

## REGULAR COUNCIL

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

June 9, 2025, 1:30 p.m.  
Council Chambers of City Hall  
500 – 2 Avenue NE, Salmon Arm, BC

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

ABSENT: Mayor A. Harrison

STAFF PRESENT: Chief Administrative Officer E. Jackson  
Sr. Manager of HR & Communications H. Flinkman  
Manager of Planning & Building M. Smyrl  
Corporate Officer R. West  
Deputy Corporate Officer B. Puddifant  
Executive Assistant M. Evans-Bunkis

Other Staff Present: Manager of Engineering J. Wilson; Manager of Roads & Parks D. Gerow; Manager of Financial Services B. Armstrong

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#### 1. CALL TO ORDER

Deputy Mayor Wallace Richmond called the meeting to order at 1:30 p.m.

#### 2. IN-CAMERA SESSION

**Moved by:** Councillor Gonella  
**Seconded by:** Councillor Cannon

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; (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; (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public; 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.*

The meeting returned to Regular Session at 2:13 p.m. and recessed until 2:30 p.m.

**4. ADOPTION OF AGENDA**

**Moved by:** Councillor Gonella

**Seconded by:** Councillor Cannon

THAT: the Agenda be adopted as presented.

Carried Unanimously

**5. DISCLOSURE OF INTEREST**

**6. CONFIRMATION OF MINUTES**

6.1 Regular Council Meeting Minutes of May 26, 2025

**Moved by:** Councillor Cannon

**Seconded by:** Councillor Gonella

THAT: the Regular Council Meeting Minutes of May 26, 2025 be adopted as circulated.

Carried Unanimously

**7. COMMITTEE REPORTS**

7.1 Active Transportation Advisory Committee Meeting Minutes of June 2, 2025

**Moved by:** Councillor Lavery

**Seconded by:** Councillor Cannon

THAT: Council authorize staff to prepare and present to Council the necessary Bylaw to join the BC E-Scooter program.

Carried Unanimously

**Moved by:** Councillor Lavery

**Seconded by:** Councillor Gonella

THAT: safety issues regarding an E-Scooter program be referred to the Traffic Safety Committee for their input;

AND THAT: Council receive an in-service presentation on Vision Zero for Council's background perspective.

Carried Unanimously

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

THAT: Council direct staff to prepare educational information and a communication plan to align with joining the BC E-Scooter program.

Carried Unanimously

**Moved by:** Councillor Lavery  
**Seconded by:** Councillor Cannon

THAT: Council direct staff to present a report outlining options and implications of permitting the use of E-scooters on City sidewalks.

Carried Unanimously

**Moved by:** Councillor Lavery  
**Seconded by:** Councillor Lindgren

THAT: upon formally entering the BC E-scooter program, Council authorize staff to prepare a Request for Proposal process for an E-scooter/E-Bike sharing program.

Carried Unanimously

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

THAT: Council direct staff to conduct due diligence around potential liabilities connected with an E-scooter/E-bike program, to ensure that MIABC liability insurance properly covers potential liabilities.

Carried Unanimously

**Moved by:** Councillor Lavery  
**Seconded by:** Councillor Gonella

THAT: Council direct staff to amend the service level in rural areas to remove AT infrastructure in rural areas where not in the short/medium term priorities of the ATN plan: Remove the requirement for constructing or dedicating land for AT improvements (shoulder widening, bike lanes, MUPs) for developments in the rural areas excluding those fronting the ATN plan priority projects.

Carried Unanimously

7.2 Community Heritage Commission Meeting Minutes of June 2, 2025

**8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**

**9. STAFF REPORTS**

9.5 Corporate Officer – Council Appointment - Bylaw Enforcement Officer

**Moved by:** Councillor Flynn  
**Seconded by:** Councillor Gonella

THAT: J-F Cloutier, Amanda Paulsen and Trevor Cunningham be appointed as Bylaw Enforcement Officers, in accordance with Section 36 of the *Police Act*;

AND THAT: such appointment be for the term of their contractual employment as Bylaw Enforcement Officers for the City of Salmon Arm.

