

## 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, March 27, 2023.**

### PRESENT:

Mayor A. Harrison  
Councillor K. Flynn  
Councillor T. Lavery (participated remotely)  
Councillor L. Wallace Richmond  
Councillor D. Gonella  
Councillor D. Cannon

Chief Administration Officer E. Jackson  
Director of Corporate Services S. Wood  
Director of Engineering & Public Works R. Niewenhuizen  
Chief Financial Officer C. Van de Cappelle  
Planner M. Smyrl  
City Engineer, G. Baiges  
General Manager, Shuswap Recreation Society D. Boyd  
Deputy Corporate Officer R. West

### ABSENT:

Councillor S. Lindgren

#### 1. CALL TO ORDER

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

#### 2. IN-CAMERA SESSION

0150-2023

Moved: Councillor Cannon

Seconded: Councillor Gonella

THAT: pursuant to Section 90(1)(c) labour relations or other employee relations; (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; (m) a matter that, under another enactment [FOIPPA 18.1(1)(a)], is such that the public may be excluded from the meeting; and (2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party; 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 2:26 p.m.  
Council recessed until 2:30 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**

- Late Item 9.2 – E. and S. Scherck

5. **DISCLOSURE OF INTEREST**

- Councillor Flynn declared a conflict with Item 9.2, 12.1.8 and 12.1.9 as the applicants are clients of his firm.
- Councillor Gonella declared a conflict with Items 12.1.8 and 12.1.9 as the Salmon Arm Folk Music Society has a sponsorship agreement with the applicant’s company.

6. **CONFIRMATION OF MINUTES**

1. **Regular Council Meeting Minutes of March 13, 2023**

0151-2023

Moved: Councillor Flynn  
Seconded: Councillor Lavery  
THAT: the Regular Council Meeting Minutes of March 13, 2023, be adopted as circulated.

CARRIED UNANIMOUSLY

2. **Parcel Tax Roll Review Panel: Water and Sewer Frontage, 73 Avenue Watermain Extension, Transportation Parcel Tax Meeting Minutes of March 13, 2023**

0152-2023

Moved: Councillor Wallace Richmond  
Seconded: Councillor Gonella  
THAT: the Parcel Tax Roll Review Panel Meeting Minutes of March 13, 2023 for the Water and Sewer Frontage, 73 Avenue Watermain Extension and the Transportation Parcel Tax, be adopted as circulated.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS**

1. **Development and Planning Services Committee Meeting Minutes of March 20, 2023**

0153-2023

Moved: Councillor Cannon  
Seconded: Councillor Lavery  
THAT: the Development and Planning Services Committee Meeting Minutes of March 20, 2023 be received as information.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS - continued**

2. **Social Impact Advisory Committee Meeting Minutes of March 17, 2023**

0154-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Social Impact Advisory Committee Meeting Minutes of March 17, 2023 be received as information.

CARRIED UNANIMOUSLY

3. **Agricultural Advisory Committee Meeting Minutes of March 8, 2023**

0155-2023

Moved: Councillor Gonella

Seconded: Councillor Lavery

THAT: the Agricultural Advisory Committee Meeting Minutes of March 8, 2023 be received as information.

CARRIED UNANIMOUSLY

0156-2023

Moved: Councillor Gonella

Seconded: Councillor Wallace Richmond

THAT: Council approve the recommendation by the Agricultural Advisory Committee in the March 8, 2023 meeting minutes to add "Increase public awareness, education and support for the role Agriculture plays in regional food security" to the Terms of Reference.

CARRIED UNANIMOUSLY

Councillor Flynn declared a conflict with discussion on item 6.1 on the Agricultural Advisory Committee Meeting Minutes as they are clients of his firm and left the meeting at 2:40 p.m. and returned at 2:41 p.m.

8. **COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**

1. **CSRD Connect - Board Meeting Highlights - February 2023**

For information.

