

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm held in the Council Chamber of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, April 13, 2015.**

PRESENT:

Mayor N. Cooper
Councillor K. Flynn
Councillor C. Eliason
Councillor A. Harrison (entered the meeting at 2:30 p.m.)
Councillor K. Jamieson (entered the meeting at 3:47 p.m.)
Councillor T. Lavery
Councillor L. Wallace Richmond

Chief Administrative Officer C. Bannister
Corporate Officer E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Director of Development Services K. Pearson
Chief Financial Officer M. Dalziel
Recorder C. Simmons

1. CALL TO ORDER

Mayor Cooper called the meeting to order at 1:30 p.m.

2. IN-CAMERA SESSION

0110-2015 Moved: Councillor Wallace Richmond
 Seconded: Councillor Flynn
 THAT: Pursuant to Section 90 (1) of the Community Charter, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:30 p.m.
Council returned to Regular Session at 2:24 p.m.
Council recessed until 2:30 p.m.

3. REVIEW OF AGENDA

Councillor Harrison entered the meeting at 2:30 p.m.

4. DISCLOSURE OF INTEREST

Councillor Harrison declared a conflict of interest with item 8.1 as his brother is the builder.

5. **PRESENTATIONS / DELEGATIONS**

1. **Jeff Johnson, BDO Canada LLP – 2014 Audited Financial Statements**

Jeff Johnson, BDO Canada LLP gave a presentation on the 2014 Audited Financial Statements. He was available to answer questions from Council.

0111-2015

Moved: Councillor Harrison

Seconded: Councillor Wallace Richmond

THAT: the Financial Statements for the year ended December 31, 2014 be accepted as presented.

CARRIED UNANIMOUSLY

2. **Joyce Henderson and Kim McMillan – Shuswap Theatre Council, Update**

Joyce Henderson and Kim McMillan provided an update on the Shuswap Theater Council. They were available to answer questions from Council.

3. **Dorothy Argent, WorkBC and Gail Evans, Salmon Arm WorkBC Employment Service Centre - Salmon Arm Labour Market Services and the Community Employer Partnership Program**

Dorothy Argent and Gail Evans gave a presentation on the Salmon Arm Labour Market Services and the Community Employer Partnership Program. They were available to answer questions from Council.

6. **CONFIRMATION OF MINUTES**

1. **Regular Council Meeting Minutes of March 23, 2015**

0112-2015

Moved: Councillor Flynn

Seconded: Councillor Harrison

THAT: the Regular Council Meeting Minutes of March 23, 2015, be adopted as circulated.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS**

1. **Development and Planning Services Committee Meeting Minutes of April 7, 2015**

0113-2015

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee Meeting Minutes of April 7, 2015, be received as information.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS** – Continued

2. **Traffic and Safety Committee Meeting Minutes of February 26, 2015**

0114-2015

Moved: Councillor Harrison
Seconded: Councillor Wallace Richmond
THAT: the Traffic and Safety Committee Meeting Minutes of February 26, 2015, be received as information.

CARRIED UNANIMOUSLY

3. **Community Heritage Commission Meeting Minutes of January 23, 2015**

0115-2015

Moved: Councillor Wallace Richmond
Seconded: Councillor Flynn
THAT: the Community Heritage Commission Meeting Minutes of January 23, 2015, be received as information.

CARRIED UNANIMOUSLY

4. **Community Heritage Commission Meeting Minutes of February 27, 2015**

0116-2015

Moved: Councillor Wallace Richmond
Seconded: Councillor Lavery
THAT: the Community Heritage Commission Meeting Minutes of February 27, 2015, be received as information.

CARRIED UNANIMOUSLY

5. **Downtown Parking Commission Meeting Minutes of January 23, 2015**

0117-2015

Moved: Councillor Eliason
Seconded: Councillor Flynn
THAT: the Downtown Parking Commission Meeting Minutes of January 23, 2015, be received as information.

CARRIED UNANIMOUSLY

6. **Agricultural Advisory Committee Meeting Minutes of March 11, 2015**

0118-2015

Moved: Councillor Eliason
Seconded: Councillor Flynn
THAT: the Agricultural Advisory Committee Meeting Minutes of March 11, 2015, be received as information.

