



## AGENDA

### Special Council Meeting

Monday, November 20, 2017  
9:00 a.m.

Council Chamber of City Hall  
500 – 2 Avenue NE

Carl Bannister, Chief Administrative Officer

Page #	Item #	Description
	1.	CALL TO ORDER
	2.	DECLARATION OF INTEREST
	3.	PRESENTATIONS
1	1.	Thérèse Zulinick – Urban Systems – Financial Overview
	4.	INTRODUCTION OF BYLAWS
2 - 24	1.	2018 to 2022 Financial Plan Bylaw No. 4232 – First, Second and Third Readings
25 - 30	2.	Fee for Service Amendment bylaw No. 4231 – First, Second and Third Readings
	5.	OTHER BUSINESS
	6.	IN-CAMERA SESSION
31	7.	ADJOURNMENT

## CITY OF SALMON ARM

Date: November 20, 2017

### Presentation: Thérèse Zulinick - Urban Systems - Financial Overview

#### Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

#### Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

Item 4.1

## CITY OF SALMON ARM

Date: November 20, 2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the bylaw entitled City of Salmon Arm 2018 to 2022 Financial Plan Bylaw No. 4232 be read a first, second and third time.

### Vote Record

- ☐ Carried Unanimously
  - ☐ Carried
  - ☐ Defeated
  - ☐ Defeated Unanimously
- Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



## City of Salmon Arm

### Memorandum from the Chief Financial Officer

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Date: November 10, 2017  
To: Mayor Cooper and Members of Council  
Subject: 2018 Budget

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#### Recommendation

That: Bylaw No. 4232 cited as "City of Salmon Arm 2018 to 2022 Financial Plan Bylaw No. 4232" be given 3 readings;

And That: Bylaw No. 4231 cited as "City of Salmon Arm Fee for Service Amendment Bylaw No. 4231" be given 3 readings.

#### Background

The 2018 Budget reflects a 3% tax increase and a 2% new growth factor. Summarized below is the tax impact for each multiple of \$100,000.00 of assessed value:

• Residential	-	\$13.05
• Business	-	\$35.82

The 2018 Budget also includes a 3.5% increase in Water User Fees. It should be noted, however, that the 2018 Budget does not reflect an increase to the Sewer User Fees or to the Water and Sewer Frontage Taxes. Similarly, the Transportation Parcel Tax and the Solid Waste Recycling levies remain unchanged.

The following sections outline some of the more significant issues affecting the budget.

#### Wages and Benefits

The 2018 Budget contains changes relative to exempt staff salaries; CUPE and IAFF wages and benefits. As this issue has staffing and collective bargaining implications - staff will review this component "In-Camera" with Council.

#### Police Services

Overall the Police Services Budget remains fairly constant with 2017. Largely, the \$45,000.00 increase is attributed to a reduction in the Traffic Fine Revenue Sharing Grant as apprised during the 2017 Budget Amendment in October 2017. A detailed explanation was received by the City and essentially it is attributed to the previous year's traffic fines and related police protection expenditures - both of which decreased in 2016. The Police Force impact to the budget reflects a nominal reduction which was

maintained by only providing for 18 members (full complement is 19) and a transfer from reserve of \$75,000.00.

It should be noted that the capital budget reflects that three (3) vehicles are scheduled for replacement in 2018 funded from reserve. As Council is aware, the transfer to this reserve was reduced a number of years ago and it is proposed to increase it by \$10,000.00 in 2018.

Transportation Services

New Position - Capital Works Supervisor - \$106,000.00 (including overhead)

This position is funded through Park Services and the Water and Sewer Funds. The impact to each of the budgets is as follows:

- Transportation Services - \$32,000.00
- Park Services - \$11,000.00
- Water Services - \$42,000.00
- Sewer Services - \$21,000.00

This new position will, in part, serve as a bridge between the Public Works and Engineering Departments. It will be accountable for the planning, organizing and supervision of employees involved in the preparation, administration, construction, inspection and project management of infrastructure projects included in the annual capital budget. This will include construction undertaken by City employees, contracted work, local improvements and utility installations. In addition, this exempt position will work on other related City projects and programs, such as the Asset Management, Water Conservation, Cross Connection Control, Bylaw Revisions, etc. It is worthy to mention that this position will take a lead role in providing detailed cost estimates and monitoring costs throughout the duration of the project. This aspect of the position will provide immeasurable benefits to the City. These duties and responsibilities are not being adequately addressed within the current workforce.

Operation and Maintenance - Increase \$50,000.00

The increases to the Transportation Services Budget are as a result of a number of factors such as:

- Roads and Streets - \$60,000.00 - Attributed to dust abatement (\$20,000.00), roadway maintenance (\$15,000.00), noxious weed control (\$5,000.00), snow removal (\$10,000.00), etc.;
- Assessments and Studies - \$90,000.00 - Attributed to the Pavement Management Study. Additional information provided on page 4 of this report (\$35,000.00), City Centre Transportation Plan (\$50,000.00) and Risk Management Assessment - Lyman Hill (\$5,000.00);
- Major Maintenance - \$40,000.00 - Attributed to removing overburden at the Gravel Pit;
- Reserves - \$115,000.00 (net) - Attributed to the establishment of a reserve for OH&S mandated renovations to the Public Works Building. Estimated to be in the range of \$500,000.00. Note - both the Water and Sewer funds will provide a contribution to this upgrade; and
- Capital - \$110,000.00 - To address priority projects - please refer to pages 101 and 102.

### TCH Corridor Study

In 2012, the City partnered with the Insurance Corporation of British Columbia (ICBC) and the Ministry of Transportation and Infrastructure (MoTI) to undertake the Trans-Canada Highway (TCH) Corridor Safety Study (Corridor Safety Study). This comprehensive Corridor Safety Study was completed by ISL Engineering Ltd. in January 2013. The Corridor Safety Study resulted in a number of recommendations including roadway improvements and mitigation measures which would help to improve safety (both vehicular and pedestrian) along the TCH corridor and its intersecting streets. In 2014, several minor improvements were approved and installed; however recent accidents along the Downtown's TCH corridor have again created an increased awareness of the safety issues on the TCH. As such, City Council engaged various community groups and held a public open house to obtain feedback on the proposed phased improvements. As a result, Council approved the proposed corridor safety improvements subject to execution of a cost sharing agreement with ICBC and MoTI and appropriate funding in the 2018 Budget. The City's portion (\$88,000.00) is proposed to be funded from the Community Works Fund. In addition, it is recommended that \$50,000.00 be allocated to facilitate a Town Centre Traffic Study to better understand the impacts of these changes and other proposed improvements in the area (i.e. Ross Street Underpass, 4 Street NE Parkade, etc.). The cost of this Study would be mitigated by a reserve transfer of \$15,500.00.

### Transportation Capital Projects

As Council is aware, staff consistently struggle with reducing this budget allocation. The rationale provided for increases to the budget are sound and prudent. Not to overstress the point again with respect to the 2018 Budget it suffices to say that the allocation is too small for a community of our size and funding for transportation capital should be increased incrementally over time. While the budget allocation contains an increase of approximately \$110,000.00, it is recommended that the allocation remain in place for same.