9. **STAFF REPORTS**

1. **Chief Financial Officer - Transit Service - Columbia Shuswap Regional District**

0157-2023

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: The Mayor and Corporate Officer be authorized to execute a renewal agreement for a five (5) year period, January 1, 2023 to December 31, 2028, with the Columbia Shuswap Regional District for transit services to parts of the Regional District;

AND THAT: The Mayor and Corporate Officer be authorized to execute an amending agreement to reflect the split of Area C into Areas C and G, following the Columbia Shuswap Regional District's update to Bylaw 5091 to reflect the same.

CARRIED UNANIMOUSLY

9. **STAFF REPORTS - continued**

Councillor Flynn declared a conflict and left the meeting at 2:48 p.m.

2. **Planner - Agricultural Land Commission Application No. ALC-415 [Thurgood, J. & L.; 5491 10 Avenue NE; Non-Farm Use]**

0158-2023 Moved: Councillor Gonella  
Seconded: Councillor Wallace Richmond  
THAT: Agricultural Land Commission Application No. 415 be authorized for submission to the Agricultural Land Commission.

0159-2023 Moved: Councillor Cannon  
Seconded: Councillor Wallace Richmond  
THAT: motion 0158-2023 be deferred to the April 24, 2023 Regular Council Meeting.

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 2:55 p.m.

3. **Director of Engineering & Public Works - Water Treatment Plant - Chemtrac Particle Counters Purchase**

0160-2023 Moved: Councillor Gonella  
Seconded: Councillor Wallace Richmond  
THAT: Council approve the purchase of three new Chemtrac Particle Counters for process monitoring at the Water Treatment Plant from CB Process Instrumentation & Controls, for the quoted amount of \$35,972.16 including applicable taxes;

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 CB Process Instrumentation & Controls.

CARRIED UNANIMOUSLY

4. **Director of Engineering & Public Works - Airport Fuel Tank Removal - Award**

0161-2023 Moved: Councillor Wallace Richmond  
Seconded: Councillor Flynn  
THAT: the 2023 Budget contained in the 2023-2027 Financial Plan Bylaw be amended to increase the budget for Re & Re Old Fuel Tanks Underground by \$17,520.00 funded from the Airport Major Maintenance Reserve;

AND THAT: the 2023 Budget contained in the 2023-2027 Financial Plan Bylaw be amended to increase the Apron Paving Capital Budget by \$9,000.00 funded from the Airport Capital Improvements Reserve;

AND THAT: Council accept the quote received from D Webb Contracting Ltd. to undertake the removal of 3 in-ground fuel tanks for a unit price quote of \$39,520.00 plus applicable taxes.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS

11. RECONSIDERATION 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] - Final Reading

0162-2023

Moved: Councillor Lavery  
Seconded: Councillor Cannon  
THAT: the Bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4560 be read a final 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] - Final Reading

0163-2023

Moved: Councillor Wallace Richmond  
Seconded: Councillor Gonella  
THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4561 be read a final time.

CARRIED UNANIMOUSLY

3. City of Salmon Arm Zoning Amendment Bylaw No. 4553 [ZON-1252; Folkman, D.; 3361 16 Avenue NE; R-1 to R-8] - Final Reading

0164-2023

Moved: Councillor Flynn  
Seconded: Councillor Cannon  
THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4553 be read a final time.

CARRIED UNANIMOUSLY

4. City of Salmon Arm Zoning Amendment Bylaw No. 4563 [ZON-1257; Braga, M.L.; 60 10 Street SE; R-1 to R-4] - Final Reading

0165-2023

Moved: Councillor Wallace Richmond  
Seconded: Councillor Cannon  
THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4563 be read a final time.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE

1. Informational Correspondence

Councillors Flynn and Gonella declared a conflict and left the meeting at 3:11 p.m.

12. **CORRESPONDENCE - continued**

1. **Informational Correspondence**

9. **S. Dhaliwal, President, Salmon Arm Cricket Club - Letter received March 16, 2023 - Request for Allotment of Playing Field to Play Cricket**

0166-2023

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: Council authorize staff to work with the Salmon Arm Cricket Club regarding their request for allotment of a playing field to play cricket.

CARRIED UNANIMOUSLY

Councillors Flynn and Gonella returned to the meeting at 3:21 p.m.