CARRIED UNANIMOUSLY

7. **Environmental Advisory Committee Meeting Minutes of March 5, 2015**

0119-2015

Moved: Councillor Lavery
Seconded: Councillor Harrison
THAT: the Environmental Advisory Committee Meeting Minutes of March 5, 2015, be received as information.

CARRIED UNANIMOUSLY

8. **INTRODUCTION OF BYLAWS**

Councillor Harrison declared a conflict of interest and left the meeting at 3:30 p.m.

1. **Zoning Amendment Bylaw No. 4089 [0735898 BC Ltd / M & R Kentel; 2890 – 25 Avenue NE; R-1 to R-8; ZON-1024] – First and Second Readings**

0120-2015 Moved: Councillor Wallace Richmond
 Seconded: Councillor Lavery
 THAT: the bylaw entitled Zoning Amendment Bylaw No. 4089 be read first and second time.

CARRIED UNANIMOUSLY

Councillor Harrison returned to the meeting at 3:31p.m.

2. **2015 Final Budget**

- a) **2015 to 2019 Financial Plan Amendment Bylaw No. 4094 – First, Second and Third Readings**
- b) **2015 Annual Rate of Taxation Bylaw No. 4093 – First, Second and Third Readings**

0121-2015 Moved: Councillor Flynn
 Seconded: Councillor Eliason
 THAT: the bylaw entitled 2015 to 2019 Financial Plan Amendment Bylaw No. 4094 be read first, second and third time;

 AND THAT: the bylaw entitled 2015 Annual Rate of Taxation Bylaw No. 4093 be read first, second and third time.

Councillor Jamieson entered the meeting at 3:47 p.m.

CARRIED UNANIMOUSLY

0122-2015 Moved: Councillor Flynn
 Seconded: Councillor Lavery
 THAT: the additional \$5,000.00 allocated in the 2015 Budget for the Economic Development Society be released immediately.

CARRIED UNANIMOUSLY

0123-2015 Moved: Councillor Lavery
 Seconded: Councillor Flynn
 THAT: the 2015 Budget be amended to reflect a further allocation of \$3,500.00 for the Economic Development Society funded from Council Initiatives and that same be release immediately.

Amendment:

Moved: Councillor Harrison
Seconded: Councillor Lavery
THAT: the funding amount be amended to \$1,350.00.

CARRIED UNANIMOUSLY

Motion as Amended:

CARRIED UNANIMOUSLY

9. RECONSIDERATION OF BYLAWS

1. 2014 Final Budget

- a) 2014 - 2018 Financial Plan Amendment Bylaw No. 4086 - First, Second and Third Readings
- b) Development Cost Charge Underpass Reserve Fund Expenditure Bylaw No. 4087 - First, Second and Third Readings
- c) Development Cost Charge Road Reserve Expenditure Bylaw No. 4088 - First, Second and Third Readings
- d) Fire Protection Emergency Apparatus Reserve Fund Expenditure Bylaw No. 4090 - First, Second and Third Readings
- e) Equipment Replacement Reserve Fund Expenditure Bylaw No. 4091 - First, Second and Third Readings
- f) Water Major Maintenance Reserve Fund Expenditure Bylaw No. 4092 - First, Second and Third Readings

0124-2015

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the bylaw entitled City of Salmon Arm 2014 - 2018 Financial Plan Amendment Bylaw No. 4086 be read a final time;

AND THAT: the bylaw entitled City of Salmon Arm Development Cost Charge Underpass Reserve Fund Expenditure Bylaw No. 4087 be read a final time;

AND THAT: the bylaw entitled City of Salmon Arm Development Cost Charge Road Reserve Fund Expenditure Bylaw No. 4088 be read a final time;

AND THAT: the bylaw entitled City of Salmon Arm Fire Protection Emergency Apparatus Reserve Fund Expenditure Bylaw No. 4090 be read a final time;

AND THAT: the bylaw entitled City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4091 be read a final time;

AND FURTHER THAT: the bylaw entitled City of Salmon Arm Water Major Maintenance Reserve Fund Expenditure Bylaw No. 4092 be read a final time.

CARRIED UNANIMOUSLY

10. CORRESPONDENCE

1. Informational Correspondence

For information.

