

## REGULAR COUNCIL

### Minutes of a Regular Meeting of Council of the City of Salmon Arm

October 10, 2023, 1:00 p.m.  
Council Chambers of City Hall  
500 – 2 Avenue NE, Salmon Arm, BC

COUNCIL PRESENT: Mayor A. Harrison  
Councillor K. Flynn  
Councillor T. Lavery  
Councillor L. Wallace Richmond  
Councillor D. Cannon  
Councillor S. Lindgren

ABSENT: Councillor D. Gonella

STAFF PRESENT: Chief Administrative Officer E. Jackson  
Director of Corporate Services S. Wood  
Director of Engineering & Public Works R. Niewenhuizen  
Chief Financial Officer C. Van de Cappelle  
Director of Planning and Community Services G. Buxton  
Deputy Corporate Officer R. West

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#### 1. CALL TO ORDER

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

#### 2. IN-CAMERA SESSION

Council moved In-Camera at 1:00 p.m.  
Council returned to Regular Session at 2:27 p.m.  
Council recessed until 2:30 p.m.

**Moved by:** Councillor Lindgren  
**Seconded by:** Councillor Cannon

THAT: pursuant to Section 90(1)(c) labour relations or other employee relations; (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; (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; of the *Community Charter*, Council move In-Camera.

Carried Unanimously

#### 3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

*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. **ADOPTION OF AGENDA**

**Moved by:** Councillor Lindgren

**Seconded by:** Councillor Cannon

THAT: the Agenda be adopted as presented.

Carried Unanimously

#### 5. **DISCLOSURE OF INTEREST**

5.1 Mayor Harrison - Item 9.4 Director of Planning & Community Services - Official Community Plan (OCP) Steering Committee Appointments

An applicant is a family member.

#### 6. **CONFIRMATION OF MINUTES**

6.1 Regular Council Meeting Minutes of September 11, 2023

**Moved by:** Councillor Lindgren

**Seconded by:** Councillor Wallace Richmond

THAT: the Regular Council Meeting Minutes of September 11, 2023, be adopted as circulated.

Carried Unanimously

6.2 Special Council Meeting Minutes of October 3, 2023

**Moved by:** Councillor Flynn

**Seconded by:** Councillor Wallace Richmond

THAT: the Special Council Meeting Minutes of October 3, 2023 be adopted as circulated.

Carried Unanimously

#### 7. **COMMITTEE REPORTS**

Council reviewed the Committee Meeting Minutes and business arising.

7.1 Development & Planning Services Committee Meeting Minutes of October 3, 2023

7.2 Social Impact Advisory Committee Meeting Minutes of September 15, 2023

7.3 Agricultural Advisory Committee Meeting Minutes of September 13, 2023

7.4 Downtown Parking Commission Meeting Minutes of September 19, 2023

7.5 Greenways Liaison Committee Meeting Minutes of September 14, 2023

**8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**

**9. STAFF REPORTS**

9.1 Director of Corporate Services - Shuswap Trail Alliance Fee for Service Agreement

**Moved by:** Councillor Lavery

**Seconded by:** Councillor Lindgren

THAT: the Mayor and Corporate Officer be authorized to execute a Fee for Service Agreement with the Shuswap Trail Alliance for a four (4) year term from January 1, 2024 to December 31, 2027 for \$50,000.00 per year plus the BC Consumer Price Index to a maximum of 5%.

Carried Unanimously

9.2 Director of Engineering & Public Works - Universal LED Street Lighting - Budget Transfer

**Moved by:** Councillor Flynn

**Seconded by:** Councillor Cannon

THAT: the 2023 Budget contained in the 2023-2027 Financial Plan Bylaw be amended to reflect additional funding for the Residential Universal LED Street Lighting in the amount of \$7,150 re-allocated from the Cobra Heads universal LED Street Lighting budget.

