

## 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, April 24, 2023.**

### PRESENT:

Mayor A. Harrison  
Councillor K. Flynn  
Councillor T. Lavery (participated remotely)  
Councillor S. Lindgren  
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  
Director of Planning & Community Services G. Buxton  
Chief Financial Officer C. Van de Cappelle  
Engineer, G. Bages  
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

0199-2023

Moved: Councillor Cannon  
Seconded: Councillor Lavery  
THAT: pursuant to Section 90(1)(g) litigation or potential litigation affecting the municipality; and (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

Council moved In-Camera at 1:01 p.m.  
Council returned to Regular Session at 2:26 p.m.  
Council recessed until 2:32 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**

Addition of Item 18.1 following Item 8.1 on the agenda - Deferred Motion from the March 27, 2023 Regular Council Meeting - Agricultural Land Commission Application No. ALC-415 [Thurgood, J. & L.; 5491 10 Avenue NE; Non-Farm Use]

**5. DISCLOSURE OF INTEREST**

- Councillor Flynn declared a conflict of interest with Item 18.1 as the applicants are clients of his firm.
- Councillor Gonella declared a conflict of interest with Item 12.1.8 as he is an employee of the Salmon Arm Folk Music Society.

**6. CONFIRMATION OF MINUTES**

**1. Regular Council Meeting Minutes of April 11, 2023**

0200-2023

Moved: Councillor Flynn  
Seconded: Councillor Wallace Richmond  
THAT: the Regular Council Meeting Minutes of April 11, 2023, be adopted as circulated.

CARRIED UNANIMOUSLY

**7. COMMITTEE REPORTS**

**1. Community Heritage Commission Meeting Minutes of April 3, 2023**

0201-2023

Moved: Councillor Gonella  
Seconded: Councillor Lavery  
THAT: the Community Heritage Commission Meeting Minutes of April 3, 2023 be received as information.

CARRIED UNANIMOUSLY

**2. Environmental Advisory Committee Meeting Minutes of April 4, 2023**

0202-2023

Moved: Councillor Lindgren  
Seconded: Councillor Wallace Richmond  
THAT: the Environmental Advisory Committee Meeting Minutes of April 4, 2023 be received as information.

CARRIED UNANIMOUSLY

**3. Downtown Parking Commission Meeting Minutes of April 18, 2023**

0203-2023

Moved: Councillor Lavery  
Seconded: Councillor Flynn  
THAT: the Downtown Parking Commission Meeting Minutes of April 18, 2023 be received as information.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS - continued**

4. **Agricultural Advisory Committee Meeting Minutes of April 12, 2023**

0204-2023

Moved: Councillor Gonella  
Seconded: Councillor Cannon  
THAT: the Agricultural Advisory Committee Meeting Minutes of April 12, 2023 be received as information.

CARRIED UNANIMOUSLY

8. **COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**

1. **District Update - March, 2023**

For information.

Councillor Flynn left the meeting at 2:45 p.m.

18. **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**

1. **Deferred Motion March 27, 2023 Regular Council Meeting - Agricultural Land Commission Application No. ALC-415 [Thurgood, J. & L.; 5491 10 Avenue NE; Non-Farm Use]**

0205-2023

Moved: Councillor Cannon  
Seconded: Councillor Gonella  
THAT: motion 0158-2023, Agricultural Land Commission Application No. 415 be withdrawn due to the applicant's decision to discontinue the application.

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 2:47 p.m.

9. **STAFF REPORTS**

1. **Chief Financial Officer and Angela Spencer, Auditor, BDO Canada LLP - 2022 Financial Statements**

0206-2023

Moved: Councillor Wallace Richmond  
Seconded: Councillor Flynn  
THAT: the Financial Statements for the year ended December 31, 2022 be adopted as presented.

CARRIED UNANIMOUSLY

2. **Chief Financial Officer - 2022 Yearend Surplus - For Information**

For information.

3. **Chief Financial Officer - 2023 Assessments / New Construction - For Information**

For information.

9. **STAFF REPORTS - continued**

4. **Director of Corporate Services – Blackburn Park Concession Lease Agreement**

0207-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Mayor and Corporate Officer are authorized to execute a lease agreement with Joseph Robert Drain and Niki Lee Sturmey, operating as 'The Snack Shack' for a five (5) year term from May 1, 2023 to September 30, 2027 for the lease amounts as follows:

2023 - \$500.00;

2024 - \$525.00;

2025 - \$551.25;

2026 - \$578.80; and

2027 - \$607.75 per month (plus GST) from April 1 to September 30 and \$50.00 per month (plus GST) from October 1 to March 31 of each year, increased by 5% annually, subject to Community Charter advertising requirements.

CARRIED UNANIMOUSLY

5. **Planner - Agricultural Advisory Committee Terms of Reference**

0208-2023

Moved: Councillor Gonella

Seconded: Councillor Wallace Richmond

THAT: Council approve the update to the Agricultural Advisory Committee Terms of Reference by adding the following:

Mandate

“Increase public awareness, education and support for the role Agriculture plays in regional food security.”

