

## REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm commenced by electronic means as authorized by Ministerial Order M139, at 1:00 p.m. on **Monday, May 25, 2020.**

### 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 1:00 p.m.

### 2. IN-CAMERA SESSION

0195-2020

Moved: Councillor Cannon  
Seconded: Councillor Lavery  
THAT: pursuant to Section 90(1) of the Community Charter, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:02 p.m.  
Council returned to Regular Session at 2:07 p.m.  
Council recessed until 2:34 p.m.

### 3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

Mayor Harrison read the following statement: "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."

**4. REVIEW OF AGENDA**

Addition under item 22.1 M. Lamerton, Agent – email dated May 22, 2020 – Development Permit Application No. DP-424

Addition under item 22.1 T. Horsting, Applicant – letter dated May 24, 2020 – Variance to waive the requirement to upgrade the frontage and variance to waive to the requirement to provide had surfacing for parking

Addition under item 22.2 C. Hofferd – letter dated May 22, 2020 – Development Permit #425 – 241 Beatty Avenue

Addition under item 22.2 C. Close – letter dated May 23, 2020 – Development Permit No. DP-425

Addition under item 22.2 A. Butler – email dated May 23, 2020 – Development Permit No 425

Addition under item 22.3 D. Barnard and R. Roberts – letter received May 24, 2020 – DP-425 response from Caroline Grover

Addition under item 22.3 B. Ravignat – letter dated May 22, 2020 – DP-243, Motion for Consideration

Addition under item 23.1/24.1 G. and J. Armstrong – letter dated May 21, 2020 – ZON-1174 Proposed Rezoning of 1141 18 Street NE Proposed Trail

Addition under item 23.1/24.1 G. and J. Armstrong – letter dated May 24, 2020 – ZON-1174 Proposed Rezoning of 1141 18 Street NE Proposed Trail

Addition under item 23.1/24.1 D. Wood – email dated May 24, 2020 – Notice of hearing ZON-1174 Bylaw 4390

Addition under item 23.1/24.1 J. Ragsdale – letter dated May 25, 2020 – 1141 18St NE Rezoning Application

Addition under item 23.1/24.1 A. and C. Smith – email dated May 25, 2020 – Proposed Zoning Amendment Bylaw No. 4390 [ZON-1174]

**5. DISCLOSURE OF INTEREST**

Councillor Wallace Richmond declared a conflict of interest with item 14.1 as the Salmon Arm Economic Development Society is a client of her firm.

**6. CONFIRMATION OF MINUTES**

**1. Regular Council Meeting Minutes of May 11, 2020**

0196-2020

Moved: Councillor Lindgren

Seconded: Councillor Flynn

THAT: the Regular Council Meeting Minutes of May 11, 2020, be adopted as circulated.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS**

1. **Development and Planning Services Committee Meeting Minutes of May 19, 2020**

0197-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee Meeting Minutes of May 19, 2020, be received as information.

CARRIED UNANIMOUSLY

8. **COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**

9. **STAFF REPORTS**

1. **Director of Corporate Services - Active Transportation Task Force Terms of Reference**

0198-2020

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the Active Transportation Task Force Terms of Reference, attached as Appendix A, to the staff report dated May 20, 2020, be adopted;

AND THAT: Council authorize staff to advertise for four (4) Citizens-at-Large positions, which will be selected by Council at the July 13, 2020 Regular Council Meeting;

AND FURTHER THAT: Mayor Harrison and Councillor Lavery be appointed as the City of Salmon Arm Council representatives.

CARRIED UNANIMOUSLY

2. **Director of Corporate Services - Tourism Services Review - For Discussion**

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: Council close the Visitor Information Centre effective August 31, 2020 and provide 90 days notice to the Chamber of Commerce of the contract termination.