Carried Unanimously

9.3 Director of Engineering & Public Works - BC Active Transportation Network Planning Grant 2023

**Moved by:** Councillor Lavery

**Seconded by:** Councillor Lindgren

THAT: the 2023 Budget contained in the 2023-2027 Financial Plan Bylaw be amended to include \$685,000.00 for the Downtown to Uptown Connection (6 Avenue-20 Street NE) project, to be funded from the following sources:

\$245,000 16 Avenue NE (10 Avenue-16 Street NE) - Multi-Use Pathway  
\$411,000 BC Active Transportation Infrastructure Grant  
\$ 29,000 Active Transportation Reserve;

AND THAT: Council authorize submission of a grant application under the BC Active Transportation Infrastructure Grant for the Downtown to Uptown Connection (6 Avenue-20 Street NE), for an amount of \$411,000 of the estimated full project cost of \$685,000 plus taxes.

Carried Unanimously

9.4 Director of Planning & Community Services - Official Community Plan (OCP) Steering Committee Appointments

Mayor Harrison declared a conflict on this item. (An applicant is a family member.)

Mayor Harrison left the meeting at 2:53 p.m. Deputy Mayor Lindgren assumed the Chair.

**Moved by:** Councillor Wallace Richmond

**Seconded by:** Councillor Cannon

THAT: Councillor Wallace Richmond be appointed as the Council representative on the OCP Steering Committee.

Carried Unanimously

**Moved by:** Councillor Wallace Richmond

**Seconded by:** Councillor Cannon

THAT: Council approve the amended Official Community Plan (OCP) Bylaw 4000 Review and Rewrite Steering Committee Terms of Reference attached as Appendix 1 to the staff report dated October 3, 2023;

AND THAT: Council appoint the following to the OCP Steering Committee as representatives of their respective organizations:

- Mayor Alan Harrison
- Bill Laird (Lana Fitt - alternate)
- Janelle Rimell
- Jen Bellhouse
- David Knight (Stan Thiessen - alternate)
- Shannon Hecker
- Craig Newnes
- Tracey Kutscher
- Sarah Nicolls
- Teri Meikle

And the following citizens-at-large:

- J. Johnson
- N. Harrison
- M. Melin
- H. McMillan

- J. Beatty
- M. Wickett

Carried Unanimously

- 9.5 Director of Planning & Community Services - Community Shelter Lease - BC Housing and the Provincial Rental Housing Corporation - 341-361 Fraser Avenue

Mayor Harrison returned to the meeting at 2:58 p.m. and resumed the Chair.

**Moved by:** Councillor Wallace Richmond

**Seconded by:** Councillor Lindgren

THAT: the Mayor and Corporate Officer be authorized to execute a lease at 341-361 Fraser Avenue NW (legally described as a portion of Parcel A, Block B, Section 14, Township 20, Range 10, West of the 6th Meridian, KDYD Plan 1523, and a portion of Lot A, Section 14, Township 20, Range 10, West of the 6th Meridian, KDYD Plan 38914) with the Provincial Rental Housing Corporation, for the purpose of constructing and operating a community Shelter, as attached to the staff report dated September 20, 2023, subsequent to undertaking the required public notice pursuant to Section 26 and 94 of the Community Charter.

Carried Unanimously

- 9.6 Chief Administrative Officer - Active Transportation Advisory Committee – Amendment to Terms of Reference

**Moved by:** Councillor Lavery

**Seconded by:** Councillor Wallace Richmond

THAT: Council approve the amended Terms of Reference for the Active Transportation Advisory Committee dated October 10, 2023;

AND THAT: Council directs Administration to re-advertise for a Citizen at Large for 1 member who uses mobility devices, or has experience with those who use a mobility device.

Carried Unanimously

- 9.7 Fire Chief - Community & Emergency Preparedness Fund - Volunteer and Composite Fire Departments - Equipment and Training Grant 2023

**Moved by:** Councillor Cannon

**Seconded by:** Councillor Lindgren

THAT: The 2023 Budget contained in the 2023 – 2027 Financial Plan Bylaw be amended to include \$29,250.00 for firefighting equipment (\$8,290.00 – Forcible Entry Training Door Prop and \$20,960.00 - FireSmart Structural Protection Equipment), funded from the Community Emergency Preparedness Grant.

AND THAT: Council authorize submission of a grant application under the

Community Emergency Preparedness Fund - Volunteer and Composite Fire Departments Equipment and Training in the amount of \$29,250.00.

