrictions

File: 0250

Mr. Craig Gray to address Council on the matter of water restrictions

Mr. Craig Gray presented to Council, stating his position that none of the aquifers that the City draws on come from the Coldwater River. He argued that when you look at the evidence, noting a 2012 report issued by the Province, water restrictions do absolutely nothing to reduce water levels on the Coldwater River.

7. **UNFINISHED BUSINESS**

8. **BYLAWS**

8.1 **City of Merritt Fire Safety Regulations**

File: 3900.2272

244/19

THAT Council adopt City of Merritt Fire Safety Regulations Bylaw No. 2272, 2019

Moved, Seconded, CARRIED

9. **NEW BUSINESS**

9.1 **August 2019 Financial Position Report**

File: 1870

245/19

THAT Council accept this report for information only

Moved, Seconded, CARRIED

9.2 **Kettle Valley Railway - TNRD Letter of Support**

File: 0480

The TNRD is working on an application to secure two 5 year tenures to develop a portion of the KVR Railway, after which there will be an option to renew the tenures. The TNRD is seeking a letter of support from the City of Merritt for this initiative. More information will be provided to Council as it is available.

246/19

THAT Council provide the TNRD a letter of support in favour of their KVR trail tenure applications

Moved, Seconded, CARRIED

9.3 1330 Pine Street Rezoning – Direction to proceed with OCP Amendment

File: 3900.2116

247/19

THAT Council direct staff to bring forward an Official Community Plan Amendment Bylaw to Council that would allow Intensive Residential (R9) development in the Collettsville sector.

Against (3): Mike Bhangu, Kurt Christopherson, and Adam Etchart

Moved, Seconded, CARRIED

9.4 Change in Funding Source – Flood Mitigation

File: 5225

248/19

THAT Council direct staff to allocate one hundred fifty thousand (\$150,000) dollars from the Gas Tax Reserves for the Flood Mitigation Plan project and amend the 2019-2023 Financial Plan to reflect this allocation

Moved, Seconded, CARRIED

9.5 CAO Update

File: 0112

10. NOTICES OF MOTION

11. REPORTS FROM COUNCIL

Councillor Bhangu and Mayor Brown encourage the public to attend the Community Clean-up Day on September 21, 2019.

Councillor Luck invited the public to donate food through the BC Thanksgiving Food Drive, sponsored by a number of local groups and the Church of Jesus Christ of Latter Day Saints. He noted that bags will be dropped off at homes in Merritt during the week.

12. INFORMATION ITEMS

12.1 District of Saanich - Clean-up of Needles

File: 0135

12.2 District of Sannich - Proceeds from Crime

File: 0135

12.3 Canadian Union of Postal Workers

File: 0250

12.4 Proclamation: Day of Older Persons

File: 0630

12.5 Village of Burns Lake - Limited Entry Hunt Cow/Calf Moose

File: 0135

12.6 Strategic Planning Priorities

File: 0540

13. TERMINATION OF MEETING

The Mayor declared the meeting ended at 8:49pm

Corporate Officer

Sean Smith

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

Confirmed on the ____ day of ____, 20____

Mayor

Linda Brown



Report

City of Merritt
REGULAR Council Meeting
October 8, 2019

File Number: 0583

To: Scott Hildebrand, Chief Administrative Officer
From: Sean Smith, Director of Corporate Services
Date: October 3, 2019
Subject: Youth Advisory Committee

RECOMMENDATION:

THAT Council create the Youth Advisory Committee in accordance with the attached Terms of Reference;

AND THAT Council direct staff to advertise and accept applications for membership to this Committee.

Background:

Council for the City of Merritt has maintained its intent to create a Youth Advisory Committee, to assist Council in better understanding the concerns of youth in our community.

During the Strategic Planning process, Council identified the creation of the Youth Advisory Committee as a high priority action item.

Many communities across BC and Canada have created Youth Advisory Committees and there are three (3) primary areas where the Terms of Reference for these Committees differs.

Reviewed by:			
Director, Corp. Services Not yet approved	Director, Finance & IT Not yet approved	Director, Engineering & Development Not yet approved	Chief Administrative Officer: Choose an item.

