

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 28, 2022.**

PRESENT:

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

Chief Administrative Officer E. Jackson
Director of Engineering and Public Works R. Niewenhuizen
Director of Development Services K. Pearson
Chief Financial Officer C. Van de Cappelle
Manager of Human Resources S. Wood
Recorder B. Puddifant (participated remotely)

ABSENT:

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0067-2022

Moved: Councillor Cannon
Seconded: Councillor Eliason
THAT: pursuant to Section 90(1) (c) labour relations or other employee relations and (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests 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 2:04 p.m.
Council recessed until 2:30 p.m.

Mayor Harrison returned to the meeting at 2:30 and assumed the Chair.

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 of Item 19.2 to release Officer Appointments Motion 0017-2022 (ic) from In-Camera.

Addition of Item 12.2 - S. Metcalfe, President of Shuswap Minor Football – email dated February 25, 2022 – Permission requested to place a storage container at Little Mountain.

Addition to Item 24.1 – R. Keskinen – email dated February 24, 2022 - Zoning Amendment Bylaw No. 4489 [ZON-1227; McCaffrey, A.; 6821 46 Street NE; R-1 to R-8].

Addition to Item 24.1 – M. Walsh – email dated February 27, 2022 - Zoning Amendment Bylaw No. 4489 [ZON-1227; McCaffrey, A.; 6821 46 Street NE; R-1 to R-8].

Addition to Item 24.1 – S. Keskinen – email dated February 25, 2022 - Zoning Amendment Bylaw No. 4489 [ZON-1227; McCaffrey, A.; 6821 46 Street NE; R-1 to R-8].

5. DISCLOSURE OF INTEREST

Councillor Wallace Richmond read a statement on the invasion of Ukraine and requested the installation of yellow and blue lights at City Hall in support of Ukraine.

19. OTHER BUSINESS

1. Appointment of Chief Administrative Officer

The following Motion was released from the In-Camera Council Meeting of February 14, 2022.

0013-2022 (ic)

Moved: Councillor Lindgren

Seconded: Councillor Cannon

THAT: Pursuant to Section 147 of the Community Charter, Erin Jackson be appointed as Chief Administrative Officer for the City of Salmon Arm effective February 15, 2022;

AND THAT: Motion 0013-2022 (ic) be released from In-Camera.

CARRIED UNANIMOUSLY

2. Officer Appointments

The following Motion was released from the In-Camera Council Meeting of February 28, 2022.

0017-2022 (ic)

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: pursuant to Sections 147 of the *Community Charter*, Robert Niewenhuizen be appointed as the Deputy Chief Administrative Officer;

AND THAT: Robert Niewenhuizen's appointment as Acting Deputy Corporate Officer be rescinded;

19. **OTHER BUSINESS - continued**

2. **Officer Appointments - continued**

AND THAT: pursuant to Section 148 of the *Community Charter*, Council appoint Sue Wood as Corporate Officer for the City of Salmon Arm;

AND THAT: pursuant to Section 66 of the *Freedom of Information and Protection of Privacy Act*, Council appoint Sue Wood as Freedom of Information and Protection of Privacy Head for the City of Salmon Arm;

AND THAT: pursuant to Section 58(1) of the *Local Government Act*, Sue Wood be appointed Chief Election Officer for the 2022 General Local Election;

AND THAT: pursuant to Section 148 of the *Community Charter*, Council appoint Erin Jackson as Deputy Corporate Officer for the City of Salmon Arm;

AND FURTHER THAT: Erin Jackson's appointment as Corporate Officer be rescinded.

CARRIED UNANIMOUSLY

6. **CONFIRMATION OF MINUTES**

1. **Regular Council Meeting Minutes of February 14, 2022**

0068-2022

Moved: Councillor Lavery
Seconded: Councillor Flynn
THAT: the Regular Council Meeting Minutes of February 14, 2022, be adopted as circulated.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS**

1. **Development and Planning Services Committee Meeting Minutes of February 22, 2022**

0069-2022

Moved: Councillor Wallace Richmond
Seconded: Councillor Lindgren
THAT: the Development and Planning Services Committee Meeting Minutes of February 22, 2022, be received as information.