Based on budget requests and actual expenditures over the years it is my observation that transportation projects funded from General Revenue should be approximately one (1) million dollars (inclusive of sidewalks, curb and gutter, major maintenance for public works buildings, drainage, road studies, new machinery and equipment, roads). It should be noted that the Pavement Management System which refers largely to roads and asphaltic overlays recommends an annual allocation of \$2.5 million. It is proposed that an update to the Pavement Management Plan be undertaken in 2018 at a cost of \$35,000.00.

The Pavement Management Study (Study) was originally undertaken in 2000, updated in 2008 and a minor review was completed in 2011. This provided the City with a Pavement Rehabilitation 2012 - 2017 list. The Study recommended that the City fund its roadway network by \$2.5 million (currently the budget allocation is \$940,000.00) annually to maintain the City's current road rating of 78% (which deteriorated from a rating of 90% in 2000). This recommendation was based on the principle that the overall long term life cycle cost of the existing road network is minimized by rehabilitating pavements before reconstruction and/or extensive deep patching is required. This is achieved by setting a budget level that minimizes the length of the network that is in

very poor condition and minimizes the cost of maintaining the roadway network's asset value. Once this information is received it is recommended that the Transportation Parcel Tax be revisited with a view of increasing it.

#### Drainage Projects

In keeping with the message regarding the underfunding of transportation capital, the 2018 Budget recommends that a number of drainage projects be funded by way of short term capital borrowing. It is proposed to short term borrow \$835,000.00 to address three (3) high priority major storm water projects as follows:

#### 44 and 42 St – Gleneden – Culvert Upgrade

The culverts along Gleneden Creek and Upper Syphon Creek are significantly undersized and have been identified as medium/long term priority upgrades in the Storm Water Master Plan completed by Dayton & Knight in 2007. The weather events over the past few years have only served to expedite the need for the upgrade. In the Spring of 2017, the freshet exceeded the capacity of the undersized culverts causing upstream damage and washing out the roadway. These particular culverts were replaced with the appropriately sized culverts and the roadway reconstructed; however, the culvert immediately upstream on 44 Avenue NW still requires replacement. The estimated cost is \$60,000.00.

#### 10 Ave NW – Culvert Upgrade

This drainage project was identified in the historical Storm Water Master Plan as the number one (1) top priority. The undersized culvert is located in a deep gulley crossing 10 Ave NW which causes significant backwater issues when the culvert capacity is exceeded. There is a high probability of private property damage and/or a catastrophic washout of 10 Ave NW if it is not replaced. The culvert is in poor shape and is showing signs of failure. The estimated cost is \$375,000.00 based on a Class B cost estimate.

#### 10 Ave SE – Storm Extension and Upgrade

The 10 Ave SE Storm Extension and Upgrade is located at 10 Ave SE, east of 20 Ave SE. There is a significant depression in the subject area where surface water pools and has the potential to overflow onto private property. The minor water flows from the large residential development area east of Hillcrest School are directed to City storm mains; however, major water flows drain to this depression area. Currently, the storm sewer does not extend this portion of 10 Ave SE. This project intends to extend the storm sewer to capture both the minor and major storm water flows and discharge same at an appropriate location downstream. The detailed design has been completed and the estimated cost is \$400,000.00 based on a Class B cost estimate.

Short term interest rates are favourable and it is envisioned that new growth in 2019 will fund the repayment required. For information - in 2002, the City short term borrowed \$423,500.00, over five (5) years to address a number of sidewalk, drainage and road projects.

Council has already funded a Master Storm Drainage Study to be completed in 2017. It is envisioned that this Study will inform Council on the merits of a standalone Storm Drainage Utility Fund and priorities moving forward.



Note: The Ross Street Underpass project has been included in the 2018 Budget as the City has applied for a grant through the Strategic Priorities Fund.

#### Airport Services

The Shuswap Regional (Salmon Arm) Airport function largely reflects regular operations. However, it is prudent to draw Council's attention to an imminent project - Airport Runway 14-32 which is cost shared with the Columbia Shuswap Regional Airport (CSRD). Please refer to Schedule A. The rehabilitation is estimated to cost \$1.4 million and is mitigated by established reserves of \$842,000.00. It is likely that the shortfall will need to be funded by debenture debt with the repayments shared by both the City and CSRD. It is recommended that this project be forwarded to the City's Long Term Financial Plan update scheduled for review in February 2018.

#### Park Services

The Parks function reflects a net increase of 27,640.00 which has been mitigated by the reduction in a one (1) time debenture pay down of \$110,000.00 in 2017. As noted above a portion of the new Capital Projects Supervisor position will be allocated to Parks (\$11,000.00). In addition, reserves are being increased by \$91,500.00 as follows:

- Blackburn Park Ball Diamonds - \$50,000.00 (see below for expanded explanation);
- Canoe Boat Launch - PIER Replacement - \$20,000.00;
- Canoe Beach - Rental Lots - \$6,500.00 (provision for future expenditures); and
- Safeway Fields - Playground Equipment - \$15,000.00.

#### Blackburn Park Ball Diamonds

This project is the next step in the ongoing development of Blackburn Park. Over the past few years the City has been accumulating clean fill material in the Park for the purpose of raising the ball diamonds to the same level as other park amenities. It is recommended that a reserve be established so that this project may be undertaken in the future in keeping with the Blackburn Park Master Plan - Estimated Cost \$749,000.00.

#### Fleet -Engineering, Building Inspectors and Bylaw Enforcement Officer

The vehicle fleet for the above mentioned departments consists of three (3) compact sedans, two (2) of which are used primarily by the Building Officials with occasional usage by engineering and planning staff. The third vehicle (Cavalier) is used almost exclusively by the Bylaw Enforcement Officer. The status of the City Hall fleet is as follows:

- |                           |             |
|---------------------------|-------------|
| • 2007 Chevrolet Cobalt   | 164,700 Kms |
| • 2006 Chevrolet Cobalt   | 122,700 Kms |
| • 2004 Chevrolet Cavalier | 138,000 Kms |

Based on the usage and associated mileages, the City has gotten good value for money. The vehicles are well past their scheduled replacement date and coupled with expired warranties and the associated cost of both annual maintenance and likelihood of major repair it is time to review options for replacement. It is recommended that one (1) vehicle be replaced and one (1) added to the fleet to reduce the amount of time City employees are utilizing their personal vehicles.



The 2004 Cavalier is showing signs of wear and tear. All three (3) vehicles do not perform well in the snow and can be a challenge to operate over the winter months. Many development sites are also not suited for the compact cars with their low clearance and wearing suspensions. City employees often resort to using their own vehicles during challenging road conditions or sites.

Addressing the fuel efficiency of the City fleet is an opportunity to demonstrate the City's commitment to reducing GHG emissions, reducing municipal expenditures related to fuel consumption, and moving towards carbon neutrality. Hybrid and Electric Vehicle (EV) technology is progressing and is becoming increasingly viable considering cost, servicing and reliability. Although the low operational costs of the EVs are attractive and should be considered for the City fleet in the future for certain functions, staff has some concerns with the utility, repair and maintenance with these vehicles. A Hybrid SUV however is a practical option at this time.

