

## 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, August 28, 2023**.

### PRESENT:

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

Chief Administrative 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 M. Smyrl  
Planner M. Paiement  
Deputy Corporate Officer R. West

### ABSENT:

Councillor D. Gonella

#### 1. CALL TO ORDER

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

#### 2. IN-CAMERA SESSION

0372-2023

Moved: Councillor

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 (2); (c) labour relations or other employee relations; (e) the acquisition, disposition or expropriation of land or improvements, if the council considered 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 1:31 p.m.

Council returned to Regular Session at 2:20 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 12.1.7 – J. Wilson – Email dated August 25, 2023 - Request for Letter of Support for New Horizons Grant  
Item 8.1 – Shuswap Community Foundation Emergency Response Fund

5. **DISCLOSURE OF INTEREST**

6. **CONFIRMATION OF MINUTES**

1. **Regular Council Meeting Minutes of August 14, 2023**

0373-2023

Moved: Councillor Lavery  
Seconded: Councillor Cannon  
THAT: the Regular Council Meeting Minutes of August 14, 2023, be adopted as circulated.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS**

1. **Development and Planning Services Committee Meeting Minutes of August 21, 2023**

0374-2023

Moved: Councillor Flynn  
Seconded: Councillor Wallace Richmond  
THAT: the Development and Planning Services Committee Meeting Minutes of August 21, 2023 be received as information.

CARRIED UNANIMOUSLY

8. **COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**

1. **Shuswap Community Foundation Emergency Response Fund**

0375-2023

Moved: Councillor Lavery  
Seconded: Councillor Cannon  
THAT: the 2023 Budget contained in the 2023 – 2027 Financial Plan Bylaw be amended to reflect a donation to the Shuswap Community Foundation Emergency Response Fund for Wildfire Relief in the amount of \$5,000.00 funded from Council Initiatives.

CARRIED UNANIMOUSLY

9. **STAFF REPORTS**

1. **Director of Planning & Community Services – Encampment Management Expenses & Budget - For Information**

For information.

2. **Director of Planning & Community Services – Community Shelter Process; BC Housing Applications at 341-361 Fraser Avenue NW**

0376-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: BC Housing be authorized to submit a Building Permit application for 341-361 Fraser Avenue NW;

AND THAT: BC Housing be authorized to make an application for a leasehold subdivision at 341-361 Fraser Avenue NW;

AND THAT: BC Housing be authorized to submit variance applications for any issues related to works and services at 341-361 Fraser Avenue NW;

AND THAT: Staff be authorized to waive the collection of Development Cost Charges for a not-for-profit shelter building permit located at 341-361 Fraser Avenue NW (a portion of Parcel A, Block B, Section 14, Township 20, Range 10, West of the 6<sup>th</sup> Meridian, KDYD Plan 1523, and a portion of Lot A, Section 14, Township 20, Range 10, West of the 6<sup>th</sup> Meridian, KDYD Plan 38914);

AND THAT: Council authorize a contribution of \$11,968.41, funded from the COVID 19 Safe Restart Grant reserve, to offset the waived Development Cost Charges for the BC Housing Overnight Homeless Shelter project at 341-361 Fraser Avenue NW, and the 2023-2027 Financial Plan Bylaw be amended to reflect the same;

AND THAT: Staff be authorized to waive fees related to Water Connection Charges outlined in Schedule B, Appendix 1, Section 6 of the Fee for Services Bylaw No. 2498, for the BC Housing Overnight Homeless Shelter project at 341-361 Fraser Avenue NW, to be funded from the COVID 19 Safe Restart Grant reserve, and the 2023-2027 Financial Plan Bylaw be amended to reflect the same;

AND FURTHER THAT: Staff be authorized to waive fees related to Sewer Connection Charges outlined in Schedule B, Appendix 1, Section 7 of the Fee for Services Bylaw No. 2498, for the BC Housing Overnight Homeless Shelter project at 341-361 Fraser Avenue NW, to be funded from the COVID 19 Safe Restart Grant reserve, and the 2023-2027 Financial Plan Bylaw be amended to reflect the same.

CARRIED UNANIMOUSLY

9. **STAFF REPORTS - continued**

3. **Planner - Agricultural Land Commission Application No. 417 (Subdivision)**  
**[McDiarmid, E. & Horner, A.; 491 60 Street NW]**

0377-2023

Moved: Councillor Lindgren  
Seconded: Councillor Flynn  
THAT: Agricultural Land Commission Application No. 417 be authorized for submission to the Agricultural Land Commission.

CARRIED UNANIMOUSLY

4. **Planner - Agricultural Land Commission Application No. 418 (Subdivision)**  
**[McCurrach, J. & Thom, M.; 7000 30 Avenue SW]**

0378-2023

Moved: Councillor Lavery  
Seconded: Councillor Lindgren  
THAT: Agricultural Land Commission Application No. 418 be authorized for submission to the Agricultural Land Commission.

