



AGENDA

Regular Council Meeting

Monday, January 30, 2017

1:30 p.m.

[Public Session Begins at 2:30 p.m.]

Council Chamber of City Hall

500 – 2 Avenue NE

Page #	Item #	Description
1 - 2	1.	CALL TO ORDER
	2.	IN-CAMERA SESSION
	3.	ADOPTION OF AGENDA
	4.	DISCLOSURE OF INTEREST
	5.	PRESENTATIONS / DELEGATIONS
3 - 8	1.	T. Crouch, 2017 Coordinator, Canada 150 Original Dragon Boat Festival - Approval to host Dragon Boat Festival at Canoe Beach
9 - 18	2.	Peggy Maerz, Salmon Arm Bulldog's Boxing and Training - Hit to Fit Fundraiser
19 - 62	3.	P. McIntyre-Paul, Executive Director, Shuswap Trail Alliance - Dogs on the Foreshore Trail Update
	6.	CONFIRMATION OF MINUTES
63 - 76	1.	Regular Council Meeting Minutes of January 16, 2017
	7.	COMMITTEE REPORTS
77 - 82	1.	Development and Planning Services Committee Meeting Minutes of January 23, 2017
83 - 86	2.	Social Impact Advisory Committee Meeting Minutes of November 22, 2016
87 - 90	3.	Community Heritage Commission Meeting Minutes of November 15, 2016
91 - 102	4.	Community Heritage Commission Meeting Minutes of December 20, 2016
103 - 106	5.	Environmental Advisory Committee Meeting Minutes of January 5, 2017
107 - 110	6.	Greenways Liaison Committee Meeting Minutes of January 19, 2017

- 8. **INTRODUCTION OF BYLAWS**
- 9. **RECONSIDERATION OF BYLAWS**
 - 111 – 126 1. Zoning Amendment Bylaw No. 4165 [ZON-1069; Dewick, T. & L.; 1351 15 Avenue SE; R-7 to R-8] – Final Reading
 - 127 – 130 2. Short Term Capital Borrowing (Bylaw No. 4158) Repeal Bylaw No. 4179 – Final Reading
- 10. **CORRESPONDENCE**
 - 131 – 132 1. Informational Correspondence
- 11. **STAFF REPORTS**
 - 133 – 150 1. Corporate Officer – Canoe Beach Concession Agreement
- 12. **NEW BUSINESS**
 - 151 – 152 1. Revitalization Tax Exemption Bylaw- Councillor Eliason
- 13. **COUNCIL STATEMENTS**
 - 153 – 154 1. CSRD – 2017 Budget for Salmon Arm (using 2017 Completed Roll)
- 14. **NOTICE OF MOTION**
- 15. **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**
 - 155 – 158 1. Committees of Council, etc.
- 16. **OTHER BUSINESS**
- 17. **QUESTION AND ANSWER PERIOD**

6:00 p.m.

Public Input Session – Marijuana Retailers/Dispensaries

7:00 p.m.

Page #	Item #	Description
	18.	DISCLOSURE OF INTEREST
	19.	HEARINGS
159 – 168	1.	Development Variance Permit Application No. VP-439 [M. Norgren & T. Eliason; 5281 – 75 Avenue NE; Setback Variance]
169 – 184	2.	Development Variance Permit Application No. VP-444 [A. & H. Gower; 31 – 2 Street SE; Setback Variance]
185 – 192	3.	Development Variance Permit Application No. VP-445 [P. Cumming & N. Wagner; 4891 – 16 Street NE; Setback Variance]

- 193 -202 **20. STATUTORY PUBLIC HEARINGS**
 Zoning Amendment Application No. ZON1081; Channer, A. & Davis,
 M.; 80 - 16 Street NE; R-1 to R-8
- 203 - 206 **21. RECONSIDERATION OF BYLAWS**
 Zoning Amendment Bylaw No. 4184 [ZON1081; Channer, A. &
 Davis, M.; 80 - 16 Street NE; R-1 to R-8] - Third and Final Readings
- 22. QUESTION AND ANSWER PERIOD**
- 207 - 208 **23. ADJOURNMENT**

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Item 2.

CITY OF SALMON ARM

Date: January 30, 2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: pursuant to Section 90(1) of the Community Charter, Council move In-Camera.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

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Item 5.1

CITY OF SALMON ARM

Date: January 30, 2017

PRESENTATION

NAME: T. Crouch, 2017 Coordinator, Canada 150 Original Dragon Boat Festival

TOPIC: Approval to host Dragon Boat Festival at Canoe Beach

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



January 23, 2017

Mayor and Council:

On behalf of the Shuswap Association for Rowing and Paddling (SARP) and Aspiral Youth Partners Association (AYPA), we request your approval to host the *Canada 150 Original Wooden Dragon Boat Festival* at Canoe Beach.

This Canada 150 Celebration would replace the Shuswap Dragon Boat festival in 2017 which has been held for the past thirteen years at Marine Park in Salmon Arm.

The proposed dates are Saturday July 15 and Sunday July 16, 2017. As Coordinator for the event and on behalf of the two presenting organizations, the following information is provided for your review when considering approval to hold this event.

Canada 150 Original Wooden Dragon Boat Festival - Overview

Following successive years of hosting the Shuswap Dragon Boat Festival and five (5) years of combining the Survive the Triangle outrigger canoe races at Marine Park, SARP formed a strategic partnership with AYPA to be more inclusive of youth in our community, administer larger grant programs that support non-motorized boating in the Shuswap and develop a unique Canada 150 event in our community. This is the only festival of its kind in Canada.

Both organizations are contributing in-kind volunteer support, equipment and expertise to manage all aspects of the event at Canoe Beach. These specific contributions are identified under the section "Contributions to Date" later in this letter.

Both organizations will ensure additional volunteer support is provided to assist with overnight security, first aid, parking control, vendor coordination, paddle marshalling, and on site services including garbage pick up, water provision and information kiosk.

Festival Funding

Funding to assist in presenting the festival is expected through a combination of in-kind contributions, paddlers registration fees, a provincial work experience grant and a Canada 150 grant.

AYPA has been in negotiations with Heritage Canada since November 2016 to secure funding to present the festival as a Canada 150 Celebration. The funding duration would commence in mid May through mid August with approval expected in March or April 2017. Letters of support in principle for this grant were provided by the City of Salmon Arm, Downtown Salmon Arm, Vancouver International Dragon Boat Society, and the Shuswap Association for Rowing and Paddling. In the event the funding is declined the event would still proceed with reductions in certain areas however the basic running of the event would be supported by volunteers and Aspiral Youth staff through a Job Creation Partnership grant.

A requirement of the funding to host as a Canada 150 event is to create opportunities for Canadians to participate in local, regional, and national celebrations that contribute to building a

sense of pride and attachment to Canada. This funding is a main feature of the festival and will showcase the recently restored Hong Kong and Taiwanese wooden dragon boats and First Nations traditional war canoes.

Participation

Twelve teams are expected to attend. Three would be from the Shuswap and other teams from the Okanagan, Kootenay, Columbia Shuswap, Fraser Valley and Lower Mainland would round out the group. This number would allow for events to take place on Saturday and Sunday and provide each team with 4 races over the weekend.

This number represents approximately 300 paddlers which is consistent with the number that has attended similar events at Marine Park. 2016 was an anomaly with 20 teams participating and stressed the dock infrastructure of that area for such an event. As this would be the first time an event of this size has been held at Canoe Beach, organizers believe 300 paddlers plus coaches and supporters is a manageable number considering facility capacity and noting this would be a regular day at the beach for the public.

Local hotels have already been approached and although they are in their busy season, they have confirmed rooms are set aside for this event. One visiting team has already confirmed their reservation. It is further expected that with two music events being planned in downtown Salmon Arm for the Friday and Saturday night, visitors and residents will be active in the downtown area. This is a welcome change from previous years when the majority of participants would leave our community following the Saturday afternoon paddling event. In 2017 we anticipate visiting participants and other visitors staying for 2 nights in local accommodation.

Vendors in the Village

Organizers are planning to offer something special for our community when visitors and residents are enjoying a regular day at Canoe Beach and the original wooden dragon boat festivities are occurring. A *Vendors Village* is proposed along the grass by the fence at the back of the park. This area would run west of the picnic shelter and extend to within 5 metres of the gate that is close to the public boat turnaround over the railway tracks.

This Vendor Village will provide room for approximately 7 vendors offering a mix of ethnic food, working artisans and information kiosks for visitors and residents to enjoy.

Each vendor will have a 10' x 10' space for their tents to be set up. None of the tents will be pegged to the ground. As has been the case in previous years at Marine Park, if any tent does require this, organizers will consult with Parks staff to assist with locating where to place the pegs in the event they could impact an existing sprinkler system.

In 2015, festival organizers developed this approach as an essential part of the pre-planning activities in collaboration with city works department staff and were able to accommodate 15 vendors without any issues. Very preliminary discussions have taken place with Rob Niewenhuizen for 2017 and more specific details will be reviewed subject to approval to proceed with the festival.

Organizers have confirmed a Volunteer Vendor Coordinator who will organize the vendors well in advance of the event and be on site for the full day the Vendor Village will be in operation. Duties will include managing vendor bookings, contracts and waivers. This individual coordinated the 2016 Shuswap Dragon Boat Festival at Marine Park and has been the Canada Day vendor coordinator in Blind Bay for several years.

Kids Zone

One of the SARP Directors is a teacher in the Shuswap school system and has volunteered to develop a day long program of activities to offer for kids who are at Canoe Beach for the day.

Community Concerts in Salmon Arm

On Friday July 14 and Saturday July 15, multi-cultural musical events will be held in Salmon Arm. Currently, organizers have been considering one event to be held at the SASCU Recreation Centre and the other at the Nexus at First. These events are provided for both visitors and residents to participate in. It is expected a reasonable admission price would be charged to cover direct operation expenses such as rent of facility and marketing. Artist fees and sound equipment rental would be provided through the Canada 150 grant.

Canada 150 Legacy

The legacy of this festival will be 180 new personal floatation devices (PFD's) and paddles displaying the Canada 150, Aspiral Youth Partners and paddle club logos that will be provided for use in our community. Additionally, a piece of BC history will be preserved as the original dragon boats will be available for future festival, educational, ceremonial and celebratory use throughout BC.

Contributions to Date

- *BC Ministry of Social Development & Social Innovation* Job Creation Partnership contract approved to start Feb 6/17 providing funding support for staff to complete restoration of the Taiwanese wooden dragon boat fleet and acquire work experience with community partners to plan and implement the festival featuring Hong, Kong, Taiwanese and First Nations boats
- *Shuswap Association for Rowing and Paddling (SARP)* support to contribute volunteer expertise in festival planning and race management including all documentation required for registration of teams such as waivers, rules and regulations, timing and marshalling of races, and dock hands. Additional activities include promotion of the event on their web site, setting up the infrastructure for the paddler's village, programming for kids zone, vendor village registration, managing the race officials viewing stand and providing volunteer paddlers so the public can be offered an opportunity to enjoy a ride in an original wooden dragon boat. Insurance is already in place through a Salmon Arm agency to hold the event with City of Salmon Arm, Salmon Arm Recreation and CSRD as named insured
- *Aspiral Youth Partners (AYPA)* funding support and staff for festival planning, marketing, media, rental and transportation of dragon boats, first aid, safety boats during the festival, equipment rental, volunteer t-shirts and hats, Canada 150 PFD's and paddles and performer fees for Friday and Saturday night concerts in downtown Salmon Arm
- *SARP and AYPA* will collaborate to ensure additional volunteer support is provided to assist with overnight security, parking control, vendor coordination, paddle marshalling, and on site services including garbage pick up, water provision and information kiosk
- *Heritage Canada 150* application accepted and in negotiation with Aspiral Youth Partners
- *International Dragon Boat Federation* Special Advisor and Race Director
- 3 major hotels have set aside rooms for visitors participating in the event

To be Confirmed

- coordinate with City for placement of swimming buoys and new swim feature and setting of 500 metre race course to add to Canoe Beach site plan
- coordinate with City for electrical power source to supply public address system and, if required, for vendor village
- equipment transportation truck and drivers
- barricades, if required, for traffic control through City Works Dept

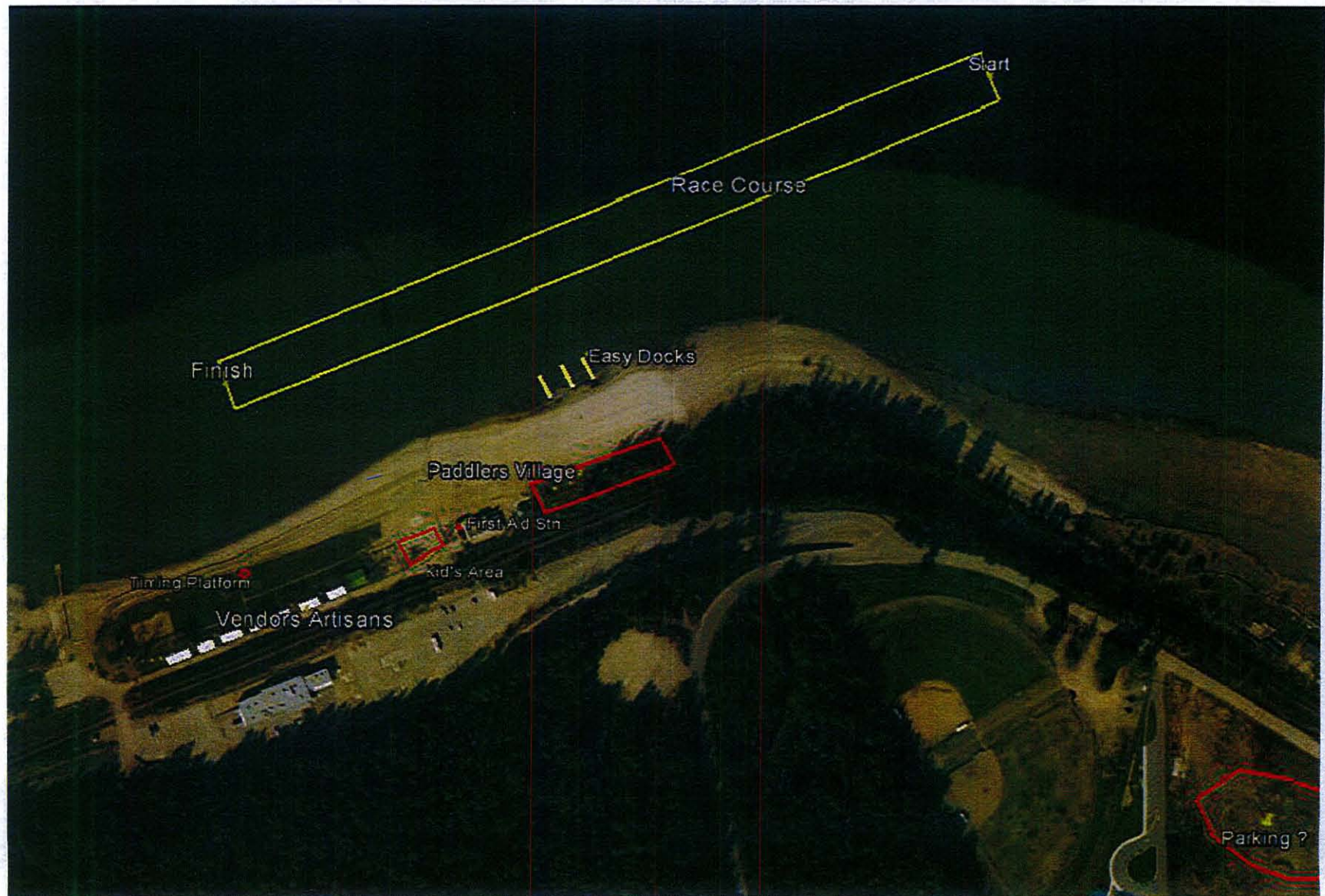
- sprinkler system shut off, if required, during event through City Works Dept
- Canada 150 funding contract from Heritage Canada
- availability of 3 temporary plastic docks from EZ Dock or comparable supplier
- overflow public parking access at vacant lot on former packing house site, if required
- 222 Shuswap Squadron Air Cadets parking coordinators, if required
- RCMP to be advised about the weekend event
- Shuswap Search and Rescue to provide first aid and emergency response
- coordinated safety procedures for both on land and water emergency aid, if required
- 2 way radio system and radios from local provider
- support with Canoe Beach concession tenant for additional food vendors on location for Sat July 15 only - in the event this is not provided, working artisans and information kiosks would still be available
- food, working artisans and information kiosk vendors
- entertainment and venues
- advertising plan for the event

Weather permitting, we anticipate a good turnout from the community for all of the events taking place in Salmon Arm and at Canoe Beach on July 15 and 16, 2017. If you have any questions, suggestions or concerns please contact me.

Sincerely,

Ted Crouch

Ted Crouch
 2017 Coordinator
 Canada 150 Original Wooden Dragon Boat Festival



2017 Wooden Dragon Boat Festival Canoe Beach Draft Site Map. Overview

Item 5.2

CITY OF SALMON ARM

Date: January 30, 2017

PRESENTATION

NAME: Peggy Maerz, Salmon Arm Bulldog's Boxing and Training

TOPIC: Hit to Fit Fundraiser

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

Hit to Fit Fundraiser

Join us for an evening of 'social' boxing
and old school Hollywood glamour for a
great cause!

The First Annual Hit to Fit Fundraiser Event

Saturday March 11, 2017 at

Westgate Public Market

Tickets are now on sale for our event. We have three types of tickets.
They are very limited so will go quick!

Table

\$350 (table of 8) includes Weigh-in and Dinner, Glass of Wine with Dinner.

Ticket

\$50 includes Weigh-In and Dinner, Glass of Wine with Dinner.

Standing Room

\$30 does NOT include Weigh-In or Dinner, does include one Drink Ticket.

BE A COMPETITOR

THIS IS A FITNESS CHALLENGE!!!!!! MULTIPLE COMPONENTS LEAD TO VICTORY

1st Fitness Challenge is to commit to a 3 day a week fitness program at Bulldog's Boxing. Points are awarded for various areas (improvements in strength, endurance/stamina, and over all fitness.) These areas will be measured by fitness tests and inches lost for those wanting to participate in that component. NO SCALE. Weight is NOT an accurate reflection of fitness.

2nd is LOCAL Charity fundraising, throughout your teams training camp you create ways for them to raise funds through pledges or other means for a local charity. The team with most contributions for their named charity gains points.

The 3rd component is completely OPTIONAL. Anyone looking to up level their experience. Or perhaps you have always been curious in the experience of entering the "RING" will get the opportunity to fight for their cause, in a fun safe sanctioned and closely monitored GALA EVENT MATCH.....Welcome to Competition Training... It's Tough!

Training is **as per listed classes, Monday thru Friday** with all sessions held at **Salmon Arm Bulldogs Boxing Club**. The focus of these sessions is to elevate your fitness and teach you basic techniques. Give it your all, listen to your coaches' instructions and follow through with the program both in and out of training. As we go through the training, we will make our final determinations on who will be paired together for our Boxing Gala. THIS IS NOT HIT TO HURT!!!!!! It is HIT to FIT

Please note, the focus is on a fair display of comradery to find the best boxers, but rather to determine from the group of Competitors, what match-ups we can make that will be the fairest and most evenly matched in terms of weight, ability, potential and attitude. This is a complex jigsaw puzzle and for safety reasons, we simply must get the pieces right. We ask that you respect the process and the outcome. Be aware that regardless of whether you have prior boxing experience, you must participate all Competitor training camp session to be eligible for the event. This training camp is also about assessing people's work ethic, their commitment, their temperament and making sure that we get the right dynamic for the group but most importantly that we all have fun over the next few months as you train for our gala. (All aspects of training will have a team building component designed to strength your team and our roles in our beautiful community.

The schedule calls for minimum three sessions per week, plus 1 technical training day and a weekly cardio session on your own time as there will be a lot more expected of you to maintain and build your fitness on your own time as well. Training sessions have options, WARRIOR CURCUIT training designed for those looking to build strength and explosive power, REC BOXING will consist of shadow boxing, bag work, pads, COMPETITION will build on fundamentals, techniques and sparring with your certified coaches. The cost of delivering this level of training, coaching and gym time is very high, however with sponsorship and volunteers, we can reduce this amount significantly. To reduce this cost Bulldog's Boxing will sponsor all participants by paying half the training cost. We encourage business owners or managers to provide a completion incentive.

Competitors are requested to fundraise and help generate community support, corporate sponsorship and donations towards their overall goals. Competitors are also encouraged to find sponsorships for their causes.

All participants will have:

- Cost of training \$315 Jan 2 – March 11 unlimited classes at SA Bulldogs Gym at Westgate Public Market
- Registration \$90/for competition \$10/ for non-competitors
- Medical as per boxing BC regulations.

Prizes

- Fitness Challenge – Most Improved Individual/ and team
- Best Attendance – Team
- Winners from Ring
- Funds Raised individual/team.

Required Gear:

- 16 oz Glove (competition gloves provided by Boxing BC) Bag Gloves are your responsibility
- Mouth guard
- Low Blow – Men and Women
- Chest Protector – Women
- Head Gear

SPONSORSHIP OPPORTUNITIES

Salmon Arm Bulldogs presents Hit to Fit Fundraiser

March 11, 2017, 28 "celebrity" boxers will get into the ring for an evening of social boxing and entertainment for our up to 200 guests. If you would like would team to have an opportunity to win points through this portion but have no one interested in getting in the ring your business can sponsor a registered Boxing BC athlete in a bout.

The evening will include a Weigh-in at 5, Dinner followed by 14 boxing bouts. Proceeds will go to the charities chosen by each competitor.

For more information, contact Karen at The Handmade Shoppe 250-938-5091

karen@thehandmadeshoppe.com

Or Peggy at Salmon Arm Bulldogs peggy@bulldogsboxing.com 778-489-5665

DINNER SPONSOR (ONE AVAILABLE) \$1,500

Logo exposure on program and Event Page on Social Media

Mention as DINNER Sponsor

Logo exposure on video screen loop at event during dinner

Logo exposure on sponsor boards at event

2 tickets to event March 11, 2017

DECOR SPONSOR (ONE AVAILABLE) \$750

Logo exposure on program

Mention as DECOR Sponsor

Logo exposure on video screen loop at event during dinner

Logo exposure on sponsor boards at event

COCKTAIL HOUR SPONSOR (ONE AVAILABLE) \$500

Logo exposure on program

Mention as COCKTAIL HOUR Sponsor

Logo exposure on video screen loop at event during dinner

Logo exposure on sponsor boards at event

ROUND CARD SPONSOR (THREE AVAILABLE) \$250

Logo on back of cards held between rounds for each match – local media personalities will be doing the round cards including Ez-Rock.

Logo exposure on program

Mention as CARD Sponsor

Logo exposure on video screen loop at event during dinner

Logo exposure on sponsor boards at event

SALMON ARM BULLDOG'S BOXING CLUB

2090 10 AVE SW SALMON ARM V1E1T4

CHALLENGE

Cooch Maerz
Salmon Arm Bulldog's Boxing club
2090 10 Ave SW Salmon Arm V1E1T4

Salmon Arm Business

Owners/Managers

Have I got a challenge for you!!!!!!!

You will hear the details from an EZROCK representative.

DO NOT get hung up on the ring challenge. To provide some clarity on this matter I'm drafting the following outline.

The ring challenge portion is not a requirement and will NOT be billed as grudge matches. Every aspect of this will be in keeping with Boxing BC rules and regulations. All will be properly registered and under a medical that is submitted to Boxing Canada through Boxing BC. I am the match maker. In every aspect of the technical training safety will be the priority. Everyone needs to work the next day and No needs that kind of publicity. All aspects of training will be closely monitored. This is a community event to bring community together NOT divide. If you would like this aspect as part of your fundraising for your charity but no one in your group would like to get into the ring you can have a boxer by proxy. That is to say one of the amateur boxers from Boxing BC will represent you, your business and your charity. If you are curious but concerned about safety or image I encourage you to come by and see me I will give you the straight truth about this project.

This challenge is more about the fitness challenge and the fundraising. You will see we offer more than the boxing program and I encourage you and your staff to mix and match programs to see what fits each team member best.

This is to encourage fitness as part of healthy wealthy way of doing business. Happy Healthy workers makes for best productivity, less sick days, more engaged employees, and managers. Doing fitness together builds their business community/team. Supporting each other through the challenge evolves into support in the work place.

How to earn points

Attendance

- Team & individual (min commitment 3 days/week)

Over all fitness improvements

- **Fitness testing beginning and end**
- **Measurements encouraged but optional**
- **NO WEIGHTS. Weight IS NOT AN ACCURATE READ OF FITNESS. You want to monitor feel free but this will not be part of the points**
- **In class exercise challenges**

Amount of funds raised for your local charity

- Individual efforts
- Group efforts
- Participation in Fight for a cause In the Ring event

You Have Been Challenged!!!!!!!

Coach Maerz

Salmon Arm Bulldog's Boxing club



SALMON ARM BULLDOGS BOXING

SPONSORSHIP REGISTRATION FORM

DATE:			
COMPANY INFORMATION			
Company Name		Contact Name for Company:	
Email Address:			
Street address:	Cell phone no ()	Business phone no.: ()	
P.O. Box:	City:	Prov:	Postal Code:

SPONSORSHIP PACKAGES

DINNER SPONSOR \$1500.00

Logo exposure on program and Event Page on Social Media
 Mention as DINNER sponsor
 Logo Exposure on Video loop at Event
 Logo Exposure on Sponsor Board at Event
 Two Tickets to the Gala Event March 11, 2017

DÉCOR SPONSOR \$750.00

Logo exposure on event program
 Mention as DÉCOR Sponsor
 Logo Exposure on Video loop at Event
 Logo Exposure on Sponsor Board at Event

COCKTAIL HOUR SPONSOR \$500.00

Logo exposure on Event program
 Mention as COCKTAIL HOUR Sponsor
 Logo Exposure on Video loop at Event
 Logo Exposure on Sponsor Board at Event

ROUND CARD SPONSOR \$250.00

Logo on back of cards held between rounds for each match- local media personalities will be doing the round cards -EzRock
 Logo exposure on program
 Logo Exposure on Video loop at Event
 Logo Exposure on Sponsor Board at Event

Please indicate which package will work best for you: Thank you so much for you Sponsorship! We look forward to seeing you in the New Year!

Please make check payable: The Handmade Shoppe

Signature _____

Date _____



Membership Application

BOXING CANADA

Registration year : _____ New Renewal Date : _____

Provincial Association _____ Club: _____

Name : _____ Date of birth: _____

Address : _____

City: _____ Postal Code : _____

Telephone : _____ Aboriginal heritage YES NO

E-mail : _____ Citizenship: _____

Competitor

Initiation	<input type="text"/>	8 & 10
Junior A	<input type="text"/>	11 & 12
Junior B	<input type="text"/>	13 & 14
Junior C	<input type="text"/>	15 & 16
Youth	<input type="text"/>	17 & 18
Elite	<input type="text"/>	19 +

Other Category

Coach	<input type="text"/>	Level	_____
Official	<input type="text"/>	Level	_____
Other Non Competitor	<input type="text"/>		
Associate Member	<input type="text"/>		
Recreational Member	<input type="text"/>		

Bouts _____ Wins _____ Gender Male Female

(Including kick-boxing and other combat sports)

Date of medical examination: _____

Previous involvement in Professional Boxing or any combat sport: _____

If Yes, explain: _____

Release and Waiver

In consideration of membership and permission to participate in amateur boxing granted me or my son/ daughter/ waerd by the Canadian Amateur Boxing Association, a non-profit corporation, and its affiliated Provincial/ Territorial Sport-Governing bodies, clubs, coaches, officials, members, agents, officers and employees from all claims, actions, judgements and executions which the undersigned's heirs, executors, administrators, or assigns may have, or claim to have, for all personal injuries, know or unknown, and injuries to property, real or personal, caused by, or arising out of, the participation in the sports activity of amateur boxing. I, the undersigned fully understand that this sport activity has inherent risks involved, and I am fully aware of the nature of these risks, but waive rights, claims, cause of action ect. as heretofore, and do hereby assume the risk.

I, the undersigned, have read this Release/Waiver and understand all its terms and conditions, I excute it voluntarily and with full knowledge of it significances.

In withness whereof, I have executed this release at _____, on the _____ day of _____ 20 _____

Witnessed

Signature of applicant

Parent or guardian (under 18)

Medical certificate Attached : YES NO

CANADIAN AMATEUR BOXING ASSOCIATION

Annual Medical Form

(please print clearly)

Part I – To be completed by athlete (male or female) or parent / guardian if under legal age

Name _____ Date of Birth _____
 Address _____
 _____ Tel. _____
 BC Carecard # _____ Other _____
 Weight _____ Height _____ Boxing Club _____

If the applicant has or had any of the following illnesses, please give particulars in this space:

	YES	NO
1. Eye or ear impairment, infections or injuries:	_____	_____
2. Rheumatic fever, T.B., pleurisy or asthma:	_____	_____
3. Kidney or urine disorder, one kidney:	_____	_____
4. Diabetes mellitus:	_____	_____
5. Indigestion, vomiting, abdominal cramps:	_____	_____
6. Nervous breakdown, head injury, fits:	_____	_____
7. Acute infections:	_____	_____
8. Fractures, dislocations, severe sprains:	_____	_____
9. Epilepsy of applicant or in family:	_____	_____
10. Any suspensions from boxing?	_____	_____

_____ Date _____ Signature of Athlete _____ Signature of Parent / Guardian _____

Part II – To be completed by the Physician

Note: the following may preclude from boxing: (1) impaired vision – worse eye less than 20/120 and better eye less than 20/60; (2) squint; (3) recurrent chronic suppurative otitis media; (4) chest expansion less than 2"; (5) total deafness; (6) albuminuria; (7) hernia, organomegaly or undescended testis; (8) heart lesions.

WEIGHT _____ HEIGHT _____ EXPIRATION _____ INSPIRATION _____
 VISION Right eye 20/ _____ Left eye 20/ _____
 COLOUR VISION _____ FIELD OF VISION _____
 EARS (state of T.M.S. and degree of deafness) _____
 TEETH (any braces) _____
 Is there any abnormality in chest, heart, B.P. or C.N.S.? _____
 Is there a hernia, undescended testis, organomegaly, cryptorchidism? _____
 Urinalysis (Labetix) _____ Sugar _____ Protein _____ Blood _____
 Chest X-ray required only if there is a family history of T.B. _____

Additional for the female boxer: Note: confirmed pregnancy disqualifies from boxing.

Are there breast lesions, bleeding, masses, other dysfunction, pain? _____
 Abnormality in menstrual pattern? Amenorrhea? _____
 Lower pelvic pain? _____

I certify that the applicant is / is not fit to engage in boxing.

Physician's name and Licence number _____

Address _____

_____ Telephone no. _____

Signature _____ Date _____

Item 5.3

CITY OF SALMON ARM

Date: January 30, 2017

PRESENTATION

NAME: P. McIntyre-Paul, Executive Director, Shuswap Trail Alliance

TOPIC: Dogs on the Foreshore Trail Update

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



Raven Foreshore Trail – Domestic Dog Management: Habitat Inventory, Compensation, Monitoring and Adaptive Plan

Prepared by: Phil McIntyre-Paul and Jeremy Ayotte

for the Raven Foreshore Trail Dog Monitoring and Management Working Group

Updated: January 24, 2017



Ministry of
Forests, Lands and
Natural Resource Operations



Acknowledgements

The Raven Foreshore Trail Dog Monitoring plan acknowledges the Salmon Arm Bay's significance within the traditional nation territory of the Secwepemc people.

The plan was developed under the direction of a working group made up of representation from the City of Salmon Arm, The Nature Trust, Ministry of Forest Lands and Natural Resource Operations, SABNES, the Salmon Arm Greenway Liaison Committee, and the Dog Walking Community, with facilitation and consulting biologist support through the Shuswap Trail Alliance.

Working group members included Janet Aitkin, Jeremy Ayotte, Geoff Benson, Rob Bickford, Nicholas Burdoch, Joe Johnson, Shannon Martinson, Phil McIntyre-Paul, Rob Niewenhuizen, Susan Omelychuk, Kevin Pearson, and Peter Robertson. Thanks are extended to all for bringing a collaborative, positive, solutions-focused approach to the initiative.

Monitoring input was provided by members of the Shuswap Naturalists, the Salmon Arm Bay Nature Enhancement Society, and community trail users at large. As well, the working group acknowledges the assistance of Amelia Moore and Christina Patterson who collected trail surveys during July and August.

The working group also acknowledges the significant body of work by community leadership to develop the *2004 Salmon Arm Bay Habitat Management Plan* and the *Habitat Conservation Strategy for Salmon Arm Bay Discussion Paper* (Future Legacy Consulting Group & Bufo Incorporated, Feb. 2004).

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Raven Foreshore Trail – Domestic Dog Management: Monitoring and Adaptive Management, Habitat Inventory and Disturbance Compensation

Updated: January 24, 2017

Background

On December 14th, 2015, the City of Salmon Arm Council responded to the concern that dogs on trails within the Salmon Arm Bay Wildlife Sanctuary places considerable pressure on the area's natural habitat and species. This was balanced by the desire to allow dog walking on the main foreshore trail. As a result, the Council moved to amend the existing bylaw to:

- restrict leash lengths to 2.0 metres on the Foreshore Trail,
- install plastic dog waste bag dispensers,
- install clear signage indicating dogs are permitted on leash on the Foreshore trail,
- have staff work with SABNES to install signage stating dogs are not permitted on the two boardwalks and Christmas Island trail leading onto the Nature Reserve,
- that all dogs be prohibited on the Foreshore Trail during the critical nesting period between April 15 and June 15 each year,
- and that this be brought back for review in January 2017.

As well, City of Salmon Arm Council moved to establish a working group to:

- facilitate a short and longer term consensus between stakeholders on Dogs on the Foreshore Trail and Nature's Trust lands in 2016,
- report back to Council, as soon as practicable, an appropriate data monitoring plan for a one year trial including best practice for the timing of that trial,
- at the end of the trial, summarize the data monitoring and provide longer term management proposals.

A working group was assembled to prepare a monitoring plan for the trial period starting in the spring of 2016, as well as developing longer term management recommendations. The working group was made up of representation from The City of Salmon Arm, The Nature Trust, Ministry of Forest Lands and Natural Resource Operations, SABNES, the Salmon Arm Greenway Liaison Committee, and the Dog Walking Community, with facilitation and consulting biologist support through the Shuswap Trail Alliance.

The Approach: Adaptive Monitoring & Habitat Compensation

The proposed approach for the Raven Foreshore dog monitoring plan includes both a simple Adaptive Monitoring plan and a Habitat and Disturbance Compensation plan.

STA Environmental Screening and Adaptive Management

The Shuswap Trail Alliance has developed an Environmental Screening and Adaptive Management approach for trails through the region. This approach was developed in 2010 and revised in partnership with Recreation Sites & Trails BC for pilot testing throughout the province in 2013. The framework and wording of the strategy is directly adapted from a combination of BC Parks Impact Assessment Policy (1999) and Wildlife Guidelines for Backcountry Tourism/Commercial Recreation in BC (2006). The framework includes a series of templates and forms to assess current environmental conditions, coordinate baseline information, articulate impacts and connect with protective guidelines that will help to build effective mitigation and monitoring commitments into a long-term adaptive management plan.

The Nature Trust Habitat Management Plan

The Environmental Screening and Adaptive Management approach is consistent with the existing foreshore plan developed by The Nature Trust which includes the following Management Strategies:

5.4.1 Trail and Facility Maintenance: Safety Issues

Safety issues, in this case, refer to safety for wildlife using the area and for their habitats. The prime threats to these are disturbance by humans approaching too closely on foot or by boat, and active pursuit, chasing, and habitat damage by dogs running loose. The extent of these threats is not known although disturbance activities have been observed in the area. Nor has the impact been documented in any way that would conclusively establish these disturbance activities as posing a long term threat to wildlife populations or their habitats.

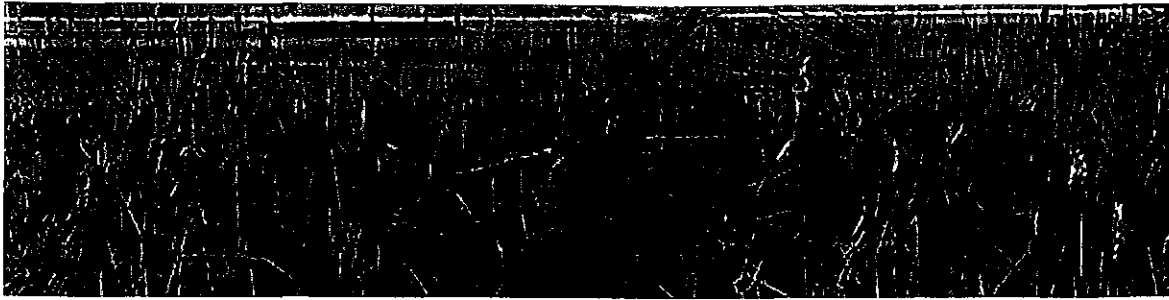
Target:

- *No negative impact by recreational activities on wildlife and their habitats*

Actions:

- *Monitor and evaluate impacts by people and their dogs using a monitoring program with observers.*
- *Establish and enforce "Dogs on Leash" policy for all The Nature Trust properties.*
- *If significant negative impact is identified, evaluate and implement options for eliminating these effects (e.g. no dogs permitted, closure of trails, fencing, enforcement, etc.)*

(See The Nature Trust Habitat Management Plan, 2004, p. 29)



Working Group: Terms

To guide the process and oversee the development of an adaptive monitoring plan, a representative working group was created.

Working Group Purpose:

- Create plan to manage dogs on foreshore trail
- Data monitoring plan for one year trial
- Direction on timing of trial
- Longer term management proposal

...includes data collection, literature review, best practices, education, signage, feces control...

Consensus-based & ecologically grounded – facilitation of the working group will be consensus based, but includes adherence to the conservation goals of the wildlife sanctuary and applicable environmental regulations. This is done with the intent to ensure the intrinsic environmental values of the area are acknowledged and considered.