CARRIED UNANIMOUSLY

6. **Director of Engineering & Public Works – Ross Street Plaza Washroom Upgrade – Architectural Services Award**

0209-2023

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: Council accept the Architectural Consulting Services Quote for Tendering and Construction services of the Ross Street Plaza Upgrades from Avex Architecture, for the quoted price of \$15,000 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**

7. **Director of Engineering & Public Works - Lawn Bowling Greens Maintenance - Contract Award**

0210-2023

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: the 2023 Budget contained in the 2023 - 2027 Financial Plan Bylaw be amended to reflect additional funding for the remainder of the 2023 season for Lawn Bowling Greens Maintenance in the amount of \$1,000.00 reallocated from TCH West Maintenance;

AND THAT: Council accept the proposal received from Turfcat Enterprises Ltd., to undertake the Lawn Bowling Greens Maintenance for a three (3) year term commencing June 1, 2023 through to May 31, 2026 in accordance with the unit prices quoted as follows:

- 2023/2024 - \$2,400.00 per month plus taxes (April 1 - October 31)
- 2024/2025 - \$2,600.00 per month plus taxes (April 1 - October 31)
- 2025/2026 - \$2,800.00 per month plus taxes (April 1 - October 31)

CARRIED UNANIMOUSLY

8. **Director of Engineering & Public Works - Tender Award - 2023 Paving Program**

0211-2023

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: Council award the 2023 Paving Program Contract to Okanagan Aggregates Ltd., in accordance with the unit prices specified in their Tender, (incorporating a 7% Variance Threshold Reduction) for a total amount of Three Million Twenty Five Thousand Five Hundred and Thirty dollars (\$3,025,530.00) plus taxes as applicable.

CARRIED UNANIMOUSLY

9. **Director of Engineering & Public Works - Quote Award-Extension Year 2 - Asphalt Patching Program**

0212-2023

Moved: Councillor Gonella

Seconded: Councillor Wallace Richmond

THAT: Council award the 2023 Asphalt Patching Program to A&D Asphalt Solutions Ltd., in accordance with the unit prices provided for year two (2) as specified in the contract, estimated to be \$111,915.00 plus taxes as applicable.

CARRIED UNANIMOUSLY

10. **Director of Engineering & Public Works - Multistage Water Restrictions Implementation - For Information**

For information.

The meeting recessed at 3:48 p.m.

The meeting reconvened at 3:53 p.m.

10. INTRODUCTION OF BYLAWS

1. 2022 Final Budget

- a) City of Salmon Arm 2022 to 2026 Financial Plan Amendment Bylaw No. 4572 - First, Second and Third Readings
- b) City of Salmon Arm General Capital Reserve Fund Expenditure Bylaw No. 4567 - First, Second and Third Reading
- c) City of Salmon Arm Community Centre Major Maintenance Reserve Fund Expenditure Bylaw No. 4573 - First, Second and Third Reading
- d) City of Salmon Arm Fire Protection Emergency Apparatus Reserve Fund Expenditure Bylaw No. 4574 - First, Second and Third Reading
- e) City of Salmon Arm Police Protection Vehicle and Equipment Reserve Fund Expenditure Bylaw No. 4575 - First, Second and Third Reading
- f) City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4576 - First, Second and Third Reading
- g) City of Salmon Arm Water Major Maintenance Reserve Fund Expenditure Bylaw No. 4577 - First, Second and Third Reading

Councillor Lavery left the meeting at 3:59 p.m.

0213-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Gonella

THAT: the Bylaw entitled City of Salmon Arm 2022 to 2026 Financial Plan Amendment Bylaw No. 4572 be read a first, second and third time;

AND THAT: the Bylaw entitled City of Salmon Arm General Capital Reserve Fund Expenditure Bylaw No. 4567 be read a first, second and third time;

AND THAT: the Bylaw entitled City of Salmon Arm Community Centre Major Maintenance Reserve Fund Expenditure Bylaw No. 4573 be read a first, second and third time;

AND THAT: the Bylaw entitled City of Salmon Arm Fire Protection Emergency Apparatus Reserve Fund Expenditure Bylaw No. 4574 be read a first, second and third time;

AND THAT: the Bylaw entitled City of Salmon Arm Police Protection Vehicle and Equipment Reserve Fund Expenditure Bylaw No. 4575 be read a first, second and third time;

AND THAT: the Bylaw entitled City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4576 be read a first, second and third time;

AND THAT: the Bylaw entitled City of Salmon Arm Water Major Maintenance Reserve Fund Expenditure Bylaw No. 4577 be read a first, second and third time.

CARRIED UNANIMOUSLY

10. **INTRODUCTION OF BYLAWS - continued**

Councillor Lavery returned to the meeting at 4:04 p.m.