10. **CORRESPONDENCE** – Continued

1. **Informational Correspondence** – Continued

10. **M. Manahan – letter dated March 25, 2015 – 2015 Business Licence for Mosquito Park, Canoe, BC**

0125-2015

Moved: Councillor Wallace Richmond

Seconded: Councillor Jamieson

THAT: Council authorize M. Manahan to locate his mobile vending business in Mosquito Park expiring mid October 2015, subject to:

- Payment of a City of Salmon Arm Business License;
- Approval from the Interior Health Authority;
- The vendor being responsible for the cleanup of the site each day of operation; and
- The provision of adequate liability insurance;

AND THAT: failure to comply with above requirements may result in the revocation of the Business License.

CARRIED UNANIMOUSLY

Councillor Harrison left the meeting at 4:18 p.m.

13. **Salmon Arm Minor Baseball Association – letter dated March 19, 2015 – Elks Park Little League Baseball Diamonds**

14. **Salmon Arm Minor Baseball Association and Salmon Arm Elks #455 – letter dated March 23, 2015 – Elks Park**

Councillor Harrison returned to the meeting at 4:20 p.m.

0126-2015

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the 2015 Budget be amended to allocate Public Works Maintenance funding in the amount \$1,000.00 for maintenance at Elks Park in 2015 to be funded from Council Initiatives.

0127-2015

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: motion 0126-2015 be deferred to the April 27, 2015 Regular Council Meeting.

CARRIED UNANIMOUSLY

11. **Shuswap Day Care Society/Salmon Arm Children's Festival Society – email dated February 3, 2015 – Children's Festival**

12. **Salmon Arm Children's Festival Society – letter dated March 25, 2015 – 2015 Salmon Arm Children's Festival**

10. **CORRESPONDENCE** – Continued

1. **Informational Correspondence** – Continued

11. **Shuswap Day Care Society/Salmon Arm Children's Festival Society – email dated February 3, 2015 – Children's Festival** – Continued

12. **Salmon Arm Children's Festival Society – letter dated March 25, 2015 – 2015 Salmon Arm Children's Festival** – Continued

0128-2015

Moved: Councillor Harrison

Seconded: Councillor Jamieson

THAT: the 2015 be amended to allocate \$1,200.00 from Council Initiatives for manpower for tent setup and takedown for the 2015 Salmon Arm Children's Festival to be funded from Council Initiatives subject to the provision of adequate liability insurance.

Councillor Eliason left the meeting at 4:28 p.m.

CARRIED UNANIMOUSLY

Councillor Eliason returned at 4:30 p.m.

2. **B. Savoie – letter received April 7, 2015 – Friendship Day**

To be included on an upcoming Regular Council Agenda.

11. **STAFF REPORTS**

1. **Corporate Officer – Shuswap Regional Airport Commission Appointments**

0129-2015

Moved: Councillor Harrison

Seconded: Councillor Eliason

THAT: the following individuals be appointed, as the City of Salmon Arm representatives, to the Shuswap Regional Airport Commission for a one (1) year term expiring December 31, 2015:

- Councillor Alan Harrison, City of Salmon Arm;
- Monica Dalziel, Chief Financial Officer;
- Robert Niewenhuizen, Director of Engineering and Public Works; and
- Tim Auger, Salmon Arm Flying Club;

AND THAT: the following individuals be appointed, as the Columbia Shuswap Regional District representatives, to the Shuswap Regional Airport Commission for a two (2) year term expiring December 31, 2016:

- Terry Rysz, District of Sicamous;
- Paul Demenok, CSRD – Area C;
- Rene Talbot, CSRD – Area D; and
- Rhona Martin, CSRD – Area E.

CARRIED UNANIMOUSLY

11. **STAFF REPORTS – Continued**

2. **Corporate Officer – Use of Community Works Funds Agreement with Columbia Shuswap Regional District**

0130-2015

Moved: Councillor Flynn

Seconded: Councillor Jamieson

THAT: the Mayor and Corporate Officer be authorized to execute the Use of Community Works Fund Agreement between the Columbia Shuswap Regional District and the City of Salmon Arm.

CARRIED UNANIMOUSLY

3. **Director of Development Services –Agricultural Advisory Committee Appointment**

0131-2015

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: Council appoint Mathew Henrie to the Agricultural Advisory Committee for the remainder of the term (ending May 31, 2017).