Acknowledgement of Secwepemc Nation Territory – the sanctuary is located within traditional territory of the Secwepemc Nation. Through the Regional Trail Strategy, regional partners have committed to consult, accommodate, and seek consent with Secwepemc Nation leadership for all land-based management decisions. (Shuswap Regional Trails Strategy and LoU, Dec. 2015)

Proposed working group membership – the working group will include representation from the lead jurisdictional and managing organizations (Nature Trust BC, Ministry of Environment/Forest Lands and Natural Resource Operations, SABNES, and the City of Salmon Arm). As well, community leadership representing active transportation/greenways and dog walking will be included.

The following working group was approved by City staff to guide this process:

- City of Salmon Arm x 2 representatives (Rob Niewenhuizen & Kevin Pearson)
- Nature Trust x 1 representative (Nicholas Burdoch)
- Ministry of Forest, Lands, and Natural Resource Operations (MFLNRO) x 1 representative (Susan Omelchuk)
- SABNES x 2 representatives (Janet Aitken & Geoff Benson)
- Greenways Liaison Committee x 2 representatives (Joe Johnson & Rob Bickford)

- Dog Walkers Community Lobby Group x 2 representatives (Peter Robertson & Shannon Martinson)

The working group was facilitated by the Shuswap Trail Alliance c/o Phil McIntyre-Paul (facilitator) and Jeremy Ayotte (consulting biologist)

Other stakeholders could be identified by the working group, and engaged as needed, without being a formal member of the working group. This may include: Shuswap Naturalists, Ministry of Environment, DFO, Secwepemc leadership, and others.

City Council representation was not included for the pilot period, in order to avoid any conflict-of-interest issues when reporting and recommendations are brought back to the Mayor and Council.

The above formed the Terms-of-Reference for the working group.

Project Timeline:

Timeline	Actions
Feb. 2016	Mapping, literature, and existing data review and assembly (Jeremy/SABNES/MoE/DFO)
Feb. 18/16	First Working Group Meeting: adaptive monitoring & compensation plan development
Mar. 5/16	Monitoring Plan Update and trail report contact bulletin sign posted along trail
Mar-Oct	Ongoing monitoring – via citizen reports, trail surveys, and stewardship observation
Mar. 17/16	Second Working Group Meeting: plan development & education/sign planning
April 15 – June 15/16	Nesting Season Closure to Dogs
April 15/16	Nesting Season Closure to Dogs Trailhead Banners posted
April 18/16	Nesting Season Closure and Monitoring Update News Release
April 21/16	Third Working Group Meeting: review closure season reports, discuss acceptable limits
June 15/16	Nesting Season Closure ends (Trailhead Banners stored at SABNES Nature Centre)
June 17/16	Working Group Email Check-in: no reported concerns, summer trail survey form ready
June 21 – Aug 20/16	Summer Student Trail Monitoring Surveys
Sept 15/16	Working Group Email Check-in: Summer Trail Monitoring Survey report
Sept 27/16	Habitat Disturbance and Compensation Plan Draft prepared (Jeremy Ayotte)
Sept-Dec	Ongoing monitoring – via citizen reports, trail surveys, and stewardship observation

Nov. 3/16	Fourth Working Group Meeting: review monitoring, habitat compensation plan, & long-term management recommendations for report to City
Jan 2017	Preparation of final report and recommendations for long-term management; Council review and adoption
2017 on...	Ongoing implementation



Principles

The following principles anchor the foundation of this Environmental Screening and Adaptive Management strategy:

- All land management decisions result in some level of impact
- Determining whether impacts are within acceptable limits is a challenge for managers and decision makers
- Scientific assessments of risks and significance of impacts provide managers and decision makers with tools to make the best decisions
- Predicting impacts and determining the significance of impacts should be as objective and quantifiable as possible
- Scientific research, legislation, guidelines and best management practices provide the primary direction for determining acceptable limits of impact
- Determining whether impacts are acceptable is based on both science and values and therefore always entails some level of subjectivity or compromise
- For many of these decisions, public involvement is essential to: determine values and their significance, understand the trade-offs or compromises that will result, and build support for the decision

The logic and language of the adaptive plan is based on the provincial Wildlife Guidelines for Backcountry Tourism/Commercial Recreation in BC. The adaptive management plan will include the following components:

- Results – What the adaptive management plan is attempting to achieve
- Desired Behaviours – Actions by users that are most likely to achieve the specified results

- Indicators – What should be measured to determine if the results are being achieved
- Limits – Acceptable bounds related to the measured indicator
- Mitigation Measures – Strategies to achieve the desired behaviours
- Monitoring Schedule – Frequency and timing of monitoring indicators
- Corrective Actions – Actions triggered if monitoring suggests that indicators have exceeded limits

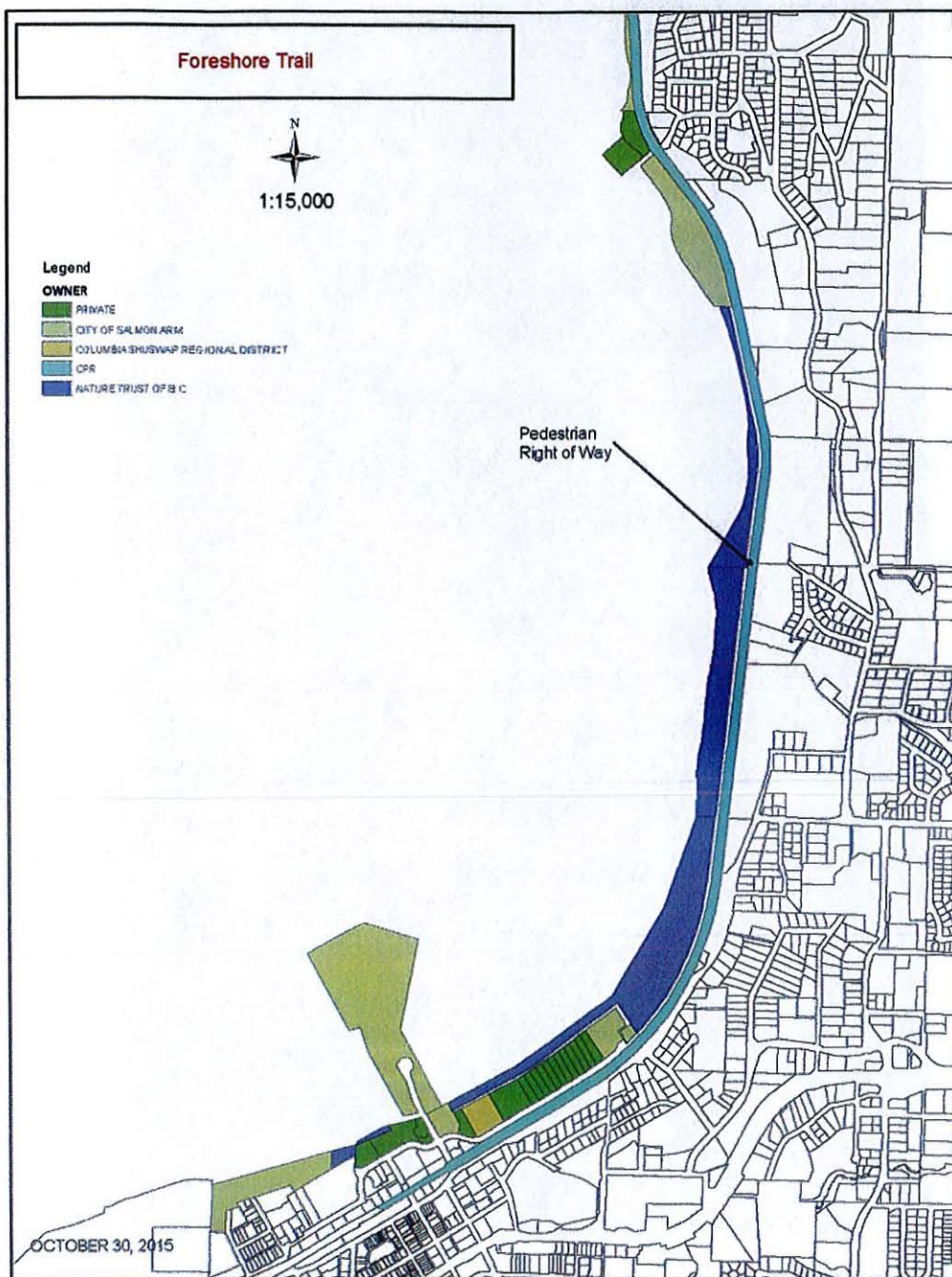
Key Concepts:

- Habitat Disturbance & Compensation – where a known disturbance to existing habitat is made, an equal or greater compensation in restored habitat elsewhere is applied with the intention of balancing or reducing the overall net impact on the wider ecosystem by the original disturbance.
- Adaptive Management Planning – a structured process to guide land management decision-making where the outcome of an action or actions on an ecosystem is uncertain. It includes setting limits of change, ongoing monitoring and adaptive responses over time.
- Acceptable Limits of Change – a model used within Adaptive Management Planning that acknowledges change is inevitable, identifies where impacts might occur, determines levels of change that are acceptable, and acts to ensure change remains within these bounds. (Shuswap Regional Trails Strategy, 2016)
- Cumulative Effects – the changes, both benefits and liabilities, caused by our actions today in combination with other past and reasonable foreseeable human and natural disturbances.
- Precautionary Principle – a risk management principle stating that if an action or policy has a suspected risk, but there is no scientific consensus on the potential harm the risk may produce, actions should be taken before harm occurs to avoid or diminish the risk until such time as scientific analysis and consensus suggests otherwise. (See: UNESCO 2005)

The Adaptive Management Plan:

Foreshore Trail Background Notes

- The foreshore nature reserve represents a portion of the wider Salmon Arm Bay foreshore web of habitats and ecosystems.
- It is within the traditional territory of the Secwepemc nation represented in the Shuswap Lake region by the Adams Lake, Neskonlith, Little Shuswap, and Splatshin communities.
- the foreshore nature reserve is owned by The Nature Trust (TNT), except for a small section of property at the north end of the foreshore trail owned by the City of Salmon Arm.
- TNT land is leased to the Crown (under the mandate of Ministry of Forest, Lands, and Natural Resources) who, with TNT, are responsible for the overall management of the TNT property.
- SABNES is the not-for-profit society created to manage the nature reserve under MFLNR (and is referenced in the management plan),
- The City of Salmon Arm holds jurisdiction over a 10 metre designated road alignment used for utility vehicles and pedestrian access along a linear corridor paralleling the east property boundary along the CP Rail fence line, and is responsible for managing this access including bylaw signage and enforcement. There is also one small Right-of-Way covenant noted.
- Currently SABNES works with the City of Salmon Arm to manage the trail as part of the overall nature reserve.
- A Habitat Management Plan provides “strategic guidance for the management and stewardship of the The Nature Trust’s Salmon Arm Bay properties in concert with conservation partners. The management plan sets direction to manage The Nature Trust properties that is consistent with the objectives in the Official Community Plan and associated zoning bylaws, and the Salmon Arm Bay Habitat Conservation Strategy.” (See Habitat Management Plan, 2004, p. 1)
- The Salmon Arm Bay Habitat Conservation Strategy is “a strategy for the entire bay – stretching from Mallard Point in the east to Sandy Point in the west, bounded by the Canadian Pacific Railway on the south. It considers how bay-wide biodiversity values can co-exist with increasing development and re-development in Salmon Arm.” (See Habitat Conservation Strategy for Salmon Arm Bay, 2004, p. 1)



Jurisdictional boundaries map



Overview of existing foreshore trail alignment and spur trails and boardwalks.

Results:

The results are what the adaptive management plan is attempting to achieve. The Working Group agreed these must be based on the existing habitat management plan goals and objectives for the foreshore.

- **Goal 1:** Maintain functional ecosystems and where possible, enhance plant and animal resources in concert with the broader resources of the bay area.
- **Goal 2:** Allow compatible public recreational and educational use of the area only to the extent that it does not conflict with Goal 1.

(See Habitat Management Plan, 2004, page 24)

The adaptive plan builds towards a testable question, such as: “Will the mitigation effort (new signage for leash and closure restrictions) maintain an appropriate level of compliance for dog walking on the foreshore trail?”

Desired Behaviours:

These are the actions by users that are most likely to achieve the results above. These actions are also linked to the existing Habitat Management Plan, and the City of Salmon Arm Council resolution and bylaw direction.

- All dogs on restricted (2.0 m) leash on foreshore trail only; no dogs on other trails;
- No dogs off leash (City SA Resolution 0438-2015)
- No dogs between April 15 – June 15
- All dog feces removed

(See Habitat Management Plan, 2004, page 29, City of Salmon Arm Resolution 0438-2015, and City SA Bylaw #2119)

Indicators:

Indicators are what should be measured to determine if the results are being achieved: The focus of this adaptive plan is specific to the management of dogs within the foreshore. Indicators therefore, are limited to the above behaviours.

- Observed compliance to dog access restrictions
- Observed compliance to feces removal
- Signs of dog-related habitat disturbance
- Signs of dog-related wildlife displacement

Limits of Acceptable Change:

These are acceptable bounds related to the measured indicator (e.g., How much? By when?).

Determining the acceptable limits of change ahead of time helps to set an agreed upon limit of change to the above indicators, beyond which corrective actions would be required.

The working group agreed the acceptable limits varied depending on the potential risk and severity of harm.

- High risk observations requiring immediate response include: observed harassment of wildlife by dogs both off-leash and on-leash; also dog-off-leash, and dogs during critical nesting season
- Education Period – it was suggested that time to allow for a little more tolerance to bring people into compliance was reasonable; but also noted some changes may not be able to wait for time to see people educated – example: maintaining grebe population, diminishing seagull population – these require immediate response. Agreed the window of education is very narrow in critical areas.

Mitigation Actions:

These answer how to achieve the desired behaviours. The current mitigation actions identified for this phase of the plan were:

- Education & compliance – messaging: the Working Group advocated a positive, collaborative, solutions focused tone and approach in all communications (says what to do and why, rather than what not to do). Update bulletins were attached to all new bylaw signs along the trail (7 locations). These bulletin included information on the methods to report observations.
- Signage – City bylaw signage was installed in February 2016 at both trailheads, each boardwalk and viewing platform, entry to Christmas Island, and the social entry point off 17th Street. As well, seasonal closure banners were installed on both trailhead gates between April 15 and June 15th. Additional information bulletins were installed to all bylaw signs (see above). As well, SABNES installed an informational banner on the Christmas Island.
- Community PR – media: a news release was circulated during the April 15 – June 15 closure
- Leash lengths – leash length limits are posted on all bylaw signs
- Dog feces bag dispensers – City of Salmon Arm staff installed dog feces bag dispensers at both trailheads.
- Trail ambassadors – working group members joined SABNES volunteers, Shuswap Naturalists, and Greenway volunteers in regularly walking, monitoring, talking to, and encouraging trail users to join in helping to care for the foreshore through compliance and stewardship support.
- Trail closure periods – the April 15 to June 15 Closure to Dogs during the critical nesting period was communicated to the public through the media, colourful trailhead banners, and social media posts (Shuswap Trails eBulletin and Facebook).

A note about signage: positive messaging and information circulated through a variety of sources were affirmed by the working group. The following points were articulated to guide sign design:

- Use images and icons – simple visuals communicate more effectively
- Reinforce: “gotta pick up my poop, gotta keep on 2 m leash, gotta stay on trail”
- May need stay on trail signs anywhere people can get off
- Appeal to something of value to people – “if you want to have your dog on trail, protect a senior, support SABNES. . .”
- Caution: don’t spoil the walk with too many signs – eye pollution; keep signs manageable
- Utilize sound graphic design expertise to focus the message and maintain consistency

Recommendations:

- To maintain the above baseline mitigation measures
- To consider additional educational signage reinforcing the reason for limiting dog access, possibly with trailhead banners during non-closure periods and additional signs at boardwalks.
- Continue to focus on positive messaging that’s constructive (says what to do and why, rather than what not to do)

Monitoring Plan & Schedule:

The Monitoring plan and schedule outlines the method, frequency and timing of measuring indicators to determine if desired behaviours and limits are being maintained.

The monitoring plan considered the following:

- Base line data for indicators – ideally the baseline would include both total number of trail users and total number of trail users with dogs, against which all variants could be compared. Due to the limits of resources, personnel, and time, and the inability to use monitoring cameras (see below) a baseline was confined to the summer survey. Use of baseline trail counters was also explored but unfeasible due to limited resources. (See monitoring report results below.)
- Recording & reporting system – a consistent, simple, and functional system for recording and reporting is critical to the success of a monitoring program.
- Trail user input, register boxes, online input – it was determined trail user input would be directed through three sources: the City of Salmon Arm Animal Control Call number, the Shuswap TrailReport email hotline (also accessible online through www.shuswaptrails.com), and additional trail stewardship sources including the Shuswap Naturalists/SABNES monitoring collected by Clive Bryson. The Animal Control number and TrailReport email hotline were publicised on all signage and communications. Noted: may need to educate trail users to the importance of reporting.
- Central database for information - a simple spread sheet system was set-up to collect trail surveys and trail reports. It is recommended this be maintained to collect input for easy, regular review.
- User photos; on-site motion cameras – the use of three wildlife monitoring cameras (one near each trailhead and one at the access to Christmas Island) were intended to be the primary

method of establishing baseline data on trail use, and overall compliance data. These were not allowed, however, under the City's stance against the use of surveillance cameras in public spaces. (See IOPC Public Sector Surveillance Guidelines, 2004) Opportunistic submission of trail-user photos with reports was allowed, however. (See Monitoring reports below)

- *Dog feces monitoring; photo documentation* – dog feces monitoring was included with opportunistic trail report observations and as part of the summer trail surveys. No photo documentation was submitted. (See monitoring reports below)
- *Habitat/wildlife disturbance monitor* – it was recognized a systematic survey of habitat/wildlife disturbance was not possible within the limited scope and resources of this initiative, so observations of disturbance of injury were only collected opportunistically. (See Monitoring reports below.)
- *Field research* – there were no resources to fund field research as part of this initiative. The value of looking for funding to support field research was affirmed during the working group sessions. Section 5.3 of the Habitat Management Plan identifies baseline field inventories of the flora and fauna species as lacking and needed within the foreshore. (See Habitat Management Plan, 2004, p. 28)
- *Personnel, resources, schedule/frequency* – this monitoring period was managed within the limits of funding, personnel, and time. Due to the inability to use Wildlife Monitoring Cameras, an alternate system of monitoring had to be implemented utilizing trail user observation, reporting, and surveys. It is recognized this limited the overall scope of the collected data. But the working group's assessment of the input suggested it appeared consistent with ongoing anecdotal reporting and observation.

Recommendations:

- Maintain, at the very least, the current level of public recording and reporting, summer survey program, data collection spread sheet, and ongoing review by staff and the working group. (SABNES noted they will support summer student time. Support by City would be welcome.)
- An individual point of data collection is required to maintain the temporary one established by the STA during the pilot year. (Action: City of Salmon Arm)
- Consider enhanced monitoring opportunities, including a policy review of the cameras.
- Seek funding to implement a baseline inventory of flora and fauna as outlined in the Habitat Management Strategy. (See Habitat Management Plan, 2004, p. 28)

Monitoring Observations:

Monitoring during the 2016 pilot period included the following:

- Trail Reports – invited through the regional Shuswap Trail Report email/online hotline
- Animal Bylaw Control Reports – submitted by phone
- Stewardship Reports – Shuswap Naturalists, Working Group members

- Summer Survey – conducted by the SABNES Nature Centre Summer Students under guidance of the Shuswap Trail Alliance.

Two summary reports were prepared during the 2016 pilot monitoring period. The April 21/2016 report included data from the period before coordinated signage, education, restrictions, seasonal closures, and monitoring began, and the second report includes data from the summer period during the coordinated monitoring period. (See Reports attached.)

- There is a notable change in favour of overall compliance before and after the coordinated monitoring and mitigation measures were implemented in 2016.
- The summer surveys show a notably low percentage of dog walkers compared to overall trail users during the same period (34/501), and an even more notably low level of high-risk non-compliance (off-leash) during the same period (1/34 off-leash non-compliant)
- Anecdotal feedback from all working group leadership affirmed the reporting of increased compliance appeared consistent with their own observations.
- Dog feces collection compliance appears to be consistently strong. Observations of feces on the trail were minimal, if non-existent.

The Summer Survey monitoring suggested socially, the public could be held to the highest level of account to comply with the protective measures (on-leash, short-leash, no-access areas, seasonal closures, feces removal).

- ***Clarified: the goal is 100% compliance, but 97% is an acceptable threshold limit***
- The 97% compliance level of the summer monitoring suggests it is completely reasonable to expect a very high level of compliance, we can use this as a feasible level for the adaptive plan. Any trend to below this level of compliance would trigger the need for a response.
- Question was raised whether we should be using a %, or should we look to a fixed number. Response suggested 97% was more a figure demonstrating a high level of compliance, and a trend toward deterioration of compliance would show up very quickly in monitoring.
- Question was also raised whether the trigger should be set based on noticed effects on wildlife? Jeremy acknowledged this level of cause/effect study and monitoring was hard to measure, especially within the limits of our available resources. Limiting our focus on compliance to the 2 m restriction zone of impact around the dog leash acknowledges anything less than this (i.e. dogs off leash) is an impact we don't want to see, and therefore monitoring for compliance is a sufficient indicator – and can be monitored within our available capacity and resources.
- Recognize the different levels of risk for compliance – i.e. dogs off leash or in prohibited areas is of high concern, so limit is the highest, but long leashes might have more room. Dog off leash is a serious concern, so requires an immediate response. Similarly: dogs during closures.
- Caution was made not to sign-off and make conclusions at this point – recommend another full cycle of monitoring (12 months) to see how things go through winter and through another breeding season, then make a conclusion.

Recommendation: to use the 97% compliance threshold as the baseline for adaptive monitoring. Include, however, that clear incidents of habitat damage or wildlife harassment or dogs on trail during closures (high risk limits) would warrant immediate response, regardless of the monitoring trends.

Corrective Actions:

These are actions triggered if monitoring suggests that indicators have exceeded acceptable limits. Broadly speaking, they include:

- Adapting or increasing trail user education, messaging, and/or signage efforts
- Increased trail stewardship efforts
- Review photos to determine if more individual targeted approach is necessary
- Adapting restrictions (e.g. decrease length of leash restriction)
- Restricting access
- Extend dog closure period
- Close trail to all dog walkers
- Rehabilitation

Recommendations Summary:

Following is a summary of key action recommendations:

- Continue the monitoring program, including summer student surveys
- Reconvene monitoring working group, as needed
- Maintain spring closure (April 15 – June 15)
- Implement further compensation – building on the current sewer repair compensation initiative (See Habitat Compensation Plan ATTACHED)
- Implement annual “State-of-the-Bay” Symposium as recommended in the 2004 Habitat Conservation Strategy (See Salmon Arm Bay Habitat Conservation Strategy, 2004, p. 30)
- Allocate annual budget to support ongoing Foreshore trail monitoring and maintenance

Budget Recommendations:

To implement the above recommendations in 2017, the following resource needs are projected:

Action:	Resource Need:
Summer student survey support (5 monitor surveys/week x 16 weeks)	\$2250
Annual administration of monitoring program and working group, and ongoing review/analysis of trail report data	City in-kind (or \$1200 outsourced)
Reconvene working group, as needed	Participant in-kind/city chaired
Additional educational signage (4 locations at \$250/sign = \$1000)	\$1000 + City in-kind for installation
Maintain spring closure (April 15 – June 15)	Attach existing banners (SABNES in-kind)
State-of-the-Bay Conference (administration, meeting costs, facilitation)	\$5000

Disturbance and Compensation Plan:

In addition to mitigation efforts intended to reduce the risk of disturbance of dogs to wildlife, the working group also voiced a need to consider the unavoidable impacts to wildlife by increased use of dogs on leash in an area with a mandate to protect wildlife. Restraining dogs on leashes in a wildlife sanctuary inherently acknowledges that dogs are capable of injuring or displacing wildlife. Restraining dogs on 2 m leashes theoretically then restricts the impact to wildlife to within 2 m of the foreshore trail, consequently requiring quantification and compensation for the immediate impact of increasing the presence of dogs on leash. This process assumes that:

- A. Increasing the presence of dogs on leash will have an impact to wildlife within a corridor area measured out 2 m from either edge of the trail, and that
- B. This impact can be quantified in terms of lost habitat and can also be adequately compensated for.

As a result, the following tasks were required:

- 1. Quantify the impact of increasing the presence of dogs on the foreshore trail.
 - a. Office based mapping exercise: Create a zone of impact 2 m out from the edge of the trail using high resolution satellite imagery.
 - b. Stratify the zone of impact into relevant wildlife habitat types (eg., shrub/tree songbird nesting habitat, rocky amphibian habitat). Calculate area of each type of habitat impacted.
- 2. Create appropriate compensation. For instance, planting an area of shrubs/trees outside the zone of impact will compensate for the increased presence of dogs on 2 m leashes. Alternatively, reducing or eliminating the zone of impact may be warranted. (i.e. shorter leash lengths; closure to dogs)

A Habitat Compensation Plan based on this approach was developed for the Raven Foreshore Trail Dog Monitoring program and is provided in a separate report. (See accompanying document: Increased Access by Dogs on Salmon Arm Bay Foreshore Trail: Compensating for Disturbance To Wildlife)

Attachments:

Adaptive Management Plan (AMP) Matrix Table

Foreshore Adaptive Management Plan Monitoring Update (April 21, 2016)

Foreshore (Raven) Trail Monitoring – Survey Talley Master (Sept. 15, 2016)

Foreshore Trail Monitoring Survey Talley (Rob Bickford)

Shuswap Naturalists Data Report (Clive Bryson)

Shuswap TrailReport Data Table (2016)

Habitat Compensation Plan (2016)

Habitat Management Plan (2004)

Salmon Arm Bay Habitat Conservation Strategy (2004)



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UNESCO (2005). *The Precautionary Principle: World Commission on the Ethics of Scientific Knowledge and Technology (COMEST)*. Paris, France: UNESCO.



Environmental Category	Value or Feature	Potential Environmental Effects	Mitigation	Legislation, and Management Guidelines	Monitoring	Indicators of Negative Effects	Acceptable Limits of Indicators	Corrective Actions
Wildlife	Nesting birds, amphibians, reptiles (turtles) along edge of trail	Dogs can injure or displace wildlife from optimal habitat.	Signage will clearly provide the following restrictions: Dogs must be controlled on a 2 m leash. No dogs permitted on Christmas Island or side boardwalks. No dogs allowed in the bird sanctuary during sensitive nesting period April 15 - June 15.	The Nature Trust of British Columbia Salmon Arm Bay Properties Habitat Management Plan. City of Salmon Arm Animal Control Bylaw (??)	Compliance with mitigation efforts will be monitored and measured by percent compliance. Compliance monitoring must be based on a strategic sampling design. Percent compliance will require measures of: All trail use, Trail use by dog walkers, Dog walkers using 2 m leash. Non-compliance will require measures of: Dog walkers not using 2 m leash, Dog walkers in closed areas, Dog walkers in closed season. Compliance monitoring will be determined through repeat surveys using a pre-set spreadsheet format. The repeat survey method will record observations of compliance and non-compliance from trail users. Other secondary sources of compliance may include the Shuswap Trail Alliance "Trail Report" email, the animal control contractor hotline, and/or SABNES point of contact (currently Clive Bryson). A simple coordinated system is required for this important component of the monitoring program. Signage at trail heads must include this information. Observations of disturbance or injury to wildlife from dogs will also be recorded, although a systematic survey is difficult so observations will be collected opportunistically.	Dogs off leash, dog walkers in no-dog areas, dog walkers using trail in closed season. Dogs injuring or displacing wildlife.	The working group will decide on acceptable compliance levels, beyond which corrective actions will be required.	Increase user education efforts (signage). Increase trail stewardship efforts. Decrease length of leash. Extension of no-dog season. Permanent trail closure to dogs on leash. [Could there conceivably be more liberal rules around dogs as a corrective action??]
Natural Setting	Trail user experience, Pollution/Contaminants	Dogs can injure or frighten other trail users (walkers, cyclists). Dog feces left on the trail can have a negative impact on other user's experiences and introduce contaminants into a natural setting. Barking dogs can have a negative impact on other user's experiences.	Dogs must be controlled on a 2 m leash. Dog feces bags will be provided at each end of the trail, signs to encourage dog feces collection and removal will be posted.	The Nature Trust of British Columbia Salmon Arm Bay Properties Habitat Management Plan. City of Salmon Arm Animal Control Bylaw (??)	In addition to the compliance monitoring listed above, observations of dog feces left on the trail will be recorded. Trail users will be asked to record observations of dog feces left on the trail prior to collecting and disposing of it.	Number of dog feces left on the trail.	The working group will decide on acceptable compliance levels, beyond which corrective actions will be required.	Increase user education efforts (signage). Increase trail stewardship efforts. Decrease length of leash. Extension of no-dog season. Permanent trail closure to dogs on leash. [Could there conceivably be more liberal rules around dogs as a corrective action??]

Increased access by dogs on Salmon Arm Bay Foreshore Trail: Compensating for disturbance threat to wildlife

September 27, 2016

Prepared For Shuswap Trail Alliance

Prepared by Jeremy Ayotte, Phyla Biological Consulting

BACKGROUND

Salmon Arm's Foreshore Trail borders the shallow waters of Salmon Arm Bay and is a riparian corridor through an area with important natural values to fish and wildlife, primarily birds. The Foreshore Trail travels through The Nature Trust (TNT) properties, which are the only properties within the Salmon Arm Bay that have a clear mandate for protection of natural values. This riparian area and the shallow water offshore provide nesting habitat for a wide variety of bird populations including a Western Grebe colony that was first recorded nesting here in 1962. In addition to nesting habitat, the Salmon Arm Bay provides key staging areas, as well as resting and feeding areas for migrating waterfowl in early spring and fall. This diversity of habitats creates one of the largest concentrations of migrating shorebirds in the southern interior.

In the spring of 2016, signs that restricted dog access to the Foreshore Trail were removed. Through a City of Salmon Arm Council decision, dogs on 2 m long leashes were to be permitted on the main Foreshore trail only. No dogs would be permitted on Christmas Island, side trails or boardwalks. Dogs would also be completely prohibited from the entire trail during a 2 month bird nesting period each spring (April 15-June 15). These restrictions applied to an area with a mandate to protect wildlife, clearly recognize that dogs are capable of displacing or injuring wildlife.

Scientific studies that attempt to measure or quantify behavioural responses of wildlife to the presence of dogs on leash examine behaviours such as the distance that wildlife move away from dogs, and the distance at which wildlife become alert to dogs. Translating these behavioural responses into the ultimate effect of leashed dogs on wildlife survival and reproduction can neither be found in the literature, nor is within the scope of this small project. Instead we approached this project with the following logic:

Given that this area has a mandate for protection of wildlife, that there has been a change of trail use that will increase the number of dogs, and that dogs are capable of displacing or injuring wildlife, some form of compensation is required to offset the impacts.

Although we are not able to quantify the ultimate impact of leashed dogs on wildlife, we can quantify the area of impact, the different habitats that these areas provide for wildlife, and examine the relative contribution of these habitats to wildlife. The results from this process are intended to inform the long term protection and enhancement efforts that are ongoing by groups such as the Salmon Arm Bay Nature Enhancement Society (SABNES).

To quantify the area of impact we used the leash length restriction of 2 m. Restraining dogs on 2 m leashes restricts the impact of dogs to within 2 m of the edge of the foreshore trail. The 2 m zone of impact is intended as a coarse measure of the zone of impact. There may be some sections of the trail where dogs are unlikely to leave the edge of the trail (eg., beaver ponds) and conversely there may be other sections where dogs may venture beyond 2 m (eg., length of arm reach added).

To use this opportunity in a productive way to inform and benefit protection and enhancement of the Salmon Arm Bay, we are using this 2 step approach:

1. Examine the type of habitat or ecosystem that the trail passes through, and the relative value or contribution of different habitat types to wildlife. The value of a section of Foreshore Trail to wildlife depends on the type of vegetation surrounding the trail and an estimate of how common or available this type of vegetation is throughout the Salmon Arm Bay area. The various vegetation types or ecosystems on The Nature Trust properties have been previously mapped in The Nature Trust Management Plan (2004). This map will be used to estimate the relative proportion of different ecosystems that compose the 2 m zone of impact out from either edge of the trail.
2. Recommend effective compensation. For instance, increasing the amount of specific shrubs and trees by planting **outside** the zone of impact to provide for displaced wildlife, and focusing efforts to remove invasive plants and improve available wildlife habitat **outside** of the zone of impact.

SITE DESCRIPTION

The SABNES foreshore trail passes through wetland riparian habitat that provides home for a diversity of birds, amphibians, and reptiles. For instance, we know that reed canary grass and cattail-bulrush plant communities are prime breeding areas for many birds including blackbirds, Marsh wrens, Sora, and Common Yellowthroat. Stands of Cottonwood, aspen, willow, and maple trees, along with red-osier dogwood and snowberry shrubs provide high quality nesting and rearing habitat for passerines (song birds). Waterfowl also nest at the base of the tree stands scattered along the foreshore trail. SABNES and the Shuswap Naturalists have documented over 230 species of birds inhabiting the foreshore trail area. Madrone Consultants listed up to 32 species of mammals that may occur in the foreshore trail area, along with 4 species of amphibians and 6 species of reptiles.

The 2004 Habitat Conservation Strategy that was developed for the Salmon Arm Bay 2004 Habitat Management Plan for the Nature Trust Salmon Arm Bay properties completed field work and developed a map that documented several distinct types of habitat and their associated values. Plant communities

on the foreshore are generally divided into Wetland Ecosystems and Riparian Ecosystems. The following list of plant communities and their contribution to wildlife are taken directly from the 2004 report.

Wetland Ecosystems

Reed Canarygrass

Description: This is an invasive, and essentially monoculture ecosystem, although rare plants can coexist. These areas are seasonally inundated. The natural ecosystem may have been a complex of bulrush/cattail/large water sedges. Remnants of these natural marsh ecosystems occur in limited areas. Canada thistle is a subdominant in areas that are briefly inundated.

Habitat Values: These areas are used extensively for bird breeding sites, as they mimic many of the natural conditions of marsh ecosystems. Western Grebes now rely on these areas for nesting. Amphibians and turtles may also use these areas but this has not been confirmed. Recovery efforts for Leopard Frogs include managing to reduce cover of reed canarygrass and replace with cattails, rushes or sedges.

Cattail – Bulrush Marsh

Description: These units usually are inundated by shallow water for much of the year and are situated on deep, fine-textured soils. Some of the stands in the study area occur in seeps. Vegetation diversity is poor. These sites are often eutrophic.

Habitat Values: These areas are prime breeding habitat for many birds, including blackbirds, marsh wrens, sora, and common yellowthroat. Waterfowl also nest at the base of these stands. During high water young fish often use these stands for feeding and cover from predators.

Riparian (upland) Ecosystems

Aspen - Snowberry

Description: This ecosystem is dominated by trembling aspen and the understory is dominated by snowberry and other deciduous shrubs. These occur in all structural stages, although old growth (over 120 years old) is rare.

Habitat Values: These ecosystems provide great bird nesting opportunities, both in the shrubby understory and in cavities, which are easily made in mature trees.

Cottonwood – Dogwood, mature and old growth

Description: This ecosystem is dominated by mature and old black cottonwood trees with an understory of red-osier dogwood and wild rose. This ecosystem is greatly reduced in the study area, occurring primarily on the west side of the bay and a narrow strip along a small portion of the east side.

Habitat Values: These stands provide very important habitat for birds and possibly small mammals.

Cottonwood – Dogwood, old growth forest: white willow – maple seral association

Description: Typically, this ecosystem would be dominated by old black cottonwood trees with an understory of red-osier dogwood and wild rose. White willow and maple trees have invaded these stands and are gradually replacing the black cottonwood. The understory now primarily consists of agronomic species, including reed canarygrass.

Habitat Values: These stands provide very important habitat for birds and possibly small mammals.

Cottonwood – Dogwood, pole/sapling forest

Description: These areas typically have been disturbed and are often on infilled material. Young black cottonwood dominates the canopy but often has invasive maple as an associate. The understory has red-osier dogwood and other native shrubs and forbs but appears to be under threat from invading common tansy (*Tanacetum vulgare*) and other invasives.

Habitat Values: These ecosystems provide limited habitat values in their current condition but, as they age, could become important habitat features in the bay.

White Willow – Maple

Description: These areas have become dominated by invasive, non-native willows and maples. They occur as tall shrubs. Understories are generally weeded but hindered by the full canopy of the willows and maples.

Habitat Values: These ecosystems provide reasonably good nesting opportunities for some passerines. Successful weed control areas could be planted with wild rose and red-osier dogwood, thereby providing important nesting habitat for passerines.

AREA OF IMPACT

The overall length of the SABNES foreshore trail is 3700 m. We considered the zone of impact to be 6 m wide (2 m wide trail, plus 2 m on each side). Consequently, the total area of the impact or potential disturbance zone to wildlife is 22,200 m².

Referring to the ecosystem mapping presented in the 2004 Habitat Management Plan for the Nature Trust (Fig. 1), an estimated 65% of the trail is within Reed canarygrass, 18% is Cattail-Bulrush and Reed canarygrass, 7% Cottonwood-Dogwood, 5% Cattail-Bulrush, and 5% Aspen-Snowberry. We used these estimates of relative composition to quantify the area of each plant community within the 22,200 m² disturbance zone (Table 1).

Table 1. The estimated areas of each plant community that are impacted by increasing the presence of dogs on leash on the Foreshore Trail.

Plant Community	Percentage of Foreshore Trail	Area Impacted (m ²)
Reed Canarygrass	65	14,430
Cattail-Bulrush and Cattail-Bulrush/Reed Canarygrass	18	3,996
Cottonwood-Dogwood	7	1,554
Cattail-Bulrush	5	1,110
Aspen-Snowberry	5	1,110
Total	100	22200

COMPENSATION

Based on this assessment approach, the majority of the impact area is within the Reed canarygrass plant community. Historically Reed canarygrass did not dominate the Salmon Arm Bay foreshore. Although it is a native plant, Reed canarygrass has hybridized with European species and is undistinguishable as native or introduced. Reed canarygrass has now established itself as the dominant plant species over most of the foreshore area in Salmon Arm Bay. Reed canarygrass has definitely changed the natural diversity of plant species in the Salmon Arm Bay ecosystem over the past 50 years. Because Reed canarygrass is considered invasive and that it is available over a large area of the Salmon Arm Bay foreshore outside of the 6 m trail corridor, protection and enhancement efforts will be more effective if they focus on increasing the availability of other plant communities (e.g., shrub and tree communities) that are impacted within the trail corridor.