Carried Unanimously

9.1 Manager of Engineering – 8 Avenue NE Watermain Extension

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

THAT: the 2025-2029 Financial Plan be amended to include the 8 Avenue NE Watermain Extension project in the amount of \$55,000.00 to be funded from 20 Avenue NE at Lakeshore – Upgrade project;

AND THAT: Council award the contracted services for 8 Avenue NE Watermain Extension project to D. Webb Contracting Ltd. in the amount of \$49,435.00 plus taxes as applicable;

AND FURTHER THAT: Council authorize a pre-approved contingency in the amount of \$5,000.00 (approximately 10%) to support the project;

AND FURTHER THAT: the City's Purchasing Policy 7.13 be waived in the procurement of the contracting work to authorize sole sourcing of the same to Webb Contracting Ltd.

Carried Unanimously

9.2 Manager of Engineering – Storm Sewer Flow Monitoring – Smart Covers

**Moved by:** Councillor Lindgren  
**Seconded by:** Councillor Gonella

THAT: Council approve the purchase of three manhole flow monitors from FlowSystems Distribution Inc. for the quoted amount of \$33,421.80 plus taxes, as applicable;

AND THAT: the City's purchasing Policy No. 7.13 be waived in the procurement of the flow monitors to authorize the sole sourcing of same to FlowSystems Distribution Inc.

Carried Unanimously

9.3 Manager of Roads & Parks – Canoe Beach, License For Use and Occupation – Rowing and Paddling Clubs

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

THAT: Council authorize staff to amend the current License for Use and Occupation at Canoe Beach, updating the Licensee designation for the Rowing and Paddling Clubs to reflect Shuswap Paddling Club and Salmon Arm Rowing Club.

Carried Unanimously

9.4 Deputy Corporate Officer – Shuswap Recreation Society Liability Insurance

**Moved by:** Councillor Lindgren

**Seconded by:** Councillor Flynn

THAT: Council authorize the Mayor and Corporate Officer to execute the Service Provider Agreement to include the Shuswap Recreation Society as an Associate Member with the Municipal Insurance Association of British Columbia to December 31, 2030.

Carried Unanimously

9.6 Manager of Planning & Building – Agricultural Advisory Committee Appointments

**Moved by:** Councillor Gonella

**Seconded by:** Councillor Lindgren

THAT: Council appoint up Louise Lecouffe and Daniel Heslop to the Agricultural Advisory Committee for a term ending September 2026.

Carried Unanimously

**11. RECONSIDERATION OF BYLAWS**

11.1 Zoning Amendment Bylaw No. 4722 (ZON-1306)

Legal: Strata Lots 1 to 30, Section 18, Township 20, Range 9, W6M, EPS2062 (Carriage Lane)

Civic: 481 Highway 97B NE

Owner: N/A

Agent: N/A

**Moved by:** Councillor Gonella

**Seconded by:** Councillor Cannon

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4722 be read a final time.

Carried Unanimously

**10. INTRODUCTION OF BYLAWS**

10.1 Ticket Utilization Amendment Bylaw No. 4731

**Moved by:** Councillor Lindgren

**Seconded by:** Councillor Gonella

THAT: the bylaw entitled City of Salmon Arm Ticket Information Utilization Amendment Bylaw No. 4731 be read a first, second and third time.

Carried Unanimously

## 11. RECONSIDERATION OF BYLAWS

11.2 Council Procedure Amendment Bylaw No. 4721

**Moved by:** Councillor Cannon

**Seconded by:** Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Council Procedure Amendment Bylaw No. 4721 be read a final time.

Carried Unanimously

## 12. CORRESPONDENCE

12.1 Informational Correspondence

12.1.6 D. Allard, President, Salmon Arm Metis Association - letter received May 26, 2025

Request for Letter of Support

**Moved by:** Councillor Lindgren

**Seconded by:** Councillor Gonella

THAT: Council provide a letter of support for the Salmon Arm Metis Association and its grant application to the Canada Cultural Spaces Grant for establishing a Metis cultural centre in Salmon Arm.

Carried Unanimously

12.1.7 G. Richards, Maintenance Director, 5 Avenue Seniors Activity Center - letter dated May 30, 2025

Request for additional lighting for parking lot

**Moved by:** Councillor Lindgren

**Seconded by:** Councillor Flynn

THAT: Council authorize that the annual electrical costs of a LED light pole installed on the south side of the east end parking lot of the 5 Avenue Seniors Activity Centre be included in the annual budget.

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
21. DISCLOSURE OF INTEREST
22. HEARINGS
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 4:15 p.m.

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CORPORATE OFFICER

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MAYOR, A. HARRISON