Fuel Efficiency Ratings:

Vehicle	Fuel Type	EPA Fuel Economy	Est. Annual Fuel Cost
Chevrolet Cobalt	Gas	24 mpg	\$1,550.00
Chevrolet Cavalier	Gas	25 mpg	\$1,500.00
Toyota Rav 4	Hybrid	32 mpg	\$1,150.00
Toyota Prius	Hybrid	52 mpg	\$ 700.00
Chevrolet Volt (EV)	Plug-in Hybrid	106 mpge/42 mpg	\$ 650.00
Nissan Leaf (EV)	Electric	112 mpge	\$ 600.00

The proposed budget includes the purchase of two (2) hybrids, funded by way of established reserves for this purpose (\$35,000.00 each) with a nominal contribution from the Climate Action Reserve to account for the 'green' component (\$10,000.00 each). Management have reviewed how these two (2) vehicles will be best situated to meet the overall needs of the City taking into consideration uses, replacement schedules, etc.

Upon approval to purchase the two (2) hybrids, it is envisioned that vehicles will be reallocated as follows:

- Existing Bylaw Enforcement Officer Vehicle (Cavalier) will be disposed of and replaced by a repurposed Public Works Jeep. The benefit of this exchange is twofold: a) the Bylaw Enforcement Officer duties would be better served with this type of vehicle and b) the City is able to postpone the replacement of the Jeep;
- The two (2) Cobalts will be retained for Building, Planning and Engineering staff;\*
- One (1) of the Hybrid SUVs will be utilized by Building Inspectors; and
- One (1) of the Hybrid SUVs will replace the Public Works Jeep and be repurposed for bylaw enforcement.

\*Staff will review the status of the two (2) Cobalts in either 2019 or 2020 and determine if it is prudent and efficient to replace these vehicles with EVs.

#### Long Term Financial Plan

Council has been apprised that many of the initiatives contained in the Long Term Financial Plan (LTFP) adopted by Council on August 28, 2017, have been implemented into the Financial Plan including the early payout of debenture debts, undertaking new debenture debts, redirecting reserves towards new projects, completing major capital works, etc.

#### Protective Services

The Fire Services Budget essentially reflects the same level of service with a nominal increase.

The Capital Budget reflects the carry forward of the Fire Engine approved by Council in 2017. This Emergency Apparatus has been ordered which will replace the 1993 Anderson International Fire Engine. Replacements scheduled for 2018 include the Fire Chief's vehicle (\$55,000.00) and the Rescue Truck (\$140,000.00) which was originally procured in 2000 as a used vehicle (1988). All of these above noted units will be funded from the reserve and, while the City did receive funding from the Fire Commissioner's Office (\$71,500.00), the reserve is still significantly underfunded.

#### Recreation Centre

The Recreation Centre function reflects an increase of approximately \$80,000.00 (net) and is largely attributed to the creation of a new (SRS) position (\$82,000.00), wages increases (\$28,000.00) and a pool assessment (\$90,000.00). The pool assessment has been mitigated by a transfer from an operating reserve (\$35,000.00) and a reduction in both capital expenditures (\$31,800.00) and reserves (\$25,000.00). The overall increase in wages (both new position and CUPE increases) totaling \$110,000.00 have been mitigated by an approval by Council in 2017 to allocate an additional \$25,000.00 to the aquatics budget to address supervisory issues resulting in a net increase of approximately \$80,000.00.

#### Shaw Centre

The Shaw Centre function reflects an increase of approximately \$65,000.00 and is largely attributed to reduced rental and lease revenue - \$28,000.00 (i.e. restaurant lease - \$14,000.00 and ice rentals - \$11,000.00), net concession sales - \$7,000.00, facility costs and wages - \$16,000.00 and administration restructuring - \$7,000.00.

#### Specific Referrals

Please refer to the Specific Referral Summary to review which allocations have been included in the budget.

#### Water and Sewer Funds

As noted above the Water Fund reflects an increase of 3.5% to address increasing costs pertaining to labour, equipment and materials; maintain reserves and adequate annual capital upgrades. The City has been a very good steward regarding user fee increases and as a result they have been infrequent. For the most part increases have been

absorbed as a result of development and reducing reserve allocations. The water rates were last increased in 2015 by 2%.

The impact of the residential water user fee increase is as follows:

	2017	2018	Difference
Sewer	\$304.00	\$304.00	\$0.00
Water	\$262.00	\$271.00	\$9.00
	\$566.00	\$575.00	\$9.00
Discount	(\$ 56.60)	(\$ 57.50)	(\$0.90)
Net	\$509.40	\$517.50	\$ 8.10

The annual increase to a residential user is \$8.10.

It should be noted that both the Water and Sewer Funds are impacted by the proposed new position (Capital Projects Supervisor) as noted above as well as the upgrade to the Council Chambers Audio/Visual Equipment Upgrade.

#### TCH West - Twinning Project

As Council is aware, there is a portion of the MoTI project in the western portion of the City that will have a financial implication. There are water and sewer components that will be upgraded/relocated and these works and services will initially be undertaken by the Ministry. Historically, the Ministry has provided the City with a three (3) year repayment program commencing upon completion of the overall project. Staff are working with the Ministry to obtain estimated costs and repayment schedules. A reserve has been established in each of the Water, Sewer and General Funds with this in mind.

#### Water Fund

##### Future Major Water Main Replacements

Over the past several years, staff have been reviewing the ages and condition of the City's water mains in conjunction with an Asset Management Plan. Portions of the City's water system are nearing or have surpassed their expected lifespan which may require some large expenditures in renewal/replacement projects in the future. The estimates below are based on \$350.00 per metre pro-rated from a detailed cost estimate of the Trans Canada Highway East project.

Date Range	Pre 1950	1951 - 1955	1956 - 1960	1961 - 1965	1966 - 1970
Kilometers	6.4	3.0	6.6	8.0	30.0
Est. \$ Million	\$2.2	\$1.0	\$2.3	\$2.8	\$10.5

Some significant projects of note are listed below:

- Trans Canada Highway East (from 20 Ave NE to 50 St NE), installed in 1949, 3.8 kilometers in length and replacement cost is estimated at \$1.3 million dollars;
- Highway 97B from Countryside Mobile Park to 20 Ave SE, installed between 1948 and 1962 is 1.9 kilometers in length and replacement cost is estimated at \$650,000.00; and

- Foothills Road from 10 Ave SE and 10 St SW, installed in 1955 and 1.3 kilometers in length and replacement cost is estimated at \$445,000.00.

Note: The Zone 5 Booster Station Construction has been included in the 2018 Budget as the City has applied for a grant through the Strategic Priorities Fund. The project proposes to relocate and reconstruct the Zone 5 Booster Station. It is envisioned that funding for this project will be through long term debt and grants. It is estimated that the construction will cost \$5 million.

Sewer Fund

Capital Expenditures

The following projects are being carried forward from the 2017 Budget:

- Sanitary Relining (49 St - 50 St NE) - \$350,000.00; and
- WPCC - Ultraviolet (UV) Light Disinfection System Upgrade - \$290,000.00.

As Council is aware the LTFP is in the process of being updated and will encompass a plan for upcoming major capital projects resulting from the completion of the Water and Sewer Master Plans. The revised LTFP will be provided to Council in the 2018.

