

## 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 1:00 p.m. and reconvened at 2:30 p.m. on **Monday, June 26, 2023.**

### PRESENT:

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

Chief Administration Officer E. Jackson  
Director of Corporate Services S. Wood  
Director of Engineering & Public Works R. Niewenhuizen  
Director of Planning & Community Services G. Buxton  
Chief Financial Officer C. Van de Cappelle  
Planner, C. Larson  
Engineer, G. Bau  
Deputy Corporate Officer R. West

### ABSENT:

#### 1. CALL TO ORDER

Mayor Harrison called the meeting to order at 1:00 p.m.

#### 2. IN-CAMERA SESSION

0302-2023

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: pursuant to Section 90(1)(d) the security of the property of the municipality; (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; (f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment; (g) litigation or potential litigation affecting the municipality; l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98; (2)(b) the consideration of information received and held on 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 1:00 p.m.

Council returned to Regular Session at 1:45 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**

5. **DISCLOSURE OF INTEREST**

6. **CONFIRMATION OF MINUTES**

1. **Regular Council Meeting Minutes of June 12, 2023**

0303-2023

Moved: Councillor Gonella

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting Minutes of June 12, 2023, be adopted as circulated.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS**

1. **Development and Planning Services Committee Meeting Minutes of June 19, 2023**

0304-2023

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee Meeting Minutes of June 19, 2023 be received as information.

CARRIED UNANIMOUSLY

8. **COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**

1. **CSRD Connect – Board Meeting Highlights – June 2023**

For information.

9. **STAFF REPORTS**

1. **Director of Corporate Services – 2022 Annual Report**

0305-2023

Moved: Councillor Cannon

Seconded: Councillor Gonella

THAT: Council receive the City of Salmon Arm 2022 Annual Report for information.

CARRIED UNANIMOUSLY

9. **STAFF REPORTS - continued**

2. **Chief Financial Officer – 2024/2025 RCMP Funding (2024 Budget)**

0306-2023

Moved: Councillor Gonella

Seconded: Councillor Cannon

THAT: the City of Salmon Arm approve in principle the 2024/2025 budget of \$5,539,794.00 under the Municipal Policing Contract of which the City is responsible for 90% thereof.

CARRIED UNANIMOUSLY

3. **Chief Financial Officer – Moneris Merchant Agreement – Parking Meter Card Acceptance**

0307-2023

Moved: Councillor Lindgren

Seconded: Councillor Cannon

THAT: the Mayor and Corporate Officer be authorized to execute the Merchant Agreement with Moneris for payment processing services related to the City's parking machines supplied by Mackay Meters.

CARRIED UNANIMOUSLY

4. **Senior Planner – Proposed Strata Conversion of a Previously Occupied Building; 31 – 4 Street SE**

0308-2023

Moved: Councillor Gonella

Seconded: Councillor Wallace Richmond

THAT: Pursuant to Section 242 of the *Strata Property Act*, Council approve the strata conversion of the previously occupied building located at 31 – 4 Street SE on Lot 3, Block 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 936.

CARRIED UNANIMOUSLY

5. **Fire Chief – Fire Hall #2 – Architectural Services Award**

0309-2023

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: Council accept the Architectural Consulting Services Quote for Tendering and Construction Services of the Fire Hall #2 addition from Avex Architecture, for the quoted price of \$25,000.00 plus applicable taxes;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of these works to authorize sole sourcing to Avex Architecture.

CARRIED UNANIMOUSLY

9. **STAFF REPORTS – continued**

6. **Director of Engineering & Public Works – Budget Amendment – Danger Trees**

0310-2023

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the 2023 Budget contained in the 2023-2027 Financial Plan Bylaw be amended to reflect additional funding in the amount of \$25,000.00, which includes additional funds required to remove identified danger trees, reallocated from the Future Expenditure Reserve.

CARRIED UNANIMOUSLY

7. **Director of Engineering & Public Works – BC Hydro Electrical Vehicle Charging Station – Hudson Parking Lot – License of Occupation**

0311-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Gonella

THAT: Council enter into a 10 year license of occupation with BC Hydro for the installation of a Direct Current Fast Charge (DCFC) electrical vehicle charging station at Hudson Parking Lot located at 140 Hudson Avenue NW in Salmon Arm, including the occupation of 6 parking stalls, with the option to extend the term 10 more years at the request of BC Hydro;

AND THAT: the Mayor and Corporate Officer be authorized to execute the License of Occupation with BC Hydro.