1. **Youth (Junior) Council vs. Youth Advisory Committees** – Though there are multiple variances in the names of these committees, there are two significant divides in how youth committees are structured.

Though not rigidly true, Youth Councils generally receive limited delegated authority from Council and have small, but independent budgets. They are also designed to mimic City Council as closely as possible, meaning that meetings are usually quite formal and held more frequently, and formalities, like being sworn in are often observed. As a result, Youth Councils have a greater degree of autonomy than a Youth Advisory Committee, and City Council generally doesn't interfere with the decisions of Youth Councils. In general, Youth Councils are found in larger communities where there is more funding and staff support available, though communities as small as Clearwater have established Junior Councils.

Youth Advisory Committees are less formal and operate like other Council Committees, by gathering information and making recommendations to Council.

2. **Size of Committee** – Youth Committees vary wildly in terms of size. Some communities have committees as small as 5 and larger communities, in order to ensure broad representation from many different schools, have committee sizes over 30.
3. **Age of Members** – There is also significant variance regarding age of members, as illustrated by the attached table. Committees across BC include persons as young as 12 and as old as 30, depending on the community.

In the Terms of Reference attached, staff is recommending the Committee be structured as an Advisory Committee, that the number of voting members be 7, and that the age of voting members range from 16-24. However, this is Council's committee and Council is free to recommend or suggest alterations regarding any of these categories.

As drafted, one member of Council would sit on this Committee as a non-voting, advisory member, and subject to the agreement of School District #58, staff is also recommending that one School District Trustee also be a non-voting, advisory member.

Options / discussion

1. THAT Council create the Youth Advisory Committee in accordance with the attached Terms of Reference.
2. THAT Council amend the Terms of Reference as it sees fit, prior to establishing the Youth Advisory Committee
3. THAT Council direct staff to provide more information prior to establishing this Committee.

Strategic Plan Reference:

The establishment of the Youth Advisory Committee is listed as a Priority item on Councils "Strategic Priorities Chart".

Attachments:

Youth Advisory Committee – Terms of Reference

Youth Advisory Committee – Age Variance Table

Respectfully submitted,

**Sean Smith,
Director of Corporate Services**



CITY OF MERRITT

Youth Advisory Committee

Type: Select Committee

Purpose:

1. To keep Council informed about important matters affecting youth;
2. To act as a positive advocate for youth and youth initiatives;
3. To proactively consider policies, strategies, and proposals which the Committee believes could improve the lives of youth in Merritt;
4. To actively seek input from youth on important matters and matters delegated to the Committee by Council;
5. To provide leadership experience for youth.

Composition: As voting members, seven residents of the Nicola Valley, age 16-24 (or turning 16 in the year of application), as follows:

- Two students from Merritt Secondary School ("MSS")
- One student from Nicola Valley Institute of Technology ("NVIT")
- Four members appointed 'At Large'.

In the event that the City is unable to secure sufficient representation from students at MSS or NVIT, these positions may be advertised and filled 'At Large'.

In a non-voting advisory capacity:

- One member of City Council
- One School District #58 Trustee
- Committee Clerk

Term:

1. The term of membership for all voting members will be for the 12 month period from October 1st to September 30th.

Meetings:

1. The first Committee meeting will be chaired by the appointed member of City Council, and at that meeting the Committee must elect a chair for the remainder of the year from among the voting members.
2. The number of meetings of the Youth Advisory Committee will be determined by the Committee.
3. Agendas will be set by the Chair and prepared by the Committee Clerk.
4. Minutes of Youth Advisory Committee meetings will be recorded by the Committee Clerk.
5. Persons who are not members of the Youth Advisory Committee may attend any open meetings of the Committee.
6. Where applicable, the Committee will operate in accordance with the "Council Committee Policy" and the "Code of Conduct for Council & Committee Members".

