

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, December 14, 2015.**

PRESENT:

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

Deputy Chief Administrative Officer M. Dalziel
Corporate Officer E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Director of Development Services K. Pearson
Recorder S. Wood

ABSENT:

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0413-2015 Moved: Councillor Wallace Richmond
 Seconded: Councillor Eliason
 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.

3. REVIEW OF AGENDA

Additions under item 11.11 Corporate Officer - Salmon Arm Economic Development Society
Amendment to the Fee for Service Agreement
Item 15.1 Dogs on Foreshore Trail be moved to follow item 11.4 Corporate Officer - Salmon Arm
Arts Centre Fee for Service Agreement

4. DISCLOSURE OF INTEREST

Councillor Lavery declared a conflict of interest regarding item 5.2 as the presenter is a family friend.

5. **PRESENTATIONS / DELEGATIONS**

1. **Scott West, Staff Sergeant, Salmon Arm RCMP Detachment - Update**

Scott West, Staff Sergeant provided a report to Council including number of offences, increases and decreases to certain areas of crimes, and answered questions from Council.

Councillor Lavery declared a conflict of interest and left the meeting at 2:45 p.m.

2. **Norma Jean Gomme, Salmon Arm Community Band - Request Support for Visiting Band from Nepi, Italy**

Norma Jean Gomme, representing the Salmon Arm Community Band, requested support for a visiting band and was available to answer questions from Council.

Councillor Lavery returned to the meeting at 3:07 p.m.

6. **CONFIRMATION OF MINUTES**

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

0414-2015 Moved: Councillor Harrison
 Seconded: Councillor Lavery
 THAT: the Regular Council Meeting Minutes of November 23, 2015, be adopted as circulated.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS**

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

0415-2015 Moved: Councillor Eliason
 Seconded: Councillor Flynn
 THAT: the Development and Planning Services Committee Meeting Minutes of December 7, 2015, be received as information.

CARRIED UNANIMOUSLY

2. **Community Heritage Commission Meeting Minutes of October 2, 2015**

0416-2015 Moved: Councillor Wallace Richmond
 Seconded: Councillor Lavery
 THAT: the Community Heritage Commission Meeting Minutes of October 2, 2015, be received as information.

CARRIED UNANIMOUSLY

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

0417-2015 Moved: Councillor Wallace Richmond
 Seconded: Councillor Eliason
 THAT: the Community Heritage Commission Meeting Minutes of October 23, 2015, be received as information.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS** – Continued

3. **Community Heritage Commission Meeting Minutes of October 23, 2015** - Continued

0418-2015 Moved: Councillor Wallace Richmond
 Seconded: Councillor Eliason
 THAT: the Commission requests that any application involving the demolition or removal of a building that is on the Community Heritage Register be referred to the Commission for review and comment prior to City Council making a decision on the application.

0419-2015 Moved: Councillor Eliason
 Seconded: Councillor Flynn
 THAT: motion 0418-2015 be deferred to the February 9, 2016 Regular Council Meeting.

CARRIED UNANIMOUSLY

0420-2015 Moved: Councillor Wallace Richmond
 Seconded: Councillor Harrison
 THAT: the motion 0418-2015 be deferred to staff for a staff report.

CARRIED UNANIMOUSLY

4. **Environmental Advisory Committee Meeting Minutes of November 5, 2015**

0421-2015 Moved: Councillor Lavery
 Seconded: Councillor Harrison
 THAT: the Environmental Advisory Committee Meeting Minutes of November 5, 2015, be received as information.

CARRIED UNANIMOUSLY

5. **Agricultural Advisory Committee Meeting Minutes of November 18, 2015**

0422-2015 Moved: Councillor Jamieson
 Seconded: Councillor Flynn
 THAT: the Agricultural Advisory Committee Meeting Minutes of November 18, 2015, be received as information.

CARRIED UNANIMOUSLY

6. **Greenways Liaison Committee Meeting Minutes of December 3, 2015**

0423-2015 Moved: Councillor Jamieson
 Seconded: Councillor Harrison
 THAT: the Greenways Liaison Committee Meeting Minutes of December 3, 2015, be received as information.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS - Continued**

6. **Greenways Liaison Committee Meeting Minutes of December 3, 2015 - Continued**

0424-2015 Moved: Councillor Jamieson
 Seconded: Councillor Harrison
 THAT: an advisory group be created to gather and weigh the information
 regarding Dogs on the Foreshore Trail to develop an action plan.

0425-2015 Moved: Councillor Eliason
 Seconded: Councillor Jamieson
 THAT: motion 0424-2015 be tabled for discussion during item 15.1 Dogs on the
 Foreshore Trail – Public Input.