CARRIED UNANIMOUSLY

3. **Director of Engineering and Public Works - Project Award - 23 Street NE Sidewalk Replacement**

0199-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: Council approve the award of the 23 Street NE Sidewalk Replacement Project to Mounce Construction Ltd., in accordance with their quote, in the amount of \$49,250.58 plus taxes as applicable;

AND THAT: Council approve scope of work increase to include Sidewalk Replacement on 5 Avenue NE (approximately 100m from 23 Street to 24 Street) at the unit prices quoted for the 23 Street NE quote, estimated to be \$35,000.00 plus taxes as applicable.

CARRIED UNANIMOUSLY

9. **STAFF REPORTS - continued**

4. **Director of Engineering and Public Works - Lawn Bowling Green Maintenance - Contract Award**

0200-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the 2020 Budget contained in the 2020 - 2024 Financial Plan Bylaw be amended to reflect additional funding for the remainder of the 2020 season for Lawn Bowling Green Maintenance in the amount of \$2,900.00 reallocated from:

- |  |                 |
|--|-----------------|
| 1. Grounds, Parking Lot Maintenance (Arena/CC) | \$1,000.00;     |
| 2. TCH West Maintenance                        | \$1,000.00; and |
| 3. Special Events Maintenance                  | \$900.00;       |

AND THAT: Council accept the proposal received from Turfcats Enterprises Ltd., to undertake the Lawn Bowling Greens Maintenance for the three (3) year term commencing June 1, 2020 thru to May 31, 2023 in accordance with the unit prices quoted as follows:

- 2020/21 - \$2,000.00 per month plus taxes;
- 2021/22 - \$2,100.00 per month plus taxes; and
- 2022/23 - \$2,200.00 per month plus taxes.

CARRIED UNANIMOUSLY

10. **INTRODUCTION OF BYLAWS**

1. **City of Salmon Arm Zoning Amendment Bylaw No. 4395 [ZON-1176; Micku, B. & V.; 3410 Lakeshore Road NE; R1 to R-8] - First and Second Readings**

0201-2020

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4395 be read a first and second time.

CARRIED UNANIMOUSLY

11. **RECONSIDERATION OF BYLAWS**

12. **CORRESPONDENCE**

1. **Informational Correspondence**

5. **D. Mills, Shuswap Cycling Society - letter dated April 30, 2020 - 7<sup>th</sup> Annual Shuswap Cross, Cyclocross Race**

0202-2020

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: Council authorize the Shuswap Cycling Society to use Klahani Park to host the 7<sup>th</sup> Annual Shuswap Cross, Cyclocross Race on October 4, 2020, subject to the provision of adequate liability insurance;

12. **CORRESPONDENCE – continued**

1. **Informational Correspondence – continued**

5. **D. Mills, Shuswap Cycling Society – letter dated April 30, 2020 – 7<sup>th</sup> Annual Shuswap Cross, Cyclocross Race – continued**

AND THAT: the race must be held in accordance with the Public Health Officer's guidelines in effect at the time of the event.

CARRIED UNANIMOUSLY

2. **H. Brown – letter dated May 8, 2020 – Mt. Ida Cemetery – Bylaw 4280**

0203-2020

Moved: Councillor Lindgren

Seconded: Councillor Cannon

THAT: Council authorize cement bases to be installed for grave markers in the Mt. Ida Cemetery.

CARRIED UNANIMOUSLY

13. **NEW BUSINESS**

The Meeting recessed at 3:56 p.m.

The Meeting reconvened at 4:00 p.m.

Councillor Wallace Richmond declared a conflict of interest and left the meeting at 4:00 p.m.

14. **PRESENTATIONS**

1. **L. Fitt, Manager, Salmon Arm Economic Development Society - Shuswap Economic Recovery Plan**

L. Fitt, Salmon Arm Economic Development Society provided an overview of the Shuswap Economic Recovery Plan. She was available to answer questions from Council.

Councillor Wallace Richmond returned to the meeting at 4:28 p.m.

15. **COUNCIL STATEMENTS**

Councillor Wallace Richmond left the meeting at 4:34 p.m.