Re-establishment and enhancement of cattail-bulrush communities and native rose and red-osier dogwood shrubs were identified as high priority in the 2004 TNT Management Plan. A review of other projects that monitored songbird nesting success in replanted lakeshore shrub and tree species found that planting rose, willow, and snowberry provided the most effective results. All future planting plans should consider focusing on these riparian plant communities and choosing planting locations that are well-outside the 6 m wide disturbance zone that surrounds the trail corridor.

Obviously replanting an area of 22,200 m² as compensation for disturbance by dogs on leash is excessive and is not the intended compensation response of this project. Compensation should however focus on the following recommendations that are intended to inform and benefit management of the natural values throughout the Salmon Arm Bay shoreline:

1. Recognize that wildlife habitat along trail edges receive an accumulation of impacts from all types of trail users, including the increased use by dogs on leash. Consequently wildlife habitat protection and enhancement activities should focus on areas outside of the 6 m Foreshore trail corridor.
2. The wildlife habitats that have been identified in this assessment as most vulnerable to impact by dogs are: Cottonwood-Dogwood, Cattail-Bulrush, and Aspen-Snowberry. The cumulative area of these three plant communities impacted is 3800 m². Typical shoreline planting plans that compensate for unavoidable impacts follow standards of planting 1 stem every 1 m², and monitor to maintain 90% survival of plantings over the first 5 years.
3. Other general habitat enhancement alternatives such as invasive plant removal, and increasing structural habitat diversity for amphibians and reptiles (e.g., rock rip rap) could be used in conjunction with planting to improve the diversity of habitats that support wildlife in the Bay. Woody Nightshade is a key invasive plant in this area and members of SABNES have made several attempts to control it. Other exotic/invasive plants that are impacting the natural plant community in this area include spotted knapweed and purple loosestrife.
4. A commitment to compensate for the increased use of the Foreshore Trail by dogs should be reflected in a 3-5 year Adaptive Management Plan for the Foreshore Trail.

Compensation, even over an area of 3800 m² will have significant costs. Consequently a phased approach where Foreshore Trail management agencies and stewardship groups seek opportunities where available to partner on compensation efforts tied to other projects. For instance, a significant shoreline construction project has recently begun to replace a section of the City of Salmon Arm's main sewer line that is within the Foreshore trail corridor. There will be substantial habitat compensation opportunities associated with this larger project that may be informed by this assessment and compensation plan. Canadian Pacific Railway (CPR) is also often required to compensate for infrastructure upgrades in sensitive areas along the railway corridor. Partnering with CPR on compensation projects along the Foreshore Trail corridor may provide benefits to both CPR and the natural values on Salmon Arm Bay that have been impacted by increased presence of dogs.

Ultimately our collective management of the Foreshore trail must be guided by the Goals of The Nature Trust Properties:

Goal 1: *Maintain functional ecosystems and where possible, enhance plant and animal resources in concert with the broader resources of the bay area.*

Goal 2: *Allow compatible public recreational and educational use of the area only to the extent that it does not conflict with Goal 1.*

During preparation of this compensation plan, it became clear that much of the work to describe the ecology of the Salmon Arm Bay and guide appropriate management of these values was completed in 2004 for the The Nature Trust Habitat Management Plan, and the Habitat Conservation Strategy for Salmon Arm Bay. These documents provide specific management recommendations that have been given relative priorities and timelines, many of which have not yet been acted upon. A key strategy suggested in these reports was to establish an annual "State of the Bay" symposium. An annual stakeholder meeting would maintain an engaged stakeholder group, promote ongoing trail monitoring and adaptive management, and link assessments of current conditions to decisions about what to do. The goal would be to develop true community-based ecosystem management of this well-loved area. The efforts of this small working group to develop an appropriate response to increased trail use by dogs on leash is indicative of the commitment of the community to protect and enhance this area that provides mutual benefits to people and wildlife.

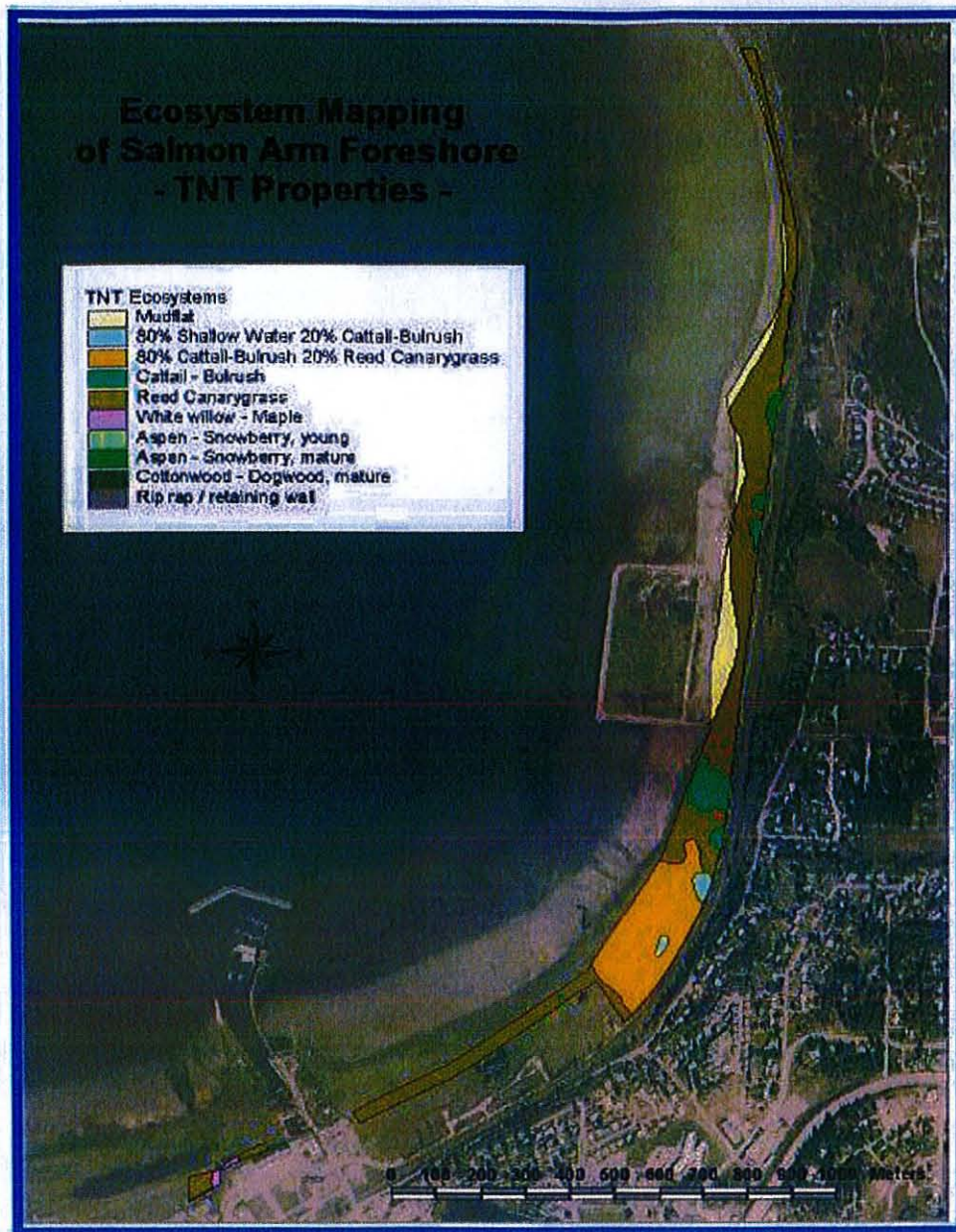


Figure 1. Ecosystem mapping of plant communities along Foreshore Trail in Salmon Arm Bay (2004 Opichus Consulting).

LITERATURE CITED

Future Legacy Consulting Group and Bufo Incorporated. 2004. The Nature Trust of British Columbia Salmon Arm Bay Properties Habitat Management Plan. 50pp.

Future Legacy Consulting Group and Bufo Incorporated. 2004. Discussion Paper. Habitat Conservation Strategy for Salmon Arm Bay. 48 pp.

April 21, 2016

Foreshore Adaptive Management Plan Monitoring Update

Prepared: April 21, 2016 by Jeremy Ayotte

METHODS

Our method of data collection has been restricted to recording observations of non-compliance. Observations of compliance will not be recorded. Observations of non-compliance will be recorded primarily through opportunistic means, rather than an unbiased systematic method such as trail cameras. This change in data collection methods will affect in a few key ways that we need to recognize:

- We will not be able to determine the number of compliant dog walkers, or percent non-compliant,
- We will bias our results to dates and times when we happen to have opportunistic monitors on the trail, and therefore may be a conservative estimate of non-compliance.
- Corrective actions will be triggered by pre-determined level of non-compliance (rather than percent).

We will use the following sources of observations to monitor dog walkers on the foreshore trail:

1. Spreadsheet maintained by SABNES member Clive Bryson
2. Email managed by Shuswap Trail Alliance (trailreport@shuswaptrails.com)
3. City of Salmon Arm Animal Control Contractor (phone calls, and patrols?)
4. Summer student conducting periodic surveys (will provide only source of compliance data)
5. Shuswap Trail Alliance trail counters (coarse measure of use by all trail users)

Because we are using multiple sources of information, we will need to ensure that the information that is being collected is appropriate to our research question. At a minimum, we will need the following information recorded:

- Reported by/Date/Time/Approximate Location/Leash Length/Type of Non-Compliance (Off Leash, Restricted Area, Trail Closed, Harassing Wildlife)/Number of Dogs/Description of Dog(s)/Notes

A summer student conducting periodic surveys of the foreshore trail will give us an opportunity to collect information on both compliance and non-compliance. The student would conduct a 2 hour survey using a pre-set survey form, walking the entire length of the trail. Surveys would be conducted a minimum of 1 survey per week (total of 5 surveys per month that include at least 2 weekend days). Over a 1 month period, the student will spread survey effort evenly across each day-time periods (morning, mid-day, and evening).

April 21, 2016

RESULTS

Table 1. This table provides a summary of the number of observations and sources of these data. Note that the SABNES data contains observations that are from pre-March 2016 when new signage was installed to educate public about restrictive bylaws.

Source	Number of Observations Recorded	Notes
SABNES	24	Useful information, also photos collected
STA Trail Report	2	May need messaging to increase use
City Dog Control/Enforcement	3	Data have not been summarized (April 2016)

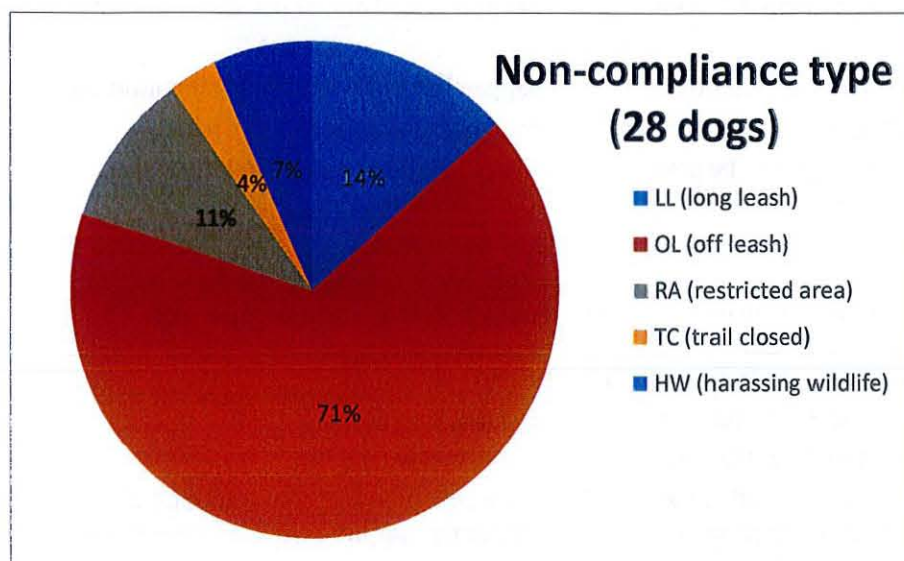


Figure 1. Non-compliance observed between June 26, 2015 and April 17, 2016. Note that these observations pre-date restrictive bylaws and signage.

Table 2. Source data for pie-chart (note that types of non-compliance are not mutually exclusive):

Non-compliance Type	Number of Dogs	Percent	Notes
LL (long leash)	4	14%	
OL (off leash)	20	71%	
RA (restricted area)	3	11%	1 Off leash
TC (trail closed)	1	4%	Off leash
HW (harassing wildlife)	2	7%	2 Off leash
Total Dogs	28		
Range of dates of observations: June 26, 2015 to April 17, 2016			

April 21, 2016

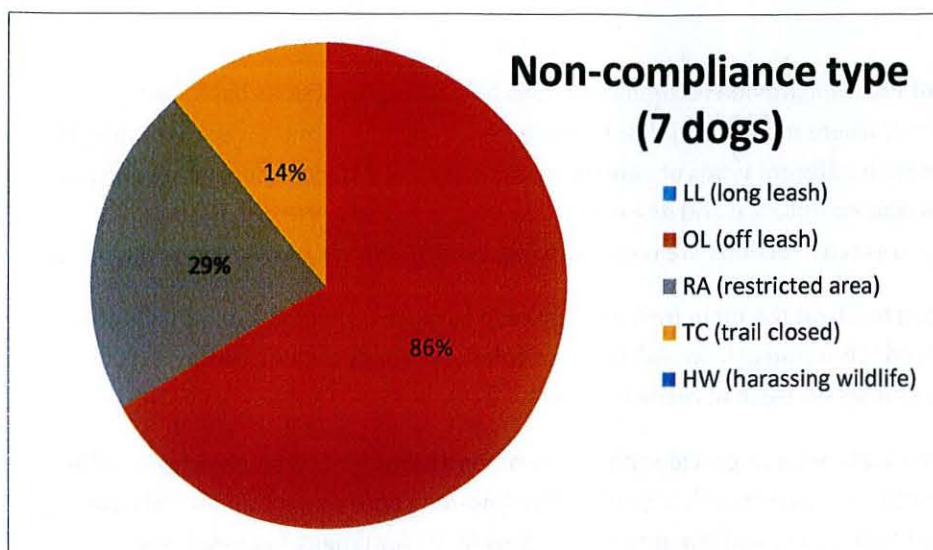


Figure 2. Non-compliance observed between March 3, 2016 and April 17, 2016.

Table 3. Source data for pie-chart (note that types of non-compliance are not mutually exclusive):

Non-compliance Type	Number of Dogs	Percent	Notes
LL (long leash)			
OL (off leash)	6	86%	
RA (restricted area)	2	29%	1 Off leash
TC (trail closed)	1	14%	Off leash
HW (harassing wildlife)			
Total Dogs	7		
Range of dates of observations: March 3, 2016 to April 17, 2016			

April 21, 2016

DISCUSSION

The Adaptive Management Plan will provide recommendations for Corrective Actions based on measures of non-compliance, where non-compliance is beyond an acceptable limit. Given that the level of impact to wildlife varies with different types of non-compliance, we need to consider setting different limits based on the type of non-compliance and its expected impact to wildlife. We also need to consider whether different corrective actions are required to address different types of non-compliance.

For instance, a dog on a long leash on the main trail, will not have as much impact as a dog that is off-leash dog on Christmas Island. Consequently we will be more tolerant of dogs on long leashes on the main trail, than we will be of dogs off leash in restricted areas.

The working group will eventually need to provide some recommendations for corrective actions to the City. Setting these limits that triggers corrective actions will be based on both science and social values and will entail some level of subjectivity and compromise. Setting limits for types of non-compliance that have a low expected impact (eg, long leash) will be challenging and may not be possible. Although we should consider that there may be other ways to compensate for this impact (eg, larger zone of impact, increased compensation planting). Setting low tolerance limits for types of non-compliance that have a direct impact on wildlife (eg, chasing otters, waterfowl) in this area that is managed primarily for wildlife stewardship should be relatively obvious.

We should also consider what our options are for corrective actions and whether they apply to all types of non-compliance. Currently our corrective actions include:

- Increased user education (signage)
- Increased trail stewardship efforts
- Review photos to determine if more individual targeted approach is necessary
- Decrease length of leash restriction
- Extend dog closure period
- Close trail to all dog walkers

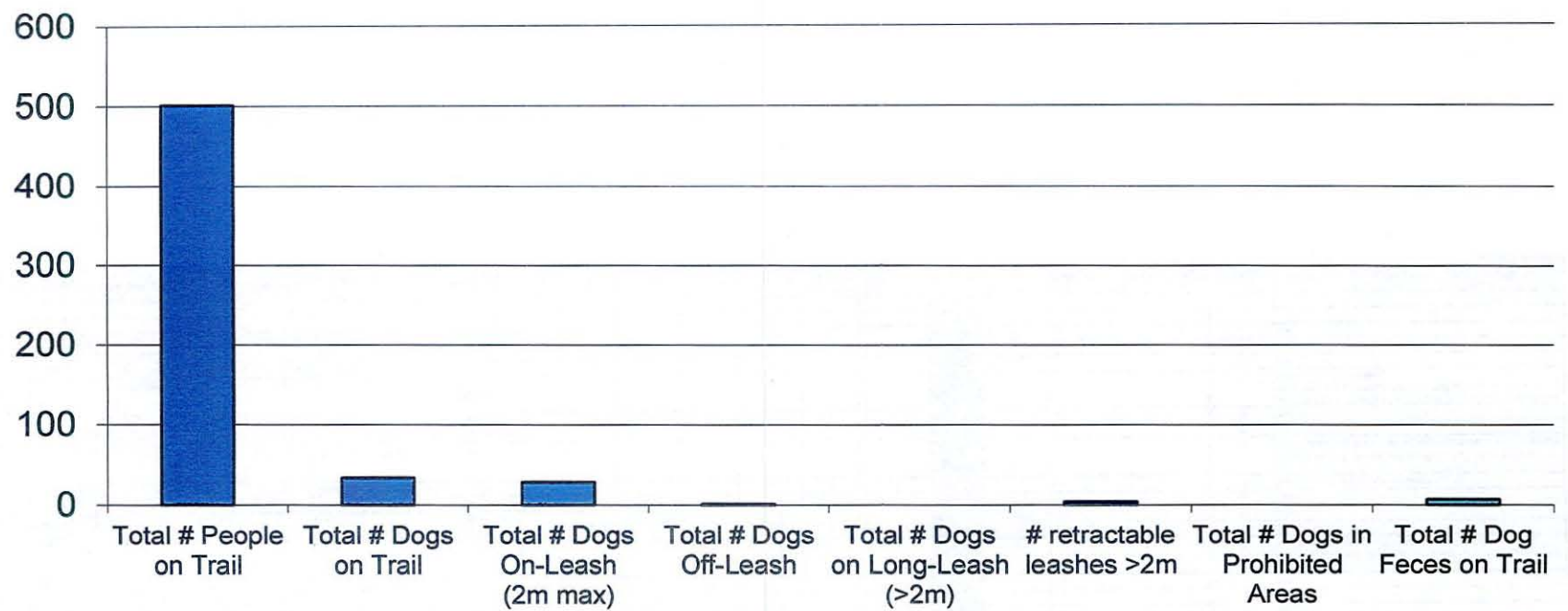
Foreshore (Raven) Trail Monitoring - Survey Talley MASTER

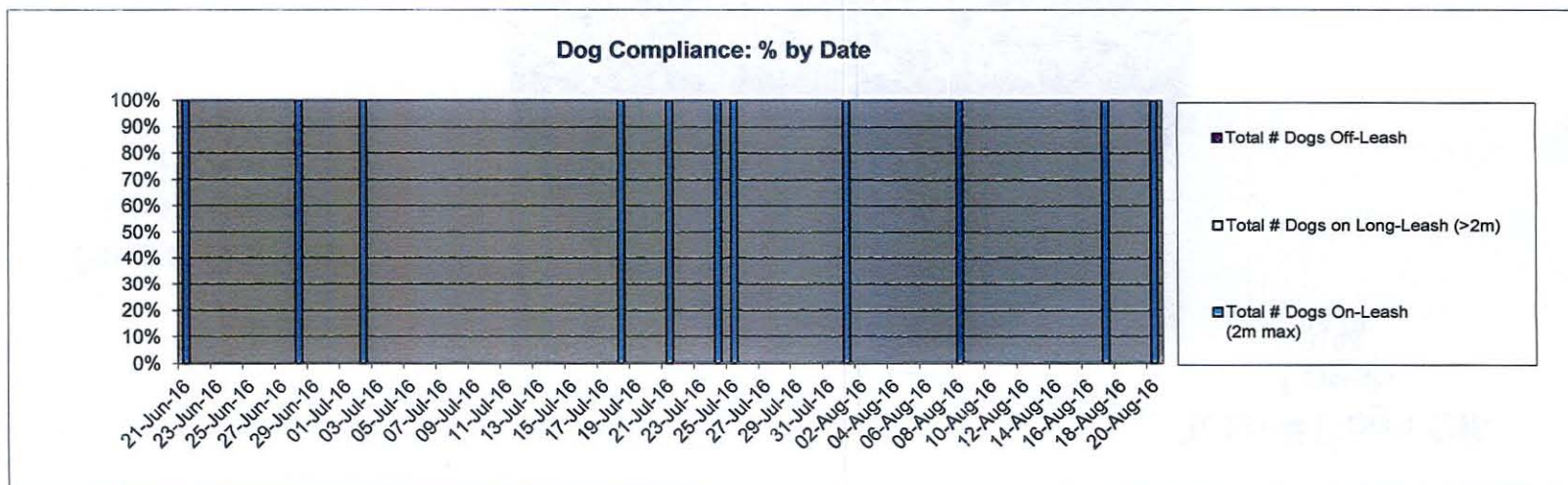
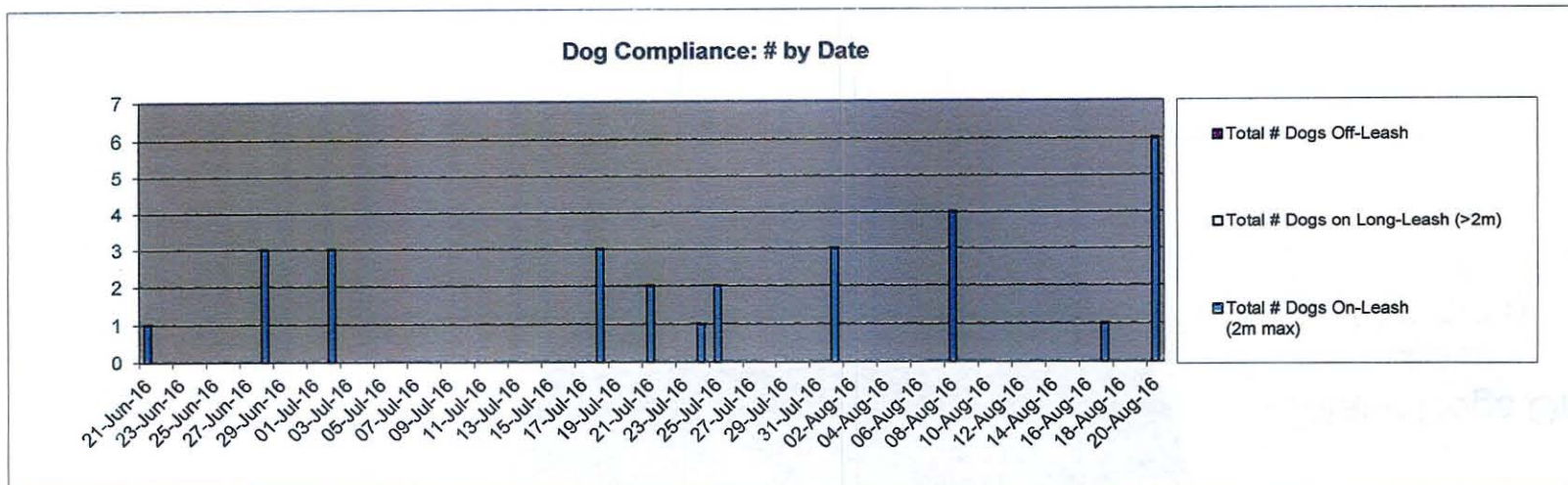
Updated: September 15, 2016

Format Update: July 18, 2016 (PMcP)

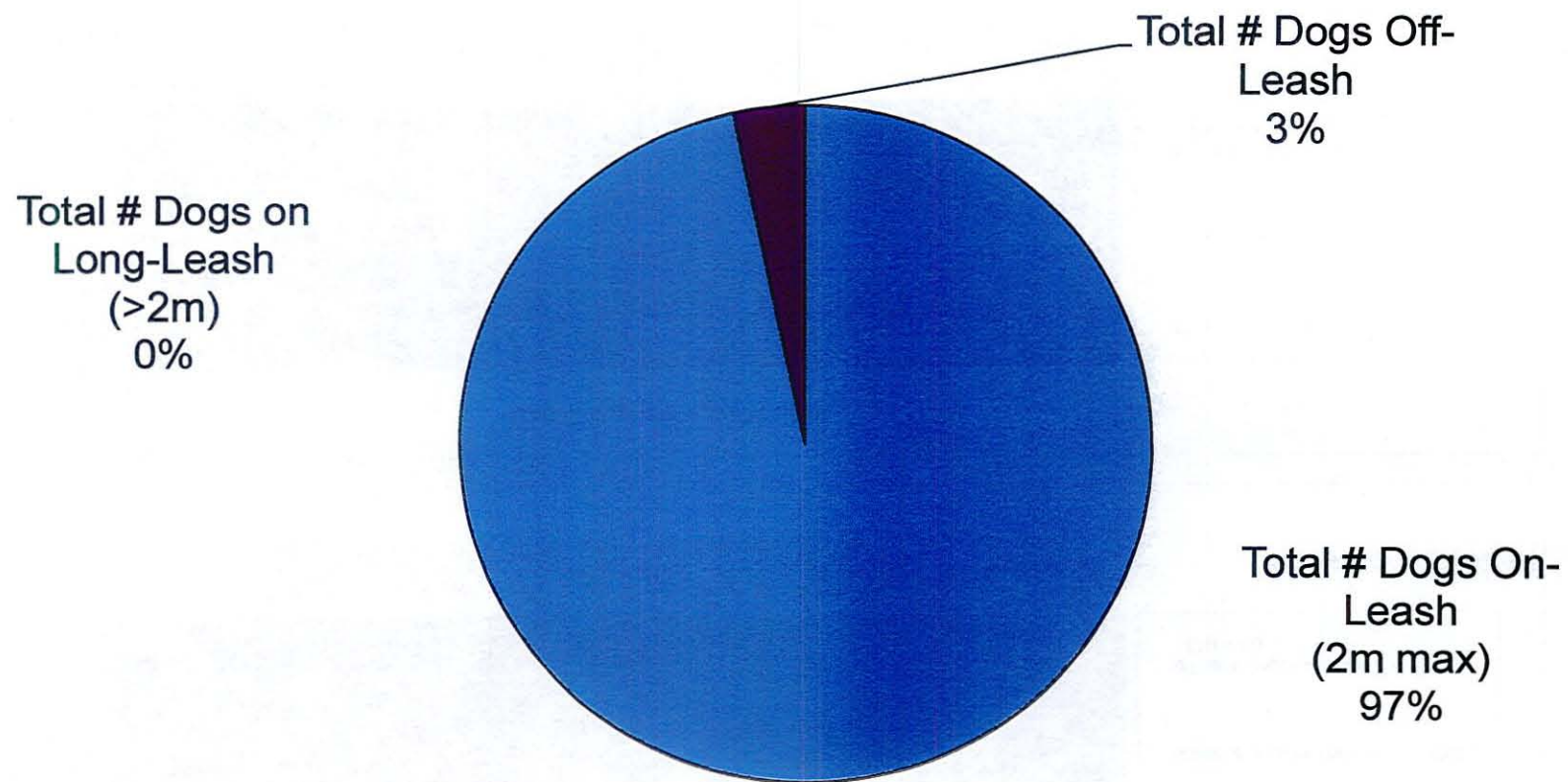
Report #	Date	Monitor Name	Time On	Time Off	Start/End Location	Environment (Sun/Cloud, temp, etc)	Total # People on Trail	Total # Dogs on Trail	Total # Dogs On-Leash (2m max)	Total # Dogs Off-Leash	Total # Dogs on Long- Leash (>2m)	# retracable leashes >2m	Total # Dogs in Prohibited Areas	Leash Prohibited Areas	Total # Dog Feces on Trail	Comments (Photos taken, response from trail users)
1	21-Jun-16	Phil, Chris	1:38pm	3:12pm	West Gate	overcast, cloudy, rainy	18	1	1	0	0	0	0	n/a	0	n/a
2	28-Jun-16	Christina	2:07pm	4:29pm	West Gate	sunny	33	4	3	0	0	1	0	n/a	1	n/a
3	30-Jun-16	Amelia	10:20 AM	11:30 AM	West Gate-Raven Trail	Partly cloudy, hot, slight breeze	14	0	0	0	0	0	0	n/a	1	n/a
4	2-Jul-16	Amelia	2:30pm	3:50pm	West Gate-Raven Trail	Hot, sunny, windy	16	3	3	0	0	0	0	n/a	2	n/a
5	8-Jul-16	Christina	10:30am	12:15pm	West Gate	warm overcast	28	2	0	1	0	1	0	n/a	2	n/a
6	12-Jul-16	Christina	11:04am	1:07pm	West Gate	partly cloudy	13	0	0	0	0	0	0	n/a	1	n/a
7	18-Jul-16	Christina	12:04pm	2:26pm	West Gate	sunny, hot	16	3	3	0	0	0	0	n/a	0	n/a
8	20-Jul-16	Amelia	10:20 AM	11:40am	West Gate-Raven Trail	Sunny, hot, breeze, clouds	57	0	0	0	0	0	0		0	dog regulation sign fell down (to be fixed), one man noted lack of markers/cleanup of drainage pipes that run under trails
9	21-Jul-16	Amelia	3:20PM	4:50PM	West Gate- Raven Trail	Sunny, hot	9	3	2	0	0	1	0	n/a	0	n/a
10	24-Jul-16	Christina	11:42am	2:15pm	west gate	Sunny, hot	42	1	1	0	0	0	0	n/a	0	n/a
11	25-Jul-16	Christina	10:30am	11:47am	West gate	hot overcast	45	3	2	0	0	1	0	n/a	0	n/a
12	28-Jul-16	Amelia	1:28pm	2:00pm	West Gate- Raven Trail	HOT!!!	11	0	0	0	0	0	0	n/a	0	I put the sign at the last walkway back up
13	29-Jul-16	Amelia	2:37 PM	3:55 AM	West Gate- Raven Trail	hot, sunny, cloudy later on	14	0	0	0	0	0	0	n/a	0	There's a dead fish rotting just off the trail about half way down and today there was two motorized bikes along the trails
14	1-Aug-16	Amelia	2:52 PM	4:13 PM	West Gate- Raven Trail	hot, sunny, cloudy	59	3	3	0	0	0	0	n/a	0	n/a
15	8-Aug-16	Christina	3:16pm	4:50pm	West Gate	hot, sunny	34	4	4	0	0	0	0	n/a	0	n/a
16	10-Aug-16	Amelia	3:31pm	4:47 AM	West Gate	Drizzling a bit, clear up later, sunny and hot	14	0	0	0	0	0	0	n/a	0	One man said the dog rules seemed to be working but he had been met with animosity by other trail users even when walking his dog correctly
17	12-Aug-16	Amelia	12:32pm	2:17pm	West Gate	Sunny, hot	17	0	0	0	0	0	0	n/a	0	n/a
18	17-Aug-16	Amelia	1:25pm	2:40pm	West Gate	Sunny, hot	19	1	1	0	0	0	0	n/a	0	n/a
19	20-Aug-16	Amelia	10:25 AM	11:46 AM	West Gate	Sunny, hot, little breeze	42	6	6	0	0	0	0	n/a	0	n/a
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TOTALS ROW...							501	34	29	1	0	4	0		7	

Foreshore Trail Monitoring Survey Totals





Foreshore Trail Dog Monitoring: Overall Compliance



Dog Reports: Shuswap Naturalists

<u>Date Y-M-D</u>	<u>Time</u>	<u>Approx Location</u>	<u>Leash/length</u>	<u>On or off leash</u>	<u>Dog breed(s)</u>	<u>Owner(s)</u>	<u>Observation report</u>	<u>Backup email</u>	<u>Photo</u>
07/11/2015	10:40 AM	Foreshore trail, Inside the gate at Raven end.	No	Off	Great Pyrenees	Not present (no leash)	Barking at people & trumpeter swans	No	Yes (2)
26/11/2015	1:30 PM	Boat launch pier near the wharf	12 Ft	Off	Shepherd/collie cross	Present	Chasing otters in the water (off leash)	Yes	No
03/01/2016	3:28 PM	Foreshore trail	No	Off	Black med size dog	Present (Xcountry skiing)	Running loose behind the skier	Yes	Yes
02/01/2016	1:30 PM	Christmas Island	Yes	Off	Small grey smooth haired dog	One Adult and 2 children	Loose when kids skating on the pond	Written report	No
02/01/2016	10:00 AM	inside west gate	?	Off	Mixed breed	Present	Loose (no leash)	Yes	No
02/01/2016	3:00 PM	Below Raven	?	Off	Black Lab	Present (Group of skaters)	Loose (no leash)	Yes	No
19/12/2015	3:18 PM	Near the Reptile sign	Retractable	On	Mixed breed (see photo)	Present	Pooped on the trail. Retractable leash over 2M	Lost	Yes (2)
27/01/2016	12:00 PM	Raven end of trail	No	Off	Small dog	Present	Loose (no leash)	Yes	No
31/01/2016	3:46 PM	Near the outhouse	Retractable	On	Airdale & smaller dog	Present (2)	Retractable leash over 2M	No	Yes
05/01/2016	1:00 PM	Christmas Island	Yes	On	Small white dog	Present	Restricted area	Yes	No
06/02/2016	11:15 AM	Foreshore trail near Christmas Island	Yes	Off	Unknown breed. Looks like a Doberman (see pic)	Present	barking and aggressive towards people	Yes	Yes (2)
2016-01-??	Not recorded	Foreshore trail	No	Off	Pit bull	Present (2)	Loose (no leash)	Yes	No
31/01/2016	3:16 PM	Foreshore trail	Very long leash (est 20 ft)	On	Med sized dog similar to border collie	Present	Very long leash	No	No
15/02/2016	10:18 AM	Christmas Island	Yes	Off	Med sized black & brown dog (see pic)	Present	Dog running loose off trail	No	Yes
24/02/2016	Afternoon	Foreshore trail	Yes	Off	Med size white dog	Present (2)	Loose (no leash, close to swans)	Yes	Yes
25/02/2016	3:52 PM	Foreshore trail	Retractable	Off	Large long haired dog (see pic)	Present (2)	Loose (no leash)	Yes	Yes
26/06/2015	12:15 PM	On the boardwalk near swallow nest boxes	No	Off	Small white dog (see pic)	Present	Loose (no leash). Owner jogging	Yes	Yes
03/03/2016	12:52 PM	Christmas Island	Retractable	On	Small whitish dog (see pic)	Present	Restricted area	Yes	Yes (3)
08/02/2016	2:18 PM	Foreshore trail	Retractable	On	Larger long haired (dark) dog (see pic)	Present	Excessive leash length (see pic)	Yes	Yes
17/03/2016	6:22 PM	Beaver pond on the Foreshore trail	No	Off	Brown Sheppard cross (see pic)	Present	Dog loose in the beaver pond area off the trail	Lost	Yes (2)
09/03/2016	Just before noon	Foreshore trail	Yes	Off	Large grey Terrier-type dog	Present	Loose (no leash)	Yes	No
20/02/2016	2:30 PM	The end of Frank & Doris Kirne trail	Yes	Off	Two smaller sized dogs (see pic)	Present	Chasing ducks in the water. Owners throwing balls.	Yes	Yes
18/03/2016	11:45 AM	Foreshore trail & boardwalk near beaver pond	No	Off	Med sized brown & white dog (see pics)	Present (2)	Loose (no leash)	Yes	Yes (3)
29/03/2016	5:16 AM	Christmas Island	Retractable	Off	Golden Retriever	Present (2)	Restricted area, loose	Yes	Yes
12/10/2016	10:30 AM	Christmas Island	Yes	On	Two medium sized dogs (see pic)	Present	Restricted area	Yes	Yes
28/09/2016	Not recorded	Beaver pond on the Foreshore trail	Yes (10ft)	Off	Young black dog	One Adult and 4 children	Unleashed in the beaver pond	yes	No
23/10/2016	1:57 PM	Christmas Island	Yes	On	Large long haired dog (see pic)	Present (2)	Restricted area	No	Yes

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Item 6.1

CITY OF SALMON ARM

Date: January 30, 2017

Moved: Councillor Jamieson

Seconded: Councillor Harrison

THAT: the Regular Council Meeting Minutes of January 16, 2017 be adopted as circulated.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm held in the Council Chamber of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, January 16, 2017.**

PRESENT:

Mayor N. Cooper (entered the meeting at 2:30 p.m.)
 Councillor K. Flynn
 Councillor A. Harrison
 Councillor K. Jamieson (entered the meeting at 2:30 p.m.)
 Councillor T. Lavery
 Councillor L. Wallace Richmond

Chief Administrative Officer C. Bannister
 Corporate Officer E. Jackson
 City Engineer J. Wilson
 Director of Development Services K. Pearson
 Manager of Financial Services T. Tulak
 Recorder C. Simmons

ABSENT:

Councillor C. Eliason

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0001-2017 Moved: Councillor Wallace Richmond
 Seconded: Councillor Jamieson
 THAT: Pursuant to Section 90 (1) of the Community Charter, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:30 p.m.
 Council returned to Regular Session at 2:18 p.m.
 Council recessed until 2:30 p.m.

Mayor Cooper entered the meeting at 2:30 p.m. and assumed the Chair.