CARRIED UNANIMOUSLY

8. **INTRODUCTION OF BYLAWS**

1. **Zoning Amendment Bylaw No. 4118 [ZON-1037, Ponich Properties Ltd.; 440 & 460 - 5 Street SE; R-1 to R-5] – First and Second Readings**

0426-2015 Moved: Councillor Harrison
 Seconded: Councillor Jamieson
 THAT: the bylaw entitled Zoning Amendment Bylaw No. 4118 be read a first
 and second time;

AND THAT: Final reading of the Bylaw be withheld subject to the following:

1. Consolidation of Lot 3, Section 14, Township 20, Range 10, W6M, KDYD, Plan 12592 (440 - 5 Street SE) and the adjoining parcel Lot A, Section 14, Township 20, Range 10, W6M, KDYD, Plan 10551 (460 - 5 Street SE);
2. Receipt of a Demolition Permit application to remove the existing single-family Lot A, Section 14, Township 20, Range 10, W6M, KDYD, Plan 10551 (460 - 5 Street SE); and
3. Approval of the Bylaw by the Ministry of Transportation and Infrastructure.

CARRIED UNANIMOUSLY

2. **Zoning Amendment Bylaw No. 4122 [ZON-1038, Grigorjew, Sergei; 2240 - 26 Avenue NE; R-1 to R-8] – First and Second Readings**

0427-2015 Moved: Councillor Jamieson
 Seconded: Councillor Wallace Richmond

 THAT: the bylaw entitled Zoning Amendment Bylaw No. 4122 be read a first
 and second time.

CARRIED UNANIMOUSLY

8. **INTRODUCTION OF BYLAWS** - Continued

3. **Special Needs Housing Agreement Application No. CU-52/Bylaw 4116 [Rhodes, Joe & McDonald, Kelly - 4081 - 42 Street NW] - First and Second Readings**

0428-2015

Moved: Councillor Eliason
Seconded: Councillor Lavery

THAT: the bylaw entitled Special Needs Housing Agreement Bylaw No. 4116 be read a first and second time;

AND THAT: final reading be withheld subject to the following:

- 1) Confirmation that a Building Permit can be issued; and
- 2) Execution of the Special Needs Housing Agreement.

Councillor Wallace Richmond left the meeting at 3:40 p.m.

CARRIED UNANIMOUSLY

4. **Parkland Disposal and Exchange Bylaw No. 4120**

Councillor Wallace Richmond returned to the meeting at 3:42 p.m.

0429-2015

Moved: Councillor Jamieson
Seconded: Councillor Harrison

THAT: Council agree to proceed with an exchange of Part of Park, Plan KAP84599 for Part of the Remainder of the SE ¼ of Sec. 6, Tp. 21, R. 9, W6M, KDYD, as shown on the attached Appendix 5 of the Staff report dated December 7, 2015, subject to the following:

- i. Compliance with Section 27 of the Community Charter; and
- ii. The applicant being responsible for all associated costs.

AND THAT: Parkland Disposal and Exchange Bylaw No. 4120 receive three readings;

AND THAT: Final reading of Bylaw No. 4120 be withheld pending approval of the electors being obtained through the Alternative Approval Process in accordance with Section 86 of the Community Charter;

AND THAT: The fair determination of the total number of elector responses required is 1,336 (10% of electors);

AND THAT: The deadline for elector responses to be received on the Elector Response Form as show on the attached Appendix 8 is February 5, 2016.

CARRIED UNANIMOUSLY

8. **INTRODUCTION OF BYLAWS** - Continued

5. **2016 Revenue Anticipation Bylaw No. 4121**

0430-2015

Moved: Councillor Eliason
Seconded: Councillor Lavery

THAT: Bylaw No. 4121 cited as "The City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4121" be read a first, second and third time;

AND THAT: the Mayor and Corporate Officer be authorized to execute any applicable agreements to facilitate same.

CARRIED UNANIMOUSLY

9. **RECONSIDERATION OF BYLAWS**

1. **Council Members Remuneration and Expense Amendment Bylaw No. 4119 - Final Reading**

0431-2015

Moved: Councillor Flynn
Seconded: Councillor Harrison

THAT: the bylaw entitled Council Members Remuneration and Expense Amendment Bylaw No. 4119 be read a final time.

