

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm held in Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, June 25, 2018.**

PRESENT:

Mayor N. Cooper
Councillor C. Eliason (entered the meeting at 2:31 p.m.)
Councillor K. Flynn
Councillor K. Jamieson
Councillor L. Wallace Richmond (entered the meeting at 2:31 p.m.)
Councilor T. Lavery
Councillor A. Harrison

Chief Administrative Officer C. Bannister
Director of Corporate Services E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Chief Financial Officer C. Van de Cappelle
City Engineer J. Wilson
Recorder B. Puddifant

ABSENT:

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0282-2018

Moved: Councillor Flynn
Seconded: Councillor Jamieson
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 2:29 p.m.
Council recessed until 2:30 p.m.

3. REVIEW OF AGENDA

Additions under Item 20.1 – letters from S. Amey and K. Amey dated June 21, 2018 – Lot 1, Plan KAP52591, 250 – 5 Avenue SW

Councillors Eliason and Wallace Richmond entered the meeting at 2:31 p.m.

4. DISCLOSURE OF INTEREST

5. **PRESENTATIONS / DELEGATIONS**

1. **S. Brett, Technical Trail Specialist, Shuswap Trail Alliance and L. Thomas, Neskonlith Indian Band – Secwepemec Landmarks Proposal**

Sutra Brett, Technical Trail Specialist, Shuswap Trail Alliance and Louis Thomas, Neskonlith Indian Band presented information regarding the Secwepemec Landmarks Proposal and were available to answer questions from Council.

0283-2018

Moved: Councillor Jamieson

Seconded: Councillor Flynn

THAT: Council issue a letter of support for the Secwepemec Landmarks Proposal;

AND THAT: Council donate \$1,500.00 to the Secwepemec Landmarks Proposal to be funded from Council Initiatives;

AND FURTHER THAT: Council authorize the placement of a sculpture at Marine Peace Park at a location to be determined.

CARRIED UNANIMOUSLY

6. **CONFIRMATION OF MINUTES**

1. **Regular Council Meeting Minutes of June 11, 2018**

0284-2018

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: the Regular Council Meeting Minutes of June 11, 2018, be adopted as circulated.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS**

1. **Development and Planning Services Committee Meeting Minutes of June 18, 2018**

0285-2018

Moved: Councillor Lavery

Seconded: Councillor Harrison

THAT: the Development and Planning Services Committee Meeting Minutes of June 18, 2018, be received as information.

CARRIED UNANIMOUSLY

2. **Greenways Liaison Committee Meeting Minutes of June 7, 2018**

0286-2018

Moved: Councillor Jamieson

Seconded: Councillor Flynn

THAT: the Greenways Liaison Committee Meeting Minutes of June 7, 2018, be received as information.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS - continued**

3. **Housing Task Force Minutes of June 4, 2018**

0287-2018 Moved: Councillor Wallace Richmond
Seconded: Councillor Lavery
THAT: the Housing Task Force Meeting Minutes of June 4, 2018, be received as information.

CARRIED UNANIMOUSLY

4. **Downtown Parking Commission Meeting Minutes of May 15, 2018**

0288-2018 Moved: Councillor Eliason
Seconded: Councillor Harrison
THAT: the Downtown Parking Commission Meeting Minutes of May 15, 2018, be received as information.

CARRIED UNANIMOUSLY

5. **Excerpt for Community Heritage Commission Meeting Minutes of June 15, 2018**

0289-2018 Moved: Councillor Eliason
Seconded: Councillor Wallace Richmond
THAT: Council authorize payment of \$15,000.00 to the Shuswap District Arts Council for the purpose of constructing new steps at the Post Office (Art Gallery) in accordance with the design approved by the Community Heritage Commission to be funded from General Revenue subject to receipt of a written quotation and application for any necessary permits.

CARRIED UNANIMOUSLY

8. **INTRODUCTION OF BYLAWS**

1. **City of Salmon Arm 2018 to 2022 Financial Plan Amendment Bylaw No. 4275 - First, Second and Third Readings**

0290-2018 Moved: Councillor Jamieson
Seconded: Councillor Harrison
THAT: The bylaw entitled City of Salmon Arm 2018 to 2022 Financial Plan Amendment Bylaw No. 4275, be read a first, second and third time.