CARRIED UNANIMOUSLY

2. **Community Heritage Commission Meeting Minutes of February 7, 2022**

0070-2022

Moved: Councillor Cannon
Seconded: Councillor Eliason
THAT: the Community Heritage Commission Meeting Minutes of February 7, 2022, be received as information.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS - continued**

3. **Environmental Advisory Committee Meeting Minutes of February 11, 2022**

0071-2022

Moved: Councillor Lindgren

Seconded: Councillor Cannon

THAT: the Environmental Advisory Committee Meeting Minutes of February 11, 2022, be received as information.

CARRIED UNANIMOUSLY

4. **Downtown Parking Commission Meeting Minutes of February 15, 2022**

0072-2022

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the Downtown Parking Commission Meeting Minutes of February 15, 2022, be received as information.

CARRIED UNANIMOUSLY

8. **COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**

9. **STAFF REPORTS**

1. **Director of Engineering & Public Works - Downtown Parking Commission - Downtown Salmon Arm Member Appointments**

0073-2022

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: Council appoint the following four (4) Downtown Salmon Arm representatives to serve on the Downtown Parking Commission for the two (2) year term from February 28, 2022 to February 27, 2024:

- Jacque Gaudreau;
- Gerald Foreman;
- Morgen Matheson; and
- Vera Chomyshen.

CARRIED UNANIMOUSLY

2. **Manager of Human Resources - Budget Amendment - Server Purchase**

0074-2022

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the 2022 Budget contained in the 2022 - 2026 Financial Plan Bylaw be amended to reflect the distribution between capital and operating costs attributed to the server purchase as follows:

- Server Maintenance Contracts - \$9,000.00 (decrease - \$21,000.00); and
- Servers - \$89,000.00 (increase - \$21,000.00).

CARRIED UNANIMOUSLY

9. **STAFF REPORTS - continued**

3. **Director of Development Services - Proposed Changes to the City of Salmon Arm Community Heritage Register**

0075-2022

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: Council authorize submission of the amendments to the Community Heritage Register, outlined in the staff report dated February 16, 2022, to the Provincial Heritage Branch for deposit.

CARRIED UNANIMOUSLY

4. **Director of Engineering & Public Works - Environmental Monitoring Program - Shuswap Lake**

0076-2022

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: Larratt Aquatic Consulting Ltd. be awarded the Shuswap Lake Environmental Monitoring Program for the three year term of 2022 to 2024 as follows:

2022 - \$25,678.00 plus actual laboratory costs;

2023 - \$26,449.00 plus actual laboratory costs;

2024 - \$27,242.00 plus actual laboratory costs.

CARRIED UNANIMOUSLY

5. **Director of Development Services - Award of contract for Active Transportation Network Plan**

0077-2022

Moved: Councillor Lavery

Seconded: Mayor Harrison

THAT: Urban Systems Ltd. be awarded the contract to complete an Active Transportation Network Plan for a fee of \$99,549.00 (plus GST).

CARRIED UNANIMOUSLY

10. **INTRODUCTION OF BYLAWS**

1. **City of Salmon Arm Fee for Service Amendment Bylaw No. 4503 [Parking Charges and Rates] - First, Second and Third Readings**

0078-2022

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4503 be read a first, second and third time.

CARRIED UNANIMOUSLY

10. **INTRODUCTION OF BYLAWS - continued**

2. **City of Salmon Arm Fee for Service Amendment Bylaw No. 4504 [Curbside Collection Fees] - First, Second and Third Readings**

0079-2022 Moved: Councillor Eliason
Seconded: Councillor Lavery
THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4504 be read a first, second and third time.

CARRIED UNANIMOUSLY

3. **City of Salmon Arm Zoning Amendment Bylaw No. 4493 [Angove, K./Franklin Engineering Ltd.; 2790 20 Avenue NE; R-1 to R-4] - First and Second Readings**

0080-2022 Moved: Councillor Eliason
Seconded: Councillor Cannon
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4493 be read a first and 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

4. **City of Salmon Arm Zoning Amendment Bylaw No. 4494 [Whalley, B. & M.; 6840 46 Street NE; R-1 to R-8] - First and Second Readings**

0081-2022 Moved: Councillor Flynn
Seconded: Councillor Lindgren
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4494 be read a first and 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

11. **RECONSIDERATION OF BYLAWS**

1. **City of Salmon Arm Fee for Service Amendment Bylaw No. 4497 [2022 Water Meter Rates] -Final Reading**

0082-2022 Moved: Councillor Wallace Richmond
Seconded: Councillor Cannon
THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4497 be read a final time.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE

1. Informational Correspondence

2. BC Bike Race Team - letter dated February 17, 2022 - Request for approval to use City lands for BC Bike Race event

0083-2022

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: Council approve the 2022 BC Bike Race on Sunday, September 18, 2022 at Klahani Park and/or South Canoe Trailhead area, as outlined in the letter dated February 17, 2022, subject to the provision of adequate liability insurance and adherence with the Public Health Officer's guidelines.

