

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm commenced in Room 100 at 1:30 p.m. and reconvened in the Council Chamber at 2:30 p.m. of the City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia on **Monday, November 25, 2019.**

PRESENT:

Mayor A. Harrison
Councillor D. Cannon
Councillor C. Eliason
Councillor K. Flynn
Councillor T. Lavery
Councillor S. Lindgren
Councillor L. Wallace Richmond

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

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0608-2019

Moved: Councillor Flynn
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 1:44 p.m.
Council recessed until 2:30 p.m.

3. REVIEW OF AGENDA

4. DISCLOSURE OF INTEREST

Councillor Flynn declared a conflict of interest with item 8.7 as one of the bidders is a client of his firm and 8.11/8.11.a as the business is a client of his firm.

5. **CONFIRMATION OF MINUTES**

1. **Regular Council Meeting Minutes of November 12, 2019**

0609-2019

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting Minutes of November 12, 2019, be adopted as circulated.

CARRIED UNANIMOUSLY

6. **COMMITTEE REPORTS**

1. **Community Heritage Commission Meeting Minutes of October 18, 2019**

0610-2019

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: the Community Heritage Commission Meeting Minutes of October 18, 2019, be received as information.

CARRIED UNANIMOUSLY

2. **Community Heritage Commission Meeting Minutes of November 7, 2019**

0611-2019

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: the Community Heritage Commission Meeting Minutes of November 7, 2019, be received as information.

CARRIED UNANIMOUSLY

7. **COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**

0612-2019

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: Council allocate \$1,000.00 for the Columbia Shuswap Regional District's Application for the Interior Health Community Food Action Initiative funded as follows: \$513.00 from 2019 Council Initiatives and \$487.00 from the Food Agricultural Reserve; subject to a successful application.

CARRIED

Mayor Harrison Opposed

8. **STAFF REPORTS**

1. **Director of Development Services – Appointment of Deputy Approving Officer**

0613-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: Council appoint Scott Beeching, Senior Planner, to the Deputy Approving Officer position pursuant to Section 77 of the Land Title Act.

CARRIED UNANIMOUSLY

8. STAFF REPORTS – continued**2. Director of Development Services – GHG Reduction Funding Opportunities**

The Director of Development Services outlined the GHG Reduction Funding Opportunities, as detailed in the staff report.

3. Manager of Permits and Licencing – 2019 Enforcement Overview of Street Solicitation Bylaw No. 4273

The Director of Development Services provided an overview of the 2019 enforcement for Street Solicitation Bylaw No. 4273.

Staff Sargent West was available to answer questions from Council.

4. Director of Development Services – Design Review Panel Appointments

0614-2019

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: Council appoint the following persons to the Design Review Panel for a three (3) year term, expiring December 31, 2021:

- Bill Laird;
- Paul Burrows;
- Marc Lamerton;
- Dennis Lowe;
- Trent Sismey; and
- Sharon Bennett.

CARRIED UNANIMOUSLY

5. Director of Corporate Services – Lease Agreement for Inner Core Parking Lot – 327 Alexander Street NE

0615-2019

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: Council authorize the Mayor and Corporate Officer to execute a Lease Agreement with W.H. Laird Holdings Ltd. for the City to use Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP4908 (327 Alexander Street NE) for the term of January 1, 2020 to December 31, 2022 as a Downtown Parking Commission parking lot for an annual fee of 50% of the annual revenue.

CARRIED UNANIMOUSLY

6. Director of Corporate Services – Blackburn Park Concession Lease Agreement

0616-2019

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: the Mayor and Corporate Officer be authorized to execute a lease agreement with Rosa Guthrie dba Rosa's Taco Stand for a four (4) year term from January 1, 2020 to December 31, 2023, for the amount of \$450.00 per month (plus GST) from April to September and \$50.00 per month (plus GST) from October to March of each year, subject to Community Charter advertising requirements.

CARRIED UNANIMOUSLY

8. **STAFF REPORTS – continued**

Councillor Flynn declared a conflict of interest and left the meeting at 3:01 p.m.

7. **Director of Corporate Services – Janitorial Services Contract for Public Works Building and Fire Halls**

0617-2019

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: Council award the Public Works Building – Janitorial Contract to Indigo Cleaning Services at the tendered price of \$24,255.00 plus taxes as applicable, for the period of January 1, 2020 to December 31, 2022 and authorize the Mayor and Corporate Officer to execute the contract for same, with the option to extend the contract for a further two (2) year term;

AND THAT: Council award the City of Salmon Arm Fire Halls – Janitorial Contract to Salmon Arm Janitorial Ltd. at the tendered price of \$16,200.00 plus taxes as applicable, for the period of January 1, 2020 to December 31, 2022 and authorize the Mayor and Corporate Officer to execute the contract for same, with the option to extend the contract for a further two (2) year term.