7. **J. Broadwell, Manager, Downtown Salmon Arm - Email dated March 8, 2023 - Request for Temporary Use of Six Parking Stalls in Ross Street Parking Lot - Earth Day Celebration**

0167-2023

Moved: Councillor Gonella

Seconded: Councillor Cannon

THAT: Council authorize Downtown Salmon Arm the use of six parking stalls within the Ross Street Parking Lot that are NE facing and closest to the Plaza, from 8:00 a.m. to 1:30 p.m. on Saturday, April 22, 2023 for the Earth Day celebration, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

5. **S. Anderson, Principal, Shuswap Middle School - Letter dated March 13, 2023 - Request to Use a Portion of the Little Mountain Field House Parking Lot - Earth Day Recycle Drive-Thru**

0168-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Gonella

THAT: Council authorize the Shuswap Middle School's Staff, Students and Parent Advisory Council to use a portion of the Little Mountain Field House parking lot (an area between the Field House and the playground, including the first parking stalls at the curb/fence and the driveway in front of the stalls) for drop off and sorting of recyclables between 8:00 a.m. and 2:00 p.m. on Friday, April 21, 2023, subject to consultation with the Shuswap Recreation Society and the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

Councillor Flynn declared a conflict as the applicant is a client of his firm and left the meeting at 3:37 p.m.

12. **CORRESPONDENCE - continued**

1. **Informational Correspondence**

6. **T. Timoffee, Early Years Family Navigator and Outdoor Play Facilitator, Shuswap Children's Association - Letter dated March 16, 2023 - Travelling Tots Playgroup - Request for Weekly Morning Use of Gazebo at Blackburn Park - May 2, 2023 - September 26, 2023**

0169-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: Council authorize the Shuswap Children's Association the use of the Gazebo undercover area at Blackburn Park on Tuesday mornings, 8:30 a.m. to 12:15 p.m., from May 2, 2023 to September 26, 2023, for the Travelling Tots Playgroup program, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 3:38 p.m.

14. **H. O'Hara, Executive Director and W. Bystedt, President, Board of Directors, BC Association of Framers' Markets - Letter dated February 16, 2023 - Community Update and Request to Send Thank You Letter**

0170-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: Council provide a thank you letter to Minister of Health on the value of the BC Farmers' Market Nutrition Coupon Program.

CARRIED UNANIMOUSLY

11. **R. Smith, President, Rotary Club of Salmon Arm Daybreak Club - Letter dated March 14, 2023 - Proposal to assist with pathway lighting project at McGuire Lake and Blackburn Park**

0171-2023

Moved: Councillor Gonella

Seconded: Councillor Cannon

THAT: the proposal to assist with pathway lighting at McGuire Lake and Blackburn Park from the Salmon Arm Daybreak Club dated March 14, 2023 be forwarded as a specific referral for consideration in the 2024 budget.

CARRIED UNANIMOUSLY

0172-2023

Moved: Councillor Lavery

Seconded: Councillor Gonella

THAT: the proposal to assist with pathway lighting at McGuire Lake and Blackburn Park from the Salmon Arm Daybreak Club dated March 14, 2023 be referred to the Environmental Advisory Committee for comments on lighting in respect to wildlife.

CARRIED

Councillors Cannon and Flynn Opposed

Councillor Cannon left the meeting at 4:06 p.m. and returned at 4:07 p.m.

12. CORRESPONDENCE - continued

1. Informational Correspondence

10. D. St. John, Pastor, Living Waters Church - Email dated March 20, 2023 - Request to use Fletcher Park - Hot Dog BBQ and Easter Scavenger Hunt - April 8, 2023

0173-2023

Moved: Councillor Gonella

Seconded: Mayor Harrison

THAT: Council authorize Living Waters Church the use of Fletcher Park for a hot dog BBQ and Easter scavenger hunt, from 11:00 a.m. to 2:00 p.m. on April 8, 2023, subject to compliance with Interior Health food safety requirements and the provision of adequate liability insurance.

