

## REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm held in the Council Chambers of City Hall 500 – 2 Avenue NE and by electronic means, at 1:30 p.m. and reconvened at 2:30 p.m. on **Monday, February 13, 2023.**

### PRESENT:

Deputy Mayor K. Flynn  
Councillor T. Lavery (participated remotely)  
Councillor L. Wallace Richmond  
Councillor S. Lindgren  
Councillor D. Gonella

Deputy Chief Administration Officer R. Niewenhuizen  
Director of Corporate Services S. Wood  
Chief Financial Officer C. Van de Cappelle  
Senior Planner C. Larson  
Shuswap Recreation Society Manager D. Boyd (participated remotely)  
Deputy Corporate Officer R. West

### ABSENT:

Mayor A. Harrison  
Councillor D. Cannon

### 1. CALL TO ORDER

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

### 2. IN-CAMERA SESSION

0056-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: pursuant to Section 90(1)(a), personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; and (d) the security of the property of the municipality; 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 1:59 p.m.

Council recessed until 2:30 p.m.

### 3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

Deputy Mayor Flynn 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**

- Late Item 22.2 – K. & M. Pedersen – VP-572
- Late Item 23.3 – R. Hirtle – ZON-1259
- Late Item 23.3 – A. & C. Smith – ZON-1259

**5. DISCLOSURE OF INTEREST**

- Deputy Mayor Flynn declared a conflict with Items 22.3, 23.1, 23.2, 24.1, 24.2 as the applicants are clients of his firm. Councillor Wallace Richmond will assume the Chair for Items 21 through 26.
- Councillor Lavery declared a conflict with Item 23.3 and 24.3 as the applicant is his neighbor.

**6. CONFIRMATION OF MINUTES**

**1. Regular Council Meeting Minutes of January 23, 2023**

0057-2023                      Moved: Councillor Gonella  
  Seconded: Councillor Wallace Richmond  
  THAT: the Regular Council Meeting Minutes of January 23, 2023, be adopted as  
  circulated.

CARRIED UNANIMOUSLY

**7. COMMITTEE REPORTS**

**1. Development and Planning Services Committee Meeting Minutes of February 6, 2023**

0058-2023                      Moved: Councillor Lavery  
  Seconded: Councillor Lindgren  
  THAT: the Development and Planning Services Committee Meeting Minutes of  
  February 6, 2023 be received as information.

CARRIED UNANIMOUSLY

**2. Social Impact Advisory Committee Meeting Minutes of January 20, 2023**

0059-2023                      Moved: Councillor Wallace Richmond  
  Seconded: Councillor Lavery  
  THAT: the Social Impact Advisory Committee Meeting Minutes of January 20,  
  2023 be received as information.

CARRIED UNANIMOUSLY

**3. Environmental Advisory Committee Meeting Minutes of February 7, 2023**

0060-2023                      Moved: Councillor Lindgren  
  Seconded: Councillor Gonella  
  THAT: the Environmental Advisory Committee Meeting Minutes of February 7,  
  2023 be received as information.

CARRIED UNANIMOUSLY

8. **COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**

Highlights from the Regular Board Meeting – January, 2023 received for information.

9. **STAFF REPORTS**

1. **Visitor Services Coordinator – Visitor Services 2022 Annual Report**

For information.

2. **Chief Administrative Officer – Shuswap Recreation Society – Associate Member Renewal**

0061-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Gonella

THAT: Council authorize the Mayor and Corporate Officer to execute the Service Provider Agreement and sponsor the Shuswap Recreation Society as an Associate Member, effective January 1, 2020, in perpetuity, as set out in the Service Provider Agreement.

CARRIED UNANIMOUSLY

3. **Chief Financial Officer – Parcel Tax Roll Review Panel**

0062-2023

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: Council be appointed as members of the Parcel Tax Roll Review Panel for the Council term November 2022 to October 2026;

AND THAT: The Parcel Tax Roll Review Panel review and authenticate the 2023 Water and Sewer Frontage Tax, Transportation Parcel Tax and the 73<sup>rd</sup> Avenue Water Main Extension Parcel Tax Rolls in Council Chambers of City Hall on Monday, March 13, 2023 at 7:00 p.m., with a virtual attendance option.

CARRIED UNANIMOUSLY

4. **Director of Engineering and Public Works – PLC Review – Water Pollution Control Centre**

0063-2023

Moved: Councillor Lindgren

Seconded: Councillor Gonella

THAT: Council approve the review of the Water Pollution Control Centre Programmable Logic Controllers (PLC) systems for obsolescence and life cycle for the quoted amount of \$14,000.00 plus applicable taxes;

AND THAT: The 2023 Budget contained in the 2023 – 2027 Financial Plan Bylaw be amended to redirect \$15,000 from Sewer WPCC – PLC Communications Upgrade Capital project to Assessment and Studies – PLC System Review;

9. **STAFF REPORTS - continued**

4. **Director of Engineering and Public Works - PLC Review - Water Pollution Control Centre**

AND THAT: The City's Purchasing Policy No. 7.13 be waived in procurement of these works and services to authorize the sole sourcing to Centrix Control Solutions.