Carried Unanimously

## 10. INTRODUCTION OF BYLAWS

### 10.1 Parks and Open Spaces Bylaw No. 4609

Councillor Wallace Richmond left the meeting at 3:47 and returned at 3:50 p.m.

**Moved by:** Councillor Wallace Richmond

**Seconded by:** Councillor Cannon

THAT: the Bylaw entitled City of Salmon Arm Parks and Open Spaces Bylaw No. 4609 be read a first, second and third time.

Carried Unanimously

### 10.6 Zoning Amendment Bylaw No. 4598 (ZON-1274)

L. & L. Kiehlbauch  
280 25 Street NE  
R-1 to R-8

**Moved by:** Councillor Wallace Richmond

**Seconded by:** Councillor Flynn

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4598 be read a first and second time;

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

Carried Unanimously

### 10.2 Traffic Amendment Bylaw No. 4610

**Moved by:** Councillor Cannon

**Seconded by:** Councillor Flynn

THAT: the Bylaw entitled City of Salmon Arm Traffic Amendment Bylaw No.4610 be read a first, second and third time.

**Moved by:** Councillor Flynn

**Seconded by:** Councillor Cannon

THAT: Item 10.2 be deferred to later in the meeting pending further information.

### 10.3 Ticket Information Amendment Bylaw No. 4611 (see Item 10.2 for Staff Report)

Parks and Open Spaces Bylaw - Fines

**Moved by:** Councillor Wallace Richmond

**Seconded by:** Councillor Lindgren

THAT: the Bylaw entitled City of Salmon Arm Ticket Information Amendment Bylaw No. 4611 be read a first, second and third time.

Carried Unanimously

#### 14. PRESENTATIONS

The meeting recessed at 4:00 p.m.

The meeting reconvened at 4:07 p.m.

##### 14.1 Presentation 4:00-4:15 (approximately)

Staff Sergeant West, Salmon Arm RCMP Detachment - Quarterly Policing Report July 1, 2023 to September 30, 2023

Staff Sergeant West, Salmon Arm RCMP Detachment, provided an overview of the quarterly policing report from July 1, 2023 to September 30, 2023 and was available to answer questions from Council.

##### 14.2 Presentation 4:15-4:30 (approximately)

Dr. Neil Fassina, President, Okanagan College - Update on Okanagan College Activities

Dr. Neil Fassina, President, Okanagan College, provided an overview of Okanagan College activities and was available to answer questions from Council.

#### 10. INTRODUCTION OF BYLAWS

##### 10.7 Item 10.2 Traffic Amendment Bylaw No.4610

As requested by Council, further information was presented on this item.

**Moved by:** Councillor Cannon

**Seconded by:** Councillor Flynn

THAT: the Bylaw entitled City of Salmon Arm Traffic Amendment Bylaw No.4610 be read a first, second and third time.

Carried Unanimously

##### 10.4 Road Closure Bylaw No. 4589

Portion of 42 Street SW

**Moved by:** Councillor Cannon

**Seconded by:** Councillor Flynn

THAT: the Bylaw entitled City of Salmon Arm Road Closure Bylaw No. 4589 be read a first, second and third time;

AND THAT: Final reading of City of Salmon Arm Road Closure Bylaw No. 4589 be subject to:

1) Compliance with Section 26 (Notice of Proposed Property Disposition) and Section 94 (Requirements for Public Notice) of the *Community Charter*; and

2) Payment of no less than \$9,648.91 to the City of Salmon Arm prior to December 31, 2023.

Carried Unanimously

10.5 Zoning Amendment Bylaw No. 4597 (ZON-1272)

D. & D. Dochstader  
1451 Shuswap Street SW  
R-1 to R-8

**Moved by:** Councillor Wallace Richmond

**Seconded by:** Councillor Lindgren

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4597 be read a first and second time.

Carried Unanimously

## 11. RECONSIDERATION OF BYLAWS

11.1 2023 to 2027 Financial Plan Amendment Bylaw No. 4599

**Moved by:** Councillor Lindgren

**Seconded by:** Councillor Cannon

THAT: the Bylaw entitled City of Salmon Arm 2023 to 2027 Financial Plan Amendment Bylaw No. 4599 be read a final time.