CARRIED UNANIMOUSLY

2. **Ross Street Underpass Loan Authorization Bylaw No. 4500 - 2018 General Municipal Election, Referendum (Assent Voting) & Suspension of Question and Answer Period**

0291-2018 Moved: Councillor Eliason
Seconded: Councillor Wallace Richmond
THAT: the bylaw entitled City of Salmon Arm Ross Street Underpass Loan Authorization Bylaw No. 4500, be read a first, second and third time;

8. **INTRODUCTION OF BYLAWS - continued**

2. **Ross Street Underpass Loan Authorization Bylaw No. 4500 - 2018 General Municipal Election, Referendum (Assent Voting) & Suspension of Question and Answer Period - continued**

AND THAT: Council authorize staff to conduct an Assent Vote in conjunction with the 2018 General Municipal Election, in order to obtain the approval of the electors required to adopt Loan Authorization Bylaw No. 4500;

AND THAT: the following related question be included on the ballot:

Are you in favour of Council for the City of Salmon Arm adopting Loan Authorization Bylaw No. 4500, which would authorize the City of Salmon Arm to borrow \$5,300,000.00 for the purpose of constructing the Ross Street Underpass and related works.

CARRIED UNANIMOUSLY

0292-2018

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: Council suspend Question and Answer period until October 22, 2018.

CARRIED UNANIMOUSLY

Councillor Jamieson left the meeting at 3:28 p.m.

9. **RECONSIDERATION OF BYLAWS**

1. **City of Salmon Arm General Capital Reserve Fund Expenditure Bylaw No. 4248 - Final Reading**

0293-2018

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the bylaw entitled City of Salmon Arm General Capital Reserve Fund Expenditure Bylaw No. 4248 be read a final time.

CARRIED UNANIMOUSLY

Councillor Jamieson returned to the meeting at 3:30 p.m.

10. CORRESPONDENCE

1. Informational Correspondence

6. L. Wong, Manager, Downtown Salmon Arm - letter dated June 18, 2018 - Underpass

0294-2018

Moved: Councillor Flynn
Seconded: Councillor Harrison
THAT: Council appoint Councillor Wallace Richmond as a representative of the City of Salmon Arm to the Downtown Salmon Arm Underpass Public Art Committee.

CARRIED
Councillor Eliason Opposed

Councillor Flynn declared a conflict as Rocana Meats is a client of his firm and left the meeting at 3:45 p.m.

5. W. Huang, Director, Rocana Meats - Industrial Revitalization Tax Exemption Program

Received for discussion.

Councillor Flynn returned to the meeting at 3:49 p.m.

11. STAFF REPORTS

1. Director of Corporate Services - 2017 Annual Report

0295-2018

Moved: Councillor Eliason
Seconded: Councillor Harrison
THAT: Council receive the City of Salmon Arm 2017 Annual Report.

The Mayor called for submissions from the Public.

CARRIED UNANIMOUSLY

2. Chief Financial Officer - Property Taxes - Roll No. 08400.163 - Abandoned/Demolished Travel Trailer - Green Trees Mobile Home Park

0296-2018

Moved: Councillor Wallace Richmond
Seconded: Councillor Harrison
THAT: Pursuant to Section 781 of the *Local Government Act*, Council make request to the Inspector of Municipalities to authorize the City of Salmon Arm to write off the following property taxes:

Roll No. 08400.163
Registered Owner: Brad Norman
Amount: \$993.98

AND THAT: The write off be forwarded to a Collection Agency for follow-up.

CARRIED UNANIMOUSLY

11. **STAFF REPORTS - continued**

3. **Chief Financial Officer – Uncollectible Accounts Receivable**

0297-2018

Moved: Councillor Eliason

Seconded: Councillor Jamieson

THAT: The 2018 Budget in the 2018 to 2022 Financial Plan be amended to record the following accounts receivable as bad debts funded from the Reserve for Doubtful Accounts:

1. Triston Ferguson - \$525.00; and
2. Poschwatta Law Office - \$50.00.

AND THAT: Triston Ferguson’s account be forwarded to a Collection Agency for follow-up.

CARRIED UNANIMOUSLY

4. **Chief Financial Officer – Disposal of Surplus Equipment**

0298-2018

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: Council donate the following equipment to the Salmon Arm Museum & Heritage Association on a “where is, as is” basis:

1. 1995 Ford 3930 Tractor; and
2. 2003 Ford F350 1 Ton with Dump Box and Plow; and Sander Insert.

AND THAT: the Salmon Arm Museum & Heritage Association will be responsible for the applicable transfer taxes.

CARRIED UNANIMOUSLY

Councillor Harrison left the meeting at 3:58 p.m.

5. **Director of Engineering & Public Works – Budget Amendment and Project Award – Water Pollution Control Centre (WPCC) – Ultraviolet (UV) Light Disinfection System Upgrade**

0299-2018

Moved: Councillor Jamieson

Seconded: Councillor Lavery

THAT: The 2018 Budget contained in the 2018 – 2022 Financial Plan Bylaw be amended to reflect additional funding for the WPCC – Ultraviolet (UV) Light Disinfection System Upgrade in the amount of \$170,000.00 funded from the Sewer Development Cost Charge Reserve Fund;

AND THAT: Council award the WPCC – Ultraviolet (UV) Light Disinfection System Upgrade Contract to Carver Construction Ltd. in accordance with the terms of their proposal in the amount of \$347,532.00 plus applicable taxes.