CARRIED

Councillor Harrison Opposed

10. **CORRESPONDENCE**

1. **Informational Correspondence**

For Information

12. **J. Van Laerhoven, Mayor, District of Kent - letter dated December 2, 2015 Downloading of DNA Analysis Costs**

0432-2015

Moved: Councillor Flynn
Seconded: Councillor Wallace Richmond

THAT: Council send a letter to SILGA, copying the local Member of the Legislative Assembly, Member of Parliament and RCMP "E" Division, expressing concern with the downloading of DNA lab costs from the Province to local governments.

CARRIED UNANIMOUSLY

2. **Canoe Forest Products – letter dated December 3, 2015 – Water Line**

0433-2015

Moved: Councillor Flynn
Seconded: Councillor Eliason

THAT: Council approve additional funding in the amount of \$15,000.00 to upgrade the Watermain along Canoe Beach Drive between 53 Street East 100 meters from a 6" to 8" water line in the 2016 Budget from the Water Fund Reserves for a total budgeted amount of \$45,000.00.

CARRIED

Councillor Lavery Opposed

10. **CORRESPONDENCE** - Continued

3. **Shuswap Recreation Society – User Group Rate Change for 2016 – For Information**

Dale Berger, General Manager and Darby Boyd, Business and Operations Manager of the Shuswap Recreation Society, presented their report on user group rate changes for 2016 and were available to answer questions from Council. This item was received for information.

Councillor Eliason left the meeting at 4:25 p.m. and returned to the meeting at 4:27 p.m.

11. **STAFF REPORTS**

1. **Corporate Officer – Shuswap Trail Alliance Fee for Service Agreement**

0434-2015

Moved: Councillor Flynn
Seconded: Councillor Eliason

THAT: the Mayor and Corporate Officer be authorized to execute a Fee for Service Agreement with the Shuswap Trail Alliance for a four (4) year term from January 1, 2016 to December 31, 2019.

CARRIED UNANIMOUSLY

2. **Corporate Officer – Blackburn Park Concession Lease and Operation**

0435-2015

Moved: Councillor Wallace Richmond
Seconded: Councillor Harrison

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, 2016 to December 31, 2019, subject to Community Charter advertising requirements.

CARRIED UNANIMOUSLY

3. **Corporate Officer – Visitor Information Centre Fee For Service Agreement**

0436-2015

Moved: Councillor Lavery
Seconded: Councillor Jamieson

THAT: the Mayor and Corporate Officer be authorized to execute a Fee for Service Agreement with the Chamber of Commerce for the operation of the Visitor Information Centre for a three (3) year term from January 1, 2016 to December 31, 2018.

CARRIED UNANIMOUSLY

4. **Corporate Officer – Salmon Arm Arts Centre Fee for Service Agreement**

0437-2015

Moved: Councillor Harrison
Seconded: Councillor Eliason

THAT: the Mayor and Corporate Officer be authorized to execute a Fee for Service Agreement with the Salmon Arm Arts Centre for a three (3) year term from January 1, 2016 to December 31, 2018.

11. **STAFF REPORTS** - Continued

4. **Corporate Officer – Salmon Arm Arts Centre Fee for Service Agreement** - Continued

Councillor Jamieson left the meeting at 4:45 p.m.

Amendment:

Moved: Councillor Eliason

Seconded: Councillor Harrison

THAT: that the Fee for Service Agreement with the Salmon Arm Arts Centre include a 1.5% increase in 2017 and 2018.

Councillor Jamieson returned to the meeting at 4:49 p.m.

CARRIED UNANIMOUSLY

Motion as Amended:

CARRIED UNANIMOUSLY

The Meeting recessed at 4:52 p.m.

The Meeting reconvened at 5:01 p.m.

15. **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**

1. **Dogs on Foreshore Trail – Public Input**

0438-2015

Moved: Councillor Harrison

Seconded: Councillor Eliason

WHEREAS: the Foreshore Trail forms an integral part of the City's active transportation network, is a unique community amenity and provides not only spectacular scenery but viewing of a multitude of wildlife species which take sanctuary in the surrounding area;

AND WHEREAS: a balanced approach needs to be taken to manage access and activity on this trail;

THEREFORE BE IT RESOLVED THAT: staff be directed to prepare an amendment to Parks Regulation Bylaw No. 2119 to stipulate a maximum leash length of 2.0 metres on the Foreshore Trail;

AND THAT: plastic dog waste bag dispenser units be installed at the western and northern entrances to the Foreshore Trail, the cost (maximum \$5,000.00) to be funded from 2015 Council Initiatives;

AND THAT: present signage on City property indicating dogs are prohibited on the Foreshore Trail be replaced with clear City signage indicating that dogs are permitted on leashes be installed at the entrances to and along the Foreshore Trail, the cost (maximum \$2,000.00) to be funded from 2015 Council Initiatives;

AND THAT: staff work with SABNES to design and install signage which indicates that dogs are not permitted on the two boardwalks leading onto the Nature Reserve, nor on "Christmas Island";

15. **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS** - Continued

1. **Dogs on Foreshore Trail – Public Input** - Continued

AND FURTHER THAT: this item be placed on the second Regular Council Agenda in January 2017 for review.