CARRIED UNANIMOUSLY

8. **Chief Administrative Officer – Active Transportation Advisory Committee**

0312-2023

Moved: Councillor Lavery

Seconded: Councillor Gonella

THAT: Council adopt the Active Transportation Advisory Committee Terms of Reference dated June 26, 2023.

CARRIED UNANIMOUSLY

0313-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Gonella

THAT: Council appoint Councillor Lavery as Chair of the Active Transportation Advisory Committee.

CARRIED UNANIMOUSLY

9. **Chief Administrative Officer – Environmental Advisory Committee – Citizen at Large Membership Appointment and Option to Add Alternate**

0314-2023

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: Council authorize the amendment of the Environmental Advisory Committee Terms of Reference to include an alternate to the Citizens at Large;

9. **STAFF REPORTS - continued**

9. **Chief Administrative Officer - Environmental Advisory Committee - Citizen at Large Membership Appointment and Option to Add Alternate**

AND THAT: Council appoint Sarah Johnson as a Citizen at Large to the Environmental Advisory Committee and Bob Demulder as Citizen at Large alternate.

CARRIED UNANIMOUSLY

10. **Chief Administrative Officer - Federation of Canadian Municipalities - Proposal to Host a Board Meeting**

0315-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Gonella

THAT: Council authorize the submission of a proposal to host a FCM Board Meeting in 2025;

AND THAT: the associated costs of hosting the event, estimated at \$10,000.00, be included in the 2024 budget, for consideration.

CARRIED UNANIMOUSLY

10. **INTRODUCTION OF BYLAWS**

1. **City of Salmon Arm Zoning Amendment Bylaw No. 4568 [ZON-1258; Klatt, S. & A./Green Emerald Construction Inc.; 5131 75 Avenue NE; R-1 to R-8] - First and Second Reading**

0316-2023

Moved: Councillor Cannon

Seconded: Councillor Gonella

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4568 be read a first and second time.

CARRIED UNANIMOUSLY

2. **City of Salmon Arm Zoning Amendment Bylaw No. 4594 [ZON-1263; City of Salmon Arm; 341-361 Fraser Avenue NW; M-2 to CD-20] - First and Second Reading**

0317-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Gonella

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4594 be read a first and second time.

CARRIED UNANIMOUSLY

11. **RECONSIDERATION OF BYLAWS**

1. **City of Salmon Arm Fee for Service Amendment Bylaw No. 4592 [Parking Violations] - Final Reading**

0318-2023

Moved: Councillor Wallace Richmond  
Seconded: Councillor Gonella  
THAT: the Bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4592 be read a final time.

CARRIED UNANIMOUSLY

2. **City of Salmon Arm Subdivision and Development Servicing Bylaw No. 4293 - Third and Final Reading**

0319-2023

Moved: Councillor Lindgren  
Seconded: Councillor Flynn  
THAT: the Bylaw entitled City of Salmon Arm Subdivision and Development Servicing Bylaw No. 4293 be read a third and final time.

CARRIED UNANIMOUSLY

12. **CORRESPONDENCE**

1. **Informational Correspondence**

7. **D. Mills, Shuswap Cycling Society - Letter dated June 9, 2023 - Request to use Klahani Park - 8<sup>th</sup> Annual Shuswap Cross, Cyclocross Race - September 17, 2023**

0320-2023

Moved: Councillor Lindgren  
Seconded: Councillor Cannon  
THAT: Council authorize the Shuswap Cycling Society the use of Klahani Park on September 17, 2023 for the 8<sup>th</sup> Annual Shuswap Cross, Cyclocross Race, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

8. **L. Payne - Email dated June 16, 2023 - Request to use Marine Park to honor Indigenous History Month - June 30, 2023**

0321-2023

Moved: Councillor Lindgren  
Seconded: Councillor Wallace Richmond  
THAT: Council authorize Indigenous Rise Up to use Marine Park on June 30, 2023 from 11:00 a.m. to 1:00 p.m. for events that honour Indigenous History Month, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

9. **J. Bellhouse, Executive Director, Shuswap Trail Alliance - Email dated June 8, 2023 - Request for Letter of Support for Rubberhead Jump Line Project**

0322-2023

Moved: Councillor Wallace Richmond  
Seconded: Councillor Gonella  
THAT: Council provide a letter of support for the Shuswap Trail Alliance application to the BC Destination Development Fund for the Rubberhead Jump Line project.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE - continued

1. Informational Correspondence

10. H. Scribner, Administrator & Board Secretary, MIABC - Email dated June 13, 2023 - MIABC Voting Delegate

0323-2023

Moved: Councillor Wallace Richmond  
Seconded: Councillor Lindgren  
THAT: Council appoint Councillor Flynn as the Voting Delegate and Councillors Wallace Richmond and Cannon Alternates #1 and #2 respectively, at the MIABC's Annual General Meeting (AGM).

