

## 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, July 24, 2017**.

### PRESENT:

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

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

### ABSENT:

Councillor T. Lavery

### 1. CALL TO ORDER

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

### 2. IN-CAMERA SESSION

0308-2017

Moved: Councillor Eliason  
Seconded: Councillor Wallace Richmond  
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 2:22 p.m.  
Council recessed until 2:30 p.m.

Councillor Harrison entered at 2:30 p.m.

### 3. REVIEW OF AGENDA

1. Addition of Item 10.1.1 - Map.
2. Addition of Item 10.2 - email from P. & A. Rizzi - Closure of City trails.
3. Addition of Item 22.1.1 - email from J. Thompson, Vice-President of the Seniors' Fifth Avenue Activity Association dated July 20, 2017 and email from J. Thompson, Vice-President of the Seniors' Fifth Avenue Activity Association dated July 24, 2017- Zoning Amendment Bylaw No. 4215 [ZON-1098].

**3. REVIEW OF AGENDA - continued**

4. Addition of Item 22.1.2 – letter from G. Clayton - Zoning Amendment Bylaw No. 4215 [ZON-1098].
5. Addition of Item 22.1.3 – letter from residents of 2<sup>nd</sup> Avenue, SE - Zoning Amendment Bylaw No. 4215 [ZON-1098].

**4. DISCLOSURE OF INTEREST**

Councillor Flynn declared a conflict of interest with item 21.2 and 22.3 as the applicant is a client of his firm.

**5. PRESENTATIONS / DELEGATIONS**

**6. CONFIRMATION OF MINUTES**

**1. Regular Council Meeting Minutes of July 10, 2017**

0309-2017                      Moved: Councillor Wallace Richmond  
                                          Seconded: Councillor Harrison  
                                          THAT: the Regular Council Meeting Minutes of July 10, 2017, be adopted as circulated.

CARRIED UNANIMOUSLY

**7. COMMITTEE REPORTS**

**1. Development and Planning Services Committee Meeting Minutes of July 17, 2017**

0310-2017                      Moved: Councillor Wallace Richmond  
                                          Seconded: Councillor Flynn  
                                          THAT: the Development and Planning Services Committee Meeting Minutes of July 17, 2017, be received as information.

CARRIED UNANIMOUSLY

**2. Downtown Parking Commission Meeting Minutes of May 16, 2017**

0311-2017                      Moved: Councillor Eliason  
                                          Seconded: Councillor Jamieson  
                                          THAT: the Downtown Parking Commission Meeting Minutes of May 16, 2017, be received as information.

CARRIED UNANIMOUSLY

8. **INTRODUCTION OF BYLAWS**

1. **Fee for Service Amendment Bylaw No. 4219 [Water Meter Rates] – first, second and third readings**

0312-2017

Moved: Councillor Jamieson

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled Fee for Service Amendment Bylaw No. 4219 be read a first, second and third time.

CARRIED UNANIMOUSLY

9. **RECONSIDERATION OF BYLAWS**

10. **CORRESPONDENCE**

1. **Informational Correspondence**

7. **C. Langenfeld, Executive Director, Shuswap Hospice Society – letter dated July 12, 2017 – Marine Peace Park Sandcastle**

0313-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Jamieson

THAT: Council authorize the Shuswap Hospice Society to build a sandcastle with a 2' foot fence surrounding the area in Marine Peace Park, subject to all materials being removed no later than September 4, 2017, and the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

8. **A. Bailey, President, Salmon Arm Metis – email dated July 13, 2017 – Salmon Arm Metis Youth project**

0314-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: Council support the Salmon Arm Metis Youth to work with BC Hydro to have BC Hydro Utility Boxes at the following locations wrapped with the image attached to the email dated July 13, 2017:

- Ross Street Parking lot
- Old Court House

CARRIED UNANIMOUSLY

6. **D. Mills, Shuswap Cycling Club – letter dated July 10, 2017 – 5<sup>th</sup> Annual Shuswap Cross Cyclocross race**

0315-2017

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: Council approve the 5<sup>th</sup> annual Shuswap Cross Cyclocross race to be held at Klahani Park on Sunday, November 12, 2017, subject to the provision of adequate liability insurance.

10. **CORRESPONDENCE - continued**

1. **Informational Correspondence - continued**

6. **D. Mills, Shuswap Cycling Club - letter dated July 10, 2017 - 5<sup>th</sup> Annual Shuswap Cross Cyclocross race - continued**

AND THAT: Council authorize Shuswap Cycling Club to locate a mobile vending business at Klahani Park on Sunday, November 12, 2017, subject to:

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

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

CARRIED UNANIMOUSLY

2. **P. & A. Rizzi - email dated July 19, 2017 Closure of City trails**

Received for information.

11. **STAFF REPORTS**

1. **Director of Engineering and Public Works - Engineering Services Proposal Award - Stormwater Master Plan**

0316-2017

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: Council award the Engineering Services for Project No. ENG2017-13 to ISL Engineering and Land Services, in accordance with their proposal dated June 15, 2017, for an estimated cost of \$99,506.00 plus GST.