Amendment:

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: dogs be prohibited on the Foreshore Trail during the period of April 15 to June 15, each year.

CARRIED UNANIMOUSLY

Motion as Amended:

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS** - Continued

6. **Greenways Liaison Committee Meeting Minutes of December 3, 2015** - Continued

0424-2015

Moved: Councillor Jamieson

Seconded: Councillor Harrison

THAT: an advisory group be created to plan gather and weigh the information regarding Dogs on the Foreshore Trail to develop an action plan.

DEFEATED

Councillors Eliason, Flynn, Wallace Richmond, Lavery and Mayor Cooper Opposed

0439-2015

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: the Shuswap Trail Alliance be invited to:

- facilitate a short and longer term consensus between stakeholders on Dogs on the Foreshore Trail and Nature's Trust lands in 2016;
- report back to Council, as soon as practicable, an appropriate data monitoring plan for a one year trial including best practice for the timing of that trial; and
- at the end of the trial, summarize the data monitoring and provide longer term management proposals.

AND THAT: Council authorize up to \$7,000.00 out of Council Initiatives (2015) to support this initiative.

Councillor Eliason left the meeting at 6:05 p.m. and returned to the meeting at 6:06 p.m.

CARRIED UNANIMOUSLY

The Meeting recessed at 6:18 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

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

Deputy Chief Administrative Officer M. Dalziel
Corporate Officer E. Jackson
Director of Development Services K. Pearson
Director of Engineering & Public Works R. Niewenhuizen
Recorder S. Wood

ABSENT:

18. DISCLOSURE OF INTEREST

No interest was declared.

19. OTHER BUSINESS

1. Salmon Arm Sockeyes Swim Club

Mayor and Council presented the 2015 Certificates of Achievement to the Salmon Arm Sockeyes.

21. STATUTORY PUBLIC HEARINGS

1. Zoning Amendment Bylaw No. 4117 [ZON-1036; P. Renkema; 1341 - 30 Street NE; R-5 to R-4]

The Director of Development Services explained the proposed Zoning Amendment.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4117 was declared closed at 7:14 p.m.

22. RECONSIDERATION OF BYLAWS

1. Zoning Amendment Bylaw No. 4117 [ZON-1036; P. Renkema; 1341 - 30 Street NE; R-5 to R-4] - Third Reading

0440-2015

Moved: Councillor Harrison

Seconded: Councillor Eliason

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4117 be read a third time.

CARRIED UNANIMOUSLY

11. **STAFF REPORTS** - Continued

5. **Corporate Officer - Randy K. Gerow Right of Access Agreement**

0441-2015

Moved: Councillor Jamieson
Seconded: Councillor Wallace Richmond

THAT: the Mayor and Corporate Officer be authorized to execute the Right of Access Agreement with Randy Gerow for the term August 1, 2015 to July 31, 2020, subject to Community Charter advertising requirements.

CARRIED UNANIMOUSLY

6. **Corporate Officer - Environmental Advisory Committee Citizen at Large Appointments**

0442-2015

Moved: Councillor Eliason
Seconded: Councillor Jamieson

THAT: Council appoint Barry Wilson, Sherry Bowlby and Jodi McDermott to the Environmental Advisory Committee as Citizens at Large for a two (2) year term.

CARRIED UNANIMOUSLY

7. **Corporate Officer - Animal Control Contract**

0443-2015

Moved: Councillor Flynn
Seconded: Councillor Eliason

THAT: Council award the Animal Control Services Contract to K-9 Control for a three (3) year term at the specified unit prices;

AND THAT: the Mayor and Corporate Officer be authorized to execute the Animal Control Services Contract for the period of January 1, 2016 to December 31, 2018.

CARRIED UNANIMOUSLY

8. **Corporate Officer - Mt. Ida & Shuswap Memorial Cemetery Operations and Maintenance Contract**

0444-2015

Moved: Councillor Flynn
Seconded: Councillor Lavery

THAT: Council designate MADA Contracting as the preferred proponent to allow for negotiation of the 2016-2020 Cemetery Operation and Maintenance Contract between Administration and MADA Contracting in accordance with the RFP and in respect of the unit prices specified in Option B of the proposal received November 27, 2015, plus GST;

AND THAT: the Mayor and Corporate Officer be authorized to execute the Cemetery Operation and Maintenance Contract with MADA Contracting for the period of January 1, 2016 to December 31, 2020 once it has been negotiated and prepared, provided that the negotiated unit prices in the completed Contract do not exceed those in MADA Contracting's proposal and otherwise provided that

11. **STAFF REPORTS** - Continued

8. **Corporate Officer - Mt. Ida & Shuswap Memorial Cemetery Operations and Maintenance Contract** - Continued

the terms and conditions of the Contract are in compliance with and consistent with the requirements set out in the RFP.