Respectfully Submitted,



Monica Dalziel, CPA, CMA



*City of Salmon Arm*  
*Memorandum from the Chief Financial Officer*  
*& Director of Engineering and Public Works*

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Date: October 20, 2017  
To: Shuswap Regional (Salmon Arm) Airport Commission Members  
Subject: Airport Runway 14-32

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For Information and Discussion

Further to recent discussions regarding Airport Runway 14-32 (runway) at the Shuswap Regional (Salmon Arm) Airport, it is prudent to apprise the Commission on the condition of the runway and options regarding funding its future rehabilitation.

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The runway was constructed in the mid 70s' with paving occurring a few years later. The runway is a 22 m wide runway with an estimated length of 1.37 km (Appendix 1). In 2009, a report was commissioned by EBA Engineering Consultants Ltd. to ascertain the condition of the runway and determine rehabilitation options and timeframes. It also outlined that the runway could be crack sealed for the next 3 - 5 years and that plans should be made to rehabilitate it thereafter (Appendix 2). The runway is well past the recommended timeframe and is near the end of its useful life, it is recommended that its rehabilitation be considered in 2019.

Around that time, the Commission established the Taxiway Bravo Reserve to which annual contributions were made. It is recommended that this reserve be utilized to fund this project as Taxiway Bravo will be eventually be decommissioned when decisions are made in regards to advancing the construction of Taxiway Charlie.


It is estimated that the rehabilitation will be comprised of pulverizing, milling and compacting the existing asphalt to create a new sub-base, then resurfacing with 100mm (4 inch) asphalt. The estimated cost is \$1.4 million (Appendix 3) to which there will be approximately \$842,000.00 in reserves to help mitigate the cost. The funding shortfall is \$558,000.00. Options available to the Commission include debt and increased transfer to reserves.



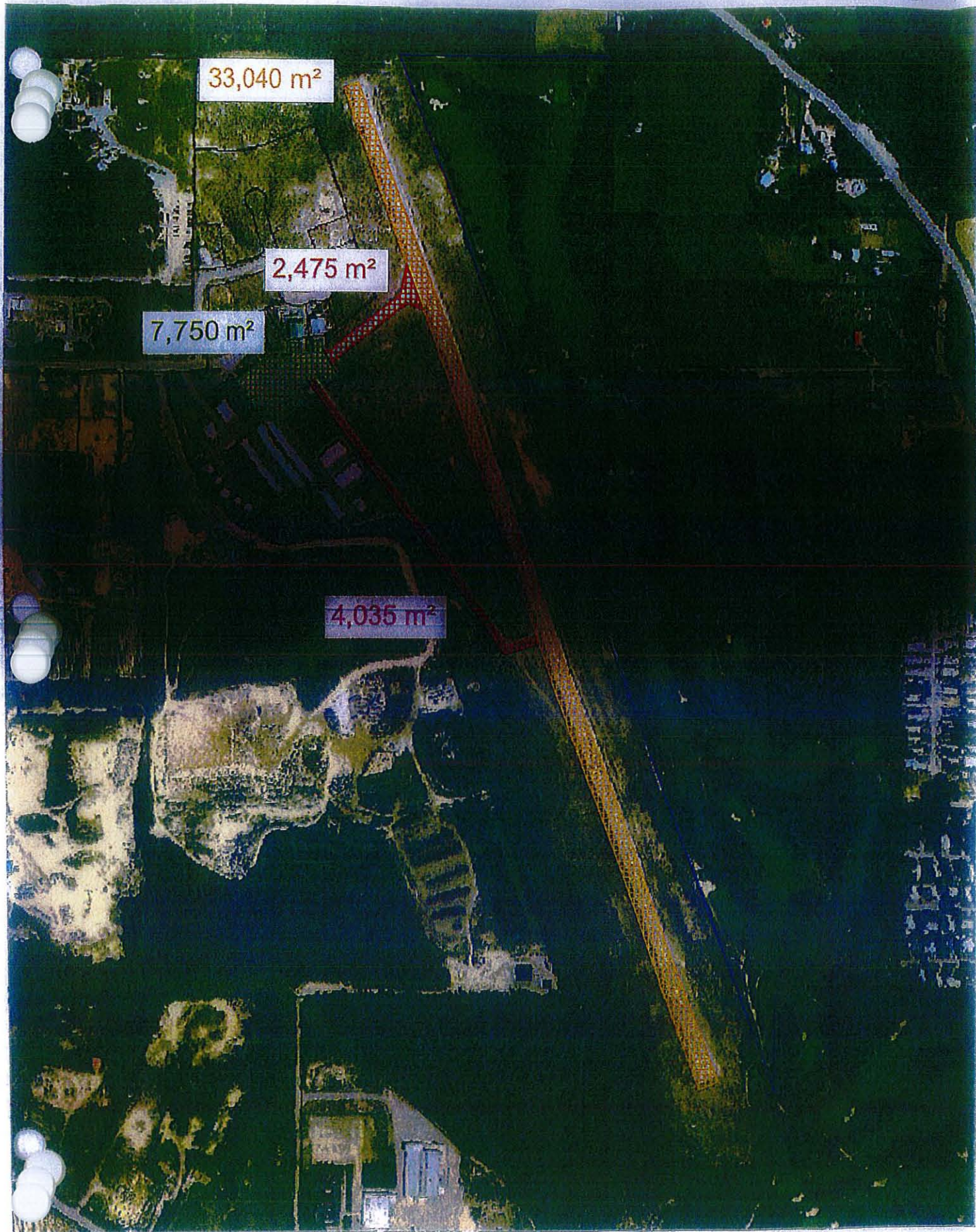
Based on borrowing \$558,000.00 at 3.5% for 20 years the debt repayment (interest and principal) would be approximately \$40,000.00. It would be good financial planning to incorporate the \$40,000.00 in either the 2018 or 2019 Budget to reduce the amount borrowed and in 2019 use the allocation to fund the debt repayment.

There may be an opportunity to apply for a grant through the BC Air Access Grant Program which will fund 75% of the rehabilitation if successful. Staff will investigate this opportunity when the program is accepting applications.

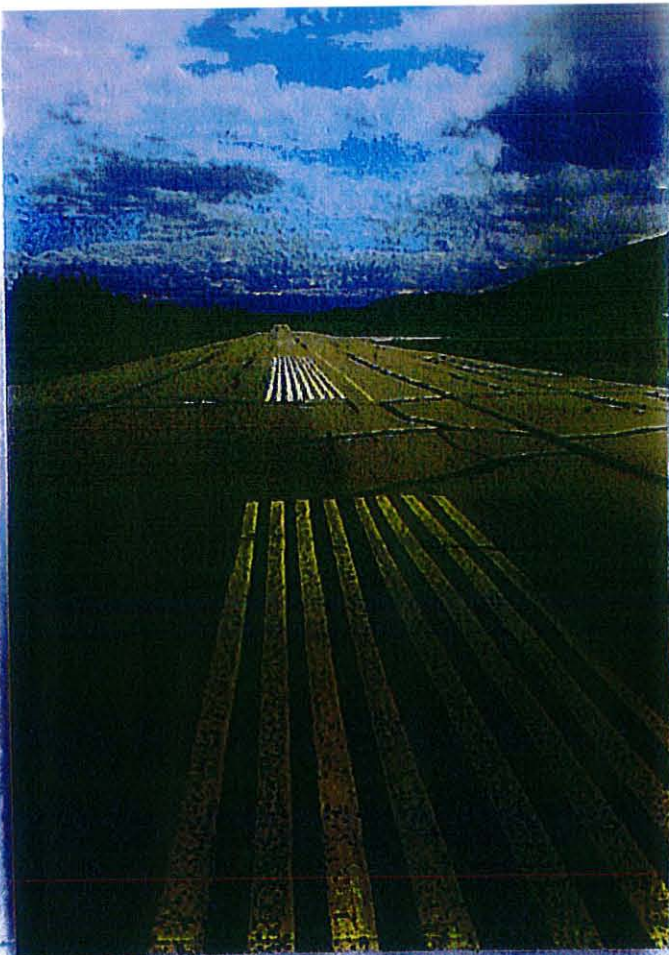
Respectfully Submitted,

  
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Monica Dalziel, CFA, CMA  
\_\_\_\_\_  
Robert Niewenhuizen