CARRIED UNANIMOUSLY

12. **NEW BUSINESS**

13. **COUNCIL STATEMENTS**

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

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

14. **COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**

15. NOTICE OF MOTION

16. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

17. OTHER BUSINESS

18. QUESTION AND ANSWER PERIOD

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

The Meeting recessed at 3:17 p.m.  
The Meeting reconvened at 7:00 p.m.

PRESENT:

Mayor N. Cooper  
Councillor A. Harrison  
Councillor L. Wallace Richmond  
Councillor K. Jamieson

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

ABSENT:

Councillor T. Lavery  
Councillor K. Flynn  
Councillor C. Eliason

19. DISCLOSURE OF INTEREST

20. HEARINGS

1. Development Variance Permit Application No. VP-462 [Kohlen, M. & M. / Lawson Engineering & Development Services, 7020 - 46 Street, NE - Setback Variance]

0317-2017

Moved: Councillor Wallace Richmond  
Seconded: Councillor Harrison  
THAT: Development Variance Permit No. VP-462 be authorized for issuance for Lot 9, Section 6, Township 21, Range 9, W6M, KDYD, Plan EPP57614, which will vary Zoning bylaw No. 2303 as follows:

Section 6.10.1 - R-1 Residential Zone - reduce the minimum front parcel line setback of the dwelling from 6.0 metres to 5.79 metres.

20. HEARINGS - continued

1. Development Variance Permit Application No. VP-462 [Kohlen, M. & M. / Lawson Engineering & Development Services, 7020 - 46 Street, NE - Setback Variance] - continued

The Director of Development Services explained the proposed variance.

Submissions were called for at this time.

B. Lawson, the agent, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:03 p.m. and the motion was:

CARRIED UNANIMOUSLY

2. Development Permit Application No. DP-413 [Salmon Arm Development Ltd. / Craven, Huston, Powers Architects, 100 - 5 Avenue, SE, Residential Care Facility]

0318-2017

Moved: Councillor Harrison

Seconded: Councillor Jamieson

THAT: Development Permit No. 413 be authorized for issuance for Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP71970 (100 - 5 Avenue SE) in accordance with the drawings as shown in Schedule A of the staff report dated July 6, 2017;

AND THAT: Development Permit No. 413 include the following variances to Zoning Bylaw No. 2303:

1. Section 4.3.10 - Setback Exceptions - reduce the permitted roof overhang projection from 0.6 metres (1.9 feet) to 0.41 metres (1.35 feet) along a portion of the south parcel line, and from 0.6 metres (1.9 feet) to 0.25 metres (0.82 feet) along a portion of the east parcel line;
2. Section 26.4 - Maximum Height - Increase the permitted maximum height of a principle building from 12 metres (39.4 feet) to 14.5 metres (47.6 feet); and
3. Section 26.9.3 - Interior Side Parcel Line - reduce the minimum setback requirement from 3 metres (9.8 feet) to 2 metres (6.6 feet) along a portion of the south and east interior side parcel lines.

AND THAT: Issuance of Development Permit No. 413 be withheld subject to amendment of applicable Statutory Right of Way Plan documents, to the satisfaction of the City of Salmon Arm and its legal counsel, and at the cost to the owner/applicant, to address realignment of City mains and structure trespasses presently proposed on the Development Permit drawings, including that:

1. The City of Salmon Arm, its crews and contractors shall have the right to dismantle all components of the walkway canopy at any time, by any means available and without notice, to inspect, service, upgrade and maintain its infrastructure within the right of way;

20. HEARINGS - continued

2. Development Permit Application No. DP-413 [Salmon Arm Development Ltd. / Craven, Huston, Powers Architects, 100 - 5 Avenue, SE, Residential Care Facility] - continued

2. The City of Salmon Arm, its crews and contractors, are provided ancillary rights to enter lands beyond the right of way for the purpose of dismantling components of the walkway canopy, including excavation and dismantling of structural supports and fire suppression system;
3. The property owner will provide a detailed instruction manual clearly explaining procedures for dismantling the components of the walkway canopy, including dismantling of structural supports, cover removal, disconnecting, and reconnecting any fire suppression system;
4. The property owner is responsible for reconstructing all components of the walkway canopy and all associated costs; and
5. The property owner is responsible for all costs borne by the City of Salmon Arm for dismantling the walkway canopy.

AND FURTHER THAT: Issuance of Development Permit No. 413 be withheld subject to:

1. Adoption of the associated Zoning Amendment Bylaw No. 4215; and
2. Receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the landscaping plan.

The Director of Development Services explained the proposed Development Permit.

Submissions were called for at this time.

G. Clayton, 651 2 Street SE, spoke regarding concerns of the requested setback variances on the east and south boundaries of the property.

A. Bartel, the architect, addressed the concerns regarding the requested setback variances.

G. McLeod, 551 2 Street SE, spoke regarding concerns with the location of the generator and the resulting noise disturbance.