Community	Name of Organization	Ages
Province-wide	Youth Advisory Council	17...26
	Lieutenant Governor Youth Advisory Council	17...24
	Digital Youth Advisory Committee	16...20
	Foundry Youth Advisory Council	15...30
	RCMP National Youth Advisory Committee	13...21
	Plan International Youth Advisory Committee	14-24
	Youth Leading Youth Advisory Committee	16...25
Kamloops	RCMP Youth Advisory Committee	15...19
Chilliwack	Youth Advisory Committee	12...18
Fort St. John	Youth Advisory Council	12...18
Vancouver	North Shore Youth Advisory Committee	13...18
	Whatever Youth Committee	12...18
	Children, Youth and Families Advisory Committee	15...21
	Frog Hollow Youth Advisory Committee	14...18
Nanaimo	Youth Advisory Council	15...24
Nelson	Youth Advisory Committee	15...29
	Youth Action Network	12...18
Penticton	Youth Advisory Committee	13...18
Abbotsford	Youth Commission	16...18
Victoria	Youth Council	14...24
	Volunteer Victoria Youth Advisory	15...29
Richmond	Youth Council	14...21
	Youth Action Committee	12...18
Trail	Youth Action Network Council	13...18
New Westminster	Youth Advisory Committee	13...21
Kelowna	Youth Advisory & Action Committee	12...24
Langley	Youth Advisory Committee	13...21
Surrey	Youth in Advisory Committees	18...25
Revelstoke	Youth Advisory Committee	13...29
Cariboo-Chilcotin	FBC Youth Advisory Committee	16...30
MEDIAN LOW: 14	MEDIAN HIGH: 21	



Report

City of Merritt
REGULAR Council Meeting
October 8, 2019

File Number: 1854.37

To: Scott Hildebrand, Chief Administrative Officer
From: Sean Smith, Director of Corporate Services
Date: October 3, 2019
Subject: Snow Angels – Program Launch

RECOMMENDATION:

THAT Council receive this report for information.

Background:

The Age Friendly Action plan lists a large number of recommended actions that can be taken to make the City of Merritt more accommodating for our seniors. The very first recommendation on that list is to implement a Snow Angels program (see attached).

A Snow Angel program attempts to unite people who need help clearing their driveways and sidewalks of snow, with eager volunteers from our community who want to help.

When it snows, City crews clear our roadways and property owners clear their sidewalks, driveways/walkways. However, for some members of our community, particularly seniors or those with physical disabilities, moving snow is a difficult task and help is often required. That's where Snow Angels come in! Volunteer Snow Angels work to clear driveways and sidewalks for the person(s) that they are paired with.

Reviewed by:			
Director, Corp. Services Approved - Sean Smith	Director, Finance & IT	Director, Engineering & Development	Chief Administrative Officer:

The Corporate Services department made a concerted effort to get this program started in 2018, but after talking with a number of other communities, we identified that it was essential that our program volunteers receive criminal record checks, as the volunteers will be working with a “vulnerable sector” of the population. The process to get approved with Ministry of Public Safety and Solicitor General necessitated that the program be launched for the 2019-2020 snow season.

We are happy to announce that starting October 9th, 2019, we will be taking applications from seniors/disabled residents and volunteers who would like to participate in this program. Application forms will be available online and at City Hall.

Who is eligible for assistance?

Those persons eligible for assistance include residents of Merritt who:

- Are 65 years of age or older;
- Are under 65 years of age, with a disability;
- Are unable to clear the snow on your driveway or sidewalk;
- Claim the Seniors or Disability Homeowner Grant;
- Are property owners (tenants should contact their landlord for assistance);
- Do not have able-bodied persons living at their address.

Service recipients are responsible for providing any necessary snow removal equipment. However, many Snow Angels may have their own equipment they are willing to or would prefer to use. These arrangements will be made directly between the Snow Angel and the Service recipient.

Any residents meeting the above criteria must complete an application form, which are available online at Merritt.ca, or can be picked up at City Hall. All applications must be submitted in person at City Hall.

Who can volunteer as a Snow Angel?

Volunteer Requirements:

- 16 years of age or older
- Completed criminal record check
- Adequate physical shape and capable of clearing snow
- Willingness to commit for the entire snow season (excepting breaks for travel or holidays)
- Willingness to communicate with your assigned Service Recipient in the event you are unable to clear their sidewalk and driveway within 24 hours of a snowfall.

Though each volunteer is required to fill in an individual application, we can accommodate circumstances where two or more persons (or whole families!) want to volunteer to be Snow Angels together. All Snow Angel volunteers will be entered in to a draw to win one of two gift baskets worth approximately \$250 each.