16. **SALMON ARM SECONDARY YOUTH COUNCIL**

17. **NOTICE OF MOTION**

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

19. **OTHER BUSINESS**

20. **QUESTION AND ANSWER PERIOD**

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

The Meeting recessed at 4:40 p.m.

The Meeting reconvened at 7:02 p.m.

**PRESENT:**

Mayor A. Harrison  
Councillor D. Cannon  
Councillor C. Eliason  
Councillor K. Flynn  
Councillor T. Lavery  
Councillor 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

4. **REVIEW OF AGENDA - continued**

Addition under item 23.1/24.1 R. Keetch – email dated May 25, 2020 – Rezoning 1141 18<sup>th</sup> Street

21. **DISCLOSURE OF INTEREST**

22. **HEARINGS**

1. **Development Permit Application No. DP-424 [Horsting, T./Lamerton, M.; 480 30 Street SE]**

0204-2020

Moved: Councillor Eliason  
Seconded: Councillor Cannon  
THAT: Development Permit No. DP-424 be authorized for issuance for Lot 24, Section 18, Township 20, Range 9, W6M, KDYD, Plan 22473 (480 30 Street SE) in accordance with the Development Permit drawings attached in Appendix 4 of the Staff Report dated May 7, 2020;

AND THAT: Development Permit No. DP-424 include the following variances to Zoning Bylaw No. 2303:

- 1) Appendix A, Section 1 – Required Offstreet Parking Requirement – reduce the number of required parking spaces from 11 to 9; and
- 2) Appendix A, Section 7 – waive the requirement to provide hard surfacing (i.e. asphalt, concrete or brick) for off-street parking areas;

22. HEARINGS – continued

1. Development Permit Application No. DP-424 [Horsting, T./Lamerton, M.; 480 30 Street SE] – continued

AND THAT: Development Permit No. DP-424 include the following variances to Subdivision & Development Servicing Bylaw No. 4163:

- 1) Waive the requirement to upgrade the 30 Street SE frontage to the full Urban Arterial Standard (RD-4);

AND FURTHER THAT: issuance of Development Permit No. DP-424 be 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 landscaping; and
- 2) Registration of an Easement in favour of Back to Nature Daycare (480 30 Street SE) to allow access over the city owned property (420 30 Street SE) to facilitate one-way entrance and exit on and off the subject property; with the owner responsible for all associated easement costs and providing compensation to the City of Salmon Arm in the amount of \$3,200.00, along with the costs to widen the existing access/egress to 8m.

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

Submissions were called for at this time.

M. Lamerton, the agent – email dated May 22, 2020 – Development Permit Application No. DP-424

T. Horsting, the applicant – letter dated May 24, 2020 – Variance to waive the requirement to upgrade the frontage and variance to waive to the requirement to provide had surfacing for parking

M. Lamerton, the agent, outlined the application and was available to answer questions from Council.

T. Horsting, the applicant, outlined her letter dated May 24, 2020 and was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:39 p.m.

The motion was split:

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: Development Permit No. DP-424 include the following variances to Zoning Bylaw No. 2303:

- 1) Appendix A, Section 1 – Required Offstreet Parking Requirement – reduce the number of required parking spaces from 11 to 9.

CARRIED UNANIMOUSLY

22. HEARINGS – continued

1. Development Permit Application No. DP-424 [Horsting, T./Lamerton, M.; 480 30 Street SE] – continued

Moved: Councillor Eliason  
Seconded: Councillor Cannon  
THAT: Development Permit No. DP-424 include the following variances to Zoning Bylaw No. 2303:

- 2) Appendix A, Section 7 – waive the requirement to provide hard surfacing (i.e. asphalt, concrete or brick) for off-street parking areas.