Councillor Harrison returned to the meeting at 4:00 p.m.

CARRIED UNANIMOUSLY

11. **STAFF REPORTS - continued**

6. **Director of Engineering & Public Works - Budget Amendment and Project Award - 10 Ave NW Culvert Replacement**

0300-2018

Moved: Councillor Harrison

Seconded: Councillor Eliason

THAT: The 2018 Budget contained in the 2018 - 2022 Financial Plan Bylaw be amended to reflect additional funding for the 10 Avenue NW Culvert project in the amount of \$60,000.00 reallocated from the Drainage Reserve;

AND THAT: Council award the 10 Avenue NW Culvert Replacement project to Landmark Solutions Ltd. in accordance with the terms of their proposal in the amount of \$398,513.61 plus applicable taxes.

CARRIED UNANIMOUSLY

Councillor Flynn declared a conflict and left the meeting at 4:04 p.m. as one of the proponents is a client of his firm.

7. **Director of Engineering & Public Works - Budget Amendment and Project Award - Pavement Management System Update**

0301-2018

Moved: Councillor Wallace Richmond

Seconded: Councillor Jamieson

THAT: The 2018 Budget contained in the 2018 - 2022 Financial Plan Bylaw be amended to increase the Roadway Pavement Management System Update allocation in the amount of \$15,000.00 funded from increased Business License Revenue of \$7,500.00 and increased Transportation Parcel Tax Revenue of \$7,500.00;

AND THAT: Council award the Roadway Pavement Management System Update to Lawson Engineering & Development Services Ltd. in accordance with the terms of their proposal for \$49,800.00 plus applicable taxes.

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 4:09 p.m.

Councillor Flynn declared a conflict and left the meeting at 4:09 p.m. as SCV Contractors Corporation is a client of his firm.

8. **Director of Engineering & Public Works - Curbside Collection Contract Award**

0302-2018

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: Council accept the proposal of SCV Contractors Corporation for the Curbside Collection Contract in accordance with the unit prices proposed in Option 2a of the proposal at \$7.78 per unit per month, plus applicable taxes, for the period of July 1, 2019 to June 30, 2024.

Councillor Jamieson left the meeting at 4:31 p.m. and returned at 4:33 p.m.

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 4:44 p.m.

12. NEW BUSINESS

13. COUNCIL STATEMENTS

Councillor Eliason left the meeting at 4:45 p.m and returned to the meeting at 4:46.

1. Committees of Council/Agency Representatives

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

Councillor Wallace Richmond left the meeting at 4:55 p.m. and returned at 4:56 p.m.

Councillor Wallace Richmond left the meeting at 5:06 p.m. and returned at 5:06 p.m.

0303-2018

Moved: Councillor Lavery

Seconded: Councillor Harrison

THAT: Council issue a letter to School District No. 83 and to the School Board in support of the Youth Council Initiative and recognizing its success;

AND THAT: Graham Gomme be commended for his key role in the program

CARRIED UNANIMOUSLY

0304-2018

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: Council authorize payment of up to \$250.00 for a presentation by Matt Thompson to Mayor and Council and the Housing Task Force on July 16, 2018, to be funded from Council Initiatives.

CARRIED UNANIMOUSLY

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

Question and Answer Period has been suspended to October 22, 2018.

The Meeting recessed at 5:12 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

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

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

ABSENT:

19. DISCLOSURE OF INTEREST

20. HEARINGS

1. Development Permit Application No. DP-418 [Canzea Developments Ltd.; 250 - 5 Avenue SW; 97 unit - Multi-Family]

0305-2018

Moved: Councillor Harrison
Seconded: Councillor Flynn

THAT: Development Permit No. 418 be authorized for issuance for Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan KAP52591 in accordance with the elevations, site and landscaping plan dated May 9, 2018 and attached as Appendix 5 to the staff report dated June 13, 2018;

AND THAT: The following variances to Zoning Bylaw No. 2303 be approved for Development Permit No. 418:

1. Section 10.4 - Maximum Height of Principal Building - increase the maximum height of a principal building from 15.0 m (49.2 ft) to 15.8 m (51.8 ft) for Buildings 1, 2 and 3 as shown in Appendix 5; and
2. Appendix 1 - Off-street Parking and Loading - Table A1-3 - decrease the minimum aisle width for 2-way traffic from 7.3 m (23.9 ft) to 6.0 m (19.6 ft) as shown in Appendix 5.