CITY OF SALMON ARM  
ENGINEERING AND PUBLIC WORKS DEPARTMENT

Date: August 31, 2017

2017 WORKS ESTIMATE  
Class 'D'

Project No.: N/A

Prepared By: DCG

PROJECT DESCRIPTION

Asphalt pave runway only

PROJECT DETAILS

Option #1 - Pulverize, re-grade, proof roll, pave 2 - 50mm lifts

DESCRIPTION	QUANTITY	UNIT	COST	EXTENSION
1 Mob & Demob	1	LS	\$ 2,500	\$ 2,500
2 Misc conduits/electrical/sleeves	1	LS	\$ 25,000	\$ 25,000
3 Pulverizing c/w grading and compacting	30200	m <sup>2</sup>	\$ 4.80	\$ 138,920
4 Geotechnical Testing	1	LS	\$ 10,000	\$ 10,000
5 Supply & Place 2 - 50mm lifts Asphalt	7550	Tonne	\$ 125	\$ 943,750
6 Line Painting	1	LS	\$ 8,500	\$ 8,500
8				\$ -
SUBTOTAL				\$ 1,128,670
ENG. AND CONTINGENCY 25%				\$ 282,168
TOTAL COST				\$ 1,410,838
ESTIMATE				\$ 1,411,000

**CITY OF SALMON ARM**

**BYLAW NO. 4232**

**A bylaw respecting the 2018 to 2022 Financial Plan**

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WHEREAS in accordance with the provisions of Section 165 of the Community Charter, the Council is required, by bylaw, to adopted a financial plan for the period of at least five years;

NOW THEREFORE the Council of the City of Salmon Arm, in the Province of British Columbia, in an open meeting assembled, hereby enacts as follows:

1. "Schedule "A" attached hereto, and forming part of the bylaw is hereby declared to be the 2018 to 2022 Financial Plan of the City of Salmon Arm.

**2. SEVERABILITY**

If any part, section, sub-section, clause of this bylaw for any reason is held to be invalid by the decisions of a Court of competent jurisdiction, the invalid portion shall be severed and the decisions that it is invalid shall not affect the validity of the remaining portions of this bylaw.

**3. ENACTMENT**

Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto as amended, revised, consolidated or replaced from time to time.

**4. EFFECTIVE DATE**

This bylaw shall come into full force and effect upon adoption of same.

**5. CITATION**

This bylaw may be cited for all purposes as "City of Salmon Arm 2018 to 2022 Financial Plan Bylaw No. 4232".

READ A FIRST TIME THIS	DAY OF	2017
READ A SECOND TIME THIS	DAY OF	2017
READ A THIRD TIME THIS	DAY OF	2017
ADOPTED BY COUNCIL THIS	DAY OF	2017

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MAYOR

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CORPORATE OFFICER

## City of Salmon Arm

## 2018 - 2022 Financial Plan

	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
<b>Consolidated Revenues</b>					
Property and MRDT Taxes - Net	\$ 18,204,420	\$ 18,568,508	\$ 18,939,879	\$ 19,318,676	\$ 19,705,050
Frontage & Parcel Taxes	3,306,090	3,372,212	3,439,656	3,508,449	3,578,618
Sales of Service	7,784,768	7,940,463	8,099,273	8,261,258	8,426,483
Revenue From Own Sources	2,420,790	2,469,206	2,518,590	2,568,962	2,620,341
Rentals	778,350	793,917	809,795	825,991	842,511
Federal Government Transfers	-	-	-	-	-
Provincial Government Transfers	348,350	355,317	362,423	369,672	377,065
Other Government Transfers	211,295	215,521	219,831	224,228	228,713
Transfer From Prior Year Surplus	265,300	270,606	276,018	281,538	287,169
Transfer From Reserve Accounts	684,952	698,651	712,624	726,877	741,414
Transfer From Reserve Funds	12,810	12,810	12,810	12,810	12,810
<b>Total Consolidated Revenues</b>	<b>\$ 34,017,125</b>	<b>\$ 34,697,211</b>	<b>\$ 35,390,899</b>	<b>\$ 36,098,461</b>	<b>\$ 36,820,174</b>
<b>Consolidated Expenditures</b>					
General Government Services	\$ 3,470,250	\$ 3,539,655	\$ 3,610,448	\$ 3,682,657	\$ 3,756,311
Protective Services	5,471,225	5,580,650	5,692,262	5,806,108	5,922,230
Transportation Services	4,971,530	5,070,961	5,172,380	5,275,827	5,381,344
Environmental Health Services	57,777	58,933	60,111	61,313	62,540
Environmental Development Service	2,572,110	2,623,552	2,676,023	2,729,544	2,784,135
Recreation and Cultural Services	4,280,545	4,366,156	4,453,479	4,542,549	4,633,400
Fiscal Services - Interest	1,588,638	1,620,411	1,652,819	1,685,875	1,719,593
Fiscal Services - Principal	1,155,895	1,179,013	1,202,593	1,226,645	1,251,178
Capital Expenditures	2,975,490	2,684,154	3,021,834	2,943,280	2,332,092
Transfer to Surplus	-	-	-	-	-
Transfer to Reserve Accounts	2,157,020	2,550,750	2,317,512	2,502,596	3,222,445
Transfer to Reserve Funds	908,680	926,854	945,391	964,298	983,584
Water Services	2,342,115	2,388,957	2,436,736	2,485,471	2,535,181
Sewer Services	2,065,850	2,107,167	2,149,310	2,192,297	2,236,142
<b>Total Consolidated Expenditures</b>	<b>\$ 34,017,125</b>	<b>\$ 34,697,211</b>	<b>\$ 35,390,899</b>	<b>\$ 36,098,461</b>	<b>\$ 36,820,174</b>