How will the program work?

The City will be responsible for vetting volunteers and pairing applicants, based on a hybrid of need and proximity. Once paired, the City will reach out to Service Recipients via phone or e-mail to introduce them to their Snow Angel and facilitate the exchange of contact information.

Once paired, it will be the responsibility of the Snow Angel and the Service Recipient to communicate directly to ensure that driveways and sidewalks are cleared within 24 hours of a snowfall.

There may be valid instances where the Snow Angel is unable to clear snow for the Service Recipient, such as sickness or holidays. To that end, Snow Angels are encouraged to communicate directly with their Service Recipient, so that they can make alternative plans to have their driveway and sidewalk cleared. The City doesn't have the resources to organize substitutes at this time, though we will look for opportunities to improve this program and add this service in future years, by partnering with a volunteer organization.

Will every applicant be successfully matched with a Snow Angel?

We hope to see a large number of volunteers to support this program, but depending on numbers of applications and volunteers, it is wholly possible that not every applicant will be paired with a Snow Angel for the upcoming season.

Respectfully submitted,

Sean Smith
Deputy CAO/Director of Corporate Services

1. OUTDOOR SPACES + BUILDINGS

	RECOMMENDED ACTION	TIMEFRAME	OUTCOME	PERFORMANCE INDICATOR	RESPONSIBLE DEPARTMENT	PARTNER(S)	COST/RESOURCES	POTENTIAL FUNDING SOURCE(S)
1.1	Implement a voluntary snow removal program (i.e. Snow Angels) as incentive for able-bodied residents to help out others in clearing snow.	Short Term	Increased safety and accessibility for all residents during winter months	Number of program volunteers	Bylaw Enforcement	<ul style="list-style-type: none"> Community-at-large Volunteer group 	Internal City Staff time	NHSP
1.2	Continue to conduct yearly sidewalk and pathway audits to determine need for maintenance, replacement or new infrastructure. Improvements made as required.	Ongoing	Residents can move about freely within the community	Number of sidewalks audited and improved	Engineering / Public Works		Internal City Staff time	UBCM SHSI Grant
1.3	Continue to audit all pedestrian crossings to ensure they are safe and accessible (i.e. appropriate crossing times, installation of crosswalk timers). Improvements made as required.	Ongoing	Residents can safely access pedestrian crossings	Number of crosswalks audited and improved	Engineering / Public Works	<ul style="list-style-type: none"> Planning and Development MoTI 	Internal City Staff time	UBCM SHSI Grant
1.4	Continue to enhance cycling infrastructure (i.e. multi-use pathways, bike lanes)	Ongoing	Increased safety for both pedestrians and cyclists	Number of new bike lanes and multi-use pathways	Planning and Development	Engineering / Public Works	Internal City Staff time	<ul style="list-style-type: none"> BikeBC Gas Tax Strategic Priorities Fund FCM UBCM SHSI Grant
1.5	Examine the parks, pathways and open spaces holistically to enhance connections within the system (i.e. linked multi-use pathways to parks)	Long Term	Increased safety and opportunities for cycling, pedestrian and scooter use	Number of completed pathway, trail and sidewalk connections	Parks & Recreation	<ul style="list-style-type: none"> Planning and Development Engineering / Public Works 	<ul style="list-style-type: none"> Internal City Staff time; or \$40,000 study 	<ul style="list-style-type: none"> UBCM FCM Gas Tax Strategic Priorities Fund
1.6	Improve intersection connections, wheelchair ramps, etc.	Ongoing	Safer and enhanced mobility access	Volume of intersection improvements	Engineering / Public Works	<ul style="list-style-type: none"> Planning and Development MoTI 	\$3,000-\$8,000 / intersection. Allow an annual budget of \$30,000	<ul style="list-style-type: none"> UBCM SHSI Grant Gas Tax Strategic Priorities Fund UBCM SHSI Grant
1.7	Promote the placement of rest areas spaced at regular intervals along major pedestrian routes (i.e. bench dedication programs)	Medium Term	More seated rest areas for residents	Number of new benches in community	Parks & Recreation	<ul style="list-style-type: none"> Planning and Development Engineering / Public Works 	<ul style="list-style-type: none"> Internal City Staff time \$10,000 annual allowance 	UBCM SHSI Grant
1.8	Create an age-friendly pamphlet and/or informative website for business owners on the economic benefits of supporting age-friendliness	Short Term	Awareness among business owners of the importance and benefits of accessible buildings	Number of local businesses implementing Age-Friendly Strategies	Corporate Administration	Chamber of Commerce	<ul style="list-style-type: none"> Internal City Staff time \$8,000 	<ul style="list-style-type: none"> UBCM SHSI Grant NHSP
1.9	Create Age-Friendly ‘branding’ that recognizes local businesses that meet age-friendly and accessibility standards	Short Term	Increase the number of local businesses making age-friendly improvements	Number of local businesses receiving recognition	Corporate Administration	<ul style="list-style-type: none"> Economic Development Seniors Association 	Internal City Staff time	
1.10	Encourage commercial/retail building renovations to comply with accessibility standards through grants	Medium Term	Increase building accessibility and safety for residents	Number of local businesses renovating existing buildings	Planning and Development	Planning and Development	<ul style="list-style-type: none"> Internal City Staff time City tax revenue loss 	<ul style="list-style-type: none"> BC Hydro Fortis BC
1.11	Research and build upon initiatives to promote business/commercial activity downtown later into the evening (ex: Kelowna’s Small Shop at Night)	Medium Term	Increase pedestrian activity in the downtown core during evening hours	Number of businesses open later in the night	Economic Development / Planning and Development	Chamber of Commerce		Southern Development Institute Trust