CARRIED UNANIMOUSLY

4. **Chief Financial Officer – 2015 Assessments / New Construction**

Received for information.

12. **NEW BUSINESS**

13. **COUNCIL STATEMENTS**

1. **Committees of Council/Agency Representatives**

Members of Council reported on the Committees and Agencies they represent.

0132-2015

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: Staff coordinate with the Okanagan Regional Library Staff to hold an upcoming Regular Council Meeting (afternoon portion) at a mutually agreed upon date.

CARRIED UNANIMOUSLY

Councillor Wallace Richmond left the meeting 4:54p.m.

14. **NOTICE OF MOTION**

1. **Flood Hazard Risk Assessment (FHRA) – Salmon River Valley, etc.**

Moved: Councillor Lavery

Seconded:

WHEREAS: the City's Corporate Strategic Plan identifies an update of environmental protection bylaws and development permits as medium term projects (i.e. 2018 – 2020);

14. NOTICE OF MOTION – Continued**1. Flood Hazard Risk Assessment (FHRA) – Salmon River Valley, etc. – Continued**

AND WHEREAS: the City's Official Community Plan (Bylaw No. 4000) identifies a review and update of the Hazardous Floodplain Development Permit Area and the floodplain provisions of the Zoning Bylaw as medium term action items (i.e. 2015 – 2019);

AND WHEREAS: the existing Floodplain Mapping Program Design Brief (including Mapping) was developed in 1990 and 1991 for the Salmon River, etc. (prepared for the Province of British Columbia), is out of date and site conditions and hydrology may have changed significantly since then;

AND WHEREAS: Provincial legislation changes in 2003 – 2004 shifted most responsibilities for flood hazard management to local governments;

AND WHEREAS: the Association of Professional Engineers and Geoscientists of BC (APEGBC) issued Professional Practice Guidelines - Legislated Flood Assessments in a Changing Climate in BC in 2012;

AND WHEREAS: flooding in the Salmon River Valley, etc. may pose risks to Salmon Arm's vitality, infrastructure, environment, safety and public/private property interests;

AND WHEREAS: proposed development in the active portion of the Salmon River Delta must be carefully considered;

AND WHEREAS: the Ministry of Transportation and Infrastructure may be conducting a limited Salmon River hydraulic study in conjunction with the Salmon Arm West Highway/ Salmon River Bridge Project;

AND WHEREAS: potential Federal (e.g. National Disaster Mitigation Program) and/or Provincial grant funding for a FHRA may be contingent on the City having a 'shelf ready' FHRA project;

AND WHEREAS: the City does not presently have the capacity or expertise to prepare a 'shelf ready' Request for Proposals document for a FHRA;

THEREFORE BE IT RESOLVED THAT: staff be directed to engage a consulting Professional Engineer or Professional Geoscientist to undertake a literature/ information review and prepare a Request for Proposals document to conduct a FHRA of the Salmon River Valley, etc. to address the following:

- Terms of Reference;
- Scope (e.g. geographic area {Salmon River Valley within/outside City boundaries, shoreline of Shuswap Lake, etc.}, flood frequency, stream flow, natural boundary establishment, climate change, forest cover, watershed hydrology, riverbed geomorphology, lake level, etc.);
- Consultation/Cooperation requirements with other agencies (eg. Ministry of Transportation and Infrastructure, Canadian Pacific Railway, etc.);
- Deliverables (eg. floodplain maps, flood proofing requirements to be incorporated into development bylaws, other administration tools, infrastructure recommendations to reduce vulnerability to flood impacts, other mitigation investment options, etc.); and
- Opinion of Probable Cost/ Budget;

14. NOTICE OF MOTION – Continued

1. Flood Hazard Risk Assessment (FHRA) – Salmon River Valley, etc. – Continued

AND BE IT FURTHER RESOLVED THAT: the 2015 Budget in the 2015 – 2019 Financial Plan be amended to reflect funding of \$10,000.00 from the Flood Hazard Risk Assessment Reserve for this purpose.

Councillor Wallace Richmond returned to the meeting at 4:56 p.m.

15. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

16. OTHER BUSINESS

17. QUESTION AND ANSWER PERIOD

Council held a Question and Answer session with the members of the public present.