2. **2023 Final Budget**

- a) **City of Salmon Arm 2023 to 2027 Financial Plan Amendment Bylaw No. 4586 - First, Second and Third Readings**
- b) **City of Salmon Arm 2023 Annual Rate of Taxation Bylaw No. 4581 - First, Second and Third Reading**

0214-2023

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Bylaw entitled City of Salmon Arm 2023 to 2027 Financial Plan Amendment Bylaw No. 4586 be read a first, second and third time;

AND THAT: the Bylaw entitled City of Salmon Arm 2023 Annual Rate of Taxation Bylaw No. 4581 be read a first, second and third time.

CARRIED UNANIMOUSLY

3. **City of Salmon Arm Sterile Insect Release (SIR) Program Parcel Tax Amendment Bylaw No. 4583 - First, Second and Third Reading**

0215-2023

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the Bylaw entitled City of Salmon Arm Sterile Insect Release (SIR) Program Parcel Tax Amendment Bylaw No. 4583 be read a first, second and third time.

CARRIED UNANIMOUSLY

11. **RECONSIDERATION OF BYLAWS**

1. **Council Remuneration and Expense Bylaw No. 4578 - Third and Final Reading**

0216-2023

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: the Bylaw entitled City of Salmon Arm Council Members Remuneration and Expense Bylaw No. 4578 be read a third and final time.

CARRIED UNANIMOUSLY

2. **Growing Communities Reserve Fund Establishment Bylaw No. 4582 - Final Reading**

0217-2023

Moved: Councillor Gonella

Seconded: Councillor Cannon

THAT: the Bylaw entitled City of Salmon Arm Growing Communities Reserve Fund Establishment Bylaw No. 4582 be read a final time.

CARRIED UNANIMOUSLY

12. **CORRESPONDENCE**

1. **Informational Correspondence**

Councillor Gonella left the meeting at 4:22 p.m.

8. **C. Diotte, Administrative Services Manager, Salmon Arm Folk Music Society - Letter dated April 20, 2023 - Request for Letter of Support to BC Community Gaming Grant Funding Program for 31<sup>st</sup> Annual Salmon Arm ROOTSandBLUES Festival**

0218-2023

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: Council provide a Letter of Support for the Salmon Arm Folk Music Society's submission to the BC Community Gaming Grant Funding Program for the 31<sup>st</sup> Annual Salmon Arm ROOTSandBLUES festival taking place in August, 2023.

CARRIED UNANIMOUSLY

Councillor Gonella returned to the meeting at 4:24 p.m.

1. **K. Wickner - Email dated March 10, 2023 - In Honour of Embracing Equity**

0219-2023

Moved: Councillor Lindgren

Seconded: Councillor Gonella

THAT: Council direct staff to prepare a report for Council on or before the Regular Council meeting of February 26, 2024 of the options, viability and logistics of the City using a voters list for the 2026 general local election.

CARRIED UNANIMOUSLY

4. **S. Zuidhof, Building Safer Communities Project Coordinator - Email dated April 12, 2023 - Request for Letter of Support**

0220-2023

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: Council provide a Letter of Support to Immigration, Refugees and Citizenship Canada (IRCC) advocating for a settlement worker for the Shuswap Immigrant Services Society and School District 83.

CARRIED UNANIMOUSLY

6. **J. Bellhouse, Executive Director, Shuswap Trail Alliance - Letter dated April 13, 2023 - Request to Host Grand Opening Celebration at South Canoe Memorial Shelter**

0221-2023

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: Council authorize the Shuswap Trail Alliance to host a Grand Opening Celebration at the South Canoe Rob Nash Memorial Shelter from 1:00 p.m. to 6:00 p.m. on May 27, 2023, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY



13. NEW BUSINESS

14. PRESENTATIONS

1. D. Boyd, General Manager, Shuswap Recreation Society - 55+ BC Games

D. Boyd, General Manager, Shuswap Recreation Society, provided an overview of the 55+ BC Games, to be held in Salmon Arm September 10-14, 2024, introduced the Board members and was available to answer questions from Council.

0222-2023

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: Council endorse the Board of Directors for the 2024 55+ BC Games;

AND THAT: the 2023 Budget contained in the 2023-2027 Financial Plan bylaw be amended to reflect the City's \$60,000 cash contribution towards the 2024 55+ BC Games, funded from the Senior Games Reserve;

AND FURTHER THAT: once the Salmon Arm 2024 55+ BC Games Society has been established, the City's \$60,000.00 contribution be transferred to the society's account.

CARRIED UNANIMOUSLY

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

19. OTHER BUSINESS

20. QUESTION AND ANSWER PERIOD

There are no Hearings, Statutory Public Hearings or Reconsideration of Bylaws scheduled for the evening portion of the agenda.

21. ADJOURNMENT

0223-2023

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: the Regular Council Meeting of April 24, 2023 be adjourned.

CARRIED UNANIMOUSLY

21. **ADJOURNMENT - continued**

The meeting adjourned at 5:10 p.m.

CERTIFIED CORRECT:

"S. WOOD"  
CORPORATE OFFICER

"A. HARRISON"  
MAYOR

Adopted by Council the 8<sup>th</sup> day of May, 2023.