CARRIED UNANIMOUSLY

5. **Director of Engineering and Public Works - 8 Avenue NE Watermain Upgrade Tender & Construction Services Award**

0064-2023

Moved: Councillor Gonella

Seconded: Councillor Wallace Richmond

THAT: Council approve the Award for Tender and Construction Services for the 8 Avenue NE Watermain Upgrade to Gentech Engineering Inc. for the total estimated price of \$16,025.00 plus taxes as applicable;

AND THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement of the works and to authorize sole sourcing of same to Gentech Engineering Inc.

CARRIED UNANIMOUSLY

6. **Director of Engineering and Public Works - Canoe Beach Drive Sanitary Sewer Upgrade Tender & Construction Services Award**

0065-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: Council approve the Award for Tender and Construction Services for the Canoe Beach Drive Sanitary Upgrade to Gentech Engineering Inc. for the total estimated price of \$18,600.00 plus taxes as applicable;

AND THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement of the works and to authorize sole sourcing of same to Gentech Engineering Inc.

CARRIED UNANIMOUSLY

Deputy Mayor Flynn declared a conflict with Item 9.7 as Lawson Engineering Ltd. is a client of his firm and left the meeting at 3:20 p.m. Councillor Wallace Richmond assumed the Chair.

7. **City Engineer - 10 Avenue SE Watermain Upgrade Tender & Construction Services Award**

0066-2023

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: Council approve the Award for Tender and Construction Services for the 10 Avenue SE Watermain Upgrade to Lawson Engineering Ltd. for the total estimated price of \$21,515.00 plus taxes as applicable;

9. **STAFF REPORTS - continued**

7. **City Engineer - 10 Avenue SE Watermain Upgrade Tender & Construction Services Award**

AND THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement of the works and to authorize sole sourcing of same to Lawson Engineering Ltd.

CARRIED UNANIMOUSLY

Deputy Mayor Flynn returned to the meeting at 3:22 p.m. and resumed the Chair.

8. **Council Appointment to Design Review Panel**

0067-2023

Moved: Councillor Gonella

Seconded: Councillor Wallace Richmond

THAT: Council appoint Verna Burton, Alistair Waters, Bill Laird, Marc Lamerton, Dennis Lowe and Trent Sismey to the Design Review Panel for a term of three (3) years effective February 1, 2023 to February 1, 2026.

CARRIED UNANIMOUSLY

9. **Council Appointment to Downtown Parking Commission**

0068-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Gonella

THAT: Council appoint Cathy Ingebrigston, Regan Ready, Bill Laird and Vic Hamilton to the Downtown Parking Commission for a term of two years effective February 27, 2023 to February 27, 2025.

CARRIED UNANIMOUSLY

10. **INTRODUCTION OF BYLAWS**

1. **City of Salmon Arm Official Community Plan Amendment Bylaw No. 4560 [OCP4000-53; 1026082 BC Ltd./IBA Architecture Inc.; 1481 10 Street SW; MR to HR] - First Reading**

0069-2023

Moved: Councillor Gonella

Seconded: Councillor Lindgren

THAT: the Bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4560 be read a first time.

CARRIED UNANIMOUSLY

2. **City of Salmon Arm Zoning Amendment Bylaw No. 4561 [ZON-1255; 1026082 BC Ltd./IBA Architecture Inc.; 1481 10 Street SW; R-1 to R-5] - First Reading**

0070-2023

Moved: Councillor Gonella

Seconded: Councillor Lavery

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4561 be read a first time.

CARRIED UNANIMOUSLY

11. **RECONSIDERATION OF BYLAWS**

1. **City of Salmon Arm Official Community Plan Amendment Bylaw No. 4555 [OCP4000-52; Switzer, C. & Muxlow, R.; 6540 50 Street NE; INS to LR] - Second Reading**

0071-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

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*, Council considered the proposed Official Community Plan 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;

AND FURTHER THAT: the Bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4555 be read a second time.

CARRIED UNANIMOUSLY

2. **City of Salmon Arm Zoning Amendment Bylaw No. 4556 [ZON-1253; Switzer, C. & Muxlow, R.; 6540 50 Street NE; P-3 to R-8] - Second Reading**

0072-2023

Moved: Councillor Gonella

Seconded: Councillor Lindgren

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4556 be read a second time;

AND THAT: final reading of the zoning amendment bylaw be withheld subject to approval by the Ministry of Transportation and Infrastructure.