A. Bartel, the architect, advised that the location of the generator is at the recommendation of the Design Review Panel, and explained the need for continuous power to the building. He stated that the developer would be using landscaping as a noise reduction screen.

R. Riach, 551 2 Street SE, spoke regarding concerns of the noise of the generator and the possibility of locating the generator on the roof of the building.

A. Bartel, the architect, explained that the generator could not be placed on the roof due to the size and weight of the generator and construction of the building.

20. **HEARINGS - continued**

2. **Development Permit Application No. DP-413 [Salmon Arm Development Ltd. / Craven, Huston, Powers Architects, 100 - 5 Avenue, SE, Residential Care Facility] - continued**

G. McLeod, 551 2 Street SE, clarified that the generator is not mentioned in the Design Review Panel Meeting minutes.

G. Clayton, 651 2 Street SE, requested that Council stipulate that the Developer purchase a superior quality generator.

A. Bartel, the architect, addressed concerns with the location of the generator and outlined the plan to use a muffler system to reduce the noise of the generator.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:41 p.m. and the motion was:

CARRIED UNANIMOUSLY

3. **City of Salmon Arm Special Needs Housing Agreement Application [CU-53; Morris, N.; 190 Highway 97B SE; Special Needs Housing]**

The Director of Development Services explained the proposed Special Needs Housing Agreement.

Submissions were called for at this time.

N. Morris, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:41 p.m.

21. **PUBLIC HEARING**

1. **Zoning Amendment Application [ZON-1098; Salmon Arm Developments Ltd./Craven, Huston, Powers Architects; 591 and 621 2 Street SE; R-1 to P-3]**

The Director of Development Services explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

G. McLeod, 551 2 Street SE, spoke regarding concerns of parking access from 2 Street SE , traffic congestion and requested clarification on the use of a gate on the access to the parking lot from 2 Street SE.

A. Bartel, the architect, advised that the parking lot is not required for fire truck access and discussed the possibility of closing the access to the parking lot at night.

**21. PUBLIC HEARING - continued**

**1. Zoning Amendment Application [ZON-1098; Salmon Arm Developments Ltd./Craven, Huston, Powers Architects; 591 and 621 2 Street SE; R-1 to P-3] - continued**

L. Frank, Administrator of Mt. Ida Mews, spoke outlining the use of the parking lot by staff, visitors, emergency vehicles and delivery vehicles and stated that the 2 Street parking lot was needed for the new building.

G. Clayton, 651 2 Street SE, opposed access to the parking lot from 2 Street SE and spoke requesting clarification regarding the access.

A. Bartel, the architect, stated that traffic can't drive back out the one way access.

C. Norris, 560 2 Street SE, spoke regarding traffic concerns and asked if the one way street could become a two way street.

G. McLeod, 551 2 Street SE, requested more information regarding staff access to the new building.

A. Bartel, the architect, stated that the number of parking stalls in the parking lot are a requirement to conform with the City's bylaw and that the existing parking lot will allow sufficient space for staff and visitors.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4215 was declared closed at 8:01 p.m. and consideration of the next item ensued.

**2. Zoning Amendment Application [ZON-1097; Blackburn, L. & Gavin, B./Browne Johnson Land Surveyors; 2590 - 10 Avenue (TCH) SW; A-1 to C-3]**

The Director of Development Services explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

J. Johnson, the agent, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4217 was declared closed at 8:05 p.m. and consideration of the next item ensued.

**22. RECONSIDERATION OF BYLAWS**

**1. Zoning Amendment Bylaw No. 4215 [ZON-1098; Salmon Arm Developments Ltd./Craven, Huston, Powers Architects; 591 and 621 2 Street SE; R-1 to P-3] - third reading**

0319-2017

Moved: Councillor Jamieson

Seconded: Councillor Harrison

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4215 be read a third time.

CARRIED UNANIMOUSLY

**22. RECONSIDERATION OF BYLAWS - continued**

2. **City of Salmon Arm Special Needs Housing Agreement No. 4216 [CU-53; Morris, N.; 190 Highway 97B SE; Special Needs Housing] - third reading**

0320-2017

Moved: Councillor Jamieson

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Special Needs Housing Agreement Bylaw No. 4216 be read a third time.

CARRIED UNANIMOUSLY

3. **Zoning Amendment Bylaw No. 4217 [ZON-1097; Blackburn, L. & Gavin, B./Browne Johnson Land Surveyors; 2590 - 10 Avenue (TCH) SW; A-1 to C-3] - third reading**

0321-2017

Moved: Councillor Harrison

Seconded: Councillor Jamieson

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4217 be read a third time.

CARRIED UNANIMOUSLY

**23. QUESTION AND ANSWER PERIOD**

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

**24. ADJOURNMENT**

0322-2017

Moved: Councillor Harrison

Seconded: Councillor Jamieson

THAT: the Regular Council Meeting of July 24, 2017, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:20 p.m.

Adopted by Council the 14<sup>th</sup> day of August, 2017.

CERTIFIED CORRECT:

"E. JACKSON"

CORPORATE OFFICER

"N. COOPER"

MAYOR