Councillor Jamieson entered the meeting at 2:30 p.m.

3. REVIEW OF AGENDA

0002-2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: item 16.1 Committees of Council, etc. (January 2017 – October 2018) be moved to the evening portion of the Regular Council Meeting.

CARRIED UNANIMOUSLY

4. DISCLOSURE OF INTEREST

Councillors Harrison & Jamieson declared a conflict of interest with item 9.1 as they are employed by School District #83 which owns the South Canoe Property and buildings.

Councillor Wallace Richmond declared a conflict of interest with item 9.1 as her firm has a contract with School District #83 which owns the South Canoe Property and buildings.

5. PRESENTATIONS / DELEGATIONS

1. Bruce Cook, President, Shuswap Recreation Society – Shuswap Recreation Society Strategic Plan

Bruce Cook, Shuswap Recreation Society Board President, provided an overview of the Shuswap Recreation Society's Strategic Plan. He was available to answer questions from Council.

6. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of December 12, 2016

0003-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Regular Council Meeting Minutes of December 12, 2016 be adopted as circulated.

CARRIED UNANIMOUSLY

2. Special Council Meeting Minutes of December 16, 2016

0004-2017

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Special Council Meeting Minutes of December 16, 2016 be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS**1. Development and Planning Services Committee Meeting Minutes of January 9, 2017**

0005-2017

Moved: Councillor Harrison

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee Meeting Minutes of January 9, 2017, be received as information.

CARRIED UNANIMOUSLY**2. Downtown Parking Commission Meeting Minutes of November 15, 2016**

0006-2017

Moved: Councillor Harrison

Seconded: Councillor Jamieson

THAT: the Downtown Parking Commission Meeting Minutes of November 15, 2016, be received as information.

CARRIED UNANIMOUSLY**3. Downtown Parking Commission Meeting Minutes of December 20, 2016**

0007-2017

Moved: Councillor Harrison

Seconded: Councillor Flynn

THAT: the Downtown Parking Commission Meeting Minutes of December 20, 2016, be received as information.

CARRIED UNANIMOUSLY**4. Agricultural Advisory Committee Meeting Minutes of December 14, 2016**

0008-2017

Moved: Councillor Jamieson

Seconded: Councillor Wallace Richmond

THAT: the Agricultural Advisory Committee Meeting Minutes of December 14, 2016, be received as information.

CARRIED UNANIMOUSLY**5. Extract of the Community Heritage Commission Meeting Minutes of December 20, 2016 - For Information**

0009-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the extract of the Community Heritage Commission Meeting Minutes of December 20, 2016, be received as information.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS - Continued

5. Extract of the Community Heritage Commission Meeting Minutes of December 20, 2016 - For Information - Continued

0010-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Community Heritage Register is an ongoing process and the demolition of the 'Orchard House' be delayed for a period of two months after the January 16, 2017 Regular Council Meeting to allow for an evaluation of its heritage values and for the Commission to provide recommendations to Council.

CARRIED UNANIMOUSLY

8. INTRODUCTION OF BYLAWS

Councillor Wallace Richmond left the meeting at 2:55 p.m.

1. Zoning Amendment Bylaw No. 4184 [ZON1081; Channer, A. & Davis, M.; 80 - 16 Street NE; R-1 to R-8] - First and Second Readings

0011-2017

Moved: Councillor Jamieson

Seconded: Councillor Lavery

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4184 be read a first and second time.

Councillor Wallace Richmond returned to the meeting at 2:57 p.m.

CARRIED UNANIMOUSLY

9. RECONSIDERATION OF BYLAWS

Councillor Harrison, Jamieson and Wallace Richmond declared a conflict of interest. Item 9.1 was deferred to the January 30, 2017 Regular Council Meeting due to a projected lack of quorum.

1. Short Term Capital Borrowing (Bylaw No. 4158) Repeal Bylaw No. 4179 - Final Reading
2. Revenue Anticipation Borrowing Bylaw No. 4183 - Final Reading

0012-2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the bylaw entitled Revenue Anticipation Borrowing Bylaw No. 4183 be read a final time.

CARRIED UNANIMOUSLY

10. CORRESPONDENCE

1. Informational Correspondence

For information.

13. T. Peasgood, Salty Dog race Co-ordinator and Co-owner of Skookum Cycle & Ski Ltd. - letter dated November 21, 2016 - 17th Annual Salty Dog 6 Hour Enduro Race May 14, 2017

0013-2017

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: Council authorize the use the South Canoe trails, lower Malibu trail area and Klahani park on May 14, 2017 for the Salty Dog 6 Hour Enduro Mountain Bike Race subject to provision of adequate liability insurance;

AND THAT: Council permit temporary parking on the south 1/2 of Legal Subdivision 1, Section 17, Township 20, Range 9, W6M, KDYD, except Parcel A (DD14577F and B6785) 6641 10 Ave SE on May 13-14, 2017.

CARRIED UNANIMOUSLY

2. Darby Boyd, Business and Operations Manager Shuswap Recreation Centre - letter dated January 3, 2017 - Facility User Rates 2017

Received for information.

3. C. Flatman, President Elect, Rotary Club of Salmon Arm - Shuswap - letter dated January 6, 2017 - Syrian Bus Pass Program

Received for information. Staff be directed to invite Rotary to attend a future Council Meeting to outline the request in further detail.

11. STAFF REPORTS

1. Chief Financial Officer - Annual Financial Audit Services - 2017 and 2018

0014-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Harrison

THAT: BDO Dunwoody LLP, Chartered Accountants, be appointed as the Municipal Auditors for the City of Salmon Arm for the two (2) year term of 2017 and 2018;

AND THAT: the fee for services provided be as follows:

- 2017 - \$18,030.00 (plus taxes); and
- 2018 - \$18,570.90.

CARRIED UNANIMOUSLY

11. STAFF REPORTS - Continued**2. Engineering and Public Works - Award of Tender: ENG 2017-62 - Moutell Bridge Retrofit**

0015-2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: Contract No. ENG 2017-62 be awarded to All Terrain Construction Ltd. in accordance with the tendered unit prices for an estimated cost of \$78,650.00 plus taxes as applicable;

AND THAT: the 2017 Budget contained in the 2017 to 2021 Financial Plan be amended to carry forward the remaining 2016 budget for the Moutell Bridge in the amount of \$29,540.00, for a total available 2017 budget of \$79,540.00.

CARRIED UNANIMOUSLY

3. Corporate Officer - Lease Agreement for Inner Core Parking Lot - 327 Alexander Street NE

0016-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Jamieson

THAT: Council authorize the Mayor and Corporate Officer to execute a Lease Agreement with W.H. Laird Holdings Ltd. for the City to use Lot 1, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP4908 (327 Alexander Street NE) for the term of January 1, 2017 to December 31, 2019 as a Downtown Parking Commission parking lot for an annual fee of 50% of the annual revenue.

CARRIED UNANIMOUSLY

4. Corporate Officer - Naming and Advertising Agreement for the Recreation Centre

0017-2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the Mayor and Corporate Officer be authorized to execute the Naming and Advertising Agreement with SASCU for the Recreation Facility, for a period of five (5) years, commencing January 1, 2017 to December 31, 2021, for a fee of \$50,000.00.

CARRIED UNANIMOUSLY

Councillor Wallace Richmond declared a conflict of interest and left the meeting at 3:40 p.m.

5. Corporate Officer - Licence for Use and Occupation of Quonset Building located at 921 - 17 Street SW

0018-2017

Moved: Councillor Jamieson

Seconded: Councillor Lavery

THAT: Council authorize the Mayor and Corporate Officer to execute a Licence for Use and Occupation Agreement with the Salmon Arm Folk Music Society, for use of the Quonset Building located at 921 - 17 Street SW, for a five (5) year term from January 1, 2017 to December 31, 2021, for the annual fee of \$1.00, subject to Community Charter advertising requirements.

CARRIED UNANIMOUSLY

11. STAFF REPORTS – Continued

Councillor Wallace Richmond returned to the meeting at 3:43 p.m.

6. Corporate Officer – Minion Field Lease

0019-2017

Moved: Councillor Flynn

Seconded: Councillor Harrison

THAT: the Mayor and Corporate Officer be authorized to execute a Lease Agreement with Farmcrest Foods Ltd. for the property known as Minion Field, legally described as the North ½ of the Southeast ¼ of Section 9, Township 20, Range 10 (2191 – 30 Street SW) for a three (3) year term from April 1, 2017 to October 3, 2019, with an annual fee of \$21,000.00 (plus applicable taxes), subject to Community Charter advertising requirements.

CARRIED UNANIMOUSLY

12. NEW BUSINESS**1. City Application of Pesticides – Councillor Lavery**

0020-2017

Moved: Councillor Lavery

Seconded: Councillor Jamieson

THAT: Whereas the City's *Pesticide Use Control Bylaw # 3744* provides an exception for the City to apply pesticides on City infrastructure where required {3.1 (o)};

And whereas the City has not yet used that exception to date;

Therefore be it resolved that prior to the City commencing any application of pesticides, Council:

- (i) Request a Staff report indicating the rationale for an exception to the bylaw, the relative mix of manual/non-pesticide vs. pesticide controls proposed, the proposed operational locations for application and the likely amounts of proposed applications;
- (ii) Ask for an Annual Pesticide Usage report to Council indicating the name, amount, location and quantities used if an exception is utilized; and
- (iii) Seek public input on the proposed pesticide applications at an evening formal meeting of Council.

Amendment:

Moved: Councillor Harrison

Seconded: Councillor Wallace Richmond

THAT: the following be removed from the motion:

“prior to the City commencing any application of pesticides,”

CARRIED UNANIMOUSLY

12. NEW BUSINESS - Continued

1. City Application of Pesticides - Councillor Lavery - Continued

Amendment:

Moved: Councillor Flynn

Seconded: Councillor Harrison

THAT: the following be removed from the motion:

"item (iii) Seek public input on the proposed pesticide applications at an evening formal meeting of Council."

CARRIED

Councillor Lavery Opposed

Motion as Amended:

CARRIED UNANIMOUSLY

13. COUNCIL STATEMENTS

14. NOTICE OF MOTION

15. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

17. QUESTION AND ANSWER PERIOD

Council held a Question and Answer session with the members of the public present.

The Meeting recessed at 4:14 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

Mayor N. Cooper
Councillor K. Flynn
Councillor K. Jamieson
Councillor T. Lavery
Councillor L. Wallace Richmond

Chief Administrative Officer C. Bannister
Corporate Officer E. Jackson
City Engineer J. Wilson
Director of Development Services K. Pearson
Recorder C. Simmons

ABSENT:

Councillor C. Eliason
Councillor A. Harrison

18. DISCLOSURE OF INTEREST

No interest was declared.

19. HEARINGS

1. Development Variance Permit Application No. VP-448 [Edelweiss Properties Inc./Timberline Solutions Ltd.; 150 - 4 Street SE; Front Parcel Line Setback]

0021-2017

Moved: Councillor Flynn

Seconded: Councillor Jamieson

THAT: Development Variance Permit No. VP-448 be authorized for issuance for Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP29885, except Strata Plan EPS1704 (Phases 1, 2 & 3), which will vary Zoning Bylaw No. 2303 as follows:

Section 10.9 - R-5 Residential Zone - reduce the minimum setback of the principal building along the front parcel line adjacent to 4 Street SE (previously reduced from 5.0 m (16.4 ft) to 2.9 m (9.5 ft) with the approval of Development Permit No. 397), from 2.9 m (9.5 ft) to 2.6 m (8.5 ft).

The Director of Development Services explained the proposed Development Variance Permit.

Submissions were called for at this time.

C. Baer, Timberline Solutions Ltd., spoke regarding the application and was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:07 p.m. and the motion was:

CARRIED UNANIMOUSLY

20. PUBLIC HEARING**1. Zoning Amendment No. ZON-1076; Eliason, C. & C. / Lawson Engineering & Development Services Ltd.; 1590 – 11 Avenue SE; R-7 to R-8**

The Director of Development Services explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

B. Lawson, the agent, was available to answer questions from Council.

J. Cruikshank, 1681 – 11 Avenue SE, spoke to concerns regarding density and status of the neighborhood.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4180 was declared closed at 7:18 p.m. and consideration of the next item ensued.

2. Zoning Amendment No. ZON-1078; 1039634 BC Ltd.; 1220 – 23 Street SE; R-1 to R-8

The Director of Development Services explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

M. Mason, Browne Johnson Land Surveyors, the agent, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4181 was declared closed at 7:21 p.m. and consideration of the next item ensued.

3. Zoning Amendment No. ZON-1080; Grieve, J., Evans, A. & Appeldoorn, K. / Browne Johnson Land Surveyors; 2310 – 23 Street SE; R-1 to R-8

The Director of Development Services explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

M. Mason, Browne Johnson Land Surveyors, the agent, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4182 was declared closed at 7:23 p.m.

21. RECONSIDERATION OF BYLAWS

1. Zoning Amendment Bylaw No. 4180 [ZON-1076; Eliason, C. & C. / Lawson Engineering & Development Services Ltd.; 1590 - 11 Avenue SE; R-7 to R-8] - Third and Final Readings

0022-2017

Moved: Councillor Jamieson

Seconded: Councillor Lavery

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4180 be read a third and final time.

CARRIED UNANIMOUSLY

2. Zoning Amendment Bylaw No. 4181 [ZON-1078; 1039634 BC Ltd.; 1220 - 23 Street SE; R-1 to R-8] - Third and Final Readings

0023-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4181 be read a third and final time.

CARRIED UNANIMOUSLY

3. Zoning Amendment Bylaw No. 4182 [ZON-1080; Grieve, J., Evans, A. & Appeldoorn, K. / Browne Johnson Land Surveyors; 2310 - 23 Street SE; R-1 to R-8] - Third and Final Readings

0024-2017

Moved: Councillor Flynn

Seconded: Councillor Jamieson

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4182 be read a third and final time.

CARRIED UNANIMOUSLY**16. OTHER BUSINESS**

1. Committees of Council, etc. (January 2017 - October 2018)

0025-2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the Committees of Council, etc. (January 2017 - October 2018) be deferred to the January 30, 2017 Regular Council Meeting.

CARRIED UNANIMOUSLY**23. QUESTION AND ANSWER PERIOD**

Council held a Question and Answer session with the members of the public present.

24. ADJOURNMENT

0026-2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the Regular Council Meeting of January 16, 2017, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:40 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

MAYOR

Adopted by Council the day of 2017.

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Item 7.1

CITY OF SALMON ARM

Date: January 30, 2017

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee Meeting Minutes of January 23, 2017, be received as information.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

DEVELOPMENT AND PLANNING SERVICES COMMITTEE

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held in the Council Chamber of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, January 23, 2017.**

PRESENT:

Mayor N. Cooper
Councillor C. Eliason
Councillor K. Flynn
Councillor K. Jamieson
Councillor A. Harrison
Councillor T. Lavery
Councillor L. Wallace Richmond

Chief Administrative Officer C. Bannister
Corporate Officer E. Jackson
Director of Development Services K. Pearson
Director of Engineering & Public Works R. Niewenhuizen
Recorder C. Simmons

1. CALL TO ORDER

Mayor Cooper called the meeting to order at 8:01 a.m.

2. REVIEW OF THE AGENDA

3. DECLARATION OF INTEREST

Councillor Eliason declared a conflict of interest with item 4.1 as he is related to the applicants.

4. REPORTS

Councillor Eliason declared a conflict of interest and left the meeting at 8:01 a.m.

1. Development Variance Permit Application No. VP-439 [M. Norgren & T. Eliason; 5281 - 75 Avenue NE; Setback Variance]

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-439 be authorized for issuance for Parcel Z, Block 1, Section 5, Township 21, Range 9, W6M, KDYD, Plan 1004, which will vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 6.10.1 - R-1 Single-Family Residential Zone - reduce the minimum building setback from the front parcel line from 6.0 m (19.7 ft) to 3.1 m (10.2 ft) for the existing single-family dwelling, as shown in Schedule A, and;

4. REPORTS - Continued**1. Development Variance Permit Application No. VP-439 [M. Norgren & T. Eliason; 5281 - 75 Avenue NE; Setback Variance] - Continued**

2. Section 6.10.2 - R-1 Single-Family Residential Zone - reduce the minimum building setback from the rear parcel line from 6.0 m (19.7 ft) to 1.3 m (4.3 ft) for the existing single-family dwelling, as shown in Schedule A.

AND THAT: Issuance of Development Variance Permit No. VP-439 be withheld subject to the registration of a Section 219 *Land Title Act* covenant(s) registered on title ensuring compliance with Riparian Areas Regulation: Assessment Report Number 4062, addressing flood hazard, and saving the City harmless from any liability or damages that may arise in the future.

J. Johnson, Brown Johnson Land Surveyors, the agent, spoke regarding the application and was available to answer questions from the Committee.

CARRIED

Councillor Lavery Opposed

Councillor Eliason returned to the meeting at 8:26 a.m.

2. Development Variance Permit Application No. VP-444 [A. & H. Gowen; 31 - 2 Street SE; Setback Variance]

Moved: Councillor Flynn

Seconded: Councillor Harrison

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-444 be authorized for issuance for Lot 22, Block 2, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392, which will vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 4.12.1(a) - General Regulations - increase the maximum permitted height of a fence in the interior side yard from 2.0 m (6.5 ft) to 2.75 m (9.02 ft) to allow for an existing 5.5 m (18.05 ft) length of privacy fence, as shown in Schedule A;
2. Section 6.10.3 - R-1 Single-Family Residential Zone - reduce the minimum setback of the principal building from the south interior parcel line from 1.5 m (4.9 ft) to 0.7 m (2.2 ft) to allow for the existing single family dwelling, as shown in Schedule A;
3. Section 6.11.1 - R-1 Single-Family Residential Zone - reduce the minimum setback of an accessory building from the front parcel line from 6.0 m (19.7 ft) to 0 m (0 ft) to allow for an existing "car tent", as shown in Schedule A;
4. Section 6.11.1 - R-1 Single-Family Residential Zone - reduce the minimum setback of an accessory building from the front parcel line from 6.0 m (19.7 ft) to 0 m (0 ft) to allow for a future carport, as shown in Schedule A, and;

4. REPORTS - Continued**2. Development Variance Permit Application No. VP-444 [A. & H. Gowen; 31 - 2 Street SE; Setback Variance] - Continued**

5. Section 6.11.3 - R-1 Single-Family Residential Zone - reduce the minimum setback of an accessory building from the north interior side parcel line from 1.0 m (3.3 ft) to 0 m (0 ft) to allow for an accessory building, an existing "car tent", and a future carport, as shown in Schedule A.

A. Gowen, the applicant, spoke regarding the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

3. Development Variance Permit Application No. VP-445 [P. Cumming & N. Wagner; 4891 - 16 Street NE; Setback Variance]

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-445 be authorized for issuance for Lot 2, Plan 34059, Sec. 25, Tp. 20, R. 10, W6M, KDYD to vary the provisions of Zoning Bylaw No. 2303 as follows:

- 1) Section 6.11.4 - decrease the minimum setback of an accessory building from the front parcel line from 6.0 metres to 1.84 metres for the proposed garage building shown on Appendix 3.

N. Wagner, the applicant, spoke regarding the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

5. PRESENTATION

No items.

6. CORRESPONDENCE**1. Accommodation Statistics for Salmon Arm - email dated January 13, 2017 - from Corporate Officer to BC Wildfire Service**

Received for information.

7. IN-CAMERA**8. LATE ITEMS**

No items.

9. ADJOURNMENT

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee meeting of January 23, 2017, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:25 a.m.

Mayor Nancy Cooper
Chair

Minutes received as information by Council
at their Regular Meeting of _____, 2017.

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Item 7.2

CITY OF SALMON ARM

Date: January 30, 2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Jamieson

THAT: the Social Impact Advisory Committee Meeting Minutes of November 22, 2016, be received as information.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

CITY OF SALMON ARM - SOCIAL IMPACT ADVISORY COMMITTEE

Social Impact Advisory Committee meeting held **Tuesday, November 22 2016**, at 8:30 a.m. in Meeting Room 101, City Hall, Salmon Arm, British Columbia.

PRESENT:

Councillor Louise Wallace Richmond
Kim Sinclair
Jane Shirley
June Stewart
David Parmenter
Susan Cawsey
Gudrun Malmquist
Caylee Simmons

City of Salmon Arm, Chair
Aspiral Youth Partners
Shuswap Area Family Emergency (SAFE) Society
Shuswap Children's Association
Interior Health Association- Mental Health
Okanagan College
Shuswap Settlement Services
City of Salmon Arm, Recorder

ABSENT:

Patricia Thurston

Shuswap Family Resource & Referral Centre

The meeting was called to order at 8:35 a.m.

- 1. Welcome and Introductions**
- 2. Additions/Changes to Agenda**
- 3. Presentations:**
- 4. Approval of Agenda**

MOVED: Susan Cawsey

SECONDED: June Stewart

THAT: the Agenda of the Social Impact Advisory Committee meeting of November 22, 2016, be approved as circulated.

CARRIED UNANIMOUSLY

- 5. Approval of Minutes of June 14, 2016**

MOVED: June Stewart

SECONDED: Jane Shirley

THAT: The minutes of the Social Impact Advisory Committee meeting of June 14, 2016, be approved as circulated.

CARRIED UNANIMOUSLY

6. Old Business

- a. Terms of Reference
- b. Wine in Grocery Stores

The Committee agreed that most organizations do not foresee a problem with wine in grocery stores. There are no current businesses in Salmon Arm that have obtained a license.

7. New Business

- a. Goal Setting

Each member of the Committee provided an update of their organization. The Committee agreed that the top two areas of focus are affordable housing and public transit.

8. Next Regular Meeting

The next Regular Meeting will be held Tuesday, January 10, 2017 at 2:30 p.m.

9. Adjournment

MOVED: David Parmenter

SECONDED: Kim Sinclair

THAT: The Social Issues Committee meeting of November 22, 2016 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:34 a.m.


Councillor Louise Wallace Richmond, Chair

Minutes received as information by Council at their Regular Meeting of , 2017.

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Item 7.3

CITY OF SALMON ARM

Date: January 30, 2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Community Heritage Commission Meeting Minutes of November 15, 2016, be received as information.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

COMMUNITY HERITAGE COMMISSION

Minutes of the Community Heritage Commission Meeting held on Tuesday, November 15, 2016
at 3:00 p.m. in Meeting Room 100, City Hall, Salmon Arm, British Columbia.

PRESENT:

Councillor Louise Wallace-Richmond
Cindy Malinowski
Harry Welton
Tim Dunne
Pat Kassa
Deborah Chapman
Mary Landers

STAFF:

Jon Turlock, Planning & Development Officer

1. Call to Order

The meeting was called to order at 3:00 p.m.

2. Presentations

n/a

3. Confirmation of Minutes

3.1 Community Heritage Commission Meeting of October 18, 2016.

Moved: Harry Welton/Seconded: Cindy Malinowski

THAT: the Minutes of the Meeting of October 18, 2016 be approved.

CARRIED UNANIMOUSLY

4. Items

4.1 Request for addition to Community Heritage Register - 591 6 Street SE

Deborah Chapman advised the Commission that she has been in contact with the owner but she has not been able to substantiate the age or historical significance of the residence. The Commission agreed that it could not proceed further with

the request without more detailed information. Deborah will contact the owner again to see if he can obtain additional information such as a historical title search which will identify previous owners and may assist in confirming the age and significance of the residence.

4.2 Sinclair House

Moved: Mary Lander / Seconded: Pat Kassa

THAT: the Community Heritage Commission write a letter to Mr. Berndt Hermanski, the current owner of Sinclair House, to recognize the renovation/restoration work he is undertaking on the residence and to inquire if he would be interested in making a presentation on the residence to City Council during Heritage Week

CARRIED UNANIMOUSLY

The Commission discussed the renovations to Sinclair House currently underway by Mr. Berndt Hermanski. The Commission noted that this residence has significant historical value to the community and commended Mr. Hermanski on the work he has undertaken to restore the building. The Commission also agreed to ask Mr. Hermanski if would like to make a presentation to City Council on the residence in association with Heritage Week in February, 2017

4.3 Heritage Trail

The Commission reviewed a memorandum from the City's Development Services Department regarding the City's Greenways Strategy and a proposed Heritage Trail that will extend from R.J. Haney Heritage Village and Museum to McGuire Lake. The Commission supports the work of the Greenways Liaison Committee and agreed to leave this discussion as a standing item for further updates.

4.4 Walk Down Memory Lane Tour

Pat Kassa advised the Commission that the Walk Down Memory Lane Tour was very successful. 80 tickets were sold and the *Historical Walking Tour of Salmon Arm* brochure was well received. Pat commended all the volunteers who worked on the event and the participation of local businesses. The *Historical Walking Tour of Salmon Arm* brochure is available at a number of locations in the community and discussions are currently underway with the DIA for a potential wall mural of the Walking Tour Map in the Alexander Street breezeway.

4.5 Commission Projects

The Commission agreed to reschedule this item to the January 2017 meeting and devote the entire meeting to reviewing future projects.

5. Late items

5.1 Heritage Week

Pat Kassa advised the Commission that the next Heritage Week is scheduled for February 13 to 19, 2017 and the topic for the event is 'My Canada - My B.C.' The Commission agreed to review the Heritage Week display boards at its next meeting in December.

5.2 Municipal Hall (Hudson Avenue Seniors Centre)

Mary Landers received information on the Municipal Hall building from people associated with the Seniors Centre who are concerned about its present condition. The Commission agreed it would be appropriate to forward the information directly to the City staff responsible for managing the lease of the building and its ongoing maintenance.

6. Date of Next Meeting

The next regular CHC meeting is scheduled for Tuesday, December 20, 2016, at 3:00 p.m. in Room 100 at City Hall.

6. Adjournment

The meeting adjourned at 4:04 p. m.



Louise Wallace Richmond, Chair
Community Heritage Commission

Item 7.4

CITY OF SALMON ARM

Date: January 30, 2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: the Community Heritage Commission Meeting Minutes of December 20, 2016, be received as information.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

COMMUNITY HERITAGE COMMISSION

Minutes of the Community Heritage Commission Meeting held on Tuesday, December 20, 2016 at 2:00 p.m. in the Council Chambers, City Hall, Salmon Arm, British Columbia.

PRESENT:

Mayor Nancy Cooper
 Harry Welton
 Tim Dunne
 Pat Kassa
 Deborah Chapman
 Mary Landers

REGRETS:

Councillor Louise Wallace-Richmond
 Cindy Malinowski

STAFF:

Kevin Pearson, MCIP, Director of Development Services
 Jon Turlock, Planning & Development Officer

1. Call to Order

The meeting was called to order at 2:00 p.m.

2. Presentations

2.1 Orchard House - 720-22 Street NE

Mayor Nancy Cooper explained that the purpose of the meeting is to receive public input on the City's purchase of the 'Orchard House' property located at 720 - 22 Street NE. Mayor Cooper further explained that City Council has not reached a final decision on the future of the 'Orchard House' building and Council is prepared to consider information provided at this meeting as well as any other written submissions people would like to provide.

Submissions were called for at this time.

D. Rolin, 750 Foothill Road, representing the Salmon Arm Branch of the Okanagan Historical Society, provided a brief history of the building, including

its previous owners, and noted that a building can have heritage value even though it may not be included on the Community Heritage Register. She explained that Orchard House was considered for the Register but due to various circumstances, including time and cost, it was removed from consideration for the first phase of the Register. She expressed concern that demolition of the building could send a negative message on the importance of heritage buildings and urged the Heritage Commission to ask City Council to withhold a decision on demolishing the building until an evaluation can be completed on its heritage values.

F. Bugala, 660 - 24 Street NE noted the architectural features of the building and the sense of community this type of building can provide. He outlined various options for potential use of the building, such as incorporating it with adjacent uses or providing space for community organizations. He also asked the Heritage Commission to consider applying for funding from Heritage BC for the future use of the building.

D. Beggs, Foothill Road SE, explained that he owned the building through the 1970's and because the building was not in the best of shape he completed a number of renovations. When he eventually sold the building it was converted into a restaurant.

D. Askew, 1540 Kangaroo Road, explained that his family bought a house next to the Orchard House and he grew up in that neighbourhood through the 1950's. He expressed concerns that are not many buildings like this in Salmon Arm and given this building's architectural characteristics and historical significance to the community, he hoped it could be saved and turned into something useful for the community, such as a tourist information office.

D. Rolin, 750 Foothill Road, explained she was on the City's first Heritage Commission and although this building is not a museum heritage building it can be viewed as a community heritage building which derives its value from the story it represents for the community.

B. Hilton, Creekside Townhomes, asked if the Heritage Commission would consider applying for a Heritage Grants Program similar to the City of Kelowna.

R. Gainer, 38 Avenue NE suggested that if the building can't be used perhaps it could be moved.

M. Landers, explained the role of the Community Heritage Commission and the purpose of the Community Heritage Register.

B. Hunt, 525 Shuswap Street suggested the Heritage Commission or other interested persons could start a petition to save the building.

L. Reimer, asked if there was a deadline for deciding the future of the building.

Mayor Cooper, advised that the City doesn't take possession of the property until January 2017. She also explained that there are liability concerns with the building and that a final decision on its future has not been made by City Council.

R. Gainer explained that his church is looking for accommodation for Syrian refugees and suggested that perhaps the building could be put to this type of use.

D. McCauly inquired about the City's plans for the property.

B. Barker, Creekside Townhomes asked if City Council has considered other options other than demolition of the building.

Councillor K. Jamieson outlined some of Council's considerations when the property became available and that Council knew it would have to reach a decision on the future of the house. He also noted that there are two points of view in the community about the future use of the property and that all interested persons are invited to submit proposals for Council's consideration.

Three written submissions were also received, copies attached.

Mayor Cooper declared this portion of the meeting closed at 3:11 pm.

The Community Heritage Commission reconvened in Meeting Room 100 at 3:17 pm.

Cindy Malinowski entered the meeting

3. Confirmation of Minutes

3.1 Community Heritage Commission Meeting of November 15, 2016.

Moved: Harry Welton/Seconded: Pat Kassa

THAT: the Minutes of the Meeting of November 15, 2016 be approved.

CARRIED UNANIMOUSLY

4. Items

4.1 Historical Walking Tour Map

Item deferred to the February meeting.

4.2 BC 'Stop of Interest' Signs

Item received for information.

4.3 Municipal Hall

Staff advised that the information previously provided to the Commission on the condition of the old Municipal Hall building has been forwarded to the appropriate City Departments. Unfortunately, staff have no additional information to provide at this time.

4.4 Request for addition to Community Heritage Register - 591 - 6 Street SE

Deborah Chapman advised that she has spent three hours researching this request but she is still working on gathering additional information. She will keep the Commission advised as her research proceeds.

4.5 Heritage Week Display Boards

Pat Kassa offered to review and update the display boards in preparation for the upcoming Heritage Week in February.

5. Late items

5.1 Orchard House - 720-22 Street NE

Moved: Mary Landers/Seconded: Tim Dunne

THAT: the Community Heritage Register is an ongoing process and the Community Heritage Commission recommends to City Council that they delay the demolition of the 'Orchard House' for a period of two months after the possession date to allow for an evaluation of its heritage values and for the Commission to provide recommendations to Council.

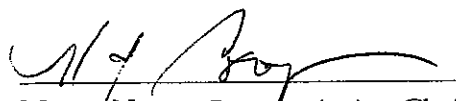
CARRIED UNANIMOUSLY

6. **Date of Next Meeting**

The next regular CHC meeting is scheduled for Tuesday, January 17, at 3:00 p.m. in Room 100 at City Hall.

7. **Adjournment**

The meeting adjourned at 4:15 p. m.



Mayor Nancy Cooper, Acting Chair
Community Heritage Commission

Orchard House- OHS Presentation Dec.20, 2016

1.

Good Afternoon Members of the Heritage Commission & interested parties, my name is Dorothy Rolin, and I am here on behalf of the S.Arm Br. Of the Okanagan Historical Society.

At this time, last year, members of our local Br. Of OHS were sitting at Malls gathering names on a petition to help save the Salmon Arm Elementary School, currently known as the Downtown Activity Centre. We were alerted by a School District #83 news brief that had appeared in the S.Arm Observer newspaper, giving notice to its tenants in the Downtown Activity Centre to vacate as of 2018.

We took action because two of our six OHS constitutional objectives are to promote preservation of historical buildings & sites.

Our goal was to bring awareness to the public that in 2018 this nearly 100-year-old building in all probability, will be either sold or demolished. We collected well over 1200 names and presented them to both City Council and the School Board of District #83.

Today we are faced with yet another similar undertaking- to preserve a heritage building and site.

In Denis Marshall's book *Fleeting Images* published in (1998) Entitled Tulip Extravaganza, he begins with Lt. Colonel Bernard Scott, late of the Indian Army, and his wife, purchasing a 20-acre portion of the Charles McVicker quarter section. Denis then goes on to tell about Scott's ventures and successes in growing the orchard and sideline crops. But then goes on to say- it was the tulips that Scott is best remembered for today and elaborates on the expanse of the tulip nursery. Since this significant historical fact has been documented, that alone should have been enough to include in the heritage registry; although Scott's presence in the community is also well documented starting with the building of the Colonial style bungalow named Dilkusha in 1914.

The name Dilkusha, refers to the house, not the property or tulip fields. It means – "my loved one." The present house still has the bones of a heritage style structure.

2.

Today, the house is in disrepair because no one has occupied it for approximately two years. However, up to the time the owners walked out leaving wine glasses on the tables and pots and pans still hanging in the kitchen, it must have passed numerous inspections by the health and fire departments, also insurance companies, in order to operate as a commercial establishment for so many years.

A few days ago, I was contacted by Mr. Dean Biggs of Salmon Arm who purchased Dilkusha and the property from former owner Don Ruth in the early 1970's. He was extremely helpful in filling in some of the history of this house and property that once had a barn on it.

Mr. Biggs said the house had been neglected when he purchased it, but over time he restored it to the point of finding the original wooden pillars in the barn and replacing the fir logs holding up the veranda. The house still retains the original fireplace. Mr. Biggs said the house was in good shape when he sold it to Brenda Bell around 1977.

According to my sources, Ms. Bell invested quite a sum of money to turn Dilkusha into the beautiful restaurant known as "The Orchard House." She was obviously respectful of its past heritage with the name she chose, as well as the old photographs that graced the walls throughout the restaurant. The Orchard house eventually changed ownership and became Mino's Restaurant, then the Heritage Chop House.

Most of us were aware that a "For Sale" sign appeared on the property this spring.

However, OHS was not aware through its liaison to the Community Heritage Commission nor through any other communication giving us notice this plan of purchase was on the agenda of the City of Salmon Arm.

Just because Minos Restaurant was not listed in one of the 3 phases of the current heritage register, does not make its history less important. The present heritage register consisting of 46 entries was limited in each of the phases to around 15, those included downtown businesses, houses, sites and farms.

3.

There are many more houses out there that should be on this Register: like the T. Eaton Company model house on the corner of 50th Ave. & Foothills Rd. owned by the Turner and Reid families, Mayor Budizak home, built in 1936 by councillor Dan McMullen, on Foothill Rd., the Turner house & barn on Lakeshore Rd., just to name a few.

Things fall through the cracks. Who, after all these years would have thought this heritage house posing as a restaurant, wouldn't have continued as a commercial venture? Who could have foreseen our City buying this piece of land and not recognizing that this house and property had heritage value -just because it wasn't on the heritage registry?

Having no protection or incentives like other towns and cities have in place for their present owners or buyers of heritage houses, puts Salmon Arm at a disadvantage. No wonder our heritage properties are up there with the endangered species.

The bottom line is... if City Council goes ahead with the demolition now knowing this is a heritage house and site that has value in the community, without further consultation and inspection of the place, it sets a dangerous precedence. It will send a negative message to owners and developers, and downplay the importance of the Heritage Commission.

As Jan Scott pointed out in her letter to the Observer Newspaper Dec.7th "What a marvellous opportunity for Salmon Arm to preserve one of its few heritage properties left standing.

And yes, this would be a golden opportunity for the City of Salmon Arm to set an example.

We urge the members of the Heritage Commission to take a stand on saving the house and property once known as Dilkusha, The Orchard House/or Mino's Restaurant, to see the proposed demolition put on hold until an open evaluation has been completed to reassess its heritage value. The house and site does possess an unique history, as well as a social one, is surrounded by heritage maple trees and should be preserved and repurposed for the good of Salmon Arm's heritage and social community.

In closing "The preservation of historic buildings is a one-way street. There is no chance to renovate or to save a historic site once it's gone. And we can never be certain what will be valued in the future. This reality brings to light the importance of locating and saving buildings of historic significance—because once a piece of history is destroyed, it is lost forever." A quote from an American heritage site.

Thank you.

Questions to ask.

When I was on the Heritage Commission 2007-2010, we started out with 87 possibilities. Mino's Restaurant was one of them. I understand, there were limited funds to do the research for these 3 phases, but knowing there are so many more houses and sites yet to list, I'm wondering why they haven't been pursued and the Heritage Register carried on as suggested on *Page 86* at the back of the register under Next Steps?

March 7, 2010
City Council Reports
By-Law Change

The city's Community Heritage Commission would like to review applications for the demolition or removal of registered heritage homes before municipal council decides their fate.

While the city is willing to accommodate this request, council is reluctant to put it on paper in the form of a bylaw amendment.

The commission's request came out of a meeting at which it discussed procedural requirements pertaining to the demolition or removal of buildings on the community register.

"As buildings on the register have been carefully selected for their historical significance to the community, the commission would greatly appreciate the opportunity to review and provide recommendations on their potential demolition or removal."

Under the Heritage Register Procedure Bylaw, issuance of a permit that would involve the demolition or removal of a structure in the register must be withheld, and the matter referred to council's next regular meeting. At that point, council can order the temporary protection of the structure for up to 60 days under the Local Government Act. This would give the city time to determine the heritage values of the building and the potential future works and costs required to maintain it in its heritage form.

A staff memo to council notes there are no provisions under the Local Government Act that allow the withholding of a demolition permit so it can first be reviewed by the heritage commission but adds, time permitting, the commission could meet prior to the council meeting.

The commission's resolution was forwarded to the Feb. 16 regular council meeting. But at a development and planning meeting, councillors expressed no interest in changing the city's bylaw.