AND FURTHER THAT: Issuance of Development Permit No. DP-418 be withheld subject to the following:

1. Receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the landscaping plan; and
2. Registration of a 6 m wide statutory right-of-way and reference plan along the southern parcel boundary for the City's sanitary sewer main

20. HEARINGS - continued

1. Development Permit Application No. DP-418 [Canzea Developments Ltd.; 250 - 5 Avenue SW; 97 unit - Multi-Family - continued

to replace the existing 3 m wide statutory right-of-way referenced to Plan A13748).

The Planning and Development Officer explained the proposed Development Permit Application.

G. Richardson, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing for DP-418 was declared closed at 7:07 p.m. and the motion was:

CARRIED UNANIMOUSLY

2. Development Permit Application No. DP-419 [1112031 BC Ltd. / Exel Construction Ltd.; 481 Harbourfront Drive NE; 3 story - Mixed Use - Commercial / Residential]

0306-2018

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: Development Permit No. 419 be authorized for issuance for that part of Lot D, Section 14, Township 20, Range 10, W6M, KDYD, Plan KAP62328 (481 Harbourfront Drive NE) in accordance with the drawings dated May 4, 2018 and attached as Appendix 6 of the staff report dated June 12, 2018;

AND THAT: Issuance of Development Permit No. 419 be withheld subject to the following:

1. Registration of Section 219 *Land Title Act* covenant(s) on title ensuring the linkage of the subject parcel, 481 Harbourfront Drive NE, and 650 Marine Park Drive for the purpose of meeting the off-street parking requirements of the Zoning Bylaw;
2. Registration of a Section 219 *Land Title Act* covenant(s) on title to acknowledge the restrictions of Riparian Areas Regulation Assessment Report number 427 dated April 17, 2007;
3. Receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the landscaping plan; and
4. Written confirmation from a Qualified Environmental Professional (QEP) that the construction and riparian planting will be monitored by a QEP for compliance with the Riparian Areas Regulation Assessment Report number 427 dated April 17, 2007, and in accordance with the landscaping plan dated May 1, 2018 and attached in Appendix 6 of the staff report dated June 12, 2018.

The Planning and Development Officer explained the proposed Development Permit Application.

20. **HEARINGS - continued**

2. **Development Permit Application No. DP-419 [1112031 BC Ltd. / Exel Construction Ltd.; 481 Harbourfront Drive NE; 3 story - Mixed Use - Commercial / Residential] - continued**

M. Lamerton, architectural agent for the applicant, explained the application and was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing for DP-419 was declared closed at 7:17p.m. and the motion was:

CARRIED UNANIMOUSLY

21. **PUBLIC HEARING**

1. **Zoning Amendment Application No. ZON-1128 [Androlick, J. & Lowe, K.; 1081 - 1 Street SE; R-1 to R-4]**

The Planning and Development Officer explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

J. Androlick, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4274 was declared closed at 7:23 p.m.

22. **RECONSIDERATION OF BYLAWS**

1. **Zoning Amendment Bylaw No. 4274 [ZON-1128; Androlick, J. & Lowe, K.; 1081 - 1 Street SE; R-1 to R-4] - Third and Final Readings**

0307-2018

Moved: Councillor Lavery

Seconded: Councillor Jamieson

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4274 be read a third and final time.

CARRIED UNANIMOUSLY

23. **OTHER BUSINESS**

1. **Shuswap Watershed Council**

0308-2018

Moved: Councillor Harrison

Seconded: Councillor Flynn

THAT: Council appoint Councillor Jamieson to the Shuswap Watershed Council as an additional City of Salmon Arm Representative.

CARRIED UNANIMOUSLY

23. OTHER BUSINESS - continued

2. 2018 Shuswap Salmon Symposium

0309-2018

Moved: Councillor Wallace Richmond

Seconded: Councillor Jamieson

THAT: Council provide a \$1,000.00 grant to the Shuswap Salmon Symposium to be funded from 2018 Council Initiatives;

AND THAT: Council authorize Mayor Cooper to attend the Shuswap Salmon Symposium to be held September 30 - October 1, 2018 at Quaaout Lodge and Tsutswewc Provincial Park (Roderick Haig-Brown).

CARRIED UNANIMOUSLY

24. QUESTION AND ANSWER PERIOD

Question and Answer Period has been suspended to October 22, 2018.

25. ADJOURNMENT

0310-2018

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting of June 25, 2018, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:29 p.m.

CERTIFIED CORRECT:

"E. JACKSON"
CORPORATE OFFICER

Adopted by Council the 9th day of July, 2018.

"N. COOPER"
MAYOR