Carried Unanimously

11.2 Zoning Amendment Bylaw No. 4596

City of Salmon Arm  
Text Amendment  
M-5 Auto Wrecking/Salvage Yard Zone

**Moved by:** Councillor Flynn

**Seconded by:** Councillor Lindgren

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

Carried Unanimously

## 12. CORRESPONDENCE

12.1 Informational Correspondence

12.1.3 E. LeBlanc - Email dated September 17, 2023 - Accessible Parks in Salmon Arm

**Moved by:** Councillor Lindgren

**Seconded by:** Councillor Wallace Richmond



THAT: the inquiry from E. LeBlanc dated September 17, 2023 regarding accessibility in Salmon Arm parks be referred to the Regional Accessibility Advisory Committee for review.

Carried Unanimously

12.1.6 S. McKee - Email dated September 27, 2023 - Shuswap Lake Hospital Update

**Moved by:** Councillor Lavery  
**Seconded by:** Councillor Flynn

THAT: Council send a letter of support, including Dr. McKee's update letter on the Shuswap Lake Hospital, to the Honourable Adrian Dix, Minister of Health; Dr. Doug Cochrane, Chair, Interior Health; Shuswap Lake General Hospital; Columbia Shuswap Regional District Board and the North Okanagan Columbia Shuswap Regional Hospital District Board.

Carried Unanimously

12.1.7 Local Leadership United (LLU) Regional Dialogue - Kelowna - October 13, 2023

**Moved by:** Councillor Lindgren  
**Seconded by:** Councillor Wallace Richmond

THAT: Council is authorized to attend the Local Leadership United Regional Dialogue session in Kelowna, BC on October 13, 2023, funded from Council expenses.

Carried Unanimously

**13. NEW BUSINESS**

**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**

20.1 In-Camera Session

Council moved In-Camera at 5:11 p.m.

**Moved by:** Councillor Flynn  
**Seconded by:** Councillor Lindgren

THAT: pursuant to Section 90(1)(c) labour relations or other employee relations; (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; (i) the

receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; of the *Community Charter*, Council move In-Camera.

Carried Unanimously

20.2 Council returned to Regular Session at 5:30 p.m.

7:00 PM: MEETING RESUMES

**21. DISCLOSURE OF INTEREST**

**15. COUNCIL STATEMENTS**

**Moved by:** Councillor Cannon  
**Seconded by:** Councillor Lindgren

THAT: Council send a letter to Phil Wright congratulating him on his many years of service with the Salmon Arm and Shuswap Lake Agricultural Association.

Carried Unanimously

**22. HEARINGS**

22.1 Development Variance Permit Application No. VP-592

D. Speed & K. Bergen  
3931 Foothill Road SW  
Setback requirements

Following a motion from the floor, the Planning Official explained the proposed Development Variance Permit Application.

D. Speed, the applicant, provided an overview of the project 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 7:27 p.m. and the Motion was:

**Moved by:** Councillor Flynn  
**Seconded by:** Councillor Cannon

THAT: Development Variance Permit No. VP-592 be authorized for issuance for Lot 1, Section 4, Township 20, Range 10, W6M, KDYD, Plan 38048, which will vary Zoning Bylaw No. 2303, as shown in Appendix 5 of the Staff Report dated September 19, 2023 and as follows:

Section 34.11.2 - Minimum Setback of an Accessory Building Intended to Accommodate Non-Agricultural Uses - Reduce the rear parcel line setback from 6.0m (19.7 ft) to 2.0m (6.5 ft).

Carried Unanimously

**Amendment:**

**Moved by:** Councillor Cannon

**Seconded by:** Councillor Lindgren

THAT: Section 4.13.3, of the Subdivision and Development Servicing Bylaw No. 4163 be varied to allow a second driveway access onto Foothill Road.

Opposed (1): Councillor Flynn

Carried

- 23. **STATUTORY PUBLIC HEARINGS**
- 24. **RECONSIDERATION OF BYLAWS**
- 25. **QUESTION AND ANSWER PERIOD**
- 26. **ADJOURNMENT**

There being no further business on the agenda, the meeting adjourned at 7:29 p.m.

“S. WOOD”

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CORPORATE OFFICER, S. WOOD

“A. HARRISON”

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MAYOR, A. HARRISON