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 3:04 p.m.

8. **Director of Corporate Services – Rental of Land and Building located at 541 – 3rd Street, S.W.**

0618-2019

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: Council authorize the Mayor and Corporate Officer to execute a Licence for Use and Occupation Agreement with the Salmon Arm Folk Music Society, for use of the land and building located at 541 – 3rd Street, S.W., for a five (5) year term from February 1, 2020 to January 31, 2025, for the annual fee of \$1.00, subject to Community Charter advertising requirements.

CARRIED UNANIMOUSLY

9. **Director of Corporate Services – 2020 Tactical Plan – Municipal Regional District Tax**

0619-2019

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: Council approve the City of Salmon Arm Municipal Regional District Tax 2020 Tactical Plan, attached as APPENDIX A to the staff report dated November 19, 2019 for submission to the Province.

Lana Fitt, Manager, Salmon Arm Economic Development Society, was available to answer questions from Council.

CARRIED UNANIMOUSLY

8. **STAFF REPORTS – continued**

10. **Acting Chief Financial Officer – 2019 Permissive Tax Exemption – Bylaw 4352**

0620-2019

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the property at 391 Hudson Avenue NE be provided a grant for the 2020 Property Tax Levy on Assessment Class 8. The Class 8 assessment is based on the portion of the building that contains Lakeside Community Church.

CARRIED UNANIMOUSLY

Councillor Flynn declared a conflict of interest and left the meeting at 3:14 p.m.

11. **Director of Engineering & Public Works – Askew’s Proposed Frontage Improvements Sidewalk Extension and Patio Area**

a. **D. Wallace, Operations Manager, Askew’s Foods – email dated November 13, 2019 – Lakeshore Drive Improvements**

0621-2019

Moved: Councillor Cannon

Seconded: Councillor Eliason

THAT: Council grant the property owner/applicant of 111 Lakeshore Drive NE permission to construct the requested frontage alterations, subject to:

- Approved Engineering Drawings and Opinion of Probable Cost;
- Issuance of a Highway Use Permit; and
- A signed Encroachment Agreement.

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 3:20 p.m.

12. **Director of Engineering & Public Works – Pedestrian Crosswalk Signals Prioritization Study Budget Amendment**

0622-2019

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: the 2019 Budget contained within the 2019 – 2023 Financial Plan Bylaw be amended to reflect additional funding for Pedestrian Crosswalk Signals – Priority Project Study in the amount of \$27,500.00, \$12,500.00 funded from Pedestrian Crosswalk Signals – 2 Locations and \$15,000.00 funded from other contributions.

CARRIED UNANIMOUSLY

9. **INTRODUCTION OF BYLAWS**

1. **City of Salmon Arm Business Improvement Area Bylaw No. 4357 – First, Second and Third Readings**

0623-2019

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the bylaw entitled City of Salmon Arm Business Improvement Area Bylaw No. 4357 be read a first, second and third time.

CARRIED

Councillor Cannon and Lavery Opposed

The Meeting recessed at 4:21 p.m.

The Meeting reconvened at 4:30 p.m.

15. **SALMON ARM SECONDARY YOUTH COUNCIL**

E. Brennan, advised that Lieutenant Governor Austin will be visiting Salmon Arm in the New Year and has requested to visit the local City Hall and Schools.

Councillor Eliason entered the meeting 4:32 p.m.

Council supported, in principle, the Lieutenant Governor visiting Council and City Hall.

10. **RECONSIDERATION OF BYLAWS**

1. **City of Salmon Arm Official Community Plan Amendment Bylaw No. 4348 [OCP4000-40; Cornerstone Christian Reformed Church/Roodzant, E.; 1161 22 Street NE; HC to INS] – Final Reading**

0624-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4348 be read a final time.

CARRIED UNANIMOUSLY

2. **City of Salmon Arm Zoning Amendment Bylaw No. 4349 [ZON-1154; Cornerstone Christian Reformed Church/Roodzant, E.; 1161 22 Street NE; R-1 to P-3] [See item 10.1 for Staff Report] – Final Reading**

0625-2019

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4349 be read a final time.