CARRIED UNANIMOUSLY

3. **City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4570 - Final Reading**

0073-2023

Moved: Councillor Lindgren

Seconded: Councillor Gonella

THAT: the Bylaw entitled City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4570 be read a final time.

CARRIED UNANIMOUSLY

11. **RECONSIDERATION OF BYLAWS - continued**

4. **City of Salmon Arm Zoning Amendment Bylaw No. 4428 - Final Reading**

0074-2023

Moved: Councillor Wallace Richmond  
Seconded: Councillor Lavery  
THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4428 be read a final time.

CARRIED UNANIMOUSLY

12. **CORRESPONDENCE**

1. **Informational Correspondence**

5. **T. Timoffee, Early Years Family Navigator, Shuswap Children's Association - Letter dated February 1, 2023 - Request to use Fletcher Park, February 28, 2023**

0075-2023

Moved: Councillor Lindgren  
Seconded: Councillor Gonella  
THAT: Council approve the Shuswap Children's Association the use of Fletcher Park on February 28, 2023 from 9:00 a.m. to 12:00 p.m. for the Travelling Tots Playgroup program, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

6. **D. Abbott, President, Shuswap Vintage Car Club - Email dated January 17, 2023 - Request to use Marine Peace Park, July 8, 2023**

0076-2023

Moved: Councillor Wallace Richmond  
Seconded: Councillor Lindgren  
THAT: Council approve the Shuswap Vintage Car Club the use of Marine Peace Park on July 8, 2023 from 8:00 a.m. to 3:00 p.m. for the Shuswap Vintage Car Club Car Show, subject to the provision of adequate liability insurance and in adherence with Interior Health guidelines.

CARRIED UNANIMOUSLY

7. **M. Lawson - Email dated February 3, 2023 - Celebration of Life - Request to use Canoe Beach, April 29, 2023**

0077-2023

Moved: Councillor Wallace Richmond  
Seconded: Councillor Lindgren  
THAT: Council approve Madeleine Lawson the use of Canoe Beach on April 29, 2023 from 2:00 p.m. to 5:00 p.m. for a celebration of life, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

13. **NEW BUSINESS**

14. **PRESENTATIONS**

15. COUNCIL STATEMENTS
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

The Meeting recessed at 3:57 p.m.

The Meeting reconvened at 7:00 p.m.

Councillor Wallace Richmond assumed the Chair.

21. DISCLOSURE OF INTEREST

22. HEARINGS

1. Development Variance Permit Application No. VP-568 [1197665 BC Ltd./Matejka Property Management and Developments Inc.; 2710 30 Avenue NE; Servicing requirements]

0078-2023

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: Development Variance Permit No. VP-568 be authorized for issuance for Subdivision Plan EPP112221 of Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1948 Except Plans 5734, 13562 and 25888 which will vary Subdivision and Development Servicing Bylaw No. 4163 as follows:

Schedule B, Part 1, Section 5.4.6 - Service Requirements - reduce Fire Flow Standard from the Urban Area 60 litres-per-second to the Rural Area 30 litres-per-second standard.

The Planning Official explained the proposed Development Variance Permit Application.

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

Submissions were called for at this time.

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

CARRIED UNANIMOUSLY



22. **HEARINGS - continued**

2. **Development Variance Permit Application No. VP-572 [Carlson, D.; 2091 20 Street NE; Setback requirements]**

0079-2023

Moved: Councillor Lindgren

Seconded: Councillor Lavery

THAT: Development Variance Permit No. VP-572 be authorized for issuance for Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 60647 which will vary Zoning Bylaw No. 2303, Section 13.12.2 as follows:

- i. reduce the rear parcel line setback from 6.0m to 3.0m for an addition to the existing single family dwelling and in accordance with the drawings as per Appendix 5 attached to the staff report dated January 6, 2023.

The Planning Official explained the proposed Development Variance Permit Application.

D. Carlson, the applicant, was available to answer questions from Council.

Submissions were called for at this time.

K. & M. Pedersen - email dated December 4, 2022

Following three calls for submissions and questions from Council, the Hearing closed at 7:09 p.m. and the Motion was:

CARRIED UNANIMOUSLY

Deputy Mayor Flynn declared a conflict and left the meeting at 7:11 p.m.

3. **Development Variance Permit Application No. VP-566 [Whitstone Developments Ltd./Siebenga, B. & C.; 2498 4B Avenue SE; Setback requirements]**

0080-2023

Moved: Councillor Lindgren

Seconded: Councillor Gonella

THAT: Development Variance Permit No. VP-566 be authorized for issuance for Lot 10, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP48489, which will vary Zoning Bylaw No. 2303 Section 13.14.2, reducing the rear parcel line setback from 3.0 m to 2.0 m to facilitate construction of a new detached suite in accordance with the drawings as per Appendix 3 attached to the staff report dated December 13, 2022.