The Meeting recessed at 4:58 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

Mayor N. Cooper
Councillor K. Flynn
Councillor C. Eliason
Councillor A. Harrison
Councillor K. Jamieson
Councillor T. Lavery
Councillor L. Wallace Richmond

Chief Administrative Officer C. Bannister
Corporate Officer E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Director of Development Services K. Pearson

18. DISCLOSURE OF INTEREST

No interest was declared.

19. HEARINGS

1. Development Variance Permit No.VP-413 [0762123 B.C. Ltd – Kyline Construction; 1970 – 17 Street NE; Servicing Variance]

Moved: Councillor Eliason
Seconded: Councillor Jamieson
THAT: Development Variance Permit No. VP-413 be authorized for issuance for Lot 1, Plan 9659, Section 24, Township 20, Range 10, W6M, KDYD, to vary the

19. HEARINGS – Continued**1. Development Variance Permit No.VP-413 [0762123 B.C. Ltd – Kyline Construction; 1970 – 17 Street NE; Servicing Variance] – Continued**

provisions of Section 4.2 of Subdivision and Development Servicing Bylaw No. 3596 as follows:

1. Waive the requirement to extend a 200 mm diameter sanitary sewer main along the 20 Avenue NE frontage of the subject property; and
2. Waive the requirement to have a shared driveway access onto 20 Avenue NE from proposed Lots 2 and 3.

The Director of Development Services explained the proposed Development Variance Permit.

Submissions were called for at this time.

K. Micku, the applicant, outlined the alternative proposal, as detailed in the letter received April 13, 2015, to vary the installation of the sanitary sewer main by placing a 3.0 metre sanitary right-of-way at the rear (southern boundary) of the proposed lots and was available to answer questions from Council.

R. Hostman, 1890 – 20 Avenue NE, expressed support for the alternative proposal brought forward in the letter of April 13, 2015. He was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:38 p.m.

The motion was split.

0133-2015

Moved: Councillor Eliason

Seconded: Councillor Jamieson

THAT: Development Variance Permit No. VP-413 be authorized for issuance for Lot 1, Plan 9659, Section 24, Township 20, Range 10, W6M, KDYD, to vary the provisions of Section 4.2 of Subdivision and Development Servicing Bylaw No. 3596 as follows:

1. Waive the requirement to extend a 200 mm diameter sanitary sewer main along the 20 Avenue NE frontage of the subject property,

Amendment:

Moved: Councillor Harrison

Seconded: Councillor Jamieson

THAT: subject to the installation of a 200 mm diameter sanitary sewer main extension along the southern boundary of the subject property within a 6.0 metre statutory right-of-way to the western lot line of 1890 – 20 Avenue NE.

CARRIED

Councillor Eliason, Lavery and Wallace Richmond Opposed

Motion as Amended:

CARRIED

Councillor Eliason, Lavery and Wallace Richmond Opposed

19. HEARINGS - Continued

1. Development Variance Permit No.VP-413 [0762123 B.C. Ltd - Kyline Construction; 1970 - 17 Street NE; Servicing Variance] - Continued

0134-2015

Moved: Councillor Eliason

Seconded: Councillor Jamieson

THAT: Development Variance Permit No. VP-413 be authorized for issuance for Lot 1, Plan 9659, Section 24, Township 20, Range 10, W6M, KDYD, to vary the provisions of Section 4.2 of Subdivision and Development Servicing Bylaw No. 3596 as follows:

2. Waive the requirement to have a shared driveway access onto 20 Avenue NE from proposed Lots 2 and 3.

DEFEATED UNANIMOUSLY

20. PUBLIC HEARING

21. RECONSIDERATION OF BYLAWS

0135-2015

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: \$200.00 for the purchase of a SILGA Gift basket be allocated from Council Initiatives.

CARRIED UNANIMOUSLY

22. QUESTION AND ANSWER PERIOD

Council held a Question and Answer session with the members of the public present.

23. ADJOURNMENT

0136-2015

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Regular Council Meeting of April 13, 2015, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:55 p.m.

CERTIFIED CORRECT:

"E. JACKSON"
CORPORATE OFFICER

"N. COOPER"
MAYOR

Adopted by Council the 27th day of April, 2015.