CARRIED UNANIMOUSLY

9. **Corporate Officer - Montebello Project Funding Agreement**

0445-2015

Moved: Councillor Jamieson
Seconded: Councillor Wallace Richmond

THAT: the Mayor and Corporate Officer be authorized to execute the Funding Agreement with Salmon Arm Museum and Heritage Association for the Montebello Block project in the amount of \$25,000.00 per year for two (2) years, to be included in the 2016 and 2017 Budgets;

AND THAT: the funds payable to the Salmon Arm Museum and Heritage Association under the 2016-2017 Funding Agreement be issued upon receipt by the City of proof of Montebello Block related expenses.

CARRIED UNANIMOUSLY

10. **Director of Engineering and Public Works - Award of the Foreshore Sanitary Force Main Rehabilitation (Canoe)**

0446-2015

Moved: Councillor Wallace Richmond
Seconded: Councillor Jamieson

THAT: Council award Contract No. 2015-54 to Timbro Contracting (a partnership), in accordance with the tendered unit prices for a total estimated cost of \$202,097.23 plus applicable taxes.

CARRIED UNANIMOUSLY

11. **Corporate Officer - Salmon Arm Economic Development Society Amendment to the Fee for Service Agreement**

0447-2015

Moved: Councillor Harrison
Seconded: Councillor Eliason

THAT: the Mayor and Corporate Officer be authorized to execute an amendment to the Fee for Service Agreement with the Salmon Arm Economic Development Society to increase the 2016 funding by \$15,000.00 and the rate for 2017 to \$234,500.00 plus an increase equivalent to the BC CPI.

CARRIED UNANIMOUSLY

11. STAFF REPORTS - Continued

9. Corporate Officer - Montebello Project Funding Agreement - Continued

0448-2015

Moved: Councillor Eliason
Seconded: Councillor Flynn

THAT: the Director of Development Services be authorized to sign Building Permit No. 14707B for the Montebello Project on behalf of the City.

CARRIED UNANIMOUSLY

12. NEW BUSINESS

13. COUNCIL STATEMENTS

14. NOTICE OF MOTION

Moved: Councillor Lavery
Seconded:

WHEREAS: Arts and Culture play a vital role in the health and wellbeing of the City of Salmon Arm,

AND WHEREAS: cultural planning will inform future decision making in the areas of Economic Development, Health/Social Programming, Tourism and Community Planning and is a necessary precursor to investment in cultural infrastructure and programs;

AND WHEREAS: the City has established a \$5,000.00 reserve to commission a Cultural Master Plan and it is incumbent upon the City to take the lead role in this process and facilitate cooperation amongst the interested parties;

THEREFORE BE IT RESOLVED THAT: Council establish a Task Force comprised of key community stakeholders with the purpose of investigating the potential preparation of a Cultural Master Plan and preparing a report, by consensus, identifying the following, by September 30, 2016:

- Scope;
- Phases;
- Consultation/Cooperation;
- Best Practices (successful approaches from other communities);
- Probable Cost/ Budget; and
- External funding opportunities;

AND BE IT FURTHER RESOLVED THAT: the composition of the Cultural Master Plan Task Force shall be:

- One (1) City of Salmon Arm elected official;
- One (1) representative from the Shuswap Society for Arts and Culture;
- One (1) representative from the Shuswap District Arts Council;
- One (1) Citizens at Large;
- One (1) City of Salmon Arm staff member; and
- One (1) representative from the Economic Development Society

16. OTHER BUSINESS

17. QUESTION AND ANSWER PERIOD

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

20. HEARINGS

23. QUESTION AND ANSWER PERIOD

0449-2015

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: Pursuant to Section 90 (1) of the Community Charter, Council move In-Camera.

CARRIED UNANIMOUSLY

24. ADJOURNMENT

0450-2015

Moved: Councillor Harrison

Seconded: Councillor Jamieson


THAT: the Regular Council Meeting of December 14, 2015, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:02 p.m.

CERTIFIED CORRECT:


CORPORATE OFFICER


MAYOR

Adopted by Council the 11th day of January, 2016.