Coun. Chad Eliason, whose own house is in the registry, said a key element to getting people to approve their buildings being included in the registry was that the city would not stand in the way of their development, demolition or rebuilding.

"It was very much a courtesy bylaw, and I know that many people who are on the registry, had they known that council was going to change the rules after the fact, they probably would not have gone on the registry," said Eliason. "So I urge the heritage commission to trust in council and staff."

Coun. Alan Harrison concurred, adding it is unlikely council would commit any money towards a building given temporary protection. He suggested the commission's resolution be amended to say any applications 'involving demolition or removal be referred to the commission for review and comment,' and leave it at that.

From: Melinda Smyrl [msmyrl@district.salmon-arm.bc.ca]
Sent: February 22, 2010 8:45 AM
To: Corey Paiement
Cc: Alan Harrison; Bill Laird; Corey Paiement; Dave Harper; Deborah Chapman; Delores Mori; Dorothy Rolin; Mary landers; Norma Harisch
Subject: Cabin's at Captian's Cove

Corey,

At the February 19, 2010 meeting of the CHC the history and possible inclusion of the cabin's at Captain's Cove was discussed. The buildings may or may have not been used for War brides and their husbands while they waited for their homes to be built. This cannot be confirmed but is plausible.

Heritage can fall into one of two categories. One being "Museum Heritage" in which buildings are valued and appreciated for their historical features and are maintained and preserved in their original site and situation (Cindy Malinowski's house on 2n Ave NE). The other being "Community Heritage". In this context, the building does not need to be in the original site or situation as the building derives its value from the story it represents for the community's heritage. Many good examples of "Community Heritage" can be found on the Heritage Register. Many of the buildings on the Register have not been preserved and repaired with the original materials so probably cannot be valued as "Museum Heritage" but the story that the building represents makes the building of significant value to the community (i.e. The Salvation Army).

Given the context described above, the CHC discussed any potential value that the cabin's may have and determined that there is none. The CHC is grateful that the owner sought out the advice of the City and CHC prior to demolition/removal.

Regards,

Melinda Smyrl
Planning and Development Officer
City of Salmon Arm
Box 40; 500 - 2 Avenue NE
Salmon Arm, BC V1E 4N2
p.250.803.4051
f. 250.803.4041
e. msmyrl@salmonarm.ca
w. www.salmonarm.ca

Item 7.5

CITY OF SALMON ARM

Date: January 30, 2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the Environmental Advisory Committee Meeting Minutes of January 5, 2017, be received as information.

Vote Record

- ☐ Carried Unanimously
 - ☐ Carried
 - ☐ Defeated
 - ☐ Defeated Unanimously
- Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

CITY OF SALMON ARM

Minutes of the Environmental Advisory Committee Meeting held in Room 219 of the Sullivan Campus of Salmon Arm Secondary School on **Thursday, January 5, 2017** at 9:00 a.m.

PRESENT:

Councillor Tim Lavery
Louis Thomas
Barry Wilson
Warren Bell
Sherry Bowlby
Gary Kalloch
Janet Pattinson
Hugh Tyson
Tim Dunne
Gary Arsenaault
Richard Wale
John McLeod
Erin Jackson

City of Salmon Arm, Chair
Neskonlith Indian Band
Citizen at Large
WA:TER
Citizen at Large
Salmon Arm Greenways
Shuswap Naturalist Club
Shuswap Environmental Action Society (SEAS)
Shuswap Construction Industry Professionals (SCIP)
Shuswap Pro Development Association
Salmon Arm Fish & Game
Salmon Arm Farmers Institute (SAFI)
City of Salmon Arm, Recorder

ABSENT:

Jeff Lipsett
Iva Jules
Jo McDermott

Canoe Forest Products
Adams Lake Indian Band
Citizen at Large

GUESTS:

Carl Bannister
Aiden White
Kris Bourdon
Graham Gomme
Neil Caves

City of Salmon Arm, Chief Administrative Officer
SAS Student
SAS Student
SAS Teacher

The meeting was called to order at 9:07a.m.

1. Introductions

2. Presentations

- a. David Ramsay, Executive Director, BC Tomorrow – David presented regarding the BC Tomorrow model, which aims to bring systems dynamics into education. It will engage students in learning about land use relationships. David and Barry Wilson, President of BC Tomorrow, were available to answer questions from the Committee and students who were in attendance.

3. Approval of Agenda and Additional Items

Moved: Warren Bell

Seconded: Janet Pattinson

THAT: the Environmental Advisory Committee Meeting Agenda of January 5, 2017 be approved as circulated.

CARRIED UNANIMOUSLY

4. Approval of Minutes of December 1, 2016 Environmental Advisory Committee Meeting

Moved: Hugh Tyson

Seconded: Gary Arsenault

THAT: the minutes of the Environmental Advisory Committee Meeting of December 1, 2016 be approved as circulated.

CARRIED UNANIMOUSLY

5. Old Business /Arising from minutes

- a. Climate Action Working Group Update - Proposal of solar workshop at the March EAC Meeting - Warren Bell explained that the Working Group wants to focus the workshop on local renewable energy initiatives that are actually being done in homes and businesses in the area. Councillor Lavery advised that representatives will be invited to explain their products and actual users will comment on their experiences. The intention for the March meeting will be to hear presentations and participate in a roundtable discussion.
- b. Overall Pesticide bylaw as well as City utilization of exception - Councillor Lavery explained that the City is planning to apply pesticides, as permitted under the bylaw and provided a summary of the current provincial legislation. Carl Bannister, City of Salmon Arm Chief Administrative Officer was in attendance to answer questions.

6. New Business

7. Roundtable Updates

8. Next meeting - Thursday, February 2, 2017

The meeting adjourned at 10:35 a.m.

Councillor Tim Lavery, Chair

Received for information by Council on the day of , 2017

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Item 7.6

CITY OF SALMON ARM

Date: January 30, 2017

Moved: Councillor Jamieson

Seconded: Councillor Eliason

THAT: the Greenways Liaison Committee Meeting Minutes of January 19, 2017, be received as information.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

CITY OF SALMON ARM GREENWAYS LIAISON COMMITTEE

MEETING MINUTES

Thursday, January 19, 2017

3:00 p.m.

Room 100, City Hall

Committee Members:	Joe Johnson, Citizen at Large (acting Committee Chair) Brian Browning, Shuswap Trail Alliance Phil McIntyre-Paul, Shuswap Trail Alliance (Non-Voting) Rob Bickford, Citizen at Large Steve Fabro, Shuswap Trail Alliance Ian Clay, Salmon Arm Greenways
City Staff:	Chris Larson, Planning & Development Officer (Non-Voting) Rob Hein, Manager of Roads & Parks (Non-Voting)
Guests:	Anita Ely, Environmental Health Officer, Interior Health Sutra Brett, Shuswap Trail Alliance
Regrets:	Ken Jamieson, Committee Chair Ed Hinman, Salmon Arm Greenways

The GLC appointed Joe Johnson as acting Committee Chair.

The meeting was called to order at 3:01 p.m.

Item 1: Update on Greenway Planning Initiatives and Projects

STA Updates

The STA provided a summary list of 2016 City of Salmon Arm greenway projects (Attachment 1).

The Committee reviewed a number of detailed trail plans, including an Ida View Trail Plan, the South Canoe Master Plan, the Gayle Creek Loop Trail Plan, the Turner Creek Trail Plan, and an Okanagan to 4th Trail Plan. The GLC was impressed with the substantial detail provided by the plans.

Sutra Brett of the STA presented work completed in developing the Sign Plan. Establishing signage helps to promote and activate trail corridors. The Sign Plan has involved identifying all of the trail connections, corridors and segments throughout the City, and requires an impressive amount of data and detail highlighting the interconnectivity of City amenities (schools, parks and facilities) and presenting feature loop options. The GLC commented on this excellent effort and look forward to these works rolling out over time.

City Initiatives

As agent for the following proposal, Joe Johnson left the meeting for the discussion and Rob Bickford acted as Committee Chair.

The GLC discussed a proposed land exchange involving a portion of Hoadley Park. There are existing informal or social trail connections through the area of Hoadley Park under consideration. The STA recently explored this network (2016) in researching urban connector routes and has suggested some future upgrade options. The GLC commented that the land exchange appeared logical and, due to the lack of investment to date in the existing informal or social trail connections as well as the relative ease to reroute such trails, noted no concerns with the proposal.

Following this discussion, Joe Johnson returned to the meeting and resumed as acting Committee Chair.

The planned Canoe Beach Connection trail was discussed, involving a trail through the ball-fields and a crosswalk across Canoe Beach Drive (previously discussed and supported by the GLC). Staff again clarified that even if a pathway through the ball-fields is established, the City would still pursue sidewalk installation along Canoe Beach Drive in the future as development occurs. The GLC is supportive of improving connections to provide as many options as possible. Staff expect this connection to be established in 2017 as a project featured in the 2017 Budget.

Item 2: Other

Shuswap Trail Legacy Fund – The STA reported on a new program in support of the Shuswap Trail. The Shuswap Legacy Fund is a registered charity managed by the Shuswap Community Foundation to enable continued building and maintenance into the future.

Item 3: Late Items

Park Hill Trails – Upper Trail – GLC members discussed potential drainage issues along this portion of the Park Hill trail network. This was highlighted as an area that may need future attention and maintenance.

Park Hill Trails – Trailhead – the GLC discussed the lack of a dedicated trailhead area for the Park Hill network, noting that while the Canoe Beach Park overflow parking lot serves as the trailhead, this space has not been developed as of yet into a trailhead area as per the Greenways Plan (with signage, a kiosk sign, garbage can, and other infrastructure). The GLC noted that this would promote the network and may become increasingly important as the area becomes more used.

Item 4: Next Meeting - Thursday, March 9, 2017.

Item 5: Adjournment - The meeting adjourned at 4:35 p.m.



Chris Larson, Planning & Development Officer
(minutes endorsed by acting Committee Chair)

:CL

ATTACHMENT 1: STA – 2016 Summary

City of Salmon Arm: Greenways Project Summary 2016



Projects of significance within and/or directly accessible to Salmon Arm residents and visitors. Also - includes shared planning, training, marketing, and educational program development.

City of Salmon Arm Greenways UPDATED: January 18, 2017

Projects (Completed): 2016		Partner Funding	STA Funded	In-Kind	Status		New m	Fix m	Maintain m	Plan m	Signs #
1301	Ida View (LHT) Trail Plan	\$1,094.30	\$723.98	\$1,095.94	Invoice - FINAL	City SA PO#33712				14000	
1302	Okanagan to Underpass Connectors Plan	\$1,994.85		\$57.02	Invoice - FINAL	City SA PO#33710				500	
1602	Raven Trail - Adaptive Monitoring Plan	\$6,276.43			Invoice - Partial	City SA/SABNES/Nature Trust PO#40496				4000	
1638	Salmon Arm - 18th St NE to 20 St NE Greenway	\$473.07		\$168.71	Invoice - FINAL	City SA PO#42528		80			3
1637	Salmon Arm - Bastion Bypass Greenway	\$224.52			Invoice - Partial	City SA PO#42529		80			7
1530	Salmon Arm - Bike (& School) Connectors Plan	\$1,930.80			Invoice - Partial	City SA PO#40218					
1305	Salmon Arm - Greenway Planning: General		\$1,799.33	\$2,101.50	Completed 2016	City SA/Greenways/Stewards					
1636	Salmon Arm - Little Mountain to 33 St SE	\$3,923.06			Invoice - Partial	City SA PO#42530		125			1
1531	Salmon Arm - Raven to Park Hill Plan 2015	\$1,802.40			Invoice - Partial	City SA PO#40219				2500	
1618	Salmon Arm - Rifle Range - Cemetery - Ph A	\$7,136.00		\$175.46	Invoice - FINAL	City SA PO# 41101	403			1931	
1306	Salmon Arm - Sign Connections Plan	\$2,634.18		\$736.77	Invoice - FINAL	City SA PO#33709					184
1528	Salmon Arm - Signs: New Installation 2015	\$4,149.77		\$780.66	Invoice - FINAL	City SA PO#40187					
1624	Salmon Arm Post Installation - Park Hill E & Coyote	\$6,560.23		\$34.50	Invoice - FINAL	City SA PO #41907					64
1621	Salmon Arm Trail Maintenance - Spring 2016	\$4,999.83	\$201.01	\$2,803.43	Invoice - FINAL	City SA PO#41405			31910		
1532	Salmon Arm - West Bay/Peter Janyk Plan 2015	\$2,353.80	\$703.97	\$250.21	Invoice - Partial	City SA/ALIB/NIB/SN/SABNES/Swtz/CP/MoT				250	
1512	South Canoe Trails: Planning 2015 (2016 finish)	\$2,964.27		\$1,872.36	Invoice - FINAL	City SA PO#TBA/Rec Sites/SCAdvisory				10251	
1526	South Canoe - South EQ Connector	\$7,391.35			Invoice - FINAL	City SA PO#39973 / BCHBC / BCHBC Shu / HC BC	820				4
1611	South Canoe - Trailhead Kiosk Sign	\$1,900.00	\$1,766.31	\$1,378.11	Invoice - FINAL	City SA/Advisory/Community PO#40890					1
1610	South Canoe Trails: Upgrades 2016 - General	\$50.00	\$9,584.89	\$24,343.09	Completed 2016	City SA/Rec Sites/SC Advisory Partners	2505	22	24000		
1310	Syphon Falls/Gayle Creek Plan	\$202.50				City SA PO#33711				759	3
1313	Turner Creek (Podollan) Plan	\$1,719.70		\$205.40	Invoice - FINAL	City SA PO#33706				1225	
2016 Project Total		\$59,781.06	\$14,779.49	\$36,003.16			3728	307	55910	35416	267

Projects (In Progress): Carry Forward 2017		Partner Funding	STA Funded	In-Kind	Status	Partners	New m	Fix m	Maintain m	Plan m	Signs #
1602	Raven Trail - Adaptive Monitoring Plan	\$723.57			in progress	City SA/SABNES/Nature Trust					
1637	Salmon Arm - Bastion Bypass Greenway	\$3,317.66			finish 2017	City SA PO#42529		80			7
1530	Salmon Arm - Bike (& School) Connectors Plan	\$2,366.75			finish 2017	City SA PO#40218				30000	
1636	Salmon Arm - Little Mountain to 33 St SE	\$2,748.81			finish 2017	City SA PO#42530		125			1
1531	Salmon Arm - Raven to Park Hill Plan 2015	\$2,674.60			finish 2017	City SA PO#40219					
1532	Salmon Arm West Bay/Peter Janyk Plan 2015	\$7,000.00	for engineering design		finish 2017	City SA/ALIB/NIB/SN/SABNES/Swtz/CP/MoT					
Carry Forward 2017 Total		\$18,831.39	\$0.00	\$0.00			0	205	0	30000	8

Item 9.1

CITY OF SALMON ARM

Date: January 30, 2017

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4165 be read a final time.

[ZON-1069; Dewick, T. & L.; 1351 15 Avenue SE; R-7 to R-8]

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



Development Services Department Memorandum

To: Her Worship Mayor Cooper and Members of Council

Date: August 16, 2016

Subject: Zoning Bylaw Amendment Application No. 1069

Legal: Lot B, Section 12, Township 20, Range 10, W6M, KDYD, Plan 13294

Civic: 1351 15 Avenue SE

Applicant: Dewick, T. & L.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot B, Section 12, Township 20, Range 10, W6M, KDYD, Plan 13294 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 1351 15 Avenue SE (Appendix 1 and 2). The proposal is to rezone the parcel from R-7 (Large Lot Single Family Residential) to R-8 (Residential Suite) which would facilitate a potential subdivision (an application to subdivide has been submitted: SUB16-21E), with the applicant intending to build a single family dwelling on the new lot containing a *secondary suite*. The proposal would permit the future development of either a *secondary suite* or *detached suite* associated with the existing single family dwelling on the remainder lot.

BACKGROUND

The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-7 (Large Lot Single Family Residential) in the Zoning Bylaw (Appendix 3). The subject parcel is located west of Hillcrest School, a residential area largely comprised of R-1, R-7, and R-8 zoned parcels containing single family dwellings. There are currently 15 R-8 zoned parcels within close proximity of the subject parcel.

The large subject parcel is roughly 36 metres wide by 73 metres deep, approximately 2,709 square metres in area (0.67 acres), contains a single family dwelling and detached shop, and meets both the conditions of minimum parcel area and minimum parcel width as specified by the proposed R-8 zone to permit either a *secondary suite* or *detached suite*. Site photos are attached as Appendix 4.

The intent of the application is to facilitate the subdivision of the parcel (concept attached as Appendix 5) which would allow for the creation of a new parcel and construction of a single family dwelling containing a *secondary suite* (this new lot proposed would not meet Zoning Bylaw requirements to permit a *detached suite*). A subdivision application has been submitted (SUB16-21E). Should the applicant proceed with this subdivision, the proposed remainder lot would contain the existing house and would meet the parcel area and width requirements of the R-8 Zone to permit either a *secondary suite* or *detached suite*. The R-8 zone regulations are attached as Appendix 6.

This amendment would facilitate future development and use. Any development of a single family dwelling, *secondary suite* or *detached suite* would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in Low Density Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on the parcel area, the lot as it presently exists has potential for the development of either a *secondary suite* or a *detached suite*. Through the proposed subdivision scenario, the new lot would have potential for the development of a *secondary suite*, while the remainder lot would have potential for the development of either a *secondary suite* or a *detached suite*.

COMMENTS

Engineering Department

No Concerns subject to servicing requirements being completed for Subdivision (SUB16-21E). Note that the parcel if rezoned does not qualify for the infill exemption of the current and proposed new Subdivision and Development Servicing Bylaws. Installation of works and services to the Urban Standard is required for subdivision, including but not limited to sidewalk, boulevard, street lighting, new service connections, and potentially street lighting.

Building Department

No Concerns. A secondary suite is subject to BC Building Code requirements.


Fire Department

No concerns.

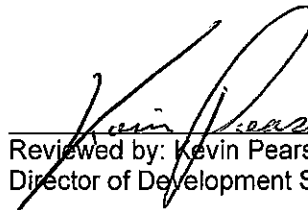
Planning Department

The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. Any development of either a *secondary suite* or a *detached suite* would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.

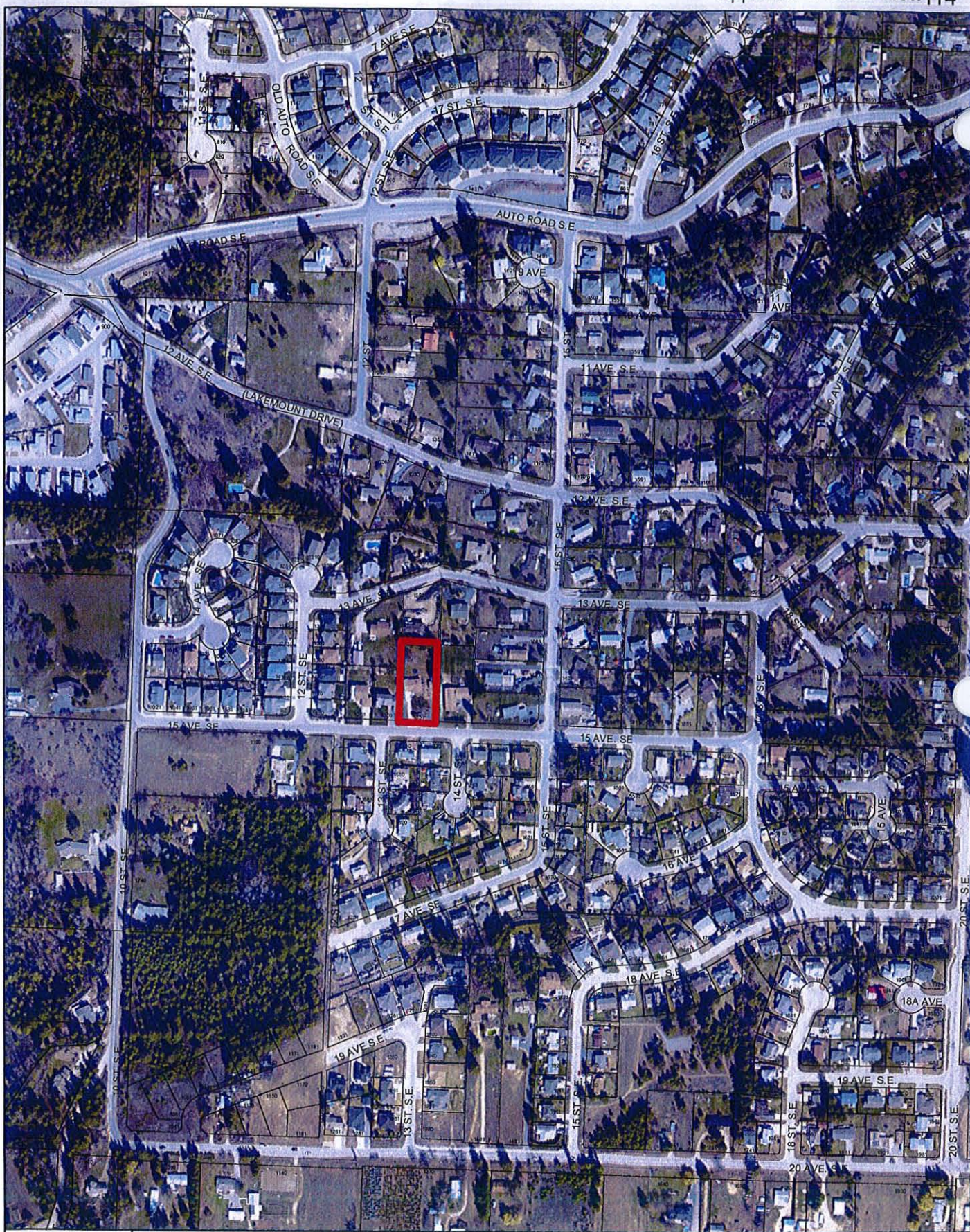
The rezoning would facilitate a proposed subdivision, which would result in two lots should the applicant proceed. The resulting parcels would align with existing development patterns in the area, and furthermore, the area and dimensions of the lots are suitable for the proposed use and development of secondary suites: minimum setback, parcel coverage, building separation, parking and access should be easily achievable.



Prepared by: Chris Larson, MCP
Planning and Development Officer



Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



0 45 90 180 270 360 Meters



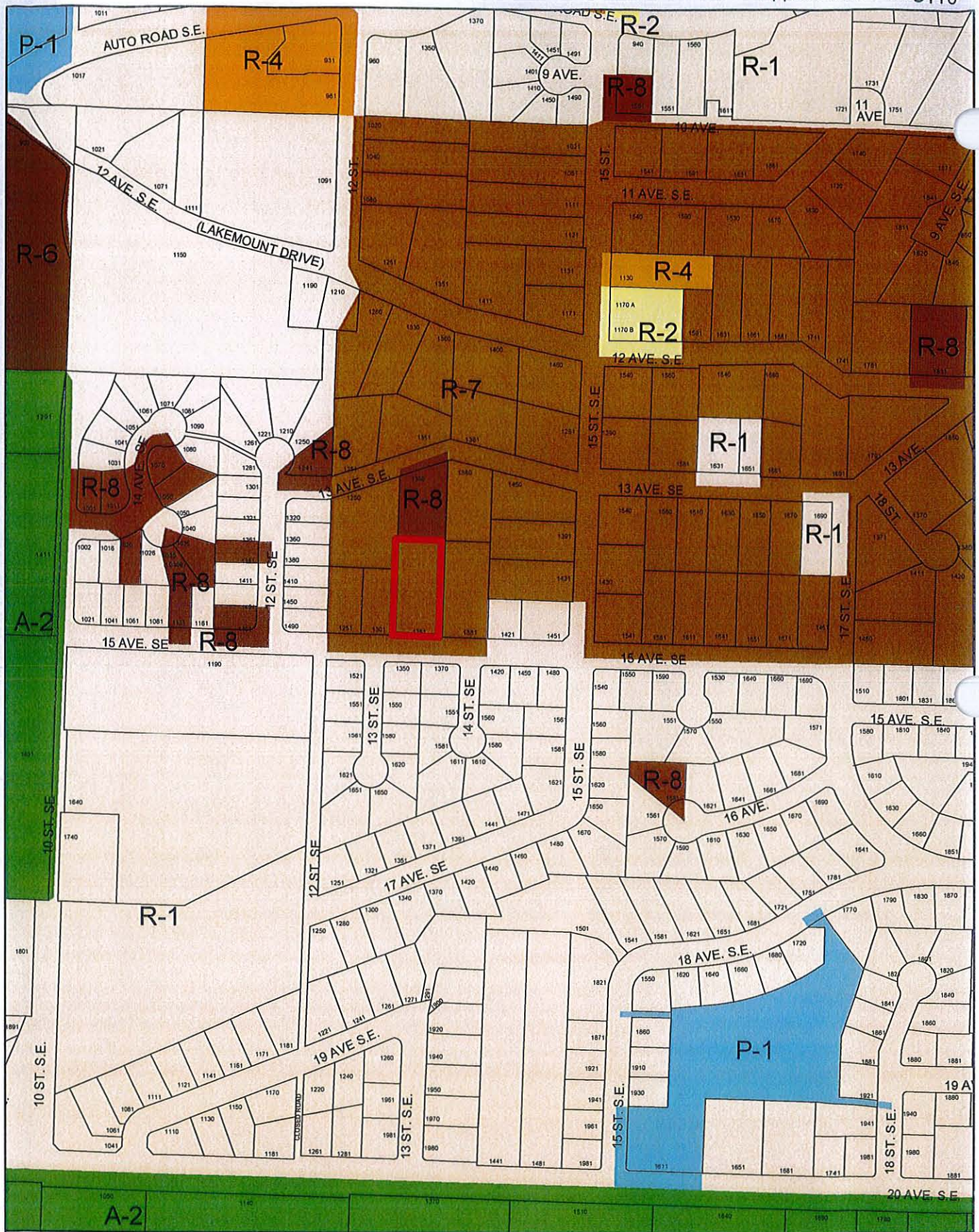
Subject Parcel



0 4.25 8.5 17 25.5 34 Meters



Subject Parcel



0 35 70 140 210 280 Meters



Subject Parcel

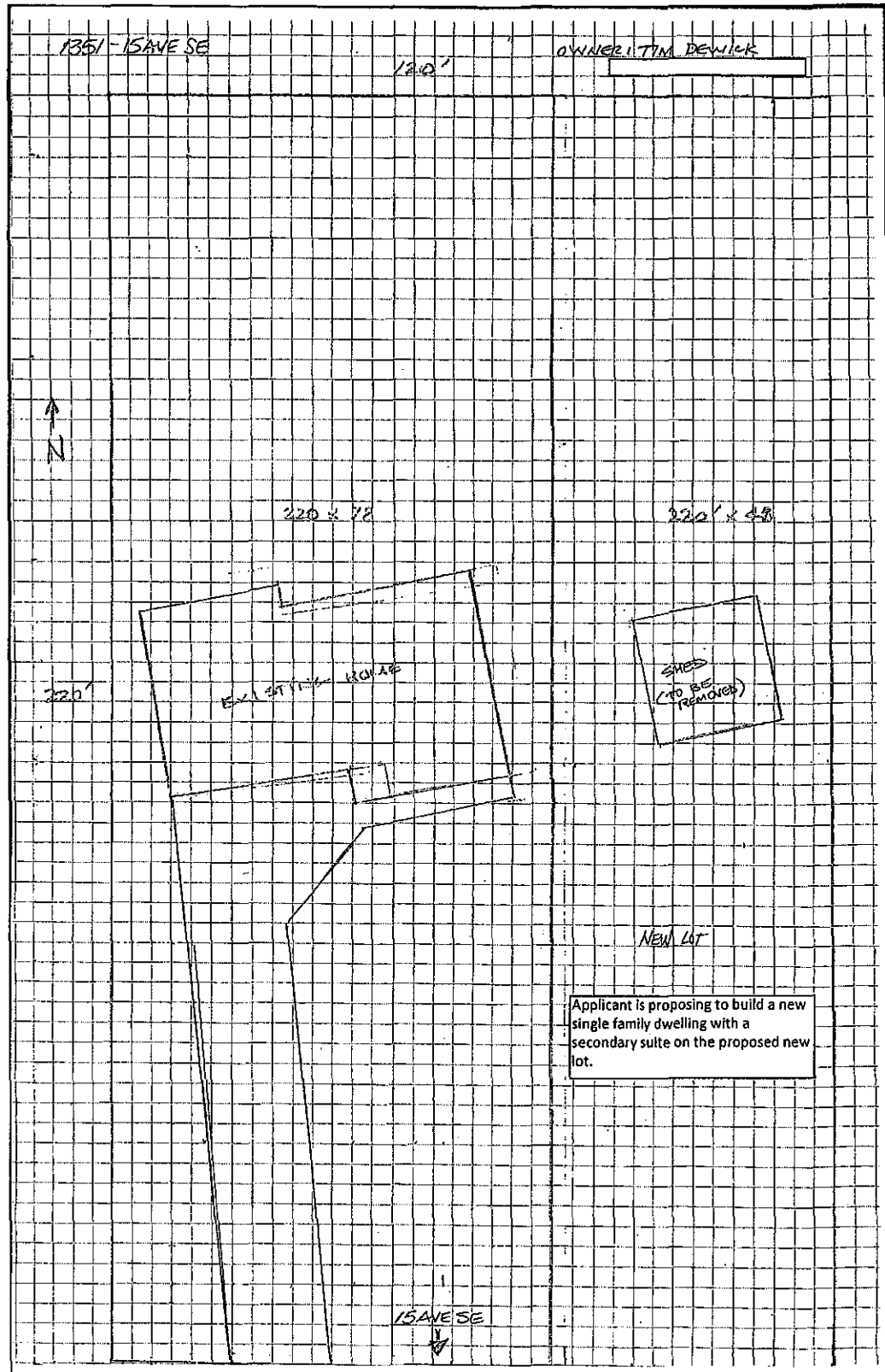


View of subject parcel looking north-east from 15 Avenue SE.

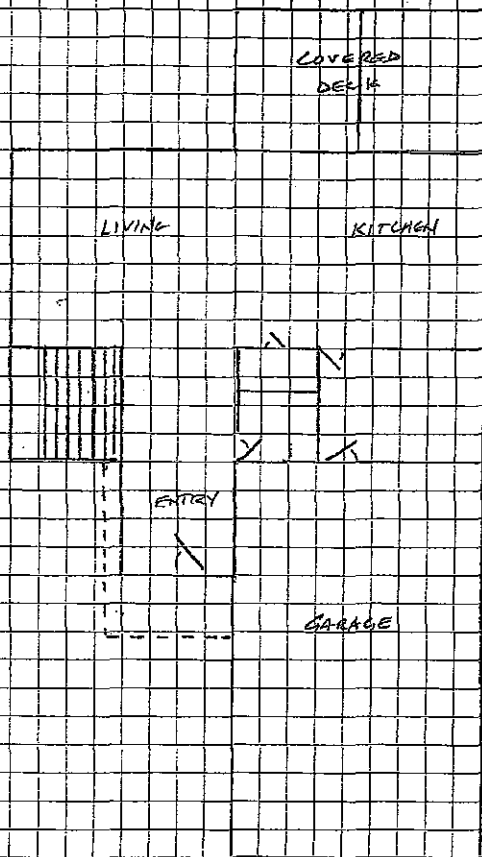


View north-west from 15 Avenue SE of subject parcel (workshop/garage) and neighbouring property.

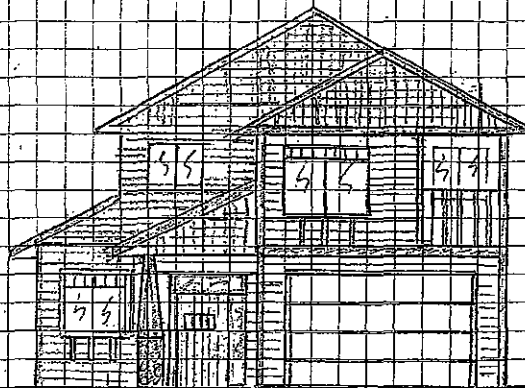
Appendix 5: Subdivision Concept



1351- 15th AVE
CONCEPT DRAWING



MAIN FLOOR LAYOUT



FRONT ELEVATION

The applicant has provided a proposed concept for a new house on the proposed new lot that would contain a secondary suite above the garage.

#3996

SECTION 13 - R-8 - RESIDENTIAL SUITE ZONE

Purpose

- 13.1 The purpose of the R-8 Zone is to permit the use of a *secondary suite* contained within a *single family dwelling* or a *detached suite* contained within an *accessory building*.

Regulations

- 13.2 On a *parcel* zoned R-8, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the R-8 *Zone* or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 13.3 The following uses and no others are permitted in the R-8 Zone:
- .1 *boarders, limited to two;*
 - .2 *family childcare facility;*
 - .3 *group childcare;*
 - .4 *home occupation;*
 - .5 *public use;*
 - .6 *public utility;*
 - .7 *single family dwelling;*
 - .8 *accessory use, including secondary suite or detached suite.*

Maximum Number of Single Family Dwellings

- 13.4 One (1) *single family dwelling* shall be permitted per *parcel*.

Maximum Number of Secondary Suites

- 13.5 One (1) *secondary suite* or one (1) *detached suite* is permitted per *parcel*.

Maximum Height of Principal Building

- 13.6 The maximum *height* of the *principal building* shall be 10.0 metres (32.8 feet).

Maximum Height of Accessory Buildings

- 13.7 .1 The maximum *height* of an accessory building shall be 6.0 metres (19.7 feet).
 .2 The maximum *height* of an accessory building containing a detached suite shall be 7.5 metres (24.6 feet).

Maximum Parcel Coverage

- 13.8 The total maximum *parcel coverage* for *principal* and *accessory buildings* shall be 45% of the *parcel area*, of which 10% shall be the maximum *parcel coverage* for all *accessory buildings*, including those containing a *detached suite*.

Minimum Parcel Area

- | | | | |
|------|----|--|--|
| 13.9 | .1 | The minimum <i>parcel area</i> shall be 450.0 square metres (4,843.9 square feet). | |
| | .2 | The minimum <i>parcel area</i> of a <i>parcel</i> containing a <i>detached suite</i> shall be: | |
| | .1 | With lane or second <i>street</i> frontage | 465.0 square metres
(5,005.2 square feet) |
| | .2 | Without lane or second <i>street</i> frontage | 700.0 square metres
(7534.7 square feet) |

SECTION 13 - R-8 - RESIDENTIAL SUITE ZONE - CONTINUED

Minimum Parcel Width

- 13.10 .1 The minimum *parcel width* shall be 14.0 metres (45.9 feet).
 .2 The minimum *parcel width* of a *parcel* containing a *detached suite* shall be:
 .1 With lane or second *street* frontage 15.0 metres (49.2 feet)
 .2 Without lane or second *street* frontage 20.0 metres (65.6 feet)

Maximum Floor Area and Floor Area Ratio

- 13.11 .1 The maximum *floor area* of a *detached suite* shall be 90.0 square metres (968.8 square feet).
 .2 The maximum *floor area ratio* of a *single family dwelling* shall be 0.65.

Minimum Setback of Principal Building

- 13.12 The minimum *setback* of the *principal building* from the:
- | | | | |
|-------|----|---|------------------------|
| | .1 | <i>Front parcel line</i> shall be | 6.0 metres (19.7 feet) |
| | .2 | <i>Rear parcel line</i> shall be | 6.0 metres (19.7 feet) |
| | .3 | <i>Interior side parcel line</i> shall be | 1.5 metres (4.9 feet) |
| | .4 | <i>Exterior side parcel line</i> shall be | 6.0 metres (19.7 feet) |
| #3426 | .5 | Notwithstanding Sections 13.12.2 and 13.12.3., a <i>principal building</i> on a corner <i>parcel</i> may be sited not less than 1.5 metres (4.9 feet) from the <i>rear parcel line</i> provided the combined total of the <i>rear</i> and <i>interior side yards</i> shall be not less than 6.0 metres (19.7 feet). | |
| #2811 | .6 | Refer to Section 4.9 for "Special Building Setbacks" which may apply. | |

Minimum Setback of Accessory Buildings

- 13.13 The minimum *setback* of accessory *buildings* from the:
- | | | | |
|-------|----|---|------------------------|
| | .1 | <i>Front parcel line</i> shall be | 6.0 metres (19.7 feet) |
| | .2 | <i>Rear parcel line</i> shall be | 1.0 metre (3.3 feet) |
| | .3 | <i>Interior side parcel line</i> shall be | 1.0 metre (3.3 feet) |
| | .4 | <i>Exterior side parcel line</i> shall be | 6.0 metres (19.7 feet) |
| #2811 | .5 | Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply. | |

Minimum Setback of a Detached Suite

- 13.14 The minimum *setback* of an accessory *building* containing a *detached suite* from the:
- | | | | |
|--|----|---|------------------------|
| | .1 | <i>Front parcel line</i> shall be | 6.0 metres (19.7 feet) |
| | .2 | <i>Rear parcel line</i> shall be | 3.0 metres (9.8 feet) |
| | .3 | <i>Interior side parcel line</i> shall be | 2.0 metres (6.5 feet) |
| | .4 | <i>Exterior side parcel line</i> shall be | 6.0 metres (19.7 feet) |
| | .5 | <i>Parcel line</i> adjacent to a lane | 1.2 metres (3.9 feet) |

Parking

- 13.15 .1 Parking shall be required as per Appendix I.
 .2 An offstreet parking space provided for a *secondary suite* or *detached suite* shall not be sited in tandem to a parking space provided for a *single family dwelling*.

Detached Suite

- 13.16 Refer to Section 4.2 for General Regulations.

City of Salmon Arm
200 - 2 Ave NE
Salmon Arm BC
V1E 4N2

Sept 28, 2016

Re: 1351 -15 Ave SE Proposed Zoning Use Ref: ZON-1069 / Bylaw No. 4165

We would like to have our opposition to the rezoning of this property from R-7 to R-8 put on record.

The "Hillcrest" area in which this property lies has been designated as large lot single family dwelling dating back to the 1970's we believe. In the past, we have voiced opposition to the zoning of lots to allow suites in the 1000 blocks of 14th Ave SE as we felt that it contravened the original designation. However, council agreed to have suites allowed in that area.