## City of Salmon Arm

## 2018 - 2022 Financial Plan

## Capital Projects

## Finances Acquired

	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
General Operating Fund	\$ 2,051,500	\$ 1,959,154	\$ 1,896,834	\$ 1,953,280	\$ 1,305,092
Water Operating Fund	468,710	250,000	450,000	490,000	500,000
Sewer Operating Fund	455,280	475,000	675,000	500,000	527,000
Federal Government Grants	6,689,000	25,000	190,000	-	-
Provincial Government Grants	6,914,000	-	190,000	-	-
Prior Year Surplus	165,000	-	-	510,000	-
Reserve Accounts	3,640,745	629,700	875,000	690,000	15,000
Reserve Funds	2,190,500	1,287,500	698,500	2,808,750	710,000
Development Cost Charges	210,000	2,450,000	2,125,000	2,307,500	3,335,000
Short Term Debt	835,000	-	-	-	-
Long Term Debt	3,050,000	-	-	-	-
Developer Contributions	1,712,000	40,000	40,000	40,000	44,000

## Total Funding Sources

\$ 28,381,735	\$ 7,116,354	\$ 7,140,334	\$ 9,299,530	\$ 6,436,092
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## Finances Applied

Transportation Infrastructure	\$ 17,778,000	\$ 3,692,000	\$ 5,079,500	\$ 4,222,000	\$ 3,622,000
Buildings	5,488,500	335,476	117,000	197,000	144,000
Land	-	-	-	-	-
IT Infrastructure	703,500	115,000	125,000	721,500	55,000
Machinery and Equipment	1,930,000	656,378	383,834	1,192,780	513,092
Vehicles	391,500	-	90,000	35,000	-
Parks Infrastructure	451,165	322,500	260,000	966,250	260,000
Utility Infrastructure	1,639,070	1,995,000	1,085,000	1,965,000	1,842,000

## Total Capital Expense

\$ 28,381,735	\$ 7,116,354	\$ 7,140,334	\$ 9,299,530	\$ 6,436,092
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## Departmental Summary:

	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
General Government Services	\$ 336,000	\$ 108,500	\$ 108,500	\$ 193,500	\$ 122,500
Protective Services	1,130,000	55,000	145,000	805,000	140,000
Transportation Services	19,195,000	3,875,000	5,376,000	4,523,500	3,918,500
Environmental Health Services	72,665	-	12,500	2,500	2,500
Environmental Development Services	45,000	-	-	-	-
Recreation and Cultural Services	582,000	1,012,854	333,334	1,235,030	335,592
Water Services	5,848,070	1,590,000	490,000	2,040,000	1,390,000
Sewer Services	1,173,000	475,000	675,000	500,000	527,000
Total by Department	\$ 28,381,735	\$ 7,116,354	\$ 7,140,334	\$ 9,299,530	\$ 6,436,092

Schedule "B" – Bylaw #4232  
2018 Revenue Policy Disclosure

1. Table One (1) reflects the proportion of total revenue proposed to be raised from each funding source in 2018. Property taxes form the greatest proportion of revenue of the City. The first column details the proposed percentage of revenue including Conditional Government Transfers and the second column shows the proposed percentage of revenue excluding Conditional Government Transfers. Conditional Government Transfers are funds provided by other levels of government or government agencies to fund specific projects. The absence of this funding would result in an increase to property taxes, debt borrowing or funding from reserves or other sources (ie. developers, donations, etc.) or result in the project not being undertaken.

The City collects three (3) types of parcel tax; a water frontage tax; a sewer frontage tax and a transportation parcel tax. The water and sewer frontage tax rate is applied to each parcel of land taxable foot frontage. The frontage rate is comprised of a capital debt repayment component plus 10% of the water and sewer operation and maintenance budget for preventative maintenance of the utilities infrastructure. The City introduced a transportation parcel tax in 2003. The transportation parcel tax is collected to maintain the City's transportation network to an adequate level to minimize future reconstruction costs and ensure the network is safe from hazards and disrepair. To this end, the transportation parcel tax provides a stable and dedicated source of funding. The transportation parcel tax was specifically implemented on a "flat rate per parcel" rather than an "ad valorem tax" basis recognizing that all classes of property are afforded equal access to the City's transportation network and should contribute to its sustainability equally. This method directed tax dollars away from business and industry to residential.

The City also anticipates receiving a Municipal Regional District Tax (MRDT) which will be levied and collected by the Provincial Government on all daily accommodation rentals within the City. Under the direction and approval of the Accommodation Industry, the City has applied to the Provincial Government to levy a 2% MRDT which will be utilized on initiatives that will increase exposure/awareness of Salmon Arm as a tourism destination with emphasis on off-season event expansion.

The City endorses a 'user pay' philosophy in its collection of fees and charges. Such fees and charges (ie. development, building, plumbing and fire permits, recreational program and rental fees and cemetery services) are reviewed annually to ensure adequate cost recovery for the provision of services. The policy of the City is to work towards full cost recovery for services provided. The objective in reviewing fees and charges periodically is to measure the cost of providing municipal services versus the cost recovery established through user fees and charges. Development Cost Charges are based on the City's Long Term Financial Plan. Included in this percentage is the City's investment income. The City exercises a stringent cash management plan to maximize investment and interest income.

Other sources of revenue provide funding for specific functions such as the Columbia Shuswap Regional District's contribution to the Shuswap Regional Airport, Recreation Centre, Sunwave Centre, Cemetery and Fire Training Centre.

The proceeds from borrowing and developer contributions fund capital projects pursuant to the City's Long Term Financial Plan.

Schedule "B" – Bylaw #4232  
2018 Revenue Policy Disclosure

Table 1: Proportions of Total Revenue

Revenue Source	Percentage to	Percentage to
	Total Revenue Includes Conditional Government Transfers	Total Revenue Excludes Conditional Government Transfers
Property Taxes	34.84%	49.57%
Parcel Taxes	6.33%	9.00%
User Fees, Charges and Interest Income	21.02%	29.90%
Other Sources	30.38%	0.95%
Proceeds From Borrowing	7.43%	10.58%
	100.00%	100.00%

- Table Two (2) reflects the distribution of property tax between the different property classes. The objective of the City is to set tax rates in order to maintain tax stability while maintaining equality between the property classes. The policy of the City is to develop a tax rate which maintains the proportionate relationship between the property classes. Inflationary increases in assessments are reduced to reflect only the 'real' increase attributed to new construction for each property class. This allows the property owner to be confident that, in any year, their property tax bill will only increase as much as their proportion of the increase in tax revenue required year to year.

The City reviewed the property tax multiple structure and equalized the general municipal property tax rate and associated multiple for Class 5 (Light Industry) and Class 6 (Business) by shifting general municipal property taxes from Class 5 (Light Industry) to Class 6 (Business) commencing in 2017. This property tax stability strategy is in keeping with its objective to maintain tax stability while maintaining equality between property classifications.

Assessment values fluctuate as market values change in one class or another. It is this market value change that may precipitate an amendment to the class multiple.

The Provincial Government has legislated a municipal taxation rate cap for the Class 2 (Utilities) assessments. The City of Salmon Arm Class 2 (Utilities) general municipal property tax rate adheres to this legislation.