Snow Angels Service Application

Date of Application: (mm/dd/yyyy) ____/____/____

Name of Applicant: (Last) _____ (First) _____

Address: _____ Postal Code: _____

Phone: _____ Cell: _____ E-Mail: _____

Are you the registered property owner? Yes ☐ No ☐ Date of Birth: (mm/dd/yyyy): ____/____/____

Have you claimed the disability or senior's homeowner's grant for this property in 2019? Yes ☐ No ☐

Are there any able-bodied persons living at your address? Yes ☐ No ☐

Do you have any physical limitations that make it difficult or impossible to clear the snow and ice from your City sidewalk and adjacent property in the event of a snowfall? If so, please describe those limitations.

Alternate Contact person

Contact Name: (Last) _____ (First) _____

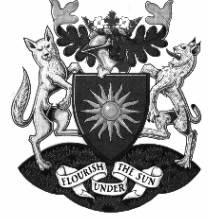
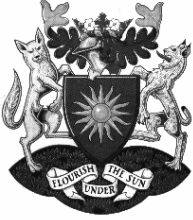
Address: _____ Merritt, BC P. Code: _____

Phone: _____ Cell: _____ E-Mail: _____

Work: _____ Relationship to Applicant: _____

How did you hear about the Snow Angels program:

I understand that my name, phone number and e-mail address will be disclosed to the service recipient(s) that I am paired with as part of this program. Yes ☐ No ☐



City of Merritt

Snow Angel – Volunteer Form

Thank you for your willingness to assist with our City of Merritt Snow Angels program. The purpose of this program is to pair citizens who are able and willing to assist with snow clearing, with elderly or disabled members of the community who are unable to clear their own properties.

Since the people you will be assisting are considered to be part of the “vulnerable sector”, we require that all volunteers complete a short online criminal record check using the Access code below. The Ministry will perform the check and return the results to the City of Merritt when completed.

Link: <https://justice.gov.bc.ca/eCRC/home.htm>

Access code: XYVKW88D7L

It is recommended that you use a laptop or desktop computer to fill out the online criminal record check request, as some applicants have experienced difficulties using a mobile device.

Volunteer Requirements:

1. 16 years of age or older
2. Completed criminal record check
3. Adequate physical shape and capable of clearing snow
4. Willingness to commit for the entire snow season (excepting breaks for travel or holidays)
5. Willingness to communicate with the person(s) you are assigned to help in the event you are unable to clear their sidewalk and driveway within 24 hours of a snowfall.

Other Regulations:

1. Equipment for snow removal will be supplied by client, but if you have preferred equipment you can bring it.
2. Please only shovel driveways and front sidewalks, nothing at the back of the residence (this is for your own safety).
3. Please do not accept tips.
4. Please do not enter homes, even if invited.