CARRIED UNANIMOUSLY

5. **Director of Engineering & Public Works - Shuswap Regional Transit System (Salmon Arm) - Three Year Expansion Initiatives 2024-2027**

0379-2023

Moved: Councillor Wallace Richmond  
Seconded: Councillor Cannon  
THAT: the Mayor and Council authorize the City's Chief Administrative Officer and Corporate Officer to sign the Shuswap Regional Transit System Expansion Memorandum of Understanding for identifying the three-year expansion initiatives 2024-2025 through to 2026-2027.

CARRIED UNANIMOUSLY

6. **Director of Planning & Community Services - Agricultural Advisory Committee - Applications for Appointment**

0380-2023

Moved: Councillor  
Seconded: Councillor  
THAT: Council appoint Melanie Bennett, Sarah Nicholls, Ken Jamieson, Barrie Voth and James Hanna to the City of Salmon Arm Agricultural Advisory Committee for a three-year term starting September, 2023.

CARRIED UNANIMOUSLY

9. **STAFF REPORTS - continued**

7. **Chief Administrative Officer - Active Transportation Advisory Committee - Application for Appointment**

0381-2023

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: Council appoint Camilla Papadimitropoulos, Blake Lawson and Brian Browning to the Active Transportation Advisory Committee for a two-year term starting September, 2023.

CARRIED UNANIMOUSLY

0382-2023

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: Council direct Administration to issue a second call for applications for a citizen at large who uses a mobility device, for the vacant position on the Active Transportation Advisory Committee.

CARRIED UNANIMOUSLY

10. **INTRODUCTION OF BYLAWS**

1. **City of Salmon Arm Zoning Amendment Bylaw No. 4596 [ZON-1271; City of Salmon Arm; Text Amendment to M-5 Auto Wrecking/Salvage Yard Zone] - First and Second Reading**

0383-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4596 be read a first and second time.

CARRIED UNANIMOUSLY

12. **CORRESPONDENCE**

1. **Informational Correspondence**

3. **J. Beatty, Chair, Shuswap Climate Action Society - Letter received August 17, 2023 - Funding Request for Project "Lose the Lawn" - Transforming Yards into Multi-Purpose Gardens**

Council referred this item to the next Regular Council meeting.

12. CORRESPONDENCE - continued

1. Informational Correspondence

7. J. Wilson- Email dated August 25, 2023 - Request for Letter of Support for New Horizons Grant

0384-2023

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: Council provide the Seniors' Fifth Avenue Activity Centre Association a Letter of Support for an application to access funding through the Community-based stream of the New Horizons for Seniors Program to replace a Heat Recovery Ventilator in their building.

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 4:02 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

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

Chief Administrative Officer E. Jackson  
Director of Corporate Services S. Wood  
Director of Engineering & Public Works R. Niewenhuizen  
Director of Planning & Community Services G. Buxton  
Planner M. Paiement

ABSENT:

Councillor D. Gonella

21. DISCLOSURE OF INTEREST

22. **HEARINGS**

1. **Development Variance Permit Application No. VP-590 [Petznick, G. & M.; 1581 16 Street NE; Parcel Width requirements]**

0385-2023

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: Development Variance Permit No. VP-590 be authorized for issuance for Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP115179, which will vary Zoning Bylaw No. 2303 as follows:

Section 13.10.2.2 - Minimum Parcel Width - Reduce the minimum parcel width from 20.0 m (65.6 ft) to 19.39 m (63.62 ft), as shown in Appendix 7 of the staff report dated July 27, 2023.

AND THAT: issuance of the Variance Permit be withheld subject to the adoption of Bylaw No. 4588 that would amend Zoning Bylaw No. 2303 by rezoning Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP115179 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

The Planning Official explained the proposed Development Variance Permit Application.

G. Petznick, 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 Hearing closed at 7:06 p.m. and the Motion was:

CARRIED UNANIMOUSLY

23. **STATUTORY PUBLIC HEARINGS**

1. **Zoning Amendment Application No. ZON-1267 [Petznick, G. & M.; 1581 16 Street NE; R-1 to R-8]**

The Planning Official explained the proposed Zoning Amendment Application.

G. Petznick, 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 closed at 7:11 p.m. followed by comments from Council.

24. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4588 [ZON-1267; Petznick, G. & M.; 1581 16 Street NE; R-1 to R-8] - Third Reading

0386-2023

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4588 be read a third time.

CARRIED UNANIMOUSLY

25. QUESTION AND ANSWER PERIOD

26. ADJOURNMENT

0387-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Regular Council Meeting of August 28, 2023 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:13 p.m.

CERTIFIED CORRECT:

"S. WOOD"  
CORPORATE OFFICER

"A. HARRISON"  
MAYOR

Adopted by Council the 11 day of September, 2023.