CARRIED

Councillor Wallace Richmond Opposed

13. NEW BUSINESS

The Meeting recessed at 4:11 p.m.

The Meeting reconvened at 4:18 p.m.

14. PRESENTATIONS

1. J. Broadwell, Manager, Downtown Salmon Arm - 2022 Year End Presentation

R. Langridge, President, and J. Broadwell, Manager, Downtown Salmon Arm, provided an overview of the 2022 activities and was available to answer questions from Council.

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

1. FCM Board of Directors - Nomination

0174-2023

Moved: Councillor Flynn

Seconded: Councillor Cannon

**WHEREAS** the Federation of Canadian Municipalities (FCM) represents the interests of member municipalities on policy and program matters that fall within federal jurisdiction;

**WHEREAS** FCM's Board of Directors is comprised of elected municipal officials from all regions and sizes of communities to form a broad base of support and provide FCM with the united voice required to carry the municipal message to the federal government; and

19. **OTHER BUSINESS - continued**

1. **FCM Board of Directors - Nomination**

**WHEREAS** FCM's Annual General Meeting (AGM) will be held in conjunction with the Annual Conference and Trade Show, May 25 to 28, 2023, followed by the election of FCM's Board of Directors;

**BE IT RESOLVED** that Council of the City of Salmon Arm endorse Councillor Louise Wallace Richmond to stand for election on FCM's Board of Directors for the period starting in May 2023 and ending June, 2024; and

**BE IT FURTHER RESOLVED** that Council assumes all costs associated with Councillor Louise Wallace Richmond attending FCM's Board of Directors meetings.

CARRIED UNANIMOUSLY

20. **QUESTION AND ANSWER PERIOD**

0175-2023

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: pursuant to Section 90(1)(c) labour relations or other employee relations; (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; (m) a matter that, under another enactment [FOIPPA 18.1(1)(a)], is such that the public may be excluded from the meeting; and (2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party; of the *Community Charter*, Council move In-Camera.

CARRIED UNANIMOUSLY

Council returned to In-Camera session at 4:50 p.m.

Council returned to Regular session at 6:13 p.m.

The Meeting recessed at 6:13 p.m.

The Meeting reconvened at 7:00 p.m.

**PRESENT:**

Mayor A. Harrison  
Councillor L. Wallace Richmond  
Councillor D. Gonella  
Councillor D. Cannon  
Councillor K. Flynn  
Councillor T. Lavery (participated remotely)

Chief Administrative Officer E. Jackson  
Director of Corporate Services S. Wood  
Director of Engineering and Public Works R. Niewenhuizen  
Planner M. Smyrl

**ABSENT:** Councillor S. Lindgren

21. DISCLOSURE OF INTEREST

22. HEARINGS

23. STATUTORY PUBLIC HEARINGS

1. Zoning Bylaw Amendment Application No. ZON-1262 [Dyck, S. & K./Browne Johnson Surveying; 2761 20 Avenue NE; R-1 to R-8]

The Planning Official explained the proposed Zoning Bylaw Amendment Application.

M. Howard, Browne Johnson Surveyors, agent for the owner, 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 closed at 7:05 p.m. followed by comments from Council.

24. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4571 [ZON-1262; Dyck, S. & K./Browne Johnson Surveying; 2761 20 Avenue NE; R-1 to R-8] - Third and Final Reading

0176-2023

Moved: Councillor Gonella

Seconded: Councillor Wallace Richmond

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4571 be read a third and final time.

CARRIED UNANIMOUSLY

26. QUESTION AND ANSWER PERIOD

27. ADJOURNMENT

0177-2023

Moved: Councillor Gonella

Seconded: Councillor Cannon

THAT: the Regular Council Meeting of March 27, 2023 be adjourned.

CARRIED UNANIMOUSLY

27. **ADJOURNMENT - continued**

The meeting adjourned at 7:07 p.m.

CERTIFIED CORRECT:

"S. WOOD"  
CORPORATE OFFICER

"A. HARRISON"  
MAYOR

Adopted by Council the 11<sup>th</sup> day of April, 2023.