Thank you for being generous with your time and making Merritt an excellent place to live! We are excited to see the positive impacts that this program will have in the lives of all participants, both volunteers and recipients.

Best regards,

Sean Smith
Director of Corporate Services
City of Merritt



Snow Angel – Volunteer Form

Date of Application: (mm/dd/yyyy) ____/____/____

Name of Volunteer: (Last) _____ (First) _____

Address: _____ Postal Code: _____

Phone: _____ E-Mail: _____

Birthday (must be 16 or older to volunteer): (mm/dd/yyyy) ____/____/____

Have you completed your Criminal Record Check? Yes ☐ No ☐

Service Delivery

Are you willing to travel more than walking distance from your address to provide service? Yes ☐ No ☐

Days you are generally able to help? Weekdays (Mon – Fri) ☐
Weekends (Sat – Sun) ☐
Weekdays + Weekends ☐

Are there any dates that you know you will be unable to provide service (ie: Winter Break - December 23, 2019 – January 3, 2020)? If so, please list those dates:

How many homes are you willing to provide service to? One ☐
Two ☐

I understand that my name, phone number and e-mail address will be disclosed to the service recipient(s) that I am paired with as part of this program. Yes ☐ No ☐



MERRITT COMMUNITY POLICING OFFICE

MONTH END REPORT

DATE: AUGUST 2019

CPO Programming

Our volunteers were involved in several events this month. The most active involved the Friday Night Markets where volunteers, under the umbrella of our local Crime Stoppers Society, set up the road barricades, patrolled, and cleaned up following the market. We found that the vendors and attendees were quite respectable to the space and most garbage looked like it was a result of smokers discarding cigarette butts and from the previous weeks streets activities, not specifically related to the market.

Citizen on Patrol remain able to cover weekend evening patrols and several daytime weekday patrols occur. We are hoping to increase the weekday patrols beginning in September with a new younger volunteer who has joined the team while he continues his education online and hopes to become involved in law enforcement in the future.

Speed Watch

The speed signs were deployed to 11 locations throughout the month. All but one was done by the new sign which does not require volunteers to sit at the roadside. A total of 59,045 vehicle speeds were checked with 3,045 going more than 10km over the posted speed limit. The more detailed reports have been forwarded to both the detachment and ICBC in Kamloops.

Areas of deployment included:

- Merritt Princeton Hwy (during Rock'n River)
- Voght St @ Grimmer EB & WB
- Armstrong St NB & SB
- Hwy 8 at the hitching post
- Parker Dr
- Reid Ave NB & SB
- Quilchena Ave EB & WB

NVSSS (Nicola Valley Shelter and Support Society)

The Endeavour to be Better program, being run in partnership with Nlaka'pamux Health Services, interacted with 81 different individuals this month. John and his team hosted a morning check in and meal involving these individuals. Twenty-one of them continued their connection with the center to take part in afternoon events focusing on improving wellness for each participant. Twenty-five activities were available to participants and the 21 who were active did so 60 times over the month. Program statistics show that 37 of these individuals have ties to surrounding first nations bands, 22 are non-first nations and the remaining were either not willing to disclose or it is unknown. The challenges of this team remain that the personal needs of Clients and scheduled activities sometimes conflict and that clients sign up for activities but have a lack of follow-through. At this time, this is the most accessible "outreach"

program taking place in Merritt and it is our hope that this team can connect and provide supports to individuals when they feel that they need them.

Smart Step

Smart Step wrapped up at the end of August. Kyra Etchart was our Smart Step Youth Director and she has now moved on to further her education. This group was able to take on the following projects during their summer activities.

- Attended the Friday night market twice to help publicize their program
- Did several Q101 radio messages
- Arranged to have a bench built and then painted it with the participants names. This is currently in the garden beside the cpo but could be placed anywhere.
- Arranged a community music event in Spirit Square – which was well attended by the public
- Organized their weeklong sports camp
 - This event was held, once again at MSS. Each day 5-6 youth involved in the Smart Step program hosted approx. 20 youth for several hours in the field to take part in sports activities.