Schedule "B" – Bylaw #4232  
2018 Revenue Policy Disclosure

Table 2: Distribution of Property Taxes Between Property Classes

Property Class	2017 Tax Rate	Class Multiple	Percentage to Total Property Tax	Percentage to Total Property Assessment Value
Residential	4.3509	1.00:1	64.89%	84.58%
Utilities	27.1572	6.24:1	0.86%	0.18%
Supportive Housing	0.0000	0:1	0.00%	0.00%
Major Industry	67.9896	15.63:1	2.97%	0.25%
Light Industry	11.9450	2.75:1	2.12%	1.01%
Business	11.9450	2.75:1	28.36%	13.46%
Managed Forest Land	9.7322	2.24:1	0.00%	0.00%
Recreational/Non Profit	3.3499	0.77:1	0.13%	0.22%
Farm	12.8204	2.95:1	0.67%	0.30%

- The City adopted a Permissive Tax Exemption Policy in 1998 which outlines the eligibility criteria to receive a permissive tax exemption. The Annual Municipal Report for 2013 contains a schedule of permissive tax exemptions granted for the year and the amount of tax revenue exempted.

Commencing in 1999, the City provided a three (3) year permissive tax exemption for each eligible organization. These include religious institutions, historical societies, some recreational facilities, service organizations and cultural institutions.

Table 3: Permissive Tax Exemptions

Organization	General Municipal Tax Exemption	Other Government Tax Exemption	Total
Churches	\$ 45,969.00	\$ 37,384.00	\$ 83,353.00
Non Profit Societies	348,059.00	211,535.00	559,594.00
Senior Centers	18,097.00	10,110.00	28,207.00
Other	15,707.00	12,244.00	27,951.00
Sports Clubs	264,554.00	151,665.00	416,219.00
<b>Total</b>	<b>\$ 692,386.00</b>	<b>\$ 422,938.00</b>	<b>\$ 1,115,324.00</b>

Schedule "B" – Bylaw #4232  
2018 Revenue Policy Disclosure

4. The Official Community Plan for the City of Salmon Arm identifies the revitalization of the downtown as a priority. As a result, in 2005, the City established a Downtown Revitalization Tax Exemption Program pursuant to City of Salmon Arm Revitalization Tax Exemption Bylaw No. 3471.

The Revitalization Tax Exemption Program is a tool that Council is using to encourage property investment in the downtown area (hereinafter referred to as the Revitalization Area). Council's objective is to stimulate and reinforce development initiatives in the Revitalization Area by promoting property investment within the C-2, "Town Centre Commercial Zone" and to reinforce the City's investment in infrastructure upgrades and beautification projects.

City of Salmon Arm Revitalization Tax Exemption Bylaw No. 3741 establishes property tax exemptions in respect of construction of a new improvement or alteration of an existing improvement where the alteration has a value in excess of \$75,000.00 to encourage revitalization in the Revitalization Area.

Table 4: Revitalization Tax Exemptions

Area	2012 General Municipal Tax Exemption	2013 General Municipal Tax Exemption	2014 General Municipal Tax Exemption	2015 General Municipal Tax Exemption	2016 General Municipal Tax Exemption	2017 General Municipal Tax Exemption
C-2 "Downtown Commercial Zone"	\$ 41,619.87	\$ 46,974.30	\$ 47,032.50	\$ 45,846.66	\$ 34,828.47	\$ 29,851.20

5. The Official Community Plan for the City of Salmon Arm identifies the revitalization of the "Industrial Zones" as a priority. As a result, in 2014, the City established an Industrial Revitalization Tax Exemption Program pursuant to City of Salmon Arm Revitalization Tax Exemption Bylaw No. 4020.

The Revitalization Tax Exemption Program is a tool that Council is using to encourage property investment in the "Industrial Zones" (hereinafter referred to as the Revitalization Area). Council's objective is to stimulate and reinforce development initiatives in the Revitalization Area by promoting property investment within the "Industrial Zone" and to reinforce the City's investment in infrastructure upgrades and beautification projects.

City of Salmon Arm Revitalization Tax Exemption Bylaw No. 4020 establishes general municipal property tax exemptions in respect of construction of a new improvement or alteration of an existing improvement where the alteration has a value in excess of \$300,000.00 to encourage revitalization in the Revitalization Area.

This bylaw shall have an expiration date of five (5) years from the date of adoption.

Schedule "B" – Bylaw #4232  
2018 Revenue Policy Disclosure

Table 5: Revitalization Tax Exemptions

<b>Area</b>	<b>2014 General Municipal Tax Exemption</b>	<b>2015 General Municipal Tax Exemption</b>	<b>2016 General Municipal Tax Exemption</b>	<b>2017 General Municipal Tax Exemption</b>
"Industrial Zone"	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

Item 4.2

## CITY OF SALMON ARM

Date: November 20, 2017

Moved: Councillor Jamieson

Seconded: Councillor Eliason

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4231 be read a first, second and third time.

### Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

**CITY OF SALMON ARM**

**BYLAW NO. 4231**

**A bylaw to amend "District of Salmon Arm Fee for Service Bylaw No. 2498"**

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WHEREAS it is deemed desirable and expedient to alter the fees imposed by "District of Salmon Arm Fee for Service Bylaw No. 2498";

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

1. Schedule "C" - Water Rates of "District of Salmon Arm Fee for Service Bylaw No. 2498" is hereby deleted in its entirety and replaced with Schedule "C" - Water Rates, attached hereto and forming part of this bylaw.

**2. SEVERABILITY**

If any part, section, sub-section, clause of this bylaw for any reason is held to be invalid by the decisions of a Court of competent jurisdiction, the invalid portion shall be severed and the decisions that it is invalid shall not affect the validity of the remaining portions of this bylaw.

**3. ENACTMENT**

Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto as amended, revised, consolidated or replaced from time to time.

**4. EFFECTIVE DATE**

This bylaw shall come into full force effective January 1, 2018.

**5. CITATION**

This bylaw may be cited as "City of Salmon Arm Fee for Service Amendment Bylaw No. 4231".

READ A FIRST TIME THIS	DAY OF	2017
READ A SECOND TIME THIS	DAY OF	2017
READ A THIRD TIME THIS	DAY OF	2017
ADOPTED BY COUNCIL THIS	DAY OF	2017