Also, in the past we objected to the "carving off" of 1421 15th Ave SE from 1451 15th Ave SE. which again was allowed by council.

This current application is not a simple rezoning to allow a single family dwelling with a suite. Our opposition to the rezoning in this case is also predicated on the fact that along with this application for rezoning, there is also an application to sub-divide the property --- which is not stated on the Notice to Property Owners. By subdividing this property, the potential is that we will now have 4 "dwellings" neighbouring our property rather than the current 1 dwelling. We feel that if the subdivision DOES go forward, THEN at that time, EACH of the properties COULD be put forward for rezoning. It does not seem right to grant rezoning to the larger property PRIOR to any potential subdivision.

We strongly oppose the change of zoning at the current time until the proposed subdivision plans are made available.

Bruno and Sharon Geiger

1301 - 15th Ave SE
Salmon Arm BC
V1E 2G5

Agenda Addition
October 11, 2016
Item 21.1 + 22.1

21. STATUTORY PUBLIC HEARINGS**1. Zoning Amendment Bylaw No. 4165 [ZON-1069; Dewick, T. & L.; 1351 – 15 Avenue SE; R-7 to R-8]**

The Director of Development Services explained the proposed Zoning Amendment.

Submissions were called for at this time.

T. Dewick, the applicant, spoke regarding the application and was available to answer questions from Council.

L. Mason, 1521 – 13 Street SE, asked questions surrounding the rezoning and subdivision process. The Director of Development Services was available to answer questions.

B. Geiger, 1301 – 15 Avenue SE, spoke in opposition of the application and the change to smaller lots in general.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4165 was declared closed at 7:23 p.m. and consideration of the next item ensued.

CITY OF SALMON ARM

BYLAW NO. 4165

A bylaw to amend "District of Salmon Arm Zoning Bylaw No. 2303"

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chamber of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on October 11, 2016 at the hour of 7:00 p.m. was published in the and , 2016 issues of the Salmon Arm Observer;

AND WHEREAS the said Public Hearing was duly held at the time and place above mentioned;

NOW THEREFORE the Council of the City of Salmon Arm in open meeting assembled enacts as follows:

1. "District of Salmon Arm Zoning Bylaw No. 2303" is hereby amended as follows:

Lot B, Section 12, Township 20, Range 10, W6M, KDYD, Plan 13294 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone)

2. SEVERABILITY

If any part, section, sub-section, clause of this bylaw for any reason is held to be invalid by the decisions of a Court of competent jurisdiction, the invalid portion shall be severed and the decisions that it is invalid shall not affect the validity of the remaining portions of this bylaw.

3. ENACTMENT

Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto as amended, revised, consolidated or replaced from time to time.

4. EFFECTIVE DATE

This bylaw shall come into full force and effect upon adoption of same.

5. CITATION

This bylaw may be cited as "**City of Salmon Arm Zoning Amendment Bylaw No. 4165**".

READ A FIRST TIME THIS 12th DAY OF SEPTEMBER 2016

READ A SECOND TIME THIS 12th DAY OF SEPTEMBER 2016

READ A THIRD TIME THIS 11th DAY OF OCTOBER 2016

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

APPENDIX "A"



Item 9.2

CITY OF SALMON ARM

Date: January 30, 2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the bylaw entitled Short Term Capital Borrowing (Bylaw No. 4158) Repeal Bylaw No. 4179 be read a final time.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

CITY OF SALMON ARM

BYLAW NO. 4179

A bylaw to repeal the "City of Salmon Arm Short Term Capital Borrowing Bylaw No. 4158"

WHEREAS Section 137 (1)(a) of the Community Charter, SBC, 2003, Chapter 26 empowers Council with the authority to repeal a bylaw;

AND WHEREAS the City of Salmon Arm will not be proceeding with the acquisition of property identified as Lot 1, Section 8, Township 20, Range 9, W6M, KDYD, Plan 17118, otherwise known as 5970 - 10 Avenue SE (Salmon Arm);

AND WHEREAS Council has deemed it necessary to repeal the "City of Salmon Arm Short Term Capital Borrowing Bylaw No. 4158";

AND WHEREAS the approval of the Inspector of Municipalities has been obtained prior to its adoption, pursuant to Section 137 (2) of the Community Charter, SBC, 2003, Chapter 26.

NOW THEREFORE the Council of the City of Salmon Arm, in open meeting assembled, enacts as follows:

1. REPEAL

"City of Salmon Arm Short Term Capital Borrowing Bylaw No. 4158".

2. SEVERABILITY

If any part, section, sub-section, clause, or sub-clause of this bylaw for any reason is held to be invalid by the decision of a Court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remaining portions of this bylaw.

3. ENACTMENT

Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto as amended, revised, consolidated or replaced from time to time.

4. EFFECTIVE DATE

This bylaw shall come into full force and effect upon adoption of same.

This bylaw may be cited as the "City of Salmon Arm Short Term Capital Borrowing (Bylaw No. 4158) Repeal Bylaw No. 4179".

ADOPTED BY COUNCIL THIS DAY OF 2017

CORPORATE OFFICER

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INFORMATIONAL CORRESPONDENCE - January 30, 2017

1. B. Welch – letter dated December 13, 2016 – Burning in the City of Salmon Arm
2. C.H. & M. Dyke – letter dated January 3, 2017 – Scott House
3. C. Toy – email dated January 5, 2017 – Snow Clearing
4. E. Swanson – email dated January 8, 2017 – Snow Removal
5. D. Townsend – email dated January 23, 2017 – Community-owned broadband is a no-brainer
6. L. Priebe – email dated January 23, 2017 – Transit
7. S. McKee, President & B. Healy, Head Coach, Selkirk Swim Club – letter dated January 5, 2017 – Swim BC Open Water Championships
8. L. Wong, Manager, Downtown Salmon Arm – letter dated January 19, 2017 – 2nd Annual Downtown Community Clean-Up Day
9. D. Leatherdale, Shuswap Rotary Club – email dated January 12, 2017 – Gazebo Grant
10. Interior Health Authority – Newsletter dated January 2017 – Populations Health – Healthy Communities Update
11. G. Borthistle, Superintendent, School District #83 – letter dated January 13, 2017 – Strategic Plan Focus Group Workshop
12. District of Oak Bay – Draft Agenda and Registration Form – Mayors' Caucus February 22 – 24, 2017 – Oak Bay, B.C.
13. Minutes of School District #83 Inashiki Exchange Meeting of January 19, 2017 and Draft Student Itinerary
14. A. Schubel, Communications and Government Relations Officer, The University of British Columbia – email dated January 12, 2017 – SIDIT/UBC Okanagan Co-op Grant for employers

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Item 11.1

CITY OF SALMON ARM

Date: January 30, 2017

Moved: Councillor Jamieson

Seconded: Councillor Lavery

THAT: the Mayor and Corporate Officer be authorized to execute a lease agreement with Jim and Joyce Dunlop for a three (3) year term from May 1, 2018 to September 30, 2020 at a rate of \$1,000.00 per year, subject to Community Charter advertising requirements;

AND THAT: Council authorize Jim and Joyce Dunlop to include the rental of paddle boards, other non-motorized watercraft and beach umbrellas at the concession, effective May 1, 2017, subject to receipt of adequate liability insurance and a waiver.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



City of Salmon Arm
Memorandum from the Corporate Officer

TO: Her Worship Mayor Cooper and Council

DATE: January 24, 2017

SUBJECT: Canoe Beach Concession Lease and Operation

MOTION FOR CONSIDERATION:

THAT: the Mayor and Corporate Officer be authorized to execute a lease agreement with Jim and Joyce Dunlop for a three (3) year term from May 1, 2018 to September 30, 2020 at a rate of \$1,000.00 per year, subject to Community Charter advertising requirements.

AND THAT: Council authorize Jim and Joyce Dunlop to include the rental of paddle boards, other non-motorized watercraft and beach umbrellas at the concession, effective May 1, 2017, subject to receipt of adequate liability insurance and a waiver.

Background:

At the July 14, 2014 In-Camera meeting, Council authorized the Mayor and Corporate Officer to execute a three (3) year lease agreement with Christine Grenier for the Canoe Beach Concession. Ms. Grenier had purchased the business from Marianne Gardner and the agreement was set to expire on September 30, 2014.

Ms. Grenier operated the concession from May 1, 2015 to August 2016 but was unable to continue due to family circumstances. She sold the business to Jim and Joyce Dunlop at the end of the 2016 season and returned to Quebec.

The remaining one (1) year lease was assigned to Mr. and Mrs. Dunlop and since that time they have undertaken wholesale improvements to the concession trailer and surrounding area, as outlined in APPENDIX A. These improvements include, but are not limited to:

- Deck repair and addition of non slip surface;

- Custom built safety steps;
- Fresh sand;
- Crushed stone at the sides and back of the concession;
- Professional signage;
- New paint;
- Interior equipment upgrades; and
- Secure frozen food storage shed.


Mr. Dunlop has an extensive marketing background and used this expertise to develop a brand and marketing strategy that will increase traffic to the beach. A more diversified menu with healthy options is also part of the plan to rejuvenate the concession.

In addition to a substantial investment aimed at improving the aesthetics and safety of the lease area, Mr. and Mrs. Dunlop have also considered ways to enhance the Canoe Beach experience for the public. They are requesting approval from Council to begin offering paddle-boards, canoes, kayaks and beach umbrellas for rent in May 2017. It should be noted that these concepts were endorsed in the Canoe Beach Master Plan.

Staff do not have concerns with this proposal as long as proof of adequate liability coverage and an approved waiver are provided prior to commencing operations. The waiver would act to release the City from liability connected with the use of the rental equipment. The lessee will also need to satisfy themselves of any Provincial approvals that may be required.

It is recommended that Council enter into a three (3) year agreement with Jim and Joyce Dunlop for the lease of the Canoe Beach Concession (May 1, 2018 to September 30, 2020) and permit the rental of paddle-boards, kayaks, canoes and beach umbrellas to the public, effective May 1, 2017. The agreement will be advertised in accordance with Community Charter requirements.

Respectfully Submitted,



Erin Jackson
Corporate Officer

cc. Monica Dalziel, Chief Financial Officer

Attachment:

APPENDIX A- Top Jimmy's Canoe Beach Café - Update and Proposal

APPENDIX A



A Partnership Update & Proposal for...

THE CITY OF SALMON ARM





Contents

1. Introduction
2. Our Investment
3. Current Status
 - Strengths
 - Weaknesses
 - Opportunities
 - Threats
4. Strategy & Tactics
5. Brand DNA
 - Mission
 - Brand Promise
 - Brand Imagery
6. Enhancements
 - Guest Safety & Café Aesthetics
 - Food Safety
7. Marketing Strategy
 - Traditional Media
 - Social Media
8. Shop at Home
9. Food
 - Core Menu Improvements
 - More Diversified Options
10. Two Requests for City Council
 - Paddle - Sport / Umbrella Rental & Lease Extension



Introduction

Thank you members of the City of Salmon Arm Administration, City Council and Mayor Cooper for allowing us to make our “semi-retirement” dream possible in your (and soon to be our) beautiful city.

By way of introduction, we are a Western Canadian born and raised couple who have spent the past 30 years working and raising a family in Calgary, Alberta. We (Joyce with a background in food service and Jim a former Broadcast Executive / Amateur Chef) always dreamed of one day leaving the corporate world behind and settling into a mid-sized BC community near the water. That plan was expedited over the course of the past few years after a serious Cancer fight (and victory ☺) by Joyce and a corporate downsizing battle (and loss ☹) by Jim. So the stage was set, the freedom realized and the opportunity there to follow that dream in September of 2016 to Salmon Arm and the Canoe Beach Café.

Over the following pages we hope to provide an update on our progress to make our little business a greater asset to Salmon Arm and to share our vision for how we can add improved value for both local and out of town visitors to Canoe Beach. All this while forging a more sustainable small business for ourselves for many years to come.

We thank you for your consideration regarding some approvals we are seeking and welcome your feedback on any level.

Yours truly,

Joyce & Jim Dunlop



Our Investment

Building a Dream (and the Elephant in the Room)

We knew when we purchased the café that it (along with the city owned property and deck) were in need of repair both from an aesthetic and safety standpoint. We also knew that this venture would not come without a significant investment both monetarily and physically through our sweat equity. That's ok. We are more than up for it!

Some may question why we would expend that amount of capital knowing that soon it may be time to move the building in favor of leasing the new structure planned in the Canoe Beach Park Master Plan. For us it came down to three simple things...

- 1.) When it comes to public safety and enjoyment it's the right thing to do.
- 2.) Pride of ownership.
- 3.) A desire to show our City Partners that we are serious people with a sincere wish to forge a highly positive and lasting relationship (we are in this for the long term).

Since September of 2016 we have committed over \$80,000.00 to The Canoe Beach Café with another \$15,000 budgeted for expanded offerings outlined in this proposal. We are not asking for financial short cuts to tap into what was Steve and Christine Grenier's business. We bought it and enhanced it as they did with their predecessor before them. To learn that the City was considering a short cut proposal put forth by certain Food Truck operators to compete directly with City leased concessions was unimaginable. In short... It would destroy our business.

We ask, with all due respect, that our exclusivity be honored now and into the future so that we may remain a viable business and partner.



Current Status:

S.W.O.T. Analysis

So, the threat by food trucks to our business and those of other Canoe Merchants aside, let's take a more positive view of our plans for our little business. The first step was to take an honest inventory of what we had. The good, the bad and (in the case of some parts of our property) the ugly. Here's what we saw...

Strengths

- A beautiful location and the opportunity to fulfill a dream
- A business that our predecessors' poured their heart and soul into; creating a much appreciated public service through good years and bad, fair weather and foul
- Wonderful customers and partners at the City of Salmon Arm

Weaknesses

- City owned and leaseholder facilities neglected to the point of becoming unsafe
- The weather, lake levels and water quality are all risks beyond our control
- The current power available to the facility is limited and the city may not be amenable to funding a short term solution (= More costs to the Café)

Opportunities

- Increased potential for area growth as Canoe Beach Master Plan is fully implemented (years 5 - 10)
- Strong demand from our customers for Paddle-Sport Rental
- Improved Marketing of our business and Canoe Beach as a whole

Threats

- Potential for business disruption in the early years of Canoe Beach Master Plan implementation (years 1 - 5)
- Sustainability of the business, without revenue growth, has been shown to be somewhat delicate with three owners now over the past 4 years
- Recent announcement of a mega waterpark coming to Sicamous may impact Canoe Beach usage by families



Strategy & Tactics:

10 Point Plan

Armed with an initial blueprint brought into focus by a S.W.O.T. Analysis we then developed a broad strategy and series of tactics for the ongoing improvement of our business and it's value to the community.

1.) Brand DNA

- Who we are. Our values and aspirations. How we present ourselves to the public

2.) Guest Safety

- Improvements to the leased environment as well as the building structure itself

3.) Café Esthetics

- External enhancements to project a more professional image

4.) Food Safety

- Extensive internal renovations to the kitchen and customer contact areas

5.) Marketing

- Traditional Media

6.) Marketing

- Social Media

7.) Shop at Home

- Top Jimmy's "Ford Flex Food Forager". Now that's a Food Truck.

8.) Core Menu Improvements

- Taking the best of what was there and "turning it up to 11"

9.) More Diverse Food Offerings

- Various specials from Top Jimmy's Test Kitchen

10.) New Services for Canoe Beach

- Paddle - Sport / Umbrella Rentals



Brand DNA

Who We Are

Mission

To help make a visit to Canoe Beach a joy to the senses through delicious food, healthy family activities and the soundtrack of lives well lived.

Brand Promise

We are the Champions of Canoe Beach. We awake every day with a smile and sincere desire to do our part in making the entire Canoe Beach experience the best it can be. To not only take care of our little piece of paradise but those within it.

Brand Imagery

Our Brand Imagery encompasses key elements from our Mission Statement, Brand Promise and shared life experiences over the past 30+ years together. An arm in arm approach no matter the hurdle. A bit of "hang loose" swagger but always with a smile and touch of silly now and again.





Enhancements

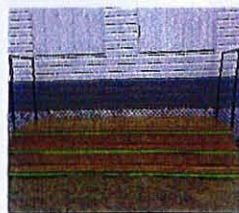
Guest Safety & Café Aesthetics



Deck Repair



Non-Slip Deck Surface



Custom Built Safety Steps



Clean Sand (G. C. Quality)



Leveled Perimeter



Crushed Stone (Sides & Back)



External Paint



Professional Signage



Extensive Sun Cover



Safer Umbrella Bases



First Aid Station



Enhancements

Food Safety



Vinyl Plank
Flooring



Stainless Walls
(serving area)



Stainless Walls
(kitchen area)



Stainless Cleaning
Station 1



Stainless Cleaning
Station 2



Stainless Prep.
Station



Stainless Grill
Table



Stainless Holding
Racks



Secure Frozen
Food Storage



Marketing Strategy

Traditional Media

Radio

Will be our primary source of paid media. In addition to a cash budget it is our goal to leverage a mutually beneficial contra advertising arrangement with the local Radio Station. This could be utilized for promotion of both Café and associated Canoe Beach activities. In kind benefit to the radio station might include logo signage at the Café, ezROCK station ID's inserted into programmed deck music and possibly a staff appreciation event. As a show of continued good will, live morning show broadcasts will continue being streamed each day from the Café prior to 10am*. **should the station management desire.*



Newspaper

Will be used for "Grand Opening" advertising at the beginning of the season.



SALMON ARM OBSERVER

Magazine

Will be used (as budget permits) for institutional style advertising in tourist publication(s) available throughout the season.





Marketing Strategy:

Social Media

Facebook - Has become our primary mode of communication with current / potential customers particularly locals and consistent Shuswap visitors. Our FB Brand Identity is carefully managed through a professionally designed Timeline image and frequent content updates which always include photos or audio / video consistent with our Mission Statement.



Yelp & Trip Advisor - Will be a key first point of contact with tourists and others less familiar with our business and all that Canoe Beach has to offer. As the 2017 season progresses we will invest in more professional quality pictures than currently available.

Twitter & Insta-Gram - Will be used to disseminate short informative "blasts" such as daily meal deals, promotions, menu additions / changes, fun facts and photos. Re-tweets will include items of interest to Foodies like those from J. Kenji Lopez of Serious Eats.

YouTube - Top Jimmy's YouTube channel will include food of course but also Canoe Beach related events and activities (launch Summer 2018)



Shop at Home

Ford Flex Food Forager

Roaming the streets of Salmon Arm and Canoe will be our moving billboard. We plan to keep it on the streets loading up whenever possible with fresh meat and produce from local merchants. Also, we will serve Coffee from the great folks at The Hive Restaurant and those incredible Hot-Dog Buns will come from the Master Bakers at the Canoe Village Market.

We believe people care about those who care about their neighbors...

And that's the Best Marketing of All!





Food

Core Menu Improvements

Oh yes... The Food. The star of our little enterprise and the object of our passion. While the menu is not fully set we can ensure you that we will endeavor to impress at every turn.

To wet your appetite, here are a just a few of the new (and in one very important case existing) items that we have announced for the 2017 menu



Zombie Burgers are real... and they are spectacular!



Chili Dogs will be coming to Canoe Beach. In fact, the chili on this Bad Boy was the victor in every one of the (3) competitions we have entered so far



Yes, we will absolutely be keeping our predecessor's famous Poutine on the menu. It is so good the previous owners insisted we sign an NDA as part of our purchase before they would release the gravy recipe. True Story 😊



Joyce really did acquire the famous Hy's Cheese Toast recipe and a version of that 6 Cheese Blend will be on the menu come May



Hard Ice Cream is on it's way. Just in the process of purchasing a new freezer and working out power issues.



Food

More Diversified Options

New for 2017 will be an ever changing list of special items on the menu. Currently the Test Kitchen is working overtime to develop unique offerings to amaze or simple comfort food to feed the soul. Here's a sample...



Mini - Lobster rolls will be a surprise "Gourmet Special" sometime over the summer. Served on brown butter toasted New England buns, these beauties are delicious. Stay tuned on FB to find out date & time.



For those Chili early Spring and late Fall days why not a bowl of hot soup? Joyce makes the best borscht on the planet. (ok best on Canoe Beach for sure)



Healthier options will be readily available. (Sorry Food Truckies you can't critique us on this front) From Yogurt with Granola to various salad specials like this Bocconcini with Tomato, Prosciutto and Avocado we will always have something to suit the health conscious guest.



Two words my Rib-Eye loving friends.... "Steak Burger".



Many have said the beach is too quiet early in the day to worry about stocking up for breakfast. But we see ourselves as a Service even when it's quiet. So if you see us setting up for the day just say these words... "Hey Top Jimmy... What's for Brekkie"? We'll wrestle something up.



Two Requests for CITY Council

Paddle - Sport Rentals & Lease Extension

If there is one non-food related question Christine and Steve were asked the most over the years it is...

"When are you going to rent Paddle - Boards"?

It makes sense. So do Canoes and Kayaks and Beach Umbrellas. We feel that it also makes sense to allow the existing Lease Holder to operate this as a business side line. With weather and water level fluctuations and a short season it may not be a viable full-time operation but adding it to our existing business and managing it out of our current location might work.

So please consider this as our application to do just that. Starting with the 2017 season we would commit an initial \$10,000.00 to purchase equipment, life vests, insurance and marketing support to launch this service. We would begin with Paddle - Boards and Umbrellas and grow from there as demand allows.

In order to proceed with this and other enhancements planned for our Café we are also officially requesting a 3 year extension to our existing lease at Canoe Beach. Should the City not be interested in adding the addition of rentals to our contract we would still ask for confirmation of the 3 year extension of our existing terms for our Food Concession business. The peace of mind and ability to plan ahead is vital to our ability to operate and improve our little business and we are respectfully asking for your support in this regard.

We thank you for your consideration and very much look forward to a positive response at your earliest convenience.

Joyce & Jim Dunlop

Item 12.1

CITY OF SALMON ARM

Date: January 30, 2017

Councillor Eliason Notice of Motion - December 12, 2016

Moved: Councillor Eliason

Seconded: Councillor

THAT: Staff be directed to prepare a report to amend the City of Salmon Arm Revitalization Tax Exemption Bylaw No. 3479 to include residential development.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

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Item 13.1

CITY OF SALMON ARMDate: January 30, 2017**CSRD – 2017 Budget for Salmon Arm
(using 2017 Completed Roll)****Vote Record**

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

SALMON ARM
2017 Budget - using 2017 COMPLETED ROLL
Tax Requisition

	2016	2017	Diff	% Inc	2016 rate/\$1000	2017 rate/\$1000	Diff	% Inc
General Government	\$ -	\$ -	\$0					
Admin Cost Allocation + IT	170,429	163,144	(7,285)					
Feasibility Reserve (Regional)	2,717	2,755	38					
Solid Waste - Recycling	259,156	261,440	2,284					
911 Emergency Telephone	68,460	46,622	(21,838)					
Total Regional	\$ 500,762	\$ 473,961	(\$26,801)	-5.35%	\$ 0.1478	\$ 0.1306	(\$0.0172)	-11.63%
GIA-Shuswap Search and Rescue	41,296	41,652	356		0.0122	0.0115	(0.0007)	
Emergency Preparedness-Shuswap	105,580	108,591	3,011		0.0312	0.0299	(0.0012)	
Milfoil Control Program	99,852	103,901	4,049		0.0295	0.0286	(0.0008)	
Weed Control/Enforcement - Municipal	3,482	3,532	50		0.0010	0.0010	(0.0001)	
Tourism Shuswap	67,091	80,936	13,845		0.0198	0.0223	0.0025	
Film Commission	10,806	9,490	(1,316)		0.0032	0.0026	(0.0006)	
Marine Noise Control	-	-	-					
Total Extended Services	\$ 328,107	\$ 348,102	\$19,995	6.09%	0.0969	0.0959	(\$0.0009)	-0.95%
CSRD Tax Requisition	\$ 829,076	\$ 822,063	(\$7,013)	-0.85%	0.2448	0.2266	(\$0.0182)	-7.43%
Sterile Insect Control (Land only)	\$ 56,059	\$ 54,202	(\$1,857)		0.0431	0.0417	(\$0.001)	
Parcel Tax - Sterile Insect Program	9,210.00	9,210.00	0					
Total Converted Assessed Values	\$ 338,714,359	\$ 362,796,396	7.1%					
Total Residential Assessment	\$ 2,246,287,132	\$ 2,436,829,019	8.5%					

Example:

	2016	2017	Increase	% Inc
Average Residential Assess.	\$ 315,401	\$ 337,044	\$21,643	6.9%
CSRD Property Tax	\$ 77.20	\$ 76.37	(\$0.83)	-1.1%

1% Increase in Taxes = **\$8,291**

Item 15.1

CITY OF SALMON ARM

Date: January 30, 2017

COMMITTEES OF COUNCIL, etc. (January 2017 - October 2018*)

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

COMMITTEES OF COUNCIL, etc. (January 2017 – October 2018*)

COUNCIL COMMITTEE / COMMISSION:	REPRESENTATIVE(S)
Agricultural Advisory Committee	Councillor Ken Jamieson
Community Heritage Commission	Councillor Louise Wallace Richmond
Development and Planning Services Committee	Mayor and Council
Downtown Parking Commission	Councillor Chad Eliason
Environmental Advisory Committee	Councillor Tim Lavery
Greenways Liaison Committee	Councillor Ken Jamieson
Shuswap Regional Airport Commission	Councillor Alan Harrison
Shuswap Regional Airport (Salmon Arm) Committee	Councillor Alan Harrison
Social Impact Advisory Committee	Councillor Louise Wallace Richmond
Water Use Efficiency Committee	Mayor Nancy Cooper
OTHER:	
Canada 150	Councillor Louise Wallace Richmond
Chamber of Commerce	Councillor Tim Lavery
Columbia Shuswap Regional District	Councillor Chad Eliason/ Councillor Kevin Flynn
Columbia Shuswap Regional District (1 st Alternate)	Councillor Tim Lavery
Columbia Shuswap Regional District (2 nd Alternate)	Councillor Louise Wallace Richmond
Downtown Improvement Association (DSA)	Councillor Kevin Flynn
Salmon Arm Economic Development Society	Councillor Tim Lavery
First Nations Representatives	Mayor Nancy Cooper and Councillor Ken Jamieson
Japanese Exchange Program	Mayor Nancy Cooper
Kelowna Airport Committee	Mayor Nancy Cooper (tbd)
Okanagan Regional Library	Councillor Tim Lavery
Salmon Arm Roots and Blues Festival	Councillor Alan Harrison
Salmon Arm Bay Nature Enhancement Society (SABNES)	Councillor Ken Jamieson
Salmon Arm Fall Fair	Councillor Alan Harrison
Shuswap Community Futures	Councillor Chad Eliason
Shuswap Community Foundation	Mayor Nancy Cooper
Shuswap Healthy Communities Coalition	Councillor Louise Wallace Richmond
Shuswap Recreation Society	Councillor Kevin Flynn and Carl Bannister, Secretary
Shuswap Recreation Society (Alternate)	Mayor Nancy Cooper
Shuswap Watershed Council	Mayor Nancy Cooper
Ex Officio	Mayor Nancy Cooper

** unless otherwise determined/ subject to periodic review (± 2 years)*

DEPUTY MAYOR:

December 1, 2014 – March 31, 2015

April 1, 2015 – July 31, 2015

August 1, 2015 – November 30, 2015

December 1, 2015 – March 31, 2016

April 1, 2016 – July 31, 2016

August 1, 2016 – November 30, 2016

December 1, 2016 – March 31, 2017

April 1, 2017 – July 31, 2017

August 1, 2017 – November 30, 2017

December 1, 2017 – March 31, 2018

April 1, 2018 – July 31, 2018

August 1, 2018 – October 31, 2018

Councillor Chad Eliason

Councillor Alan Harrison

Councillor Kevin Flynn

Councillor Louise Wallace Richmond

Councillor Tim Lavery

Councillor Ken Jamieson

Councillor Chad Eliason

Councillor Alan Harrison

Councillor Louise Wallace Richmond

Councillor Kevin Flynn

Councillor Tim Lavery

Councillor Ken Jamieson

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Item 19.1

CITY OF SALMON ARM

Date: January 30, 2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: Development Variance Permit No. VP-439 be authorized for issuance for Parcel Z, Block 1, Section 5, Township 21, Range 9, W6M, KDYD, Plan 1004, which will vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 6.10.1 - R-1 Single-Family Residential Zone - reduce the minimum building setback from the front parcel line from 6.0 m (19.7 ft) to 3.1 m (10.2 ft) for the existing single-family dwelling, as shown in Schedule A, and;
2. Section 6.10.2 - R-1 Single-Family Residential Zone - reduce the minimum building setback from the rear parcel line from 6.0 m (19.7 ft) to 1.3 m (4.3 ft) for the existing single-family dwelling, as shown in Schedule A.

AND THAT: Issuance of Development Variance Permit No. VP-439 be withheld subject to the registration of a Section 219 *Land Title Act* covenant(s) registered on title ensuring compliance with Riparian Areas Regulation: Assessment Report Number 4062, addressing flood hazard, and saving the City harmless from any liability or damages that may arise in the future.

[M. Norgren & T. Eliason; 5281 - 75 Avenue NE; Setback Variance]

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



City of Salmon Arm

Development Services Department Memorandum

To: Her Worship Mayor Cooper and Members of Council

Date: December 17, 2016

Subject: Development Variance Permit Application No. VP-439
 (Front and Rear Parcel Line Setback)
 Legal: Parcel Z, Block 1, Section 5, Township 21, Range 9, W6M, KDYD, Plan 1004
 Civic: 5281 75 Avenue NE
 Owner / Applicant: Norgren, M. & Eliason, T. / Johnson, J.

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-439 be authorized for issuance for Parcel Z, Block 1, Section 5, Township 21, Range 9, W6M, KDYD, Plan 1004, which will vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 6.10.1 – R-1 Single-Family Residential Zone – reduce the minimum building setback from the front parcel line from 6.0 m (19.7 ft) to 3.1 m (10.2 ft) for the existing single-family dwelling, as shown in Schedule A, and;
2. Section 6.10.2 – R-1 Single-Family Residential Zone – reduce the minimum building setback from the rear parcel line from 6.0 m (19.7 ft) to 1.3 m (4.3 ft) for the existing single-family dwelling, as shown in Schedule A.

AND THAT: Issuance of Development Variance Permit No. VP-439 be withheld subject to the registration of a Section 219 *Land Title Act* covenant(s) registered on title ensuring compliance with Riparian Areas Regulation: Assessment Report Number 4062, addressing flood hazard, and saving the city harmless from any liability or damages that may arise in the future.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted;

PROPOSAL

Schedule A referred to in the motion for consideration and attached as Appendix 1 is a site plan illustrating the requested variances. The subject property is a 0.12 acre parcel located at 5281 – 75 Avenue NE, in Canoe, and contains an existing house (see Appendix 2, 3 and 4), which is non-conforming with respect to siting. Directly adjacent to Shuswap Lake, the subject property is entirely within the 30 m streamside protection and enhancement area (SPEA) specified by the Province's Riparian Area Regulations RAR. Site photos are attached as Appendix 5.

This application has been triggered post-development following formal complaints from a nearby property owner. Recent renovations are to previously existing exterior structures (exterior stairs and covered entry decks), including roof additions (permanent covers over entry stairs) visible in the aerial images attached (Appendix 3 and 4), completed without a Building Permit or RAR Assessment report.

These renovations are in non-conformance with respect to front and rear parcel line setback requirements: any addition representing an increase in non-conformance requires a variance application. Specifically, this application seeks to vary the required 6.0 m (19.7 ft) front parcel setback to 3.1 m (10.2

ft) along the southern parcel line adjacent to 75 Avenue NE. This request translates into a variance of 2.9 m (9.5 ft). Additionally, this application seeks to vary the required 6.0 m (19.7 ft) rear parcel setback to 1.3 m (4.3 ft) along the northern parcel line adjacent to Shuswap Lake. This request translates into a variance of 4.7 m (15.4 ft).

Recent renovations also include improvements to an existing rear deck that extends beyond the north parcel line. Staff note that any structures that extend beyond the northern parcel line are beyond the jurisdiction of the City to approve and are not addressed by this variance application.

BACKGROUND

The existing home is considered to be non-conforming with respect to front and rear parcel line setback requirements of the zoning bylaw. The parcel dates back to 1911. The lot faces some level of hardship with respect to the front and rear setback areas, floodplain provisions, as well as Provincial Riparian Area Regulations (RAR), with the majority of the existing home in non-conformance with current regulations.

The subject parcel is zoned R-1 in the Zoning Bylaw and is designated as Low Density in the Official Community Plan. For context, adjacent zoning and land uses include the following:

North:	P-1 (Park and Recreation) Zone	Shuswap Lake
East:	R-1 (Single-Family Residential) Zone	vacant parcel, single-family dwelling
South:	R-1 (Single-Family Residential) Zone	road/lane, CPR Right of Way
West:	R-1 (Single-Family Residential) Zone	single-family dwelling

This lot is subject to standard setback requirements in the zoning bylaw which specify a 6.0 metre setback from both front and rear parcel lines. Given the small size of the parcel, these setback regulations clearly restrict the building envelope of the small subject property, combining to restrict approximately 78% of the entire parcel.

With respect to the rear parcel line adjacent to Shuswap Lake, in the past other property owners have purchased Crown lands between their existing parcels and the lake boundary from the Province (referred to as "historic fills"). Had owners of the subject parcel done so in the past (or if they are able to do so in the future), the concern regarding the rear parcel setback as well as the encroaching deck would be erased. Other options may include a Provincial lease or "license of occupation" to permit the use of the adjacent Crown land. Staff understand that the owner has had ongoing communication with the Province regarding these potential options.

With respect to 75 Avenue NE, which is the boundary of the front parcel line, this is a local road requiring an ultimate setback of 10 metres (ft) from centreline. The width of this road is only approximately 5 m (ft) at this time and is constrained from widening by the CP Rail right-of-way to the south and private development to the north. Staff have taken the position with other proposals that this road will not be widened further, and therefore no variance is required in this regard.

Riparian Areas Regulation

A Riparian Areas Regulation (RAR) Assessment Report (number 4062) has been created for the property outlining how development could align with respect to RAR. The Ministry of Forests, Lands, and Natural Resource Operations has noted that the manner in which development proceeded (the recent renovations) does not meet RAR assessment and reporting standards, as there is no RAR methodology to address development after-the-fact. However, the City has received notification of the creation of the RAR Assessment Report, fulfilling the requirement to proceed with the application process.

Adjacent to Shuswap Lake, the entire lot and all existing structures are within the 30 m streamside protection and enhancement area (SPEA) specified by RAR. Under RAR, the existing development clearly faces a level of hardship, with a strict interpretation rendering the parcel undevelopable. Had the owners employed a QEP to complete a RAR assessment prior to development, the QEP may have been able to establish this hardship in such a manner that aligned the development reporting with RAR methodology. The QEP has suggested restorative plantings over a 76 square metre area of the Shuswap Lake shoreline as a form of habitat enhancement to align with RAR's intent and compensate for the encroachment into the SPEA.

A post-construction report from a QEP would be undertaken to ensure alignment of the development with the intent of RAR. It is the City's standard practice to not monitor or enforce RAR, and in particular the recommendations contained in a RAR assessment report. It is the City's view that completion, monitoring, and enforcement are the responsibility of the owner and Province.

Floodplain Provisions

Approximately one-third of the existing home is within 15 metres of the high water mark of Shuswap Lake, non-conforming with respect to the Floodplain Provisions of the Zoning Bylaw, however the renovations meet the exemption provisions.

Shed and Deck Status - Encroachments

The newly constructed deck and the shed in the lakeside, rear-yard are both encroaching beyond the northern parcel line onto Crown foreshore land, and each does not meet the 1.0 m (3.2 ft) setback from the rear parcel line for an accessory structure or building. Furthermore, because of the Crown land foreshore encroachment and the setback, a Building Permit cannot be issued (the shed does not require a Building Permit because it is less than 10 m² / 107.6 ft²).

The property owner's agent has been making attempts over the past year to seek a lease, license of occupation or acquisition of the accreted Crown foreshore land; at least enough area to shift the rear lot line northward so that the two structures are able to meet Zoning Bylaw setbacks (similar to the acquisition of accreted Crown land and amalgamation with the two neighbouring properties to the east). Looking at the lake boundary (Appendix 2), the Province, more specifically at present Land and Water BC and the Ministry of Forests, Lands and Natural Resources, has had an evolving approach to addressing adjacent lands over time. The owner's agent has recently submitted an application for a license of occupation, the outcome of which should be known in the first quarter of 2017.

The RAR Assessment Report addresses the deck and has suggested compensation plantings as a form of habitat enhancement.

Until this matter is resolved, the deck and shed remain illegal and non-conforming with respect to the City's Zoning Bylaw and Building Bylaw requirements. Although not included in the three variances requests in the motion for consideration, this matter is being brought to Council's attention because the original complaint lodged to the City (which triggered this Development Variance Permit application and related RAR Assessment report) speaks to the deck and shed setback encroachments. There are a number of options with respect to the shed and deck should the Province not entertain a lease, license of occupation or acquisition:

- The owner removes the shed and deck entirely out of the SPEA and setback areas of the subject property, which essentially means no deck or shed anywhere on the lot. This action would solve the issue.
- Status quo - the shed and deck remain deemed to be illegal and non-conforming. Note retained in the property file on this matter which would be subject to public enquiries.
- Status quo - Council considers ordering a Notice on the Title of the subject property, which would have the effect of alerting future property owners of the bylaw infractions.

Staff consider the deck and shed encroachments to be a minor issues from a City Bylaw perspective, and definitely not meeting the threshold that would not normally initiate proceedings with a Notice on Title. The Province has yet to express any concerns with the encroachments.

COMMENTS

Engineering Department

No concerns.

Fire Department

No Fire Department concerns.

Building Department

No BC Building Code concerns.

Planning Department

Staff does not condone or encourage building without a Building Permit. After-the-fact review is difficult from a variety of perspectives.

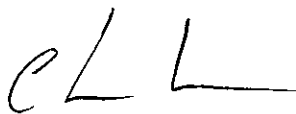
Setback regulations enable adequate separation between buildings and streets for aesthetic, privacy, view preservation, and traffic safety reasons. They also help to ensure that buildings and structures are setback appropriately to facilitate future road and laneway widening. The road, 75 Avenue NE, constructed by CPR to the south of the subject parcel, is not expected to be widened at any point in the near future. Some potential future proposal not presently being contemplated (such as marina expansion to the east) could potentially create a demand for a wider road and improved traffic movements.