Funding and supplies for this year's program came from ParticipACTION, private donations, Rock'n River Music Festival and the Federal Government through the Canada Summer Jobs program.

Upcoming:

September 15th – Mcgoran Place Block Watch yearly meeting

September 20th – Seniors fraud presentation in partnership with ISCU

October 25th – Halloween Spooktacular / safety information booth

Total Occurrences at the CPO: 121

Volunteer Hours: 230.5

respectfully submitted by:

Marlene Jones
Community Policing Coordinator
(250) 378 – 3955
cpo@merritt.ca

STRATEGIC PRIORITIES CHART

July 2019

COUNCIL PRIORITIES

NOW

1. **FLOOD MITIGATION PLAN: Request for Proposals**
2. **TRANS MOUNTAIN IMPACT ANALYSIS: Options**
3. **ECONOMIC DEVELOPMENT STRATEGY: Review / Direction**
4. **AIRPORT MASTER PLAN: Review / Direction**
5. **YOUTH ADVISORY COMMITTEE**
6. **DOWNTOWN REVITALIZATION PLAN: Terms of Reference**

TIMELINE

August
September
September
October
October
September

NEXT

- COMMUNICATION STRATEGIC PLAN: Framework
- DEV. COST CHARGES / SUBDIVISION BYLAW: Review
- OFFICIAL COMMUNITY PLAN REVIEW: Terms of Ref.
- LONG TERM FINANCIAL PLAN: Model
- MARKETING STRATEGY: Review
- HOUSING NEEDS ASSESSMENT: Scope
- LONG TERM CAPITAL PLAN: Draft

ADVOCACY / PARTNERSHIPS

- *HOUSING NEEDS ASSESSMENT: Grant*
- *Community Forest: Application*

OPERATIONAL STRATEGIES

CHIEF ADMINISTRATION OFFICER

1. COMMUNICATION STRATEGIC PLAN - Oct.
2. Customer Service Consultations - Oct.
3. **TRANS MOUNTAIN IMPACT: Options** - Sept.

- Human Resources Strategy: Scope
- Integrated Capital Budget: Approach

PUBLIC WORKS

1. **FLOOD MITIGATION PLAN: RFP** - Aug.
2. **AIRPORT MASTER PLAN: Review** - Oct.
3. Asset Management: Team Setup - Sept.

- Function Review - Dec.
- 5 Year Capital Plan: Review

RECREATION

1. Department Restructuring Plan - Sept.
2. Asset Management Plan: Scope - Nov.
3. School Division Joint Use Agreement: Draft - Dec.

- Trail Systems: Gap Analysis
- Land Property Development: Options

DEVELOPMENT SERVICES

1. OFFICIAL COMMUNITY PLAN REVIEW: ToR - Dec.
2. SUBDIVISION SERVICING BYLAW: Update - Dec.
3. Planner: Hire - Aug.

- DCC BYLAW: Review
-

CORPORATE SERVICES

1. Human Resources Manager: Hire - Sept.
2. Meeting Management: Implementation - Sept.
3. **YOUTH ADVISORY COMMITTEE: ToR** - Oct.

- Business License Bylaw: First Reading - Sept.
- HOUSING NEEDS ASSESSMENT: Scope

FINANCE & INFORMATION TECHNOLOGY

1. Wireless Network: City Buildings - Sept.
2. LONG TERM FINANCIAL MODEL: Plan - Oct.
3. City-Wide IT Training

- Financial Report: Improvements
- Staff Cross Training

ECONOMIC DEVELOPMENT

1. **DOWNTOWN REVITALIZATION PLAN: ToR** - Sept.
2. MARKETING STRATEGY: Review - Oct.
3. **ECONOMIC DEV. STRATEGY: Review** - Sept.

- GIS Implementation
- Rural Dividend Grant: APPLICATION

PROTECTIVE SERVICES

1. Bylaw Enforcement Policy: Direction - Sept.
2. Fire Services Master Plan: ToR - Oct.
3. Fire Station Addition: Options - Sept.

- Bylaw Offence Notices: Options
- Fire Safety Bylaw Review

BOLD CAPITALS = Council NOW Priorities; **CAPITALS** = Council NEXT Items; *Italics* = Advocacy;
Title Case = Departmental Strategic Initiatives