CARRIED UNANIMOUSLY

10. **RECONSIDERATION OF BYLAWS – continued**

3. **City of Salmon Arm Official Community Plan Amendment Bylaw No 4353 [OCP4000-41; Shuswap Christian Education Society/Horsting, T.; 480 30 Street SE; LDR to NC] – Second Reading**

0626-2019

Moved: Councillor Lindgren

Seconded: Councillor Lavery

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No 4353 be read a second time;

AND THAT: Pursuant to Section 475 of the Local Government Act, Council has considered this Official Community Plan amendment after appropriate consultation with affected organizations and authorities;

AND THAT: Pursuant to Section 476 of the Local Government Act, Council has considered this Official Community Plan amendment after required consultation with School District No. 83;

AND THAT: Pursuant to Section 477 (3) (a) of the Local Government Act, Final Reading of the Official Community Plan bylaw be withheld pending Council's consideration of the amendment in conjunction with:

- 1) The Financial Plans of the City of Salmon Arm; and
- 2) The Liquid Waste Management Plan of the City of Salmon Arm.

CARRIED UNANIMOUSLY

4. **City of Salmon Arm Zoning Amendment Bylaw No. 4354 [ZON-1157; Shuswap Christian Education Society/Horsting, T.; 480 30 Street SE; R-1 to C-1] [See item 10.3 for Staff Report] – Second Reading**

0627-2019

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4354 be read a second time.

CARRIED UNANIMOUSLY

5. **City of Salmon Arm 2019 to 2023 Financial Plan Amendment Bylaw No. 4363 – Final Reading**

0628-2019

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the bylaw entitled City of Salmon Arm 2019 to 2023 Financial Plan Amendment Bylaw No. 4363 be read a final time.

CARRIED UNANIMOUSLY

11. CORRESPONDENCE

1. Informational Correspondence

6. S. Smandych-Dack, Dragon Boat Director, Shuswap Rowing & Paddling Club - letter dated October 22, 2019 - Request for reservation of Marine Park and Wharf for the 2020 Shuswap Dragon Boat Festival June 20 - 21, 2020

0629-2019

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: Council authorize Shuswap Association for Rowing and Paddling to use Marine Park for the 2019 Dragon Boat Festival June 20 - 21, 2020 subject to booking through Shuswap Recreation Society and payment of any associated fees and the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

12. NEW BUSINESS

1. Acknowledgement of Territory

0630-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: staff be directed to prepare a report to amend Council Procedure Bylaw No. 4279 to add the following section to the order of business on the Regular Council Meeting Agendas:

- Acknowledgement of Traditional Territory

"We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together. "

CARRIED UNANIMOUSLY

2. Japanese Sister City Visit - March 22 - 30, 2020

0631-2019

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: Mayor Harrison be authorized to attend the Japanese Sister City Visit to Inashiki, Japan from March 22 - 30, 2020.

CARRIED UNANIMOUSLY

13. PRESENTATIONS

14. COUNCIL STATEMENTS

16. NOTICE OF MOTION

17. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

18. **OTHER BUSINESS**

19. **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 A. Harrison
Councillor D. Cannon
Councillor C. Eliason
Councillor K. Flynn
Councillor T. Lavery
Councillor S. Lindgren
Councillor L. Wallace Richmond

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

20. **DISCLOSURE OF INTEREST**

21. **SPECIAL PRESENTATIONS**

1. **Salmon Arm Sockeyes Swim Club**

Council presented Matthew Bushell of the Salmon Arm Sockeyes Swim Club with a certificate in recognition of his success at the BCSSA Swim Meet.

22. **HEARINGS**

23. **STATUTORY PUBLIC HEARINGS**

1. **Zoning Amendment Application No. ZON-1159 [Voyer, C.; 1540 15 Street SE; R-1 to R-8]**

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

Submissions were called for at this time.

C. Voyer, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:06 p.m.

23. STATUTORY PUBLIC HEARINGS – continued**2. Zoning Amendment Application No. ZON-1160 [Reid, D./Lawson Engineering & Development Services Ltd.; 3341 20 Street NE; R-1 to R-8]**

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

Submissions were called for at this time.

B. Lawson, Lawson Engineering & Development Services, Ltd., the agent, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:08 p.m.

24. RECONSIDERATION OF BYLAWS**1. City of Salmon Arm Zoning Amendment Bylaw No. 4356 [ZON-1159; Voyer, C.; 1540 15 Street SE; R-1 to R-8] – Third and Final Readings**

0632-2019

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4356 be read a third and final time.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Zoning Amendment Bylaw No. 4359 [ZON-1160; Reid, D./Lawson Engineering & Development Services Ltd.; 3341 20 Street NE; R-1 to R-8] – Third and Final Readings

0633-2019

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4359 be read a third and final time.

CARRIED UNANIMOUSLY

25. QUESTION AND ANSWER PERIOD

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

26. ADJOURNMENT

0634-2019

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the Regular Council Meeting of November 25, 2019, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:10 p.m.

CERTIFIED CORRECT:

"E. JACKSON"
CORPORATE OFFICER

"A. HARRISON"
MAYOR

Adopted by Council the 9th day of December, 2019.