CARRIED UNANIMOUSLY

Councillor Eliason left the meeting at 3:39 p.m.

1. S. Caner, Executive Director, Shuswap Food Action Society - letter dated February 22, 2022 - Requesting the City's endorsement of a Universal School Food Program

0084-2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: Council endorse the efforts of the Shuswap Food Action Society in support of a universal, cost-shared healthy school food program.

CARRIED UNANIMOUSLY

4. H. O'Hara, Executive Director, BC Farmers' Markets - letter dated February 11, 2022 - Request for letter of support for Nutrition Coupon Program

0085-2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: Council provide a letter to Minister of Health Adrian Dix in support of BC Farmers' Markets ongoing funding of the Nutrition Coupon Program.

CARRIED UNANIMOUSLY

3. S. Niven - email dated February 17, 2022 - May is CF Awareness Month 2022

0086-2022

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: Council authorize the installation of green and blue lights at City Hall during the month of May in support of Cystic Fibrosis Awareness Month.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE - continued

1. Informational Correspondence - continued

7. A. Slater, General Manager, SILGA - email dated February 18, 2022 - 2022 SILGA and Convention, Salmon Arm - Registration is now open

0087-2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: Council authorize Mayor and Council to attend to the 2022 SILGA AGM and Convention.

CARRIED UNANIMOUSLY

2. S. Metcalf, President, Salmon Arm Minor Football - email dated February 25, 2022 - Permission requested to place storage container at Little Mountain

0088-2022

Moved: Councillor Lindgren

Seconded: Councillor Flynn

THAT: Council authorize the temporary placement of a storage container at Little Mountain Field of Dreams and authorize staff to enter into an agreement with Salmon Arm Minor Football.

CARRIED UNANIMOUSLY

13. NEW BUSINESS

14. PRESENTATIONS

15. COUNCIL STATEMENTS

1. Councillor Lavery - Virtual FCM Conference - Local Solutions to Net Zero

0089-2022

Moved: Mayor Harrison

Seconded: Councillor Lindgren

THAT: Council authorize Councillor Lavery to attend the 2022 Virtual FCM Conference with the cost of \$195.00 plus applicable taxes to be funded from Council Expense.

CARRIED UNANIMOUSLY

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

20. QUESTION AND ANSWER PERIOD

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

The Meeting recessed at 3:49 p.m.

The Meeting reconvened at 7:00 p.m.

Councillor Eliason returned to the meeting at 7:00 p.m.

PRESENT:

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

Chief Administrative Officer E. Jackson
Director of Engineering and Public Works R. Niewenhuizen
Director of Development Services K. Pearson
Director of Corporate Services S. Wood

ABSENT:

21. SPECIAL PRESENTATION

Councillor Cannon and the City of Salmon Arm Community Heritage Committee presented the Heritage Conservation Awards to Holly Ready (Skelton House/Gabe's Bunkhouse - 251 5 Street SE), Leanne Dorrish and trustees of the Congregation (Canoe United Church - 6861 50 Street NE), and Cindy Malinowski and Charles MacLennan (Lyman House - 680 2 Avenue NE). The recipients were thanked for their commitment to heritage in the City.

22. DISCLOSURE OF INTEREST

23. HEARINGS

24. STATUTORY PUBLIC HEARINGS

1. Zoning Amendment Application No. ZON-1227 [McCaffrey, A.; 6821 46 Avenue NE; R-1 to R-8]

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

A. McCaffrey, the applicant, outlined the application and 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 was closed at 7:33 p.m. followed by comments from Council.

25. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4489 [ZON-1227; McCaffrey, A.; 6821 46 Street NE; R-1 to R-8] - Third Reading

0090-2022

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4489 be read a third time.

CARRIED UNANIMOUSLY

26. QUESTION AND ANSWER PERIOD

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

27. ADJOURNMENT

0091-2022

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of February 28, 2022, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:45 p.m.

CERTIFIED CORRECT:

"S. WOOD"

CORPORATE OFFICER

Adopted by Council the 14th day of March, 2022.

"A. HARRISON"

MAYOR