The Planning Official explained the proposed Development Variance Permit Application.

M. Wilson, Whitstone Developments Ltd., agent for the owner, outlined the proposal and was available to answer questions from Council.

Submissions were called for at this time.

D. Meakes expressed concerns regarding the nature of the development.

D. Millard expressed concerns regarding the removal of the trees and the location of the development in relation to his property. Other concerns were the impact of their quality of life and reduced property values.

22. **HEARINGS – continued**

3. **Development Variance Permit Application No. VP-566 [Whitstone Developments Ltd./Siebenga, B. & C.; 2498 4B Avenue SE; Setback requirements]**

Following three calls for submissions and questions from Council, the Hearing closed at 7:38 p.m. and the Motion was:

CARRIED  
Councillor Lindgren Opposed

23. **STATUTORY PUBLIC HEARINGS**

1. **Zoning Amendment Application No. ZON-1256 [Whitstone Developments Ltd./Siebenga, B. & C.; 2498 4B Avenue SE; R-1 to R-8]**

The Planning Official explained the proposed Zoning Amendment Application.

M. Wilson, Whitstone Developments Ltd., agent for the owner, outlined the proposal and was available to answer questions from Council.

Submissions were called for at this time.

D. Meakes expressed concerns regarding traffic in the area and the tree removal on the subject property. D. Meakes suggested that the development was a commercial venture not residential development.

D. Millard expressed concerns the Developer did not ask for input on the Development.

B. Sonmor expressed concerns about the location of the secondary building.

Following three calls for submissions and questions from Council, the Public Hearing closed at 8:13 p.m. followed by comments from Council.

2. **Zoning Amendment Application No. ZON-1254 [Hindbo Construction Group Ltd./Weed, J. & Cockrill, E.; 2791 25 Street NE; R-1 to R-8]**

The Planning Official explained the proposed Zoning Amendment Application.

D. Wall, Hindbo Construction Group Inc., agent for the owner, was available to answer questions from Council.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Public Hearing closed at 8:21 p.m. followed by comments from Council.

Deputy Mayor Flynn returned to the meeting at 8:22 p.m.  
Councillor Lavery declared a conflict and left the meeting at 8:22 p.m.

**23. STATUTORY PUBLIC HEARINGS**

**3. Zoning Amendment Application No. ZON-1259 [Zaichkowsky, J. & E.; 1421 20 Street NE; R-1 to R-8]**

The Planning Official explained the proposed Zoning Amendment Application.

J. & E. Zaichowsky, the applicants, were available to answer questions from Council.

Submissions were called for at this time.

R. Hirtle - email dated February 10, 2023

A. & C. Smith - email dated February 10, 2023

Following three calls for submissions and questions from Council, the Public Hearing closed at 8:23 p.m. followed by comments from Council.

Councillor Lavery returned to the meeting at 8:24 p.m.

**24. RECONSIDERATION OF BYLAWS**

Deputy Mayor Flynn declared a conflict and left the meeting at 8:24 p.m.

**1. City of Salmon Arm Zoning Amendment Bylaw No. 4565 [ZON-1256; Whitstone Developments Ltd./Siebenga, B. & C.; 2498 4B Avenue SE; R-1 to R-8] - Third and Final Reading**

0081-2023

Moved: Councillor Lindgren

Seconded: Councillor Gonella

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4565 be read a third and final time.

CARRIED UNANIMOUSLY

**2. City of Salmon Arm Zoning Amendment Bylaw No. 4562 [ZON-1254; Hindbo Construction Group Inc./Weed, J. & Cockrill, E.; 2791 25 Street NE; R-1 to R-8] - Third and Final Reading**

0082-2023

Moved: Councillor Lavery

Seconded: Councillor Gonella

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4562 be read a third and final time.

CARRIED UNANIMOUSLY

Deputy Mayor Flynn returned to the meeting at 8:43 p.m.

Councillor Lavery declared a conflict and left the meeting at 8:43 p.m.

24. RECONSIDERATION OF BYLAWS - continued

3. City of Salmon Arm Zoning Amendment Bylaw No. 4566 [ZON-1259; Zaichkowsky, J. & E.; 1421 20 Street NE; R-1 to R-8] - Third Reading

0083-2023

Moved: Councillor Flynn

Seconded: Councillor Gonella

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4566 be read a third time.

CARRIED UNANIMOUSLY

Councillor Lavery returned to the meeting at 8:46 p.m.

25. QUESTION AND ANSWER PERIOD

26. ADJOURNMENT

0084-2023

Moved: Councillor Gonella

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of February 13, 2023 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:46 p.m.

CERTIFIED CORRECT:

"S. WOOD"

CORPORATE OFFICER

Adopted by Council the 27th day of February, 2023.

"A. HARRISON"

MAYOR