CARRIED UNANIMOUSLY

5. D. Fredlund - Email dated June 21, 2023 - Ducks

0324-2023

Moved: Councillor Lindgren  
Seconded: Councillor Cannon  
THAT: the email correspondence from D. Fredlund dated June 21, 2023 regarding ducks be referred to the Environmental Advisory Committee for review.

CARRIED UNANIMOUSLY

13. NEW BUSINESS

The Meeting recessed at 4:03 p.m.  
The Meeting reconvened at 4:09 p.m.

14. PRESENTATIONS

1. B. Healey, CEO Canada, The Swim Academy - Open Water Races and Swim Run Event

Barry Healey, CEO and Courtney Lang, competitor, provided an overview of open water swim run events and were available to answer questions from Council.

Council requested that this item be included on the next regular agenda for further discussion.

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

1. Structural Assessment of Old Municipal Hall - 31 Hudson Avenue NE

For information.

**20. QUESTION AND ANSWER PERIOD**

The Meeting recessed at 4:39 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 S. Lindgren  
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, C. Larson  
Deputy Corporate Officer R. West

**ABSENT:**

**21. DISCLOSURE OF INTEREST**

**22. HEARINGS**

**1. Development Variance Permit Application No. VP-582 [Brentwell Construction Ltd./Crevier, L. & S.; 31 4 Street SE; Off-Street Parking Spaces]**

0325-2023

Moved: Councillor Cannon  
Seconded: Councillor Gonella  
THAT: Development Variance Permit No. VP-582 be authorized for issuance for Lot 3, Block 1, Section 14, Township 20, Range 10, W6M KDYD, Plan 936 to vary provisions of Zoning Bylaw No. 2303 – Appendix 1, Table A1-1 – Multi-Family R-5 & Suite – reduce the number of required off-street parking spaces from five (5) to four (4).

The Planning Official explained the proposed Development Variance Permit Application.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Hearing closed at 7:03 p.m. and the Motion was:

CARRIED UNANIMOUSLY



**23. STATUTORY PUBLIC HEARINGS**

1. **Zoning Amendment Application No. ZON-1269 [City of Salmon Arm; Text Amendment; Accessible Parking Regulations]**

The Planning Official explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Public Hearing closed at 7:11 p.m. followed by comments from Council.

2. **Zoning Amendment Application No. ZON-1264 [Brentwell Construction Ltd./Crevier, L. & S.; 31 4 Street SE; Text Amendment; Addition to Definitions and to R-5 (High Density Residential Zone)]**

The Planning Official explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Public Hearing closed at 7:14 p.m. followed by comments from Council.

**24. RECONSIDERATION OF BYLAWS**

1. **City of Salmon Arm Zoning Amendment Bylaw No. 4590 [ZON-1269; City of Salmon Arm; Text Amendment; Accessible Parking Regulations] - Third Reading**

0326-2023

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4590 be read a third time.

CARRIED UNANIMOUSLY

2. **City of Salmon Arm Zoning Amendment Bylaw No. 4579 [ZON-1264; Brentwell Construction Ltd./Crevier, L. & S.; 31 4 Street SE; Text Amendment; Addition to Definitions and to R-5 (High Density Residential Zone)] - Third Reading**

0327-2023

Moved: Councillor Flynn

Seconded: Councillor Gonella

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4579 be read a third time.

CARRIED UNANIMOUSLY

**25. QUESTION AND ANSWER PERIOD**

**26. ADJOURNMENT**

0328-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Regular Council Meeting of June 26, 2023 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:21 p.m.

CERTIFIED CORRECT:

“S. WOOD”  
CORPORATE OFFICER

“T. LAVERY”  
DEPUTY MAYOR

Adopted by Council the 10<sup>th</sup> day of July, 2023.