In terms of neighbourhood design, the subject property is within an established neighbourhood and is consistent with neighbouring parcels. Staff note that the home has been at its present location for decades without any significant concerns and the recent renovations represent an aesthetic improvement for the structure. The proposal would support non-conformities similar to homes along the length of 75 Street NE. Furthermore, Staff note that the renovations involved rebuilding pre-existing structures. The requested setback reductions will not impact City utilities, pose any BC Building Code concerns, or restrict future development on neighbouring lots.

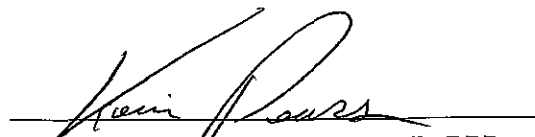
The discrepancies between neighbouring parcels along this portion of Shuswap Lake with respect to northern parcel lines are problematic. The applicant has been in contact with the Province with the intent to acquire the adjacent Crown land as neighbouring parcels have done in the past. Staff note that the Province's evolving approach has created inconsistencies in how development has been addressed on the public/private boundary along the shoreline.

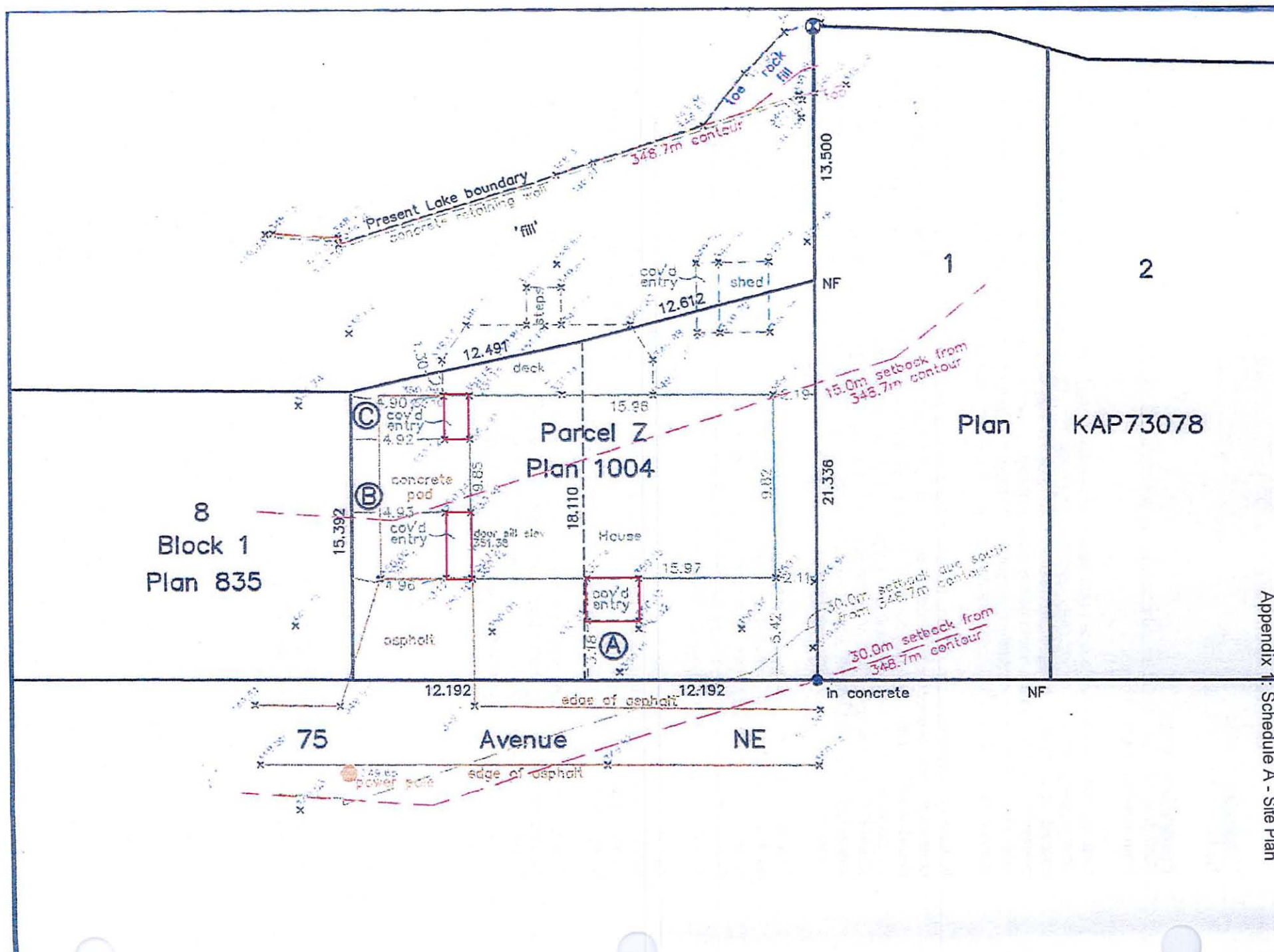
The registration of a Section 219 Covenant tying the development to the RAR report and addressing potential flood hazard has been recommended to address considerations related to environmental protection and risk management. Current practice has involved wrapping these considerations (RAR and flood) into a single covenant, rather than multiple documents.

Considering the conditions noted above, the variances requested in this proposal (the recent renovations as well as the existing non-conforming home) are viewed as reasonable by staff. If approved, Development Variance Permit No. VP-434 will only be applicable to the structure as shown in Appendix 1: Schedule A (any structure extending over the northern parcel line is beyond the jurisdiction of the City).



Prepared by: Chris Larson, MCP
Planning and Development Officer


Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services





0 20 40 80 120 160 Meters



Subject Parcel



Lake Boundary



0 4.5 9 18 27 36 Meters



Subject Parcel



Lake Boundary



0 4.5 9 18 27 36 Meters



Subject Parcel



Lake Boundary



View north-east of subject parcel, showing renovated front entrance and side entrance structures.



View north-west of subject parcel showing renovated front entrance.

Item 19.2

CITY OF SALMON ARM

Date: January 30, 2017

Moved: Councillor Flynn

Seconded: Councillor Harrison

THAT: Development Variance Permit No. VP-444 be authorized for issuance for Lot 22, Block 2, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392, which will vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 4.12.1(a) - General Regulations - increase the maximum permitted height of a fence in the interior side yard from 2.0 m (6.5 ft) to 2.75 m (9.02 ft) to allow for an existing 5.5 m (18.05 ft) length of privacy fence, as shown in Schedule A;
2. Section 6.10.3 - R-1 Single-Family Residential Zone - reduce the minimum setback of the principal building from the south interior parcel line from 1.5 m (4.9 ft) to 0.7 m (2.2 ft) to allow for the existing single family dwelling, as shown in Schedule A;
3. Section 6.11.1 - R-1 Single-Family Residential Zone - reduce the minimum setback of an accessory building from the front parcel line from 6.0 m (19.7 ft) to 0 m (0 ft) to allow for an existing "car tent", as shown in Schedule A;
4. Section 6.11.1 - R-1 Single-Family Residential Zone - reduce the minimum setback of an accessory building from the front parcel line from 6.0 m (19.7 ft) to 0 m (0 ft) to allow for a future carport, as shown in Schedule A, and;
5. Section 6.11.3 - R-1 Single-Family Residential Zone - reduce the minimum setback of an accessory building from the north interior side parcel line from 1.0 m (3.3 ft) to 0 m (0 ft) to allow for an accessory building, an existing "car tent", and a future carport, as shown in Schedule A.

[A. & H. Gowen; 31 - 2 Street SE; Setback Variance]

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



To: Her Worship Mayor Cooper and Members of Council

Date: December 19, 2016

Subject: Development Variance Permit Application No. VP-444
 (Front, Rear and Exterior Side Parcel Line Setback)
 Legal: Lot 22, Block 2, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392
 Civic: 31 – 2 Street SE
 Owner / Applicant: Gowen, A. & H.

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-444 be authorized for issuance for Lot 22, Block 2, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392, which will vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 4.12.1(a) – General Regulations – increase the maximum permitted height of a fence in the interior side yard from 2.0 m (6.5 ft) to 2.75 m (9.02 ft) to allow for an existing 5.5 m (18.05 ft) length of privacy fence, as shown in Schedule A;
2. Section 6.10.3 – R-1 Single-Family Residential Zone – reduce the minimum setback of the principal building from the south interior parcel line from 1.5 m (4.9 ft) to 0.7 m (2.2 ft) to allow for the existing single family dwelling, as shown in Schedule A;
3. Section 6.11.1 – R-1 Single-Family Residential Zone – reduce the minimum setback of an accessory building from the front parcel line from 6.0 m (19.7 ft) to 0 m (0 ft) to allow for an existing “car tent”, as shown in Schedule A;
4. Section 6.11.1 – R-1 Single-Family Residential Zone – reduce the minimum setback of an accessory building from the front parcel line from 6.0 m (19.7 ft) to 0 m (0 ft) to allow for a future carport, as shown in Schedule A, and;
5. Section 6.11.3 – R-1 Single-Family Residential Zone – reduce the minimum setback of an accessory building from the north interior side parcel line from 1.0 m (3.3 ft) to 0 m (0 ft) to allow for an accessory building, an existing “car tent”, and a future carport, as shown in Schedule A.

STAFF RECOMMENDATION

THAT: The Items 4 and 5 in the motion for consideration be defeated.

PROPOSAL

Schedule A referred to in the motion for consideration and attached as Appendix 1 is a site plan illustrating the requested variances. The subject property is a 460 square metre parcel located at 31 – 2 Avenue SE, in the City Centre (see Appendix 2 and 3). A letter describing the applicant's intent is attached as Appendix 4, while site photos are attached as Appendix 5.

This application seeks variances to four requirements of the Zoning Bylaw for multiple structures on the property, both existing and future development:

1. An increase to the maximum permitted height of a fence from 2.0 m (6.5 ft) to 2.75 m (9.02 ft) along the northern parcel line for an existing 5.5 m (18.05 ft) length of fence.
2. A reduction to the required 1.5 m (4.9 ft) interior side parcel setback to 0.7 m (2.2 ft) along the southern parcel line for the existing single family dwelling.
3. A reduction to the required 6.0 m (19.7 ft) front parcel setback to 0 m (0 ft) along the eastern parcel line adjacent to 2 Street SE. This request would accommodate both an existing "car tent" and construction of a future carport.
4. Additionally, the application includes a request to reduce the required 1.0 m (3.3 ft) interior side parcel setback to 0 m (0 ft) along the northern parcel line for three proposed accessory buildings: an existing shed, the existing "car tent", and a future carport (Appendix 7).

BACKGROUND

The parcel dates back to 1907, with City building records dating back to 1977. A home-based business has been in operation since 2006, while in 2007 a building permit was issued to allow for construction of an addition to the single-family dwelling at the rear of the existing building.

The subject parcel is zoned R-1 in the Zoning Bylaw (Appendix 8) and is designated as High Density in the Official Community Plan (Appendix 9). For context, adjacent zoning and land uses include the following:

North:	R-1 (Single-Family Residential) Zone	single-family dwelling
East:	C-2 (Town Centre Commercial) Zone	road, single-family dwelling
South:	P-3 (Institutional) Zone	church and parking lot
West:	P-3 (Institutional) Zone	lane, church and parking lot

This lot is subject to standard setback requirements in the zoning bylaw which, for the principle building, specify a 6.0 metre setback from the front and rear parcel lines, and a 1.5 metre setback from the interior side parcel lines. For an accessory building, the requirements for setbacks are relaxed to a 1 m setback from the rear and interior side parcels lines, but the 6 m setback from the front parcel line remains consistent. The requested variances would address the footprint of the existing dwelling, and accessory structures both existing and proposed for future development.

The portion of the home that exists in non-conformance with respect to the south parcel line is above the historic existing footprint, which has been at this location for decades.

COMMENTS

Engineering Department

See Appendix 6. It is recommended that variance requests regarding the front parcel line and north interior side parcel line be denied, while there are no concerns noted with request regarding the fence or the south interior side parcel line. As an option, a lesser reduction of 3 m from the south parcel line is suggested, this being adequate for vehicle parking.

Fire Department

No Fire Department concerns.

Building Department

No BC Building Code concerns.

Planning Department

Planning staff are not concerned with the variance associated with the portion of the home that exists in non-conformance with respect to the south parcel line, and furthermore, staff are amenable to the variance for fence height, which will provide privacy between the neighbouring properties.

However, staff have concerns with the variances associated with the accessory buildings. Setback regulations enable adequate separation between buildings and streets for aesthetic, privacy, view preservation, storm water management, and traffic safety reasons. Staff does not recommend approval of the variances requested for accessory buildings, with the main reasons being:

- The extent to which applicable setbacks are reduced (100%);
- The resulting impacts placed upon the parcel to the north, including the implications for storm-water flows from the proposed accessory buildings;
- The limitation for onsite visitor parking within the front yard resulting from a full reduction in the required setback; and,
- The options provided by the remaining available space on the subject parcel related to the rear lane access.

In terms of neighbourhood design, the subject property is situated within an older established residential neighbourhood, with the size and scale of the proposed house relatively consistent with other neighbouring homes. The traditional neighbourhood design in this area of downtown features street and rear lane access and, as most of the homes have utilize parking at the rear of the properties, there is a distinct lack of garage parking structures in the front yards ("side-yard driveway to parking /garage behind house" being a heritage character element). The requested variance to permit a parking structure in the front yard at the front parcel line would run counter to this neighbourhood aesthetic.

Staff recommended that space for parking be considered with respect to requests for reduced setbacks associated with accessory garage buildings, as it is typical for a vehicle to be parked in front of a garage for a variety of reasons (cleaning, maintenance, visitors, etc). In the case of the subject property operating a home based business, on-site visitor parking is potentially more important. As an option, aligned with the Engineering comments attached, planning staff would support a reduced 3 m setback, which would provide an adequate space to park most vehicles. As noted above, the rear lane access presents an additional option not presently utilized for parking.

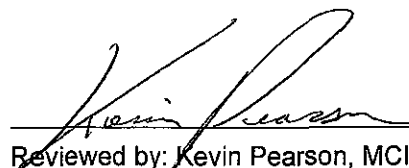
Staff do not support the requested variance from 1 m to 0 m for the parking structures in the front yard relative the northern interior lot line. Furthermore, while the request is minor, staff do not recommend support for the siting of the existing accessory building (shed) in the rear yard, given the relative ease and range of available options to site such a structure in conformance with the applicable regulation.

Staff note that the applicant has taken positive steps to maintain and upgrade the property, including significant improvements under Building Permit. The small shed and car tent structures do not require a building permit application and the placement of such structures may easily occur without reference to City bylaws or staff.

If approved, Development Variance Permit No. VP-444 will only be applicable to development as shown in Appendix 1: Schedule A.



Prepared by: Chris Larson, MCP
Planning and Development Officer



Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services

BROWNE JOHNSON LAND SURVEYORS'

BRITISH COLUMBIA AND CANADA LANDS

Box 362, Salmon Arm, B.C. V1E 4N5 (250)832-9701

B.C. LAND SURVEYOR'S BUILDING LOCATION CERTIFICATE

To: Allon Gowen,
31-2nd Street SE,
Salmon Arm, BC
V1E 1G8

Your File:

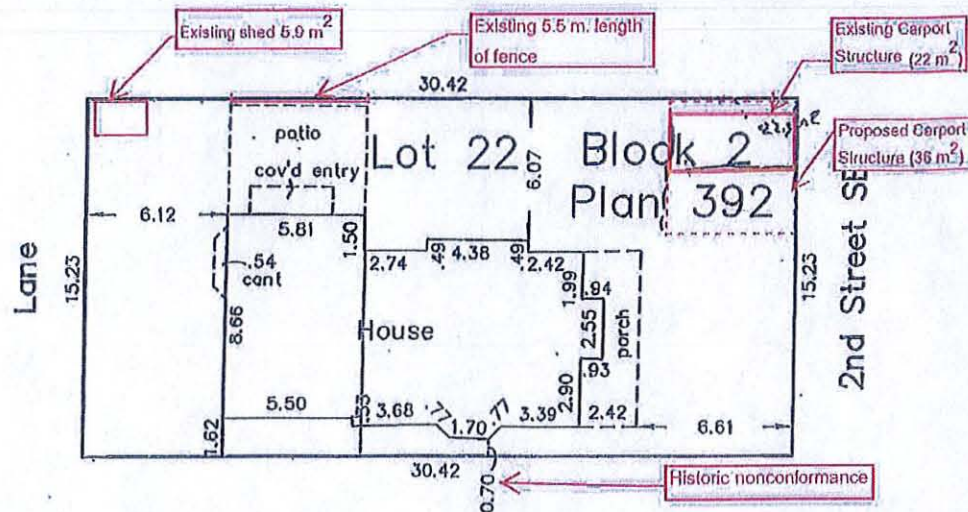
Re: Lot 22, Block 2, Plan 392,
Section 14, Township 20, Range 10,
W6M, KDYD

Parcel Identifier(PID): 004-563-034

Civic Address: 31-2nd Street SE

Requested Variances to Zoning Bylaw 2303:

1. Section 6.11.1 - Reduce front parcel line setback for an accessory building from 6.0 m. to 0 m.
2. Section 6.11.3 - Reduce interior parcel line setback for an accessory building from 1.0 m to 0 m.
3. Section 4.12.1(a) - Increase fence height from 2.0 m. to 2.75 m. along a 5.5 m length of existing fence (north interior parcel line).
4. Section 6.10.3 - R-1 Single-Family Residential Zone - reduce the minimum setback of the principle building from the interior parcel line from 1.5 m (4.9 ft) to 0.7 m (2.2 ft) to allow for the existing single family dwelling, as shown in Schedule A;

Existing

Parcel Coverage is 37%

Parcel Coverage for Accessory Buildings is 6%

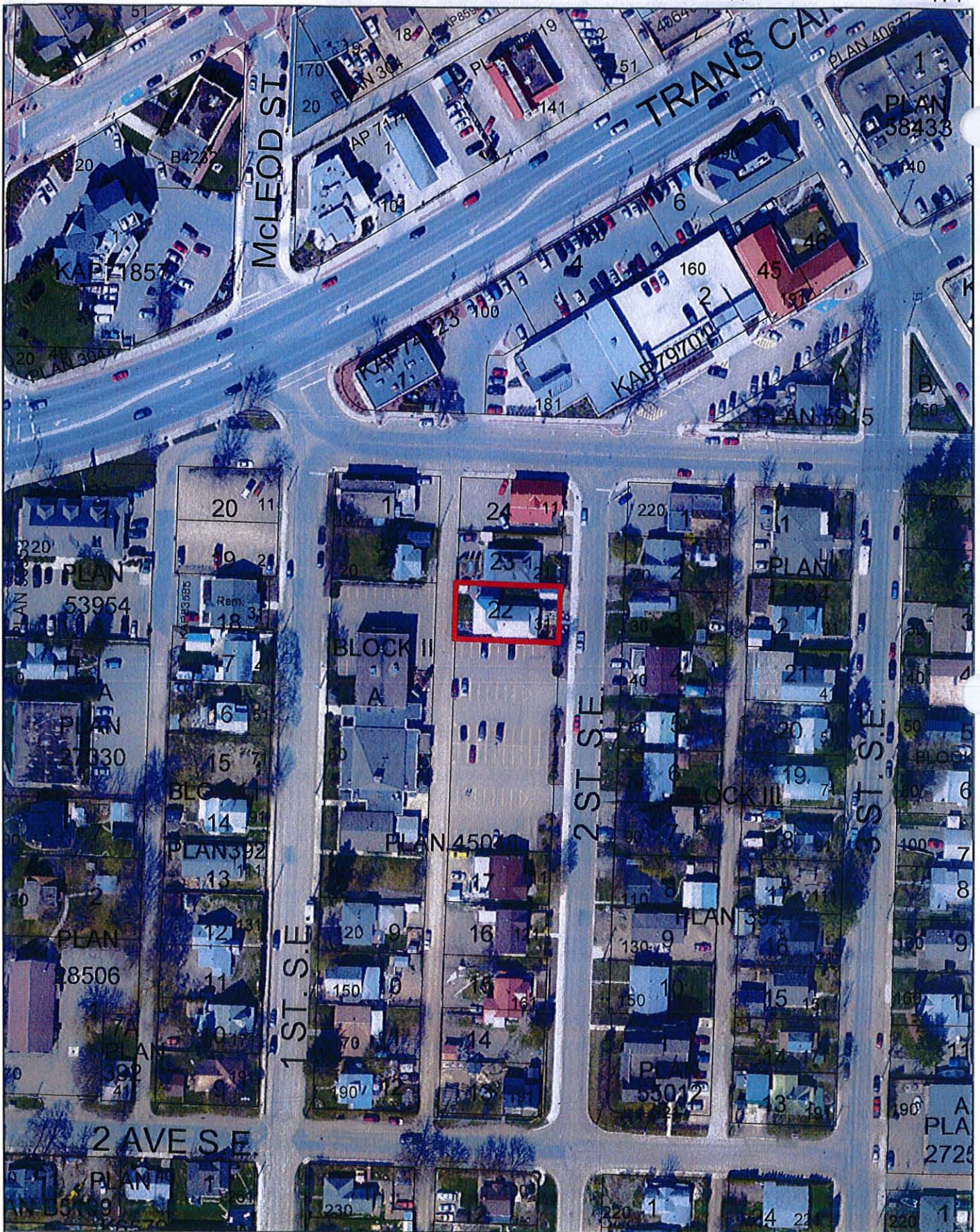
Shed 5.9 m²Parking Structure 22.3 m²House 143.8 m²Total 172 m²Proposed

Parcel Coverage is 40%

Parcel Coverage for Accessory Buildings is 9%

Shed 5.9 m²Parking Structure 36 m²House 143.8 m²Total 185 m²

Scale 1:250



0 10 20 40 60 80 Meters



Subject Property



0 2 4 8 12 16 Meters



Subject Property

October 5, 2016

Re: 31 - 2nd Street S.E.

To whom it may concern:

Our names are Heidi and Alton Gowen and we are writing this letter as part of our application for three variances needed for the above mentioned property. These variances are summarized as follows.

1. Accessory Structure/Building Setback variance - Front Yard

Reduce the front yard setback for the existing 3.3 m / 6.0 m tent structure and for a future a 6.0 m / 6.0 m carport from 6.0 m to 0 m and from 1.0 m to 0 m along the interior lot line.

2. Accessory Building Setback Variance - Rear and Interior Yards

Reduce the minimum (north) parcel line setbacks from 1.0 m to 0.0 m

3. Fence Height Variance

Increase the maximum fence height along an interior parcel line from 2.0 m to 2.75 m along a 5.5 m length of existing fence.

Rationale

1. There is a driveway in the north east corner of our property. This driveway is suitable to hold two vehicles. And for the past 9 years we have had a removable single car garage on that space. It has been brought to our attention that there have been complaints regarding the position of the removable garage. Since being given notice of the complaints, we have conceded to move the garage to the requested setback. Now doing this has forced us to park one of our vehicles on the congested road that we currently live on.
2. The access provided when the City re-constructed 2nd Street is 16 ft wide and leads to the foot print of 20x20 of where we want our new carport.

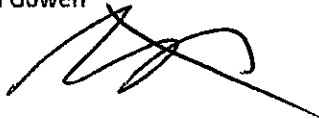
We are hoping for the variance in order to move the removable garage back to where it was originally placed in order to have the ability to park both vehicles on our property and not the road. As well, with this variance, we are hoping to erect a carport over our driveway. Included with this letter is a design for an open concept carport (not garage) that could be possibly added to our property in the near future. We understand that a building permit will be required for a carport along with a connection of that structure to the City's storm sewer system (see Point 4.).

3. This request is regarding a variance for a 2.4 m / 2.4 m shed that sits on the northwest corner of said property. For the past 15 years this shed has been in the same location. It was updated with a cement pad 9 years ago. We would like to keep the shed where it currently sits.
4. We are requesting a fence height variance for the fence that sits on the north side of our property. The current height of the fence was designed to eliminate the ability of our property from looking down onto our neighbouring property.
5. In regard to 1. and our intent to construct a new carport in the front yard if this variance is approved, we also commit to connecting our property to the City's storm sewer system. The City has offered to install a storm connection at our rear / lane property line as an attempt to assist in alleviating some of the drainage issues not only emanating from our property but from the surrounding lands and street. We appreciate this offer from the City and we understand the City has also offered our direct neighbour to the north a storm water service connection.

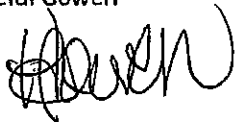
We thank you for taking time to consider our application and look forward to hearing from you in a timely manner.

Sincerely:

Alton Gowen



Heidi Gowen

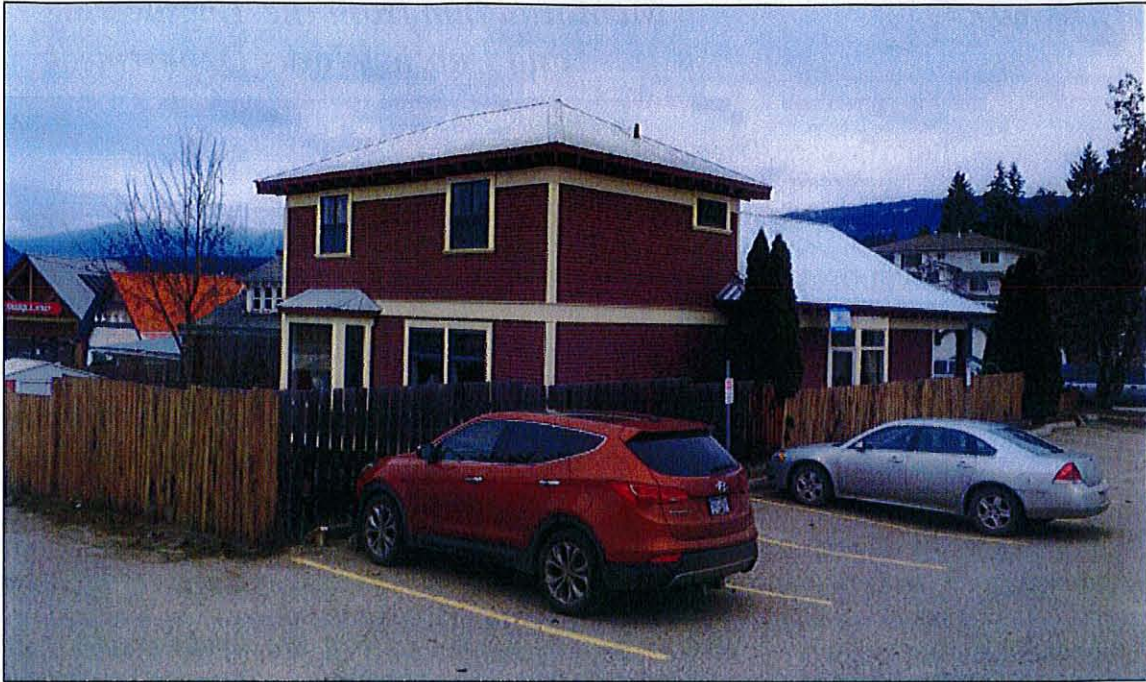




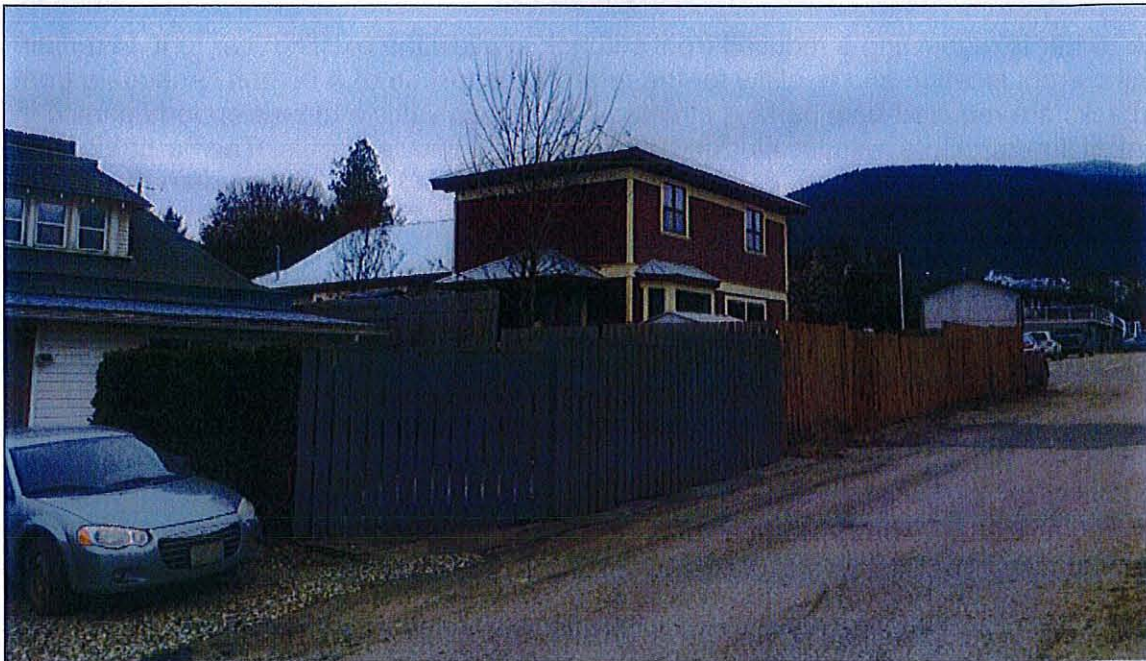
View of subject parcel and neighbouring parcels looking south-west from Okanagan Avenue.



View west from 2 Street SE showing subject property and accessory structures in front and rear yards.



View looking north-east showing house in relation to south parcel line, as well as shed and fence.



View south-east along lane with tops of fence and shed visible.



City of Salmon Arm
**Memorandum from the Engineering
 and Public Works Department**

TO: Kevin Pearson, Director of Development Services
 DATE: 14 November 2016
 OWNER: Alton & Heidi Gowan, 31 – 2 Street SE, Salmon Arm, BC V1E 1G8
 APPLICANT: Owner
 SUBJECT: **DEVELOPMENT VARIANCE PERMIT APPLICATION NO. VP-444**
 LEGAL: Lot 22, Block, 2, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392
 CIVIC: **31 – 2 Street SE**
 ASSOCIATED: n/a
 PREVIOUS: n/a

Further to the request for variance dated October 18, 2016; the Engineering Department has thoroughly reviewed the site and offers the following comments and recommendations, relative to the variances requested:

The applicant is requesting to vary the following sections of Zoning Bylaw No. 2303:

1. Section 6.11.1 – Reduce front parcel line setback for an accessory building from 6.0m to 0m.

The owner is requesting a reduced front setback to allow the existing "car tent" to remain in its current location and to allow for the future construction of a carport. Adequate front setbacks are required from parking structures to allow a vehicle to be stopped / parked in front of the structure without blocking pedestrian / vehicular traffic. This is particularly important for this lot as three parking spaces are required to accommodate the home-based business.

The Engineering Department recommends that the request to reduce front parcel line setback for a permanent accessory building from 6.0m to 0m be denied. However, we would support the reduction of the front setback from 6m to 3m which provides 6m clearance from the sidewalk to the structure, this being adequate to park most vehicles without overhanging the sidewalk.

2. Section 6.11.3 – Reduce interior parcel line setback for an accessory building from 1.0m to 0m.


The interior side setback provides sufficient room between the accessory building and the property line for future maintenance of the structure. It also prevents stormwater from the accessory building discharging onto the neighbouring property, causing a nuisance. Reducing the setback to 0m is likely to cause issues with both maintenance and stormwater discharge in the future.

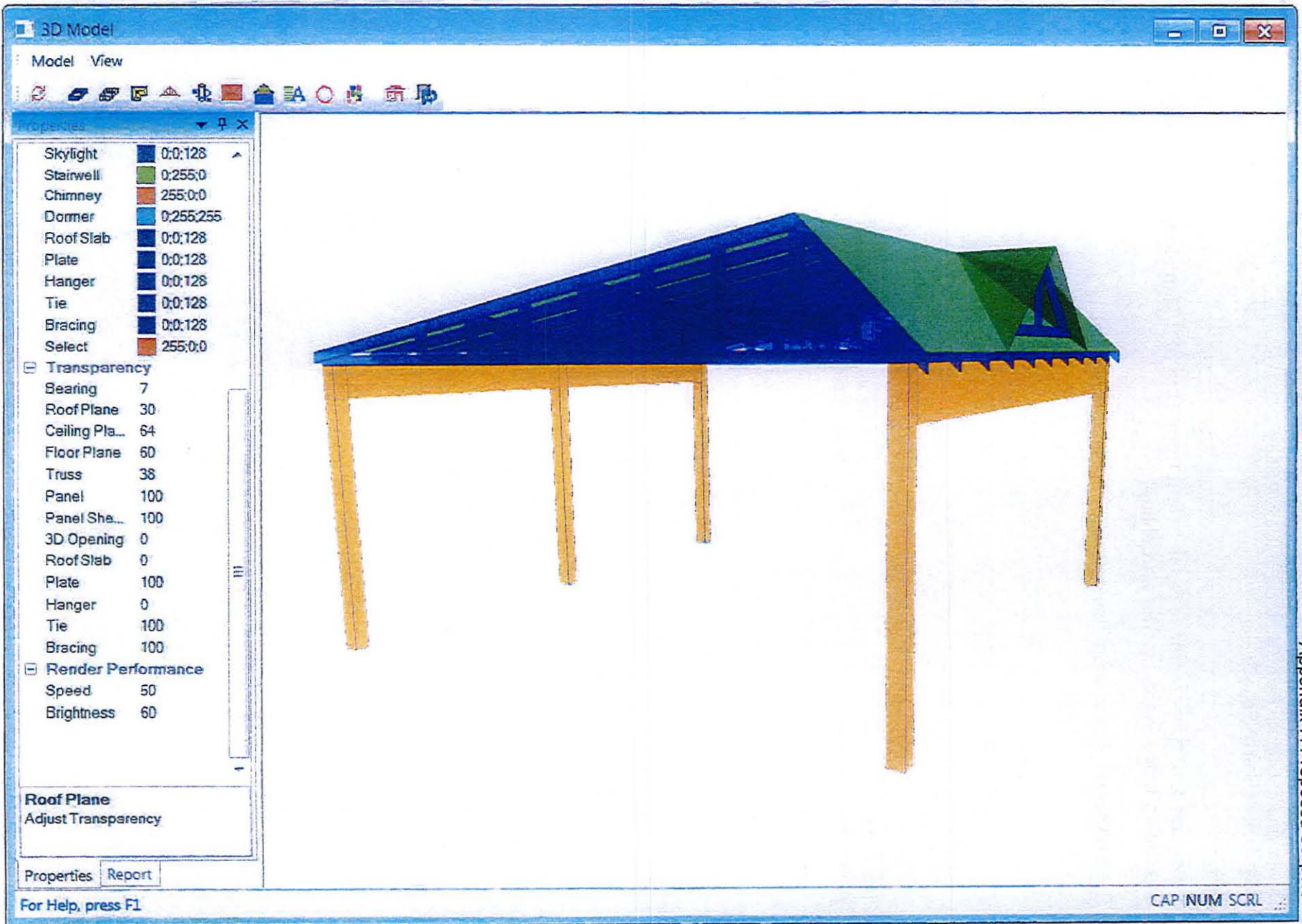
The Engineering Department recommends that the request to reduce interior parcel line setback for an accessory building from 1.0m to 0m be denied.

Development Variance Permit Application No. VP-444E
Alton & Heidi Gowan Page 2

3. Section 4.12.1(a) – Increase fence height from 2.0m to 2.75m along a 5.5m length of existing fence (north interior parcel line).

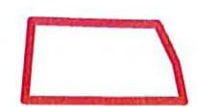
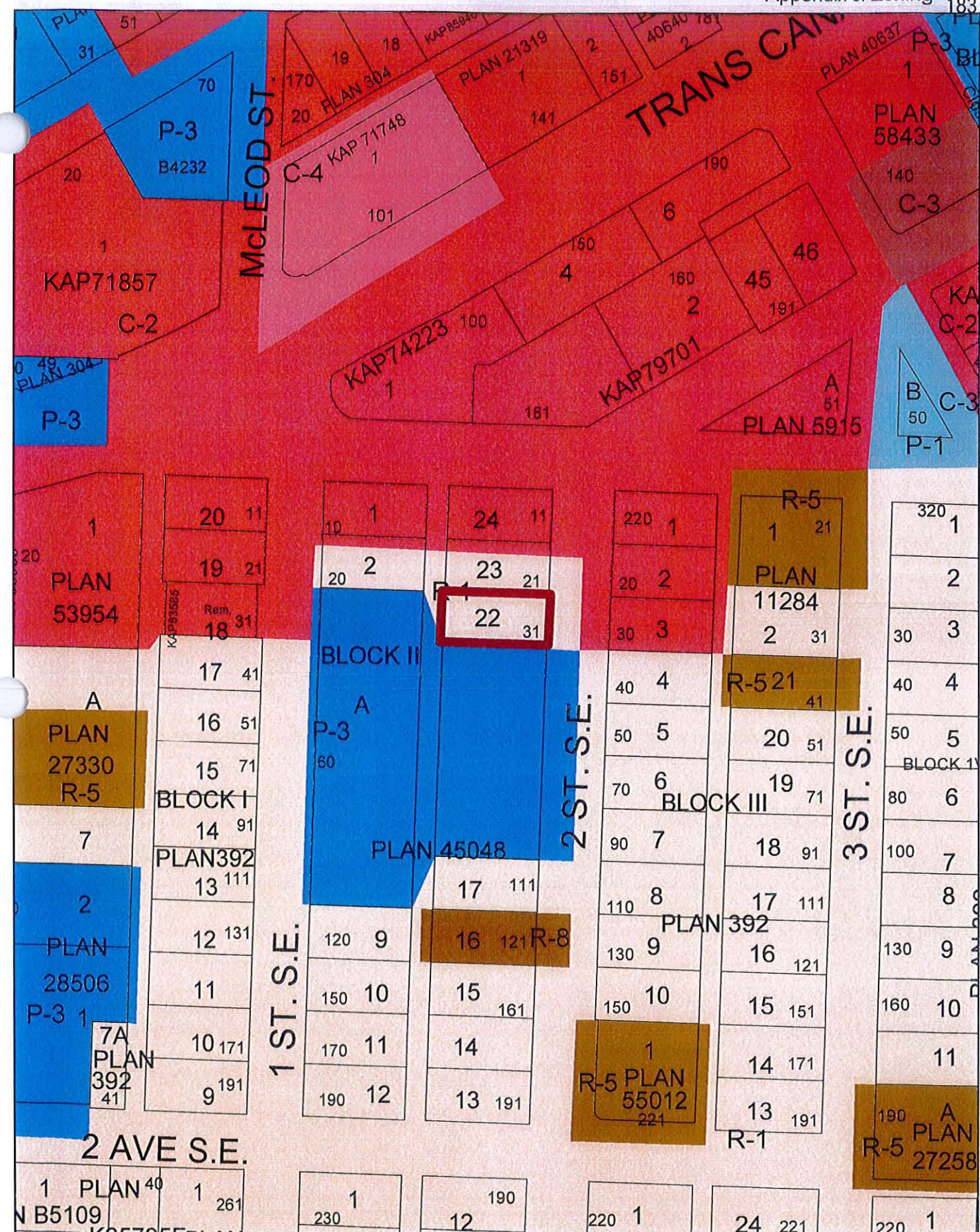
The Engineering Department has no concerns with this request.