CARRIED  
Councillors Cannon, Eliason and Lavery Opposed

Moved: Councillor Eliason  
Seconded: Councillor Cannon  
THAT: Development Permit No. DP-424 include the following variances to Subdivision & Development Servicing Bylaw No. 4163:

- 1) Waive the requirement to upgrade the 30 Street SE frontage to the full Urban Arterial Standard (RD-4).

Amendment:

Moved: Councillor Lindgren  
Seconded: Councillor Flynn  
THAT: the variance request to waive street lighting along 30 Street SE frontage to meet the Urban Arterial Standard (RD-4) be removed.

CARRIED UNANIMOUSLY

Amendment:

Moved: Councillor Flynn  
Seconded: Councillor Lindgren  
THAT: the variance request to waive storm sewer along 30 Street SE frontage to meet the Urban Arterial Standard (RD-4) be removed.

CARRIED UNANIMOUSLY

Amendment:

Moved: Councillor Eliason  
Seconded: Councillor Lavery  
THAT: the applicant provide a 50% cash contribution for the remaining services to upgrade 30 Street SE frontage to meet the Urban Arterial Standard (RD-4).

DEFEATED

Mayor Harrison, Councillors Flynn, Lindgren and Wallace Richmond Opposed

Motion as Amended:

CARRIED  
Councillors Cannon, Eliason and Lavery Opposed



22. **HEARINGS – continued**

1. **Development Permit Application No. DP-424 [Horsting, T./Lamerton, M.; 480 30 Street SE] – continued**

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: issuance of Development Permit No. DP-424 be 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 landscaping; and
- 2) Registration of an Easement in favour of Back to Nature Daycare (480 30 Street SE) to allow access over the city owned property (420 30 Street SE) to facilitate one-way entrance and exit on and off the subject property; with the owner responsible for all associated easement costs and providing compensation to the City of Salmon Arm in the amount of \$3,200.00, along with the costs to widen the existing access/egress to 8m.

CARRIED UNANIMOUSLY

2. **Development Permit Application No. DP-425 [Goldwyn Construction Ltd./566562 BC Ltd./ Skjerpen, M.; 241 Beatty Avenue NW]**

0205-2020

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: Development Permit No. DP-425 be authorized for issuance for Parcel A (Plan B5859) of Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 3842 (241 Beatty Avenue NW) in accordance with the elevations and site plan attached in Appendix 5 of the Staff Report dated May 11, 2020;

AND THAT: Development Permit No. DP-425 include the following variances to Zoning Bylaw No. 2303:

- 1) Section 10.4 - increase the maximum height of a principal building from 15 metres to 16.9 metres; and
- 2) Section 10.9.3 - reduce the east interior side parcel line setback from 2.4 metres to 2.0 metres;

AND THAT: Development Permit No. DP-425 include the following variance to Subdivision and Development Services Bylaw No. 4163:

- 1) Reduce the requirement to fully upgrade the Beatty Avenue NW frontage to a 50% cash contribution in lieu of works and services;

AND FURTHER THAT: issuance of Development Permit No. DP-425 be withheld subject to the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of landscaping.

22. **HEARINGS – continued**

2. **Development Permit Application No. DP-425 [Goldwyn Construction Ltd./566562 BC Ltd./ Skjerpen, M.; 241 Beatty Avenue NW] – continued**

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

Submissions were called for at this time.

C. Hofferd – letter dated May 22, 2020 – Development Permit #425 – 241 Beatty Avenue

C. Close – letter dated May 23, 2020 – Development Permit No. DP-425

A. Butler – email dated May 23, 2020 – Development Permit No 425

J. Gillman, the agent, outlined the application and was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 8:28 p.m.

Amendment:

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: Section 1) Reduce the requirement to fully upgrade the Beatty Avenue NW frontage to a 50% cash contribution in lieu of works and services be deleted.

