



**MINUTES**  
**CITY OF MERRITT**  
**POLICY REVIEW COMMITTEE**

Thursday, February 6, 2025  
3:30 P.M.  
COUNCIL CHAMBERS, CITY HALL  
2185 Voght Street  
Merritt, B.C

**PRESENT:**                    **Councillor A. Etchart, Chair**  
                                     **Councillor D. Egan**  
                                     **Councillor W. Charney**

**IN ATTENDANCE:**        **Mayor Goetz**  
                                     **Councillor Baxter**  
                                     **Ms. C. White, Chief Administrative Officer**  
                                     **Ms. L. Brick, Director of Corporate Services**  
                                     **Mr. P. Jani, Manager of Planning & Development**  
                                     **Ms. K. Shah, Planner**

**1.     CALL TO ORDER**

**1.1    Call to Order**

Chair Etchart called the meeting to order at 3:30 pm.

**1.2    Land Acknowledgement**

*We would like to begin this meeting by acknowledging that we are gathered on the traditional, ancestral and unceded territories of the Nlaka'pamux and Syilx people.*

**2.     ADOPTION OF MINUTES**

**2.1    Policy Review Committee Meeting Minutes - December 4, 2024**

***THAT the Minutes of the Policy Review Committee Meeting held on December 4, 2024 be adopted.***

Moved, Seconded, CARRIED

3. **UNFINISHED BUSINESS**

Nil

4. **NEW BUSINESS**

4.1 **Land Use and Development Procedure Bylaw**

Mr. Jani, Manager of Planning and Development, provided an overview of the proposed amendments to the Land Use Amendment and Development Procedure Bylaw highlighting the removal of the schedules and amending the bylaw to adhere to current legislation. In response to inquiries from the Committee, staff advised that there are 11 Development Permit Areas in the City of Merritt; staff will amend the facade painting requirement from the bylaw in the next amendment. The Committee discussed buffer zones between heavy commercial, commercial and residential areas.

***THAT the Policy Review Committee directs staff to bring forward proposed amendments to City of Merritt Land Use Amendment and Development Approval Procedure Bylaw No. 2076,2009.***

Moved, Seconded, CARRIED

4.2 **Sanitary Sewer Bylaw**

CAO White provided an overview of the proposed amendments to the bylaw highlighting that the amendments will strengthen the wording around responsibility for abuse of the sewer system and updating the titles of staff.

The Committee discussed the terminology around abuse to the system and the requirement for properties to be connected to the municipal system.

***THAT the Committee recommends that the Sanitary Sewer Bylaw be forwarded to Council for consideration.***

Moved, Seconded, CARRIED

4.3 **Waterworks Bylaw**

CAO White reviewed the proposed bylaw highlighting that the amendments include a requirement for all new buildings to install universal water metres, removal of schedules, and updating of titles for staff. Staff

will investigate if properties that have been abandoned have their services shut off to avoid contamination of the systems.

The Committee discussed the installation of water metres, noting that the City currently uses three times the national average, installation of water metres will assist in understanding the City consumption and identifying if there is system loss in specific areas that requires remediation and infrastructure investment.

***THAT the Committee recommends that the Waterworks Bylaw be forwarded to Council for consideration.***

**Moved, Seconded, CARRIED**

**5. INFORMATION ITEMS**

Nil

**6. CLOSED SESSION**

The meeting moved to closed session at 4:10 pm.

***THAT this meeting be closed to the public pursuant to Section 90(1) (c) labour relations or other employee relations, of the Community Charter.***

**Moved, Seconded, CARRIED**

**6.1 Section 90(1)(c)**

**7. TERMINATION OF MEETING**

The Chair declared the meeting ended at 5:10 pm.

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Chair  
Adam Etchart