Chris Moore
Engineering Assistant
Jenn Wilson, P.Eng., LEED® AP
City Engineer

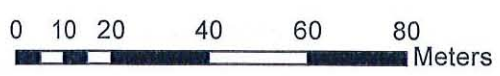
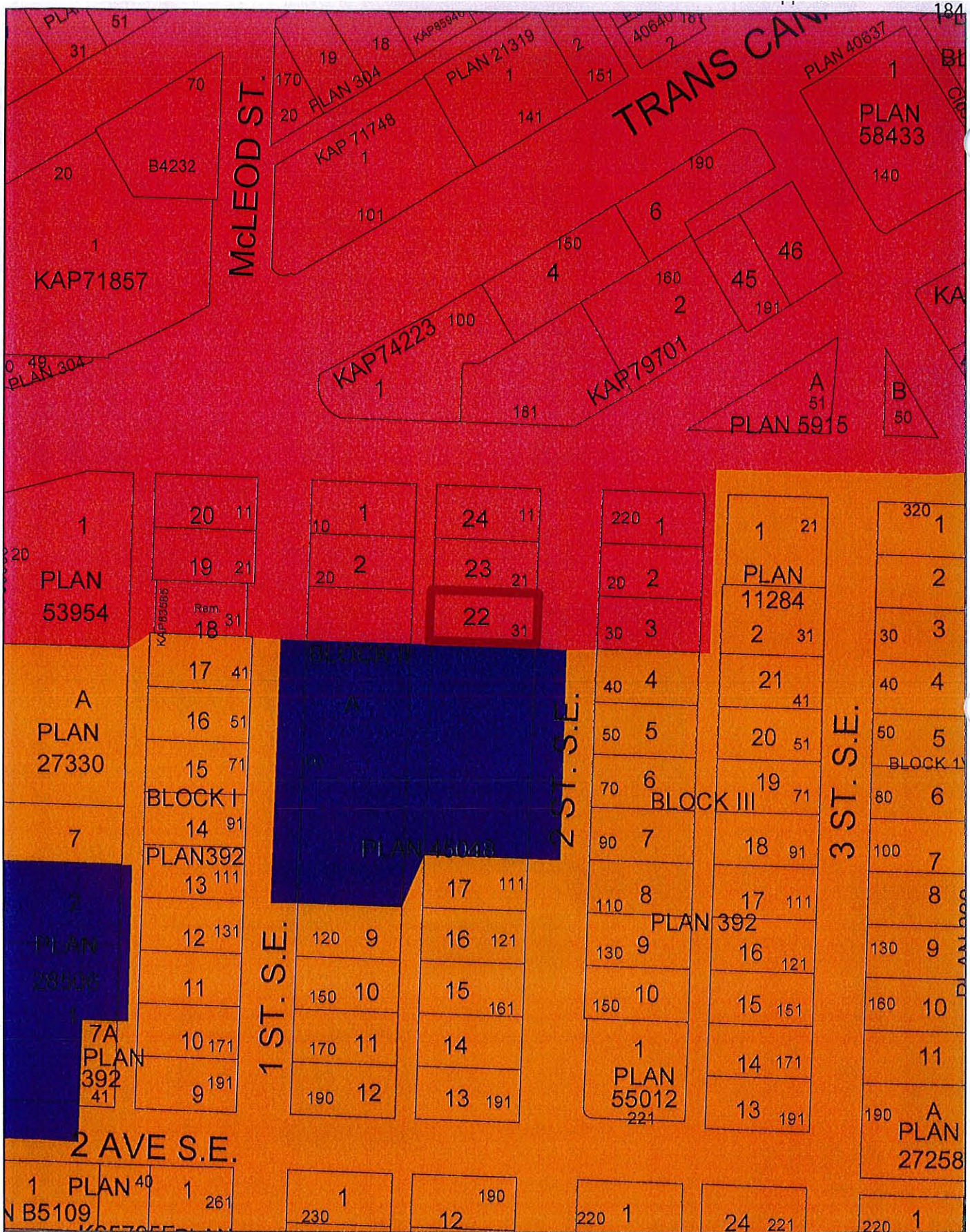


TRANS CAN.

MCLEOD ST.



Subject Property



-  Subject Property
-  City Center
-  Institutional
-  High Density

Item 19.3

CITY OF SALMON ARM

Date: January 30, 2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: Development Variance Permit No. VP-445 be authorized for issuance for Lot 2, Plan 34059, Sec. 25, Tp. 20, R. 10, W6M, KDYD to vary the provisions of Zoning Bylaw No. 2303 as follows:

- 1) Section 6.11.4 - decrease the minimum setback of an accessory building from the front parcel line from 6.0 metres to 1.84 metres for the proposed garage building shown on Appendix 3.

[P. Cumming & N. Wagner; 4891 - 16 Street NE; Setback Variance]

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



City of Salmon Arm
Development Services Department Memorandum

TO: Her Worship Mayor Cooper and Council

FROM: Development Services Department

DATE: January 13, 2017

SUBJECT: Development Variance Permit Application No. VP-445
Lot 2, Plan 34059, Sec. 25, Tp. 20, R. 10, W6M, KDYD
4891 - 16 Street NE
Owners/Applicants: P. Cumming & N. Wagner

Motion for Consideration

THAT: Development Variance Permit No. VP-445 be issued for Lot 2, Plan 34059, Sec. 25, Tp. 20, R. 10, W6M, KDYD to vary the provisions of Zoning Bylaw No. 2303 as follows:

1. **Section 6.11.4** - decrease the minimum setback of an accessory building from the front parcel line from 6.0 metres to 1.84 metres for the proposed garage building shown on Appendix 3.

Staff Recommendation

THAT: The Motion for Consideration be adopted.

Proposal

The subject property is located in the Raven Subdivision at 4891 - 16 Street NE. The property is approximately 990 square metres in size and contains the owner's residence. The owners would like to construct a garage that will not meet the minimum setback requirement from the front parcel line. A location map, ortho photo, site plan and outline of the proposal from the owners are attached as Appendices 1 through 4.

Background

The property is designated Low Density Residential in the Official Community Plan and is zoned R-1 (Single Family Residential). In the R-1 Zone, the minimum setback requirement for an accessory building from the front parcel line is 6.0 metres. As shown on Appendix 2 and as outlined by the owners in Appendix 4, one of the front corners of the proposed garage will be located 1.84 metres from the the front parcel line and the other front corner will be 5.37 metres.

Due to the location of the existing residence, the proposed garage needs to be located on the northern portion of the property which is relatively narrow. The southern portion of the property is approximately 30 metres wide while the northern portion is approximately 20 metres wide. The topography also limits siting options for the garage as the property slopes east to west.

Site Context

Adjacent land uses include the following:

North: Residential parcel zoned R-1
South: Residential parcel zoned R-1
East: 16 Street NE; then residential parcels zoned R-1
West: Residential parcels zoned R-1

Staff have reviewed the proposal and provide the following:

Fire Department

No concerns.

Building Department

No concerns.

Engineering Department


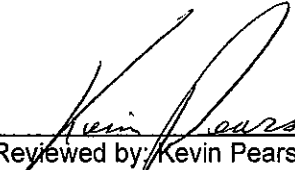
See Appendix 5.

Planning Department

Setback requirements prevent owners from crowding neighbouring properties, ensure fire separation distances are maintained and provide clear site lines along roadways.

In most situations, staff do not support variances that result in garages being located closer than 5 metres to the front parcel line as vehicles parked in front of the garage are more likely to extend beyond the front property line and interfere with pedestrian and/or vehicular traffic.

With this proposal, the requested variance will not impact traffic site lines on 16 Street NE and should have little, if any impact on neighbouring properties. The reduced setback does not extend the full width of the garage and the property fronts a relatively wide boulevard without a sidewalk. Staff support the requested variance.


Prepared by: Jon Turlock
Planning & Development Officer
Reviewed by: Kevin Pearson, MCIP
Director of Development Services

Appendices

1. Location map
2. Ortho photo
3. Site plan
4. Applicant's letter dated Jan. 1/17
5. Engineering Dept. comments.



N



Subject Property



Subject Property

4 FIR TREES

-96" ELEV.

-81" ELEV.

Lot 2 Plan 34059

-31" ELEV.

-5" ELEV.

New Garage:
728 Sq. Ft. Total
29.28 Sq. Ft. is within
a 3 meter variance
from property line.(4%)

Requested Variance to Zoning Bylaw 2303:

Section 6.11.1 - Reduce setback of an
accessory building from the front
parcel line from 6.0 metres to 1.84
metres.

Boulevard

30'
[9.14]

26'
[7.92]

6'-0⁵/₁₆"
[1.84]

9'-10³/₈"
[3.00]

10'-4³/₄"
[3.17]

17'-7¹/₄"
[5.37]

22'
[6.71]

-16" ELEV.

0" ELEV.

0" ELEV.

Current Carport will
become screened in
outdoor space

23'-6¹/₈"
[7.17]

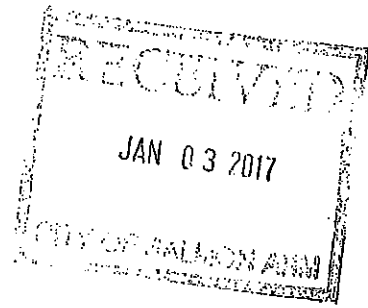
0" ELEV.

Paul Cumming & Nancy Costerton

4891 16 Street N.E.

Paul Cumming and Nancy Costerton/Wagner
 4891 16 St NE
 Salmon Arm, BC
 V1E 1E1

Jon Turlock
 Planning and Development Officer
 City of Salmon Arm
 250-803-4010



January 2, 2017

Regarding: Variance Application 4891 16 St NE

Following our conversations of last month, we respectfully submit an altered variance application. Please note that the proposed garage is angled in respect to the roadway and boulevard. A variance from the front set back is necessary in order to create a safe, visually pleasing, and environmentally respectful entrance to our home.

- One front corner of the structure would be 1.84 metres from the near point of the boulevard. The other front corner of the garage would be 5.37 metres from the boulevard. Please see detailed drawing.
- Less than 30 sq ft of the proposed structure lies within 3 metres of the boulevard (4% of building).
- The City of Salmon Arm has an unimpeded 6 metre boulevard in front of our home before the roadway starts
- There is no sidewalk on the boulevard. There is no street light on our side of the road.
- Our building proposal allows for plenty of space on the side of the yard (more than required) which gives easy access to adjacent fire hydrant.
- The roadway is sloped and our proposed garage means that the driveway will be relatively level which allows for safe access and visibility of vehicles in the roadway. If we move farther back on the lot (significant elevation change- please see drawing), the driveway will become steep and difficult to see vehicles on 16 St.
- Our proposed location of the garage allows the well-established trees to remain which benefits wildlife and the community. If we move farther back on the lot, removal of the 4 large fir trees will be necessary.
- The location presents no visual impediment from the roadway to the neighbouring homes or driveways.
- The new driveway will be at a more suitable angle to the road compared with our existing driveway which is at an acute angle.

Thank you for your consideration of the proposed garage.

Paul and Nancy



*City of Salmon Arm
Memorandum from the Engineering
and Public Works Department*

To: Kevin Pearson, Director of Development Services
 Date: January 10, 2017
 Prepared by: Darin Gerow, Engineering Assistant
 SUBJECT: **DEVELOPMENT VARIANCE PERMIT APPLICATION NO. VP- 445E**
 LEGAL: Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan 34059
 CIVIC: 4891 – 16 Street NE
 Owner: Paul Cummings & Nancy Wagner, 4891 – 16 Street NE, Salmon Arm, BC, V1E 1E1
 Applicant: Owner

Further to your referral dated January 5, 2017, the Engineering Department has thoroughly reviewed the site and offers the following comments and recommendations, relative to the variances requested:

The applicant is requesting to vary the City of Salmon Arm Zoning Bylaw No. 2303, Section 6.11.1 – Reduce setback of an accessory building from the front parcel line from 6.0 meters to 1.84 meters.

The Engineering Department has no objection to the proposed variance to reduce set back to 1.84 meters.

Darin Gerow, A.Sc.T
Engineering Assistant

Jennifer Wilson, P.Eng, LEED® AP
City Engineer

CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing in the Council Chamber of the City Hall, 500 - 2 Avenue NE, Salmon Arm, BC, on **Monday, January 30, 2017 at 7:00 p.m.**

1) Proposed Amendment to Zoning Bylaw No 2303:

Proposed Rezoning of Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan 27054 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

Civic Address: 80 – 16 Street NE

Location: Just north of Okanagan Avenue and west of 20 Street NE

Present Use: Single Family Dwelling

Proposed Use: Single Family Dwelling with detached suite

Owner / Applicant: Channer, A. & Davis, M.

Reference: ZON-1081/ Bylaw No. 4184



The file for the proposed bylaw is available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from January 17, 2017 to January 30, 2017, both inclusive, in the office of the Corporate Officer at the City of Salmon Arm, 500 - 2 Avenue NE.

Those who deem their interest affected by the proposed bylaw are urged to review the file available in the Development Services Department (or telephone 250-803-4021) to obtain the facts of the proposal prior to the Public Hearing.

Erin Jackson, Corporate Officer

Salmon Arm Observer: January 18 and 25, 2017



City of Salmon Arm

Development Services Department Memorandum

To: Her Worship Mayor Cooper and Members of Council

Date: December 23, 2016

Subject: Zoning Bylaw Amendment Application No. 1081

Legal: Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan 27054
 Civic: 80 16 Street NE
 Owner / Applicant: Channer, A. & Davis, M.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan 27054 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 80 16 Street NE and currently contains a single family dwelling (Appendix 1 and 2). The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the construction and use of a new detached suite.

BACKGROUND

The subject parcel is located in an existing subdivision just north of Okanagan Avenue and west of 20 Street NE. This area is largely comprised of R-1 zoned parcels containing single family dwellings. The subject parcel is designated Medium Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3). There are currently three R-8 zoned parcels within close proximity of the subject parcel.

Site plans are attached as Appendix 4, while site photos are attached as Appendix 5.

The wide (106 feet wide) subject parcel is approximately 0.20 acres (8,692 square feet), and exceeds the applicable requirements of minimum parcel area (7534.7 square feet) and minimum parcel width (65.6 feet) as specified to permit a detached suite within the proposed R-8 zone. The intent of the applicant is to construct a new, approximately 576 square foot, single-story detached suite.

The proposed siting of the suite in the south side yard is limited by an existing 10 foot wide easement along the east (rear) and south (interior) parcel lines, which exceeds the applicable minimum setback requirements (3 m or 9.8 feet from the rear and 2 m or 6.5 feet from the interior parcel line). Required parking for the suite is to be provided on site via an existing drive aisle.

Detached Suites

Policy 8.3.25 of the OCP provides for the consideration of detached suites in Medium Density Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on Zoning Bylaw parcel area requirements, the subject property has potential for the development of a detached suite, including sufficient space for an additional off-street parking stall to serve the suite as indicated in the attached site plans.

COMMENTSEngineering Department

No concerns with rezoning. Comments attached as Appendix 6.

Building Department

No concerns with rezoning. Construction subject to BC Building Code.

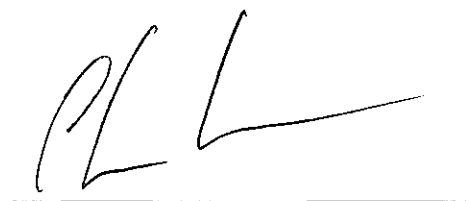
Development Cost Charges (DCCs) are payable at the time of Building Permit for a Detached Suite in the amount of \$6,064.31 (same as the DCCs for a High Density Residential Unit).

Fire Department

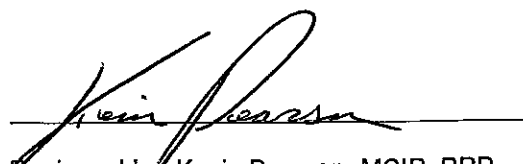
No concerns.

Planning Department

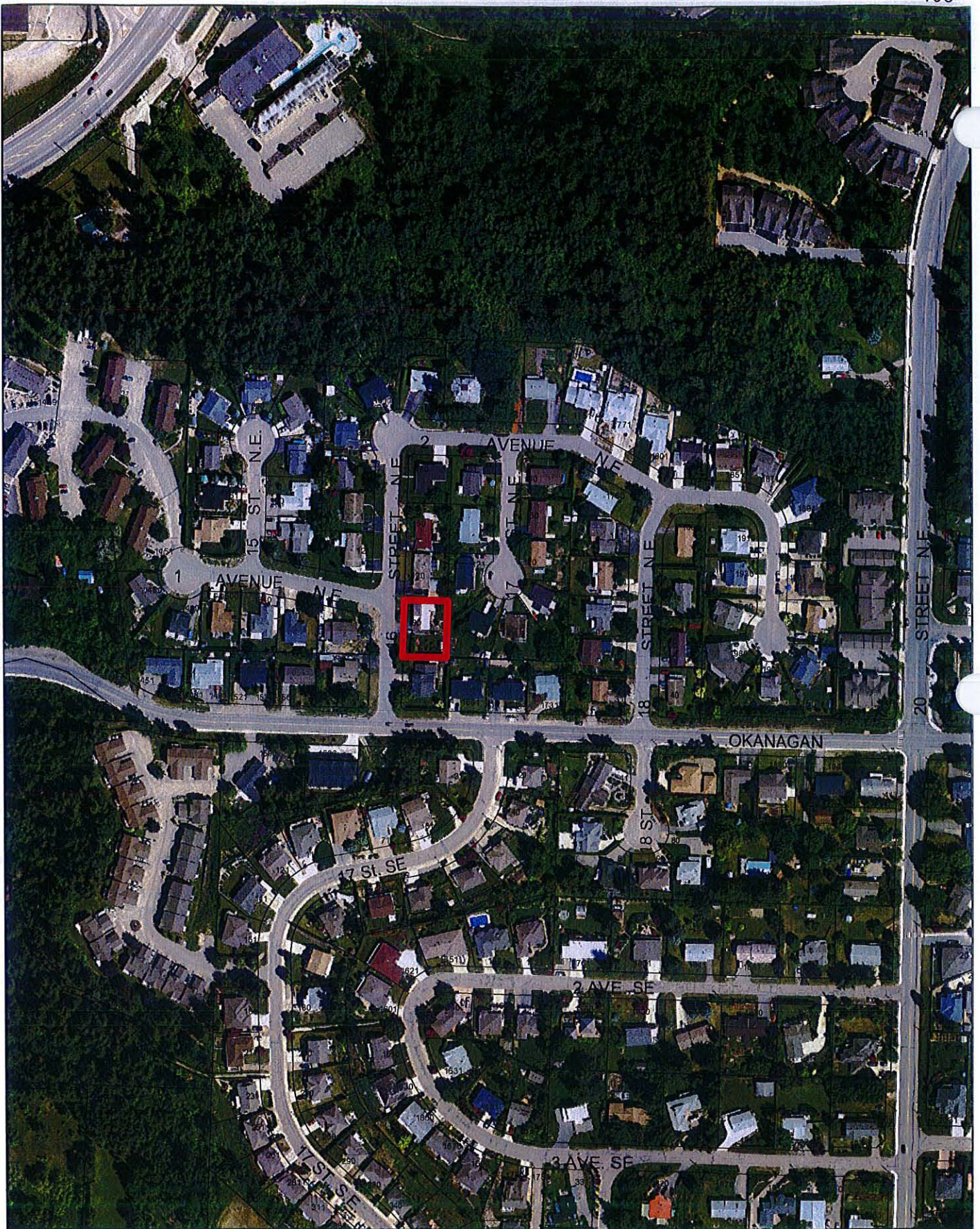
The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The size of the proposed detached suite building is relatively small (a single-story structure with less than 600 square feet of floor area). A large existing hedge, as well as the existing easement, should provide privacy and limit impacts on neighbouring parcels to the south and east, while the existing driveway has sufficient parking area to serve both the suite and primary dwelling. Development of a detached suite requires a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.



Prepared by: Chris Larson, MCP
Planning and Development Officer



Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



0 25 50 100 150 200 Meters



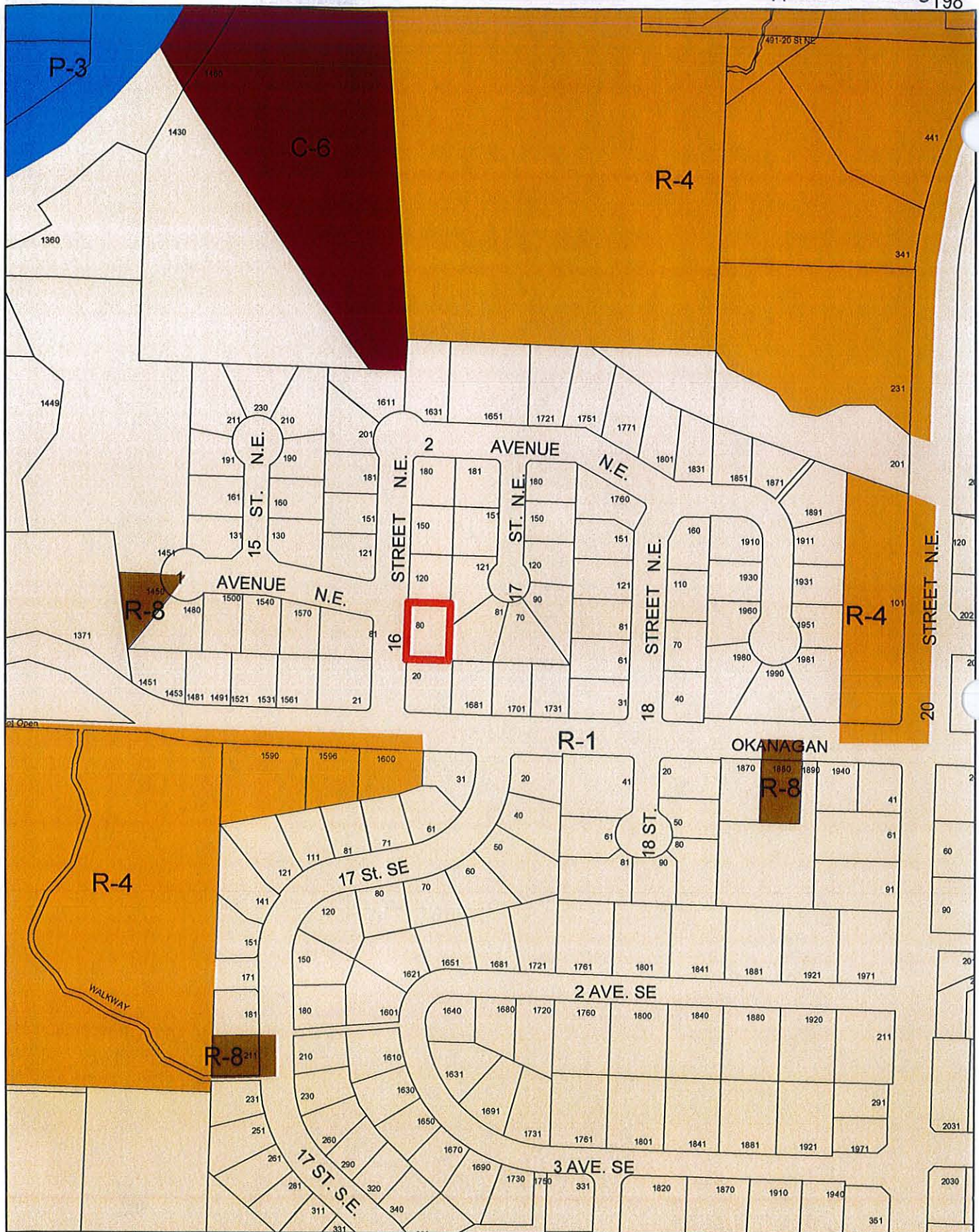
Subject Parcel



0 2.5 5 10 15 20 Meters



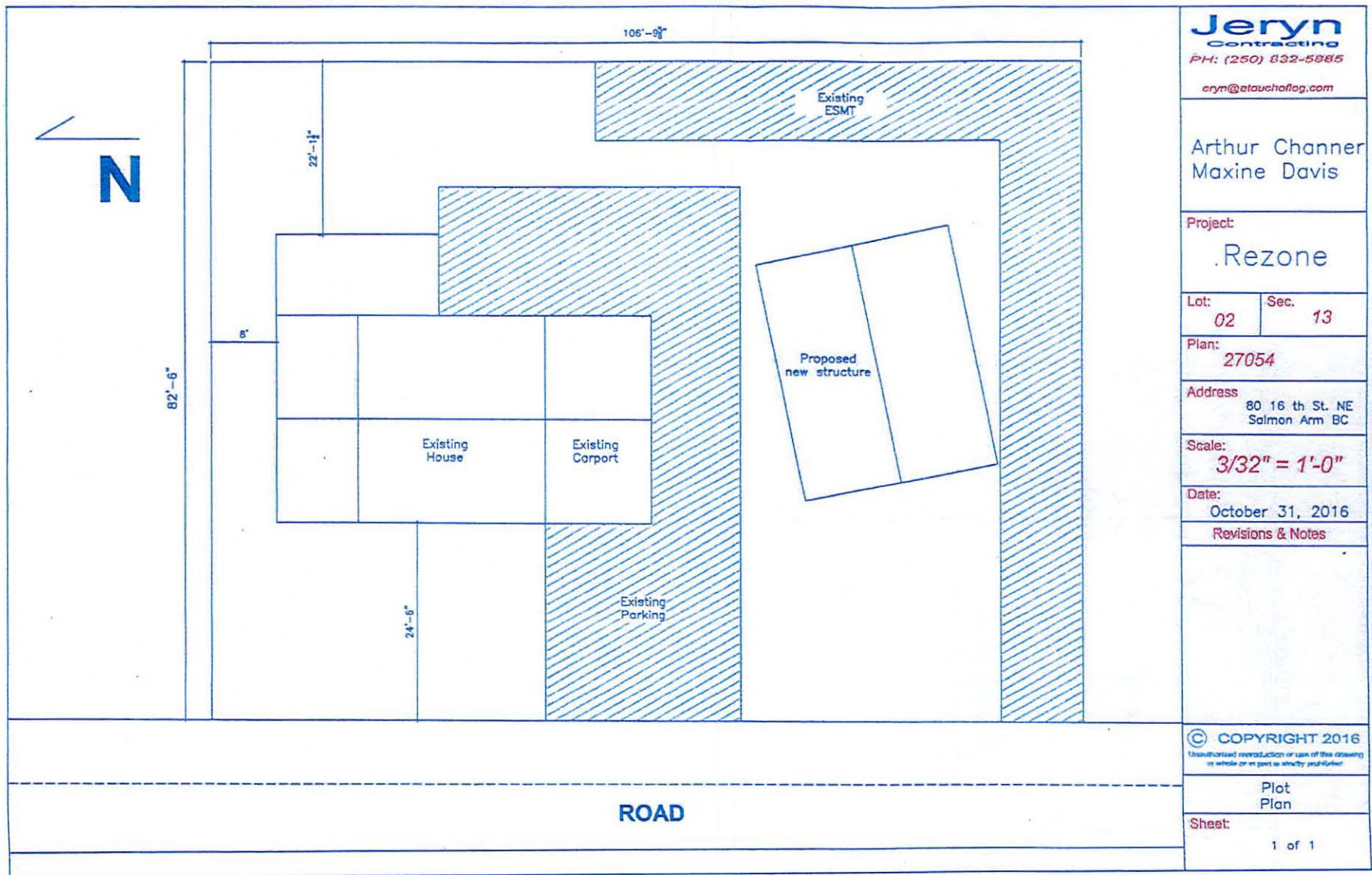
Subject Parcel



0 25 50 100 150 200 Meters



Subject Parcel

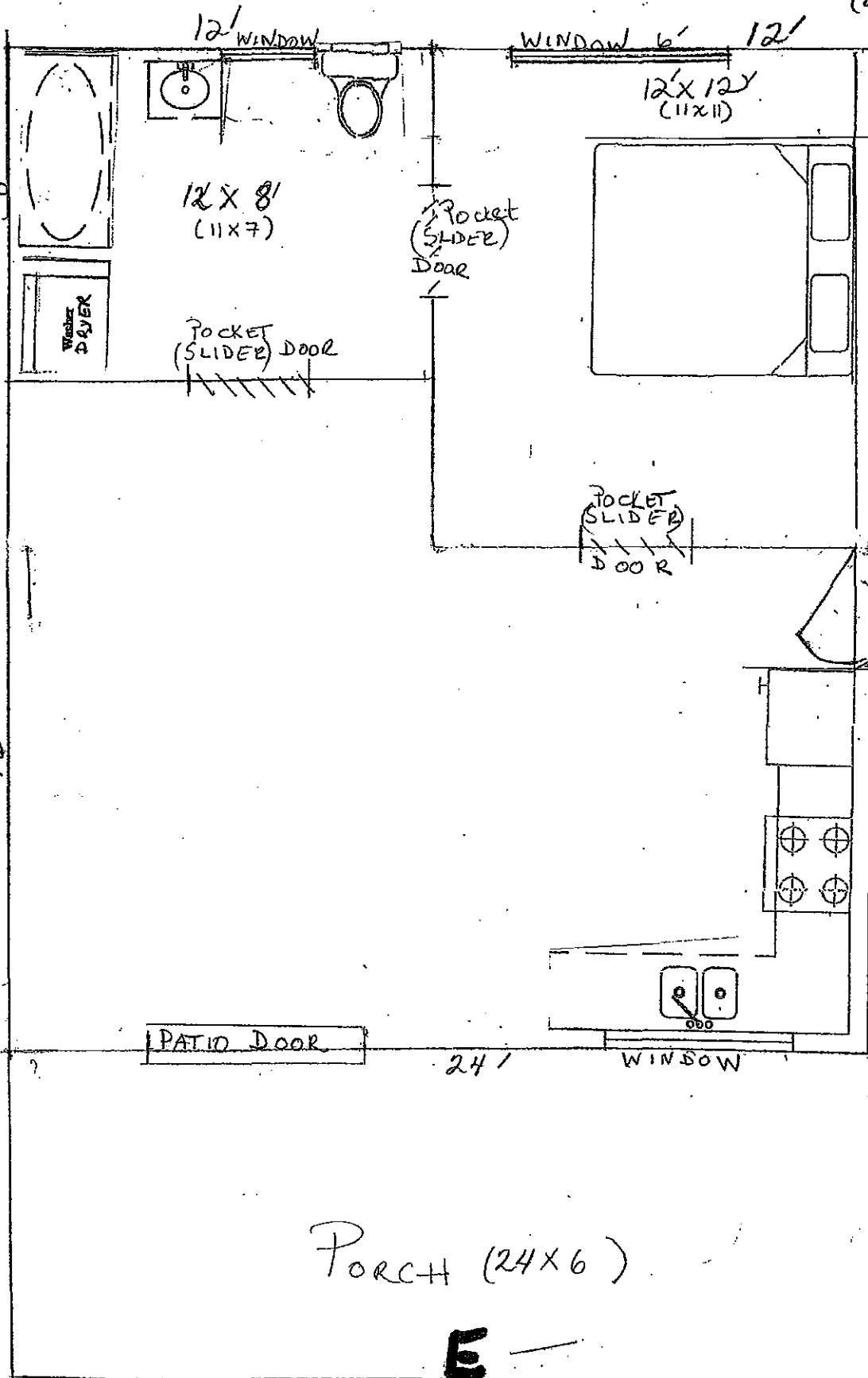


W 16th Street

← HEDGE →

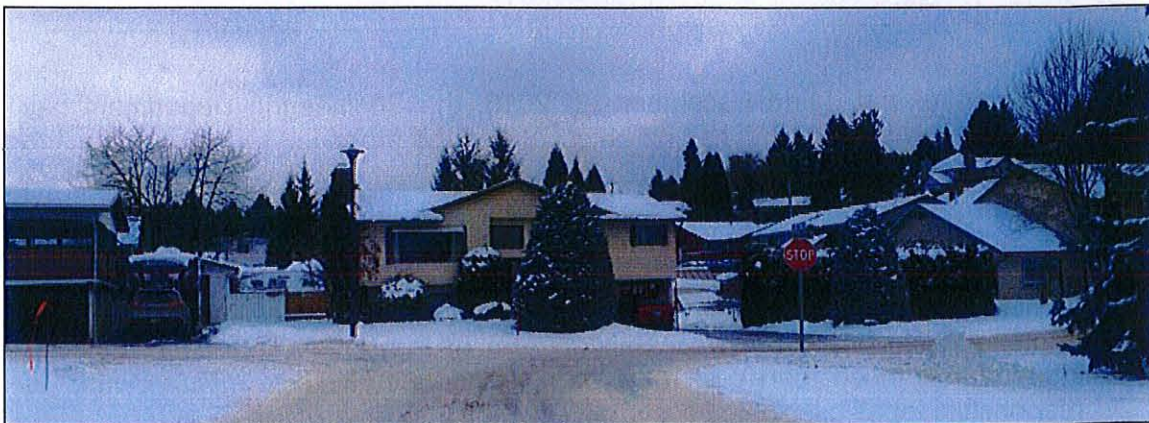
← HEDGE →

(DESIGNATED SUITE DRIVEWAY)





View north of subject parcel from 16 Street NE.



View east from 1 Avenue NE. Proposed suite would be located in area behind hedge right of home.



View south-east of subject parcel from 16 Street NE.




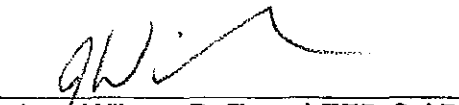
*City of Salmon Arm
Memorandum from the Engineering
and Public Works Department*

To: Kevin Pearson, Director of Development Services
 Date: December 13, 2016
 Prepared by: Darin Gerow, Engineering Assistant
 Subject: Proposed Rezoning Application ZON-1081E
 Legal: Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan 27054
 Civic: 80 – 16 Street NE
 Owner: Channer, Arthur & Davis, Maxine, 80 – 16 Street NE, Salmon Arm, BC,
 V1E 1N5
 Applicant: Owner

Further to your referral dated December 12, 2016, the Engineering Department has thoroughly reviewed the site and has no objections to the proposed rezoning subject to the following:

- 1) Lot to be serviced by single metered water service connection (as per Specification Drawing No. W-10) adequately sized to satisfy the proposed use (minimum 19mm). A water meter will be required at **time of building permit** (meter provided by the City of Salmon Arm at the developer's cost). Existing inadequate/unused services must be abandoned at the main; owner is responsible for all associated costs.
- 2) Water service connection to the proposed new building shall be made after the installed water meter.
- 3) Driveway access shall be maintained at the current width.
- 4) **At time of Building Permit** Building certificate shall be required to ensure the proposed building does not encroach onto the City of Salmon Arm Right of Way. Developer to ensure footings are installed at a depth that will not be undermined by excavation of City main.


 Darin Gerow, A.Sc.T
 Engineering Assistant


 Jenn Wilson, P. Eng., LEED © AP
 City Engineer

Item 21.1

CITY OF SALMON ARM

Date: January 30, 2017

Moved: Councillor Jamieson

Seconded: Councillor Lavery

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4184 be read a third and final time.

[ZON1081; Channer, A. & Davis, M.; 80 – 16 Street NE; R-1 to R-8]

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

CITY OF SALMON ARM

BYLAW NO. 4184

A bylaw to amend "District of Salmon Arm Zoning Bylaw No. 2303"

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chamber of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on _____, 2017 at the hour of 7:00 p.m. was published in the _____, 2017 issues of the Salmon Arm Observer;

AND WHEREAS the said Public Hearing was duly held at the time and place above mentioned;

NOW THEREFORE the Council of the City of Salmon Arm in open meeting assembled enacts as follows:

1. "District of Salmon Arm Zoning Bylaw No. 2303" is hereby amended as follows:

Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan 27054 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone) as shown on Schedule "A" attached hereto and forming part of this bylaw.

2. SEVERABILITY

If any part, section, sub-section, clause of this bylaw for any reason is held to be invalid by the decisions of a Court of competent jurisdiction, the invalid portion shall be severed and the decisions that it is invalid shall not affect the validity of the remaining portions of this bylaw.

3. ENACTMENT

Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto as amended, revised, consolidated or replaced from time to time.

4. EFFECTIVE DATE

This bylaw shall come into full force and effect upon adoption of same.

5. CITATION

This bylaw may be cited as "**City of Salmon Arm Zoning Amendment Bylaw No. 4184**".

READ A FIRST TIME THIS 16th DAY OF January 2017

READ A SECOND TIME THIS 16th DAY OF January 2017

READ A THIRD TIME THIS DAY OF 2017

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 23.

CITY OF SALMON ARM

Date: January 30, 2017

Moved: Councillor Eliason

Seconded: Councillor Jamieson

THAT: the Regular Council Meeting of January 30, 2017, be adjourned.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

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