CARRIED UNANIMOUSLY

Motion as amended:

CARRIED UNANIMOUSLY

3. **Development Permit Application No. DP-426 [Roberts, R. and Barnard, D.; 1120 Tenth Holdings Ltd.; 1120 10 Avenue SW]**

0206-2020

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: Development Permit No. DP-426 be authorized for issuance for Lot 8, Section 10, Township 20, Range 10, W6M, KDYD, Plan 3991 Except Plan KAP76862 (1120 10 Avenue SW) in accordance with the Development Permit drawings attached as Appendix 1 to the Staff Report dated May 12, 2020;

AND THAT: Development Permit No. DP-426 include the following variance to Zoning Bylaw No. 2303:

- 1) Section 49.7.3 – reduce the minimum building setback adjacent to a residential zone from 3.0 metres to 1.7 metres as shown on Drawing A0-1 of the Staff Report dated May 12, 2020;

22. HEARINGS – continued

3. Development Permit Application No. DP-426 [Roberts, R. and Barnard, D.; 1120 Tenth Holdings Ltd.; 1120 10 Avenue SW] – continued

AND FURTHER THAT: issuance of Development Permit No. DP-426 be withheld subject to:

- 1) Receipt of an Irrevocable Letter of Credit in the amount of \$22,300.00 (125% of the landscaper architect’s estimate) for landscaping; and
- 2) Registration of a Section 219 Land Title Act Floodplain / Save Harmless Covenant with reference to the Geotechnical Report prepared by Interior Testing Services Ltd. dated April 29, 2020.

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

Submissions were called for at this time.

D. Barnard and R. Roberts – letter received May 24, 2020 – DP-425 response from Caroline Grover

B. Ravignat – letter dated May 22, 2020 – DP-243, Motion for Consideration

M. Lamerton, the agent, outlined the application and was available to answer questions from Council.

D. Barnard and R. Roberts, the applicants outlined the application and the letter dated May 24, 2020. They were available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 8:57 p.m. and the motion was:

CARRIED UNANIMOUSLY

23. STATUTORY PUBLIC HEARINGS

1. Zoning Amendment Application No. ZON-1174 [508316 BC Ltd./Guenther, K.; 1141 18 Street NE; R-1 to R-4]

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

Submissions were called for at this time.

G. and J. Armstrong – letter dated May 21, 2020 – ZON-1174 Proposed Rezoning of 1141 18 Street NE Proposed Trail

G. and J. Armstrong – letter dated May 24, 2020 – ZON-1174 Proposed Rezoning of 1141 18 Street NE Proposed Trail

**23. STATUTORY PUBLIC HEARINGS - continued**

**1. Zoning Amendment Application No. ZON-1174 [508316 BC Ltd./Guenther, K.; 1141 18 Street NE; R-1 to R-4] - continued**

D. Wood - email dated May 24, 2020 - Notice of hearing ZON-1174 Bylaw 4390

J. Ragsdale - letter dated May 25, 2020 - 1141 18St NE Rezoning Application

A. and C. Smith - email dated May 25, 2020 - Proposed Zoning Amendment Bylaw No. 4390 [ZON-1174]

R. Keetch - email dated May 25, 2020 - Rezoning 1141 18<sup>th</sup> Street

K. Guenther, the applicant, outlined the application and was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 9:13p.m.

**24. RECONSIDERATION OF BYLAWS**

**1. City of Salmon Arm Zoning Amendment Bylaw No. 4390 [ZON-1174; 508316 BC Ltd./Guenther, K.; 1141 18 Street NE; R-1 to R-4] - Third Reading**

0207-2020

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4390 be read a third time.

Amendment:

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the requirement to negotiate a pedestrian ROW as a subject of final reading be removed.

CARRIED UNANIMOUSLY

Motion as Amended:

CARRIED UNANIMOUSLY

**25. QUESTION AND ANSWER PERIOD**

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

26. ADJOURNMENT

0208-2020

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of May 25, 2020, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:24 p.m.

CERTIFIED CORRECT:

"E. JACKSON"  
CORPORATE OFFICER

"A. HARRISON"  
MAYOR

Adopted by Council the day of June 8, 2020.