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MAYOR

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CORPORATE OFFICER

**2018  
WATER RATES**

	<u>CLASSIFICATION OF PREMISES</u>	<u>EQUIVALENT MONTHLY GALLONAGE</u>	<u>2018 MONTHLY CHARGE</u>	<u>2018 ANNUAL CHARGE</u>
1	<u>Dwellings</u>			
a	Private Dwellings	8,600	\$ 22.58	\$ 271.00
b	Apartments & Suites - each	4,300	\$ 11.33	\$ 136.00
c	Boarding or Lodging - per sleeping room	2,900	\$ 7.50	\$ 90.00
d	Residence combined with Corner Store or combined with Office or Business	8,600	\$ 22.58	\$ 271.00
2	<u>Offices</u>			
a	For first 1,000 sq. ft. of floor area	5,700	\$ 15.08	\$ 181.00
b	For each 1,000 sq. ft. or portion thereof	2,900	\$ 7.50	\$ 90.00
3	<u>Rental Accommodation</u>			
a	Hotel - per sleeping room see also Eating Establishments and Liquor Outlets for ancillary services	2,900	\$ 7.50	\$ 90.00
b	Motel, Auto Court, Resort - per unit see also Eating Establishments and Liquor Outlets for ancillary services Trailer Park, Mobile Home Park	2,900	\$ 7.50	\$ 90.00
c	Each occupiable permanent space	5,700	\$ 15.08	\$ 181.00
d	Each occupiable travel trailer space	1,400	\$ 3.83	\$ 46.00
e	Each occupiable tenting space	700	\$ 1.92	\$ 23.00
4	<u>Stores</u>			
a	Barber Shop - per chair	5,700	\$ 15.08	\$ 181.00
b	Beauty Salon and/or Hairdresser - per chair	5,700	\$ 15.08	\$ 181.00
c	Dry Cleaner	21,000	\$ 56.58	\$ 679.00
d	Laundry - other than steam or coin op.	21,000	\$ 56.58	\$ 679.00
e	Coin operated or laundromat per unit	2,900	\$ 7.50	\$ 90.00
f	Steam Lunch Counter or Lunch Service where in conjunction with another use - See Eating Establishments and Liquor Outlets	57,000	\$ 151.75	\$ 1,821.00
g	Other - first 1,000 sq. ft. of floor area	2,900	\$ 7.50	\$ 90.00
h	Each 1,000 sq. ft. or portion thereof	1,920	\$ 5.00	\$ 60.00
5	<u>Eating Establishments and Liquor Outlets</u> Includes Restaurants, Coffee Shop, Dining Rooms Cocktail Lounges, Beer Parlor or Public House and licenced Club Room (minimum of 20 seats taken once for total seating capacity of business)			
a	First 20 seats	9,000	\$ 23.67	\$ 284.00
b	Each Additional seat	360	\$ 0.92	\$ 11.00
c	Banquet Room	9,000	\$ 23.67	\$ 284.00

**2018  
WATER RATES**

SCHEDULE "C"

	<u>CLASSIFICATION OF PREMISES</u>	<u>EQUIVALENT MONTHLY GALLONAGE</u>	<u>2018 MONTHLY CHARGE</u>	<u>2018 ANNUAL CHARGE</u>
6	<u>Other Commercial Premises</u>			
a	Bowling Alley - per alley	700	\$ 1.92	\$ 23.00
b	Bowling Green - per green	2,900	\$ 7.50	\$ 90.00
c	Bus Depot	13,000	\$ 33.67	\$ 404.00
d	Car Wash - first bay (minimum charge)	36,000	\$ 93.58	\$ 1,123.00
e	Each additional bay	6,000	\$ 15.58	\$ 187.00
f	Commercial Farm	21,000	\$ 56.58	\$ 679.00
g	Commercial Workshop - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$ 7.50	\$ 90.00
h	Fruit Stand	14,000	\$ 37.42	\$ 449.00
i	Funeral Parlour - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$ 7.50	\$ 90.00
j	Garage or Service Station or Keylock Station - first bay (minimum charge)	8,600	\$ 22.58	\$ 271.00
k	Each additional bay	1,400	\$ 3.83	\$ 46.00
l	Theatre	14,000	\$ 37.42	\$ 449.00
m	Warehouse - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$ 7.50	\$ 90.00
n	Other - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$ 7.50	\$ 90.00
7	<u>Industrial Premises</u>			
a	Abattoir	21,000	\$ 56.58	\$ 679.00
d	Stockyard - per acre	4,300	\$ 11.33	\$ 136.00
e	Other - for each 1,000 sq. ft. of floor area	2,900	\$ 7.50	\$ 90.00
8	<u>Public, Institutional and Non-Commercial Premises</u>			
a	Church	5,700	\$ 15.08	\$ 181.00
	Club Room Licenced (see Eating Establishments and Liquor Outlets)			
b	Club Rooms - Unlicenced	5,700	\$ 15.08	\$ 181.00
c	Court House	13,000	\$ 33.67	\$ 404.00
d	Curling Rink, Skating Rink, Arena	28,500	\$ 74.83	\$ 898.00
e	Meeting Hall, Public Hall	5,700	\$ 15.08	\$ 181.00
f	Fall Fair Grounds (Annually)			\$ 1,708.00
9	<u>Schools and Hospitals</u>			
a	Hospital, per patient bed	8,600	\$ 22.58	\$ 271.00
b	School, per classroom	8,600	\$ 22.58	\$ 271.00



**2018  
WATER RATES**

**METERED WATER RATES**

Water rates are applicable to all metered water users within the City of Salmon Arm

The user rate is a combination of A and B

**A Base Rate (Based on connection size)**

	<u>2018</u>
5/8 or 3/4 inch	21.00
1 inch	30.00
1-1/2 inch	42.00
2 inch	55.00
3 inch	98.00
4 inch	140.00
larger meters	Per Council
<b>B Per gallon charge</b>	<b>Every 2 months</b>

2018

First 80,000 gallons	\$ 2.34	per 1000 gallons or part thereof
Next 80,000 gallons	\$ 2.63	per 1000 gallons or part thereof
Next 80,000 gallons	\$ 2.88	per 1000 gallons or part thereof
Next 80,000 gallons	\$ 3.11	per 1000 gallons or part thereof
Next 80,000 gallons	\$ 3.49	per 1000 gallons or part thereof
All over 400,000 gallons	\$ 3.86	per 1000 gallons or part thereof
<b>C Meter testing charge</b>	<b>\$ 135.22</b>	

**Notes:**

- 1 Where there is more than one meter on a property, the base rate is charged for each meter.
- 2 Where any meter is unable to be read or where any water meter fails to register or to properly indicate the quantity of water used or consumed, consumption of water shall be estimated and an account shall be rendered to the customer. When estimating the account, due consideration shall be given to seasonal variations and any other factors which may affect the consumption of water.
- 3 If a meter cannot be read for two consecutive billing periods, charges as per item 2 above shall apply and/or the flat rate according to this bylaw shall apply retroactive to the beginning of the period covered by the first missed reading and shall continue to be so charged until the City of Salmon Arm is advised by the property owner that the meter is again in service.
- 4 No complaint of an error in any charge for water rates or charges shall be considered and no adjustment of any such error shall be made after a period of one year has elapsed since the end of the period for which such water rates or charges were made. After the termination of this period, all such water rates or charges shall be deemed to have been properly and correctly made.

**2018  
WATER RATES**

- 5 All meters are owned by the City. They will be supplied for installation for the fee as set out in the bylaw. Installation of the meter is the responsibility of the property owner and must be done in such a manner as to meet all City standards and specifications. Meter installations shall be located in a convenient and safe place, readily accessible for meter readings, inspection, repair or removal.
- 6 Meters will be tested upon request, provided that a fee is paid in advance. Such fee is to be refunded if the meter is found to be registering incorrectly, otherwise the fee shall become the property of the City.
- 7 The City shall maintain and repair all meters which are the property of the City, but where replacements or repairs, except through ordinary wear, or rendered necessary by the acts, neglect or carelessness of the owner or occupant of any premise, any expense caused to the City shall be chargeable to and paid by the owner of such premise.
- 8 The use of bypasses is strictly prohibited without prior approval of the City of Salmon Arm. Anyone using a bypass without authorization is subject to fines and penalties as set out in Section 27 of By-Law No. 1274 - Regulation of Waterworks.

**ALL WATER USER RATES ARE HST EXEMPT**

Item 7.

## CITY OF SALMON ARM

Date: November 20, 2017

Moved: Councillor Lavery

Seconded: Councillor Harrison

THAT: the Special Council Meeting of November 20, 2017, be adjourned.

### Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond