

1. February 24, 2020 Council Agenda And Correspondence

Documents:

[FEBRUARY 24, 2020 CORRESPONDENCE.PDF](#)
[FEBRUARY 24, 2020 AGENDA.PDF](#)

INFORMATIONAL CORRESPONDENCE - FEBRUARY 24, 2020

- | | | |
|----|---|---|
| 1. | N. Harisch – letter dated February 14, 2020 –“Rural Road” designation for 45 Avenue NE | A |
| 2. | A. Varnes, Program Manager, Salmon Arm Arts Centre – letter dated February 14, 2020 – Wednesday on the Wharf Storage Container | R |
| 3. | R. Moerike – letter dated February 15, 2020 – Shuswap Village Project Proposal | N |
| 4. | B. Paton – email dated February 18, 2020 – Soapbox Derby Request | R |
| 5. | Transforming Your Journey – BC Transit’s Strategic Plan – 2020 - 2025 | N |
| 6. | Interior Health – February 2020 Newsletter – Healthy Communities | N |
| 7. | H. Kriz, Administrator & Board Secretary, Municipal Insurance Association – email dated February 7, 2020 – Expressions of Interest to Serve on the MIABC’s Board of Directors | N |
| 8. | Mayor R. Vagramov, City of Port Moody – letter dated February 4, 2020 – Universal Public Nations Pharmacare | A |

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

Norma and Bill Harisch
2826 45th Avenue NE
Salmon Arm, BC

February 14, 2020

Mayor and Council
City of Salmon Arm
PO Box 40
Salmon Arm, BC
V1E 4N2

Mayor and Council;

I write to you to request the removal of the "Rural Road" designation for 45th Avenue NE. In the fall when council discussed requests to have 45th Avenue NE paved it was pointed out it is designated as a rural road and cannot be paved unless council approves a special funding request. At that time a council member stated that if the city paved this road then all the farmers out the valley will want the roads running between their fields paved to keep the dust off their crops. My response to that is that the roads in the valley running between farms are not the main access road to three city approved developments, which have added in excess of 50 new homes to 20th Street NE, in the last 4 years. This has added to the traffic on 45th Avenue, which was already a convenient access for the houses built on 20th and in upper Raven in the developments started in the 90's.

The explosion of construction vehicle traffic which, can include up to 30 loads of gravel or concrete in a day, has led to the deterioration of the road at a rapid pace. The recycled asphalt laid down a few years ago, with an expected life of five years, did not last two years. The pots holes and washboard are at the point where grading and any remediation work done lasts a matter of a few days, which is a complete waste of tax payers money.

When Council approved the developments on 20th Street they were advised by staff that this road would need to be looked at. The road no longer fits the rural road designation and I trust Council will follow the recommendations of staff and make the necessary change.

Sincerely


Norma Harisch





February 14, 2020

Mayor and Members of Council,

On behalf of the Shuswap District Arts Council, I am writing today to request permission to place an 8' storage container in Marine Park to support the Wednesday on the Wharf concert series. This storage container will be used to store event signage, tables, shade tent, ladder, and other equipment necessary for this weekly event from June through to August 2020. Please see the attached map for its suggested placement.

Wednesday on the Wharf is a live music concert series that happens every Wednesday at 6.45pm from mid-June through to the end of August. Every week, residents and tourists alike gather at Marine Park to enjoy the sunshine, picnic, visit with friends and enjoy a diverse range of live music that features both local and touring professional musicians. Now in its 27th year, WOW has a successful track record of management and execution in this city space.

Each concert requires a significant amount of equipment. In the past, Arts Council staff and volunteers have had to bring the equipment to and from the Art Gallery by vehicle every Wednesday, which sometimes required several trips. Having a storage container onsite would allow us to reduce our carbon footprint and allow us to work more efficiently. Moreover, it would give us more flexibility in the event of inclement weather, as the equipment could stay dry as rain showers passed over, and then more easily brought out. Finally, an on-site container would lessen our impact upon Sea Dog Rentals, which leases the parking lot attached to the access path to the gazebo, as our vehicles would not impact their operations as we load equipment in and out.

It is important to us that the container be as unobtrusive as possible, especially in the beautiful park setting. To that end, we will have it decal-wrapped so that it blends into the surroundings (for example, with an image of a natural landscape). If approved, we will liaise with city staff to ensure delivery, removal, and placement meets all city standards.

Thank you for considering this request.

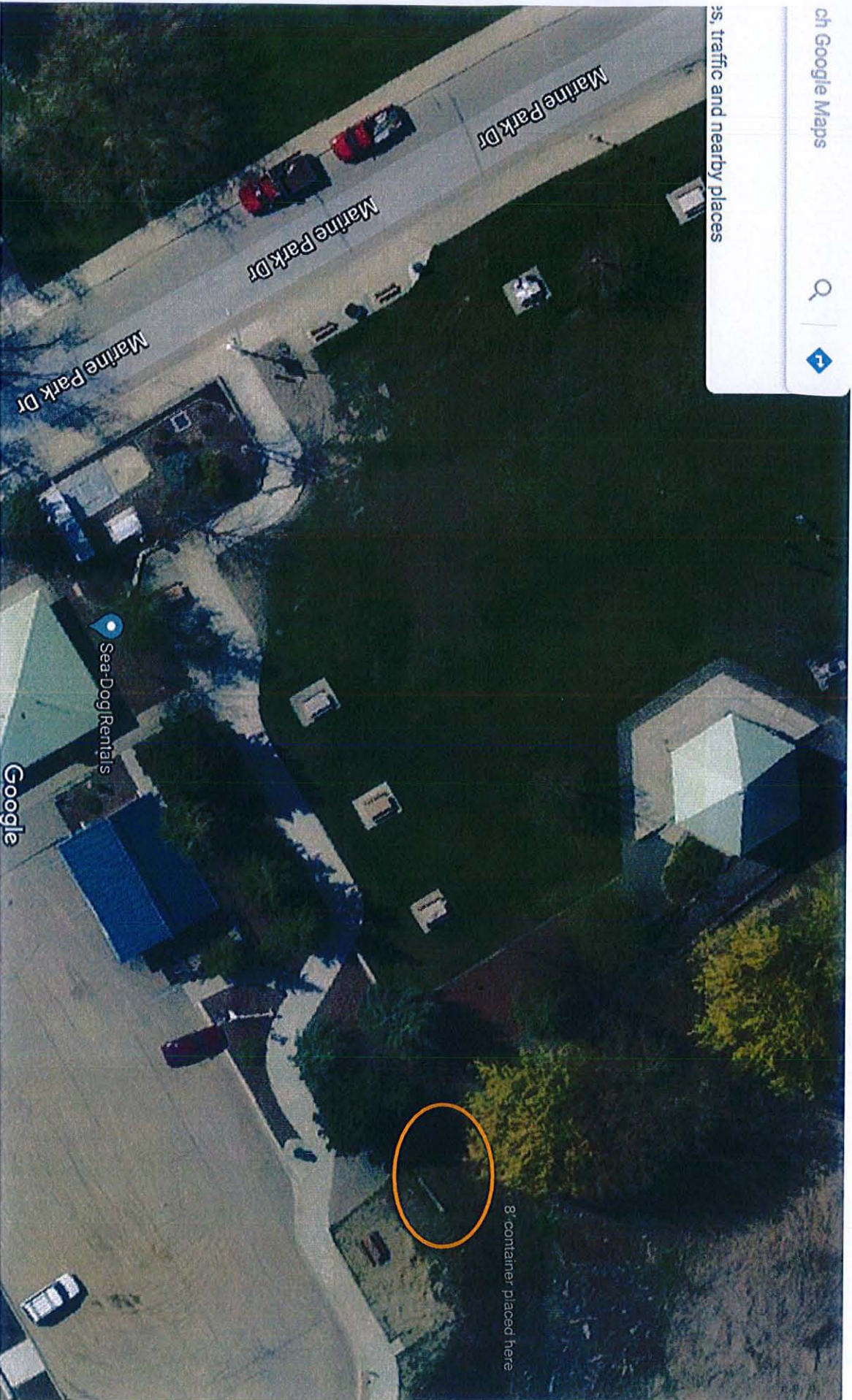
Warmly,

Astrid Varnes
Program Manager
admin@salmonarmartscentre.ca





as, traffic and nearby places



8' container placed here

February 15th, 2020

Dear Honourable Mayor Alan Harrison and Council members;

RE: Shuswap Village 11 Street SE

About a month ago, Gary Arsenault of Green Emerald Construction visited our residence at 151 – 11 Street SE to introduce himself and discuss the Shuswap Village project proposal. Gary was thoughtful and attentive to potential concerns we might have.

My husband and I, and our sons, own two properties directly across the street from the proposed development: 151 and 121 – 11th Street SE. Overall, we support the current development plan. Our concerns related to the development are listed below:

1. **The watershed:** Water flow and management of the flow has been a constant since moving to 11th street in May 2006. In our time, the banks of the ditch across the street have flooded once, with levels being very high annually. The City has done well to dig out the ditch, at least every second year.
As well, about seven years ago, a drain was installed on the west side of the street (closer to Okanagan Avenue) by an apparent contracted service – which included what I call “super curbs” to redirect water to the drain (between 2nd Avenue and Okanagan Ave. SE). In my opinion, these super curbs were overkill and have led to us to using wedges to access parking spots to our properties. To note: the City cut down a long length of these curbs down Okanagan Avenue a couple of years ago (north side between coming down the hill). I have not written the City about ours but would love to have them done as well – especially if other ways to manage water flow are in place.
With further removal of trees, etc. Gary assured us that ponds would be built, and water would be attended to.
As well, the City installed a containment basin in the alley between 10th and 11th street in 2019 to help manage some of the water in this area of town.
2. **Road Access:** Gary explained that, in his opinion, the amount of traffic entering and exiting the development would be lower than if the property were simply developed as a residential community (e.g. cul de sac). While a part of his viewpoint made sense, I see a fairly vibrant 65+ population in our community with many people owning two vehicles. We tend to live out of the back of our properties and do not have young children anymore – thus, personally, are not as concerned about frequency of vehicles on the roadway. However, there are no sidewalks in our area. People walk down the narrow street; my husband uses his electric wheelchair on the street. Added traffic increases risk – especially because many people tend to travel 11 Street with speed beyond what seems appropriate for a residential area. Homemade “slow down” or “children at play” signs made by us or neighbours have had little effect and/or the City told our neighbours to

remove signs. At present, our immediate neighbours to the south have four young children.

Of concern, are the two avenues (2nd & 3rd avenue) that connect 11 Street to 10 Street SE. These are both dirt roads that get oiled on occasion in the summer. In the winter, both are often icy. It is common for vehicles to have difficulty ascending or descending either not being able to get up the avenues or sliding into the intersection at 10th Street - especially off of 2nd Avenue. To add to this, accessing Okanagan Avenue off 11 Street can create concern as vehicles coming up Okanagan Avenue are often speeding – making the turn onto Okanagan Avenue ‘interesting’. We all take care.

3. **Road Construction on 11 Street SE:** Gary talked about the improvements of the street. Again, we are not too concerned because of the way we use our property. We are fully aware that trucks and construction noise and dirt will likely be ongoing for years, but we feel we would be tolerant of this. However, a couple of issues I can think of when construction on the street is occurring include: access to our home and a retaining wall at 121 – 11 Street. According to our property lines, it appears there is an easement that will greatly affect our off-street parking. We do not have any clear understanding of how much of our frontage will be lost.
 - My husband is in a wheelchair and will need access to the street during construction. He cannot go out the back due to our home being built into a hill, and a steep set of stairs off our back deck. I do not know how this will occur when the streets are ripped up for infrastructure. We also recently paved our driveway and have concern about how much will be ripped up and how the transition to the street for his chair will look.
 - In the spring/summer 2020, we intend to re-build a failing retaining wall at our 121 property to sustain off-street parking. By all accounts, this retaining wall is within the easement (maybe?). I have concern that we will re-build only to have it affected by street construction.
4. **Wildlife:** The property across the street is on a deer/animal path. We frequently see deer and the odd moose grazing on the property. We know this will be lost.
5. **Our neighbor:** The current, long time and elderly resident of the small home currently on the property is well loved by our neighbourhood. Gary explained that via the development, they will build a home for our neighbour (B.H.) so she is not displaced in this very poor rental market. We shall see.

Aside from the aforementioned items, we support the project. It seems to fit well with current demographics of Salmon Arm and our aging population in general. The development plan is much more interesting than row housing, or a cul de sac of random homes.

Mental health research fully acknowledges the benefit of social connections as people age; socially-isolated elderly suffer more angst and depression. Hence, there could very well be a proactive, healthy aging benefit to this project.

In summary, we support this project. Our impression is that Gary Arsenault, the builder is approachable and willing to problem solve. Thank you for your time.

Regards,

A handwritten signature in cursive script, appearing to read "R. Moerike", enclosed within a rectangular border.

Reta Moerike

-----Original Message-----

From: Michelle Kuster

Sent: Tuesday, February 18, 2020 12:09 PM

To: Erin Jackson

Subject: Soap Box

Hello Erin,

It's Brody Paton and I am writing to request approval for the date of September 19, 2020 for the annual Soapbox Derby. We would again like to use Hudson Avenue starting at Blue Canoe running down toward the old living Waters Church building and having that road closed off to all road traffic from 8 AM until 4 PM for the day. We would require the use of 10 barricades from the city. These work very well to block all the Entrances and keep everyone safe. We will have all insurance in place for the event and have again applied for the community grant through SASCU for this. We will again name the city as insured as well as the Downtown Salmon Arm group. We will also have safety people in place for traffic and crowd management.

Thank you for supporting this event we are getting a good turnout every year. We are still hopeful more community groups and businesses will get involved in this event.

Thank you

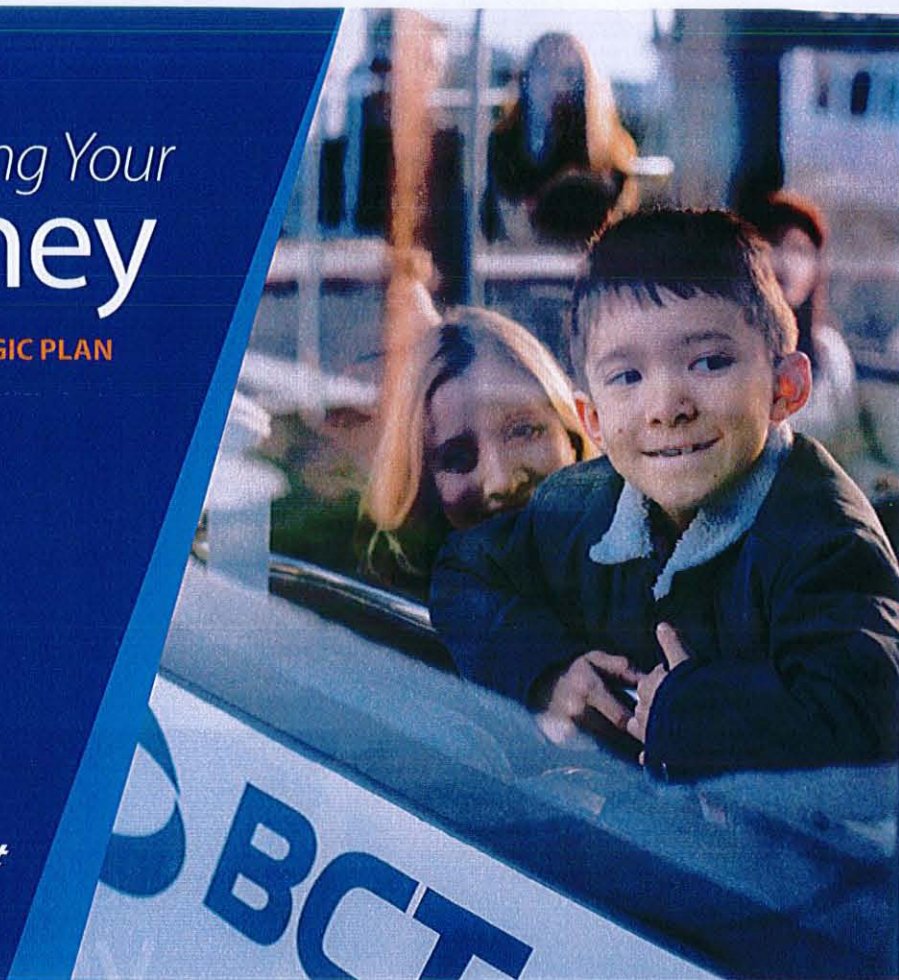
Brody Paton

Sent from my iPhone



Transforming Your Journey

BC TRANSIT'S **STRATEGIC PLAN**
2020 – 2025



ACKNOWLEDGEMENTS

This plan was approved by the Board of Directors after being prepared by BC Transit in collaboration and consultation with employees, passengers, local government staff, elected officials, the Ministry of Transportation and Infrastructure, and operating companies from across B.C.

Our sincere thanks to all who took the time to engage in the process of transforming our journey.

BC Transit acknowledges with respect that it carries out its work on the traditional territories of Indigenous nations throughout British Columbia.



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OUR VISION

Your best transportation solution

OUR MISSION

Delivering transportation services you can rely on

OUR OBJECTIVES

Always Safe: We will put safety first in everything that we do

Engaged People: We will support our people to achieve success

Customer Service: We will grow ridership by making mobility accessible and enjoyable

Thriving Communities: We will work with Local Government and First Nations partners to improve livability

Responsible Stewardship: We will use our resources wisely and develop the most sustainable solutions

OUR VALUES

Safety



At the forefront of everything we do

Innovation



Always improving and adapting to change

Customer Service



Offering the best

Teamwork



We can achieve more together

Trust & Respect



Actions that inspire integrity, honesty and accountability

Community



Responsive to the communities where we live and serve

INTRODUCTION FROM THE CHAIR AND THE CEO

Our new Vision Statement, *your best transportation solution* captures the spirit, the optimism and the reality of BC Transit. This is an exciting and demanding time to be responsible for the provincial transit system. Citizens are looking for better ways to move that reduce emissions, are affordable, frequent, clean, safe and connected. Transit is the proven solution. B.C. already has the most extensive bus service of any province in the country and demand is growing. BC Transit requires riders, provincial funding, employees, municipal partners, land, equipment and technology so it can provide the best transportation solution. This is the plan for how we will do that.

This Strategic Plan is the culmination of extensive dialogue, feedback, and innovation from the people and communities across the province that we work with on a daily basis. The diversity and scale of these partnerships is reflected in the Strategic Plan, and will enable BC Transit to provide crucial assistance to communities to meet the challenges of the future. The power of our partnership model also enables BC Transit to remain a leader in Canada, with its services on average operating at a lower cost and carrying more people than its peers.

To determine the pathway outlined in this Plan, BC Transit undertook surveys, workshops and open houses with employees, elected officials, partners and stakeholders over the past year. We also listened closely to ongoing passenger and citizen

feedback. While the nature of the communities we serve varies widely—municipalities of all sizes and geographic locations, First Nations, and Regional Districts—the key themes we heard through this process are similar. Communities seek to address the challenges of climate change, growing populations, increasing traffic congestion, regionalization of services and affordability.

We also heard that public transit services offer benefits that are meaningful to individuals and society to meet these challenges. Transit makes it possible for communities to reshape themselves to reduce reliance on single occupant vehicles and fossil fuels and to increase affordability and access. At the individual level, transit can help connect people to each other, to social and community programs, employment and education, and to other modes of transportation, enriching B.C.'s culture and the lives of its citizens.

This Strategic Plan facilitates the continued evolution of BC Transit and the services it provides by refreshing the focus of the organization and setting performance objectives for the next five years. We will strive to meet these objectives grounded in the renewed Vision, Mission and Values presented here and through the priority actions we have outlined. And we won't do it alone.

The future is bright for transit, and the Board, employees and partners of BC Transit look forward to ensuring that it is *your best transportation solution*.



ERINN PINKERTON,
PRESIDENT AND CHIEF EXECUTIVE OFFICER

CATHERINE HOLT,
CHAIR OF BC TRANSIT BOARD OF DIRECTORS

BC TRANSIT STRATEGIC PLAN | 5

IMAGINING THE FUTURE

Over the past five years, transit systems in BC have experienced significant ridership growth. In response to increasing demand for both urban and regional connections, BC Transit has invested heavily in service hour expansions, more buses, and better infrastructure to meet customer needs, all while ensuring services remain accessible, affordable and sustainable. We are proud of our accomplishments, including services to new areas, customer-focused technology such as NextRide, the construction of transit priority corridors, and the introduction of compressed natural gas buses. To keep this positive momentum going, BC Transit has an exciting vision for the future.

With emerging technologies, evolving demands and significant funding opportunities, the next decade will likely change the transportation landscape for years to come. Imagine having access to a variety of service types that meet your unique travel needs, the ability to book and pay for your trip before you leave your home, and peace of mind knowing that your mode of travel supports your community, is sustainable and green.

Over the next five years, our plan is to pursue our vision of the future by creating more responsive and reliable services, improving integration with other mobility providers, introducing electronic fare systems, providing better on-board amenities, creating advanced digital information, building more transit supportive infrastructure and transitioning to a greener fleet. Integrating these innovations into our already safe, efficient and affordable transit services will position BC Transit as a leader in the transportation industry.

This new strategic plan provides the blueprint for how we will facilitate this transformation over the next five years. It is based on a comprehensive planning and engagement process that balances our past, present and future and ensures that we're positioned to provide the best possible service to our customers across B.C.



ABOUT BC TRANSIT

BC Transit is unique in Canada in terms of its funding model and its province-wide coordination of multiple transit systems.

BC Transit is the provincial Crown agency charged with coordinating the delivery of public transportation across British Columbia, with the exception of those areas serviced by TransLink (Metro Vancouver). More than 1.8 million British Columbians in over 130 communities across the province have access to BC Transit local and regional transit services.

From small towns to large urban centres, BC Transit provides more than 57 million passenger trips in communities across the province every year.

BC Transit Legislated Mandate

In partnership with the Ministry of Transportation and Infrastructure, BC Transit adheres to the *British Columbia Transit Act*. This Act requires us to:

- Plan, acquire, construct or cause to be constructed public passenger transportation systems and rail systems that support regional growth strategies, official community plans, and the economic development of transit service areas;
- To provide for the maintenance and operation of those systems; and,
- To enter into commercial revenue opportunities in respect of the authority's assets and resources.

2019

63M

TOTAL KM'S PER YEAR
THAT BC TRANSIT
OPERATES



RIDERSHIP GROWTH
OVER THE LAST
FIVE YEARS

13%



2.4M

TOTAL SERVICE
HOURS ACROSS
BC PER YEAR



57M

ANNUAL
PASSENGER TRIPS



50+

TRANSIT
SYSTEMS



**OVER
130+**

COMMUNITY
PARTNERSHIPS



\$342m

TOTAL ANNUAL
BC TRANSIT
BUDGET



1,051

BC TRANSIT EMPLOYEES
IN VICTORIA



1,681

INDIRECT OPERATING
EMPLOYEES ACROSS
THE PROVINCE



1,185

VEHICLES IN THE
PROVINCIAL FLEET



BC TRANSIT STRATEGIC PLAN | 7

THE SHARED SERVICES MODEL

BC Transit's shared services model enables the delivery of some of the most productive and efficient transit systems in Canada. The benefits of the shared services model include:

- Economies of scale achieved through delivering transit on a provincial scale, rather than on a municipality-by-municipality basis;
- Sharing of expertise and best practices, particularly in planning, asset management, and financial management;
- Reduced costs through bulk purchase of supplies and assets, such as fuel and vehicles; and
- Operational efficiency through private sector partnerships for the service delivery of many of our systems.

In most BC Transit systems, service is delivered through a partnership between BC Transit, the local government and a transit management company. Under this model, BC Transit provides funding, planning, scheduling, marketing, fleet and asset management, operations support, and contract administration services for each system.

Sponsoring local government and First Nations communities provide the remaining portion of funding (less passenger fares), approve service levels and fare structures, and maintain roadside transit facilities, such as bus stops, exchanges and shelters.

A contracted transit management company operates the service, including hiring and training drivers, providing front-line customer service, and maintaining vehicles. A range of private and non-profit companies operate BC Transit's service. In some locations – the Regional District of Nanaimo, City of Nelson, City of Powell River, and the Sunshine Coast Regional District – the sponsoring local government operates the system.

In the case of the Victoria Regional Transit System, BC Transit operates the conventional services, and a private transit management company operates the handyDART.



DIVERSE SERVICES FOR A DIVERSE PROVINCE

BC Transit's systems are as diverse as our province and include a range of service types:






- **Conventional transit** serves the general population in more urban settings and offers scheduled bus service that operates on fixed routes and fixed schedules. All vehicles are accessible and range in size from minibuses to double-deck buses in order to best match ridership and community needs.
- **Custom transit** is known in many communities as handyDART and employs minibuses and taxis to provide transportation for passengers who cannot use conventional transit. Contracted taxi supplement and taxi saver (discounted coupon) programs complement these services.
- **Flexible transit** serves small town, First Nations and rural communities as well as some suburban areas using minibuses, taxis, and vans for flexible routing and schedules.
- **Regional connector services** provides connections between more urban areas primarily for daily commuters as well as linking more remote, smaller communities where service may operate 1-3 days per week to provide access to healthcare, services and amenities.



BC TRANSIT STRATEGIC PLAN | 9

PART OF THE SOLUTION

Communities across British Columbia are facing some big challenges, and BC Transit can be part of the solution.

Challenge	Description	Opportunity
 Climate Change	Climate change is a threat to urban and rural communities across B.C., impacting resources, air quality, general temperatures, and quality of life. Most greenhouse gas emissions in B.C. come from creating and using energy, including transportation.	Shifting to more environmentally-sustainable modes of transportation, such as transit, can help realize an overall reduction in greenhouse gas emissions. Likewise, BC Transit has committed to operating a low-carbon, fully-electric fleet by 2040, cutting emissions significantly and meeting the Province's targets.
 Safety	Transportation-related impacts on safety are an ongoing concern; from crashes, near-misses, auto crime, and impaired driving, the need to increase multimodal safety is top-of-mind as B.C.'s population continues to grow.	Public transit is one of the safest modes of travel, and at BC Transit, safety is at the forefront of all we do.
 Affordability	British Columbia has the second highest rate of poverty in Canada and is one of the most expensive places in Canada to live. In our province, transportation costs account for nearly 20% of most people's expenditures.	BC Transit is committed to making transportation affordable. This includes serving vulnerable and remote communities across the province and linking people to jobs, healthcare, and education with flexible fares.
 Social Isolation (Rural-Urban Divide)	Social isolation is experienced in communities across B.C., is prevalent in aging and new-Canadian populations, and common across urban and rural areas with housing affordability challenges. Social isolation and loneliness can affect mental, physical, and emotional health.	BC Transit serves diverse communities across the province, including northern and coastal First Nations communities, island communities, and regional collections of smaller centres. Transit can link rural and urban communities and help connect people to each other, to social and community programs, to economic opportunities and to other modes of transportation, enriching B.C.'s culture and the lives of its citizens.
 Congestion	Traffic congestion is growing across B.C. which is bad for the environment, bad for the economy and bad for our citizens' health and quality of life.	By shifting modes and increasing transit ridership, we can help alleviate congestion by moving people more efficiently and effectively, particularly where transit supportive infrastructure is available.

OUR VISION

Our Vision Statement speaks to the many customers that we serve and positions us as a leader in developing solutions for many of the complex challenges that exist across the province.

Your best transportation solution

How is BC Transit your best transportation solution today?

- Public transit is the most efficient and cost-effective way of moving large numbers of people through limited urban space or between regional centres
- With funding support from the Province and local governments, BC Transit is able to provide one of the most affordable transportation options
- With a fleet of 100% universally accessible buses, BC Transit provides the most accessible mode of transportation
- With professional staff and high service standards, public transit remains one of the safest modes of transportation

How will BC Transit be your best transportation solution in the future?

- Through our Low Carbon Fleet Strategy, BC Transit's Fleet will become 100% carbon emission free by 2040
- Through investments in transit priority infrastructure, public transit will become one of the fastest modes of transportation
- With the introduction of electronic fare systems and through integration with other mobility options, public transit will become even more convenient for our customers

BC TRANSIT STRATEGIC PLAN | 11

OUR MISSION

Our Mission Statement describes how BC Transit is going to accomplish the goals set by the Vision Statement.

Delivering transportation services you can rely on

What do we want our customers to be able to rely on?

- | | | |
|---------------|--------------------|----------------------|
| • Safety | • Reliability | • Cost Effectiveness |
| • Comfort | • Customer Service | • Sustainability |
| • Cleanliness | • Affordability | • Accessibility |
| • Quality | • Efficiency | • Partnerships |

OUR OBJECTIVES

Meeting the challenges and opportunities in the future requires us to think about how we position ourselves as an organization to achieve our Vision and Mission. Our Objectives provide the framework that drives our organization forward and provides the measurement of how we are doing. BC Transit is also committed to continuous evaluation, monitoring, and optimization of the plan and its priorities.

				
Always Safe	Engaged People	Satisfied Customers	Thriving Communities	Responsible Stewardship
<i>We will put safety first in everything that we do</i>	<i>We will support our people to achieve success</i>	<i>We will grow ridership by making mobility accessible and enjoyable</i>	<i>We will work with Local Government and First Nations Partners to improve livability</i>	<i>We will use our resources wisely and develop the most sustainable solutions</i>
Measurements of Success				
<ul style="list-style-type: none"> Maintaining our strong safety performance for employees and customers 	<ul style="list-style-type: none"> Increasing employee engagement and workplace satisfaction 	<ul style="list-style-type: none"> Increasing transit ridership Improving customer satisfaction 	<ul style="list-style-type: none"> Increasing access to affordable, reliable and efficient transit Facilitating collaborative partnerships that lead to effective transportation solutions 	<ul style="list-style-type: none"> Meeting our commitments to full electrification of our fleet by 2040 Reducing greenhouse gases Upholding our financial responsibility to efficiency and affordability

BC TRANSIT STRATEGIC PLAN | 13

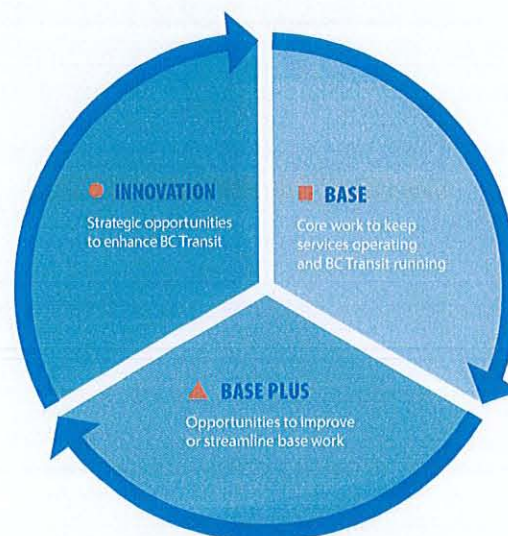
THE FIVE YEAR PLAN

To achieve the overarching Objectives of Always Safe, Engaged People, Satisfied Customers, Thriving Communities and Responsible Stewardship, over the next five years BC Transit will both continue and pursue a set of action areas. Recognizing the importance of balancing core day-to-day work with transformational innovation, the priorities within each action area have been divided into three different categories to assist in their development and implementation:

- **BASE:** Core work to keep services operating and BC Transit running
- ▲ **BASE PLUS:** Opportunities to improve or streamline base work
- **INNOVATION:** Strategic opportunities to enhance BC Transit

These priority activities are part of a cycle that will propel BC Transit forward as the actions implemented as "innovation" will eventually become tomorrow's "base". We need to plan and resource them all accordingly to ensure they can be maintained on an ongoing basis and become the foundation for future improvements.

The actions and priorities presented in the following sections show our focus over the next five years and what we hope to accomplish together in a coordinated, collaborative and meaningful way.



Action Area 1: Engaged People and Partners

Fostering engagement and commitment through investment in the growth and development of our people and partners

BASE	BASE PLUS	INNOVATION	1. Engaged People and Partners
<ul style="list-style-type: none"> Attract and retain great people Strengthen partnerships through communication and collaboration Develop and maintain constructive relationships with unions Develop succession planning based on identified business-critical positions Continue to invest in the training and development of our people and partners 	<ul style="list-style-type: none"> Develop programs with mental, physical and emotional well being at the forefront Create employment strategies to build a diverse workforce and inclusive work environment. This includes expanded opportunities for the First Nations Employment Program, Women in Trades, EmployAbilities, New Canadians, and Trades Scholarships 	<ul style="list-style-type: none"> Use predictive analytics to improve and support business decisions and make the employee experience even better Identify opportunities for task automation to improve the timeliness and quality of work and employee satisfaction and retention 	2. Positive Customer Experience
			3. Safe and Responsive Service Delivery
			4. Modernized and Low Carbon Fleet
			5. Supportive Infrastructure
			6. Enabling Technology
			7. Effective Contracts and Standards
			8. Open and Transparent Communication
			9. Stable Funding and Governance
			10. Prudent Financial Stewardship



BC TRANSIT STRATEGIC PLAN | 15

Action Area 2: Positive Customer Experience

A customer centric approach

BASE	BASE PLUS	INNOVATION	1. Engaged People and Partners
<ul style="list-style-type: none"> Deliver safe, clean and reliable transit service Provide accurate, reliable information through a diverse range of means Provide excellent customer experience and interactions and develop a Customer Experience Strategy Provide safe, secure and desirable bus stop amenities Improve the Custom Transit experience 	<ul style="list-style-type: none"> Actively engage our customers through an expanded social media presence Implement website improvements Introduce more robust customer feedback methodologies Further improve on-street and on-board amenities Continue to diversify and expand engagement and outreach Develop a wayfinding strategy to improve and simplify the customer journey Develop a provincial fare strategy that better enables connections across systems Enhance multi-modal integration 	<ul style="list-style-type: none"> Introduce electronic and digital fare options Keep pace with improved on-bus amenities Define and expand the customer support model to enable more sophisticated interactions with our customers Develop a comprehensive Service Excellence Program for employees and partners Develop a Mobility as a Service (MaaS) model that works for BC Transit, its partners and systems Introduce NextRide for Custom Transit to better enable customers to track and prepare for their trip 	2. Positive Customer Experience
			3. Safe and Responsive Service Delivery
			4. Modernized and Low Carbon Fleet
			5. Supportive Infrastructure
			6. Enabling Technology
			7. Effective Contracts and Standards
			8. Open and Transparent Communication
			9. Stable Funding and Governance
			10. Prudent Financial Stewardship



In Focus: Modernizing Our Fare Collection System

We have plans to modernize our farebox and bring it in line with today's industry standards. This transformational project will improve the travel experience for our customers by introducing new forms of payment, like mobile and contactless. As well as clear benefits for customers, it will also help improve the reliability of our data and reduce the number of visual ticket validations performed by operators.

Our existing fare collection technology is now over 30 years old. The payment industry has mostly moved away from magnetic stripe ticketing, which means that our equipment is now obsolete. This makes it expensive to maintain and repair. It also makes it challenging for us to access the data that we need to monitor travel trends and make evidence-based decisions.

Smart cards dominated the industry for most of the 2000's. They were capable of storing much more information than traditional magnetic stripe tickets. They also required significantly more infrastructure investment, including readers, kiosks and a complex back-office system. Smart cards, however, are now being transitioned out. The focus today is on removing the need to buy a ticket altogether and allowing the customer to bring their own ticket. The benefits of this are two fold:

1. Eliminating the need to pre-purchase and load a ticket lowers a barrier to travel for the customer, making transit a more convenient travel option.
2. Removing card distribution and vendor networks also lowers overall infrastructure costs.

In Canada, there has been a steady decline in the use of cash for small value purchases and a growth in credit and debit card usage. Consequently, our customers' expectations have shifted away from paper based tickets and cash, towards digital forms of payments. Yet, to date, our transit customers have not been able to benefit from technology readily available elsewhere, such as smart cards and contactless payments.

This will change as BC Transit modernizes our fare collection system, at which point we will start accepting a wider range of fare payment methods, including contactless payments. We will also continue to accept cash payments and retain a separate travel product for people unable or unwilling to use mobile or contactless payments (e.g. debit cards, credit cards and mobile phones).

The new electronic and digital fare collection system will make the experience of travelling by public transit more seamless, thereby encouraging more people to make their journey using our services. It will also improve the reliability, richness and variety of data that we collect to enable us to make better decisions, focusing on what brings the greatest value to the communities we serve. In due course, we will also be able to participate in any efforts to aggregate payment for travel services of all types on a single platform.

Action Area 3: Safe and Responsive Service Delivery

Making reliable service happen

■ BASE	▲ BASE PLUS	● INNOVATION	
<ul style="list-style-type: none"> • Deliver safe, efficient and reliable scheduled services • Continue to provide a range of transportation services that best match customer needs • Plan and continuously optimize services, including implementing additional and new service approaches to best meet customer and community needs, within available resources • Continue to engage our operating companies and support training and other programs to improve safety and service delivery 	<ul style="list-style-type: none"> • Increase the provision of real-time information and use by both customers and operations • Implement improved security (Closed-Circuit TV) functionality • Expand interregional services to meet customer needs • Implement Custom Transit dispatch processes and technologies to improve efficiency 	<ul style="list-style-type: none"> • Integrate information and service planning where possible with other mobility providers • Expand services to include additional on-demand and flexible delivery models (first and last mile multimodal integration) 	<ol style="list-style-type: none"> 1. Engaged People and Partners 2. Positive Customer Experience 3. Safe and Responsive Service Delivery 4. Modernized and Low Carbon Fleet 5. Supportive Infrastructure 6. Enabling Technology 7. Effective Contracts and Standards 8. Open and Transparent Communication 9. Stable Funding and Governance 10. Prudent Financial Stewardship
			

Action Area 4: Modernized and Low Carbon Fleet

Optimizing vehicle technology for safety and GHG reduction while reliably meeting passenger demand and customer experience

BASE	BASE PLUS	INNOVATION	
<ul style="list-style-type: none"> Ensure vehicles are available, reliable and maintained by continuing to support the province-wide Preventative Maintenance Program and Fleet Standards Support an affordable and environmentally sustainable fleet, including the timely replacement of buses at end-of-life Leverage the Provincial Fleet Plan for shared benefits and risk mitigation Leverage data collected through enhanced means to match vehicle size to community demand 	<ul style="list-style-type: none"> Acquire buses in support of service expansion and growth Develop more standardized data collection methods and use new data streams to support maintenance and asset investment decision-making Use predictive analytics to inform decision-making and better plan fleet maintenance activities Support the transition to Smart Bus technologies, including NextRide and Electronic Fare Payment technologies 	<ul style="list-style-type: none"> Implement the Low Carbon Fleet Strategy, BC Transit's commitment to being 100% emission free by 2040 Secure alternative fuel supplies as the fleet transitions away from fossil fuels Explore driver-assist technologies 	<ol style="list-style-type: none"> Engaged People and Partners Positive Customer Experience Safe and Responsive Service Delivery Modernized and Low Carbon Fleet Supportive Infrastructure Enabling Technology Effective Contracts and Standards Open and Transparent Communication Stable Funding and Governance Prudent Financial Stewardship
			

In Focus: BC Transit's Low Carbon Fleet Strategy

In November 2018, BC Transit approved a Low Carbon Fleet Strategy to support provincial targets for greenhouse gas (GHG) emissions and to align with the provincial CleanBC plan. Core to this program is a 10-year fleet replacement strategy to replace over 1,200 existing buses.

We are committed to pursuing new and low carbon technologies, supported by the use of renewable fuels, as we strive towards a cleaner, greener fleet. This includes a commitment to start buying electric-only heavy duty buses starting 2023 and a target to create a fully-electric provincial fleet by 2040, with the first 10 electric buses set to arrive in the Victoria Regional Transit System in 2021.

We have the ability to significantly contribute to the provincial government GHG reduction targets with this program. We are committed to doing our part as corporate citizens by prioritizing actions that contribute to the reduction of GHG emissions.

Our fleet replacement strategy is built upon four core pillars:



1. Each vehicle classification will have its own electric transition pathway, including timelines and implementation plans, in alignment to future replacement needs.

2. The transition to full electric will be supported by sourcing renewable fuels and the acquisition of compressed natural gas (CNG) buses and fueling infrastructure.
3. To determine which investment will best support our and the province's objectives, business cases will be developed for all fleet investment and associated technology types, supported by ongoing assessment of technology readiness.
4. Strong partnerships will be established with organizations that have similar objectives and will assist in the execution of a low carbon fleet. This includes partnerships with bus manufacturers, renewable fuel suppliers and propulsion system suppliers to strengthen the program.

Until their transition to electrification, only low-carbon technology, such as CNG which uses renewable natural gas, is planned to replace and expand the heavy-duty and medium-duty buses. We currently have a fleet of 128 CNG-powered vehicles to which we will add 34 medium-duty and 68 heavy-duty vehicles, starting in 2020.

Action Area 5: Supportive Infrastructure

Giving transit the space and place it needs to be reliable, and to create a better customer experience now and into the future

BASE	BASE PLUS	INNOVATION	
<ul style="list-style-type: none"> Develop and maintain fixed assets such as Operations and Maintenance Facilities, major exchanges, stops and other transit-supportive infrastructure that conform with sustainability principles Continue the Long Term Capital Plan that sustains current infrastructure and prepares for future needs Work with partners to identify opportunities to introduce or expand transit supportive or transit priority infrastructure Collaborate with local government partners and First Nations to highlight and influence the relationship between land-use planning and efficient and effective transportation planning 	<ul style="list-style-type: none"> Enhance the alignment of transit service growth and transit infrastructure needs with community land-use plans and capital plans Develop partnerships with other organizations in support of creating effective transit supportive infrastructure Enhance facility planning and preventative maintenance programs Leverage funding opportunities, such as those that may arise from federal infrastructure programs Explore opportunities to acquire real estate to meet anticipated future infrastructure needs Support the development of Rapid Transit corridors to increase mode shift to transit 	<ul style="list-style-type: none"> Prepare infrastructure to support the transition to low or zero carbon fleet Explore opportunities in the governance and legislative framework to advance transit supportive capital and infrastructure investment 	<ol style="list-style-type: none"> Engaged People and Partners Positive Customer Experience Safe and Responsive Service Delivery Modernized and Low Carbon Fleet Supportive Infrastructure Enabling Technology Effective Contracts and Standards Open and Transparent Communication Stable Funding and Governance Prudent Financial Stewardship
 			

In Focus: Making Services More Reliable Through Investment in Infrastructure

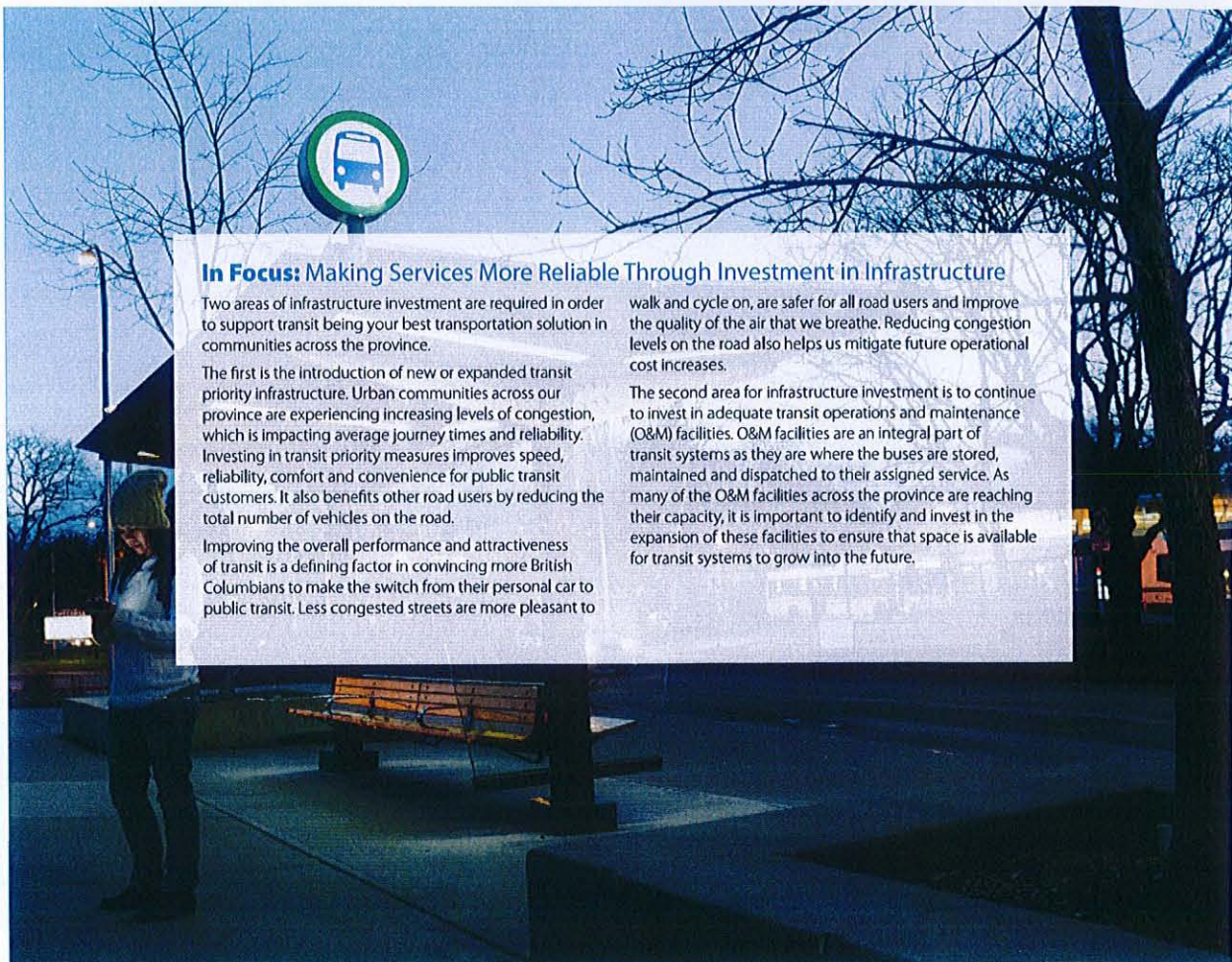
Two areas of infrastructure investment are required in order to support transit being your best transportation solution in communities across the province.

The first is the introduction of new or expanded transit priority infrastructure. Urban communities across our province are experiencing increasing levels of congestion, which is impacting average journey times and reliability. Investing in transit priority measures improves speed, reliability, comfort and convenience for public transit customers. It also benefits other road users by reducing the total number of vehicles on the road.

Improving the overall performance and attractiveness of transit is a defining factor in convincing more British Columbians to make the switch from their personal car to public transit. Less congested streets are more pleasant to

walk and cycle on, are safer for all road users and improve the quality of the air that we breathe. Reducing congestion levels on the road also helps us mitigate future operational cost increases.

The second area for infrastructure investment is to continue to invest in adequate transit operations and maintenance (O&M) facilities. O&M facilities are an integral part of transit systems as they are where the buses are stored, maintained and dispatched to their assigned service. As many of the O&M facilities across the province are reaching their capacity, it is important to identify and invest in the expansion of these facilities to ensure that space is available for transit systems to grow into the future.



Action Area 6: Enabling Technology

Providing the foundation for technology and information that enables evidence-based decision-making and access to the services our people and customers need

BASE	BASE PLUS	INNOVATION	
<ul style="list-style-type: none"> Provide continuous cybersecurity, privacy and data protection Provide ongoing records management and file storage practices Enable effective and reliable collection and storage of data Deliver and support the Information Technology (IT) tools and applications that allow people to be as effective as possible 	<ul style="list-style-type: none"> Develop and implement updated Data Governance structure and policies Explore opportunities to improve the analysis and visualisation of data and connect data between multiple business areas in support of decision-making across the organization Explore and improve partnerships for data sharing Support improvements to business applications and processes to ensure they stay relevant to changing opportunities and business needs 	<ul style="list-style-type: none"> Explore opportunities for big data and the Internet of Things (IoT) to enhance cost optimization, asset utilization, customer service analysis, safety and security Broker best cloud-based solutions Support the evaluation and transition to further automation of processes where feasible 	<ol style="list-style-type: none"> Engaged People and Partners Positive Customer Experience Safe and Responsive Service Delivery Modernized and Low Carbon Fleet Supportive Infrastructure Enabling Technology Effective Contracts and Standards Open and Transparent Communication Stable Funding and Governance Prudent Financial Stewardship
 			

BC TRANSIT STRATEGIC PLAN | 23

Action Area 7: Effective Contracts and Standards

Ensuring successful frameworks that promote safety, sustainability and consistency for partners and suppliers across the province

BASE	BASE PLUS	INNOVATION	
<ul style="list-style-type: none"> Deliver the services and responsibilities defined by the <i>British Columbia Transit Act</i> Deliver an effective vendor procurement and contract management strategy Ensure business continuity, mitigate risk and reduce the potential for cost volatility through contract clauses 	<ul style="list-style-type: none"> Consolidate and regionalize transit system operating contracts Improve contract adherence standards and enhance measurement tools to manage performance Enhance the vendor and contract management framework to allow for more robust service level agreements 	<ul style="list-style-type: none"> Centralize contract management duties Develop a sustainable supply chain risk analysis Consider and implement contract and partnership structures that will be required to integrate with other forms of transportation through Mobility as a Service (MaaS) 	<ol style="list-style-type: none"> Engaged People and Partners Positive Customer Experience Safe and Responsive Service Delivery Modernized and Low Carbon Fleet Supportive Infrastructure Enabling Technology Effective Contracts and Standards Open and Transparent Communication Stable Funding and Governance Prudent Financial Stewardship
 			

Action Area 8: Open and Transparent Communication

Fostering community support for transit

BASE	BASE PLUS	INNOVATION	
<ul style="list-style-type: none"> Actively engage with our employees, partners and customers Increase corporate reporting to celebrate and promote transit related accomplishments Continue to participate in elected official meetings and public events Improve communication with partners and front line employees Collaborate and enhance communication with other transportation service providers such as TransLink and BC Ferries 	<ul style="list-style-type: none"> Improve the website and other online tools to better match customer needs Conduct more community outreach to grow ridership and inform the development of service (e.g. schools, assisted living communities) Improve travel training programs for current and prospective transit riders to make it even easier to become a transit customer Collaborate with local government partners to host transit industry workshops, events and dialogues Improve integration of BC Transit planning documents into other partner reports (e.g. Official Community Plans) Enhance the Transit Ambassador Program to better support outreach at the local level 	<ul style="list-style-type: none"> Explore opportunities for collaboration with other government organizations (such as the Ministry of Health, Housing and Environment) to enhance awareness of BC Transit and more effectively plan and implement improvements that meet multiple needs Develop relationships with transit advocates to increase community awareness and support for transit at the grassroots level Create a Champions of Transit program to provide interested local elected officials with information they can use to advocate for improved transit and supportive land use in their communities 	<ol style="list-style-type: none"> Engaged People and Partners Positive Customer Experience Safe and Responsive Service Delivery Modernized and Low Carbon Fleet Supportive Infrastructure Enabling Technology Effective Contracts and Standards Open and Transparent Communication Stable Funding and Governance Prudent Financial Stewardship
			

BC TRANSIT STRATEGIC PLAN | 25

Action Area 9: Stable Funding and Governance

Charting the path to successful transit systems through sustainable funding sources, accountable decision-making and insightful reporting

BASE	BASE PLUS	INNOVATION	
<ul style="list-style-type: none"> Maintain existing funding sources that support transit Develop three-year budgets and expansion proposals for funding partners and apply to Ministry of Transportation & Infrastructure for funding Adhere to the Mandate Letter and develop Corporate Reports (Annual Service Plan and Corporate Service Plan) Support the Board and local partnerships Define the impacts of complimentary fare programs 	<ul style="list-style-type: none"> Develop more partnerships with First Nations' communities and improve opportunities for Community Partnership Transit Agreements Communicate a clear framework for different governing options that may be available to govern transit systems (Council/Board, Committees, Commission) Continue to explore alternative funding models Explore partnerships and alliances with other organizations (e.g. TransLink, BC Ferries, BC Hydro) to build ridership/revenue and mitigate cost increases Create strong alignment between community growth and transit investment needs (particularly in maintaining service reliability by addressing congestion) 	<ul style="list-style-type: none"> Evaluate new funding mechanisms to supplement existing sources that may evolve in the future Establish a framework for supporting transportation services to small communities unable to afford BC Transit services Explore opportunities for additional funding sources related to climate change levers Review the <i>British Columbia Transit Act</i> to prepare for future integration with Mobility as a Service, such as changes to service types, land-use and jurisdictional influence 	<ol style="list-style-type: none"> Engaged People and Partners Positive Customer Experience Safe and Responsive Service Delivery Modernized and Low Carbon Fleet Supportive Infrastructure Enabling Technology Effective Contracts and Standards Open and Transparent Communication Stable Funding and Governance Prudent Financial Stewardship
			

Action Area 10: Prudent Financial Stewardship

To ensure financial accountability and sustainability for BC Transit and its partners

■ BASE	▲ BASE PLUS	● INNOVATION	
<ul style="list-style-type: none"> Maximize organizational efficiencies and adhere to fiduciary duties Administer enterprise risk and insurance programs Continue revenue and financial reporting Adhere to internal controls, business continuity, policies and process manuals Renew the standardized vehicle lease fees to provide improved budget certainty and continuity to BC Transit and its partners Conduct regular audits Continue annual reporting, budgeting and forecasting 	<ul style="list-style-type: none"> Improve organizational readiness to change Leverage opportunities for federal infrastructure funding and streamline the application and reporting process Improve performance reporting to support business decisions Enhance the capital project governance, framework and tools Improve the transition of capital projects to implementation and operations (funding and processes) Develop a framework for measurement of enterprise risk to support the business 	<ul style="list-style-type: none"> Identify new sustainable funding sources Implement technology tools to improve and make more efficient budgeting and forecasting processes 	<ol style="list-style-type: none"> Engaged People and Partners Positive Customer Experience Safe and Responsive Service Delivery Modernized and Low Carbon Fleet Supportive Infrastructure Enabling Technology Effective Contracts and Standards Open and Transparent Communication Stable Funding and Governance Prudent Financial Stewardship
			

BC TRANSIT STRATEGIC PLAN | 27

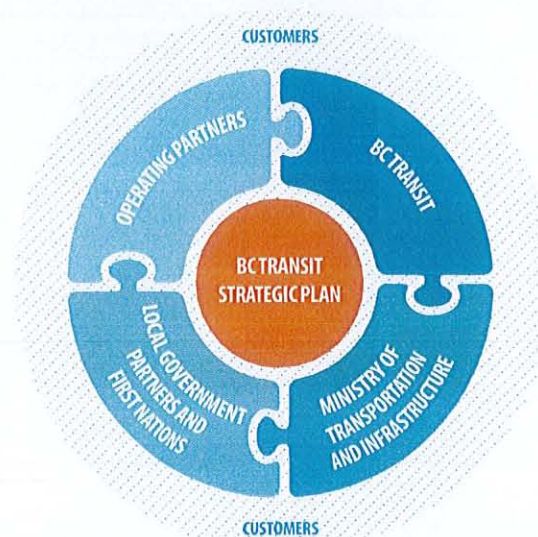
IMPLEMENTING THE PLAN

The Strategic Plan is not a static document. In concert with other business planning processes and the many stakeholders we serve, this plan will be reviewed annually to address emerging trends and performance, and determine if immediate changes are required to the presented objectives and action areas. Furthermore, a comprehensive Strategic Plan engagement, review and update will be undertaken every five years.

As part of our continued commitment to public involvement in our strategic plan process, this plan will be provided to our employees, local government partners and First Nations, transit operating companies and major stakeholders. The plan, plus summaries and highlights, will also be available online to our customers and the general public.

This Strategic Plan is intended to serve as the overarching framework for BC Transit's regular business plans as well as to support our key stakeholders in the development of their own plans and process.

Together with our people, government and operating partners, BC Transit looks forward to transforming your journey in the years to come.





Healthy Communities

Monthly Newsletter



Interior Health
Every person matters

February 2020

Community Recognition

City of Fernie Benefits from New Youth Councillor

Last fall the City of Fernie joined a handful of municipalities around our region and opened up a position on council for a [volunteer youth councillor](#). It has been a great opportunity to widen the perspective of staff and elected officials, and increase opportunities for community engagement.

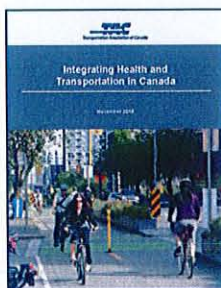
Salmon Arm to Recognize Secwepemc Territory before All Council Meetings

The City of Salmon Arm is joining a small but growing list of municipalities that [officially acknowledge](#) the First Nation territory at council meetings. This is an important part of implementing the recommendations from the Truth and Reconciliation Commission, and helping to improve health equity.

Events & Learning Opportunities

Looking for your feedback: Housing Supply & Affordability in BC

The Government of BC has formed an Expert Panel on the Future of Housing Supply & Affordability to explore solutions to ensure there are affordable homes available for purchase or rent in BC's largest cities. Organizations and private citizens have an opportunity to submit their feedback up **until April 3, 2020 at 4pm**. Find out more information on how to submit your feedback [here](#).



Integrating Health and Transportation in Canada

Webinar: Tuesday, February 25, 2020 at 10:00-11:00 AM PT

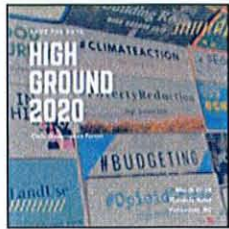
Transportation systems are vital to the achievement of Canada's public health objectives in the areas of physical activity, chronic disease, and exposure to air and noise pollution. Transportation Association of Canada's new report [Integrating Health and Transportation in Canada](#) offers recommendations for transportation planners and engineers to help build public health in Canada, based on international best practices and input from dozens of practitioners. This webinar offers an overview of the study's methods, findings and recommendations for next steps. Register [here](#).

Applying a Health Equity Lens to Program Planning

Webinar: Wednesday, March 18, 2020 at 10:30-11:30 AM PT

This webinar will explore the [Community Planning Tool](#): Applying a Health Equity Lens to Program Planning resource available from the Fraser Health Authority. The resource will serve as an example

of how to apply a health equity lens to complement current program planning practices. Learn more about this webinar and register [here](#).



High Ground 2020: Columbia Institute's Annual Civic Governance Forum

Vancouver, BC: Friday, March 27 to Saturday, March 28

"Committed to Action" is the theme of this year's event which promises to foster peer learning, offer insights on how to nurture inclusive, equitable, and sustainable communities, and spark new collaborations. The final agenda has yet to be announced, but they have added a new and exciting pre-conference

opportunity: Personal Journey to Reconciliation. Learn more about both opportunities [here](#).

Advancing Healthy Public Policy

Community Benefits of Supportive Housing

Stable housing is a cornerstone of population health. Our communities need many types of housing, and supportive housing is a key piece of the housing wheelhouse. [This easy-to-read report](#) highlights mostly B.C.-based research and includes key information, facts, and statistics to answer common questions that neighbours, local government, and other stakeholders may have about supportive housing.



Basic Income: Some Policy Options for Canada

The call for a basic income is growing, including from public health and environmental sectors, Nobel laureate economists, marginalized communities and people concerned about precarious work and technological disruption. The urgent need to reduce inequality and its costly consequences (especially to the health care sector and justice systems) has led some researchers, advocates, and politicians to the conclusion that basic income is inevitable. [This new report](#) shows that basic income is both necessary and feasible—it's not a matter of possibilities but of priorities. This is a great example of a healthy public policy measure that local governments can advocate for to higher levels of government. Here are two related media pieces from [Huffpost](#) and [The Star](#).

Food Insecurity Fact Sheets



Take a look at the [new fact sheets from PROOF](#). They include one titled, *Relationship Between Food Banks and Food Insecurity in Canada* and another one called *The Impact of Food Insecurity on Health*.

PROOF is an interdisciplinary research team investigating household food insecurity in Canada. The goal of this research program is to identify effective policy approaches to reduce household food insecurity, which is defined as the inadequate or insecure access to food due to financial constraints.

Statement from the Council of Chief Medical Officers of Health on Nicotine Vaping in Canada

Canada's Chief Medical Health Officers remain significantly concerned by the substantial rise of nicotine vaping among Canadian youth. Last month they [released recommendations](#) to protect young

people and encourage smokers who use vaping devices to use them solely to end or reduce their use of all nicotine-containing products. Opportunities exist for municipalities to include vaping as part of smoke free outdoor spaces bylaws, and to restrict the density of tobacco & vaping products retail sites as well as banning these retail locations near schools.

Funding News

PlanH Healthy Communities Fund: Social Connectedness & Healthy Community Engagement



The PlanH Healthy Communities Fund, administered by BC Healthy Communities, is offering 20 grants for the 2020-2021 year across two funding streams: Social Connectedness and Healthy Community Engagement.

The [Social Connectedness](#) funding stream offers 15 grants of \$5,000 each, as well as support from BC Healthy Communities staff, for projects that foster relationship building among community members and create long-lasting social networks.

The [Healthy Community Engagement](#) stream offers five grants of \$15,000 each, as well as support from BC Healthy Communities staff, for in-depth, equitable community engagement initiatives that prioritize meaningful input from all community members.

PlanH will be hosting a Facebook Live Q&A Chat on Tuesday, March 10 at 10am PT to answer any questions. The deadline for applications is **April 6, 2020**.

You can also contact us at healthycommunities@interiorhealth.ca to talk more about these opportunities.

Community Food Action Initiative (CFAI)



As shared last month, this is your last chance to apply to the Interior Health *Community Food Action Initiative* (CFAI). The single year funding is available to support communities within the Interior Health region to improve food security. The deadline for applications is **February 21, 2020**. Please see the attached funding guide for more information.

Have a safe & healthy Family Day weekend!



Sincerely,

Your Healthy Communities Team

Contact us at: healthycommunities@interiorhealth.ca

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To unsubscribe, send a blank email with [Unsubscribe to Monthly e-newsletters](#) in the subject line.

Interior Health (IH) is pleased to announce single year funding *Community Food Action Initiative (CFAI)* for April 1, 2020 - March 31st, 2021.

The goal of CFAI is to support community-led activities that increase [food security](#). CFAI builds on community strengths and helps communities take part in more opportunities and partnerships around food security.

Focus of CFAI single year 2020-21

CFAI funding has been given out by IH since 2005. Over the past 14 years many communities have benefited from the funding. There are also many communities that have not received CFAI funding. IH wants to make sure that all communities have a fair chance at applying for, and receiving the funding.

For CFAI funding 2020-21, preference will go to communities that have not received CFAI funding in the past 10 years (2009-2019). Please see the end of this document for the list of communities that have not received funding.

Unincorporated communities, Metis Nations are not included in this list. Please contact IH at FoodSecurity@interiorhealth.ca or if you have questions about your community.

There is a total of **\$30,000** of funding available. There are 5 grants available for \$6,000 each.

Eligible Applicants

Located in the IH Region:

- First Nations
- Métis Nation of B.C.
- Aboriginal¹ communities or organizations
- Local governments
- Schools, school districts, academic institutions
- Non-profit organizations
- Community coalitions or councils

Funding Objectives

The intention of this round of single year funding is to:

- Build capacity in communities to take collective action to address food security such as:
 - Provide support to communities who are starting to work on food security
 - Provide support to communities to build on existing initiatives
- Support communities at different stages of [readiness](#)
- Support communities at different stages of the [food security continuum](#)
- Support rural and Aboriginal communities when possible
- Provide support for organizing community collaboration

¹ For the purposes of this grant, 'Aboriginal' is used to describe First Nations, Métis, and Inuit peoples.

Examples of Eligible Activities:

- Community engagement event/Gathering to help start discussions and build partnerships
 - Food forum
 - Education event that will bring people together to learn and talk about food security. (e.g. food system documentary movie screening, guest speakers, group discussions).
- Forming a group to address food security and food system issues in the community (e.g. food policy group, food action group)
- A knowledge sharing event or activity like a feast, food gathering, hunting, fishing.
- Training to support a food security group's skill development. Skills could include, but are not limited to project management; facilitation; cultural competency; sustainability planning; and grant writing.
- Expand the reach of an existing activity through partnerships and collaboration (e.g. traditional food activity, increasing connection and collaboration between food bank and the local food system, link emergency food with poverty reduction activities and policy work).
- Food security mapping or assessment (e.g. project to identify food security strengths and gaps in your community).

Please contact IH at FoodSecurity@interiorhealth.ca if you have questions about the eligibility of your idea or project.

Ineligible Use of Funds

- Operational budget for an organization, food program.
- Healthy eating/nutrition workshops.
- Purchasing food for a food/meal programs that have the primary goal of feeding people.

Application

Please respond to all these points:

Brief Background information (not scored, please be brief):

1. Name and contact information of the organization applying.
2. Description of the organization making the application.
3. Describe your community/region (geographic location, population, and demographics).
4. Is the activity connected to current/ongoing initiative(s) or a new and emerging idea?

Project Information

1. Summary of project
2. Project need – what is the need for this in your community?
3. Related experience of organization(s) and people involved
4. Community impact
5. Timeline of activities
6. Plan to evaluate the project and capture learnings
7. Budget – See template on last page of this document

Proposals must be submitted in PDF format and have standard page borders, size eleven font and not exceed two-pages. The budget is not included in two-page limit.

Application deadline and submission

The deadline for applications is Friday, February 21, 2020 at 4:00pm PST. Applications must be submitted to Interior Health by email to FoodSecurity@interiorhealth.ca.

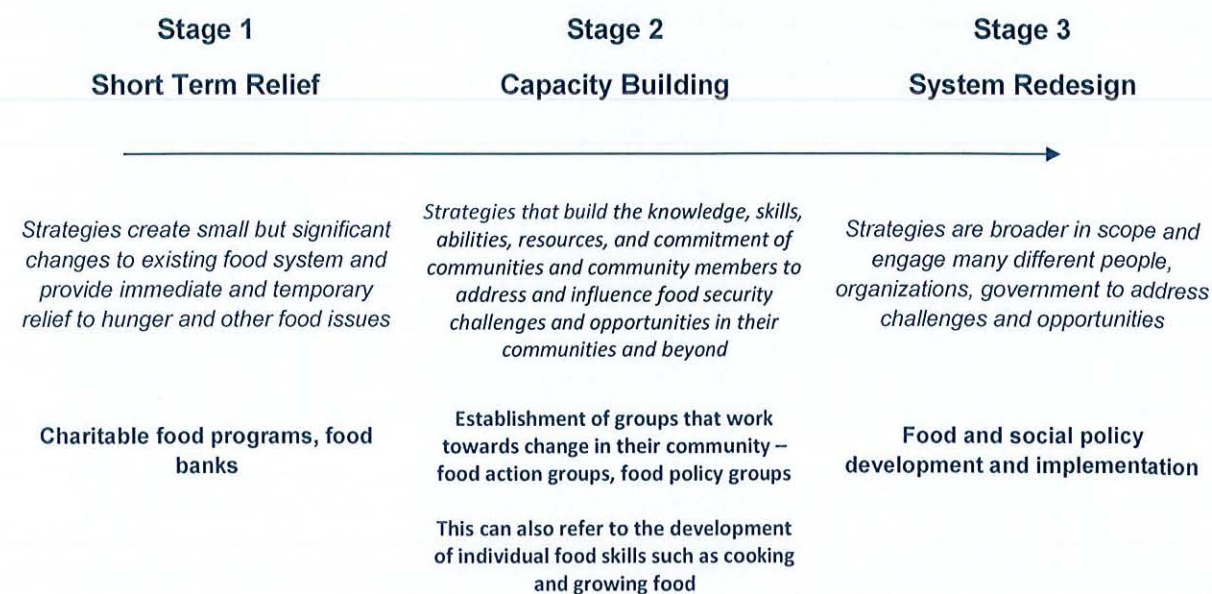
Applicants will be notified of decisions by March 20, 2020.

Definitions

Food Security, is a complex term without a single definition. Interior Health aligns with how the BC Centre for Disease Control describes the goals of food security: increasing the physical, social and economic access to nutritious, safe, personally and culturally acceptable food with a focus on increasing availability of healthy food produced in a sustainable manner.

Household Food Insecurity - The main cause of household food insecurity is not having enough money to buy food. Policy work to increase a household's income is the best way to lower food insecurity rates.

Food Security Continuum



Budget Template

Expense Description	Cost	Amount Requested from CFAI	Amount from other funding source or in-kind
TOTALS			

Communities, Regions and First Nations that have not received CFAI funding in the past 10 years (2009-2019)

First Nations
?aq'am
Adams Lake
Akisk'nuq
Ashcroft
Bonaparte
Boothroyd
Boston Bar
Canim Lake
Coldwater
Cook's Ferry
Dăkelh Dene
Esdilagh
Esketemc
High Bar
Kanaka Bar
Ktunaxa
Little Shuswap
Lower Kootenay
Lower Nicola
Lower Similkameen
Lytton
Neskonlith
Nlaka'pamux
Nicomen
Nooaitch
Okanagan
Oregon Jack Creek
Penticton
Secwepemc
Sekw'el'was
Shackan
Shuswap
Simpcw
Siska
Skeetchestn
Skuppah
Splatsin
Stl'atl'imc
Syilx
T'it'q'et
T'kemlups
Tl'esqox

Tl'etinqox-t'in
Tobacco Plains
Tsal'alh
Tsi Del Del
Tsilhqot'in
ts'kw'aylaxw
Ulkatcho
Upper Nicola
Upper Similkameen
Westbank
Whispering Pines/Clinton
Williams Lake
Xaxli'p
Xeni Gwet'in
Xwisten
<u>Yunesit'in</u>

Incorporated Communities and Regions
100 Mile House
Armstrong
Ashcroft
Barrier
Cache Creek
Canal Flats
Cariboo region
Chase
Clinton
Coldstream
Columbia Shuswap region
Elkford
Enderby
Fernie
Fruitvale
Greenwood
Keremeos
Lake Country
Logan Lake
Lumby
Lytton
Midway
Montrose
Nakusp
New Denver
Osoyoos
Peachland

Penticton
Princeton
Radium Hot Springs
East Kootenay region
Rossland
Salmo
Sicamous
Silverton
Slocan
Spallumcheen
Sparwood
Sun Peaks Mountain
Thompson Nicola region

From: Heidi Kriz

Sent: Friday, February 07, 2020 3:53 PM

Subject: Expressions of Interest to Serve on the MIABC's Board of Directors

The 33rd Annual General Meeting (AGM) of the Municipal Insurance Association of BC's (MIABC's) subscribers will take place on 22 September 2020 in Victoria, BC. Further details on the precise time and location of the AGM will be provided in due course.

This year, the four Deductible Group representatives (one from each of Deductible Groups A, B, C, and D) and the Regional District representative positions are up for election. As stipulated in Article 3.04 of the Reciprocal Insurance Exchange Agreement (RIEA), those interested in serving on the MIABC's Board must satisfy the following qualifications:

Any individual may be a member of the Board provided that, and for long as, he or she:

- a) is a person who is nineteen (19) years of age or more;
- b) is not a person who is of unsound mind, having been so found by a Court of Canada or elsewhere;
- c) is not a person who has the status of a bankrupt;
- d) is a councillor, mayor, alderman, director, officer, or employee of a Subscriber; and provided that no other councillor, mayor, alderman, director, officer, or employee of the Subscriber is also a member of the Board; and has at least one of the following four qualifications:
- e) at least two years' experience in accounting, finance, or local government purchasing;
- f) at least two years' experience in the insurance industry;
- g) at least two years' experience with local government risk management or an enterprise risk management program; or
- h) at least two years' governance experience in a regulated or publicly traded entity.

Additionally, as stipulated in the MIABC's Nomination and Election Procedure Bylaw, all nomination materials should include the following four items: (i) a completed "Personal Information Return" in the form provided by the British Columbia Financial Services Authority; (ii) a bankruptcy and insolvency report; (iii) a criminal record check report; and (iv) a current resume.

Interested candidates may contact Roy Scott, Chair of the Nominating Committee, care of the MIABC's Board Secretary, Heidi Kriz, at hkriz@miabc.org. All nominations must be received no later than 31 March 2020.

The AGM Booklet with further voting information and the 2020 Resolutions will be distributed at the end of August.

Best regards,



**MUNICIPAL
INSURANCE
ASSOCIATION
OF BRITISH
COLUMBIA**

Heidi Kriz

Heidi Kriz

Administrator & Board Secretary

Tel: 604-449-6347 | Fax: 604-683-6244 | hkriz@miabc.org

Municipal Insurance Association of BC

#200 - 429 West 2nd Avenue

Vancouver, BC V5Y 1E3

www.miabc.org





CITY OF PORT MOODY

OFFICE OF THE MAYOR

February 4, 2020

To All BC Municipalities,

On January 14, 2020, at a Regular Meeting of Council, Port Moody City Council passed the following resolution:

Moved, seconded, and CARRIED

WHEREAS the City of Port Moody has recognized and has demonstrated over the past years its commitment to the importance of healthy citizens as the foundation of a healthy, engaged, and economically vibrant community;

AND WHEREAS the over 3 million Canadians, including many in our local communities, don't take medicines prescribed by their doctors because they can't afford them;

AND WHEREAS Canada is currently the **ONLY** country with a National Medicare Program that does not have a National Pharmacare Program;

AND WHEREAS the risk of having no insurance for medicines is high among lower income Canadians which includes the service industry, precarious working, and seasonal workers;

AND WHEREAS studies show that adding a National Pharmacare Program to our National Health Care System would lower costs to businesses by over \$8 billion per year, providing Canadian companies competitive advantages in international trade;

AND WHEREAS recent research confirms that these gains can be achieved with little or no increase in public investment;

AND WHEREAS municipal government expenses for employee benefits would be significantly reduced by a National Pharmacare Program;

AND WHEREAS a national prescription drug formulary would support better quality prescribing, including reducing dangerous and inappropriate prescribing to Canadian seniors;

AND WHEREAS a National Pharmacare plan is a sound policy, both economically and socially, the City of Port Moody express its support for the creation of a National Pharmacare program as an extension of Canadian Medicare, since health and economic studies now show that such a policy would improve health in municipalities, give local businesses a competitive advantage in the global marketplace, and lower costs for municipal government on taxpayers;

THEREFORE BE IT RESOLVED THAT the City of Port Moody call on the Federal Government to work with the provinces and territories to develop and implement a

Universal Public National Pharmacare program as one of the first orders of business after the 2019 election;


AND THAT this letter be forwarded to all BC municipalities asking to write their support as well.

Attached is the letter that the City of Port Moody sent to the Honourable Patty Hajdu, Minister of Health requesting the Federal Government to start working with the provinces and territories to develop and implement a Universal Public National Pharmacare Program.

We hope that you will join the City of Port Moody and write to the Minister of Health to support the creation of a National Pharmacare Program for all Canadians.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rob Vagramov', followed by a period.

Mayor Rob Vagramov
City of Port Moody

Attachments:

1. Letter dated February 4, 2020 to the Minister of Health regarding National Pharmacare Program
2. Report dated December 17, 2019 from Councillor Amy Lubik regarding Supporting Universal National Pharmacare



CITY OF PORT MOODY

OFFICE OF THE MAYOR

February 4, 2020

Email: hcmminister.ministresc@canada.ca

Honourable Patty Hajdu, Minister of Health Canada
Address Locator 0900C2
Ottawa, Ontario K1A 0K9

To Honourable Patty Hajdu,

On January 14, 2020, at a Regular Meeting of Council, Port Moody City Council passed the following resolution:

Moved, seconded, and CARRIED

WHEREAS the City of Port Moody has recognized and has demonstrated over the past years its commitment to the importance of healthy citizens as the foundation of a healthy, engaged, and economically vibrant community;

AND WHEREAS the over 3 million Canadians, including many in our local communities, don't take medicines prescribed by their doctors because they can't afford them;

AND WHEREAS Canada is currently the ONLY country with a National Medicare Program that does not have a National Pharmacare Program;

AND WHEREAS the risk of having no insurance for medicines is high among lower income Canadians which includes the service industry, precarious working, and seasonal workers;

AND WHEREAS studies show that adding a National Pharmacare Program to our National Health Care System would lower costs to businesses by over \$8 billion per year, providing Canadian companies competitive advantages in international trade;

AND WHEREAS recent research confirms that these gains can be achieved with little or no increase in public investment;

AND WHEREAS municipal government expenses for employee benefits would be significantly reduced by a National Pharmacare Program;

AND WHEREAS a national prescription drug formulary would support better quality prescribing, including reducing dangerous and inappropriate prescribing to Canadian seniors;

AND WHEREAS a National Pharmacare plan is a sound policy, both economically and socially, the City of Port Moody express its support for the creation of a National Pharmacare program as an extension of Canadian Medicare, since health and economic studies now show that such a policy would improve health in municipalities, give local businesses a competitive advantage in the global marketplace, and lower costs for municipal government on taxpayers;

THEREFORE BE IT RESOLVED THAT the City of Port Moody call on the Federal Government to work with the provinces and territories to develop and implement a Universal Public National Pharmacare program as one of the first orders of business after the 2019 election;

AND THAT this letter be forwarded to all BC municipalities asking to write their support as well.

With the costs of housing, food, and livability increasing daily, having the expense of medications adds another burden to peoples financial means. This can mean hard choices between medications and other needs and/or improper use of medications, especially for folks working in precarious employment sectors.

A recent study found that over 300,000 people had additional doctor visits, 93,000 had to go to the emergency department and 26,000 people were admitted to hospital – all because they couldn't pay for their medications. That creates a significant burden on the health care system, one that we can alleviate with a national drug plan.

The Pharmacare Program has been an initiative supported by the majority of Canadians, but it has yet to come to pass despite support from at least three federal parties. Health and wealth inequalities are growing across Canada and impact Port Moody residents, including a growing elder population; British Columbians may be hardest hit by lack of universal coverage, despite recent changes to provincial drug coverage, as demonstrated in a 2018 cross-institutional study.

Port Moody City Council is calling on the Canadian Minister of Health, for the second time, to create a Universal Public National Pharmacare program.

Regards,



Mayor Rob Vagramov
City of Port Moody

CC: British Columbia Municipalities



Report to Council

From the Office of Councillor Amy Lubik

Date: December 17, 2019
Subject: Supporting Universal National Pharmacare

Purpose

To ask that the City of Port Moody Write to the Federal Government in support of the implementation of a national pharmacare strategy as a priority following the 2019 election.

Recommendation

WHEREAS, The City of Port Moody has recognized and has demonstrated over the past years its commitment to the importance of healthy citizens as the foundation of a healthy, engaged and economically vibrant community; and

WHEREAS, The over 3 million Canadians, including many in our local communities, don't take medicines prescribed by their doctors because they can't afford them; and

WHEREAS, Canada is currently the ONLY country with a National Medicare Program that does not have a National Pharmacare Program; and

WHEREAS, The risk of having no insurance for medicines is high among lower income Canadians which includes the service industry, precarious working and seasonal workers; and

WHEREAS, The studies show that adding a National Pharmacare Program to our National Health Care System would lower costs to businesses by over \$8 billion per year, providing Canadian companies competitive advantages in international trade; and

WHEREAS, The recent research confirms that these gains can be achieved with little or no increase in public investment; and

WHEREAS, Municipal government expenses for employee benefits would be significantly reduced by a National Pharmacare Program; and

WHEREAS, A national prescription drug formulary would support better quality prescribing, including reducing dangerous and inappropriate prescribing to Canadian seniors; and

WHEREAS, A National Pharmacare plan is a sound policy, both economically and socially, the City of Port Moody express its support for the creation of a National Pharmacare program as an extension of Canadian Medicare, since health and economic

studies now show that such as policy would improve health in municipalities, give local businesses a competitive advantage in the global marketplace and lower costs for municipal government on taxpayers; therefore be it

BE IT RESOLVED, That the City of Port Moody call on the Federal Government to work with the provinces and territories to develop and implement a Universal Public National Pharmacare program as one of the first orders of business after the 2019 election.

AND THAT this letter be forwarded to all BC municipalities asking to write their support as well.

Background

In 2017, the City of Port Moody wrote to the federal government to support the development of a Nation Pharmacare program (**attachment 1**); this has been initiative supported by the majority of Canadians, but it has yet to come to pass despite support from at least three major parties. Growing health and wealth inequalities impact Port Moody residents, including a growing elder population; BC residents may be hardest hit by lack of universal coverage, despite recent changes to provincial drug coverage, as demonstrated in a 2018 cross-institutional study <https://www.myprincegeorgenow.com/68282/bc-residents-struggling-afford-prescription-drugs/>. Studies have shown that 88% of Canadians support universal medicare as a component of our universal health care system, as was summarized in a brief to the house of commons <https://www.ourcommons.ca/Content/Committee/421/HESA/Brief/BR8352162/br-external/AngusReidInstitute-e.pdf>.

As Port Moody moves into budget season, it makes sense to push for policies from other sphere of government that will take pressure off of our residents, and indeed off of our corporate coffers, as [studies from the Columbia Institute and Canadian Doctors for Medicare](#) have calculated that local governments across Canada would save millions if such a system was in place, which is why it has been endorsed by the Surrey Board of Trade and the [BC Chamber of Commerce](#).

Now is an opportune time for local governments to remind the federal government that a national pharmacare strategy needs to be a priority.

Discussion

Writings from the [Canadian Labour Congress demonstrate why national universal pharmacare would benefit our residents, our city as a corporation, and small businesses:](#)

Finally, some good news for [the millions of Canadians](#) who have to choose between paying for groceries or their prescription medications.

Canada's Advisory Council on the Implementation of National Pharmacare has laid out a clear path for public, single-payer, universal pharmacare in its [final report](#).

"The time for universal, single-payer, public pharmacare has come," writes Dr. Eric Hoskins, the Council's chair. "This is our generation's national project: better access to the medicines we need, improved health outcomes and a fairer and more sustainable prescription medicine system."

This is the unfinished business of medicare, as envisioned by the late Tommy Douglas. As Saskatchewan's seventh premier, Mr. Douglas pioneered North America's first universal, single-payer health care system. It would become a cornerstone of Canada's social safety net and a key pillar of our nation.

We know that a fair society must be one in which every person has the opportunity to succeed and to thrive... we believe that universal, public pharmacare is a necessary step towards greater fairness.

As [numerous studies](#) have shown, millions of Canadians are struggling to afford to pay for their prescription medications. One study found that nearly a million Canadians sacrificed basic needs such as food, and close to a quarter of a million people gave up heating their homes. This lack of affordability is hurting not only people's health and well-being, but the [economic strength of our communities](#).

The new report demonstrates that every family will save, on average, \$350 per year on medications. It also points out that the average business owner will save about \$750 per employee. That will open up capacity for businesses to increase wages, or expand other types of coverage, including for dental and vision care. It also supports small businesses that find it difficult to compete for workers when they can't afford to offer drug coverage.

There will be an upfront cost, specifically at the outset, but as time goes on, the money our provincial health care systems will save will be significant. A [recent study](#) found that over 300,000 people had additional doctor visits, 93,000 had to go to the emergency department and 26,000 people were admitted to hospital – all because they couldn't pay for their medications. That creates a significant burden on the health care system, one that we can alleviate with a national drug plan.

Other Option(s)

THAT the report dated November 12, 2019 from Councillor Amy Lubik regarding Supporting Universal National Pharmacare be received for information.

Financial Implications

There are no financial implications related to this report.

Communications and Civic Engagement Initiatives

There are no communications or civic engagement initiatives required by the recommendations in this report.

Attachment(s)

1. Delegation Application regarding Pharmacare from May 15, 2018 City of Port Moody Committee of the Whole Meeting



AGENDA

City of Salmon Arm Regular Council Meeting

Monday, February 24, 2020

1:30 p.m.

Meeting Room 100, City Hall

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

Council Chamber of City Hall

500 – 2 Avenue NE

Page #	Item #	Description
	1.	CALL TO ORDER
1 - 2	2.	IN-CAMERA SESSION
	3.	ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY <i>We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.</i>
	4.	ADOPTION OF AGENDA
	5.	DISCLOSURE OF INTEREST
3 - 12	6.	CONFIRMATION OF MINUTES
	1.	Regular Council Meeting Minutes of February 10, 2020
	7.	COMMITTEE REPORTS
13 - 18	1.	Development and Planning Services Committee Meeting Minutes of February 18, 2020
19 - 22	2.	Agricultural Advisory Committee Meeting Minutes of February 5, 2020
23 - 26	3.	Environmental Advisory Committee Meeting Minutes of February 7, 2020
	8.	COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE
	9.	STAFF REPORTS
27 - 30	1.	Chief Financial Officer - Transportation Parcel Tax - Taxation Options - For Discussion
31 - 38	2.	Chief Financial Officer - Property Taxation, Tax Rate Multiples and Tax Shifting - For Discussion

- | | | |
|-----------|-----|---|
| | 9. | STAFF REPORTS - CONTINUED |
| 39 - 42 | 3. | Director of Engineering & Public Works - Contract Extension to Salmon Arm Security Inc. - Parks Security & Washroom Open/Close |
| 43 - 50 | 4. | Director of Engineering & Public Works - Canoe Sanitary Sewer Projects (2020-39 - Canoe Beach Drive (50 to 52 Street NE) Replacement; 2020-41 - 75 Avenue NE Replacement; 2020-42 Sanitary Extension TCH East (60 - 63 Avenue NE) Design Engineering Services Award - Sole Source |
| 51 - 54 | 5. | Director of Engineering & Public Works - Contract Extension - Solid Waste Collection and Disposal Service of Municipal Facilities |
| | 10. | INTRODUCTION OF BYLAWS |
| 55 - 76 | 1. | City of Salmon Arm Zoning Amendment Bylaw No. 4372 [ZON-1166; Westside Farms Ltd., Inc. No. BC 1075703; 1490 10 Avenue SW; A-1 and R-1 to C-3] - First and Second Readings |
| 77 - 158 | 2. | City of Salmon Arm Zoning Amendment Bylaw No. 4370 [ZON-1165; 628746 BC Ltd./Laird, B.; 521 10 Street SW; C-7 to C-3] - First and Second Readings |
| 159 - 172 | 3. | City of Salmon Arm Zoning Amendment Bylaw No. 4374 [ZON-1168; Roodzant, J.; 2351 60 Street NW; A-2 to A-3] - First and Second Readings |
| | 11. | RECONSIDERATION OF BYLAWS |
| 173 - 178 | 1. | City of Salmon Arm Parks Regulation Amendment Bylaw No. 4376 - Final Reading |
| | 12. | CORRESPONDENCE |
| 179 - 180 | 1. | Informational Correspondence |
| 181 - 184 | 2. | SILGA 2020 Convention Agenda - April 28 to May 1, 2020 - Vernon, BC |
| | 13. | NEW BUSINESS |
| | 14. | PRESENTATIONS / DELEGATIONS |
| | 15. | COUNCIL STATEMENTS |
| | 16. | SALMON ARM SECONDARY YOUTH COUNCIL |
| | 17. | NOTICE OF MOTION |
| | 18. | UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS |
| | 19. | OTHER BUSINESS |
| 185 - 186 | 1. | Let's Move Salmon Arm (Notice of Motion from Councillor Lavery on February 10, 2020) |
| | 20. | QUESTION AND ANSWER PERIOD |

7:00 p.m.

Page #	Item #	Description
	21.	DISCLOSURE OF INTEREST
	22.	HEARINGS
187 – 198	1.	Development Variance Permit Application No. VP-506 [Seventh-Day Adventist Church/Burman Construction/Burman, P.; 5881 35 Street NE; Setback Requirements]
199 – 218	2.	Development Variance Permit Application No. VP-505 [Micku, B. & V./Franklin Engineering Ltd./Sonmor, D.; 3410 Lakeshore Road NE; Service Requirements]
	23.	STATUTORY PUBLIC HEARINGS
	24.	RECONSIDERATION OF BYLAWS
	25.	QUESTION AND ANSWER PERIOD
219 – 220	26.	ADJOURNMENT

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Item 2.

CITY OF SALMON ARM

Date: February 24, 2020

Moved: Councillor Cannon

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:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

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Item 6.1

CITY OF SALMON ARM

Date: February 24, 2020

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting Minutes of February 10, 2020, be adopted as circulated.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm commenced in Room 100 at 1:30 p.m. and reconvened in the Council Chamber at 2:30 p.m. of the City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia on Monday, February 10, 2020.

PRESENT:

Deputy Mayor D. Cannon
Councillor T. Lavery
Councillor S. Lindgren
Councillor L. Wallace Richmond

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

ABSENT:

Mayor A. Harrison
Councillor C. Eliason
Councillor K. Flynn

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0043-2020

Moved: Councillor Lindgren
Seconded: Councillor Lavery
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 1:34 p.m.
Council recessed until 2:30 p.m.

3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

Deputy Mayor Cannon read the following statement: "We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together."

Deputy Mayor Cannon and Council presented T. Tulak, Acting Chief Financial Officer with the Government Finance Officers Association Award for the 2018 year. Council thanked staff for their hard work and dedication.

4. REVIEW OF AGENDA

Items 9.2 and 9.3 will be forwarded to the Monday, February 24, 2020 Regular Council Meeting.

Addition of late item 17.1 Notice of Motion - Councillor Lavery – Let's Move Salmon Arm.

Deletion of item 14.1 Chad Shipmaker, Prism Cannabis - Plans for New Industrial Park Buildings.

5. DISCLOSURE OF INTEREST

6. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of January 27, 2020

0044-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Regular Council Meeting Minutes of January 27, 2020, be adopted as circulated.

CARRIED UNANIMOUSLY

19. OTHER BUSINESS

1. Canoe Creek – Harvesting Beetle Infested Trees

Terry Smith, Kevin Smith and Wes Bieber, Sk'atsin Silvatech Ventures LLP, a Neskonlith Indian Band Subsidiary were available to answer questions from Council.

0045-2020

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: Council authorize Sk'atsin Silvatech Ventures LLP, a Neskonlith Indian Band Subsidiary, to harvest and administer (including the potential use of the City's timber mark) the removal and sale of the beetle infested trees in the Canoe Creek area legally described as Section 16, Township 20, Range 9, Land District 25, Part SW ¼ (7101 10 Avenue SE) as outlined in the correspondence and map dated February 4, 2020 and generally in accordance with the approved 2019 Revised CRI Application; subject to a contract being prepared by Sk'atsin Silvatech Ventures LLP and agreeable to the City stating that all fees and taxes will be incurred and reported by Sk'atsin Silvatech Ventures LLP.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS**

1. **Development and Planning Services Committee Meeting Minutes of February 3, 2020**

0046-2020

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee Meeting Minutes of February 3, 2020, be received as information.

CARRIED UNANIMOUSLY

2. **Environmental Advisory Committee Meeting Minutes of January 24, 2020**

0047-2020

Moved: Councillor Lindgren

Seconded: Councillor Lavery

THAT: the Environmental Advisory Committee Meeting Minutes of January 24, 2020, be received as information.

CARRIED UNANIMOUSLY

3. **Community Heritage Commission Meeting Minutes of January 6, 2020**

0048-2020

Moved: Deputy Mayor Cannon

Seconded: Councillor Wallace Richmond

THAT: the Community Heritage Commission Meeting Minutes of January 6, 2020, be received as information.

CARRIED UNANIMOUSLY

8. **COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**

1. **Board in Brief – January, 2020**

Received for information.

9. **STAFF REPORTS**

1. **Chief Financial Officer – Appointments for Court of Revision**

0049-2020

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: the Council of the City of Salmon Arm be appointed as members of the Water and Sewer Frontage Tax, Transportation Parcel Tax and the 73rd Avenue Water Main Extension Parcel Tax Roll Review Panel;

AND THAT: the Court of Revision for the Water and Sewer Frontage Tax, Transportation Parcel Tax and the 73rd Avenue Water Main Extension Parcel Tax Roll be held in the Council Chambers of City Hall on Monday, March 9, 2020 at 7:00 p.m.

CARRIED UNANIMOUSLY

9. STAFF REPORTS – continued**2. Chief Financial Officer – Transportation Parcel Tax – Taxation Options – For Discussion**

This item will be considered at the February 24, 2020 Regular Council Meeting.

3. Chief Financial Officer – Property Taxation, Tax Rate Multiples and Tax Shifting – For Discussion

This item will be considered at the February 24, 2020 Regular Council Meeting.

4. Director of Permits and Licensing – Rogers Hometown Hockey Wrap Up and Noise Exemption

0050-2020 Moved: Councillor Wallace Richmond
 Seconded: Councillor Lavery
 THAT: Council authorize the extension of the noise bylaw for the Rogers Hometown Hockey Wrap Up to 3:00 a.m. on Monday, March 9, 2020.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS**1. City of Salmon Arm Parks Regulation Amendment Bylaw No. 4376 – First, Second and Third Readings**

0051-2020 Moved: Councillor Wallace Richmond
 Seconded: Councillor Lavery
 THAT: the bylaw entitled City of Salmon Arm Parks Regulation Amendment Bylaw No. 4376 be read a first, second and third time.

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS**1. City of Salmon Arm Zoning Amendment Bylaw No. 4365 [ZON1162; Soley, A. & Tigh, D.; 1791 – 22 Street NE; R1 – R8] – Final Reading**

0052-2020 Moved: Councillor Lavery
 Seconded: Councillor Wallace Richmond
 THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4365 be read a final time.

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS – continued

2. City of Salmon Arm Zoning Amendment Bylaw No. 4366 [ZON1163; Ewan, D. & L.; 940 9 Avenue NE; R1 – R8] – Final Reading

0053-2020

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4366 be read a final time.

CARRIED UNANIMOUSLY12. CORRESPONDENCE

1. Informational Correspondence

4. L. Wong, Manager, Downtown Salmon Arm – letter dated January 23, 2020 – Downtown Farmer's Market 2020

0054-2020

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: Council authorize the Salmon Arm Downtown Improvement Association/Shuswap Food Action Society to host a Farmer's Market at Ross Street Plaza (and a portion of Ross Street Parking Lot) on Saturdays from May 16 to October 17, 2020, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY13. NEW BUSINESS15. COUNCIL STATEMENTS16. SALMON ARM SECONDARY YOUTH COUNCIL17. NOTICE OF MOTION

1. Councillor Lavery – Let's Move Salmon Arm

The following Motion will be considered at the February 24, 2020 Regular Council Meeting:

WHEREAS the City relies on the important but dated Greenway Strategy as a key document for the long-term planning of trails, sidewalk and cycling networks and has recently established a reserve to develop a modern Active Transportation Plan;

17. **NOTICE OF MOTION – continued**

2. **Councillor Lavery – Let’s Move Salmon Arm – continued**

AND WHEREAS a comprehensive Active Transportation Plan will guide the city in a vision along with policies and actions for safe, attractive and convenient active transportation options for people of all ages and abilities over the next 20 years;

THEREFORE BE IT RESOLVED THAT the Council of the City of Salmon Arm create an Active Transportation Task Force (ATTF) to provide information and recommendations to council about best practices in Active Transportation and potential funding opportunities from higher levels of government;

AND THAT Council direct staff to prepare draft Terms of Reference and options of staff support for the Task Force for council’s consideration.

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

20. **QUESTION AND ANSWER PERIOD**

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

The Meeting recessed at 3:08 p.m.

The Meeting reconvened at 4:00 p.m.

14. **PRESENTATIONS**

1. **Chad Shipmaker, Prism Cannabis - Plans for New Industrial Park Buildings**

The item was withdrawn from the Agenda.

2. **Carmen Massey, Women’s Entrepreneur & Innovation Network – Tsuts’weye Project**

Carmen Massey, Women’s Entrepreneur & Innovation Network provided an overview of the Tsuts’weye Project and was available to answer questions from Council.

The Meeting recessed at 4:26 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

Deputy Mayor D. Cannon
 Councillor T. Lavery
 Councillor S. Lindgren
 Councillor L. Wallace Richmond

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

ABSENT:

Mayor A. Harrison
 Councillor C. Eliason
 Councillor K. Flynn

21. SPECIAL PRESENTATION**1. Heritage Conservation Award Presentation**

Deputy Mayor Cannon and the City of Salmon Arm Heritage Commission presented the Heritage Conservation Awards to the Shuswap District Arts Council (Old Post Office), Bernd Hermanski (Sinclair House) and the Hays Family (Bank Manager's House). The recipients were thanked for their commitment to heritage in the City.

22. DISCLOSURE OF INTEREST**23. HEARINGS****1. Development Variance Permit Application No. VP-507 [Bock, D. & M.; 5521 30 Street NE; Setbacks]**

0055-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: Development Variance Permit No. VP-507 be authorized for issuance for Lot A, Section 36, Township 20, Range 10, W6M, KDYD, Plan 14845, which will vary the provisions of Zoning Bylaw No. 2303, as follows:

1. Section 35.11.3 – reduce the minimum setback of the principle building from the interior side parcel line from 3.0 meters to 1.2 meters.

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

Submissions were called for at this time.

D. Bock, the applicant, provided an overview of the application and was available to answer questions from Council.

23. HEARINGS - continued**1. Development Variance Permit Application No. VP-507 [Bock, D. & M.; 5521 30 Street NE; Setbacks] - continued**

Following three calls for submissions and questions from Council, the Hearing was closed at 7:22 p.m. and the motion was:

CARRIED UNANIMOUSLY

2. Development Variance Permit Application No. VP-508 [Ewan, D. & L.; 940 9 Avenue NE; Setbacks]

0056-2020

Moved: Councillor Lindgren

Seconded: Councillor Lavery

THAT: Development Variance Permit No. 508 be authorized for issuance for Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP5318 which will vary the provisions of Zoning Bylaw No. 2303, as follows:

1. Section 13.14.2 - R-8 Residential Suite Zone - reduce the minimum setback from a rear parcel line from 3.0 meters to 1.0 meters to allow for the siting of a detached suite in an existing accessory building, as shown in Schedule A of the staff report dated January 27, 2020; and
2. Section 13.14.3 - R-8 Residential Suite Zone - reduce the minimum setback from an interior side parcel line from 2.0 meters to 1.5 meters to allow for the siting of a detached suite in an existing accessory building, as shown in Schedule A of the staff report dated January 27, 2020.

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

Submissions were called for at this time.

D. Ewan, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:24 p.m. and the motion was:

CARRIED UNANIMOUSLY

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

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

27. ADJOURNMENT

0057-2020

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting of February 10, 2020, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:25 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER_____
MAYOR

Adopted by Council the day of _____, 2020.

Item 7.1

CITY OF SALMON ARM

Date: February 24, 2020

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee Meeting Minutes of February 18, 2020, be received as information.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ 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 Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Tuesday, February 18, 2020.**

PRESENT:

Councillor K. Flynn
Councillor L. Wallace Richmond
Councillor T. Lavery
Councillor S. Lindgren

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

ABSENT:

Mayor A. Harrison
Deputy Mayor D. Cannon
Councillor C. Eliason

1. CALL TO ORDER

Councillor Flynn assumed the chair and called the meeting to order at 8:00 a.m.

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

Councillor Flynn read the following statement: "We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together."

3. REVIEW OF THE AGENDA

4. DISCLOSURE OF INTEREST

5. REPORTS

1. Zoning Amendment Application No. ZON-1166 [Westside Farms Ltd.; 1490 10 Avenue SW; A-1 and R-1 to C-3]

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning the northerly 2.77 hectares of that part of the NE ¼ of Section 10 included in plan attached to absolute fees parcel book volume 5, folio 614; Township 20, Range 10, W6M, KDYD, shown on

5. REPORTS - continued

1. Zoning Amendment Application No. ZON-1166 [Westside Farms Ltd.; 1490 10 Avenue SW; A-1 and R-1 to C-3] - continued

Schedule A of the Staff Report dated February 6, 2020, from A-1 (Agricultural Zone) and R-1 (Single Family Residential Zone) to C-3 (Service Commercial Zone);

AND THAT: Final reading of the Bylaw be withheld subject to the following:

1. Ministry of Transportation and Infrastructure approval; and
2. Registration of a Section 219 Land Title Act Covenant addressing the City's Floodplain Regulations and the Provincial Riparian Areas Protection Regulation.

W.H. Laird, the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

2. Development Variance Permit Application No. VP-510 [Westside Farms Ltd.; 1490 10 Avenue SW; Service Requirements]

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-510 be authorized for issuance for that part of the NE ¼ of Section 10 included in plan attached to absolute fees parcel book volume 5, folio 614; Township 20, Range 10, W6M, KDYD, which will vary Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Section 4.0 - waive all City of Salmon Arm works and services requirements;

AND THAT: Issuance of Development Variance Permit No. 510 be withheld subject to registration of a Section 219 Land Title Act Covenant on titles stipulating the following:

1. No further subdivision or development of Proposed Lot 1, Plan EPP99304 or the Remainder until fully serviced to City of Salmon Arm Standards; and
2. No development on Proposed Lot 1, Plan EPP99304 until fencing is adequately installed along the ALR boundary, in a phased manner and to be approved by a future Development Permit.

W.H. Laird, the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

5. REPORTS – continued

3. Zoning Amendment Application No. ZON-1165 [628746 BC Ltd./Laird, B.; 521 10 Street SW; C-7 to C-3]

Moved: Councillor Lindgren

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 5, Section 15, Township 20, Range 10, W6M, KDYD, Plan 12965 Except Plans 21358, 24962, KAP73904 and EPP40251 (521 10 Street SW) from C-7 (Shopping Centre Commercial Zone) to C-3 (Service Commercial Zone);

AND THAT: Final reading of the Bylaw be withheld subject to:

1. Approval by the Ministry of Transportation and Infrastructure; and
2. The modification of Covenant CA3712464 – CA3712465 to allow for subdivision and the construction of a furniture store in accordance with the elevations and site plan attached in Appendix 3 of the Staff Report dated February 11, 2020.

W.H. Laird, the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

4. Development Permit Application DP-423 [628746 BC Ltd./Laird, B.; 521 10 Street SW; Highway Service/Tourist Commercial]

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. 423 be authorized for issuance for Lot 5, Section 15, Township 20, Range 10, W6M, KDYD, Plan 12965 Except Plans 21358, 24962, KAP73904 and EPP40251 (521 10 Street SW) in accordance with the elevations and site plan attached in Appendix 3 of the Staff Report dated February 11, 2020;

AND THAT: Issuance of Development Permit No. DP-423 be withheld subject to the receipt of an irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of landscaping.

W.H. Laird, the applicant, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

5. Development Variance Permit Application No. VP-506 [Seventh-Day Adventist Church/Burman Construction/Burman, P.; 5881 35 Street NE; Setback Requirements]

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-506 be authorized for issuance

5. REPORTS – continued

5. Development Variance Permit Application No. VP-506 [Seventh-Day Adventist Church/Burman Construction/Burman, P.; 5881 35 Street NE; Setback Requirements] - continued

for Lot 1, Section 31, Township 20, Range 9, W6M, KDYD, Plan 4569 Except Plans 17099 and 26295, which will vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 35.11.3 – reduce the minimum setback of a building from the interior south parcel line from 3.0 metres to 0.76 metres; and
2. Section 4.3.10 – reduce projection of roof eaves to the south parcel line from the minimum of 0.6 metres to 0.0 metres.

P. Burman, the agent, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. Zoning Amendment Application No. ZON-1168 [Roodzant, I.; 2351 60 Street NW; A-2 to A-3]

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee recommends to Council that a Bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 20, Township 20, Range 10, W6M, KDYD, Plan KAP84550 from A-2 (Rural Holding) to A-3 (Small Holding).

CARRIED UNANIMOUSLY

7. Development Variance Permit Application No. VP-505 [Micku, B. & V./Franklin Engineering Ltd./Sonmor, D.; 3410 Lakeshore Road NE; Service Requirements]

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-505 be authorized for issuance to vary the City of Salmon Arm Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Section 4.4 Road Classification – waive the requirements to upgrade the east and west halves of Lakeshore Road NE from the Urban Collector Road (RD-3) full standard, providing sidewalk, curb and gutter, boulevard, fire hydrants, and light standards, to providing a 2 m of gravel surfaced pedestrian walkway along the east half, and a BC Hydro davit light;
2. Section 5.0 Water Systems – waive the requirement for extending the existing water main along Lakeshore Road from 62 m to 28 m;

5. REPORTS – continued

7. Development Variance Permit Application No. VP-505 [Micku, B. & V./Franklin Engineering Ltd./Sonmor, D.; 3410 Lakeshore Road NE; Service Requirements] - continued

3. Section 6.0 Sanitary Sewer System – waive the requirement for extending the sanitary sewer line along Lakeshore Road from 174 m to 141 m; and
4. Section 7.0 Storm Water Management – waive the requirement for extending the storm sewer line along Lakeshore Road from 172 m of new pipe to overland drainage ditching.

D. Sonmor, agent for the applicant, outlined the application and was available to answer questions from the Committee.

J. Franklin, agent for the applicant spoke regarding the application.

Councillor Lindgren left the meeting at 9:20 a.m. and the meeting was recessed due to lack of quorum. Councillor Lindgren returned to the meeting at 9:22 a.m. and the meeting reconvened.

CARRIED UNANIMOUSLY

6. PRESENTATIONS

7. FOR INFORMATION

8. IN CAMERA

9. LATE ITEMS

10. ADJOURNMENT

Moved: Councillor Lindgren
 Seconded: Councillor Lavery
 THAT: the Development and Planning Services Committee meeting of February 18, 2020, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:25 a.m.

 Councillor Kevin Flynn
 Chair

Minutes received as information by Council
 at their Regular Meeting of _____, 2020.

Item 7.2

CITY OF SALMON ARM

Date: February 24, 2020

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the Agricultural Advisory Committee Meeting Minutes of February 5, 2020, be received as information.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

Minutes of the **Agricultural Advisory Committee** Meeting held in Room 100 of City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, on **February 5, 2020** at 2:00 p.m.

PRESENT:

Councillor Tim Lavery, Chair
 John McLeod
 Don Syme
 Barry Voth
 James Olafson
 Mike Schroeder
 James Hannah
 Scott Beeching, Senior Planner/Recorder - staff (non-voting)
 Rob Niewenhuizen, Director Engineering and Public Works

ABSENT:

John Schut
 Ron Ganert
 Lana Fitt, Economic Development Society (non-voting)

1. **Call to Order** - The meeting was called to order at 2:00 p.m.

2. **Approval of Agenda and Additional Items**

Three new items were added:

- 6.1 Drainage
- 6.2 BC Tomorrow
- 6.3 Food and Agriculture Plan

Moved: James Hannah

Seconded: John McLeod

THAT: the Agricultural Advisory Committee Meeting Agenda of February 5, 2020 be approved as amended.

CARRIED UNANIMOUSLY.

3. **Approval of Minutes of December 11, 2019 Agricultural Advisory Committee Meeting**

Moved: John McLeod

Seconded: Don Syme

THAT: the minutes of the Agricultural Advisory Committee Meeting of December 11, 2019 be approved.

CARRIED UNANIMOUSLY.

4. **Old Business / Arising from minutes**

1. **Sewage Treatment and Biosolids**

The Director Engineering and Public Works provided some background and gave an update on the City of Salmon Arm sewage treatment process and public engagement.

2. **ALC Application No. 383 – Veerman Update**

The Senior Planner provided an update on the successful ALC Application.

5. New Business**1. Zoning Bylaw Amendment No. 1160 (A-1/R-1 to C-3)****Applicant: W.H. Laird****Owners: Westside Farms Ltd.****Location: NE ¼, Section 10, Township 20, Range 9, W6M, KDYD**

The Senior Planner provided an overview of the rezoning application and the process. Bill Laird provided an overview of the application including the past agriculture use of the property and the future subdivision and commercial uses.

Moved: John McLeod**Seconded:** Don Syme

THAT: The AAC supports the application to rezone the property.

CARRIED.**2. Farm/Ranch Wildfire Preparation**

Barry Voth and Councillor Lavery gave an update on the workshop and resources available for wildfire protection.

3. ALC Secondary Suite Regulations Update

The Senior Planner spoke to the extension for manufactured homes for family members without an ALC application until December 2020. The committee also discussed the January 27, 2020 Ministry of Agriculture Intentions Paper: Residential Flexibility in the ALR.

6. Other Business & / or Roundtable Updates**1. Flooding/Drainage Impacts on Agriculture**

Mike Shroeder and John McLeod spoke to the need for strategic ditch maintenance.

2. BC Tomorrow

Councillor Lavery is going to arrange a demonstration of the BC Tomorrow land use software and the possibility of holding an AAC meeting at the Sullivan Campus.

3. Food and Agriculture Plan

The committee discussed the need for a Food and Agriculture Plan, consistent OCP policies, and the Economic Development Society agricultural promotion projects.

7. Next meeting – March 11, 2020**8. Adjournment****Moved:** John McLeod**Seconded:** Don Syme

THAT: the Agricultural Advisory Committee Meeting of February 5, 2020 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 3:55 p.m.

 Councilor Tim Lavery, Chair

Received for information by Council on the day of , 2020

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Item 7.3

CITY OF SALMON ARM

Date: February 24, 2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Environmental Advisory Committee Meeting Minutes of February 7, 2020, be received as information.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

Minutes of the **Environmental Advisory Committee** Meeting held in Room 100 of City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, on **Friday, February 7, 2020** at 9:00 a.m.

PRESENT:

Councillor Sylvia Lindgren
Amy Vallarino
Julia Beatty
Carmen Fennell
Luke Gubbels
Louis Thomas
Janet Pattinson
Pauline Waelti
Warren Bell
Erin Jackson

City of Salmon Arm, Chair
Citizen at Large
Citizen at Large
Citizen at Large
Canoe Forest Products
Councillor, Neskonlith Indian Band
Shuswap Naturalist Club
Shuswap Environmental Action Society (SEAS)
WA:TER
City of Salmon Arm, Director of Corporate Services,
recorder

ABSENT:

Vacant
Ron Pederson
John McLeod
Gina Johnny
Gary Arseneault
Janet Aitken

Shuswap Construction Industry Professionals (SCIP)
Salmon Arm Fish and Game Club
Salmon Arm Farmers Institute (SAFI)
Councillor, Adams Lake Indian Band
Shuswap Pro Development Association
Salmon Arm Nature Bay Enhancement Society (SABNES)

GUESTS:

Sherry Bowlby

The meeting was called to order at 9:03 a.m.

1. **Introductions and Welcome**
2. **Approval of Agenda and Additional Items**

Moved: Janet Pattinson

Seconded: Julia Beatty

THAT: the Environmental Advisory Committee Meeting Agenda of February 7, 2020, be approved as revised.

CARRIED UNANIMOUSLY

3. **Approval of Minutes of November 15, 2019 and January 24, 2020 Environmental Advisory Committee Meetings**

Moved: Janet Pattinson

Seconded: Amy Vallarino

THAT: the minutes of the Environmental Advisory Committee Meeting of November 15, 2019 and January 24, 2020 be approved.

CARRIED UNANIMOUSLY

4. **Presentations**

5. **Old Business / Arising from minutes**

a) **Climate Change Update -**

Councillor Lindgren advised that the City is waiting for the draft Community Energy Plan. EAC members will be notified once this is available for viewing.

The committee discussed 'See the Heat', a Fortis BC / City of Kelowna initiative that may work in Salmon Arm. It is a program delivered through the library, which lends out a thermal imaging camera so that homeowners can learn about the energy efficiency of their homes.

Julia Beatty has been researching anti-idling bylaws in other communities and provided an update on her findings. The BC Climate Action toolkit provides BC communities with the latest news, best practices and practical advice to help reduce greenhouse gas emissions and can be found at <https://www.toolkit.bc.ca/>. Warren Bell advised that the Canadian Association for Physicians for the Environment also has a Climate Action toolkit which can be found at <https://cape.ca/campaigns/climate-health-policy/climate-change-toolkit-for-health-professionals/>.

Carmen Fennell suggested that a social marketing campaign could be used to increase awareness about climate change topics.

6. **New Business**

a) **Food Waste program - education**

Janet Pattinson spoke regarding food waste program concerns. She wondered if additional education might help. Erin Jackson advised that most people are now on-board and there are a number of resources available including the 2019 program guide, which can be found at <http://www.salmonarm.ca/DocumentCenter/View/2524/2019-Program-Guide-July-to-Dec?bidId=>. The City engaged in extensive education and

marketing to introduce the program, including hiring a summer student. Feedback has been largely positive.

b) Organic Matter Recycling Regulation -

This item was in relation to the potential for biosolid application at Minion Field and was discussed at a previous meeting.

c) Committee objective - work plan

Committee members will identify their priorities in advance of the next meeting and send them to Erin Jackson by March 5, 2020 to collate. The next meeting will held at City Hall from 9:00 am to 12:00 pm to allow time to work on the plan.

7. Other Business &/ or Roundtable Updates

a) Email from Environmental Assessment office dated December 20, 2019 - Revitalization Update

Received for information.

b) Roundtable Updates - each member was afforded an opportunity to update the group on the activities of their respective organizations.

8. Next meeting - Friday, March 13, 2020

9. Adjournment

Moved: Warren Bell

Seconded: Amy Vallarino

THAT: the Environmental Advisory Committee Meeting of February 7, 2020 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 10:19 a.m.

Councillor Sylvia Lindgren, Chair

Received for information by Council on the

day of

, 2020

Item 9.1

CITY OF SALMON ARM

Date: February 24, 2020

Transportation Parcel Tax – Taxation Options For Discussion

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

To: Mayor Harrison and Members of Council
 Date: January 31, 2020
 Subject: Transportation Parcel Tax – Taxation Options

FOR DISCUSSION

Further to Council request at the regular council meeting of July 22, 2019, please find summarized below information relative taxation method options for the Transportation Parcel Tax levy.

The Transportation Parcel Tax levy was established through a Council initiative, in 2003. After lengthy discussions relative to an increase in the 'Tax Rate' versus the implementation of a 'Transportation Parcel Tax' and various combinations thereof, Council resolved to implement a Transportation Parcel Tax to fund the road overlays portion of the Transportation Capital Budget. At the time, this proved to be a major undertaking for staff.

Council's decision to implement the Transportation Parcel Tax was twofold.

- The first being equality – everyone uses the transportation infrastructure and everyone should contribute equally. Increasing the tax rate overall spreads the costs of the transportation network based on the assessed value of the property. At the time Council was engaged in a conversation on commercial taxation. The higher the assessment, the higher the portion of taxes the property owner will pay. This did not address the equal opportunity aspect. There are inequities within any tax system; however, it was felt that the parcel tax was more equitable than an overall tax increase.

What is meant by "equal opportunity" is that everyone who lives within the boundaries of the City of Salmon Arm has the same opportunity as the next person to use the transportation infrastructure, whether or not they own a vehicle; or travel by transit bus, taxi, walk or through other means.

- The second being the protection of the tax monies collected. A specific 'Transportation Parcel Tax' would secure funding for roads. The specific tax usage is legislated by bylaw and cannot be used for any other purpose. Hence, it would not go into the general 'coffers'. Council felt that road infrastructure is an important service. By collecting a parcel tax for the capital portion of the road infrastructure, the public can be assured that appropriate funding for roads would be allocated annually.

In past years, the Transportation Capital Budget was essentially the primary target for tax cuts; therefore it was the intent of Council to provide the Transportation function with a stable and 'dedicated' source of funding. Initially, it was envisioned that the levy would fund the asphaltic road overlays.

A parcel means any lot, block or other area in which real property is held or into which is subdivided. The term parcel includes strata. Group of parcels means where a building or other improvement extends over more than one parcel of land, those parcels, if contiguous, may be treated by the Assessor as one parcel and assessed accordingly. A parcel includes a strata unit, business or residential property that has a legal title attached to it and where each owner is deemed to own a portion of the parcel of the land. The parcel tax does not consider the 'size' of the parcel; it considers 'separate' legal ownership and if it has been assigned a 'separate' assessment by the BC Assessment Authority.

In 2009, Council approved an amendment to essentially exempt parcels assessed as Class 9 "only", parcels or groups of parcels assessed as Class 9 containing Class 1 farm buildings and parcels assessed only as Class 2 improvements.

The follow are the Parcel Tax calculation options available to fund this function:

- Parcel Tax – Flat Rate – Currently in place

Everyone uses the transportation infrastructure and everyone should contribute equally. What is meant by "equal opportunity" is that everyone who lives within the boundaries of the City of Salmon Arm has the same opportunity as the next person to use the transportation infrastructure, whether or not they own a vehicle; or travel by transit bus, taxi, walk or through other means.

- Parcel Tax – Based on Frontage

Frontage Tax can be calculated on the actual frontage that the property abuts the roadway or it can be calculated on a taxable portion of frontage. Water and Sewer Frontage are a calculated taxable frontage. The calculation stipulates a minimum and maximum frontage per parcel. All parcels have a maximum frontage of 300 feet, a strata has a minimum frontage of 25 feet and all other parcels have a minimum of 50 feet. To calculate and update each folio in our database would require a very large amount of staff time.

Not all of the properties within the City have been calculated with a frontage amount. Properties that have access to City water or sewer have a frontage calculation based on Bylaw 1023 for Water Frontage and Bylaw 1244 for Sanitary Sewer Frontage. Using the Taxable Water Frontage calculation as a sample, the following amounts were calculated to generate the same revenue as the 2019 Transportation Parcel Tax:

Minimum 25 Feet – Strata	\$ 43.45
Minimum 50 Feet	\$ 86.90
Maximum 300 Feet	\$ 521.40

- Parcel Tax – Based on Area

A Parcel Tax based on Area is calculated strictly on the size of the property. Therefore, the greater the area of the parcel the larger the levy. This data is currently not available in our database and would require a very large amount of staff time to gather and update each folio with the correct data.

Should Council impose a parcel tax based on taxable area or taxable frontage of a parcel, then the bylaw must establish how the taxable area or the taxable frontage of a parcel is to be determined, and expressly state that the methods for determination must be based on the physical characteristics of the parcel and may be different for parcels having different classes of physical characteristics. A parcel tax based on taxable area or taxable frontage would require a new bylaw. The new bylaw would be part of the court of revision process and as such every parcel that is subject to the parcel tax must be notified and the taxable area or taxable frontage calculation provided. Each parcel is subject to Section 205 (1)(2)(c) of the Community Charter, wherein a person may file a complaint regarding the calculation of the taxable area or the taxable frontage of the parcel.

A specific 'Transportation Parcel Tax' secures funding for roads. The specific tax usage is legislated by bylaw and cannot be used for any other purpose. By collecting a parcel tax for the capital portion of the road infrastructure, the public can be assured that appropriate funding for roads would be allocated annually.

- Ad Valorem Tax – Assessed Value

Increasing the tax rate overall spreads the costs of the transportation network based on the assessed value of the property. The higher the assessment, the higher the portion of taxes the property owner will pay. In the past, Council has increased taxes directly for transportation purposes only to have the funds cut and used for another purpose in a later year. An additional tax increase of 6.77% in 2019 would have been required to generate the same revenue as the 2019 Transportation Parcel Tax. The following is the impact of a 6.77% tax increase:

Residential Dwelling (\$373,425 Assessment)	\$ 99.55
Residential Dwelling (\$675,000 Assessment)	\$ 179.95
Commercial Business (\$500,000 Assessment)	\$ 376.01
Commercial Business (\$15,742,000 Assessment Centenoka)	\$ 11,838.17

An 'Ad Valorem Tax' would appear on the tax rate bylaw as an increase in the General Municipal Mill Rate. These funds are not legislated by a bylaw for a specific purpose and could be moved to fund another project in any given year, resulting in funding that is not secured for road infrastructure improvements.

Staff do not recommend any changes to the current taxation method for the Transportation Parcel Tax levy.

Respectfully Submitted,



Tracy Tulak, CPA, CMA
Acting Chief Financial Officer

Item 9.2

CITY OF SALMON ARM

Date: February 24, 2020

Property Taxation, Tax Rate Multiples and Tax Shifting

For Discussion

Vote Record

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

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

To: Mayor Harrison and Members of Council
 Date: February 3, 2020
 Subject: Property Taxation, Tax Multiples and Tax Shifting

FOR DISCUSSION

Further to Council request, please find summarized below information relative to Property Taxation, Tax Multiples and Tax Shifting.

Distribution of Property Taxes Among the Property Classes

The present practice of municipalities including the City of Salmon Arm, for developing tax rates is based on the proportion of each property class's revenue to total revenue required (the Annual Budget). Any inflationary increase in assessments is reduced to reflect only the real increase in new construction in each class, thus, reflecting the City's responsible treatment of all taxpayers.

The objective of Council is to set tax rates in such a manner as to maintain tax stability while maintaining equality between the property classes. This practice allows the various taxpayers in the municipality to be confident that their property tax bill will only increase as much as their proportion of the increase in tax revenue required from year to year. The policy of Council is to maintain a proportionate relationship between the property classes. In other words, from year to year, approximately the same amount of general municipal tax revenue is collected from each property tax class (i.e. Residential, Utilities, Major Industry, Business, etc.) notwithstanding Council approved tax increases and taxation shifts.

The following chart details the current distribution of property taxes between property classes:

Property Class	2019 Tax Rate	Class Multiple	Percentage to Total Property Tax	Percentage to Total Property Assessment Value
Residential (1)	3.9378	1.00:1	66.01%	85.69%
Utilities (2)	25.6419	6.51:1	0.83%	0.16%
Supportive Housing (3)	0.000	0:1	0.00%	0.00%
Major Industry (4)	72.7672	18.48:1	3.14%	0.22%
Light Industry (5)	11.1080	2.82:1	2.25%	1.03%
Business (6)	11.1080	2.82:1	27.02%	12.44%
Managed Forest Land (7)	7.9356	2.02:1	0.01%	0.01%
Recreational/Non Profit (8)	2.8745	0.73:1	0.12%	0.21%
Farm (9)	12.7915	3.25:1	0.61%	0.24%

Tax Multiples

A tax multiple quantifies the relationship between the property tax class where the residential rate is the base rate. In 2015, residential assessments increased which reduced the tax rate prior to applying the tax increase. An increase in the residential tax rate will increase the tax multiple (because it is the denominator) for the other property tax classes unless that property tax class also saw a decrease in assessments which was less than its "new construction". With respect to the Class 4, assessment values in 2015 decreased more than the residential and therefore its tax multiple decreased. If Class 4 assessments had remained the same the tax multiple would have increased marginally. This calculation is very complex with many variables.

It is prudent for Council to periodically affirm/re-affirm its position regarding the existing property tax multiples or make changes as determined by Council.

Year	Tax Multiple Class 4	Municipal Tax Revenue Class 4	Total Tax Revenue	Percentage to Total
2011	13.38:1	\$539,360	\$13,446,801	4.01%
2012	13.11:1	\$550,525	\$13,922,133	3.95%
2013	17.18:1	\$544,903	\$14,413,849	3.78%
2014	17.03:1	\$493,159	\$14,917,043	3.31%
2015	15.68:1	\$490,010	\$15,366,410	3.19%
2016	14.72:1	\$479,515	\$16,172,407	2.97%
2017	15.63:1	\$497,086	\$16,727,153	2.97%
2018	17.52:1	\$522,649	\$17,330,134	3.02%
2019	18.48:1	\$573,660	\$18,254,612	3.14%

Interestingly, as the table above reflects, an increase in the tax rate and the resulting tax multiple does not necessarily mean increased property taxes. This is a generally misunderstood concept. If there is an inflationary increase in Class 1 (Residential) assessments, the Class 1 (Residential) tax rate will be reduced. Assuming there was no change in Class 4 (Major Industry) assessments its tax rate will remain the same. The resulting tax multiple will increase for Class 4 (Major Industry) without any increase in property taxes.

The relationship between tax multiples and tax rates is complex, therefore one should not assume because the tax multiple (or tax rate for that matter) for a certain Class has increased or decreased that the amount of tax revenue will move in the same direction.

The City reviewed the property tax multiple structure and equalized the general municipal property tax rate and associated multiple for Class 5 (Light Industry) and Class 6 (Business) by shifting general municipal property taxes from Class 5 (Light Industry) to Class 6 (Business) commencing in 2017. This property tax stability strategy is in keeping with its objective to maintain tax stability while maintaining equality between property classifications. See Appendix A for the Business Case Study submitted by the City of Salmon Arm for the 2017 Property Tax Multiple Equalization Initiative.

Tax Shifting

It should be noted that shifting a portion of the tax burden away from any one (1) class of property would require the remaining classes to make up the shortfall (all things being equal). This is because the city requires a certain amount of tax revenue to operate and offer services.

The following chart details the approximate impact of additional tax collection required from the remaining property classes should council approve a shifting of tax collection away from Class 4 (Major Industry):

Class	\$25,000.00 Tax Shift	\$50,000.00 Tax Shift	\$75,000.00 Tax Shift	\$100,000.00 Tax Shift
Residential	\$ 17,037.86	\$ 34,075.72	\$ 51,113.58	\$ 68,151.44
Utilities	213.43	426.86	640.29	853.73
Major Industry	(25,000.00)	(50,000.00)	(75,000.00)	(100,000.00)
Light Industry	580.03	1,160.06	1,740.09	2,320.12
Business	6,977.79	13,955.57	20,933.36	27,911.15
Unmanaged Forest	3.61	7.23	10.84	14.45
Rec Non Profit	29.85	59.70	89.55	119.40
Farm	157.43	314.86	472.29	629.71

The approximate general municipal tax increase as a result of a tax shift from Class 4 (Major Industry) on various Class 1 (Residential) assessments is as follows:

Class	Assessment	\$25,000.00 Tax Shift	\$50,000.00 Tax Shift	\$75,000.00 Tax Shift	\$100,000.00 Tax Shift
Residential	\$ 100,000.00	\$ 0.56	\$ 1.11	\$ 1.67	\$ 2.23
Residential	\$ 398,760.00	2.23	4.43	6.66	8.89
Residential	\$ 500,000.00	2.80	5.55	8.35	11.15

Mayor Harrison and Members of Council
Memorandum - Property Taxation, Tax Multiples and Tax Shifting

Page 4

The approximate general municipal tax increase as a result of a tax shift from Class 4 (Major Industry) on various Class 6 (Business) assessments is as follows:

Class	Assessment	\$25,000.00 Tax Shift	\$50,000.00 Tax Shift	\$75,000.00 Tax Shift	\$100,000.00 Tax Shift
Business	\$ 100,000.00	\$ 1.57	\$ 3.14	\$ 4.71	\$ 6.28
Business	\$1,000,000.00	15.70	31.40	47.10	62.80
Business	\$2,000,000.00	31.40	62.80	94.20	125.60

The following chart details the approximate impact of additional tax collection required from the residential property class should council approve a shifting of tax collection away from Class 4 (Major Industry):

Class	\$25,000.00 Tax Shift	\$50,000.00 Tax Shift	\$75,000.00 Tax Shift	\$100,000.00 Tax Shift
Residential	\$ 25,000.00	\$ 50,000.00	\$ 75,000.00	\$ 100,000.00
Major Industry	(25,000.00)	(50,000.00)	(75,000.00)	(100,000.00)

The approximate general municipal tax increase as a result of a tax shift from Class 4 (Major Industry) on various Class 1 (Residential) assessments is as follows:

Class	Assessment	\$25,000.00 Tax Shift	\$50,000.00 Tax Shift	\$75,000.00 Tax Shift	\$100,000.00 Tax Shift
Residential	\$ 100,000.00	\$ 0.82	\$ 1.63	\$ 2.45	\$ 3.27
Residential	\$ 398,760.00	3.27	6.50	9.77	13.04
Residential	\$ 500,000.00	4.10	8.15	12.25	16.35

It should be noted that any tax shift between classes does not affect the tax levies from other Governments.

The Province already caps the Class 2 (Utilities) tax rate to \$40 per \$1,000.00 of assessed value and 2.5 times the rate applicable to Class 6 (Business) further restricting the City's ability to distribute a tax shift on an equal basis to the remaining classes.

Respectfully Submitted,



Tracy Tulak, CPA, CMA
Acting Chief Financial Officer

Open for Business Case Study - 2017 Property Tax Multiple Equalization Initiative

The City of Salmon Arm is pleased to submit this Case Study for the Open for Business Awards nomination because this initiative truly demonstrates that the City is 'Open for Business'. By listening carefully to the business community and ensuring that the City's taxation policies are equitable and fair, Council is working to make the community more competitive for small business.

Background:

Although the BC Assessment Authority is responsible for classifying properties into one (1) or more of the nine (9) classifications, it is the role of local government to establish the municipal annual tax rates based on revenue needs set out in each municipalities' financial plan and to allocate a portion of the property tax levy to each classification. The ratio between each classifications' municipal property tax rate is called a tax multiple. A tax multiple quantifies the relationship between the property tax class, where the residential tax rate is the base rate.

One objective of Council for the City of Salmon Arm is to set tax rates in such a manner as to maintain tax stability equitably between the property classes. This practice allows the various taxpayers in the community to be confident that their property tax bill will only increase as much as their proportionate increase in tax revenue required from year to year.

In 2008, new revenue policy disclosure requirements were introduced by the Province. Section 165 of the Community Charter requires that the City disclose its revenue and taxation policies and objectives. The intent of the legislation is to ensure that local governments assess their current revenue and tax policy position, establish a long term (5 year) vision for the municipality and implement specific objectives and policies to promote sustainability.

In 2009, the City complied and full revenue and taxation policy disclosure were outlined in the Financial Plan, identifying the method by which property tax rates, user fees, etc. are developed including the:

- proportion of revenue proposed to come from various funding sources;
- distribution of property taxes among the property classes; and
- use of permissive and revitalization tax exemptions.

In 2013, Council reviewed the property tax multiples and reduced the Class 4 (Major Industry) property tax multiple, thereby shifting approximately \$25,000.00 in general

municipal property taxes from Class 4 to the other general municipal property tax classifications.

In early 2016, Council again reviewed and reduced the Class 4 (Major Industry) property tax multiple, thereby shifting approximately \$25,000.00 in general municipal property taxes from Class 4 to the other general municipal property tax classifications. In addition, Council re-classified a portion of the non market assessment for Class 4 (Major Industry) as an inflationary assessment change, thereby not deriving any new general municipal tax revenue from the non market assessment.

2017 Property Tax Multiple Equalization Initiative:

In mid 2016, the Chief Administrative Officer, Chief Financial Officer and Mayor met with representatives of a small local business to hear their perspective regarding the property tax rate associated with Class 5 (Light Industry) and Class 6 (Business and Other). Their concern was that investment in Class 5 (Light Industry) property was disproportionately penalized due to the higher taxation associated with the increased assessed value, thereby discouraging investment, growth and job creation.

In December 2016 Council invited representatives from local business and the BC Assessment Authority to present information regarding Class 5 (Light Industry) & Class 6 (Business and Other) assessments and property taxation.

During that Development and Planning Services Committee meeting, Council listened carefully to what the presenters had to say and requested a staff report regarding the property tax revenue implications of shifting and/or equalizing property tax between the various classes of assessment.

While this is a very complex issue with many variables (i.e. revenue requirements, new construction values, assessment inflation/deflation changes, etc.) and many different scenarios, staff provided a broad spectrum of options for consideration.

In 2017, following an extensive review of Class 5 (Light Industry) & Class 6 (Business and Other) tax multiples, including consultation with the Salmon Arm Economic Development Society, Chamber of Commerce and the business community, as well as hosting a public input session, Council equalized the property tax rates for those two property classifications. The rationale for this equalization was to support the retention of existing business and to attract new business. The City recognizes that it is not always clear how a property should be classified and have responded in a way that demonstrates that the City is committed to treating all businesses equitably, whether they are assessed as Class 5 (Light Industry) or Class 6 (Business and Other).

To illustrate this equalization, the 2016 municipal general tax rate was utilized (i.e. Class 5 (Light Industry) was \$18.71/\$1,000 of assessed value and Business and Other (Class 6) was \$11.66/\$1,000 of assessed value). The equalization scheme would see the general municipal tax rate equalized at \$11.95/\$1,000 for both classifications, thereby shifting \$6.77 per \$1,000 of assessed value from Class 5 (Light Industry) to Class 6 (Business and Other). The impact to Class 6 (Business) was an increase of \$45.63 for every \$100,000 of commercial assessment while Class 5 (Light Industry) saw a decrease of \$677.28 for every \$100,000. There are approximately 46 properties within the boundaries of the City that are classified as Class 5 (Light Industry) and 676 that are classified as Class 6 (Business and Other).

Conclusion:

Property taxes form the greatest proportion of revenue for the City of Salmon Arm. The City endorses a 'user pay' philosophy in its collection of fees and charges (i.e. development, building, plumbing and fire permits, recreational program and rental fees and cemetery services, etc.) in an attempt to work towards full cost recovery for services provided.

The property tax system, however, provides a stable and consistent source of revenue for many services that are difficult to fund on a user pay basis or those services that benefit the community as a whole, for example, fire protection, snow removal, storm drainage and street lighting, just to name a few.

Consideration of tax rates or tax multiples must be done by looking carefully at the municipality's assessments, local economy, industry, public services provided, and is not a simple endeavour.

Throughout this process, Council for the City of Salmon Arm has consistently proven that they understand and are responsive to the needs of existing business and are committed to creating an atmosphere for new small business to flourish. Feedback from local businesses, the Salmon Arm Economic Development Society and the Salmon Arm Chamber of Commerce has been extremely positive, though the actual impact of this equalization has not yet been fully realized or evaluated.

Item 9.3

CITY OF SALMON ARM

Date: February 24, 2020

Moved: Councillor

Seconded: Councillor

THAT: Council award a two (2) year contract extension to Salmon Arm Security Inc. for the Parks Security Services & Washroom open/close as per the extension clause in the agreement for the 2019 unit prices.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



TO: His Worship Mayor Harrison and Members of Council
 FROM: Robert Niewenhuizen, Director of Engineering and Public Works
 PREPARED BY: Darin Gerow, Manager of Roads & Parks
 DATE: February 6, 2020
 SUBJECT: **CONTRACT EXTENSION FOR SALMON ARM SECURITY INC. – PARKS SECURITY & WASHROOM OPEN/CLOSE**

STAFF RECOMMENDATION

THAT: Council award a two (2) year contract extension to Salmon Arm Security Inc. for the Parks Security Services & Washroom open/close as per the extension clause in the agreement. Salmon Arm Security Inc. have offered to hold their unit prices from 2019 services.

BACKGROUND

Early 2019, the City requested quotations for the parks security services & washroom open/close. Salmon Arm Security Inc. was awarded this contract and successfully completed these works during the 2019/20 season. Their contract services end March 31, 2020.

The contract for these services was for a period of one (1) year and included an extension clause for an option to extend an additional three (3) years upon mutual agreement by both parties. Salmon Arm Security Inc., have offered to hold their quoted unit prices for a three (3) years should the City enter into an extension.

Salmon Arm Security Pricing & required actions is as follows:

Location	Daily cost for Open/Close	Actions
Canoe Beach	\$ 10.00	Washrooms - Open & Close April 1 – Oct. 31. Check all doors
Mosquito Park	\$ 10.00	Washrooms - Open & Close April 1 – Oct. 31.
Foreshore	\$ 18.00	Single Washroom – Open & Close, all year
Marine Park (Washroom, end of wharf & Parking)	\$ 15.00	Washrooms (end of wharf) – Open & Close April & October Washrooms (parking lot) – Open & Close April & October Main Gate – Open & Close daily outside of May 1 – October 1 Check all doors ensuring they are locked

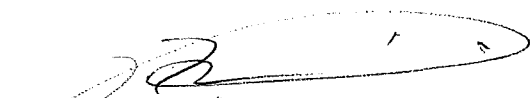
CONTRACT EXTENSION FOR SALMON ARM SECURITY – PARKS SECURITY &
WASHROOM OPEN/CLOSE

Page 2

Marine Park Gate	\$ 10.00	Washroom/Fieldhouse - Open & Close April 1 – Oct. 31. Check all doors
Jackson Field House	\$ 5.00	Washrooms - Open & Close April 1 – Oct. 31.
McGuire Lake	\$ 5.00	Washrooms - Open & Close all year, check all doors
Ross Street Plaza	\$ 18.00	Washrooms - Open & Close April 1 – Oct. 31. Check all doors
Fletcher Park	\$ 5.00	Washrooms - Open & Close April 1 – Oct. 31. Check all doors
Blackburn	\$ 5.00	Washrooms - Open & Close April 1 – Oct. 31. Check all doors
Little Mountain Field House	\$ 5.00	Washrooms - Open & Close April 1 – Oct. 31. Check all doors
Klahani Park	\$ 18.00	Washrooms – Yearly Check gravel pit gate (6641 – 10 Avenue SE), if opened close.
South Canoe	\$ 18.00	

Salmon Arm Security was excellent at completing the services in a timely matter and communicating any concerns, damage, mess or vandalism they found. We recommend securing the extension of this contract for two (2) additional years, expiring March 31, 2022.

Respectfully submitted,



Robert Niewenhuizen, AScT
Director of Engineering and Public Works

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Item 9.4

CITY OF SALMON ARM

Date: February 24, 2020

Moved: Councillor

Seconded: Councillor

THAT: the 2020 Budget contained in the 2020 to 2024 Financial Plan be amended to reflect funding for Design Engineering Services for the 75 Avenue NE Replacement project in the amount of \$11,885.00 funded from the reallocation of funds from the Sanitary Relining (49 – 50 Street NE) project;

AND THAT: the 2020 Budget contained in the 2020 to 2024 Financial Plan be amended to reflect additional funding for Design Engineering Services for the Sanitary Extension TCH East (60 Avenue to 63 Avenue NE) project in the amount of \$15,775.00 funded from the reallocation of funds from the Sanitary Relining (49 – 50 Street NE) project;

AND THAT: Council approve the award for Design Engineering Services for the 75 Avenue NE Replacement project (\$11,885.00), the Canoe Beach Drive (50 to 52 Street NE) Replacement project (\$14,100.00) and the Sanitary Extension TCH East (60 Avenue – 63 Avenue NE) project (\$30,775.00) to Gentech Engineering Inc., for a total quoted price of \$56,760.00 plus taxes as applicable;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of Engineering Design Services related to Project Number's 2020-39/41/42 to authorize sole sourcing of same to Gentech Engineering Inc.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



File: 2020-39/41/42

TO: His Worship Mayor Harrison and Members of Council
FROM: Robert Niewenhuizen, Director of Engineering and Public Works
PREPARED BY: Tim Perepolkin, Capital Works Supervisor
DATE: February 19, 2020
SUBJECT: **CANOE SANITARY SEWER PROJECTS**
2020-39 - CANOE BEACH DRIVE (50 ST TO 52 ST NE) REPLACEMENT
2020-41 - 75 AVE NE REPLACEMENT
2020-42 - SANITARY EXTENSION TCH EAST (60 AVE - 63 AVE NE)
DESIGN ENGINEERING SERVICES AWARD – SOLE SOURCE

STAFF RECOMMENDATION

- THAT:** The 2020 Budget contained in the 2020 to 2024 Financial Plan be amended to reflect funding for Design Engineering Services for the 75 Ave NE Replacement project in the amount of \$11,885.00 funded from the reallocation of funds from the Sanitary Relining (49-50 St NE) project;
- AND THAT:** The 2020 Budget contained in the 2020 to 2024 Financial Plan be amended to reflect additional funding for Design Engineering Services for the Sanitary Extension TCH East (60 Ave to 63 Ave NE) project in the amount of \$15,775.00 funded from the reallocation of funds from the Sanitary Relining (49-50 St NE) project;
- AND THAT:** Council approve the award for Design Engineering Services for the 75 Ave NE Replacement project (\$11,885.00), the Canoe Beach Drive (50 to 52 St NE) Replacement project (\$14,100.00) and the Sanitary Extension TCH East (60 Ave – 63 Ave NE) project (\$30,775.00) to Gentech Engineering Inc., for a total quoted price of \$56,760 plus taxes as applicable;
- AND THAT:** The City's Purchasing Policy No. 7.13 be waived in the procurement of Engineering Design Services related to Project No's. 2020-39/41/42 to authorize sole sourcing of same to Gentech Engineering Inc.

BACKGROUND

The 75 Ave NE Sanitary Sewer Replacement Design was included in the 2019 approved budget. This was carried forward with an additional \$285,000 included in the 2020 approved budget for construction. This project involves replacement of existing aged infrastructure including one horizontal augured rail crossing. The design services proposal received from Gentech in the amount of \$11,885 for this project is within the 2019 approved budget of \$15,000. Carry forward funds are not available until after year end financial review is complete, therefore a budget amendment is required to allow award of this project at this time.

Sanitary Extension TCH East (60 Ave to 63 Ave NE) Design is included in the 2020 approved budget. This project involves design of sanitary sewer extension along 50 Street NE, south to the Trans Canada Highway with an augured crossing to the east and further extension south to 60 Ave NE. This sewer extension will provide sanitary sewer service to properties within the Urban Containment Area, where requests for service continue to be received. The anticipated scope of work and design services estimate received from Gentech exceeds the 2020 approved budget by \$15,775, therefore, additional funding is necessary to proceed with the design of this project.

Canoe Beach Drive (50 St to 52 St NE) Replacement is included in the 2020 approved budget. This project involves replacement of existing aged infrastructure. After a detailed in-house review was completed, staff determined that approximately 30-50% of the sewer flows currently going to Claires Cove lift station could be redirected to Mosquito lift station. Reducing the flows to Claires Cove will result in energy savings related to pumping costs as well as savings in purchase of new smaller replacement pumps. Claires Cove lift station is due for a major reconstruction within the next 2-5 years. The design services proposal received from Gentech in the amount of \$14,100 for this project is within the 2020 approved budget.

The Sanitary Relining (49–50 St NE) project was identified to replace an old clay sanitary line in Canoe. Upon cameraing the sewer, it was determined that the sewer was in relatively good shape with the exception of a 'belly' in the northern portion of the sanitary sewer. This portion of the sanitary sewer was replaced in 2019 and significant fund are remaining. As the remaining portion of the sanitary sewer appears to be in relatively good shape, funds may be reallocated to higher priority projects such as those noted above.

STAFF COMMENTS

Due to the complexity of these projects, staff have requested design engineering proposals for these sanitary sewer projects from Gentech Engineering exclusively. They have successfully designed and managed a variety of Horizontal Auguring projects under CP Rail right-of-ways in difficult conditions in past years. These projects include several critical grade crossing elevation confirmations with other utilities that require significant attention to detail. Gentech has a good working relationship with the City and have proven from past projects that they are very capable of successfully completing these projects. Staff recommend award of design engineering services for these sanitary sewerage projects in Canoe to Gentech Engineering Inc.

Gentech Engineering has provided a design schedule that includes sufficient time for approvals and will allow tendering for construction this year, for the two projects included in the 2020 approved budget.

Respectfully submitted,

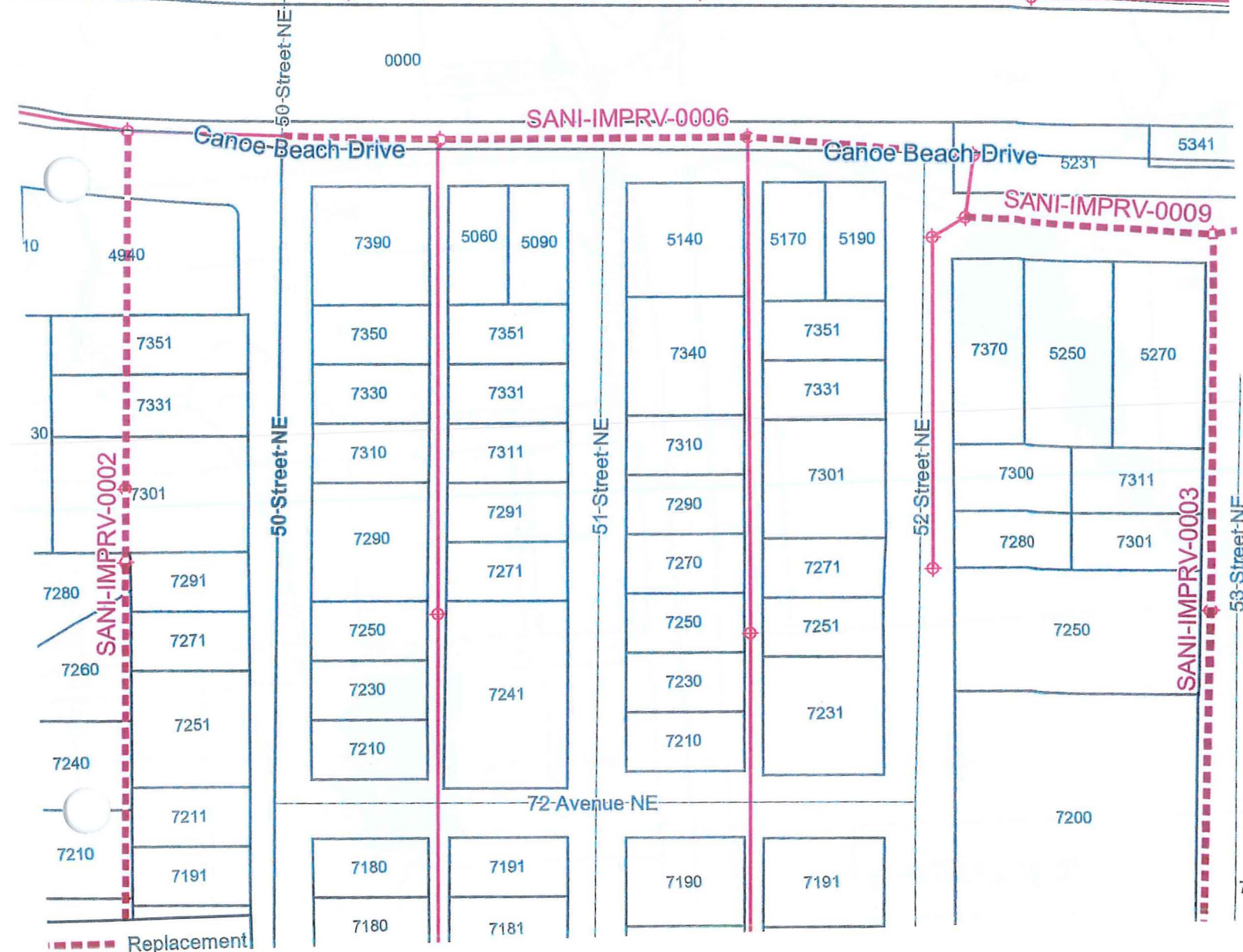
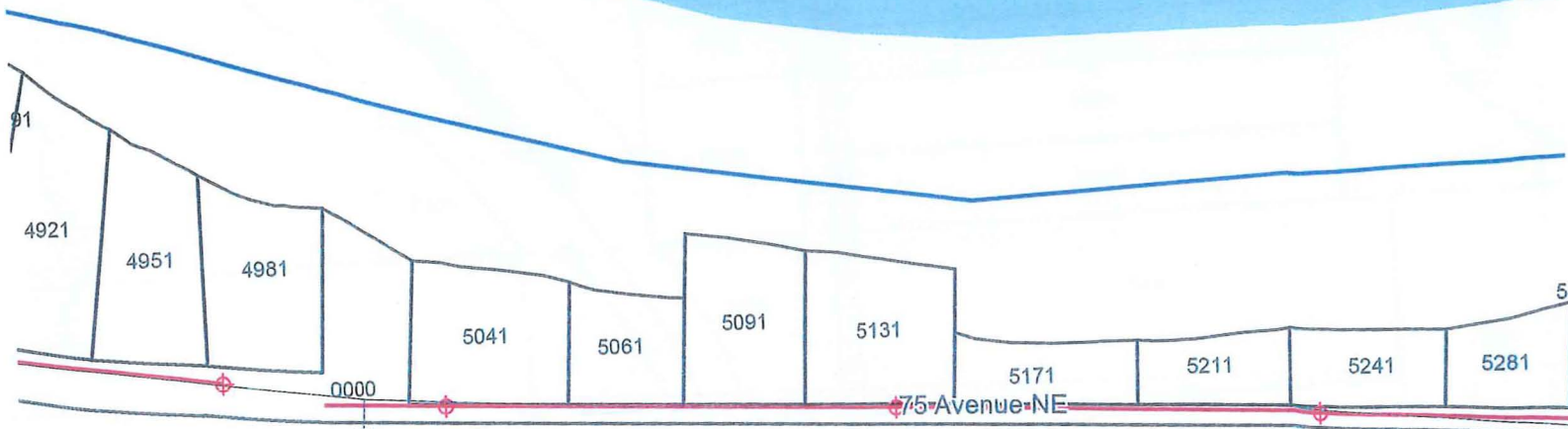


Robert Niewenhuizen, AScT
Director of Engineering and Public Works

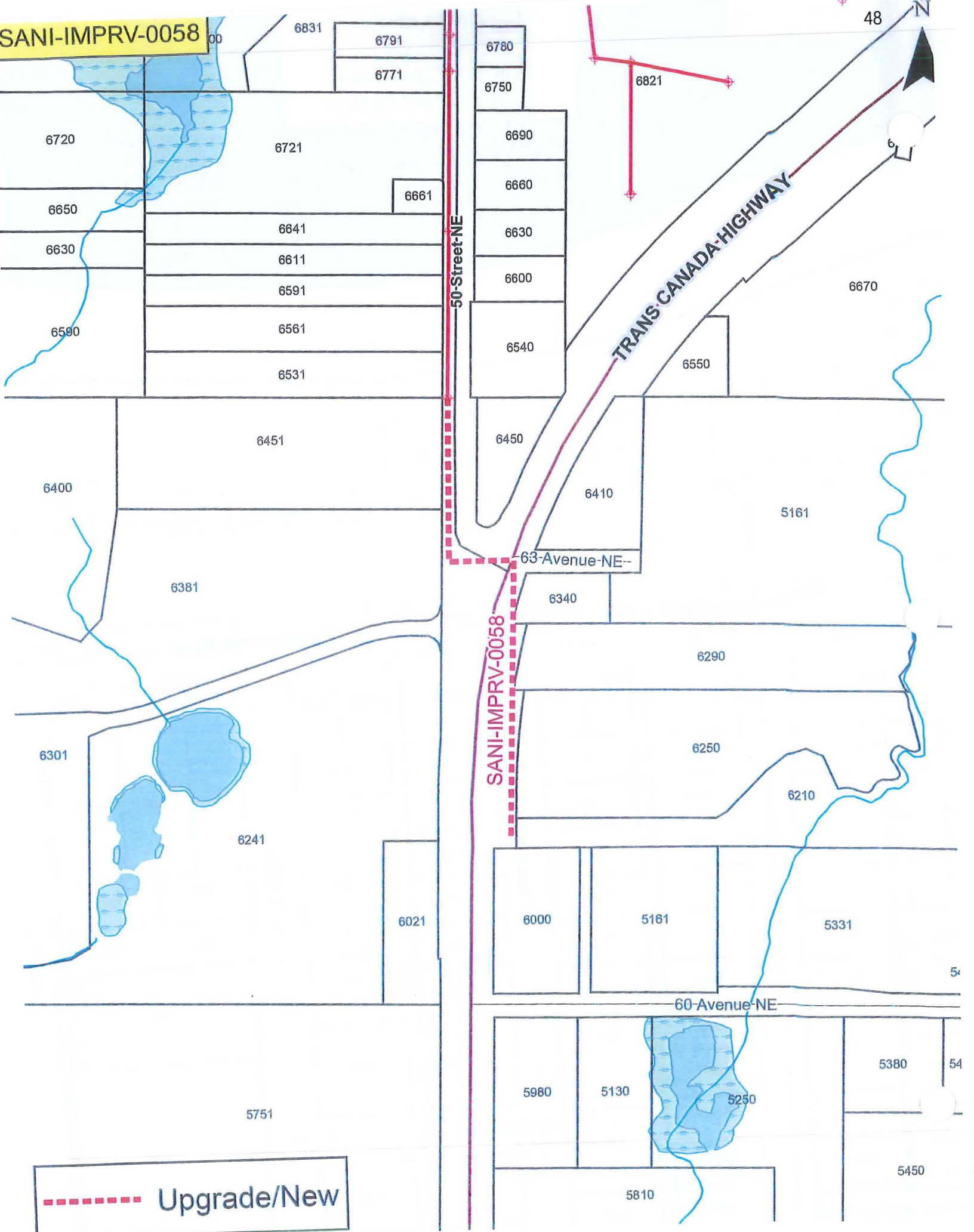
SANI-IMPRV-0006

Canoe Beach Drive
(50-52 Street NE)
Sanitary Sewer Main
Replacement Design

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SANI-IMPRV-0058



Upgrade/New

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Item 9.5

CITY OF SALMON ARM

Date: February 24, 2020

Moved: Councillor

Seconded: Councillor

THAT: the Contract with Waste Connections of Canada Inc. for Solid Waste Collection and Disposal Services of Municipal Facilities be extended for a term of one (1) year at an increase of 6.5% from the previous year's rates.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



File: 5360.06.08

TO: His Worship Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Jenn Wilson, City Engineer

DATE: February 20, 2020

SUBJECT: **CONTRACT EXTENSION - SOLID WASTE COLLECTION AND DISPOSAL SERVICE OF MUNICIPAL FACILITIES**

STAFF RECOMMENDATION

THAT: The Contract for Solid Waste Collection and Disposal Services of Municipal Facilities be extended for a term of one (1) year at an increase of 6.5% from the previous year's rates.

BACKGROUND

The Contract for Solid Waste Collection and Disposal Service of Municipal Facilities was awarded in 2016 to Waste Connections of Canada Inc. In July of 2018 Food Waste Services was added to the facility contracts. The contract terminates on March 31, 2020, but may be extended by agreement of both parties.

The contract covers collection of garbage from the Airport, Blackburn Park, RCMP, Water Pollution Control Centre, Fire Training Centre, Public Works Building, City Hall, Little Mountain Sports complex and Fire Hall #1 as well as Recycling and Food Waste from the RCMP, Public Works and City Hall. Additionally, the contract covers collection of the downtown recycling receptacles. The contract currently cost the City approximately \$3,000 a month depending on tipping frequency.

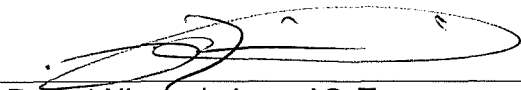
The City contacted Waste Connections of Canada who are in agreement to extend the contract for a year at the previous year's rates plus 6.5%.

STAFF COMMENTS

Staff have had no concerns with the contract performance of Waste Connections of Canada Inc. over the term of the contract. The original contract had annual increases of 5% applied to the unit pricing which Waste Connections did not apply in the 2019/2020 year resulting in some savings to the City. As such staff believe a 6.5% increase over what would have been the 2020 rates is fair for the one (1) year extension period. This will result in an approximately \$200/month increase depending on tipping frequency.

Staff recommend the contract with Waste Connection of Canada Inc. be extended one (1) year at the 2020 rates plus 6.5%.

Respectfully submitted,



Robert Niewenhuizen, ASCT
Director of Engineering and Public Works

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Item 10.1

CITY OF SALMON ARM

Date: February 24, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4372 be read a first and second time;

AND THAT: Final reading of the Bylaw be withheld subject to the following:

1. Ministry of Transportation and Infrastructure approval; and
2. Registration of a Section 219 Land Title Act Covenant addressing the City's Floodplain Regulations and the Provincial Riparian Areas Protection Regulation.

[ZON-1166; Westside Farms Ltd., Inc. No. BC 1075703; 1490 10 Avenue SW; A-1 and R-1 to C-3]

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

DATE: February 6, 2020

FROM: Director of Development Services

RE: Zoning Bylaw Amendment Application No. 1166
Development Variance Permit Application No. 510

Subject Property: Proposed Lot 1, Plan EPP99304
Civic Address: 1490 - 10 Avenue SW
Owner/Applicant: Westside Farms Ltd., Inc. No. BC 1075703

MOTION FOR CONSIDERATION

THAT: Bylaw No. 4372 be considered, adoption of which would amend Zoning Bylaw No. 2303 by rezoning the northerly 2.77 hectares of that part of the NE ¼ of Section 10 included in plan attached to absolute fees parcel book volume 5, folio 614; Township 20 Range 10 W6M, KDYD, shown on Schedule A, from A-1 (Agricultural Zone) and R-1 (Single Family Residential Zone) to C-3 (Service Commercial Zone);

AND THAT: Final reading Bylaw No. 4372 be withheld subject to the following:

- 1) Ministry of Transportation and Infrastructure approval;
- 2) Registration of a Section 219 Land Title Act Covenant addressing the City's Floodplain Regulations and the Provincial Riparian Areas Protection Regulation;

AND THAT: Development Variance Permit No. 510 be authorized for issuance for that part of the NE ¼ of Section 10 included in plan attached to absolute fees parcel book volume 5, folio 614; Township 20 Range 10 W6M, KDYD, which will vary Subdivision and Development Servicing Bylaw No. 4163 as follows:

Section 4.0 – waive all City of Salmon Arm works and services requirements;

AND THAT: Issuance of Development Variance Permit No. 510 be withheld subject to Registration of a Section 219 Land Title Act Covenant on titles stipulating the following:

- 1) No further subdivision or development of Proposed Lot 1, Plan EPP99304 or the Remainder until fully serviced to City of Salmon Arm Standards; and
- 2) No development on Proposed Lot 1, Plan EPP99304 until fencing is adequately installed along the ALR boundary, in a phased manner and to be approved by a future Development Permit.

PROPOSAL

The rezoning application (ZON-1166) proposes Bylaw No. 4372 intended to rezone the northerly 2.77 ha portion of the subject property (Proposed Lot 1) from Agriculture (A-1) and Single Family Residential (R-1) to Service Commercial (C-3) in order to: 1) facilitate a single lot subdivision along the ALR boundary; and 2) allow for future service commercial land uses and development on Proposed Lot 1.

The second application, Development Variance Permit (DVP-510), is a request for Council to waive all servicing bylaw related requirements to the proposed subdivision; mainly to not upgrade the 10 Avenue SW frontage to the Urban Arterial Street Standard.

The owner/applicant is agreeable to the subject conditions outlined in the Motion for Consideration.

Schedule A and the sketch plan of subdivision "Proposed Lot 1, Plan EPP99304" are attached as APPENDIX 1 and various reference maps are attached as APPENDIX 2. The C-3 zone regulations are attached as APPENDIX 3.

BACKGROUND

The owner/applicant intends to sell the proposed remainder in the ALR to a local, large scale farming operation. There are no immediate plans to further subdivide or develop Proposed Lot 1 and farming activity on the 2.77 ha portion is likely continue over the short-term. The remaining 9.19 ha southern portion in the ALR is to remain zoned A-1 (Agriculture).

Proposed Lot 1 cannot be subdivided under the current A-1 / R-1 zoning due to the minimum parcel size requirement of 8.0 ha for an A-1 zoned lot.

The subject property has a long history of farm use. Proposed Lot 1 and the lots to the east and west have been designated for "Highway Commercial" (HC) land use in the Official Community Plan (OCP) since at least the 1990s. Long standing farm operations have occurred on the lands to the south, southwest and southeast for generations.

Site / Context

The subdivision plan for Proposed Lot 1 shows a 15 m wide panhandle access from 10 Ave. SW to the southern remainder along the present west parcel boundary. It also shows 2.4 m of road dedication along the 273 m length of the 10 Ave. SW frontage. The panhandle and lot depth is approx. 110 m. Within the panhandle is a proposed 6.5 m wide statutory right of way for a drainage ditch that is subject to the Provincial Riparian Areas Protection Regulation (RAPR) and needed by the City for its master drainage planning; mostly for Residential Development Area B to the southeast.

The subject property is relatively flat, a large portion of which lies below the 200-Year Floodplain Elevation (< 352 m Geodetic Survey Coordinate). Tenth Ave. SW has acted somewhat as a dike throughout Salmon Arm's urbanized history as the north side of this road is not within the floodplain. Although excellent land for agriculture with Class 2 soils, it may also be well suited for commercial development with stabilized, raised and drained surface conditions.

Properties across 10 Ave. SW to the north and those to the east and west that are not in the ALR include a mix of service commercial, regional mall (zoned C-3, C-7) and low to medium density residential land uses and developments (zoned R-1 and R-4).

OCP / Zoning

The Highway Commercial land use policies of the OCP applicable to Proposed Lot 1 support C-3 zoning. No development is proposed at this time. If rezoned to C-3, development on Proposed Lot 1 would be subject to a Development Permit application to address architectural form and character; the "Highway Commercial Development Permit Area" guidelines of the OCP and zoning regulations would be applicable.

Proposed Lot 1 was entirely zoned Rural Residential (RR-1) in the mid 1970s and it appears that the ALR boundary today is the original alignment from the early 1970s. The remaining 9 ha portion in the ALR proposed to be severed is to remain designated "Salmon Valley Agriculture" and zoned Agriculture (A-1).

The subject property is designated "Potential Hazardous Areas Development Permit Area - Floodplain". The registration of a Floodplain Covenant as detailed in the Motion for Consideration will satisfy the OCP's policies in this regard. The covenant will generally restrict new development to an elevation above the minimum flood construction level, require favourable geotechnical review prior to development, and save the City harmless from liability.

In terms of the RAPR, the subject property is designated "Environmentally Sensitive Riparian Areas Development Permit Area" in the OCP due to the drainage ditch traversing south to north and mostly aligned with the eastern parcel boundary of the adjacent lot to the west. The default RAPR setback or "Streamside Protection and Enhancement Area" (SPEA) is 30 m. The associated Assessment Report (No. 6034 - January 20, 2020) by Jeremy Ayotte, RP. Bio, Qualified Environmental Professional states:

"This Riparian Areas Regulation assessment report was triggered by a subdivision proposal that also requires dedication of a City of Salmon Arm Right of Way (6.5 m width), and road access to the remaining lot (4.5 m width). The City of Salmon Arm Right of Way will be within the 10 m SPEA on this stream. The road access to the remaining lot will be outside of the 10 m SPEA (see site plan). There is no requirement for any development within the SPEA (soil disturbance or vegetation removal) as a consequence of this proposed development. Establishing a 10 m SPEA on this stream will lead to improved streamside vegetation potential."

The registration of a Riparian Areas Covenant will satisfy the OCP policies in this regard. It will have the effect of prohibiting any development or disturbance of the SPEA on the subject property's proposed panhandle, but it will not apply to the adjacent property where the drainage ditch is primarily located.

A SPEA width less than 30 m needs to be approved by the Ministry of Environment and Climate Change (MOE). Staff understands from the owner/applicant's QEP that MOE will allow a 10 m wide SPEA as proposed; however, as of this date, official notification of approval from MOE has not been received.

The owner/applicant has been cooperating with staff for almost a year with plan to secure a City statutory right of way over the entire length of this critical drainage ditch that would cross over 1,000 m of farmland to the south. The right of way still requires ALC and possibly MOE approval through technical application processes which do not require City Council's approvals.

Servicing Variances

The owner/applicant is requesting that Council waive all servicing requirements for the related subdivision, which would primarily involve road upgrades to the Urban Arterial Standard along the 10 Ave. SW frontage. The related 2016 cross-section from the Subdivision and Development Servicing (SDS) Bylaw shows a 25 m wide (12.5 m wide from centerline) road intended to accommodate on the south side: 7.5 m of asphalt, curb and gutter, street-lighting, 3 m wide multi-use path, fire hydrants and underground utility connections.

The present alignment of 10 Ave. SW is not constructed to the current standard along most of its north and south frontages; newer developments have been subject to an interim Urban Arterial standard of the SDS Bylaw. Recent road works costs for those developments along the north side of 10 Ave. SW have been a minimum of \$1000 / m of frontage, not including hydro and utilities.

The sketch plan of subdivision indicates 2.4 m width of road dedication to achieve a width of 10 m from centerline for a total dedicated area of 657 m². Additional road width may need to be negotiated and secured by a statutory right of way in the future.

The existing water main and sanitary sewer mains within 10 Ave. SW are consistent with the SDS Bylaw standards and do not require upgrading at this time. The existing storm sewer main, however, is at capacity and an alternate storm water management solution is needed for this area which will need to be addressed prior to commercial development proceeding on the subject property.

Staff recommend approval of DVP-510 subject to the registration of a covenant stipulating:

No further subdivision or development of Proposed Lot 1, Plan EPP99304 or the Remainder until fully serviced to City of Salmon Arm Standards

The above covenant would defer all servicing requirements to the next subdivision or development, whichever is applied for first.

Engineering Department

Comments are attached.

Ministry of Transportation and Infrastructure

Ministry approval of the Rezoning Bylaw is required as the subject property is within 800 m of the Trans Canada Highway.

Agricultural Advisory Committee

The AAC's mandate includes reviewing planning / development applications for properties in the ALR and along its fringe. The AAC reviewed the rezoning application on February 5, 2020 and unanimously recommended approval.

ALR Buffering

To be somewhat consistent with the OCP policies for agricultural land, the City's Approving Officers have consistently required the installation of fencing along ALR boundaries for past proposals under similar circumstances. At a minimum, fencing should be installed to separate agricultural uses from commercial, residential and other non-compatible activities. The C-3 zone allows for a broad range of commercial uses and accessory residential development on upper floors.

The fencing work is requested to be deferred to future Development Permit approvals and potentially in a phased manner depending on how Proposed Lot 1 is subdivided and developed. The fencing requirements are to be addressed in the same Covenant as the servicing requirements associated with the DVP. Staff support this request. The type and height of fencing can be reviewed in the future with reference to the Ministry of Agriculture's / ALC's Fencing and Buffering Guidelines and relative to the proposed C-3 uses.

CONCLUSION

The proposed rezoning is consistent with the OCP and supported by City staff. The proposed variance will defer off-site servicing and fencing along the ALR boundary to a later date when future development or subdivision is applied for. The owner/applicant is agreeable to the subject conditions outlined in the Motion for Consideration.



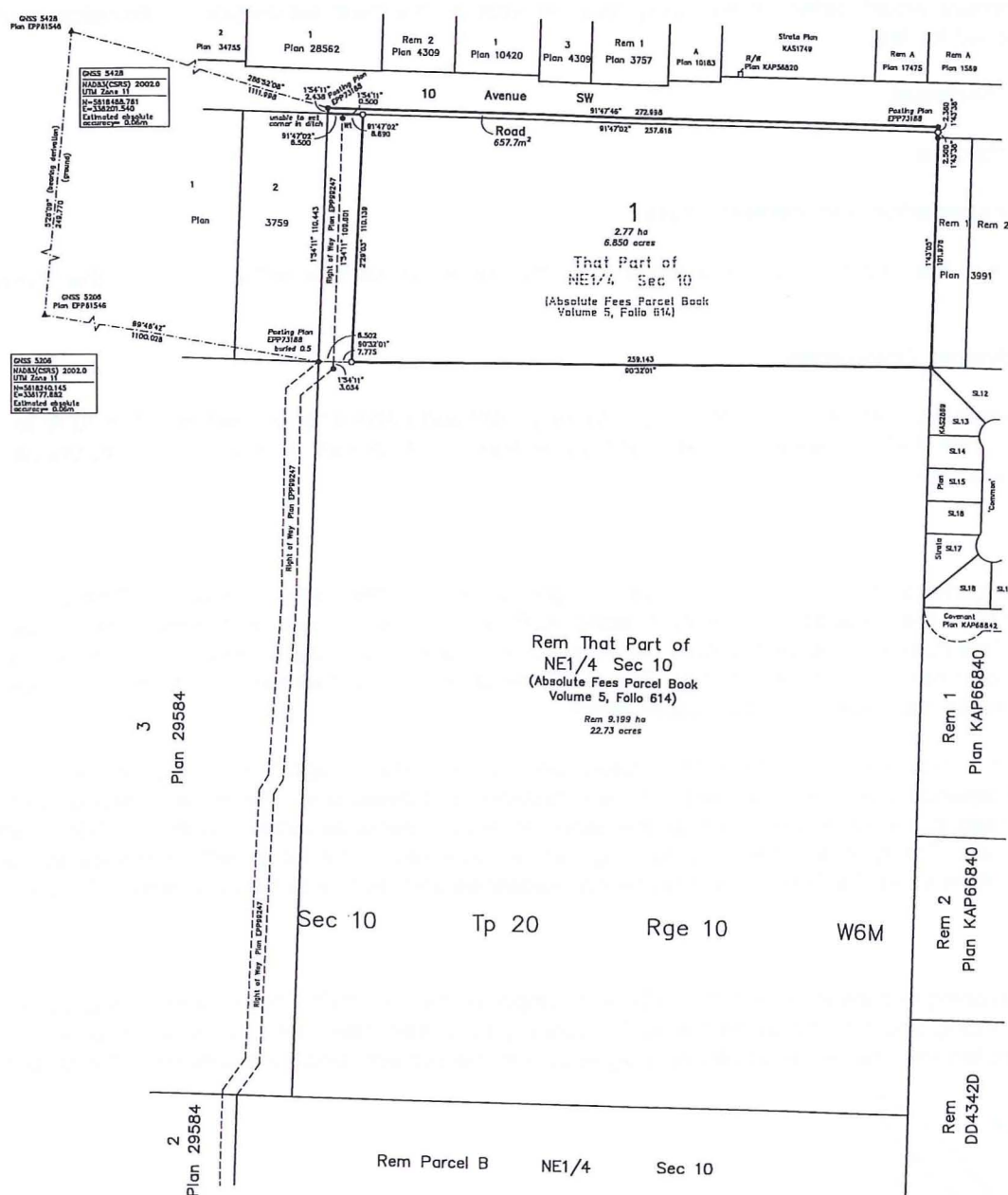
Prepared by: Kevin Pearson, MCIP, RPP
Planning and Development Officer

BCGS B2L-064



The intended plot size of this plan is 560mm in width by 864mm in height (D size) when plotted at a scale of 1:1000

APPENDIX 1



LEGEND

Grid bearings are derived from differential dual frequency GNSS observations and are referred to the central meridian of UTM Zone 11.

This plan shows horizontal ground-level distances, unless otherwise specified. To compute grid distances, multiply ground-level distances by the average combined factor of 0.9998769. The average combined factor has been determined based on an ellipsoidal elevation of 336.1 metres.

The UTM coordinates and estimated horizontal positional accuracy achieved are derived from differential dual frequency GNSS observations post processed using the Natural Resources Canada Precise Point Positioning Service.

- Standard Iron Post Found
- Standard Iron Post Placed
- ▲ Traverse Hub Found
- Wt Denotes Witness
- Rm Denotes Remainder

Note: This plan shows one or more witness posts which are not set on the true corner(s)

This plan lies within the Agricultural Land Reserve

This plan lies within the jurisdiction of the
Approving Officer for the City of Solman Arm

This plan lies within the Columbia Shuswap Regional District

The field survey represented by this plan was completed on the 16th day of December, 2019
Joseph Charles Johnson, BCLS (604)

BROWNE JOHNSON LAND SURVEYORS
B.C. AND CANADA LANDS
SALMON ARM, B.C. 250-832-9701
File: 686-1a 686-1B.row

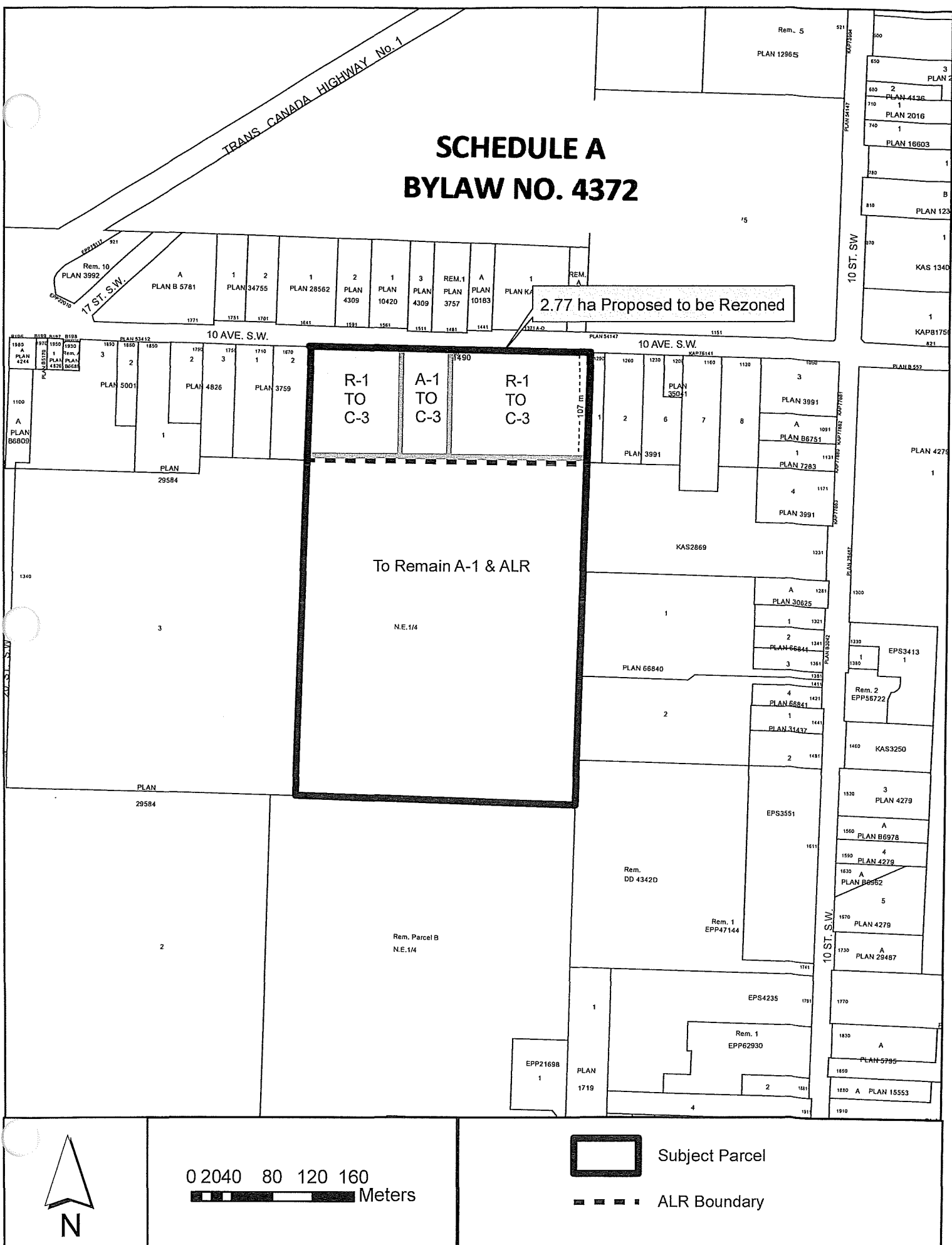
**SCHEDULE A
BYLAW NO. 4372**

2.77 ha Proposed to be Rezoned

To Remain A-1 & ALR

Legend:
 [Thick Black Line] Subject Parcel
 [Dashed Line] ALR Boundary

Scale: 0 20 40 80 120 160 Meters

[illegible][illegible][illegible][illegible]

**SCHEDULE A
BYLAW NO. 4372**

TRANS CANADA HIGHWAY No. 1

Rem. 10
PLAN 3992

A
PLAN B 5781

1
PLAN 34755

2
PLAN 28582

1
PLAN 4309

2
PLAN 10420

1
PLAN 4309

3
PLAN 3757

REM.1
PLAN 10183

A
PLAN KA

1
PLAN KA

REM. A

2.77 ha Proposed to be Rezoned

10 AVE. S.W.

R-1 TO C-3

A-1 TO C-3

R-1 TO C-3

To Remain A-1 & ALR

N.E.1/4

Rem. Parcel B
N.E.1/4

0 20 40 80 120 160 Meters

Subject Parcel

ALR Boundary

**SCHEDULE A
BYLAW NO. 4372**

2.77 ha Proposed to be Rezoned

N

0 2040 80 120 160 Meters

Subject Parcel

 ALR Boundary

[illegible]



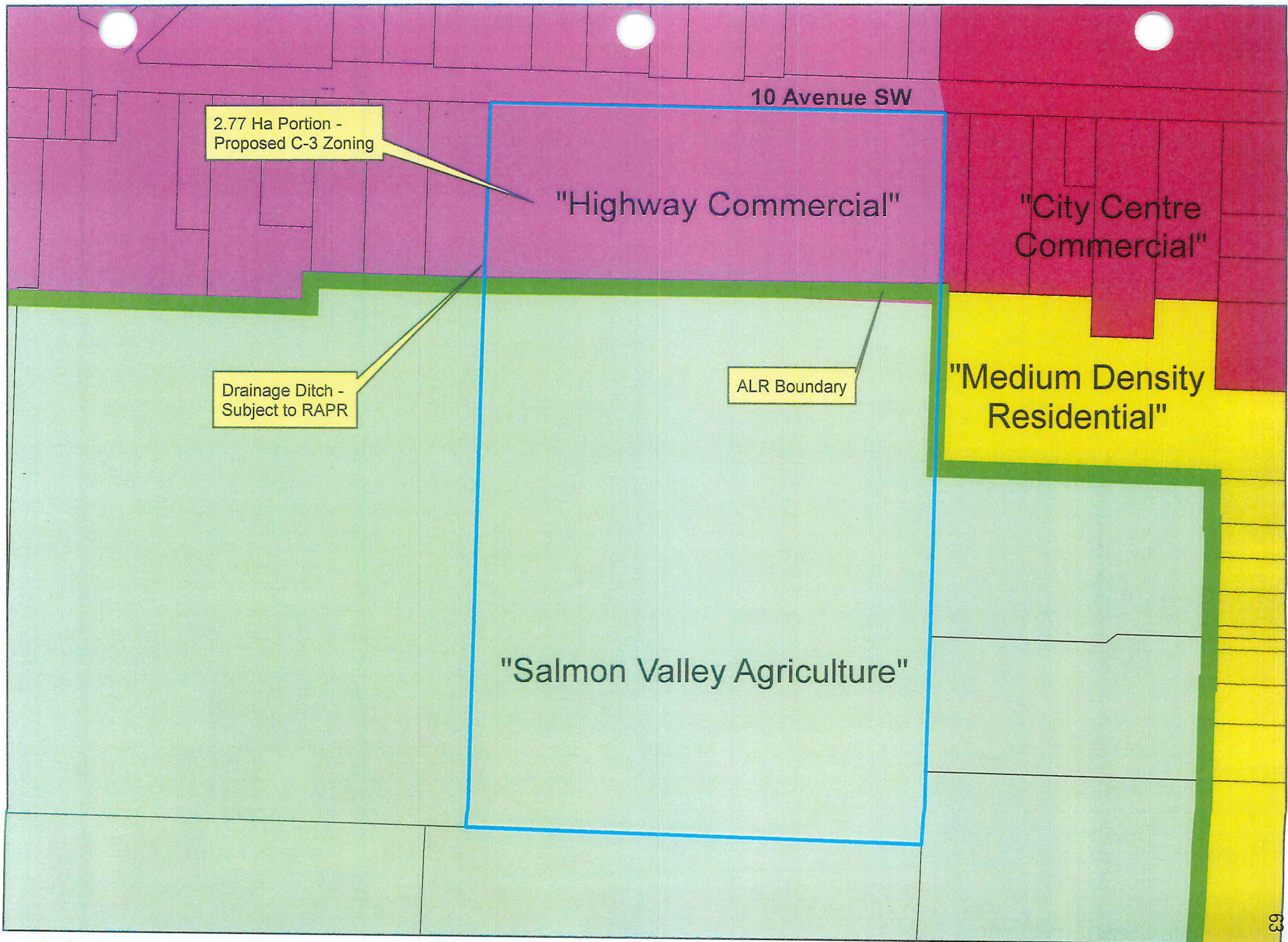
CONTEXT MAP

ALR Boundary

Subject Property



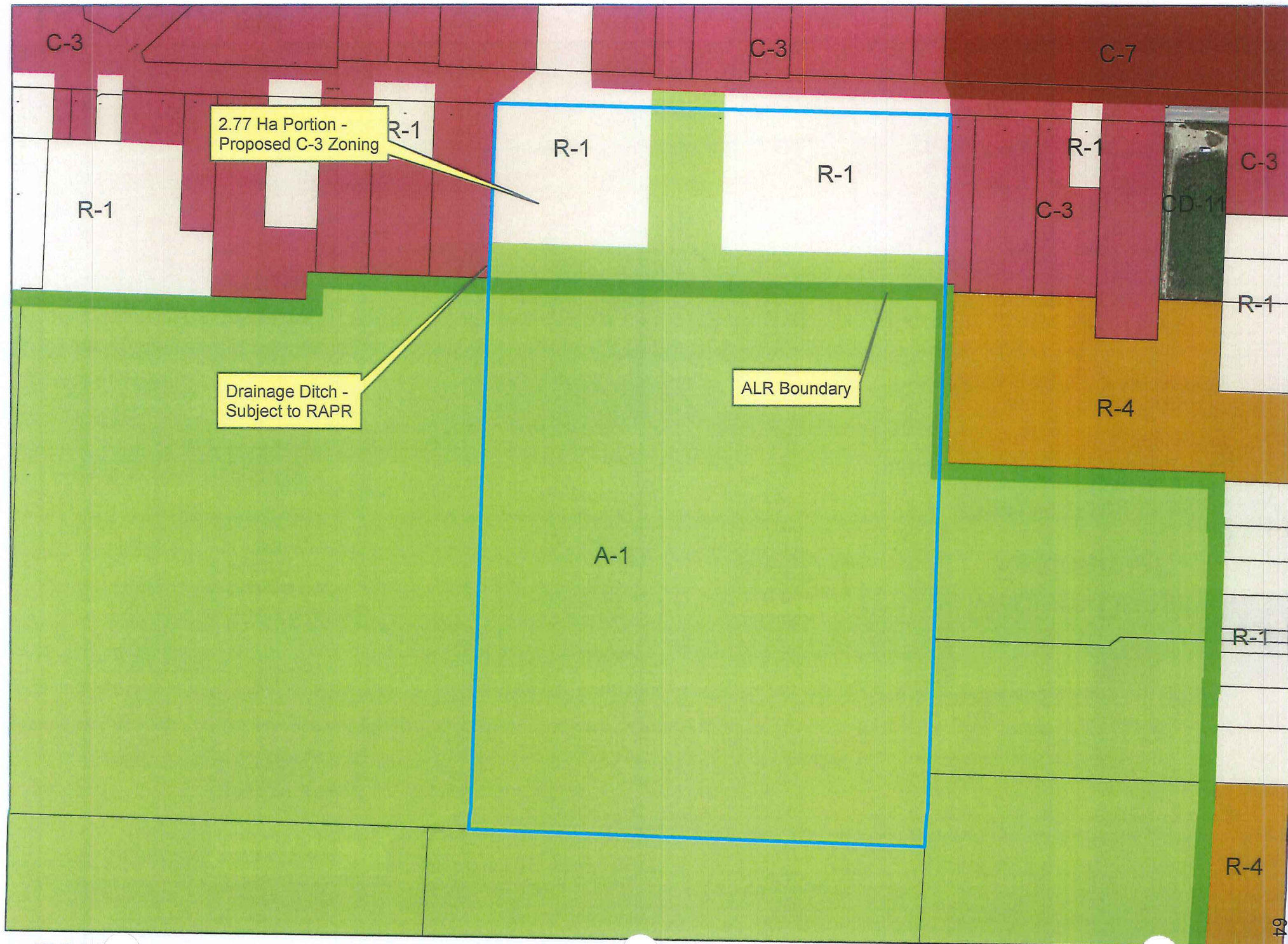
APPENDIX 2



OCP LAND USE

Subject Property





ZONING

Subject Property

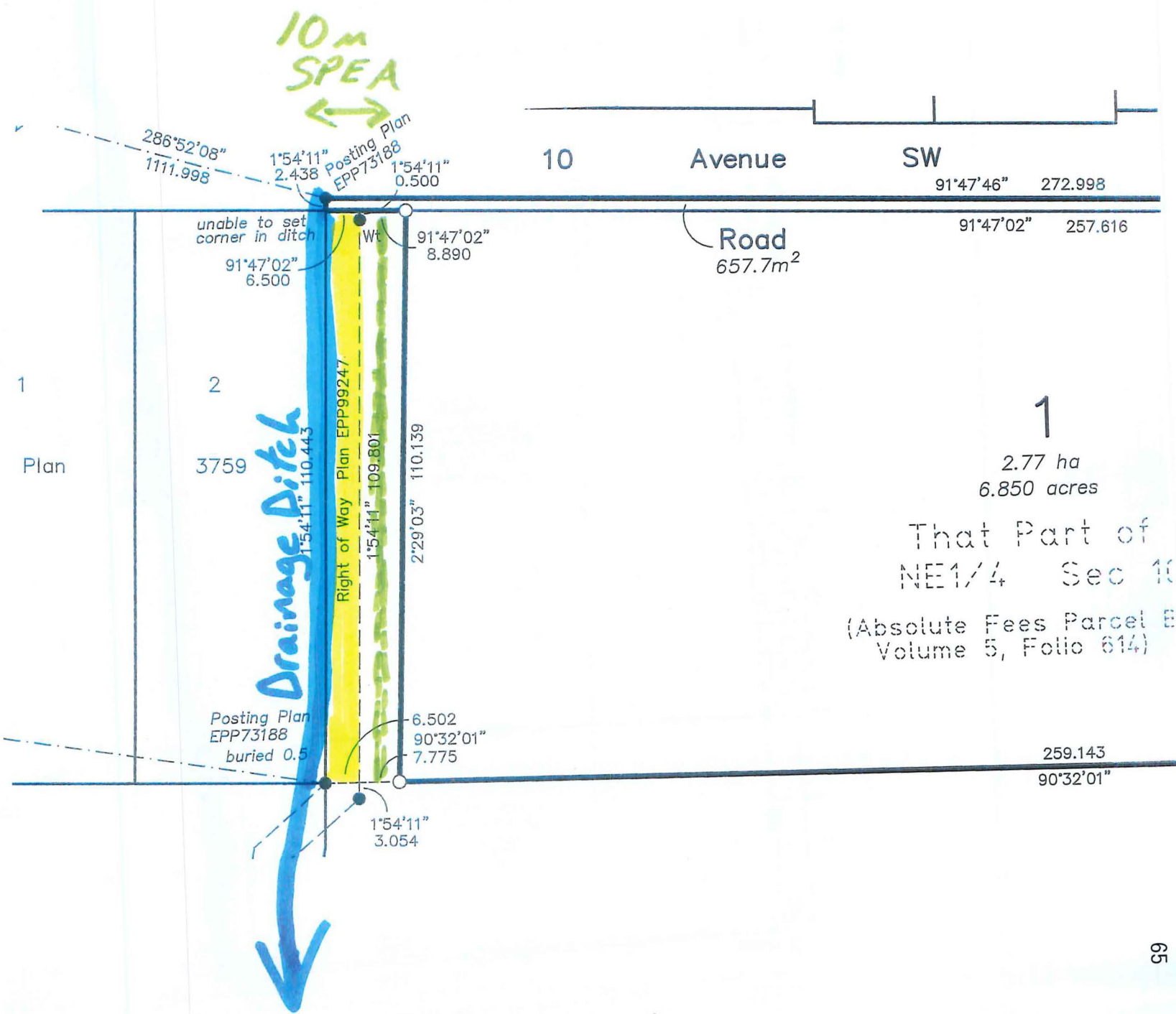


0°26'09" (bearing derivation)
249.770 (ground)

GNSS 5428
NAD83(CSRS) 2002.0
UTM Zone 11
N=5618488.761
E=336201.540
Estimated absolute accuracy= 0.06m

GNSS 5206
Plan EPP61546

6
RS) 2002.0
11
-0.145



GNSS 5428
Plan CPP61545

GNSS 5428
NAD83(CSRS) 2002.0
UTM Zone 11
N=5818488.761
E=335201.540
Estimated absolute
accuracy= 0.08m

GNSS 5206
Plan CPP61545

GNSS 5206
NAD83(CSRS) 2002.0
UTM Zone 11
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E=335177.082
Estimated absolute
accuracy= 0.08m

3
Plan 29584

2
Plan 29584

Drainage Ditch

Sec 10

Tp 20

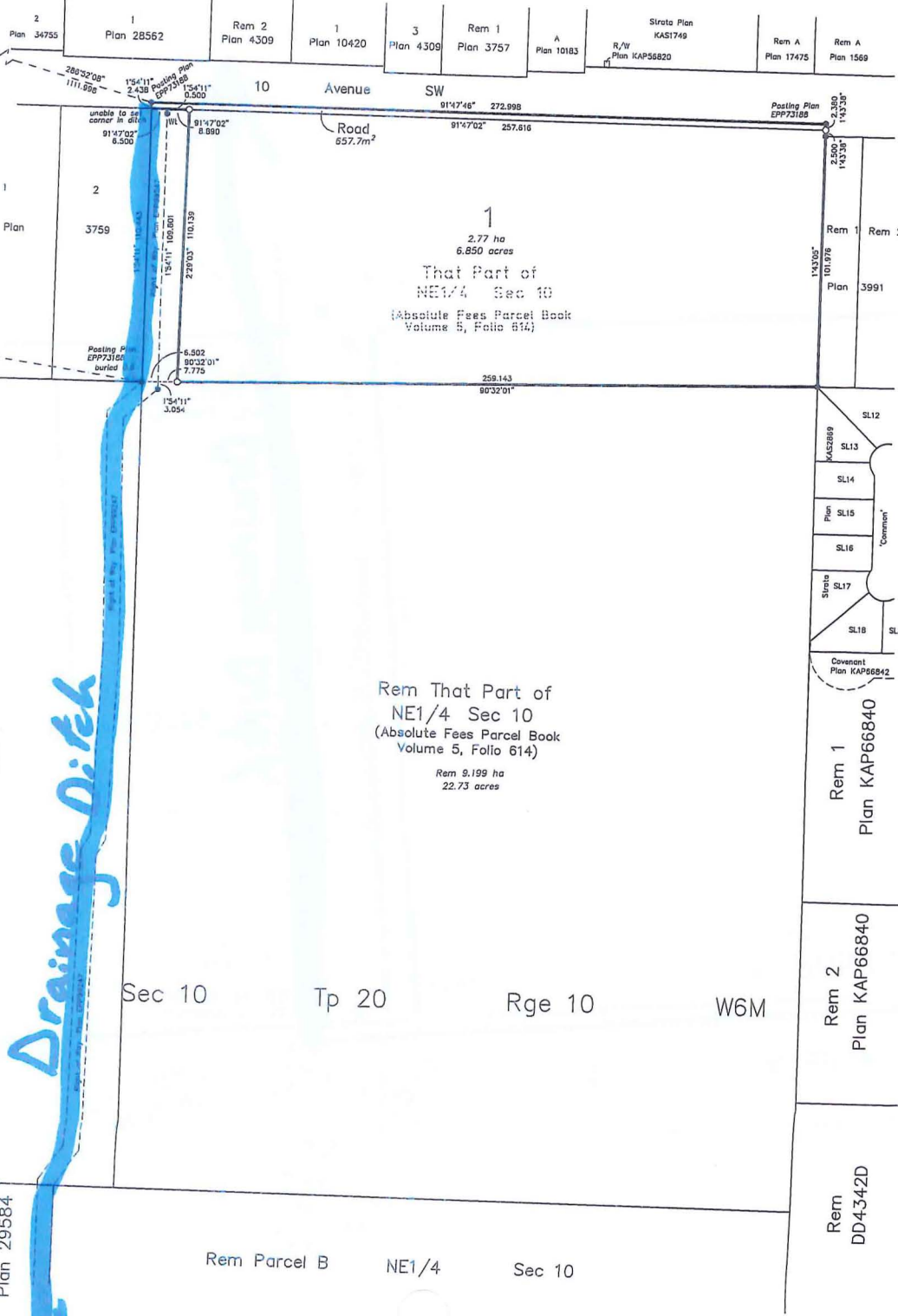
Rge 10

W6M

Rem Parcel B

NE1/4

Sec 10



1
2.77 ha
6.850 acres
That Part of
NE1/4 Sec 10
(Absolute Fees Parcel Book
Volume 5, Folio 614)

Rem That Part of
NE1/4 Sec 10
(Absolute Fees Parcel Book
Volume 5, Folio 614)
Rem 9.199 ha
22.73 acres

Rem 1
Plan KAP66840

Rem 2
Plan KAP66840

Rem
DD4342D



Purpose

- 17.1 The C-3 Zone is intended to accommodate commercial uses which are oriented towards vehicular traffic and require large areas of land for storage and/or display purposes and/or to accommodate large buildings. New developments zoned C-3 may be required to obtain a Development Permit as per the requirements of the Official Community Plan.

Regulations

- 17.2 On a parcel zoned C-3, no building or structure shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the C-3 Zone or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 17.3 The following uses and no others are permitted in the C-3 Zone:

- .1 auto parts and accessories (new) sales;
- .2 automotive repair shop, excluding fuel service stations;
- .3 automotive sales and rental lots and showroom (new and used);
- .4 boat and trailer sales and rental showrooms, including minor repairs;
- .5 building supply establishment;
- .6 cafe; #2736
- .7 car wash;
- .8 commercial daycare facility;
- .9 craft distillery and brewery
- .10 electrical appliance repair shop;
- .11 farm equipment sales and rental;
- .12 frozen food lockers, including retail sales;
- .13 funeral home including accessory crematorium;
- .14 greenhouses and nurseries, including retail sales;
- .15 high technology research and development; #4368
- .16 home occupation; #2782
- .17 laboratory, scientific and research;
- .18 laundromat;
- .19 locksmith shop;
- .20 licensee retail store; #3223
- .21 mini warehousing;
- .22 mobile food vending; #4240
- .23 mobile home sales; #2736
- .24 moving and storage establishment;
- .25 neighbourhood pub; #3223
- .26 offices;
- .27 outside vending; #2837
- .28 personal service establishment; #4049
- .29 print shop;
- .30 public use;
- .31 public utility;
- .32 radiator repair shop;
- .33 recreation facility-indoor;
- .34 recreation vehicle sales, repair, rental and assembly on parcels greater than 1.0 hectare with maximum 25% of gross floor area to be used for parts assembly. #2596
- .35 rental and repair of tools, small equipment; #2736
- .36 restaurant;
- .37 retail store; #4049
- .38 tire sales and repair establishment;

- .39 *transportation use;*
- .40 *truck sales and rental lots and showroom;*
- .41 *upholstery shop;*
- .42 *upper floor dwelling units;*
- .43 *veterinary hospital;*
- .44 *accessory use;*

Maximum Height of Principal Buildings

17.4 The maximum *height* of the *principal buildings* shall be 10.0 metres (32.8 feet).

Maximum Height of Accessory Buildings

17.5 The maximum *height* of *accessory buildings* shall be 6.0 metres (19.68 feet).

Minimum Parcel Size or Site Area

17.6 The minimum *parcel* size or *site* area shall be 465.0 square meters (5,005.4 square feet).

Minimum Parcel or Site Width

17.7 The minimum *parcel* or *site* width shall be 15.0 metres (49.2 feet).

Minimum Setback of Principal Buildings

17.8 The minimum *setback* of the *principal buildings* from the:

- .1 *Front parcel line* shall be 6.0 metres (19.7 feet)
- .2 *Rear parcel line*
 - adjacent to a residential *zone* shall be 3.0 metres (9.8 feet)
 - all other cases shall be 1.0 metre (3.3 feet)
- .3 *Interior side parcel line*
 - adjacent to a residential *zone* shall be 3.0 metres (9.8 feet)
 - all other cases shall be 1.0 metre (3.3 feet)
- .4 *Exterior side parcel line* shall be 6.0 metres (19.7 feet)

Minimum Setback of Accessory Buildings

17.9 The minimum *setback* of *accessory buildings* from the:

- .1 *Front parcel line* shall be 6.0 metres (19.7 feet)
- .2 *Rear parcel line* shall be 1.0 metre (3.3 feet)
- .3 *Interior side parcel line* shall be 1.0 metre (3.3 feet)
- .4 *Exterior side parcel line* shall be 6.0 metres (19.7 feet)

Outside Storage

17.10 Outside storage shall be screened as per Appendix III.

Parking and Loading

17.11 Parking and loading shall be required as per Appendix I.

CITY OF SALMON ARM

*Memorandum from the
Engineering and Public
Works Department*

TO: Kevin Pearson, Director of Development Services
 DATE: DATE
 PREPARED BY: Chris Moore, Engineering Assistant
 OWNER: **Westside Farms Ltd.**, PO Box 1022, Salmon Arm, BC V1E 4P2
 APPLICANT: **Owner – W. H. Laird**
 SUBJECT: **ZONING AMENDMENT APPLICATION FILE NO. ZON-1166**
VARIANCE PERMIT APPLICATION NO. VP-510
SUBDIVISION APPLICATION NO. SUB-20.01
 LEGAL: **THAT PART OF THE NORTH EAST ¼ OF SECTION 10 INCLUDED IN**
PLAN ATTACHED TO ABSOLUTE FEES PARCEL BOOK VOLUME 5
FOLIO 614; TOWNSHIP 20, RANGE 10, W6M, KDYD (PID: 014-070-464)
 CIVIC: **1490 – 10 Avenue SW**

Further to your referral dated 15 January 2020, we provide the following servicing information.

Engineering Department does not have any concerns related to the re-zoning and recommends that the Zoning be granted.

General:

1. Full municipal services are required as noted herein. Owner / Developer to comply fully with the requirements of the Subdivision and Development Services Bylaw No 4163. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with underground electrical and telecommunication wiring upon development.
4. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Owner / Developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. Erosion and Sediment Control measures will be required at time of construction. ESC plans to be approved by the City of Salmon Arm.
7. Any existing services (water, sewer, hydro, telus, gas, etc) traversing the proposed lot must be protected by easement or relocated outside of the proposed building envelope. Owner/Developer will be required to prove the location of these services. Owner / Developer is responsible for all associated costs.

SUBDIVISION APPLICATION FILE: 20-01

06 February 2020

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8. At the time of development, the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.
 9. For the off-site improvements at the time of development, the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of subdivision / building permit approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

Roads / Access:

1. 10 Avenue SW, on the subject properties northern boundary, is designated as an Urban Arterial Road standard, with an ultimate 25.0m road dedication (12.5m on either side of road centerline). Although the City only requires an Interim total of 20.0m of road dedication (10.0m on either side of road centerline) at this time, the City will require a right of way to allow construction of City services within the additional 2.5m. Additional road dedication may be required to achieve the 20m road dedication, exact extent to be confirmed by BCLS.
2. 10 Avenue SW is currently constructed to an Interim Urban Arterial Road standard. Upgrading to the Urban Arterial Road standard is required, in accordance with Specification Drawing No. RD-4 (currently being amended.) Upgrading may include, but is not limited to, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.

Since the owner does not plan to develop either of the proposed lots at this time, the Engineering Department would support:

- Proposed Lot 1: Deferring the upgrades on 10 Avenue SW until development, subject to a covenant preventing further development until full upgrades are completed.
- Remainder Lot: Cash in lieu payment for future upgrade of 10 Avenue SW (work to be carried out with Lot 1 frontage improvements.)

Water:

1. The subject property fronts a 200mm diameter Zone 1 watermain on 10 Avenue SW. No upgrades will be required at this time.
2. Proposed Lot 1 is to be serviced by a single metered water service connection (as per Specification Drawing No. W-11), adequately sized to satisfy the proposed use. However since there are no immediate plans to develop this lot, lot servicing may be deferred to the development stage, subject to covenant. Records indicate that Proposed Lot 1 is currently serviced by two un-metered residential 19mm services from the 200mm main on 10 Ave SW. Only one service will be permitted per lot. A water meter shall be installed on the existing service to remain in a meter pit at property line prior to subdivision. All inadequate / redundant

SUBDIVISION APPLICATION FILE: 20-01

06 February 2020

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services are to be disconnected at the watermain, Owner / Developer is responsible for all associated costs.

3. The Remainder Lot is to be serviced by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use (minimum 25mm). However since there are no immediate plans to develop this lot, lot servicing may be deferred to the development stage, subject to covenant. Owner / Developer is responsible for all associated costs.
4. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
5. Fire protection requirements to be confirmed with the Building Department and Fire Department.
6. Fire hydrant installation will be required. One additional hydrant is required to meet the commercial density spacing requirements of 90 meters.

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on 10 Avenue SW. No upgrades will be required at this time.
2. Proposed Lot 1 is to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Sanitary System to receive the proposed discharge from the development. Owner / Developer is responsible for all associated costs.
3. Records indicate that the existing property is serviced by a 100mm service from the sanitary sewer on 10 Avenue SW. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
4. Remainder Lot 2 is outside the Urban Containment Boundary and cannot therefore connect to the City sanitary sewer without requesting consent from Council and the payment of DCC equivalents. Subject to the required approvals from Interior Health Authority, a private on-site disposal systems may be used for lot 2.

Drainage:

1. The subject property fronts a 1500mm diameter storm sewer on 10 Avenue SW. This storm sewer is currently at full capacity and the City is investigating options to mitigate upsizing of the main which may result in changes to the future cross-section of 10 Avenue SW. Deferring construction of the frontage to development is advantageous to the City to allow the final cross-section to be determined.

SUBDIVISION APPLICATION FILE: 20-01

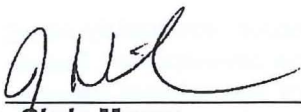
06 February 2020

Page 4

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2. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
 3. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
 4. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed parcel(s) shall be serviced (each) by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Due to the existing capacity issues, if not resolved, post-development flows shall be restricted to the 2 year pre-development flow. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Geotechnical:

1. A geotechnical report in accordance with the Engineering Departments Geotechnical Study Terms of Reference may be deferred to development stage, subject to covenant.


Per: **Chris Moore**
Engineering Assistant


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

CITY OF SALMON ARM

BYLAW NO. 4372

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 Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on at the hour of 7:00 p.m. was published in the and , 2020 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:

Rezone that part of the north east $\frac{1}{4}$ of Section 10 included in plan attached to absolute fees parcel book volume 5 folio 614; Township 20, Range 10, W6M, KDYD from R-1 & A-1 (Single Family Residential Zone & Agriculture Zone) to C-3 (Service Commercial Zone), attached as Schedule "A".

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.

City of Salmon Arm
Zoning Amendment Bylaw No. 4372

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4372"**

READ A FIRST TIME THIS DAY OF 2020

READ A SECOND TIME THIS DAY OF 2020

READ A THIRD TIME THIS DAY OF 2020

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF 2020

For Minister of Transportation & Infrastructure

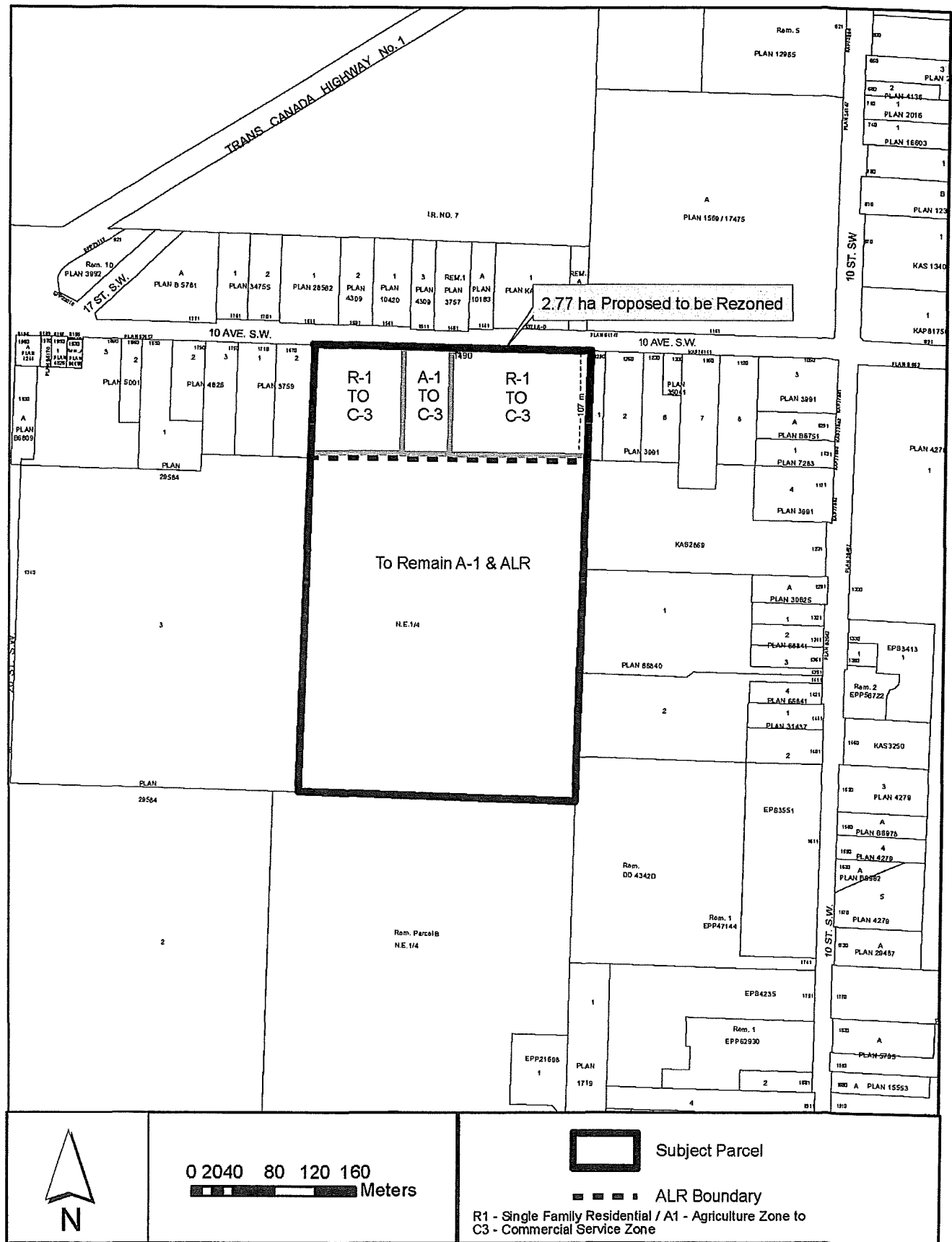
ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

City of Salmon Arm
Zoning Amendment Bylaw No. 4372

SCHEDULE "A"



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Item 10.2

CITY OF SALMON ARM

Date: February 24, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4370 be read a first and second time;

AND THAT: final reading of the Bylaw be withheld subject to:

1. Ministry of Transportation and Infrastructure approval; and
2. The modification of Covenant CA3712464 - CA3712465 to allow for subdivision and the construction of a furniture store in accordance with the elevations and site plan attached as Appendix 3 to the staff report dated February 11, 2020.

[ZON-1165; 628746 BC Ltd./Laird, B.; 521 10 Street SW; C-7 to C-3]

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: February 11, 2020

Subject: Zoning Bylaw Amendment Application No. 1165
Development Permit Application No. 423 (Highway Service / Tourist Commercial)

Legal: Lot 5, Section 15, Township 20, Range 10, W6M, KDYD, Plan 12965 Except Plans 21358, 24962, KAP73904 and EPP40251
Civic: 521 – 10 Street SW
Owner & Applicant: 628746 BC LTD. / Laird, B.

MOTION FOR CONSIDERATION

THAT: Bylaw No. 4370 be considered, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 5, Section 15, Township 20, Range 10, W6M, KDYD, Plan 12965 Except Plans 21358, 24962, KAP73904 and EPP40251 (521 – 10 Street SW) from C-7 (Shopping Centre Commercial Zone) to C-3 (Service Commercial Zone);

AND THAT: Final reading of Bylaw No. 4370 be withheld subject to:

1. Approval by the Ministry of Transportation and Infrastructure, and
2. The modification of Covenant CA3712464 – CA3712465 to allow for subdivision and the construction of a furniture store in accordance with the elevations and site plan attached in Appendix 3;

AND THAT: Development Permit No. 423 be authorized for issuance for Lot 5, Section 15, Township 20, Range 10, W6M, KDYD, Plan 12965 Except Plans 21358, 24962, KAP73904 and EPP40251 (521 – 10 Street SW) in accordance with the elevations and site plan attached in Appendix 3;

AND FURTHER THAT: Issuance of Development Permit No. DP-423 be withheld subject to the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of landscaping.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The proposal is to rezone and develop the parcel located at 521 – 10 Street SW (Appendix 1 and 2) for a new 19,000 square foot commercial furniture store building. Rezoning will allow for a planned subdivision (SUB-19.20) as shown in the attached site plans. The proposed building design is for a single storey commercial building on the northeast corner of the parcel, with a showroom, storage and office space.

Public parking will be located in the front of the building, with loading and staff parking located at the rear of the building.

Letters of Intent, elevations and site plan drawings are attached as Appendix 3.

SITE CONTEXT

The site is designated Highway Service / Tourist Commercial in the City's Official Community Plan (OCP) and is zoned Shopping Centre Commercial (C-7) in the Zoning Bylaw (Appendix 4 and 5). The parcel is subject to the guidelines of the OCP's Highway Service / Tourist Commercial Development Permit Area as described further in this report.

The site is currently vacant of any buildings (site photos attached as Appendix 6). The property under consideration has a gross area of 3.6 acres and has approximately 43 m of frontage along 10 Street SW.

The adjacent land uses are described as follows:

North:	C-3 - Service Commercial
South:	C-7 - Shopping Centre Commercial
East:	10 Street SW with R-1 & R-4 – residential beyond
West:	C-3 - Service Commercial

In support of their Development Permit application, the applicant has provided a detailed site plan (Appendix 3) to demonstrate their concept for the property, and elevations depicting the proposed building design.

Traffic Impact Analysis

This site was before Council in 2013/2014 related to the subdivision and development of the neighbouring Kal Tire parcel. Due to the potential traffic increase related to the proposed development impacting the intersection of 10 Street and 5 Avenue, a Traffic Impact Analysis (TIA – Appendix 7) was required and a subsequent covenant restricting future development was placed on the remaining undeveloped property (Appendix 8). The TIA considered the highest practical use of the site, assuming an ultimate build out of over 105,000 square feet of gross floor area under C-3 (Kal Tire, 11,300 square feet) and C-7 zoning (94,500 square feet), and a peak trip generation of 352 per hour.

Some of the TIA recommended improvements have been completed, however concerns remain regarding the adjacent intersection and roadways which are expected to see increased traffic volumes related to future development. The applicant has requested an amendment to the covenant (Appendix 9) which would allow for the building of the proposed furniture store and single lot subdivision without an update to the TIA, while the requirement would remain on title to be triggered by future development.

COMMENTS

Fire Department

No concerns.

Building Department

No concerns.

Engineering Department

Comments attached as Appendix 10.

Ministry of Transportation and Infrastructure

The subject property is located within 800 m of the Trans Canada Highway therefore the zoning bylaw amendment requires approval by MOTI pursuant to the Transportation Act. The application was referred to MOTI for comment on January 9, 2020. Approval from MOTI will be required prior to final adoption of the zoning bylaw. Preliminary approval of the zoning bylaw amendment has been granted.

The MOTI comments and covenant are attached as Appendix 11.

Design Review Panel

A Design Review Panel (DRP) meeting was held on January 23, 2020 to discuss the form and character of the proposed development (meeting minutes attached - Appendix 12). The DRP was supportive of the proposal as presented. Noting their support of the proposal as presented and the design features proposed, the panel did mention an opportunity to potentially enhance the design of the north and south elevations.

Staff noted that from initial pre-application discussions with the applicant, that the design has been enhanced with the vertical features brought in to break up the north and south elevations.

Planning Department

OCP Commercial Policy - Zoning

The OCP's Highway Service / Tourist Commercial designation supports the proposed C-3 zone. The current C-7 – Shopping Centre zone has a minimum parcel size of 1.0 hectares. Rezoning to C-3, which has a minimum parcel size of 465 square metres, is required to support the proposed subdivision.

Staff are supportive of allowing the City's "no build / no subdivision" covenant to be amended to allow a Building Permit for the furniture store and the related single lot subdivision. Without amending the covenant, a Building Permit can not be issued. The amendment would allow for a furniture store only, and compared to the full build out of a shopping mall, the development of a 19,000 square foot furniture store should generally produce limited impact in terms of traffic generation.

The City's covenant would remain on title, meaning that an updated TIA would be required for any further development proposal.

Form and Character Development Permit

The proposed development is subject to the "Highway Service/Tourist Commercial Development Permit Area" design guidelines of the OCP, suggesting characteristics under the topics of siting and building, landscape and screening, as well as access, circulation and parking area guidelines.

Siting and Building

The one storey, rectangular shaped building will be approximately 7.0 m in height (10 m maximum is permitted), presenting architectural interest with an enhanced facade divided into three elements by an elevated central entrance feature. The building is oriented to the street frontage as main entry way and multiple windows face 10 Avenue SW, complimented with awnings and fascia signage.

Landscape and Screening

The proposed site plan (Appendix 3) shows two general sites for landscaping: an island located adjacent the proposed building and a boulevard strip including two parking area islands adjacent 10 Street SW helping to define the edge of the site. The refuse containers are located at the rear of the site.

Access, Circulation and Parking Area

Vehicle access is via a let down shared with Kal Tire from 10 Street SW with an access route along the north parcel line to the rear parking area. Future access routes may be created in the future over the adjacent property to the south. There are a total of 28 parking stalls proposed: 22 parking stalls proposed in the front area with 6 stalls at the rear of the site. The front parking area is broken by landscaping.

There are two loading areas: one at the rear of the building and one at the entrance way. Furthermore, the proposal shows an asphalt parking surface.

The subject property is proposed for commercial use including retail, office and storage/warehouse space. A strict interpretation of the Zoning Bylaw would require 81 parking spaces for a retail uses, while 28 parking spaces are proposed. The Zoning Bylaw requires a range of parking spaces for different retail uses, however "furniture store" is not amongst the uses contemplated. In the opinion of staff, the most appropriate category for the proposed use would be "Equipment, Machinery, Tool and Appliance Sales, Rental and Repair."

The applicant has included a letter from the prospective tenant (and potential owner) indicating that the 28 proposed parking spaces would exceed their needs (Appendix 3). Staff have reviewed local furniture stores as well as recent applications in adjacent communities, and concur that the parking proposed appears sufficient for the use intended. Related to parking requirements, the "Equipment, Machinery, Tool and Appliance Sales, Rental and Repair" category appears to largely align with existing furniture stores of similar format.

Servicing and Future Road Widening / Building Setbacks

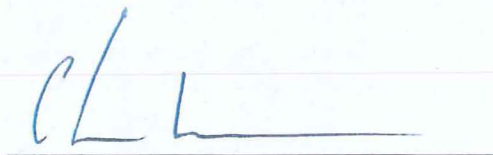
10 Street SW is designated as an Urban Collector Road in the OCP, and is currently constructed with a 20 m dedicated width. The proposed building is setback over 25 m from the front parcel line, far exceeding the required setback. The proposed location is in conformance with zoning regulations and any relocation would need to meet appropriate setback and regulatory requirements.

CONCLUSION

The proposed C-3 zone is consistent with the OCP Highway Service / Tourist Commercial designation, and is therefore supported by staff.

The proposal involves the development of the subject property with a commercial retail building. The application substantially aligns with the "Highway Service/Tourist Commercial Development Permit Area" guidelines of the OCP. The form and character proposed is consistent with these guidelines. The applicant has been forthcoming and co-operative, working with staff to ensure alignment with OCP guidelines. Overall, staff is satisfied with the design proposed.

Zoning Bylaw Amendment Application No. 1165 and Development Permit No. 423 are recommended for approval by staff.



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





0 10 20 40 60 80 Meters

 Subject Parcel

628746 B.C. Ltd.
Box 1022
Salmon arm BC.
V1E 4P2

Dec. 27, 2019
Mayor and Council
Re: development of 521 10th ST SW

The undersigned will be representing the owner during construction of a proposed 20,000 sq. ft. building to accommodate a new Ashley Furniture store. It is the intent of the developer to subdivide and rezone this property from C-7 to C-3 as current zoning restricts lot size. Access to the new lot will be via the existing service road from 10th street, shared with Kal Tire. The owner has provided a letter requesting a parking variance based on their experience at 2 other stores.

Ashley corporate will not own the building but has influence re design and finishes. Attached are proposed elevations which include considerable glazing, stone, durable fiber cement and metal siding elements which are compatible with and exceed the character of neighbouring buildings. Landscaping will include bricks between the sidewalk and 10th, matching the existing Kal Tire and Piccadilly sites.

We believe this proposed building will add substantially to the existing street scape and retail opportunities in Salmon Arm.

Yours truly,



WH Laird.



3202-28TH STREET, VERNON, B.C. V1T 4Z8
PHONE, 250-545-0535 GST R100836121

September 9, 2019

This letter is to advise pertinent departments and/or other stakeholders that based on previous parking requirements in both our Penticton and Vernon stores that we will require a peak parking need for **17 customer stalls and 6 staff parking stalls** for the location in Salmon Arm.

We have more staff in both Penticton and Vernon but we are expecting customer numbers to be slightly lower but basically in the realm of these two stores.

If you require anything further with regard to this, please feel free to contact me at the above phone number, or via email cturcotte@ashleyok.ca.

Regards,

A handwritten signature in cursive script that reads "Cheryl Turcotte".

Cheryl Turcotte, CPA, CGA
Controller
Case Furniture Ltd./Ashley Homestores

/ct



ASHLEY'S FURNITURE

WH LAIRD HOLDINGS LTD.

SALMON ARM, BC

LOCATION MAP



CONSULTANTS:

ARCHITECTURAL:

GARRY TOMPOROWSKI ARCHITECT LTD.
CONTACT: GARRY TOMPOROWSKI
1743 - 1889 SPRINGFIELD ROAD
KELOWNA, B.C., V1Y 1S9
PHONE: (250) 979-1668, FAX: (250) 979-4366
garry@gtarch.ca

STRUCTURAL: (SLAB ONLY)

R & A ENGINEERING (1997) LTD.
CONTACT: GREG WYLLIE
203-3401 33 RD. STREET
VERNON BC, V1T 7X7
PHONE: (250) 545-1357, FAX: (250) 545-1358
EMAIL: admin@raengineering.ca

ELECTRICAL:

REQUIRE

SURVEYOR:

BROWNE JOHNSON LANE SURVEYORS
CONTACT: JOE JOHNSON
371 ALEXANDER ST. NE, #101
SALMON ARM BC, V1E 4H5
PHONE: (250) 832-9701
EMAIL: joe@brownejohnson.com

LANDSCAPE:

INTERIOR TESTING SERVICES LTD.
CONTACT: ERIC REYNARD
777 SALMON ARM DRIVE
SALMON ARM, B.C., V1E 2V5
PHONE: (250) 804-6449
EMAIL: eric.reynard@ericreynard.com

STRUCTURAL:

KD KETCHEN & ASSOCIATES LTD.
CONTACT: KIM KETCHEN
SUITE 123, 600 - 15355 24TH AVENUE
SYRREY B.C., V1A 2H9
PHONE: (604) 560-5540
EMAIL: ketchen@shaw.com

MECHANICAL:

HPF ENGINEERING LTD.
CONTACT: NEIL ROGERS, P. ENG.
101 - 1402 MCCELL ROAD
KAMLOOPS B.C. V2C 1L3
PHONE: (250) 828-0984
EMAIL: neil@hpfengineering.com

GEOTECHNICAL:

INTERIOR TESTING SERVICES LTD.
CONTACT: PETER HANENBURG P. ENG.
#1 - 1955 MOSS COURT
KELOWNA, B.C., V1Y 9L3
PHONE: (250) 890-6540
EMAIL: info@interiortesting.com

CIVIL:

GENTECH ENGINEERING INC.
CONTACT: BRIAN HILLSON
BOX 328, #3 - 551 TRANS CANADA HIGHWAY 11E
SALMON ARM, BC, V1E 4H5
PHONE: (250) 832-7662
EMAIL: gentech@gentechengineering.com

LIST OF DRAWINGS:

ARCHITECTURAL

DP 0.0 COVER SHEET
DP 1.0 B.C. BUILDING CODE REVIEW
DP 1.1 OVERALL SITE PLAN
DP 1.2 ENLARGED SITE PLAN
DP 2.1 MAIN FLOOR PLAN
DP 2.2 FRONT ENTRY DETAIL
DP 2.3 MEZZANINE PLAN & STAIR DETAIL
DP 2.4 ROOF PLAN
DP 3.1 ELEVATIONS
DP 4.1 BUILDING SECTIONS
DP 5.1 SIGNAGE DETAILS

PROJECT INFO:

CIVIC ADDRESS:
521, 10th STREET SW, SALMON ARM, B.C.

LEGAL ADDRESS:
PART OF LOT 5, SEC. 15, TP. 20,
R. 10, W6M, C2D0, PLAN 12965

ZONING:

C7

SITE AREA:
3.604 AC (157,000.0 sq ft)

GROSS FLOOR AREA (SF (m2)):

MAIN FL 19,200.0 sf (1,893.68 sq m)
MEZZANINE (15.5%) 680.0 sf (63.17 sq m)
TOTAL GFA 19,880.0 sf (1,956.85 sq m)

FOR INFORMATION ONLY

CITY OF SALMON ARM ZONING BYLAW (No. 2303) ANALYSIS:

SECTION 21: C-7 SHOPPING CENTRE COMMERCIAL ZONE

REQUIRED

PURPOSE
21.1 C-7 ZONE IS INTENDED TO PROVIDE FOR
THE DEVELOPMENT OF SHOPPING CENTRES

REGULATIONS

21.2 C-7 ZONE REGULATIONS TO APPLY

PERMITTED USES

21.3 FOLLOWING USES PERMITTED
SHOPPING CENTRES

MAX. HEIGHT OF PRINCIPAL BUILDING
21.4 MAX. HEIGHT 12.0m (39.4 ft.)

MIN. PARCEL SIZE

21.5 MIN. PARCEL SIZE 1.0ha (2.5 ac)

MIN. PARCEL WIDTH

21.6 MIN. PARCEL 75.0m (243.1 ft.)

MIN. SETBACK OF PRINCIPAL BUILDING

21.7 MIN. SETBACK FROM ALL PARCEL LINES
6.0m (19.7 ft.)

OUTSIDE STORAGE

21.8 NOT PERMITTED

PARKING AND LOADING

PARKING REQUIRED
1 PER 24 sq m = 1957 / 24 = 81.5
LOADING REQUIRED
2 PER 1957sqm

PROVIDED

PURPOSE
21.1 SHOPPING CENTRE

REGULATIONS

21.2 C-7 ZONE REGULATIONS

PERMITTED USES

21.3 FOLLOWING USES PROPOSED
SHOPPING CENTRES

MAX. HEIGHT OF PRINCIPAL BUILDING
21.4 MAX. HEIGHT 7.01m (23.0 ft.)

MIN. PARCEL SIZE

21.5 PARCEL SIZE 1.46ha (3.6 ac)

MIN. PARCEL WIDTH

21.6 PARCEL 109.24m (358.4 ft.)

MIN. SETBACK OF PRINCIPAL BUILDING

21.7 SETBACK FROM PARCEL LINES
NORTH 9.75m (32.0 ft.)
WEST 62.5m (205.25 ft.)
SOUTH 62.8m (206.0 ft.)
EAST 25.0m (82.0 ft.)

OUTSIDE STORAGE

21.8 NONE

PARKING AND LOADING

PARKING PROVIDED
28 STALLS
LOADING REQUIRED
2 BAYS

VARIANCES REQUIRED

1) PARKING FROM 81 TO 28 STALLS

B.C. BUILDING CODE (2018) ANALYSIS:

MAJOR OCCUPANCY CLASSIFICATION:

GROUP E
PART 3
23.0' (7.01m)
BUILDING HEIGHT:
19,200.0 sf (1,893.68 sq m)
BUILDING FOOTPRINT:
NO
SPRINKLERS:
1 STREET
FACING NO. OF STREETS:

BC BUILDING CODE

3.2.2.68. GROUP E UP TO 2 STOREYS
SPRINKLERED

1) A BUILDING CLASSIFIED AS GROUP E
IS PROVIDED TO CONFORM TO
SENTENCE 2 PROVIDED:
a) SPRINKLERED THROUGHOUT
b) NOT MORE THAN 2 STOREYS IN HEIGHT
c) BUILDING AREA NOT MORE THAN
1) 3000 sq m IF 1 STOREYS
2) THE BUILDING IS PERMITTED TO BE
COMBUSTIBLE CONSTRUCTION OR
NONCOMBUSTIBLE CONSTRUCTION
USED SINGLY OR IN COMBINATION AND
a) FLOOR ASSEMBLIES SHALL HAVE A
FIRE SEPARATION WITH A FRR
NOT LESS THAN 45 MIN. AND
b) LOADBEARING WALLS, COLUMNS SHALL
HAVE A FRR NOT LESS THAN THAT
REQUIRED FOR THE SUPPORTING ASSEMBLY

SPATIAL SEPARATION

3.2.2.68. GROUP E, UP TO 2 STOREYS SPRINKLERED

NORTH ELEVATION

AREA 343.8sqm
LIMITING DISTANCE 9.75m
OPENINGS 0.0m
OPENING ALLOWED 48.0m
OPENING PROVIDED 0.0m
WALL RATING REQUIRED 1 HR.

WEST ELEVATION

AREA 258.6sqm
LIMITING DISTANCE 20.12m
OPENINGS 13.0m
OPENING ALLOWED 100.0m
OPENING PROVIDED 5.0m
WALL RATING REQUIRED 1 HR.

PROPOSED

3.2.2.68. GROUP E UP TO 2 STOREYS
SPRINKLERED

1) A BUILDING CLASSIFIED AS GROUP E
IS PROVIDED TO CONFORM TO
SENTENCE 2 PROVIDED:
a) SPRINKLERED THROUGHOUT
b) 1 STOREYS IN HEIGHT
c) BUILDING AREA
1) 1,783.68 sq m
2) THE BUILDING IS OF
COMBUSTIBLE CONSTRUCTION AND
NONCOMBUSTIBLE CONSTRUCTION
USED SINGLY OR IN COMBINATION AND
a) FLOOR ASSEMBLIES HAVE A
FIRE SEPARATION WITH A 45 MIN. FRR
b) LOADBEARING WALLS, COLUMNS
HAVE A 60 MIN. FRR

SOUTH ELEVATION

AREA 343.8sqm
LIMITING DISTANCE 18.29m
OPENINGS 0.0m
OPENING ALLOWED 100.0m
OPENING PROVIDED 0.0m
WALL RATING REQUIRED 1 HR.

EAST ELEVATION

AREA 305.2sqm
LIMITING DISTANCE 24.99m
OPENINGS 41.8sqm
OPENING ALLOWED 100.0m
OPENING PROVIDED 13.7m
WALL RATING REQUIRED 1 HR.

-THIS DRAWING MUST NOT BE SCALED.

-VERIFY ALL DIMENSIONS AND DATUMS
PRIOR TO COMMENCEMENT OF WORK.
REPORT ALL ERRORS AND OMISSIONS
TO THE ARCHITECT.

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THEIR NAME AS ARCHITECT.



2019/11/20 DB B ISSUE FOR REVIEW
2019/10/16 DB A ISSUE FOR REVIEW
DATE BY NO. REVISION

SEAL

BUILDING BY:
ECONOSPAN
STRUCTURES CORP.

PLANT:
472 AVENUE ROAD, PHONE: 250 215-3442
CHANCE, BC FAX: 250 215-3442

gta
GTA ARCHITECTURE LTD.
245-1889 Springfield Road
Kelowna, British Columbia
V1Y 5V5
Fax: 250.979.4366
Telephone: 250.979.1668

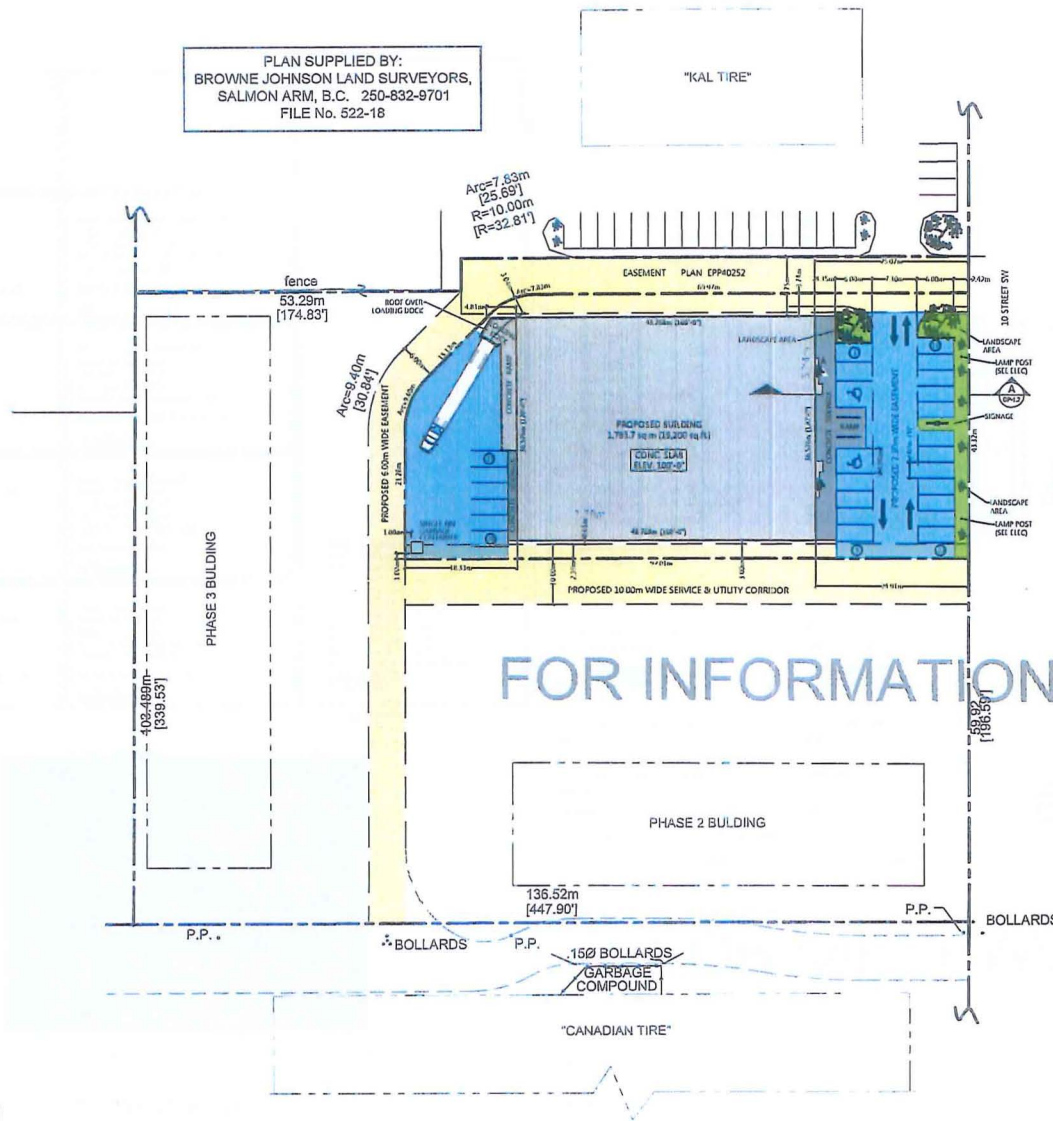
PROJECT
W.H. LAIRD HOLDINGS LTD.
160'-0"x120'-0" BUILDING
SALMON ARM, B.C.

SHEET TITLE
CODE REVIEW

DRAWN W.SOREL SHEET NO.
DESIGN D. NELSON DP-1.0
SCALE 1/32" = 1'-0"
DATE Nov. 20, 2019 JOB # ES-19-1127 REV J B

PLAN SUPPLIED BY:
BROWNE JOHNSON LAND SURVEYORS,
SALMON ARM, B.C. 250-832-9701
FILE No. 522-18

"KAL TIRE"



FOR INFORMATION ONLY

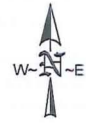
SITE PLAN

Scale: 1/8" = 1'-0"

LEGEND:

- PROPOSED BUILDING
- CONCRETE SIDEWALK
- PAVEMENT
- LANDSCAPE
- EASEMENTS

-THIS DRAWING MUST NOT BE SCALED.
-VERIFY ALL DIMENSIONS AND DATUMS
PRIOR TO COMMENCEMENT OF WORK.
REPORT ALL ERRORS AND OMISSIONS
TO THE ARCHITECT.
-VARIATIONS AND MODIFICATIONS ARE
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THEIR NAME AS ARCHITECT.



2019/11/20	DB B	ISSUE FOR REVIEW
2019/10/16	DB A	ISSUE FOR REVIEW
DATE	BY NO.	REVISION

SEAL

BUILDING BY:

ECONOSPAN
STRUCTURES CORP.
PLANT 1
472 AYMER ROAD, PHASE 1 250 479-1400
CHASE, BC FAX 250 479-3423

gta

GTA ARCHITECTURE LTD.
243-1889 Springfield Road
Kelowna, British Columbia
V1Y 5V5
Fax: 250.979.4366
Telephone: 250.979.1868

PROJECT

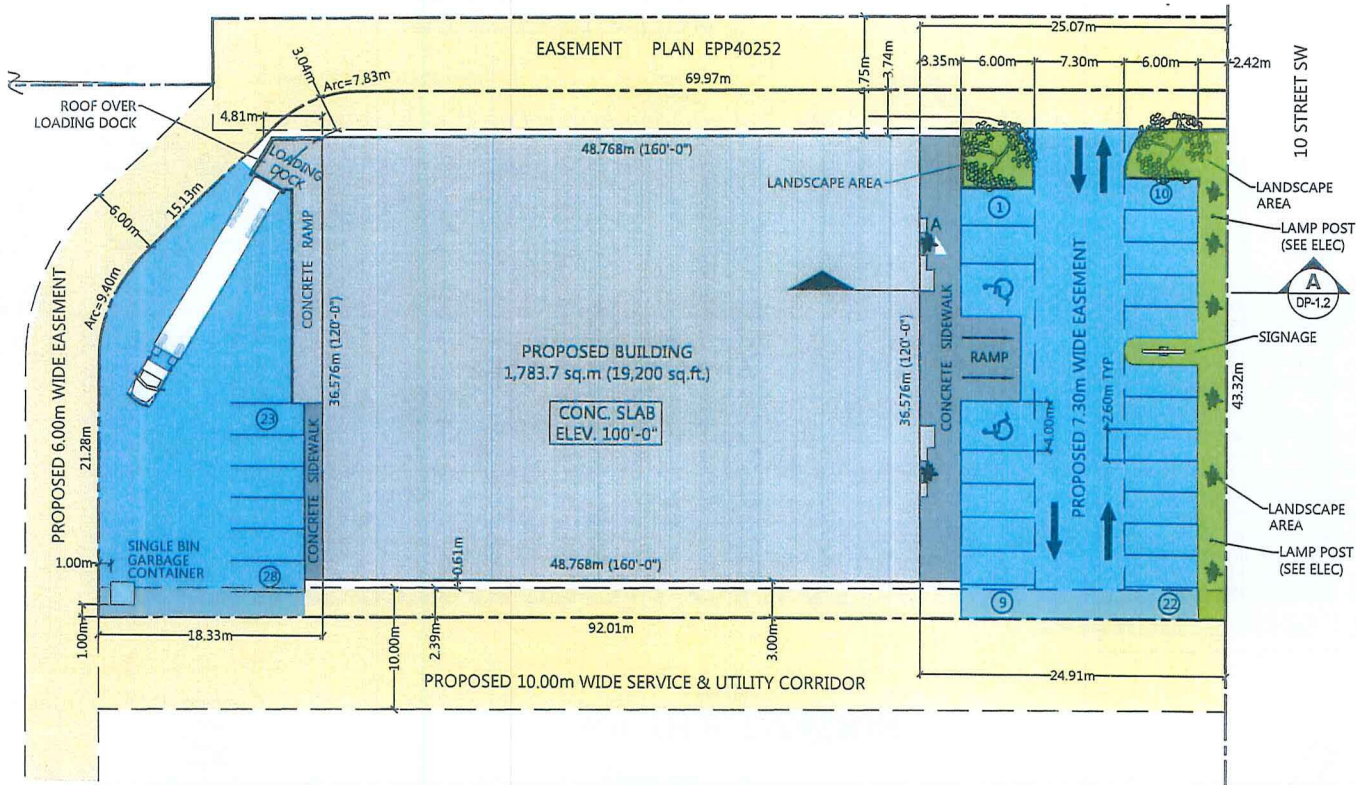
W.H. LAIRD HOLDINGS LTD.
160'-0"x120'-0" BUILDING
SALMON ARM, B.C.

SHEET TITLE

SITE PLAN

Appendix 3

DRAWN D. BROWN	SHEET NO. DP-1.1
DESIGN D. NELSON	SCALE 1/32" = 1'-0"
DATE Nov. 20, 2019	JOB # EP-19-1127
	REV # B



LEGEND

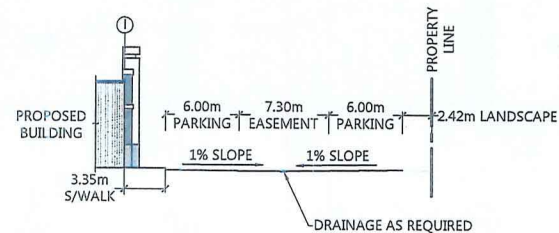
N.T.S.

PROPOSED BUILDING	
CONCRETE SIDEWALK	
PAVEMENT	
LANDSCAPE	
EASEMENTS	

PARKING STALL NOTE:
REGULAR STALLS: 6.00m X 2.60m
H/CAP STALLS : 6.00m X 4.00m

ENLARGED SITE PLAN

Scale: 1/32" = 1'-0"



SECTION A LOOKING NORTH

Scale: 1/32" = 1'-0"

FOR INFORMATION ONLY

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-VERIFY ALL DIMENSIONS AND DATUMS PRIOR TO COMMENCEMENT OF WORK. REPORT ALL ERRORS AND OMISSIONS TO THE ARCHITECT.
-VARIATIONS AND MODIFICATIONS ARE NOT ALLOWED WITHOUT WRITTEN PERMISSION FROM THE ARCHITECT.
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-ANY REPRODUCTION MUST BEAR THEIR NAME AS ARCHITECT.



2019/11/20	DB B	ISSUE FOR REVIEW
2019/10/16	DB A	ISSUE FOR REVIEW
DATE	BY NO.	REVISION

SEAL

BUILDING BY:

ECONOSPAN
STRUCTURES CORP.

PLANTS:
472 AYMER ROAD, PHOENIX 250 275-1400
CHASCO, BZ FAX: 250 679-3421

gta

GTA ARCHITECTURE LTD.
243-1880 Springfield Road
Kelowna, British Columbia
V1Y 5V5
Fax: 250.979.4366
Telephone: 250.979.1668

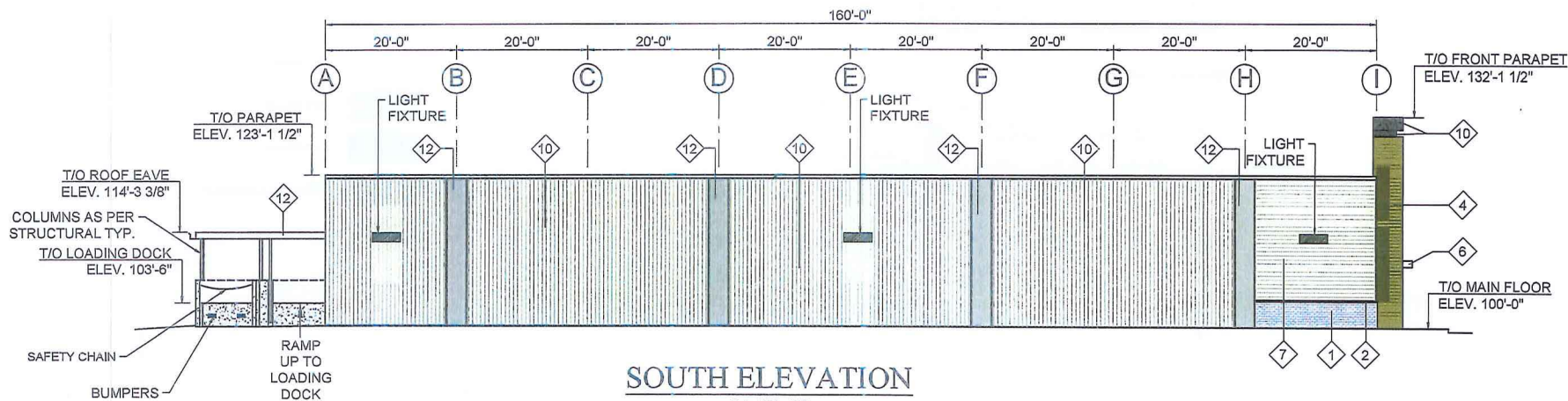
PROJECT

W.H. LAIRD HOLDINGS LTD.
160'-0"X120'-0" BUILDING
SALMON ARM, B.C.

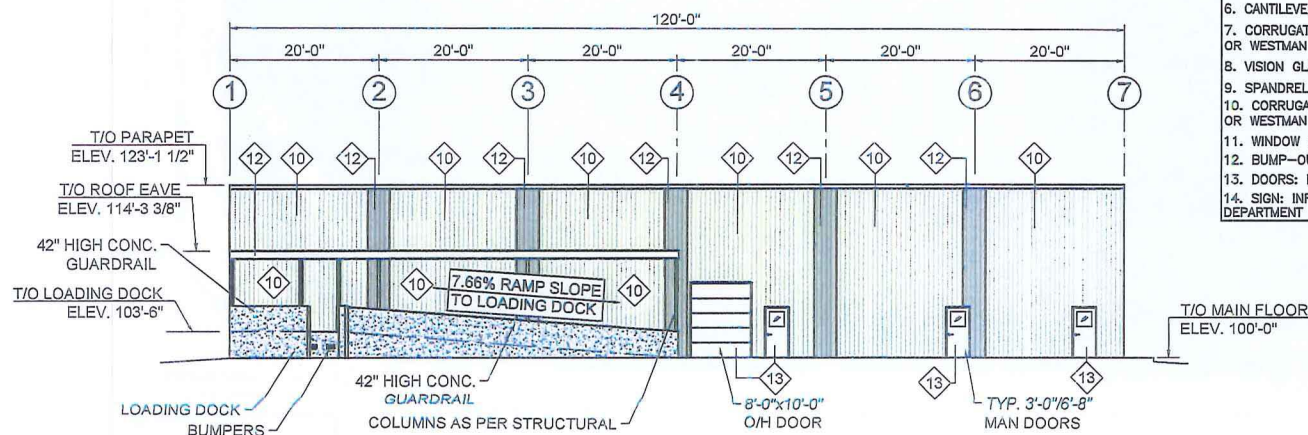
SHEET TITLE

ENLARGED SITE PLAN

DRAWN	D. BROWN	SHEET NO.	DP-1.2
DESIGN	D. NELSON	SCALE	1/32" = 1'-0"
DATE	Nov. 20, 2019	JOB #	ES-19-1127
REV #	B		



FOR INFORMATION ONLY



FACADE FINISHES KEY

1. BRICK: ACME BRICK, SLATE GRAY 167, SMOOTH
2. STONE TOP CAP TO MATCH BRICK
3. EIFS SYSTEM: PAINT, SHERWIN WILLIAMS, SW7076 CYBERSPACE, FLAT
4. FIBER CEMENT: CERACLAD, RUSTIC WOOD, BRONZE
5. EIFS SYSTEM METALLIC: DRYVIT, REFLECTIT SMOOTH, #253 CLEOPATRA
6. CANTILEVER: PAINT, SHERWIN WILLIAMS, SW7076 CYBERSPACE, FLAT
7. CORRUGATED METAL: PAC-CLAD, PRECISION SERIES, HWP 12", STONE WHITE, OR WESTMAN STEEL ALT. AWR PROFILE, LIGHT STONE (HORIZONTAL ORIENTATION)
8. VISION GLASS: VITRO, SOLARBAN (2) R100 CLEAR + CLEAR GLASS
9. SPANDREL GLASS: MATCH VISION GLASS
10. CORRUGATED METAL: PAC-CLAD, PRECISION SERIES, HIGHLINE S2, STONE WHITE, OR WESTMAN STEEL ALT. AWR PROFILE, LIGHT STONE (ORIENTATION AS SHOWN)
11. WINDOW FRAME AND MULLIONS: FLAT BLACK
12. BUMP-OUTS AND FACIA: TO MATCH SHERWIN WILLIAMS, SW7066 GRAY MATTERS
13. DOORS: PAINT, SHERWIN WILLIAMS, SW76666 FLEUR DE SEL
14. SIGN: INFORMATION TO BE SUPPLIED BY ASHLEY HOMESTORE DESIGN DEPARTMENT FOR EXACT SIGN SPECIFICATIONS

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DATE	BY NO.	REVISION
2019/11/20	DB	B ISSUE FOR REVIEW
2019/10/16	DB	A ISSUE FOR REVIEW

SEAL

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PROJECT

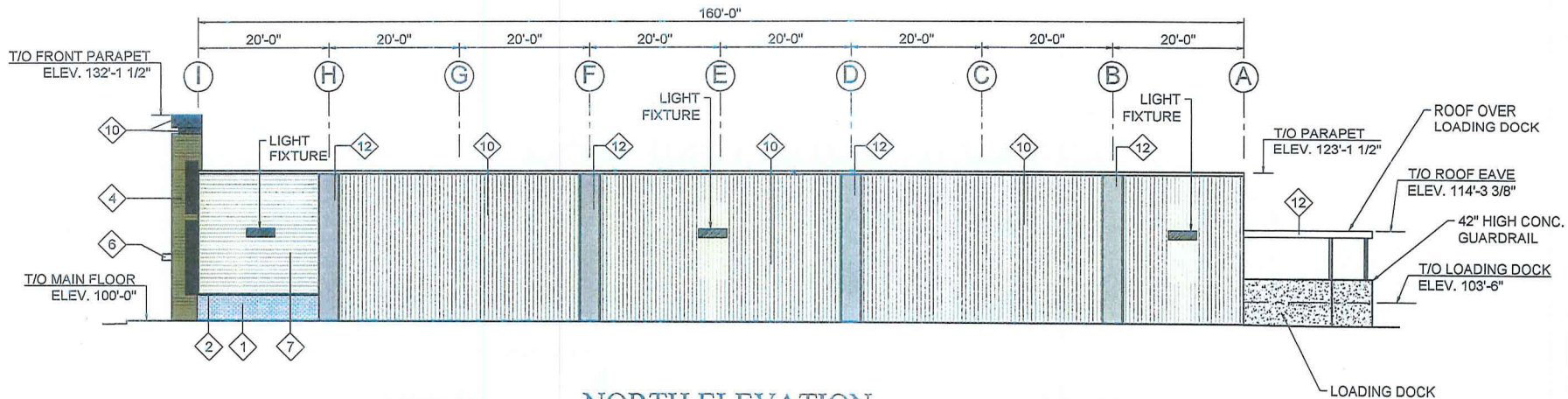
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160'-0"x120'-0" BUILDING
SALMON ARM, B.C.

SHEET TITLE

ELEVATIONS

Appendix 3

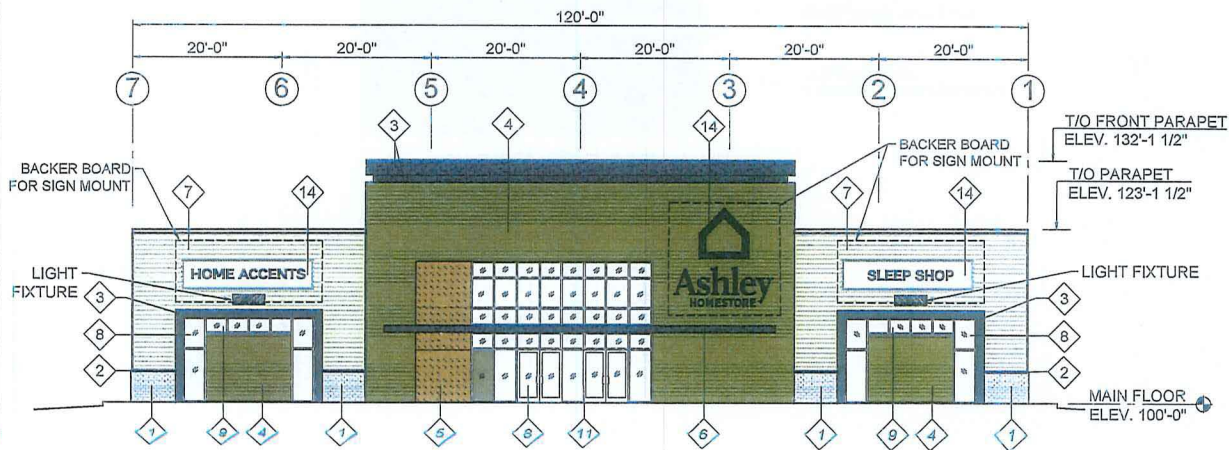
DESIGN	SCALE	DATE	JOB #	REV #
D. BROWN	1/16" = 1'-0"	Nov. 20, 2019	ES-19-1127	B



NORTH ELEVATION

Scale: 1/16" = 1'-0"

FOR INFORMATION ONLY



EAST ELEVATION

Scale: 1/16" = 1'-0"

FACADE FINISHES KEY

1. BRICK: ACME BRICK, SLATE GRAY 167, SMOOTH
2. STONE TOP CAP TO MATCH BRICK
3. EIFS SYSTEM: PAINT, SHERWIN WILLIAMS, SW7076 CYBERSPACE, FLAT
4. FIBER CEMENT: CERACLAD, RUSTIC WOOD, BRONZE
5. EIFS SYSTEM METALLIC: DRYVIT, REFLECTIT SMOOTH, #253 CLEOPATRA
6. CANTILEVER: PAINT, SHERWIN WILLIAMS, SW7076 CYBERSPACE, FLAT
7. CORRUGATED METAL: PAC-CLAD, PRECISION SERIES, HWP 12", STONE WHITE, OR WESTMAN STEEL ALT. AWR PROFILE, LIGHT STONE (HORIZONTAL ORIENTATION)
8. VISION GLASS: VITRO, SOLARBAN (2) R100 CLEAR + CLEAR GLASS
9. SPANDREL GLASS: MATCH VISION GLASS
10. CORRUGATED METAL: PAC-CLAD, PRECISION SERIES, HIGHLINE S2, STONE WHITE, OR WESTMAN STEEL ALT. AWR PROFILE, LIGHT STONE (ORIENTATION AS SHOWN)
11. WINDOW FRAME AND MULLIONS: FLAT BLACK
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2019/10/16	DB	A	ISSUE FOR REVIEW
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SALMON ARM, B.C.

SHEET TITLE

ELEVATIONS

DRAWN D. BROWN SHEET NO.

DESIGN D. NELSON

SCALE 1/16" = 1'-0"

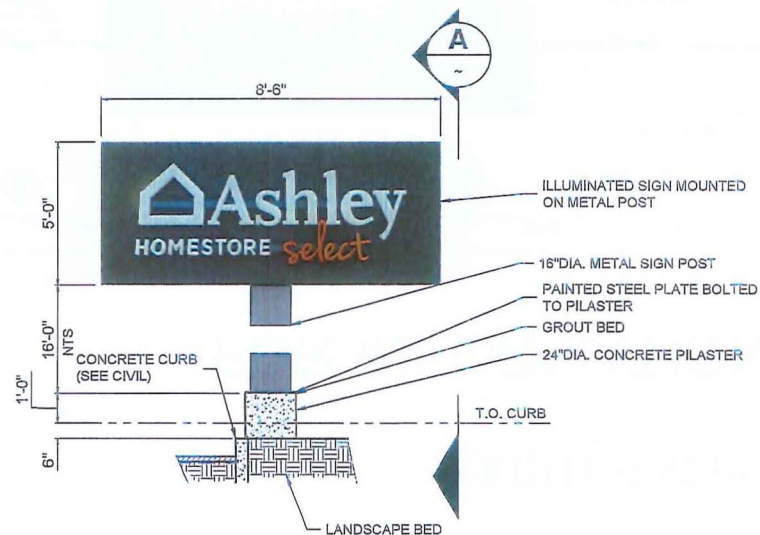
DATE Nov. 20, 2019

REV #

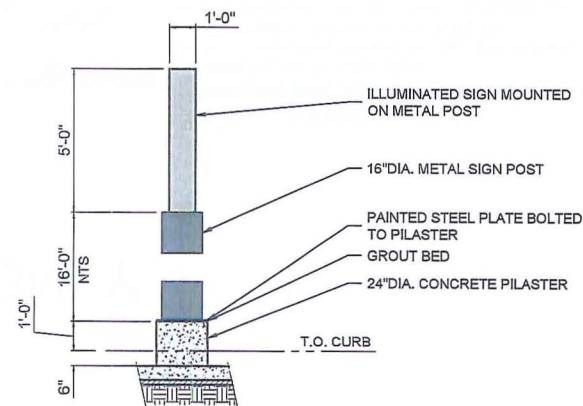
DP-3.2

REV #

B



FRONT SIGNAGE

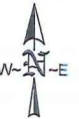


SECTION A

1/4"=1'

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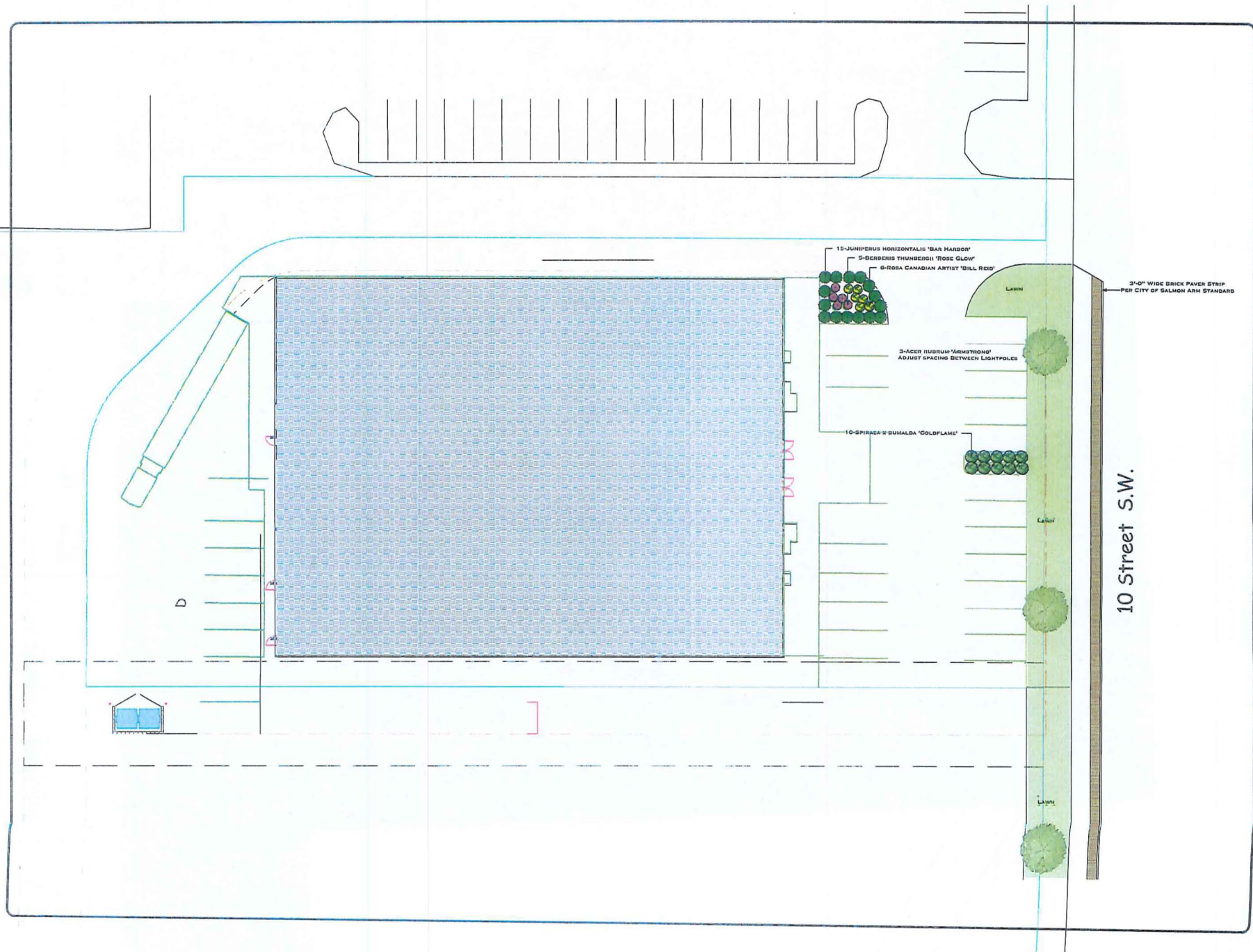
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160'-0"x120'-0" BUILDING
SALMON ARM, B.C.

SHEET TITLE

SITE SIGNAGE

Appendix 3

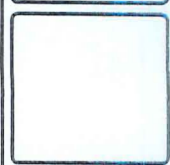
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DATE	Nov. 20, 2019	JOB #	ES-19-1117
		REV #	B



DATE	
Submission	26 Aug 2019
Submission	14 Aug 2019
Review	8 Aug 2019

DRAWN	ER
DATE	August 2019
SCALE	1:150
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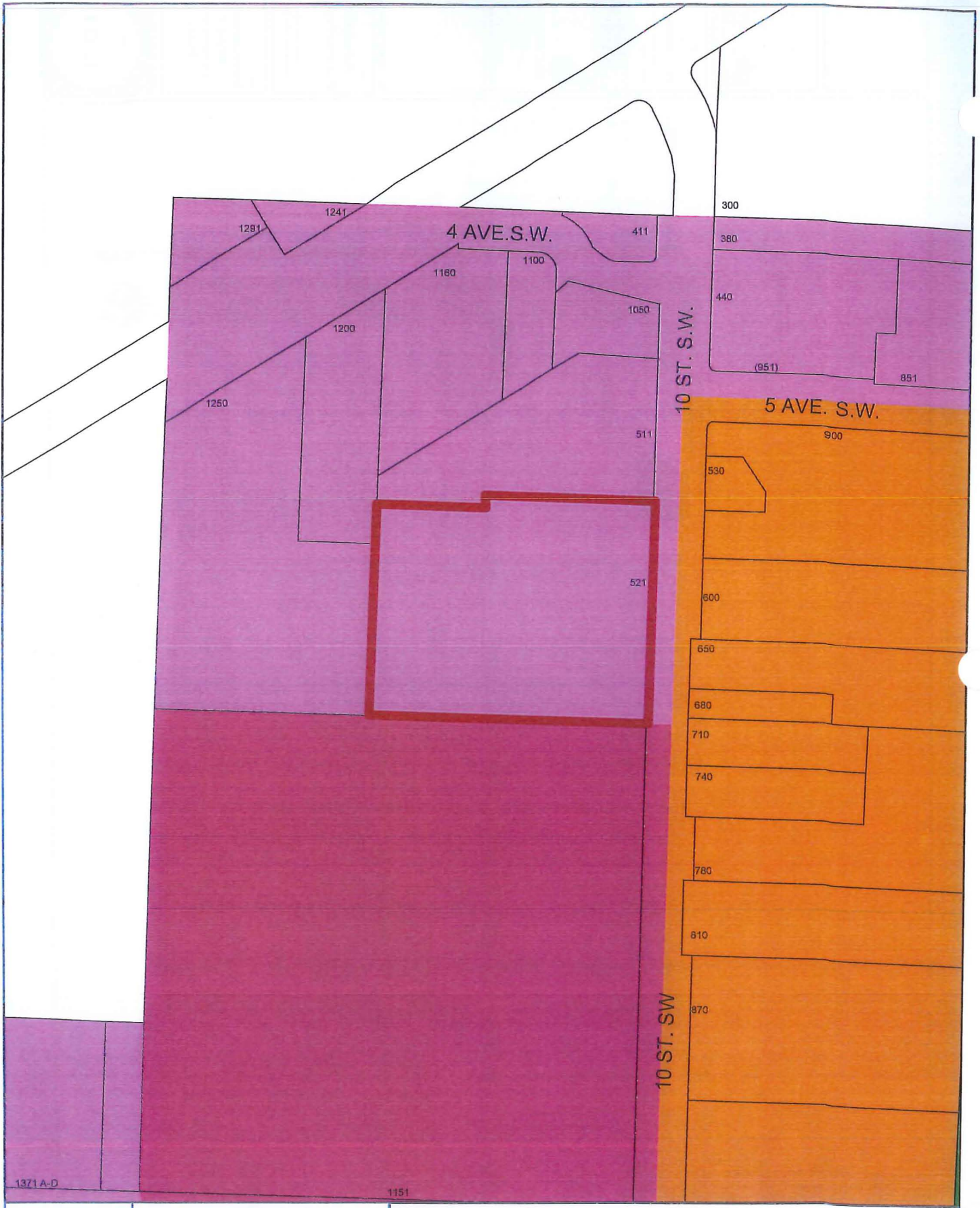

ERIC REYNARD
 Landscape Architect
ERIC REYNARD LANDSCAPE ARCHITECTURE LTD.



PROJECT
ASHLEY FURNITURE
 10TH ST SW
 SALMON ARM BC

PROJECT
DEVELOPMENT PERMIT LANDSCAPE PLAN

PROJECT
L.01



0 10 20 40 60 80
Meters



Subject Parcel



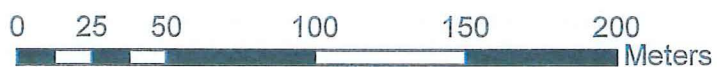
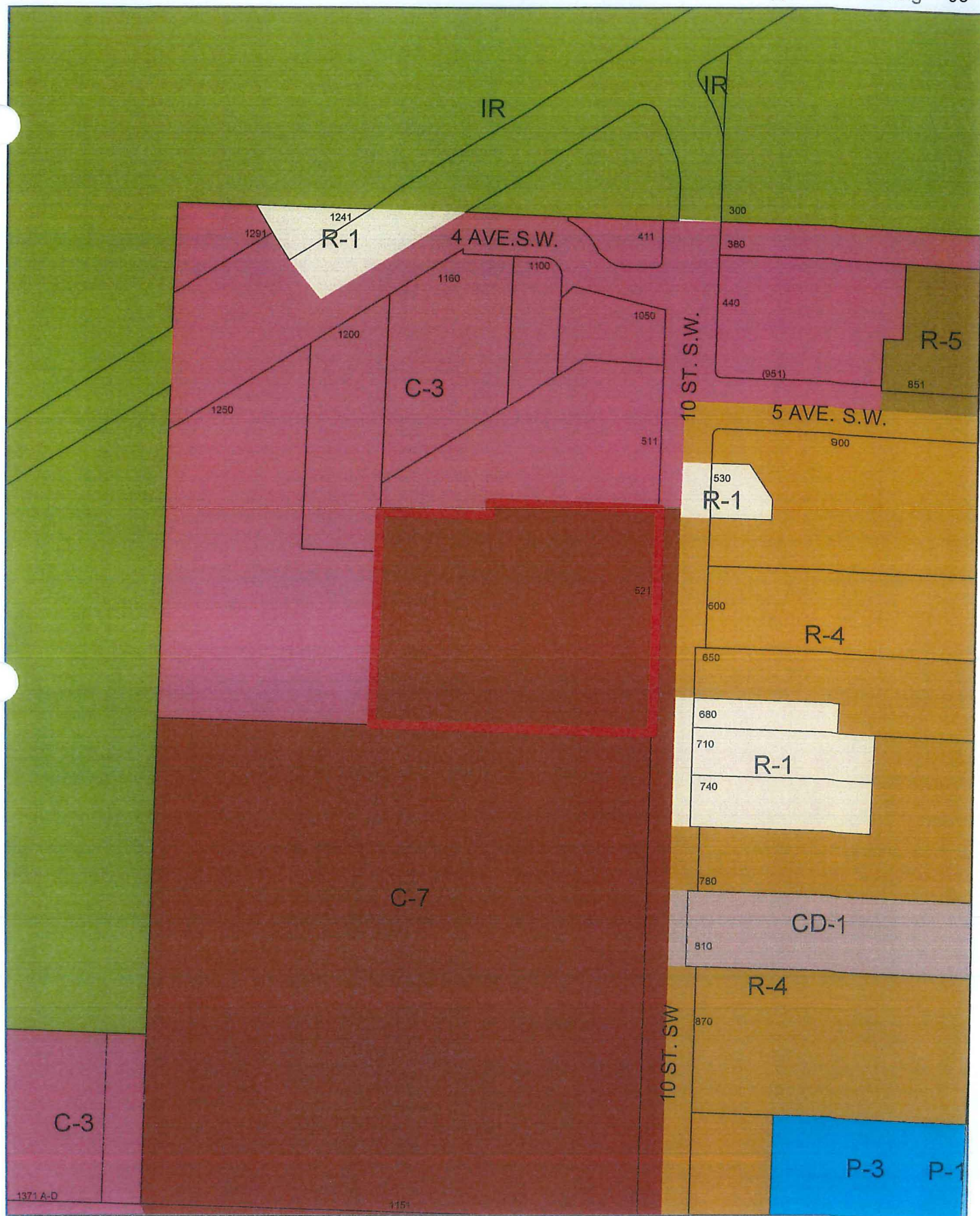
High Density Residential



Commercial - Highway Service



Commercial City Centre

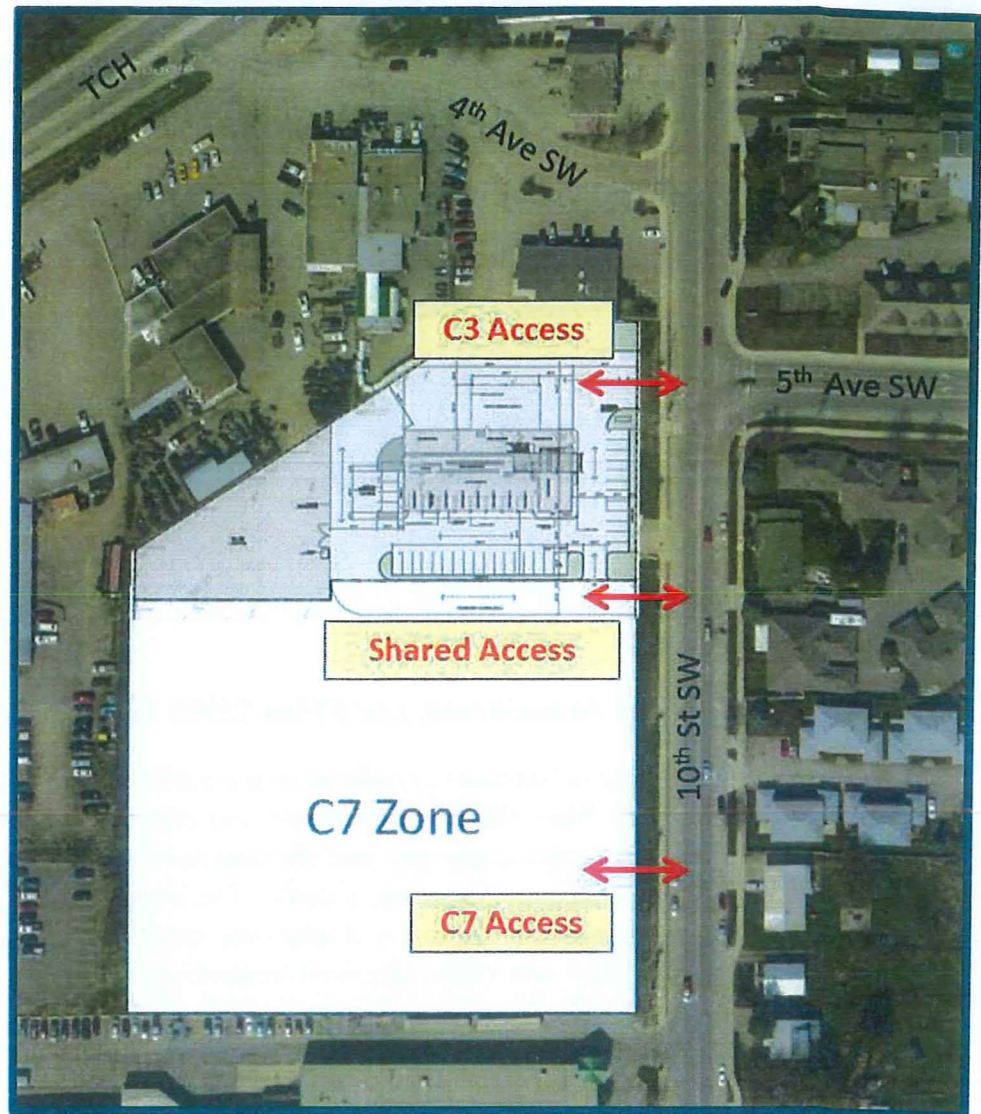




View of subject parcel looking southwest along 10 Street SW.



View of subject parcel looking northwest along 10 Street SW.



dcdean
associates

Salmon Arm Lot 5 Plan 12965 Traffic Impact Assessment

dcdean
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D.C. Dean Associates Inc.
32 – 1900 Irongate Place, Kamloops BV2E 2K1
Phone: 250-372-9166 Fax: 250-372-8603
Cell: 250-371-4822 email: dcdean@shaw.ca

2014 January 29

W.H. Laird Holdings Ltd.
Box 1022
Salmon Arm, BC
V1E 4P2

Attention: Bill Laird

Dear Sir,

Re: Traffic Impact Assessment, Lot 5 Plan 12965 Salmon Arm

As requested an analysis has been completed on the traffic impacts of the proposed development on Lot 5, Plan 12965 in Salmon Arm, including the implications of increased traffic on the existing highway and city road network and the necessary measures required to mitigate the growth in traffic. The impact review has been undertaken in accordance with the terms of reference approved by the City and the Ministry of Transportation and Infrastructure on November 25, 2013.

The work undertaken, the analysis results, and conclusions as well as recommendations are all summarized in this report.

I trust this provides the required information as your development proceeds through the approval process. Please do not hesitate to call if you have any questions or need clarification.

Yours truly,

D.C. DEAN ASSOCIATES INC.



David Dean, P.Eng.

dcdean
associates

D.C. Dean Associates Inc.

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W. H. Laird Holdings Ltd.

Salmon Arm Lot 5 Plan 12965

Traffic Impact Assessment

DRAFT

January 29, 2013

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Figure 1 Site Location



The study area includes intersections around the development site that include both MOTI and City controlled intersections. These include the intersections shown in Figure 2.

Figure 2 Study Area



2. Proposed Development

It is proposed that Lot 5, Plan 12965 will be rezoned to accommodate C3 (Service Commercial) zoning for the northern portion of the lot, and C7 (Shopping Centre Commercial) zoning for the southern portion. Active planning for the C3 portion of the site to accommodate an 11,300 square foot tire service and retail store, while no definitive plans currently exist for the C3 zone. Figure 3 shows the proposed tire service centre site plan and the remaining C3 site. It also shows the access required for the tire centres truck circulation, and the proposed access for the remainder.

Although the plans are moving forward for the tire centre, the trip generations for this study will be based on the highest practical use of the site. This includes an 11,300 square foot building supply store on the C3 site, and a 94,500 square foot shopping centre on the C7 site (based on 42% site coverage).

For the purpose of the traffic study it is assumed that the C3 site will initially be developed with opening day occurring in 2014. Development of the shopping centre site will not occur for at least 5 years, with an assumed full build-out in 10 years. In reality, the development timing will be subject to market conditions and given the size of development full build-out could take longer.

The agreed upon study horizons include the following:

Opening Day 2014 – includes full build-out of the C3 Zone;

5-year 2019 – includes full build-out of the C3 Zone; and

10-year 2024 – includes full build-out of both the C3 and C7 Zones.

Figure 3
Site Plan



3. Existing Area Conditions

3.1. Study Area Land Use

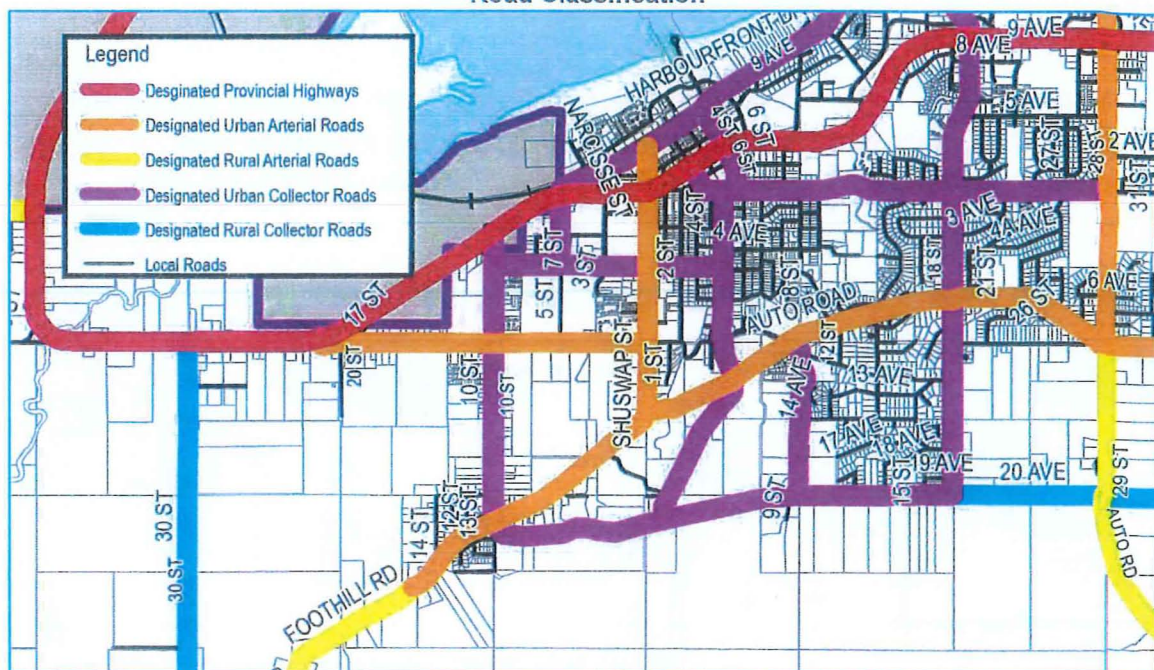
The existing land use in the vicinity of the proposed development consists of a mixture of residential, agricultural, commercial and service oriented developments. On the west side of 10th Street just south of the development is the Piccadilly Mall, and north of the development is a veterinarian clinic and automobile servicing establishments. Residential developments are situated on the east side of 10th Street across from the proposed development, as well as south of Piccadilly Mall. The mixture of residential and commercial generates pedestrian activity that needs to be accommodated along and across the roadways.

The Wal Mart in the Smart Centre has recently opened creating a noticeable increase of traffic along the Trans-Canada Highway corridor. In addition, the recent relocation of Canada Tire to the Piccadilly Mall has increased the traffic on 10th Street. Planning work has been undertaken on a proposed Gaming Centre at the southeast corner of 10th Street SW and the Trans-Canada Highway, but no start-up date has been announced.

3.2. Road Network

The City of Salmon Arm's Official Community Plan provides a road classification system for the roads within the City. The designation of the roads in the vicinity of the proposed development is shown in Figure 4.

Figure 4
Road Classification



Trans-Canada Highway (TCH) – this provincially designated highway has had some recent road widenings west of the 10th Avenue intersection due to the Smart Development impacts. From the protected tee at the 10th Avenue intersection the highway is two lanes east to the connection with 4th Avenue where it widens to a four lane cross-section. The intersections of the TCH with 10th Street and with 5th Street are signalized and have left turn bays on the TCH. The TCH is posted at 60 km/h between 10th Avenue and approximately 4th Avenue where it reduces to 50 km/h eastward through the City Centre.

10th Street SW – this roadway is classified as an urban collector road between the TCH and Foothill Road. The 14 metre wide roadway is marked as a two lane roadway with parking on both sides where appropriate. It is built to an urban standard with sidewalks on both sides. The majority of the traffic on the roadway is generated by the Piccadilly Mall. North of the TCH the roadway connects with Lakeshore Drive.

10th Avenue SW – this is an urban arterial road that provides an east-west alternative to the TCH. It is a two-lane roadway with a mixture of rural and urban treatment (curb, gutter and sidewalk) and is posted at 50 km/h. The intersection of 10th Avenue SW and 10th Street SW is controlled with a four-way stop.

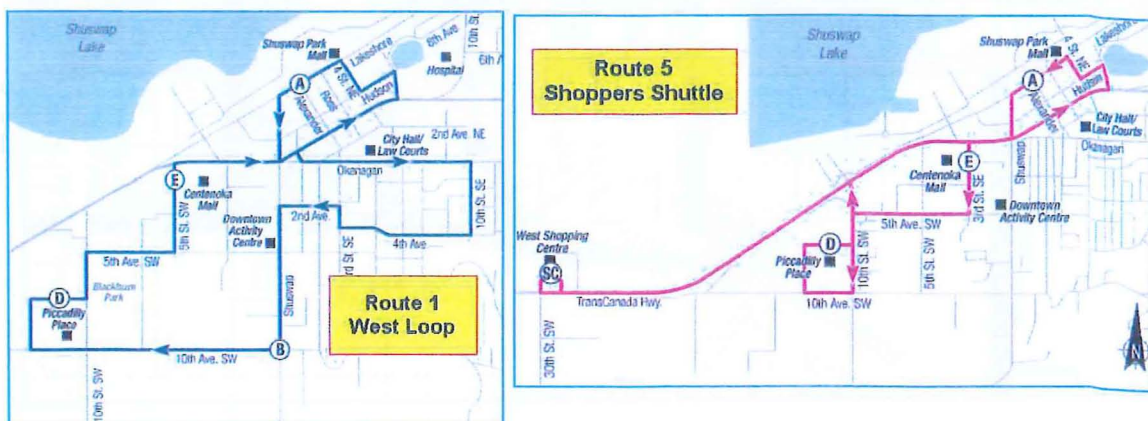
5th Avenue SW – this two lane urban collector road also provides an east-west connection between 10th Street SW and 5th Street SE. Within the study area it has curb, gutter and sidewalk on both sides of the roadway, with provision for parking.

5th Street SW – This also is a two lane urban collector road having parking on both sides and built to an urban standard with curb, gutter and sidewalks.

3.3. Transit Service

The development site is well served by the local transit system with two routes utilizing 10th Street SW. Route 1 (West Loop) provides daytime hourly service as does Route 6 (Shoppers Shuttle) with the buses arriving approximately ½ hour apart. Figure 5 shows the routes.

Figure 5 – Bus Routes



3.4. Pedestrians and Cyclists

Due to the proximity of commercial and residential developments, the existing pedestrian activity in the study area is relatively high and will continue to grow as the proposed shopping centre develops on the C7 site. The surrounding roadways have at least one sidewalk, with many of the roadways having sidewalks on both sides. Crosswalks are in place at the intersections, including one crossing of 10th Street SW at the intersection of the Piccadilly Mall driveway entrance. Concerns have been made regarding this crossing; it is a popular crosswalk with the seniors' residential community across the street, and a busy mall access with a high number of eastbound left turning motorists leaving the parking lot and turning over the crosswalk. The City is undertaking a safety review of this crossing in 2014 to determine whether enhancements are required.

3.5. Existing Traffic Volumes

Traffic counts were downloaded from the traffic controllers for the week of Nov 14 to 21, 2013 at the 10th Street SW and the 5th Street SW intersections with the TCH. These provided the lane counts through the intersection which were then converted to turning movement counts by supplementing peak hour spot counts. Peak hour traffic counts were conducted on the non-signalized intersections on Saturday Jan 11, 2014 and Tuesday Jan 14, 2014.

The MOTI periodically collects traffic count data from a site located on the TCH 200 metres east of Salmon River Road (TM Site ID 22-007EW). This site has classified the TCH as Seasonal and therefore summer peak volumes will be different than those counted in November and January. MOTI has provided a Summer Annual Daily Traffic (SADT) factor table to convert traffic volumes to summer volumes which is presented in Appendix A. In discussion with the City, it was decided to also adjust the City intersection counts to summer peak hour counts using the MOTI's SADT factor table. It was agreed that this would provide conservative summer traffic volumes (i.e. overestimate) – although the City traffic will increase in the summer, it may not increase to the same degree as the TCH.

The factor for the November counts is 1.631 and for January it is 1.973. The original traffic counts and the adjusted summer peak volumes are shown in Appendix B.

4. Projected Traffic

Within the study area future traffic volumes will increase due to growth of the background traffic (both highway and City generated) and the addition of traffic from the proposed development.

4.1. Background Traffic

Traffic is anticipated to grow each year on the TCH and within the community of Salmon Arm. The MOTI's traffic counting site on the TCH east of 5th Avenue (TM Site ID 22-020EW) identifies an average annual growth of 0.7% from 2005 to 2010. In recognition that this may

represent a low growth period, a typical highway growth rate of 2% annually has been applied in this analysis. The same 2% growth rate has been used on the City traffic.

The terms of reference indicated that the projected traffic from the Smart Centre development will be added to the road network. However, the prime tenant and traffic generator Wal Mart had opened and was in full operation when the traffic count information was collected for this study. Traffic generated from the ancillary buildings will be covered by the background growth rate.

The background traffic volumes for each study intersection at the 5-year horizon (2019) and 10-year horizon (2024) projected using these growth rates are shown in Appendix B.

4.2. Site Traffic

This section calculates the expected traffic that will be generated by each of the developments and distributes it upon the local road network.

4.2.1. Trip Generation

The trip generation rates have been established using the Institute of Transportation Engineers Trip Generation Manual (8th Edition) for the peak hours at the required horizon years.

The allowable land uses for each zone are identified in the City of Salmon Arm's Zoning Bylaw No. 2303. Different land uses have varying trip generation rates, but they also have a reasonable maximum size of development. Therefore to choose the land use to base the maximum number of trips generated from, it is necessary to consider both its trip generation rate and its reasonable maximum size. The maximum size for the C3 lot will be the proposed 11,300 sq. ft. Kal Tire proposal, whereas the maximum size for the shopping centre will be 42% lot coverage which is similar to the adjacent Piccadilly Mall. Key permitted uses in this evaluation are shown in the following table.

Figure 6 – Traffic Generation of Permitted Uses

Zone	Land Use	ITE Code	PM Peak Hr Trip Generation (trip / 1000 sq.ft)	Reasonable Building Size (sq.ft.)	PM Peak Hr Trips Generated
C3	Auto parts and accessories	843	5.98	7,500	45
	Building supply store	812	4.49	11,300	63
	Café / Restaurant	932	11.15	5,000	56
	Neighbourhood pub	925	11.34	5,000	57
	Tire store	848	4.15	11,300	47
C7	Shopping centre	820	3.73	94,500	352

Based on the trips generated, the land uses to be used for the analysis includes Building Supply Store in the C3 zone and Shopping Centre in the C7 zone.

The applicable trip generation rates for these land uses are shown in Figure 7 below:

Figure 7 – Trip Generation Rates

Zone	ITE Code	Land Use	Units	Weekday Peak Hour of Adjacent Street Traffic Between 4 and 6 pm	Saturday Peak Hour
C3	812	Building Supply Store	1000 sq.ft.	4.49 (47% in / 53% out)	9.58 (51% in / 49% out)
C7	820	Shopping Centre	1000 sq.ft.	3.73 (49% in / 51% out)	4.89 (53% in / 47% out)

For the purpose of the study it will be assumed that all trips generated by the development will be made by automobile, although it is recognized that some trips to the shopping centre in particular may be accommodated by transit or by walking from nearby residences. The number of trips generated by the development is therefore shown in Figure 8:

Figure 8 – Trip Generation

	PM Peak Hour		Saturday Peak Hour	
Zone	C3	C7	C3	C7
Land Use	Building Supply Store	Shopping Centre	Building Supply Store	Shopping Centre
Size	11,300 sq.ft.	94,500 sq.ft.	11,300 sq.ft.	94,500 sq.ft.
Generation Rate	4.49 trips / 1000 sq.ft.	3.73 trips / 1000 sq.ft.	9.58 trips / 1000 sq.ft.	4.89 trips / 1000 sq.ft.
Inbound / Outbound	47% / 53%	49% / 51%	51% / 49%	53% / 47%
Inbound Trips	24	173	55	245
	197		300	
Outbound Trips	27	179	53	217
	206		270	
Total Trips	51	352	108	462
	403		570	

It is also assumed that an estimated 10% of trips coming to the development sites that will be pass-by trips. These are trips by motorists already in the study area (e.g. going to Piccadilly Mall) and therefore should not be added to the surrounding intersection counts.

4.2.2. Trip Distribution and Assignment

The proposed development will attract trips from throughout the region. Manual trip distribution and assignment has been based on 70% of the generated traffic using 10th Street SW to/from the north, 20% to/from the south, and 10% to/from the east on 5th Avenue SW. The resulting traffic assignment on the study intersections is shown in Figures 9 and 10.

Figure 9
C3 Zone Development Traffic Assignment

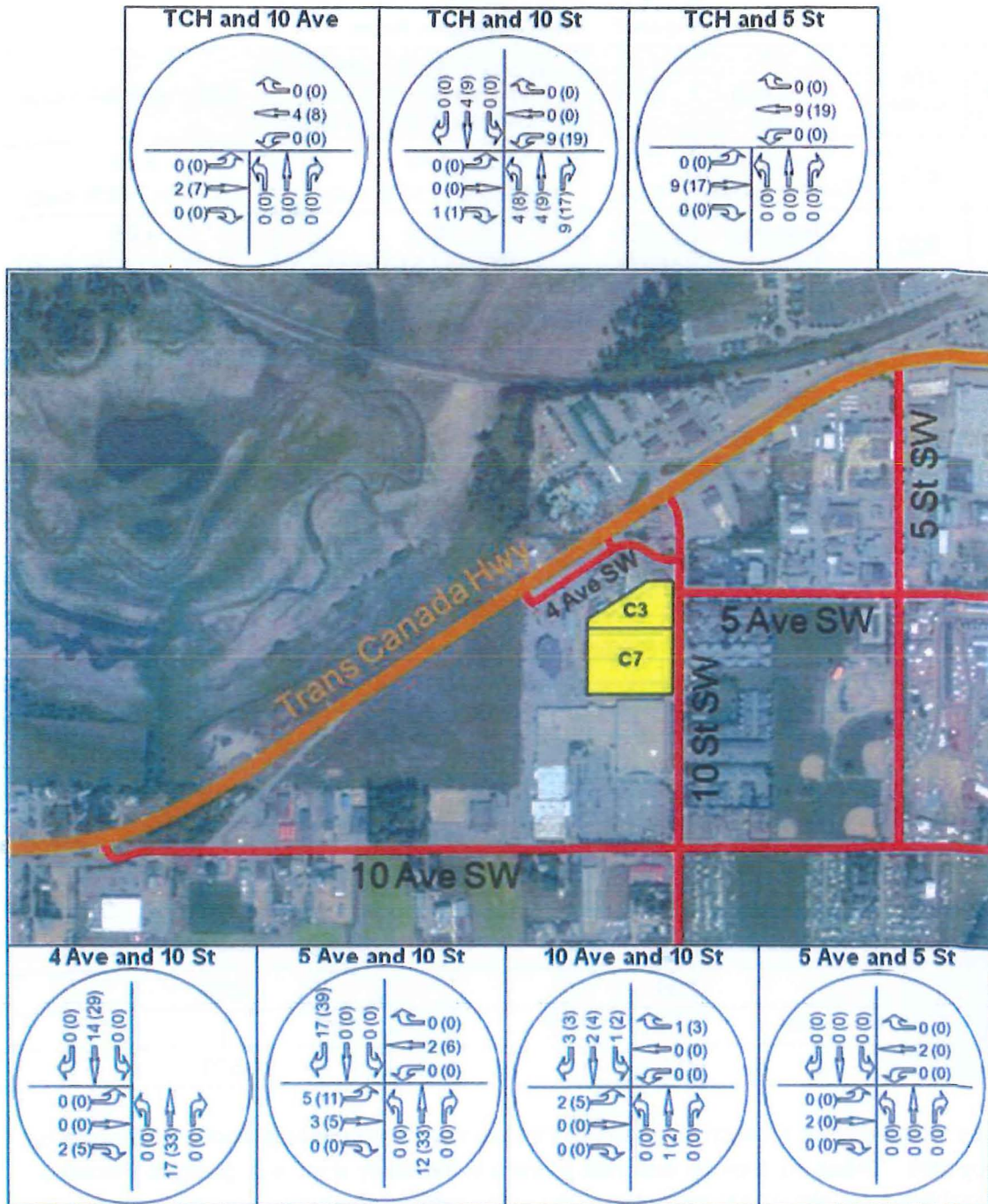
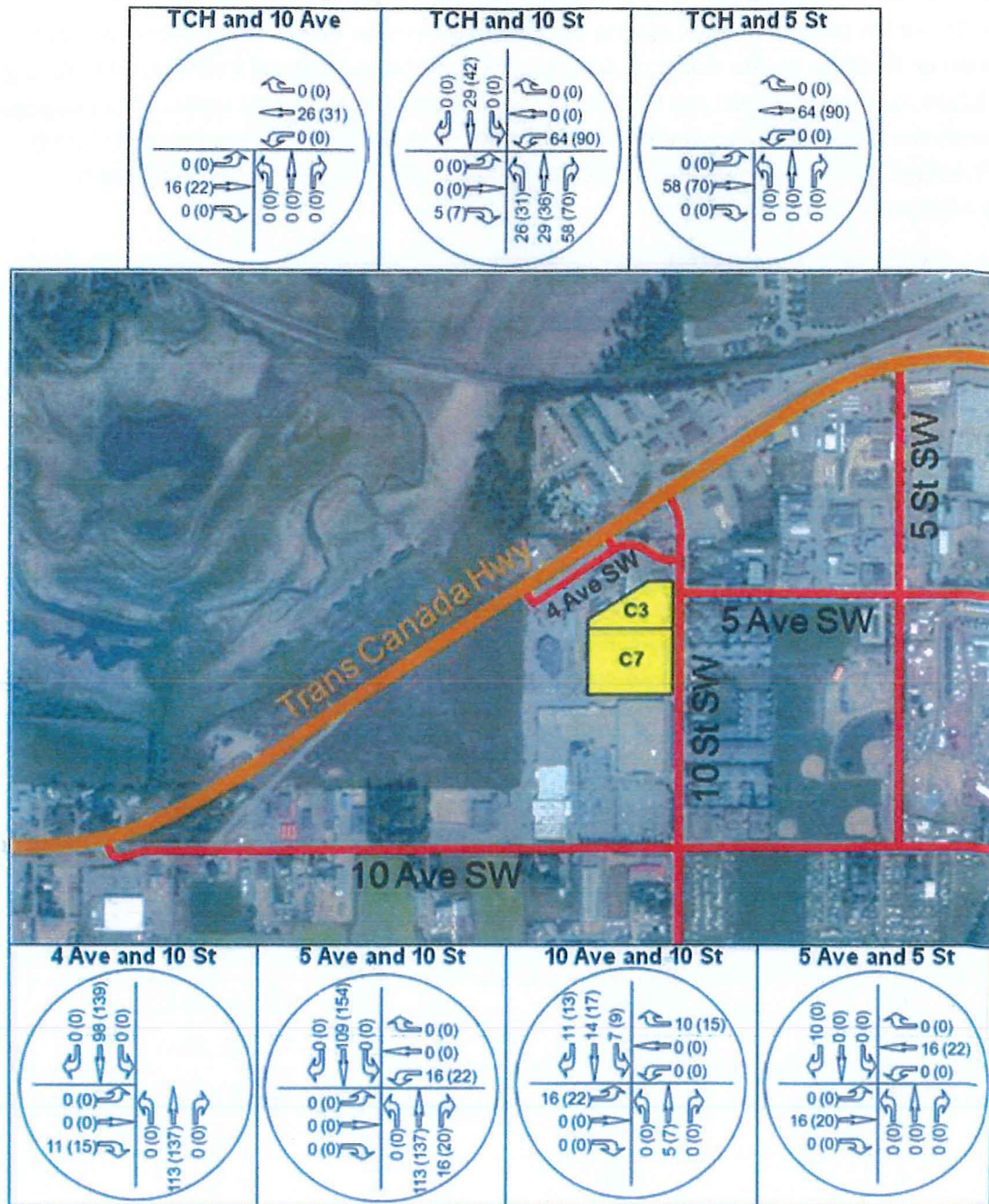


Figure 10
C7 Zone Shopping Centre Development Traffic Assignment



4.3. Total Traffic

The development traffic has been added to the background traffic to determine the total traffic for each of the peak periods in each of the planning horizons. This includes adding the C3 Zone development traffic to the 2014 and 2019 planning horizons, and both the C3 and C7 Zone development traffic to the 2024 horizon. The resulting traffic volumes are shown in Appendix B.

5. Transportation Analysis

This section of the report summarizes the capacity analyses for each of the horizon years that have been undertaken on the existing road network with the background traffic growth as well as the future road network with the addition of the proposed development traffic. The purpose of the analyses is to determine whether traffic growth (with and without development) can be accommodated by the road network and if not, what mitigation measures are required to provide acceptable levels of service.

5.1. Capacity and Level of Service

The performance of the intersections within the study area was reviewed using the methodology prescribed in the Highway Capacity Manual, through the use of Synchro and SimTraffic software. Key outputs of the analysis include the volume to capacity ratio (v/c), the level of service (LOS), and the queue lengths. For the volume to capacity ratio, the volume is the number of vehicles making a certain movement, and the capacity is the maximum number of vehicles that can be accommodated. The level of service is defined in terms of delay. Delay is a measure of driver discomfort, frustration, fuel consumption, and lost travel time. The relationship between level of service and delays for unsignalized intersections is shown in the following Figure 11. Motorists in a community the size of Salmon Arm would typically find an overall level of service C as being satisfactory, as long as each individual movement was a level of service D or better. The third output to consider is the queue length relative to the storage capacity of the turn bays or link lengths between intersections.

Figure 11
Level of Service Criteria for Intersections

Level of Service Designation	Signalized Intersection Criteria Average Total Delay (Seconds per Vehicle)	Unsignalized Intersection Criteria Average Total Delay (Seconds per Vehicle)
A	≤ 10.0	≤ 10.0
B	10.1 to 20.0	10.1 to 15.0
C	20.1 to 35.0	15.1 to 25.0
D	35.1 to 55.0	25.1 to 35.0
E	55.1 to 80	35.1 to 50.0
F	> 80	> 50

Source: Highway Capacity Manual, Transportation Research Board; Washington, DC; 2000

5.1.1. Weekday PM Peak Hour Analysis

This section summarizes the results of the Synchro / SimTraffic analysis of the Weekday PM Peak Hour levels of service for the various planning horizons. For each study year, results for both the background (base) traffic and the combined traffic (base plus development traffic) are shown. No intersection improvements are considered at this time. The traffic movements that

experience a level of service LOS D or worse or queue length exceeding the existing queue storage are noted. Full results of the Synchro / SimTraffic analyses are shown in Appendix C.

2014 PM Peak Hour

Scenario	Inter-section	Overall LOS	Movement	V/C Ratio	Delay (sec)	LOS	Queue (m)	Queue Storage (m)
Base	5 th St & TCH	B	WBL	0.84	33.3	C	47	40
	10 th St & 5 th Ave	A	WBL	1.07	29.7	D	63	345
Combined	5 th St & TCH	B	WBL	0.85	47.4	D	48	40
	10 th St & 5 th Ave	A	WBL	1.13	33.3	D	74	345
			EBT	0.08	28.5	D	6	25
			WBR	1.54	37.0	D	29	345

The study intersections operate at an acceptable level of service during the 2014 PM peak hour both with and without the additional development traffic. Each scenario has some traffic movements at a couple of intersections operating at a LOS D but overall delays are acceptable.

2019 PM Peak Hour

Scenario	Inter-section	Overall LOS	Movement	V/C Ratio	Delay (sec)	LOS	Queue (m)	Queue Storage (m)
Base	10 th St & TCH	C	EBL	0.56	45.5	D	49	40
			WBL	0.96	77.7	E	95	75
	5 th St & TCH	B	WBL	1.02	51.0	D	54	40
	10 th St & 5 th Ave	C	WBL	1.45	94.8	F	210	345
			WBR	1.45	66.3	E	29	345
Combined	10 th St & TCH	C	EBL	0.94	42.9	D	45	40
			WBL	0.91	48.9	D	85	75
			NBT / NBL	0.90	48.4	D	99	113
	5 th St & TCH	B	WBL	0.92	35.5	D	49	40
			NBL	0.49	46.6	D	62	180
	10 th St & 5 th Ave	B	WBL	1.54	62.4	E	117	345
			WBR	1.54	37.0	D	29	345

As traffic increases over the next five years the background growth causes more delays at the study intersections. Unacceptable LOS E and F are experienced for some movements and a number of left turn bay storage lengths are exceeded. Similar signal timings were used with

the additional development traffic, but resulted in fewer LOS E and F – the model runs are similar to real situations in that a short burst of traffic can set the service level off for a long period. Although the Combined level of service has only one LOS E, a number of queues exceeded the storage.

2024 PM Peak Hour

Scenario	Inter-section	Overall LOS	Movement	V/C Ratio	Delay (sec)	LOS	Queue (m)	Queue Storage (m)
Base	10 th St & TCH	D	EBL	0.60	69.5	E	55	40
			EBT/EBR	0.98	44.2	D	121	133
			WBL	1.00	73.9	E	96	75
			NBT/NBL	0.98	57.7	E	104	113
	5 th St & TCH	B	WBL	1.15	77.7	E	56	40
			NBL	0.59	54.5	D	73	180
	10 th St & 5 th Ave	F	WBL / WBT	1.93	257.2	F	406	345
			WBR	1.93	233.9	F	26	345
	5 th St & 5 th Ave	E	NBL/NBT	0.34	95.9	F	77	410
			SBL/SBT	0.79	136.8	F	214	180
Combined	10 th St & 4 th Ave	A	EBL	0.33	31.5	D	28	80
			NBL	1.07	52.1	F	77	220
	10 th Ave & TCH	A	NBR	1.07	39.3	E	20	220
	10 th St & TCH.	D	EBL	0.65	91.6	F	59	40
			EBT/EBR	1.06	76.5	E	137	133
			WBL	1.16	94.1	F	83	75
			NBT/NBL	1.12	62.3	E	117	113
			SBT/SBL	0.36	50.4	D	97	30
	5 th St & TCH	F	EBT/EBR	0.57	450.8	F	321	425
			WBL	1.27	959	F	49	40
			WBT	0.50	290	F	352	200
			NBL	0.59	52.6	D	75	180
	10 th St & 5 th Ave	F	EBL/EBT	0.27	37.9	E	7	25
			WBL/WBT/ WBR	2.98	496	F	330	345
	5 th St & 5 th Ave	F	NBL/NBT/N BR	0.37	963	F	231	410
			SBL/SBT/S BR	0.83	1424	F	399	130
	10 th St & 4 th Ave	A	EBL	0.48	31.5	D	33	80
	10 th Ave & TCH	A	NBL	1.10	41.9	E	69	220
			NBR	1.10	82.2	F	20	220

Numerous study intersections show failure in both the base and combined scenarios in the study year 2024 without any network improvements. This is not surprising given a 2% growth

rate over 10 years and the full build-out of development traffic. As with any road network, the failure of adjacent intersections can have a detrimental effect on the adjacent intersections.

5.1.2. Saturday Peak Hour Analysis

Similar to the previous section, this section summarizes the results of the Synchro / SimTraffic analysis of the Saturday Peak Hour levels of service for the various planning horizons.

2014 Saturday Peak Hour

Scenario	Inter-section	Overall LOS	Movement	V/C Ratio	Delay (sec)	LOS	Queue (m)	Queue Storage (m)
Base	10 th St & 5 th Ave	A	WBL	0.77	44.7	D	86	345
Combined	10 th St & TCH	C	WBL	0.95	38.4	D	76	75
			NBL/NBT	0.84	39.4	D	86	110
	5 th St & TCH	B	WBL	0.77	33.7	C	41	40
	10 th St & 5 th Ave	B	WBL/WBT	1.62	42.3	D	76	345

As was seen in the PM Peak Hour, the levels of service for the study intersections during the Saturday Peak hour are acceptable with some individual traffic movements at LOS D but overall LOS remaining at C or better.

2019 Saturday Peak Hour

Scenario	Inter-section	Overall LOS	Movement	V/C Ratio	Delay (sec)	LOS	Queue (m)	Queue Storage (m)
Base	10 th St & TCH	D	EBL	0.48	60.4	E	59	40
			EBT/EBR	1.07	56.9	E	129	113
			WBL	0.93	76.6	E	56	75
			NBT/NBL	0.85	43.9	D	89	110
	5 th St & TCH	B	WBL	0.95	43.3	D	49	40
	10 th St & 5 th Ave	D	WBL/WBT	1.94	216	F	335	345
			WBR	1.94	174	F	30	345
Combined	10 th St & TCH	D	EBL	0.45	42.3	D	53	40
			WBL	1.05	142	F	100	75
			NBT / NBL	0.91	46.4	D	97	110
	5 th St & TCH	B	WBL	0.95	53.6	D	50	40
	10 th St & 5 th Ave	F	WBL/WBT	2.18	417	F	386	345
			WBR	2.18	393	F	30	345

Five years of background growth have caused traffic movements at two intersections to fail for both the base and combined scenarios.

2024 Saturday Peak Hour

Scenario	Inter-section	Overall LOS	Movement	V/C Ratio	Delay (sec)	LOS	Queue (m)	Queue Storage (m)
Base	10 th St & TCH	E	EBL	0.51	81.7	F	61	40
			EBT/EBR	1.05	78.2	E	142	113
			WBL	1.13	275	F	98	75
			NBT/NBL	0.97	66.0	E	107	110
	5 th St & TCH	C	WBL	1.04	91.6	F	56	40
			NBL	0.59	79	E	108	180
	10 th St & 5 th Ave	F	WBL / WBT	2.65	553	F	411	345
			WBR	2.65	521	F	32	345
	5 th St & 5 th Ave	F	SBL/SBT	0.59	565	F	336	130
	10 th St & 4 th Ave	B	EBL	0.34	53.9	F	39	80
			EBR	0.34	38.8	E	39	80
	10 th Ave & TCH	D	NBL	1.05	99.7	F	101	220
			NBR	1.05	68.6	E	30	220
Combined	10 th St & TCH	F	EBL	0.66	80.2	F	62	40
			EBT/EBR	1.09	79.4	E	147	113
			WBL	1.67	654	F	109	75
			NBT/NBL	1.23	44.6	D	99	110
	5 th St & TCH	F	EBT/EBR	0.85	109	F	275	400
			WBL	1.52	702	F	59	40
			WBT	0.76	260	F	279	270
	10 th St & 5 th Ave	F	EBL/EBT	1.00	66.9	F	9	25
			WBL/WBT/ WBR	4.98	614	F	330	345
	5 th St & 5 th Ave	F	NBL/NBT/N BR	0.20	396	F	17	410
			SBL/SBT/S BR	0.65	1007	F	359	130
	10 th Ave & TCH		NBL	1.10	57.7	F	85	220
			NBR	1.10	42.9	E	25	220
	Shopping Centre Access	C	EBL/EBR	4.06	169	F	51	25

Similar to the PM Peak Hour, numerous study intersections show failure in both the base and combined scenarios in the study year 2024 without any network improvements. An additional intersection at the proposed shopping centre is now active, and shows with full build-out the exiting movement fails (this has assumed all shopping centre traffic exiting at the one access as opposed to splitting volumes with the shared access – if this is done the access exiting movement still operates at LOS F).

5.2. Capacity Improvements

A number of intersection control, signal timing and phasing, and road widenings are required to accommodate the expected future growth of traffic within the study area if an acceptable level of service is to be maintained. This section of the report identifies what those capacity improvements should be at each planning year, and the resulting levels of service that would result in the weekday PM and Saturday peak hours if they were to be implemented.

5.2.1. 2014 (Opening Day) Horizon

No mitigation is required to maintain an adequate level of service at the opening day horizon. The levels of service remain what was previously reported with some traffic movements operating at a LOS D while the overall level of service remains LOS C or better for each study intersection.

2014 PM Peak Hour

Scenario	Inter-section	Overall LOS	Movement	V/C Ratio	Delay (sec)	LOS	Queue (m)	Queue Storage (m)
Base	5 th St & TCH	B	WBL	0.84	33.3	C	47	40
	10 th St & 5 th Ave	A	WBL	1.07	29.7	D	63	345
Combined	5 th St & TCH	B	WBL	0.85	47.4	D	48	40
			WBL	1.13	33.3	D	74	345
	10 th St & 5 th Ave	A	EBT	0.08	28.5	D	6	25
			WBR	1.54	37.0	D	29	345

2014 Saturday Peak Hour

Scenario	Inter-section	Overall LOS	Movement	V/C Ratio	Delay (sec)	LOS	Queue (m)	Queue Storage (m)
Base	10 th St & 5 th Ave	A	WBL	0.77	44.7	D	86	345
Combined	10 th St & TCH	C	WBL	0.95	38.4	D	76	75
			NBL/NBT	0.84	39.4	D	86	110
	5 th St & TCH	B	WBL	0.77	33.7	C	41	40
	10 th St & 5 th Ave	B	WBL/WBT	1.62	42.3	D	76	345

5.2.2. 2019 Horizon

The following mitigation measures are required to maintain an acceptable level of service within the study area at the 2019 planning horizon.

Figure 12
Mitigation Measures Required Prior to 2019

Without Development Traffic	With Development Traffic
<ul style="list-style-type: none"> • Install new traffic signal at the intersection of 10 Street SW and 5th Avenue SW 	<ul style="list-style-type: none"> • Install new traffic signal at the intersection of 10 Street SW and 5th Avenue SW
<ul style="list-style-type: none"> • Install westbound advance left turn signal phase at 5th Street SW and the TCH 	<ul style="list-style-type: none"> • Install westbound advance left turn signal phase at 5th Street SW and the TCH

After applying these mitigation measures the level of service analysis identifies the following traffic movements having a LOS E or worse and/or queue lengths exceeding storage bays.

2019 PM Peak Hour (with mitigation)

Scenario	Inter-section	Overall LOS	Movement	V/C Ratio	Delay (sec)	LOS	Queue (m)	Queue Storage (m)
Base	10 th St & TCH	C	EBL	0.53	33.9	C	45	40
			NBL/NBT	0.92	52.8	D	101	110
	5 th St & TCH	B	WBL	0.72	26.2	C	48	40
Combined	10 th St & TCH	C	EBL	0.53	33.1	C	46	40
			WBL	0.85	39.1	D	80	75
			NBT / NBL	0.94	52.7	D	99	110
	5 th St & TCH	B	WBL	0.72	26.5	C	46	40

2019 Saturday Peak Hour (with mitigation)

Scenario	Inter-section	Overall LOS	Movement	V/C Ratio	Delay (sec)	LOS	Queue (m)	Queue Storage (m)
Base	10 th St & TCH	C	EBL	0.42	36.2	D	52	40
			WBL	0.95	40.7	D	80	75
			NBL/NBT	0.90	49.0	D	95	110
Combined	10 th St & TCH	C	EBL	0.44	51.0	D	52	40
			EBT/EBR	0.99	42.5	D	106	113
			WBL	0.95	53.1	D	90	75
			NBT / NBL	0.94	52.6	D	100	110

5.2.3. 2024 Horizon

The following mitigation measures are required to maintain an acceptable level of service within the study area at the 2024 planning horizon.

Figure 12
Mitigation Measures Required Prior to 2024

Without Development Traffic	With Development Traffic
<ul style="list-style-type: none"> • Install new traffic signal at the intersection of 10th Street SW and 5th Avenue SW 	<ul style="list-style-type: none"> • Install new traffic signal at the intersection of 10th Street SW and 5th Avenue SW
<ul style="list-style-type: none"> • Install westbound advance left turn signal phase at 5th Street SW and the TCH 	<ul style="list-style-type: none"> • Install westbound advance left turn signal phase at 5th Street SW and the TCH
<ul style="list-style-type: none"> • Install four-way stop control at the intersection of 5th Street SW and 5th Avenue SW 	<ul style="list-style-type: none"> • Install four-way stop control at the intersection of 5th Street SW and 5th Avenue SW
<ul style="list-style-type: none"> • Realign the 10th Avenue and TCH intersection to a signalized 20th Street intersection in accordance with City plans. 	<ul style="list-style-type: none"> • Realign the 10th Avenue and TCH intersection to a signalized 20th Street intersection in accordance with City plans.
<ul style="list-style-type: none"> • Widen the 10th Street SW northbound and southbound approaches to the TCH to include 1 shared left/thru, 1 thru, and 1 right turn lane 	<ul style="list-style-type: none"> • Widen the 10th Street SW northbound and southbound approaches to the TCH to include 1 shared left/thru, 1 thru, and 1 right turn lane
<ul style="list-style-type: none"> • Widen the TCH westbound approach to 10th Street SW and install dual left turn lanes (required for Saturday Peak Hour) 	<ul style="list-style-type: none"> • Widen the TCH westbound approach to 10th Street SW and install dual left turn lanes (required for Saturday Peak Hour)
	<ul style="list-style-type: none"> • Widen the TCH eastbound approach to 10th Street SW and add a 3rd eastbound through lane (required for Saturday Peak Hour)
	<ul style="list-style-type: none"> • Install new traffic signal on 10th Street SW at the south access to the proposed shopping centre

After applying these mitigation measures the level of service analysis identifies the following traffic movements having a LOS E or worse and/or queue lengths exceeding storage bays.

2024 PM Peak Hour (with mitigation*)

Scenario	Inter-section	Overall LOS	Movement	V/C Ratio	Delay (sec)	LOS	Queue (m)	Queue Storage (m)
Base	10 th St & TCH	C	EBL	0.54	39.4	D	37	40
			WBL	0.85	35.3	D	70	75
			NBL	0.66	44.7	D	71	110
	5 th St & TCH	B	WBL	0.78	31.2	C	50	40
	10 th St & 5 th Ave	B	SBL	0.39	43.6	D	39	37
	10 th Ave & TCH	B	WBL	0.60	36.3	D	11.7	40?
Combined	10 th St & TCH.	C	EBL	0.53	44.2	D	41	40
			NBL	0.73	44.1	D	78	110
			SBL	0.25	37.1	D	36	30
	5 th St & TCH	C	WBL	0.85	37.9	D	55	40

*except those measures identified as required for Saturday Peak Hour

2024 Saturday Peak Hour (with mitigation)

Scenario	Inter-section	Overall LOS	Movement	V/C Ratio	Delay (sec)	LOS	Queue (m)	Queue Storage (m)
Base	10 th St & TCH	C	NBL	0.51	36.8	D	67	110
Combined	10 th St & TCH.	C	EBL	0.58	40.0	D	39	40
			EBR/EBT	0.83	49.3	D	66	113
			WBL	0.80	40.5	D	61	75
			NBL	0.66	47.6	D	81	110
	5 th St & TCH	B	WBL	0.79	28.3	C	49	45
	10 th St & 5 th Ave	B	SBL	0.61	40.9	D	42	37
	Shopping Centre Access	B	NBT	0.73	39.9	D	67	100

5.3. 10th Street SW Treatment

The width of 10th Street SW is approximately 14 metres between the TCH and 10th Avenue SW. For the portion between 5th and 10th Avenues the roadway has one travel lane and one parking lane in each direction. Sidewalks exist on both sides of 10th Street SW and crosswalks are located at 5th Avenue, the entrance to Piccadilly Mall and 10th Avenue. With the projected increase in background traffic and the proposed new development, traffic volumes will increase on 10th Street SW and modification to the cross-section will be required. A plan for access to the development site is required to adequately and safely provide access.

5.3.1. Access

Access to the two developments is proposed as shown in Figure 13. Both the C3 and C7 sites will have a full turns access, and also share a full turns access at their boundary. The north access is directly across from 5th Avenue SW and should be constructed with curb returns to visually reinforce the 4th leg of the intersection. This is particularly important when the intersection is signalized.

As the C7 zoned shopping centre develops the south access will need to be provided. By full build-out, the traffic exiting the south access will be operating at a LOS F. Although the level of service could be improved through the application of a protected T the future need of 4-laning 10th Street makes a traffic signal a more logical measure.

Figure 13
Development Access



5.3.2. Truck Access

The likely use of the C3 zone will be for a tire service and retail shop, and therefore access for semi-trailers is required. On-site movements and circulation is important, and this is what has identified the need for the mid access that will be shared by the C3 and C7 zone. Figure 14 shows the turning movements of the design vehicle (WB-67 US) used by Kal-Tire in their site designs. The turn into the development site requires a 15 metre wide access throat. To minimize the crossing distance for pedestrians, it is suggested that this could be designed with a truck turning apron and having a standard crossing width access.

Also shown in Figure 15 is the turning radius of the design vehicle for the eastbound right turn from the TCH onto 10th Street SW. Due to the tight turning radius the truck cannot make the turn without utilizing additional lane space. The drawing is reflective of what currently exists when the semi-trucks servicing the Piccadilly Mall make this movement. A less disruptive movement that would be known by the local truck drivers using the Kal Tire service bays would be to turn right off of the TCH at the 4th Avenue connection, and make the turn onto 10th Street SW from 4th Avenue.

Figure 14
Truck Access and Circulation



Figure 15
TCH Eastbound Right Turn onto 10th St SW



5.3.3. Pedestrian Movements

The development of the C3 zone lands will likely not add to the pedestrian activity within the area. However, as the shopping centre is developed in the C7 zone lands, it will attract pedestrian traffic from the neighbouring residential developments. For the residential complexes across the street from the proposed shopping centre, it is unlikely that pedestrians will walk north or south to the existing crosswalks. Similarly, a bus stop exists opposite the proposed shopping centre (see Figure 16) creating a pedestrian desire line across 10th Street at this location. Therefore a future warranted crosswalk at the south entrance to the shopping centre should be anticipated in the access design, and pedestrian routing from the access to the shopping centre buildings should be considered.

Figure 16
Bus Stop Locations

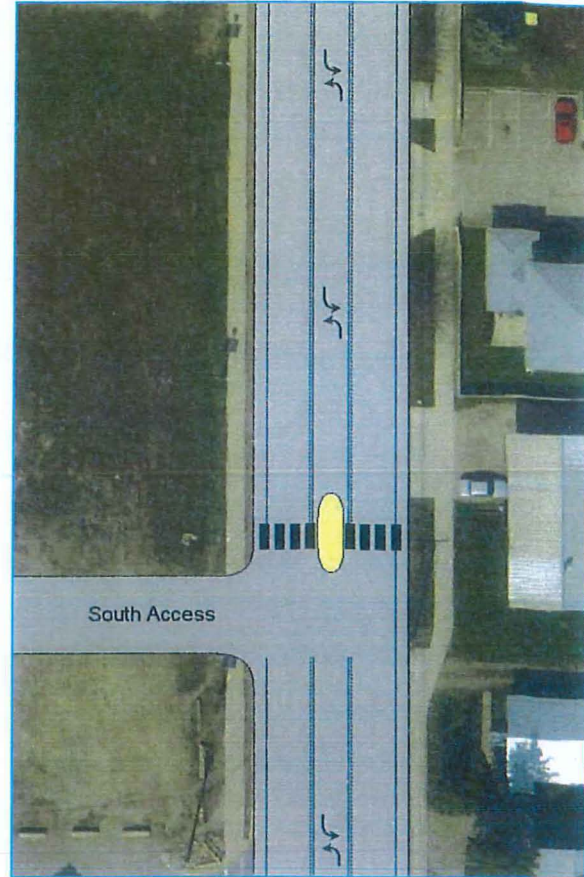


5.3.4. 10th Street SW Cross-Section

The background and development traffic projections indicate close to 2000 vehicles during the peak hours on 10th Street SW south of 5th Avenue within the next 10 years. With parked vehicles and turning movements into the existing residences and future developments, the existing 2 travel lane roadway could experience delays and safety issues due to congestion.

Consideration should be given to removing the turning vehicles from the through lanes, thereby increasing the corridor's capacity, by removing the parking and installing a centre two-way left turn lane. This extends the ability for the corridor to remain as a two-lane roadway and retain the benefits of slower traffic and shorter pedestrian crossings. The added benefit for vulnerable road users is that room would exist for bicycle lanes or wider shared lanes and medians could be installed at crosswalks to provide a mid-crossing refuge as shown in Figure 17. As traffic volumes increase throughout the corridor, the cross-section will need to change to a 4 lane roadway.

Figure 17
Two-way Left Turn Lane Example



6. Improvement Summary

This section summarizes the recommended improvements required to maintain capacity and address safety issues of road network experiencing high traffic growth. It also discusses possible impediments for carrying through with the recommendations and the consequences if that were to happen.

6.1. Recommended Improvements

A list of road network improvements have been identified for the study area based on the projection of background traffic increases and the addition of the proposed development traffic. These improvements have been identified for the three planning horizon years – opening day (2014), 2019, and 2024.

Although tied to specific years, the improvements will be required based on the actual traffic growth. It is noted that the projected traffic growth in this study could be overestimated for the following reasons:

- The highway and City traffic growth factor of 2% is higher than recent historical growth (highway growth from 2005 to 2010 was 0.7%);
- The highway SADT factors (1.973 for January counts and 1.631 for November counts) were used on the City intersections;
- Assumed use of development land was based on highest trip generator whereas the C3 site is being developed for a tire service and retail store, and the C7 site development plans are unknown at this time.

It is therefore suggested that the planning time frames be used as a guide and the timing of the recommended mitigation measures be based on actual traffic growth.

The following mitigation measures are required with and without development traffic:

- | | |
|-------------------------|--|
| For opening day (2014): | <ul style="list-style-type: none"> • No mitigation measures are required • Consider removing parking on 10th Street SW between 5th Avenue SW and 10th Avenue SW and installing a centre two-way left turn lane |
| Prior to 2019: | <ul style="list-style-type: none"> • Install new traffic signal at the intersection of 10 Street SW and 5th Avenue SW • Install westbound advance left turn signal phase at 5th Street SW and the TCH |
| Prior to 2024: | <ul style="list-style-type: none"> • Install four-way stop control at the intersection of 5th Street SW and 5th Avenue SW • Realign the 10th Avenue and TCH intersection to a signalized 20th Street intersection in accordance with City plans. • Widen the 10th Street SW northbound and southbound approaches to the TCH to include 1 shared left/thru, 1 thru, and 1 right turn lane • Widen the TCH westbound approach to 10th Street SW and install dual left turn lanes (required for Saturday Peak Hour) |

In addition to the above mitigation measures, the addition of development traffic requires the following further mitigation:

- | | |
|----------------|--|
| Prior to 2024: | <ul style="list-style-type: none"> • Widen the TCH eastbound approach to 10th Street SW and add a 3rd eastbound through lane (required for Saturday Peak Hour) • Install new traffic signal on 10th Street SW at the south access to the proposed shopping centre |
|----------------|--|

6.2. Impediment for Improvement

6.2.1. Land Acquisition Required

The proposed improvements at the intersection of 10th Street SW and the TCH require road widenings and land acquisition on both 10th Street SW and the TCH. The adjacent properties are First Nations lands which may extend the timing of acquisition or impact its feasibility. It is likely that improvements would only be achieved during a full corridor upgrade where property issues are better addressed. The result may be that with or without the development, the level of service of the 10th Street intersection with the TCH will fall below acceptable levels.

6.2.2. Traffic Redistribution

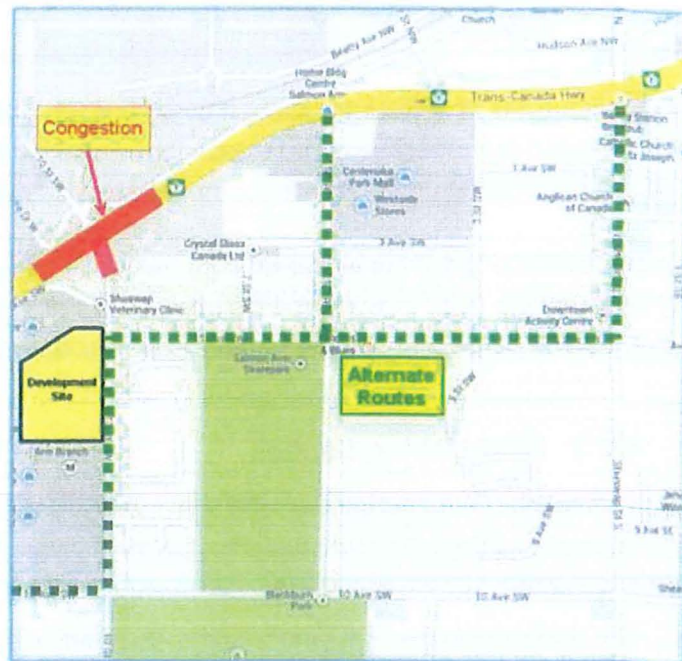
As the levels of service decrease and the congestion and delays increase, it is likely that those motorists that have a choice of routing in their travels change their travel patterns. In this situation, the 5th Avenue corridor parallels the highway and is currently under-utilized. Access to the 10th Street destinations could rely on the 5th Avenue corridor connecting with either 5th Street or Shuswap as shown in Figure 18. Similarly, northbound vehicles on 10th Street turning left at TCH could choose to go southbound on 10th Street to turn right on 10th Avenue to connect to the highway.

A simulation of the redistribution of traffic onto these alternate routes was undertaken to determine whether the alternate routes could accommodate more traffic. The 2024 Saturday Peak Hour scenario was run with no improvements to the intersection of 10th Street and TCH, but with the following movements reduced by 50% and redistributed onto the network:

- Northbound left turn
- Northbound right turn
- Westbound left turn

The level of service implications are shown in the following table.

Figure 18
Route Alternatives



**2024 Saturday Peak Hour (No improvements at 10th Street and TCH)
Traffic Redistributed**

Scenario	Inter-section	Overall LOS	Movement	V/C Ratio	Delay (sec)	LOS	Queue (m)	Queue Storage (m)
Combined	10 th St & TCH.	28.2	EBL/EBT/EBR	0.97	41.2	D	110	113
			WBL	0.82	63.1	E	105	75
			NBT/NBL	0.83	50.2	D	91	110
			SBL	0.40	37.9	D	87	30
	5 th St & TCH	24.2	WBL	0.86	45.3	D	56	40
			NBL	0.39	41.2	D	98	180
	10 th St & 5 th Ave	16.3	SBL	0.68	57.7	E	41	37
	10 th Ave & TCH	20.1	WBL	0.32	70.3	E	21	75
			NBL	0.81	37.3	D	93	220
	Shopping Centre Access	14.3	NBL	0.73	50.6	D	73	110

The resulting levels of service for some movements are below acceptable limits at some intersections but are reflective of the delays that would be required to encourage alternative routing. The overall levels of service for the intersections are all at LOS C or better.

This would indicate that if the preferred improvement strategy needed to accommodate background growth (with or without development) cannot be undertaken at the optimum time, alternate routing exists that can reasonably accommodate the growth in traffic.

6.2.3. Future Uncertainties

There are a number of uncertainties within this analysis where assumptions had to be made in order to assess the road network impacts. Some of these uncertainties related to the development of the C7 zone land, namely:

- The assumption that the land would be built out within 10 years;
- The assumption that 94,500 sq.ft. of retail space would be built.

However, the biggest uncertainty is the growth of the background traffic and the ability to accommodate this growth by making improvements to the 10th Street and TCH intersection.

Based on the consequences that these uncertainties have on the road network it is suggested that this TIA provide the information required to approve the rezoning subject to a 219 covenant (no build clause) on the C7 zone land. When the timing and nature of the C7 zone

development is known, updated traffic impact analysis could be done to identify the measures required to remove the covenant.

7. Conclusions and Recommendations

The following is a summary of findings and recommendations for this analysis of the proposed development of Lot 5 Plan 12965 in Salmon Arm.

- A development is proposed on Lot 5 Plan 12965 consisting of an 11,300 square foot tire service and retail store on the northern C3 zone land and a shopping centre on the southern C7 zone land. The tire service and retail store is anticipated to be built in 2014, where as the shopping centre will be developed between 2019 and 2024.
- Based on a higher trip generating land use, the C3 zone land could generate 51 and 108 trips in the weekday PM peak hour and Saturday peak hour respectively.
- The C7 zone land could generate 352 and 462 trips in the weekday PM peak hour and Saturday peak hour respectively.
- Each development will have one full-turns access and will share a second full-turns access, all from 10th Street SW.
- Capacity analyses were undertaken for Ministry of Transportation and Infrastructure (MOTI) and City intersections within the vicinity of the new developments, both with and without the traffic added by the developments. Horizon years of 2014, 2019 and 2024 were considered.
- At opening day of the tire and retail store in 2014 all intersections within the study area operate at a level of service (LOS) C or better, with individual movements not worse than a LOS D.
- At the 2019 planning horizon, all intersections operate at a LOS C or better, but some individual movements at the intersections of 10th Street SW & TCH and 10th Street SW & 5th Street SW operate at LOS E and F, with and without the development traffic.
- At the 2024 planning horizon, a number of intersections within the study area fail with an overall LOS F, with and without the development traffic.
- In order to mitigate the poor levels of service of the growth in background traffic, the following improvement strategy is recommended:

For opening day (2014):	<ul style="list-style-type: none"> • No mitigation measures are required • Consider removing parking on 10th Street SW between 5th Avenue SW and 10th Avenue SW and installing a centre two-way left turn lane
Prior to 2019:	<ul style="list-style-type: none"> • Install new traffic signal at the intersection of 10 Street SW and 5th Avenue SW • Install westbound advance left turn signal phase at 5th Street SW and the TCH

Prior to 2024:	<ul style="list-style-type: none"> • Install four-way stop control at the intersection of 5th Street SW and 5th Avenue SW • Realign the 10th Avenue and TCH intersection to a signalized 20th Street intersection in accordance with City plans. • Widen the 10th Street SW northbound and southbound approaches to the TCH to include 1 shared left/thru, 1 thru, and 1 right turn lane • Widen the TCH westbound approach to 10th Street SW and install dual left turn lanes (required for Saturday Peak Hour)
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- When the development traffic is added to the road network, further mitigation measures are required to attain acceptable levels of service:

Prior to 2024:	<ul style="list-style-type: none"> • Widen the TCH eastbound approach to 10th Street SW and add a 3rd eastbound through lane (required for Saturday Peak Hour) • Install new traffic signal on 10th Street SW at the south access to the proposed shopping centre
----------------	--

- The recommended improvements at the intersection of 10th Street SW and TCH may be difficult to achieve due to difficulties in achieving the road right-of-way. If that occurs, the background growth of highway and city traffic over the next 10 years will result in intersection failure and excessive delays and will encourage motorists that have routing alternatives to avoid the intersection.
- A review of major redistribution of traffic (50% of traffic having 10th Street SW as origin/destination) indicates that adjacent corridors have excess capacity and can accommodate the redistributed traffic. The levels of service of the study area intersections all had LOS C or better, with 3 intersections having one movement with a LOS E.
- This indicates that until such time as highway widening can occur through this area, congestion will influence the routing choices within the study area. Highway improvement at the 10th Street intersection will likely occur only with a corridor wide improvement program, as opposed to intersection specific.
- All results of this study are based on traffic volume projections that are deemed to be quite conservative (i.e. overestimated). The timing of specific improvements with and without development traffic is shown for comparison purposes; actual timing of improvements should be based on the traffic conditions of the day.
- Due to the uncertainties with respect to the C7 zone land development's timing and size, and the uncertainty of background growth rate and the ability to accommodate the growth with improvements at the 10th Street and TCH intersection, consideration should be given to zoning approval subject to a 219 Covenant restricting development of the C7 zone lands. It is recommended that once the timing and nature of the C7 zone development is known updated traffic impact analysis be done to identify the measures required to remove the covenant.

Appendix A

Summer Annual Daily Traffic Factors

2007 SADT Factors

Group	Type	Day of Week	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	Consistent		1.226	1.138	1.105	1.08	1.059	1.032	1.003	0.998	1.04	1.088	1.128	1.191
2	Seasonal		1.973	1.777	1.605	1.482	1.296	1.23	1.032	0.971	1.186	1.393	1.631	1.838
3	Highly Seasonal		3.028	2.714	2.224	1.929	1.631	1.451	1.03	0.978	1.412	1.916	2.512	2.754
1	Daily	Sun	1.242	1.283	1.224	1.219	1.236	1.207	1.207	1.194	1.217	1.254	1.237	1.344
1	Daily	Mon	1.031	1.001	1.003	1.005	1.039	1.009	1.023	1.031	1.047	1.025	1.063	1.014
1	Daily	Tue	0.968	0.972	0.968	0.969	0.974	0.979	0.969	0.979	0.973	0.969	0.975	1.026
1	Daily	Wed	0.965	0.959	0.953	0.954	0.959	0.961	0.962	0.948	0.953	0.966	0.955	0.933
1	Daily	Thu	0.963	0.938	0.946	0.916	0.928	0.943	0.939	0.933	0.942	0.942	0.926	0.894
1	Daily	Fri	0.877	0.878	0.898	0.947	0.885	0.892	0.9	0.904	0.891	0.872	0.871	0.856
1	Daily	Sat	1.087	1.124	1.133	1.104	1.1	1.117	1.101	1.112	1.087	1.1	1.102	1.113
2	Daily	Sun	1.24	1.251	1.139	1.119	1.128	1.079	1.042	1.027	1.037	1.226	1.174	1.225
2	Daily	Mon	1.02	0.99	1.019	1.013	0.984	1.024	0.99	1	0.982	0.983	1.033	1.093
2	Daily	Tue	0.97	1.008	1.008	1.023	1.05	1.048	1.039	1.079	1.047	1.012	0.995	1.176
2	Daily	Wed	0.923	0.98	0.974	0.996	1.033	1.013	1.035	1.037	1.025	1.017	0.978	0.958
2	Daily	Thu	0.949	0.949	0.957	0.91	0.957	0.964	0.985	0.992	1.012	0.952	0.952	0.87
2	Daily	Fri	0.886	0.847	0.886	0.894	0.828	0.852	0.888	0.881	0.896	0.83	0.856	0.843
2	Daily	Sat	1.165	1.157	1.145	1.139	1.129	1.102	1.071	1.039	1.058	1.13	1.116	1.042
3	Daily	Sun	1.091	1.044	1.002	1.004	1.02	1.008	0.994	0.975	0.976	1.103	1.07	1.056
3	Daily	Mon	1.019	1.032	1.023	1	0.925	1.08	0.98	0.984	0.939	0.954	1.019	1.188
3	Daily	Tue	1.029	1.046	1.078	1.117	1.12	1.129	1.093	1.113	1.085	1.077	1.055	1.291
3	Daily	Wed	0.977	1.016	1.063	1.071	1.115	1.091	1.083	1.089	1.084	1.094	1.048	0.974
3	Daily	Thu	0.974	1	0.994	0.948	0.991	0.962	1.024	1.014	1.055	0.987	0.987	0.893
3	Daily	Fri	0.911	0.876	0.899	0.875	0.853	0.841	0.893	0.888	0.928	0.841	0.868	0.844
3	Daily	Sat	1.114	1.093	1.063	1.091	1.102	1.013	1.018	1.015	1	1.063	1.069	0.962

NOTE:

Group 1 Consistent

Group 2 Seasonal

Group 3 Highly Seasonal

Appendix B

Study Traffic Volumes

Intersection: TCH and 10th Avenue SW
 Count Data Source: Manual Count
 Date: Jan 11, 2014 / Jan 14, 2014
 SADT Factor: 1.973

Scenario	Peak	Eastbound			Westbound			Northbound			Southbound			Total
		LT	Thru	RT	LT	Thru	RT	LT	Thru	RT	LT	Thru	RT	
Base Traffic														
Existing	Weekday PM		400	88	8	524		92		4				1116
	Saturday Peak		428	148	12	472		72		16				1148
Seasonal Adjustment	Weekday PM		789	174	16	1034		182		8				2202
	Saturday Peak		844	292	24	931		142		32				2265
2019	Weekday PM		871	192	17	1141		200		9				2431
	Saturday Peak		932	322	26	1028		157		35				2501
2024	Weekday PM		962	212	19	1260		221		10				2684
	Saturday Peak		1029	356	29	1135		173		38				2761
Development Traffic														
Kal Tire	Weekday PM		2											2
	Saturday Peak		7											7
Shopping Centre	Weekday PM		16											16
	Saturday Peak		22											22
Combined Traffic														
Opening Day 2014	Weekday PM		791	174	16	1034		182		8				2204
	Saturday Peak		851	292	24	931		142		32				2272
2019	Weekday PM		873	192	17	1141		200		9				2433
	Saturday Peak		939	322	26	1028		157		35				2508
2024	Weekday PM		980	212	19	1260		221		10				2702
	Saturday Peak		1058	356	29	1135		173		38				2790

Intersection: TCH and 10th Street SW
Count Data Source: Controller Download
Date: Nov 14 to 21, 2013
SADT Factor: 1.631

Scenario	Peak	Eastbound			Westbound			Northbound			Southbound			Total
		LT	Thru	RT	LT	Thru	RT	LT	Thru	RT	LT	Thru	RT	
Base Traffic														
Existing	Weekday PM	42	469	10	176	486	15	105	73	237	9	86	50	1758
	Saturday Peak	41	507	10	199	425	13	123	95	256	9	88	50	1806
Seasonal Adjustment	Weekday PM	69	765	16	287	793	24	171	119	387	15	140	82	2887
	Saturday Peak	67	827	16	325	693	21	201	139	418	15	144	82	2946
2019	Weekday PM	76	845	18	317	875	27	189	131	427	16	155	90	3166
	Saturday Peak	74	913	18	358	765	23	221	153	481	16	158	90	3252
2024	Weekday PM	84	932	20	350	966	30	209	145	471	18	171	99	3495
	Saturday Peak	82	1008	20	396	845	26	245	169	509	18	175	99	3591
Development Traffic														
Kal Tire	Weekday PM			1	9			4	4	9		4		31
	Saturday Peak			1	19			8	9	17		9		63
Shopping Centre	Weekday PM			5	64			26	29	58		29		211
	Saturday Peak			7	90			31	36	70		42		276
Combined Traffic														
Opening Day 2014	Weekday PM	69	765	17	296	793	24	175	123	396	15	144	82	2898
	Saturday Peak	67	827	17	344	693	21	209	148	435	15	153	82	3009
2019	Weekday PM	76	845	19	326	875	27	193	135	436	16	159	90	3197
	Saturday Peak	74	913	19	377	765	23	229	162	478	16	167	90	3315
2024	Weekday PM	84	932	26	423	966	30	239	178	538	18	204	99	3737
	Saturday Peak	82	1008	26	505	845	26	284	214	596	18	226	99	3930

Intersection: TCH and 5th Street SW
 Count Data Source: Controller Download
 Date: Nov 14 to 21, 2013
 SADT Factor: 1.631

Scenario	Peak	Eastbound			Westbound			Northbound			Southbound			Total
		LT	Thru	RT	LT	Thru	RT	LT	Thru	RT	LT	Thru	RT	
Base Traffic														
Existing	Weekday PM		669	43	111	622		65		130				1640
	Saturday Peak		700	45	95	645		60		106				1651
Seasonal Adjustment	Weekday PM		1091	70	181	1014		106		212				2675
	Saturday Peak		1142	73	155	1052		98		173				2693
2019	Weekday PM		1205	77	200	1120		117		234				2953
	Saturday Peak		1261	81	171	1161		108		191				2973
2024	Weekday PM		1330	85	221	1237		129		258				3261
	Saturday Peak		1392	89	189	1262		119		211				3282
Development Traffic														
Kal Tire	Weekday PM		9			9								18
	Saturday Peak		17			19								36
Shopping Centre	Weekday PM		58			64								122
	Saturday Peak		70			90								160
Combined Traffic														
Opening Day 2014	Weekday PM		1100	70	181	1023		106		212				2693
	Saturday Peak		1159	73	155	1071		98		173				2729
2019	Weekday PM		1214	77	200	1129		117		234				2971
	Saturday Peak		1278	81	171	1180		108		191				3009
2024	Weekday PM		1397	85	221	1310		129		258				3401
	Saturday Peak		1479	89	189	1391		119		211				3479

Salmon Arm Lot 5 Plan 12965 TIA

January 29, 2013

Intersection: 4th Avenue SW and 10th Street SW

Count Data Source: Manual Count

Date: Jan 11, 2014 / Jan 14, 2014

SADT Factor: 1.973

Scenario	Peak	Eastbound			Westbound			Northbound			Southbound			Total
		LT	Thru	RT	LT	Thru	RT	LT	Thru	RT	LT	Thru	RT	
Base Traffic														
Existing	Weekday PM	11		26				10	307			208	14	575
	Saturday Peak	10		24				10	335			234	12	624
Seasonal Adjustment	Weekday PM	22		51				19	605			410	27	1134
	Saturday Peak	19		47				20	661			461	23	1231
2019	Weekday PM	24		56				21	668			453	30	1252
	Saturday Peak	21		52				22	730			509	25	1359
2024	Weekday PM	27		62				23	737			500	33	1382
	Saturday Peak	23		57				24	806			562	28	1501
Development Traffic														
Kal Tire	Weekday PM			2					17			14		33
	Saturday Peak			5					33			29		67
Shopping Centre	Weekday PM			11					113			98		222
	Saturday Peak			15					137			139		291
Combined Traffic														
Opening Day 2014	Weekday PM	22		53				19	622			424	27	1167
	Saturday Peak	19		52				20	694			490	23	1298
2019	Weekday PM	24		58				21	685			467	30	1285
	Saturday Peak	21		57				22	763			538	25	1426
2024	Weekday PM	27		75				23	867			612	33	1637
	Saturday Peak	23		77				24	976			730	28	1859

Intersection: 5th Avenue SW and 10th Street SW
 Count Data Source: Manual Count
 Date: Jan 11, 2014 / Jan 14, 2014
 SADT Factor: 1.973

Scenario	Peak	Eastbound			Westbound			Northbound			Southbound			Total
		LT	Thru	RT	LT	Thru	RT	LT	Thru	RT	LT	Thru	RT	
Base Traffic														
Existing	Weekday PM				96		68		252	124	32	244		816
	Saturday Peak				100		56		288	64	40	216		764
Seasonal Adjustment	Weekday PM				189		134		497	245	53	407		1525
	Saturday Peak				197		110		568	126	79	426		1507
2019	Weekday PM				209		148		549	270	59	449		1684
	Saturday Peak				218		122		627	139	87	471		1684
2024	Weekday PM				231		164		606	298	65	496		1859
	Saturday Peak				241		135		693	154	96	519		1837
Development Traffic														
Kal Tire	Weekday PM	5	3			2			12				17	39
	Saturday Peak	11	2			6			25				39	83
Shopping Centre	Weekday PM				16				113	16		109		254
	Saturday Peak				22				137	20		154		333
Combined Traffic														
Opening Day 2014	Weekday PM	5	3	0	189	2	134	0	509	245	53	407	17	1564
	Saturday Peak	11	2	0	197	6	110	0	593	126	79	426	39	1590
2019	Weekday PM	5	3	0	209	2	148	0	561	270	59	449	17	1723
	Saturday Peak	11	2	0	218	6	122	0	652	139	87	471	39	1747
2024	Weekday PM	5	3	0	247	2	164	0	731	314	65	605	17	2152
	Saturday Peak	11	2	0	263	6	135	0	855	174	96	673	39	2253

Intersection: 10th Avenue SW and 10th Street SW
 Count Data Source: Manual Count
 Date: Jan 11, 2014 / Jan 14, 2014
 SADT Factor: 1.973

Scenario	Peak	Eastbound			Westbound			Northbound			Southbound			Total
		LT	Thru	RT	LT	Thru	RT	LT	Thru	RT	LT	Thru	RT	
Base Traffic														
Existing	Weekday PM	74	94	28	20	70	42	8	22	12	26	50	38	484
	Saturday Peak	91	97	20	12	76	24	12	41	5	16	33	65	493
Seasonal Adjustment	Weekday PM	146	185	55	39	138	83	16	43	24	51	99	75	955
	Saturday Peak	179	192	39	24	150	47	24	82	11	32	66	129	973
2019	Weekday PM	161	205	61	44	152	91	17	48	26	57	109	83	1054
	Saturday Peak	199	212	44	26	166	52	26	90	12	35	73	142	1075
2024	Weekday PM	178	226	67	48	168	101	19	53	29	63	120	91	1164
	Saturday Peak	218	234	48	29	183	58	29	99	13	38	80	157	1187
Development Traffic														
Kal Tire	Weekday PM	2					1			1	1	2	2	9
	Saturday Peak	5					3			2	2	4	3	19
Shopping Centre	Weekday PM	18					10			5	7	14	11	63
	Saturday Peak	22					15			7	9	17	13	83
Combined Traffic														
Opening Day 2014	Weekday PM	148	185	55	39	138	84	16	43	25	52	101	77	964
	Saturday Peak	184	192	39	24	150	50	24	82	13	34	70	132	992
2019	Weekday PM	163	205	61	44	152	92	17	48	27	58	111	85	1063
	Saturday Peak	203	212	44	26	166	55	26	90	14	37	77	145	1094
2024	Weekday PM	186	226	67	48	168	112	19	53	35	71	136	104	1236
	Saturday Peak	245	234	48	29	183	76	29	99	22	49	101	173	1289

Intersection: 5th Avenue SW and 5th Street SW
 Count Data Source: Manual Count
 Date: Jan 11, 2014 / Jan 14, 2014
 SADT Factor: 1.973

Scenario	Peak	Eastbound			Westbound			Northbound			Southbound			Total
		LT	Thru	RT	LT	Thru	RT	LT	Thru	RT	LT	Thru	RT	
Base Traffic														
Existing	Weekday PM	20	100	4	20	144	28	8	12	16	24	36	24	436
	Saturday Peak	40	120	0	40	128	16	0	8	20	20	8	20	420
Seasonal Adjustment	Weekday PM	39	197	8	39	284	55	16	24	32	47	71	47	860
	Saturday Peak	79	237	0	79	253	32	0	16	39	39	16	39	829
2019	Weekday PM	44	218	9	44	314	61	17	26	35	52	78	52	950
	Saturday Peak	87	261	0	87	279	35	0	17	44	44	17	44	915
2024	Weekday PM	48	241	10	48	346	67	19	29	38	58	87	58	1049
	Saturday Peak	96	289	0	96	308	38	0	19	48	48	19	48	1010
Development Traffic														
Kal Tire	Weekday PM		2			2								4
	Saturday Peak		5			5								10
Shopping Centre	Weekday PM		16			16								32
	Saturday Peak		20			20								40
Combined Traffic														
Opening Day 2014	Weekday PM	39	199	8	39	286	55	16	24	32	47	71	47	864
	Saturday Peak	79	242	0	79	258	32	0	16	39	39	16	39	839
2019	Weekday PM	44	220	9	44	316	61	17	26	35	52	78	52	954
	Saturday Peak	87	266	0	87	284	35	0	17	44	44	17	44	925
2024	Weekday PM	48	259	10	48	364	67	19	29	38	58	87	58	1085
	Saturday Peak	96	314	0	96	333	38	0	19	48	48	19	48	1060

Appendix C

Synchro / SimTraffic Results

(To be supplied on CD)

May-07-2014 09:38:19.004

CA3712464

CA3712465

LAND TITLE ACT

FORM C (Section 233) CHARGE

GENERAL INSTRUMENT - PART 1 Province of British Columbia

PAGE 1 OF 5 PAGES

Your electronic signature is a representation that you are a subscriber as defined by the Land Title Act, RSBC 1996 c.250, and that you have applied your electronic signature in accordance with Section 168.3, and a true copy, or a copy of that true copy, is in your possession.

Elizabeth Ann
Sadorsky
2P2J8T

Digitally signed by Elizabeth Ann
Sadorsky 2P2J8T
DN: o=CA, cn=Elizabeth Ann
Sadorsky 2P2J8T, o=Lawyer,
ou=Verify ID at www.junccert.com/
LKUP.cfm?id=2P2J8T
Date: 2014.05.07 09:18:47 -0700

1. APPLICATION: (Name, address, phone number of applicant, applicant's solicitor or agent)

Elizabeth Sadorsky, Brooke, Jackson, Downs LLP

Barristers and Solicitors

PO Box 67, 51-3rd Street NE

Salmon Arm

BC V1E 4N2

Client No. 10348

File No. 36-049/ES

Telephone No. 250-832-9311 (Kelly)

Document Fees: \$147.00

Deduct LTSA Fees? Yes ☒

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:

[PID]

[LEGAL DESCRIPTION]

009-333-461

LOT 5 SECTION 15 TOWNSHIP 20 RANGE 10 W6M KDYD PLAN 12965
EXCEPT PLANS 21358, 24962, KAP73904 AND EPP40251

STC? YES ☐

3. NATURE OF INTEREST

CHARGE NO.

ADDITIONAL INFORMATION

Covenant

Priority Agreement

4. TERMS: Part 2 of this instrument consists of (select one only)

(a) ☐ Filed Standard Charge Terms D.F. No.

(b) ☒ Express Charge Terms Annexed as Part 2

A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument.

5. TRANSFEROR(S):

SEE SCHEDULE

6. TRANSFEREE(S): (including postal address(es) and postal code(s))

CITY OF SALMON ARM

BOX 40

SALMON ARM

V1E 4N2

BRITISH COLUMBIA

CANADA

7. ADDITIONAL OR MODIFIED TERMS:

Nil

8. EXECUTION(S): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Officer Signature(s)

Elizabeth Sadorsky

Barrister & Solicitor

51 - 3 Street NE, PO Box 67

Salmon Arm, BC

V1E 4N2

Execution Date		
Y	M	D
14	04	24

Transferor(s) Signature(s)

628746 B.C. Ltd. by its authorized signatory:

William Herbert Laird

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

**LAND TITLE ACT
FORM D**

EXECUTIONS CONTINUED

PAGE 2 of 5 pages

Officer Signature(s)

Execution Date

Transferor / Borrower / Party Signature(s)

Janet Rose Palmer

Y	M	D
14	05	05

Salmon Arm Savings and Credit Union
by its authorized signatories:

Commissioner for Taking Affidavits in BC

Commissioner No. 2013-1177

Until October 31, 2016

Box 868

Salmon Arm, British Columbia

V1E 4N9

Michael Wagner

Dan Morin

as to both signatures

Elizabeth Sadorsky

Barrister & Solicitor

51 - 3 Street NE, PO Box 67

Salmon Arm, BC

V1E 4N2

This is the instrument creating the
conditions or covenants entered into
under Section 219 of the Land Title Act
by the Transferor herein described:

Nancy Cooper, Mayor

as to signature of Carl Bannister

Carl Bannister,
Chief Administrative Officer

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

**LAND TITLE ACT
FORM E****SCHEDULE**

PAGE 3 OF 5 PAGES

ENTER THE REQUIRED INFORMATION IN THE SAME ORDER AS THE INFORMATION MUST APPEAR ON THE FREEHOLD TRANSFER FORM, MORTGAGE FORM, OR GENERAL INSTRUMENT FORM.

5. TRANSFEROR(S):

628746 B.C. LTD. (Inc. No. BC628746)
Box 1022
Salmon Arm, BC
V1E 4P2

- and -

SALMON ARM SAVINGS AND CREDIT UNION, joining this instrument to grant priority over Mortgage CA2389617 and Assignment of Rents CA2389618

GENERAL INSTRUMENT - PART 2

Page 4 of 5 pages

SECTION 219 COVENANT

WHEREAS:

A. The Transferor is the registered owner in fee simple of that certain parcel or tract of land situate in the City of Salmon Arm, Province of British Columbia, more particularly described in Section 2 of Part 1 of this Form C General Instrument (hereinafter called the "Transferor's Land").

B. It was a condition of the approval by the Transferee of the subdivision which created the Transferor's Land that the Transferor would enter into the covenants herein set out, pursuant to Section 219 of the Land Title Act.

NOW THEREFORE in consideration of payment by the Transferee of the sum of ONE DOLLAR (\$1.00) of lawful money of Canada and for other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged by the Transferor) and pursuant to Section 219 of the Land Title Act, the Transferor hereby covenants and agrees with the Transferee as follows:

1. Hereafter, and so long as the covenants herein contain shall remain in full force and effect, no buildings, improvements or other structures shall be built, constructed or located on the Transferor's Land and the Transferor's Land shall not be subdivided until such time as:
 - a) the Transferor's Land is fully serviced to the standards of the Transferee; and
 - b) the Transferor has completed all traffic improvements to 10 Street SW required by the Transferee in connection with the proposed development of the Transferor's Land to the satisfaction of the Transferee, which may include a traffic impact analysis.
2. The Transferor covenants and agrees to indemnify and save harmless the Transferee, its servants and agents, from and against all suits, demands, claims, losses, damages, costs, and expenses arising out of any breach, violation or non-performance by the Transferor of any of the covenants set out herein.

3. The Transferor and the Transferee further agree with one another as follows:
- (a) that whenever the expressions "Transferor" or "Transferee" are used herein, the same shall be construed as meaning the singular, plural, or body corporate or politic where the context so requires;
 - (b) that the covenants herein contained are and shall be deemed to be covenants with title to the Transferor's Land to the benefit of the Transferee and shall be binding upon the Transferor and the successors in title to the Transferor, in perpetuity, or until such time as the same shall be released by the Transferee or shall be ordered discharged by a Court of competent jurisdiction; and
 - (c) that this Section 219 Covenant shall only be modified or discharged in accordance with the requirements of Section 219 of the Land Title Act.

CONSENT TO SECTION 219 COVENANT

KNOW ALL PERSONS BY THESE PRESENTS that **SALMON ARM SAVINGS AND CREDIT UNION**, the registered holder of Mortgage CA2389617 and Assignment of Rents CA2389618 (collectively the "Prior Charges"), for an in consideration of the sum of ONE DOLLAR (\$1.00) of lawful money of Canada, paid to it by the Transferee (the receipt and sufficiency of which is hereby acknowledged) does hereby grant and convey to the Transferee, its successors and assigns, priority to the within Section 219 Covenant over the Prior Charges as if the said Section 219 Covenant had been dated and registered prior to the Prior Charges.

628746 B.C. Ltd.
Box 1022
Salmon arm BC.
V1E 4P2

Feb. 07, 2020

Mayor and Council

Re: 521 - 10 St SW. - Subdivision, Down zoning and 219 Covenants.

This property is approx. 3.5 acres. We have applied to down zone the site from C-7 to C-3, and subdivide approx. one acre to construct an Ashley furniture store. Currently the City of Salmon Arm and MoTi each have covenants restricting future development subject to the size and type of project proposed.

The owner proposes that the City covenant will remain on the title of the new 1 acre Ashley lot, but modified to restrict development to a furniture store only, and any future use may require the owner to provide an updated traffic impact analysis and a greater number of on-site parking stalls.

It is our understanding that MoTi will discharge their covenant on the new 1 acre lot.

We expect the terms and conditions of the existing covenants restricting future development will continue to be registered on the remaining 2.5 acre lot.

Yours Truly



WH Laird.

CITY OF SALMON ARM

Memorandum from the Engineering and Public Works Department

TO: Kevin Pearson, Director of Development Services
 DATE: January 22, 2020
 PREPARED BY: Chris Moore, Engineering Assistant
 OWNER: 628746 BC Ltd., Box 1022, Salmon Arm, BC, V1E 4P2
 APPLICANT: 628746 BC Ltd. / Laird, B.
 SUBJECT: **DEVELOPMENT PERMIT APPLICATION FILE NO. DP-423**
 LEGAL: Lot 5, Section 15, Township 20, Range 10, W6M KDYD, Plan 12965 Except Plans 21358, 24962, KAP73904 AND EPP40251
 CIVIC: 521 – 10 Street SW

Further to your referral dated January 6, 2020b, we provide the following servicing information. **The following comments and servicing requirements are not conditions for Development Permit; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:**

General:

1. Full municipal services are required as noted herein. Owner / Developer to comply fully with the requirements of the Subdivision and Development Services Bylaw No 4163. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with underground electrical and telecommunication wiring upon development.
4. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Owner / Developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. Erosion and Sediment Control measures will be required at time of construction. ESC plans to be approved by the City of Salmon Arm.
7. Any existing services (water, sewer, hydro, telus, gas, etc) traversing the proposed lot must be protected by easement or relocated outside of the proposed building envelope. Owner/Developer will be required to prove the location of these services. Owner / Developer is responsible for all associated costs.
8. At the time of building permit the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

DEVELOPMENT PERMIT APPLICATION FILE NO. DP-423

January 22, 2019

Page 2

-
9. For the off-site improvements at the time of building permit the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of building permit approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

Roads / Access:

1. 10 Street SW, on the subject properties eastern boundary, is designated as an Urban Collector Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that no additional road dedication is required (to be confirmed by a BCLS).
2. 10 Street SW is currently constructed to an interim Urban Collector Road standard. Davit poles and fixtures are required on all collector roads. Existing ornamental lights were installed when designated as Town Centre standard, therefore, Illumination level calculations will be required for City review and approval, to be submitted by a qualified professional engineer. Owner / Developer is responsible for all associated costs.
3. As 10 Street SW is designated as a Collector Road, accesses shall be designed by keeping to a minimum number. Only existing driveway locations shall be used for this and all future phases of this development.
4. The subject property has existing covenants on it requiring compliance with the recommendations of a Traffic Impact Assessment (TIA) carried out in 2013 (attached). The TIA requirement may be postponed subject to limiting use to furniture store only as trip generation would be anticipate to be minor for this use.

Water:

1. The subject property fronts a 250mm diameter Zone 1 watermain on 10 Street SW. No upgrades will be required at this time.
2. The property is to be serviced by a single metered water service connection (as per Specification Drawing No. W-11), adequately sized to satisfy the proposed use. Water meter will be supplied by the City at the time of Building Permit, at the Owner / Developer's cost.
3. Records indicate that the property is serviced by a 200mm diameter service at the south east corner of the lot from the 250mm diameter watermain on 10 Street SW. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
4. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).

DEVELOPMENT PERMIT APPLICATION FILE NO. DP-423

January 22, 2019

Page 3

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5. Fire protection requirements to be confirmed with the Building Department and Fire Department.

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on 10 Street SW. No upgrades will be required at this time.
2. The subject property is to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.
3. Records indicate that the property is serviced by a 200mm service from the sanitary sewer on 10 Street SW. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Drainage:

1. The subject property fronts a 375mm diameter storm sewer on 10 Street SW. No upgrades will be required at this time.
2. Records indicate that the existing property is serviced by a 375mm service from the storm sewer on 10 Street SW. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
4. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
5. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed parcel(s) shall be serviced (each) by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. Based on available information, it is expected that site retention and release at 5 year pre-development flows will be required. Owner / Developer is responsible for all associated costs. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

DEVELOPMENT PERMIT APPLICATION FILE NO. DP-423

January 22, 2019

Page 4

Geotechnical:

1. A geotechnical report in accordance with the Engineering Departments Geotechnical Study Terms of Reference for: Category A (Building Foundation Design), Category B (Pavement Structural Design), is required.



per: **Chris Moore**

Engineering Assistant



Jenn Wilson P.Eng., LEED® AP

City Engineer


**DEVELOPMENT SERVICES
PRELIMINARY BYLAW
COMMUNICATION**

Your File #: ZON-1165
Bylaw 4370
eDAS File #: 2020-00139
Date: Feb/12/2020

City of Salmon Arm Development Services
500 2nd Avenue NE
PO Box 40
Salmon Arm, BC V1E 4N2
Canada

Attention: City of Salmon Arm Development Services

Re: Proposed Bylaw 4370 for:
LOT 5 SECTION 15 TOWNSHIP 20 RANGE 10 W6M KDYD PLAN 12965
EXCEPT PLANS 21358, 24962, KAP73904 AND EPP40251

Thank you for the opportunity to provide comments on the above noted rezoning.

The Ministry is prepared to grant preliminary approval for the rezoning for one year pursuant to section 52(3)(a) of the *Transportation Act*.

Included with the rezoning referral was the Development Permit (DP) referral, however, the Ministry endorsement is not required on the DP as the legislated threshold has not been met. Please note there is a covenant in favour of the Province that will be addressed prior to the building permit being issued.

If you have any questions please feel free to call Elizabeth KEAM at (250) 833-7404.

Yours truly,

Elizabeth KEAM
Development Officer

Local District Address
Salmon Arm Area Office Bag 100 850C 16th Street NE Salmon Arm, BC V1E 4S4 Canada Phone: (250) 712-3660 Fax: (250) 833-3380

LAND TITLE ACT
FORM C (Section 233) CHARGE

May-07-2014 09:38:19.003

CA3712462 CA3712463

GENERAL INSTRUMENT - PART 1 Province of British Columbia

PAGE 1 OF 5 PAGES

Your electronic signature is a representation that you are a subscriber as defined by the Land Title Act, RSBC 1996 c.250, and that you have applied your electronic signature in accordance with Section 168.3, and a true copy, or a copy of that true copy, is in your possession.

Elizabeth Ann
Sadorsky
2P2J8T

Digitally signed by Elizabeth Ann
Sadorsky 2P2J8T
DN: c=CA, cn=Elizabeth Ann
Sadorsky 2P2J8T, o=Lawyer,
ou=Verify ID at www.juricert.com/
LKUP.cfm?id=2P2J8T
Date: 2014.05.07 09:15:21 -07'00'

1. APPLICATION: (Name, address, phone number of applicant, applicant's solicitor or agent)

Elizabeth Sadorsky, Brooke, Jackson, Downs LLP
Barristers and Solicitors
PO Box 67, 51-3rd Street NE
Salmon Arm BC V1E 4N2
Document Fees: \$147.00

521-10 St SW
Client No. 10348
File No. 36-049/ES
Telephone No. 250-832-9311 (Kelly)

Deduct LTSA Fees? Yes ☒

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:
[PID] [LEGAL DESCRIPTION]

009-333-461 LOT 5 SECTION 15 TOWNSHIP 20 RANGE 10 W6M KDYD PLAN 12965
EXCEPT PLANS 21358, 24962, KAP73904 AND EPP40251

STC? YES ☐

3. NATURE OF INTEREST

CHARGE NO.

ADDITIONAL INFORMATION

Covenant
Priority Agreement

4. TERMS: Part 2 of this instrument consists of (select one only)

(a) ☐ Filed Standard Charge Terms D.F. No.

(b) ☒ Express Charge Terms Annexed as Part 2

A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument.

5. TRANSFEROR(S):

SEE SCHEDULE

6. TRANSFEREE(S): (including postal address(es) and postal code(s))

SEE SCHEDULE

7. ADDITIONAL OR MODIFIED TERMS:

NIL

8. EXECUTION(S): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Officer Signature(s)

Elizabeth Sadorsky

Barrister & Solicitor

51 - 3 Street NE, PO Box 67
Salmon Arm, BC
V1E 4N2

Execution Date		
Y	M	D
14	04	07

Transferor(s) Signature(s)

628746 B.C. LTD. by its authorized signatory:

William Herbert Laird

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the Evidence Act, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the Land Title Act as they pertain to the execution of this instrument.

FORM D1_V19

LAND TITLE ACT
FORM D

EXECUTIONS CONTINUED

PAGE 2 of 5 pages

Officer Signature(s)

Execution Date

Transferor / Borrower / Party Signature(s)

Daniel Arthur Morin

14

04

10

Commissioner for Taking Affidavits in BC

Commissioner No. 2013-0639

Until May 31, 2016

Box 868

Salmon Arm, British Columbia

V1E 4N9

Salmon Arm Savings and Credit Union
by its authorized signatories:

Michael Wagner

Ken Hawrys

as to both signatures

14

04

09

This is the instrument creating the
conditions or covenants entered into
under Section 219 of the Land Title Act
by the Transferor herein described:William G. Sparkes, Approving Officer
for the Ministry of Transportation and
Infrastructure

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

**LAND TITLE ACT
FORM E****SCHEDULE**

PAGE 3 OF 5 PAGES

ENTER THE REQUIRED INFORMATION IN THE SAME ORDER AS THE INFORMATION MUST APPEAR ON THE FREEHOLD TRANSFER FORM, MORTGAGE FORM, OR GENERAL INSTRUMENT FORM.

5. TRANSFEROR(S):

628746 B.C. LTD. (Inc. No. BC628746)
Box 1022
Salmon Arm, BC
V1E 4P2

- and -

SALMON ARM SAVINGS AND CREDIT UNION, joining this instrument to grant priority over Mortgage CA2389617 and Assignment of Rents CA2389618

6. TRANSFEREE(S):

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA
as represented by the Minister of Transportation and Infrastructure
Parliament Buildings
Victoria, BC
V8X 1V4

GENERAL INSTRUMENT PART 2

Page 4 of 5 pages

SECTION 219 COVENANT

WHEREAS:

- A. The Transferor is the registered owner in fee simple of that certain parcel or tract of land situate in the City of Salmon Arm, Province of British Columbia, more particularly described in Section 2 of this Form C General Instrument (the "Transferor's Land").
- B. The Transferor applied to the Transferee for approval of its application to the City of Salmon Arm to re-zone the parent property of the Transferor's Land from A-1 (Agriculture) to C-3 (Service Commercial) and C-7 (Shopping Centre Commercial).
- C. It is a condition of the approval by the Transferee of the re-zoning application recited herein that the Transferor agree to certain restrictions with respect to the development of the Transferor's Land and the Transferor has agreed to grant the covenants hereinafter set out, pursuant to Section 219 of the Land Title Act, to evidence those restrictions.

NOW THEREFORE in consideration of payment by the Transferee of the sum of ONE DOLLAR (\$1.00) of lawful money of Canada and for other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged by the Transferor) and pursuant to Section 219 of the Land Title Act, the Transferor hereby covenants and agrees with the Transferee as follows:

1. Hereafter, and so long as the covenants herein contained shall remain in full force and effect, no buildings, improvements or other structures shall be built, constructed or located on the Transferor's Land, and the Transferor's Land shall be used only as bare land, until such time as the Transferor has submitted a site plan with current traffic impact analysis based on the proposed use to the Transferee, has completed any offsite works as recommended by the Transferee's traffic engineer, and has obtained the Transferee's approval.
2. The Transferor covenants and agrees to indemnify and save harmless the Transferee, its servants and agents, from and against all suits, demands, claims losses, damages, costs or expenses arising out of any breach, violation or non-performance by the Transferor of any of the covenants set out herein.
3. The Transferor and the Transferee further agree with one another, as follows:
 - (a) that whenever the expressions "Transferor" or "Transferee" are used herein, the same shall be construed as meaning the singular, plural, or body corporate or politic where the context so requires;

Page 5 of 5 pages

- (b) that the covenants herein contained are and shall be deemed to be covenants with title to the Transferor's Land to the benefit of the Transferee and shall be binding upon the Transferor and the successors in title to the Transferor, in perpetuity, or until such time as the same shall be released by the Transferee or shall be ordered discharged by a Court of competent jurisdiction;
- (c) that this Covenant shall only be modified or discharged in accordance with the requirements of the Land Title Act.

CONSENT TO SECTION 219 COVENANT

KNOW ALL PERSONS BY THESE PRESENTS that **SALMON ARM SAVINGS AND CREDIT UNION**, the registered holder of Mortgage CA2389617 and Assignment of Rents CA2389618 (collectively the "Prior Charges"), for and in consideration of the sum of ONE DOLLAR (\$1.00) of lawful money of Canada, paid to it by the Transferee (the receipt and sufficiency of which is hereby acknowledged) does hereby grant and convey to the Transferee, its successors and assigns, priority to the within Section 219 Covenant over the Prior Charges as if the said Section 219 Covenant had been dated and registered prior to the Prior Charges.



DESIGN REVIEW PANEL MINUTES

January 23, 2020
Room No. 100, City Hall

Present: Trent Sismey (Panel Member – Acting Chair)
Paul Burrows (Panel Member)
Marc Lamerton (Panel Member)
Dennis Lowe (Panel Member)

Bill Laird (Applicant DP-423)

Chris Larson (Planning and Development Officer)
Scott Beeching (Senior Planner)

Absent: Sharon Bennett (Panel Member)

Application: **Proposed Commercial Development at 521 – 10 Street SW**
Development Permit Application No. DP-423

The meeting was called to order at 2:34 p.m.

Development Permit Application No. DP-423

The Applicant summarized the proposal, referring to the site plans and building elevations, including future development plans and the requested parking variance. The intent is to build and sell the parcel.

Panel members sought clarification on the design including landscaping, and parking. It was noted that there will be street parking and potential options for parking along the north and south building elevations.

The applicant left the meeting at 2:49.

Panel members discussed the proposal, noting that the elevations were generally pleasing with vertical elements to break up the larger less featured walls.

The applicant returned to the meeting at 3:02.

Panel Recommendation

THAT the application drawings under review for application DP-423 be supported as presented, noting no concerns with the requested parking variance. While not a requirement and recognizing the vertical design elements, the DRP noted a potential opportunity to enhance the north and south elevations through some form of design feature, such as windows for natural lighting or artistic branding.

The meeting adjourned at 3:07 p.m.

Endorsed by Acting Chair

CITY OF SALMON ARM

BYLAW NO. 4370

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 Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on at the hour of 7:00 p.m. was published in the and , 2020 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:

Rezone Lot 5, Section 15, Township 20, Range 10, W6M, KDYD, Plan 12965 Except Plans 21358, 24962, KAP73904 and EPP40251 from C-7 Shopping Centre Commercial Zone to C-3 Service Commercial Zone, attached as Schedule "A".

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.

City of Salmon Arm
Zoning Amendment Bylaw No. 4370

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4370"**

READ A FIRST TIME THIS DAY OF 2020

READ A SECOND TIME THIS DAY OF 2020

READ A THIRD TIME THIS DAY OF 2020

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF 2020

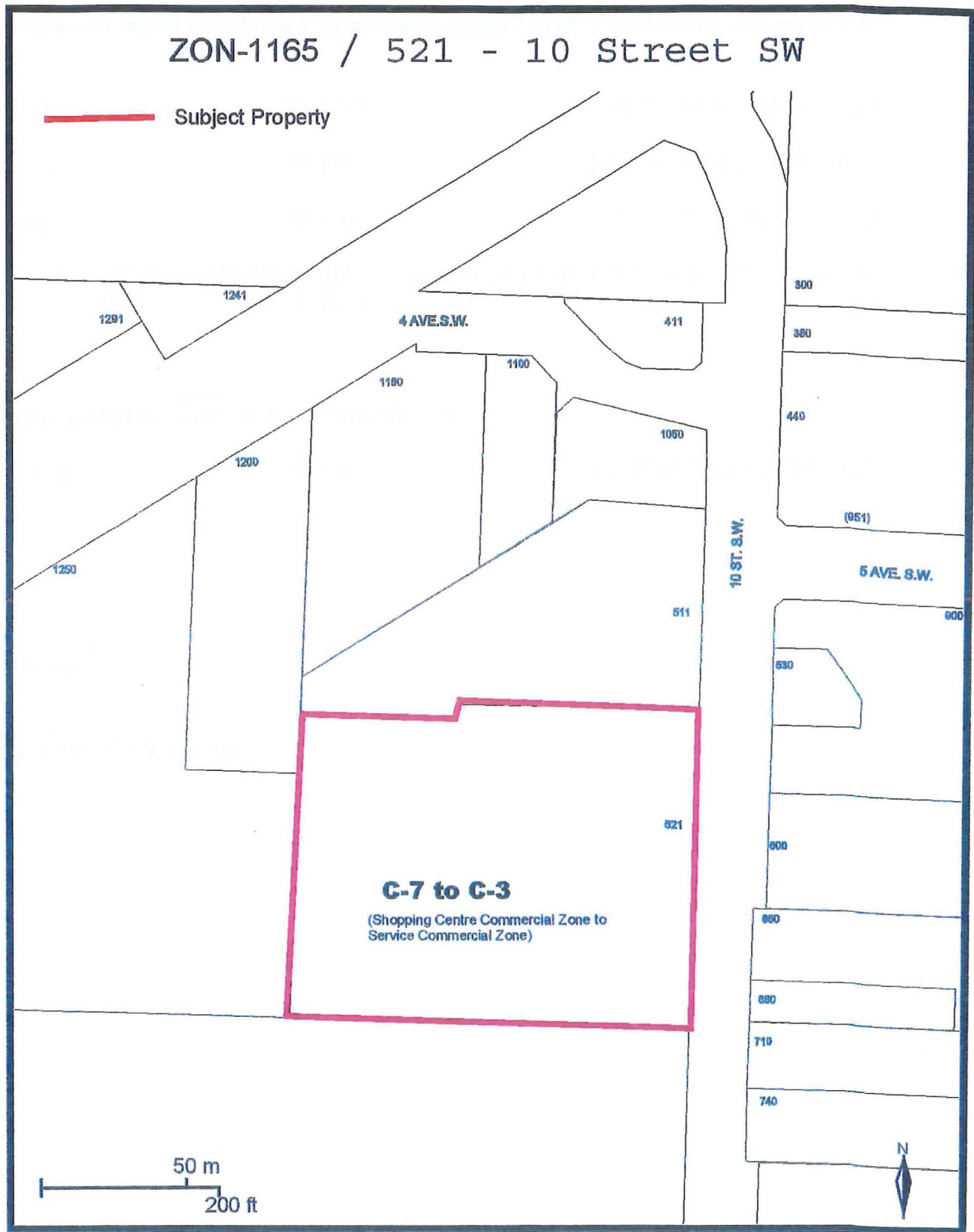
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 10.3

CITY OF SALMON ARM

Date: February 24, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4374 be read a first and second time.

[ZON-1168; Roodzant, J.; 2351 60 Street NW; A-2 to A-3]

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



To: His Worship Mayor Harrison and Members of Council

Date: February 18, 2020

Subject: Zoning Bylaw Amendment Application No. 1168

Legal: Lot 1, Section 20, Township 20, Range 10, W6M, KDYD, Plan KAP84550

Civic: 2351 60 Street NW

Applicant: Jeremy Roodzant

MOTION FOR CONSIDERATION

THAT: Bylaw No. 4374 be considered by Council, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 20, Township 20, Range 10, W6M, KDYD, Plan KAP84550 from A-2 (Rural Holding) to A-3 (Small Holding).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

BACKGROUND

The subject parcel is located at 2351 60 Street NW in the Gleneden area as shown on Appendix 1 and 2. The proposal is to rezone the subject parcel to Small Holding A-3 Zone to facilitate a 2 ha (5 ac) subdivision.

The existing parcel is approximately 8.08 ha in size, is designated Acreage Reserve in the Official Community Plan (OCP) as shown on Appendix 3, and is currently zoned Rural Holding A-2 as shown on Appendix 4.

The proposal meets the required minimum parcel size requirements of the Small Holding A-3 zone. Small Holding A-3 Zoning regulations are attached as Appendix 5. A sketch plan showing the subdivision and proposed building, which is subject to change, has been provided as Appendix 6.

The surrounding properties are designated Acreage Reserve by the OCP and the area is generally comprised of a mixture of A-2 and A-3 zoned parcels, with a mix of agriculture and larger lot residential uses. The improved soil capability ranges from class 4-6. The property is vacant. Onsite water and sewer service will be required. The A-3 Zone would allow for agriculture, one single family dwelling and an accessory secondary suite. Any new construction would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.

The property is affected by three covenants. The first covenant is notification that the developer is responsible for the provision of both the required quantity and quality of water. The second covenant requires setbacks and minimum building elevations to protect buildings from flood hazard and to protect the watercourse (Palmer Creek as shown on Site Plan) in accordance with the Riparian Areas Regulation. The third covenant requires a geotechnical review prior to construction due to the steep sloping western portion of the lot. The property is designated Potentially Hazardous Development Permit Area – Steep Slopes and Environmentally Sensitive Development Permit Area – Riparian Areas in the OCP.

OCP POLICY

The subject parcel is designated Acreage Reserve in the OCP. The proposed A-3 zone is consistent with the Acreage Reserve land use designation. The proposed subdivision is consistent with OCP Policy 7.3.29, which supports subdivision within the Acreage Reserve:

"7.3.29 Subdivision to accommodate further rural small agricultural holdings may be supported within the Acreage Reserve area situated west of both the Salmon River and the Trans Canada Highway subject to compliance with the following criteria:

- a. the site is well drained and free from flooding, unstable soils or other hazardous conditions;
- b. soil conditions permit permanent on-site sewage disposal for each parcel as determined by the appropriate agency;
- c. availability of adequate potable water supply on each parcel, approved by the appropriate agency;
- d. minimum two (2) hectare parcel size, other than subdivisions or boundary adjustments contemplated under policy 7.3.6 and subject to appropriate zoning; and
- e. the lands have an improved agricultural soils capability rating of class four (4), class five (5), class six (6) or class seven (7) as determined by the ALC, based on the Canada Land Inventory Agricultural Capability Classification System. The principle of protecting better quality agricultural soils from subdivision into small lots will guide decisions on mixed category applications and the ALC will continue to consider each subdivision application on its own merits to ascertain the potential impact of subdivision on existing and potential agricultural development."

COMMENTSEngineering Department

No engineering concerns with rezoning. Subdivision is subject to the Rural Standard of the Subdivision and Development Servicing Bylaw No. 4163 upgrading the west half of 60 Street NW will be required.

Building Department

No building department concerns. Will be required to meet BC Building Code.

Fire Department

No Fire Department concerns.

Planning Department

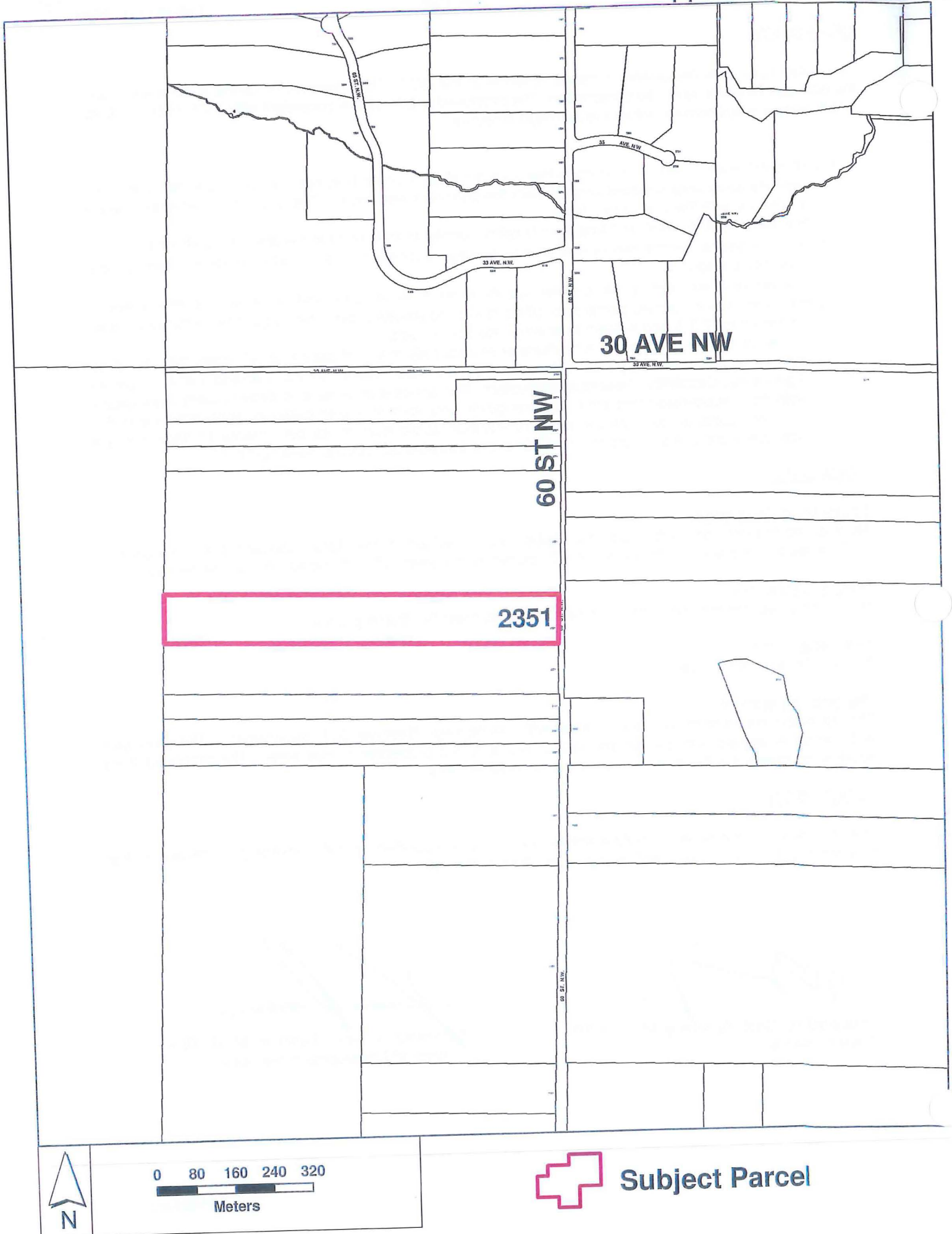
The development as proposed is consistent with the Acreage Reserve OCP designation. The proposed A-3 zoning is aligned with the existing mix of A-2 and A-3 properties in that area. The proposed 2 ha subdivision meets the A-3 minimum parcel area requirements.

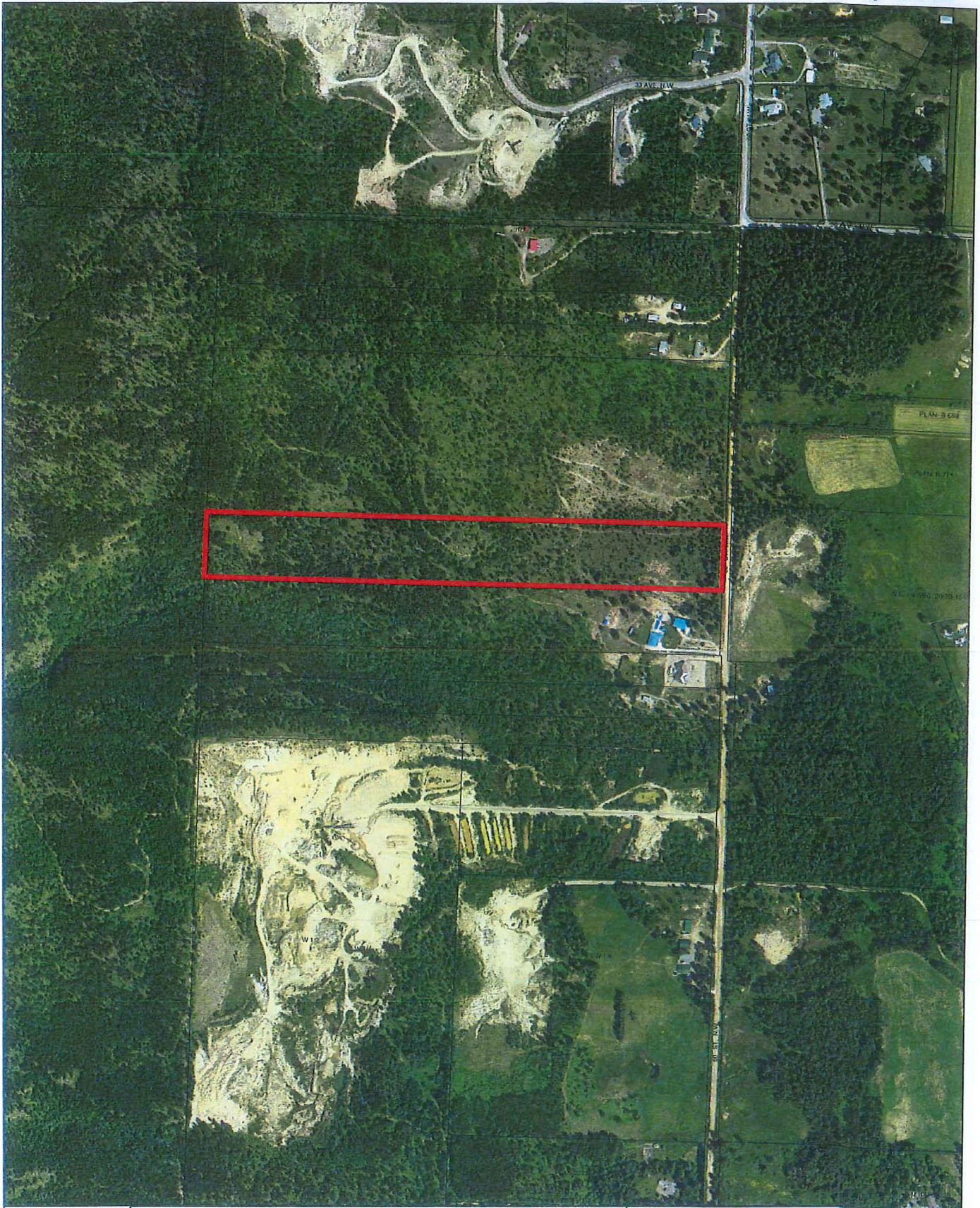
CONCLUSION

The proposed A-3 zoning is consistent with the OCP and is supported by staff. Directing subdivision to this area limits the impact on land with higher agricultural potential.


Prepared by: Scott Beeching, MCIP, RPP
Senior Planner


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



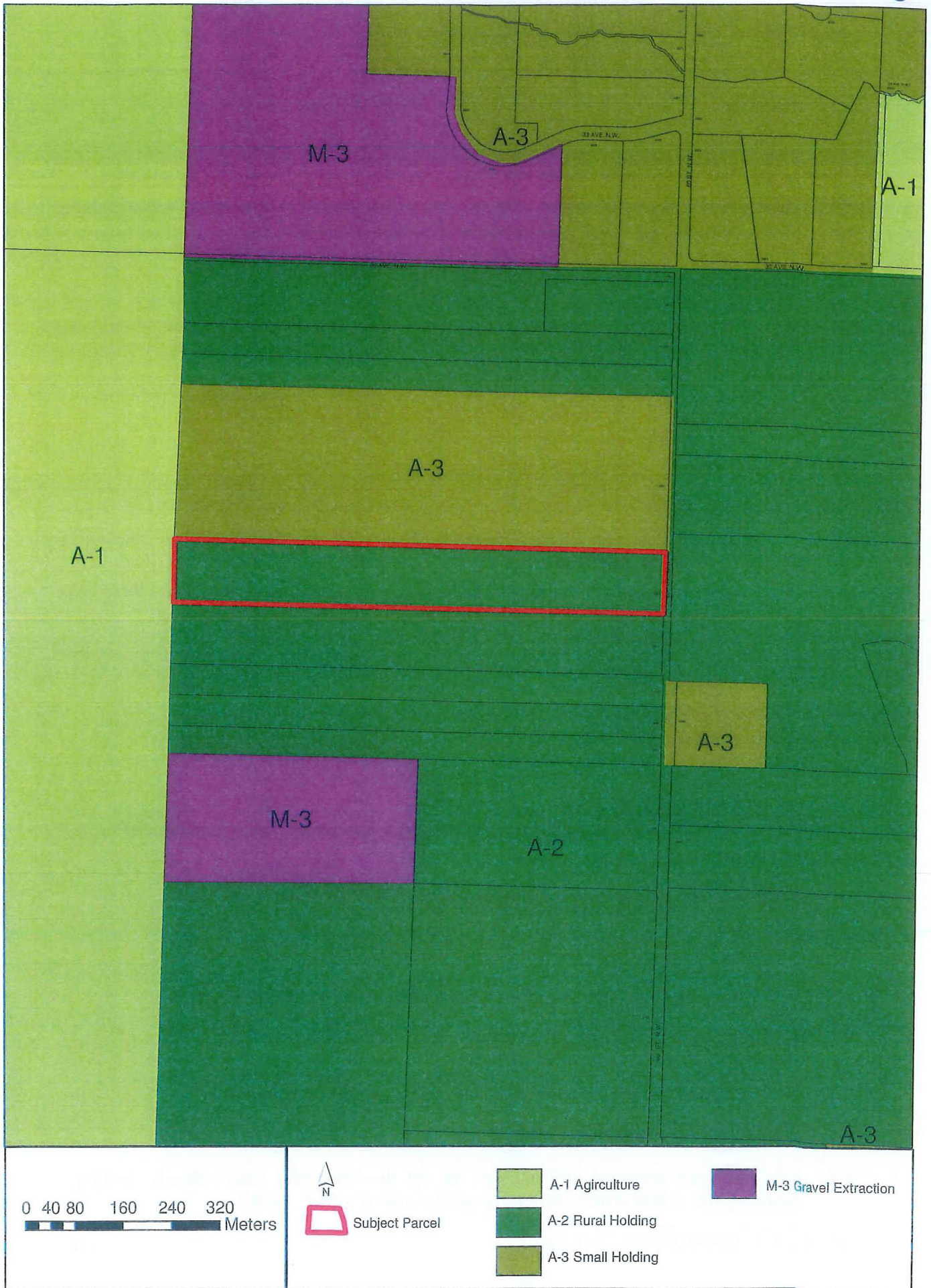


0 75 150 300 450 600 Meters



Subject Parcel





SECTION 36 - A-3 - SMALL HOLDING ZONE

Purpose

- 36.1 The A-3 Zone is intended to provide for the creation of two hectare *parcels* in areas specified in the *Official Community Plan* where further urbanization is not anticipated and where the Agricultural Land Commission (ALC) has either excluded the area from the Agricultural Land Reserve or where the ALC has agreed to the A-3 Zoning).

Regulations

- 36.2 On a *parcel* zoned A-3, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the A-3 Zone or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 36.3 The following uses and no others are permitted in the A-3 Zone

- .1 *agriculture*;
- .2 *bed and breakfast*, limited to three let rooms;
- #2767 .3 *boarders*, limited to two;
- #4018, #4193 .4 *detached suite* (*development* of a *detached suite* in the Agricultural Land Reserve is subject to the Agricultural Land Commission Act and Regulations);
- #3082 .5 *family childcare facility*;
- #3426 .6 *group childcare*;
- .7 *home occupation*;
- .8 *public use*;
- .9 *public utility*;
- #3212 .10 *secondary suite*;
- .11 *silviculture*;
- .12 *single family dwelling*;
- .13 *accessory use*, including the retail sale of agricultural products produced on the *parcel*.

Maximum Number of Single Family Dwellings

- 36.4 The maximum number of *single family dwellings* shall be one (1) per *parcel*.
- .1 A second dwelling may be permitted under Section 4.13 of the bylaw.

Maximum Number of Secondary Suites

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

Maximum Residential Building Area

- 36.6 The maximum combined building area for all dwelling units (single family dwelling, detached suite and farm help) shall be no greater than 500 m² (5,382ft²).

SECTION 36 - A-3 - SMALL HOLDING ZONE - CONTINUED

Maximum Height of Single Family Dwellings

36.7 The maximum *height* of the *single family dwelling* shall be 10.0 metres (32.8 feet).

Maximum Height of Accessory Buildings

36.8 The maximum *height* of *accessory buildings* shall be 12.0 metres (39.4 feet).

Minimum Parcel Size

36.9 The minimum *parcel* size shall be 2.0 hectares (4.9 acres).

Minimum Parcel Width

36.10 The minimum *parcel width* shall be 50.0 metres (164.0 feet).

Minimum Setback of Principal and Accessory Buildings Intended to Accommodate Non-Agricultural Uses

- 36.11 .1 The minimum *setback* of *principal* and *accessory buildings* intended to accommodate non-agricultural uses from all *parcel* lines shall be 6.0 metres (19.7 feet).
- .2 Refer to Section 4.9 for "Special Building Setbacks" which may apply.

Minimum Setback of Buildings or Structures Intended to Accommodate Agricultural Uses

- 36.12 The minimum *setback* of *buildings* and *structures* intended to accommodate agricultural uses from the:
- | | | |
|----|---|-------------------------|
| .1 | <i>Front parcel line</i> shall be | 30.0 metres (98.4 feet) |
| .2 | <i>Rear parcel line</i> shall be | 15.0 metres (49.2 feet) |
| .3 | <i>Interior side parcel line</i> shall be | 15.0 metres (49.2 feet) |
| .4 | <i>Exterior side parcel line</i> shall be | 30.0 metres (98.4 feet) |
| .5 | Any <i>single family dwelling</i> shall be | 15.0 metres (49.2 feet) |
| .6 | Any <i>watercourse</i> or body of water shall be | 30.0 metres (98.4 feet) |
| .7 | Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply. | |

Sale of Agricultural Products

36.13 The retail sale of agricultural products produced on the *parcel* is permitted provided the maximum *floor area* of the retail sale stand is 40.0 square metres (430.5 square feet).

Parking

36.14 Parking shall be required as per Appendix I.

CIVIC ADDRESS: 2351 60th St NW, Salmon Arm, BC, V1E 3B2

LEGAL DESCRIPTION: Parcel ID: 027-166-678
LOT 1 SECTION 20 TOWNSHIP 20 RANGE 10
W6M KDYD PLAN KAP84550

CURRENT ZONING: A2 - RURAL HOLDING
CURRENT OCP: ACREAGE RESERVE

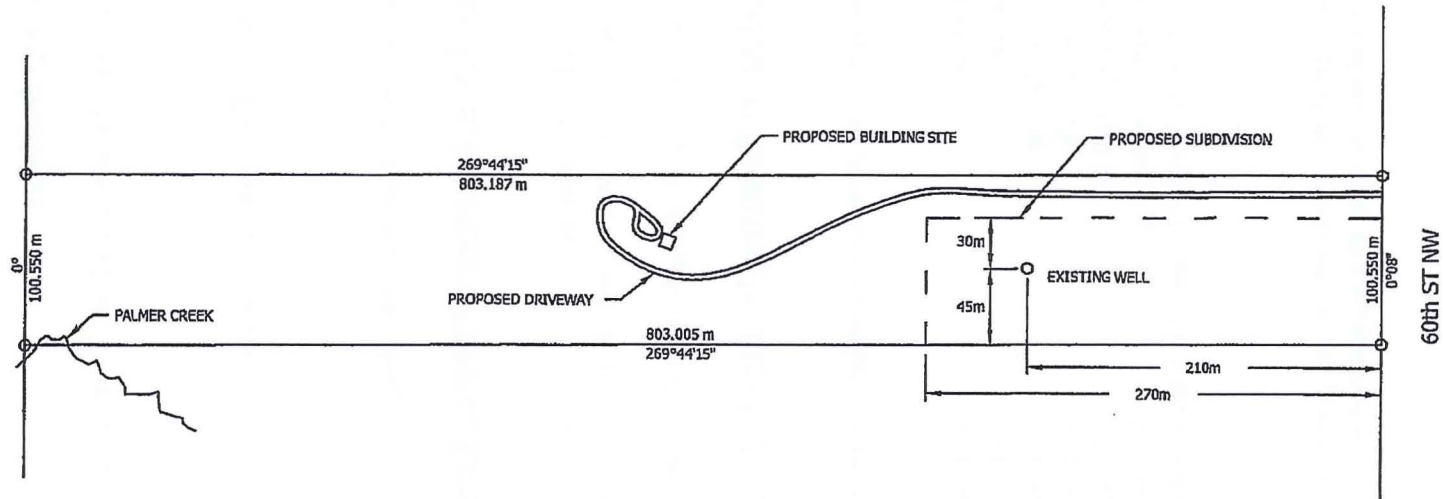
PROPOSED ZONING: A3 - SMALL HOLDING
PROPOSED OCP: ACREAGE RESERVE

TOTAL AREA: 19.95 Acres (80,760 sq m)

PROPOSED SUBDIVISION:

CREATE 5 ACRE PARCEL
75m x 270m WITH EXISTING WELL
PLAN TO SELL, NO BUILDINGS PROPOSED BY OWNER

EXISTING PROPERTY AFTER SUBDIVISION
14.95 ACRES
25m ROAD FRONTAGE
PROPOSED DRIVEWAY AND BUILDING AS SHOWN



ZONING AND
SUBDIVISION PLAN

2351 60 STREET NW
JAN 3, 2020

SIZE
A

SCALE
1:4000

DWG NO.
JR_SITEPLAN

SHEET
1 OF 1

RE
A

CITY OF SALMON ARM

BYLAW NO. 4374

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 Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on at the hour of 7:00 p.m. was published in the and , 2020 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:

Rezone Lot 1, Section 20, Township 20, Range 10, W6M, KDYD, Plan KAP84550 from A-2 Rural Holding Zone to A-3 Small Holding Zone, attached as Schedule "A".

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.

City of Salmon Arm
Zoning Amendment Bylaw No. 4374

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4374"

READ A FIRST TIME THIS DAY OF 2020

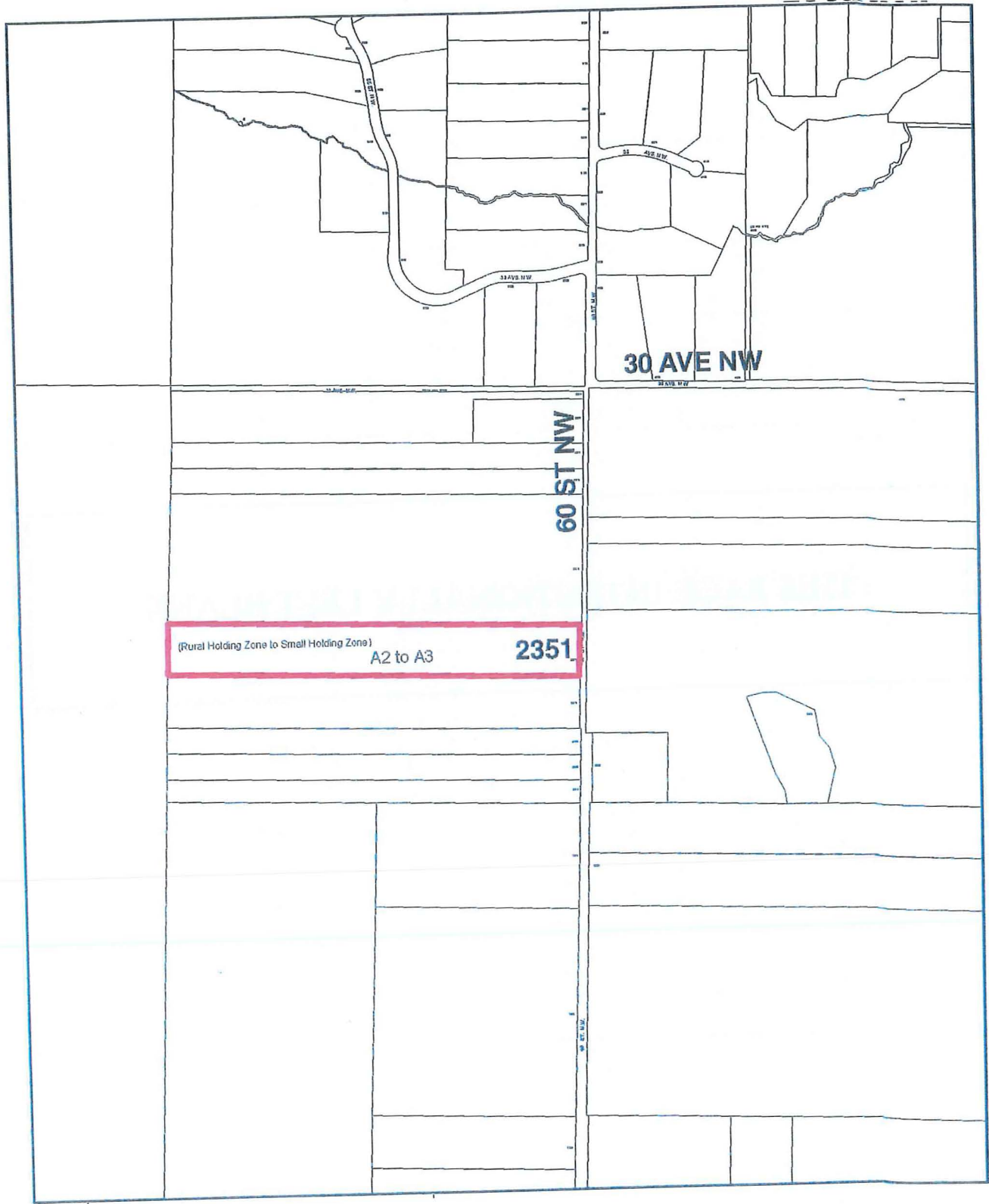
READ A SECOND TIME THIS DAY OF 2020

READ A THIRD TIME THIS DAY OF 2020

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER



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Item 11.1

CITY OF SALMON ARM

Date: February 24, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Parks Regulation Amendment Bylaw No. 4376 be read a final time.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF
SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

FROM: Kevin Pearson, Director of Development Services

PREPARED BY: Maurice Roy, Manager of Permits and Licensing

DATE: January 29, 2020

SUBJECT: **Amend Parks Bylaw 2119**

RECOMMENDATION:

THAT: That Appendix "B" of Parks Bylaw 2119 be amended to include the public land at 2700 – 20 Avenue SE (Shuswap Memorial Cemetery and public trail network therein) as a mandatory "Dog on Leash" area.

Background

Appendix "B" of the parks bylaw identifies City parks and public lands where dogs must be on leashes or where dogs are prohibited. The Shuswap Memorial Cemetery is not listed in Appendix "B", therefore, when the cemetery opened there were persons using the trails with their dogs off leash. A Trail and Cemetery Map is attached.

The caretaker and staff were concerned that dogs may be roaming around the cemetery during burial ceremonies so signs were erected requiring that all dogs be on a leash. This measure has had limited success.

The dog control contractor is now monitoring the area to raise awareness however since the subject property is not formally listed as a "Dog on Leash" area the option of a municipal ticket for obstinate offenders is not available. Formally listing the property in Appendix "B" as "Dog on Leash" provides the needed enforcement tool.

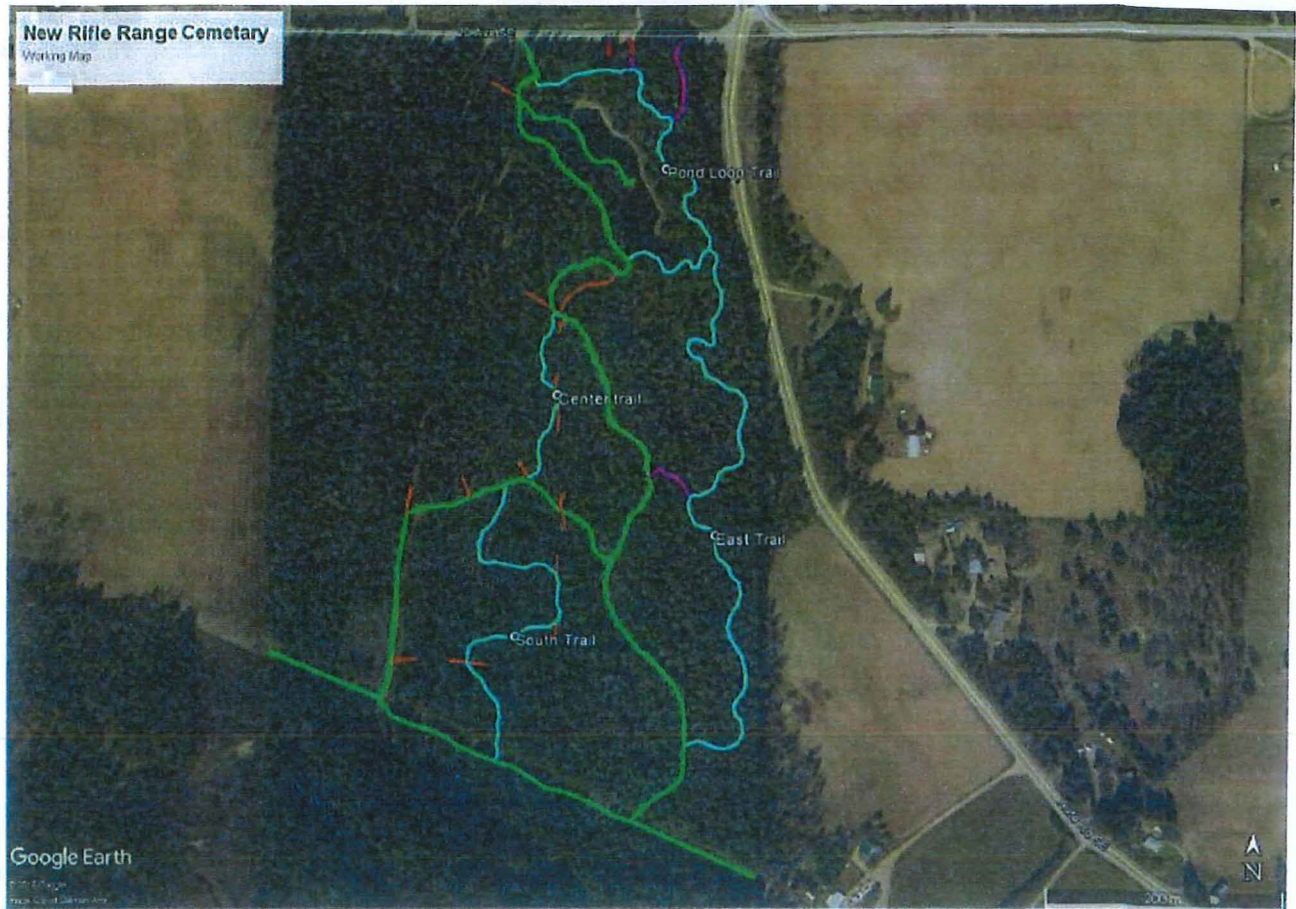


Report prepared by Maurice Roy, Manager of Permits & Licensing

MR:mr

Attachment: Cemetery Trail Map

Cemetery Trails Working Map

**Current Working Map**

Green - Existing trails

Blue - Proposed trails

Pink - Conceptual

Red - Proposed Parking

Orange - Decommission/Naturalization

CITY OF SALMON ARM

BYLAW NO. 4376

A bylaw to amend "Parks Regulation Bylaw No. 2119, 1993"

WHEREAS the Council of the City of Salmon Arm has enacted "Parks Regulation Bylaw No. 2119, 1993", being a bylaw to provide for the use, regulation and protection of public lands and parks within the City of Salmon Arm;

AND WHEREAS it is deemed expedient to amend said bylaw;

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

"Parks Regulation Bylaw No. 2119, 1993" is hereby amended as follows:

1. Appendix "B" is hereby amended by the deletion of the insertion of the following:

- **Shuswap Memorial Cemetery and Public Trail Network Therein**

2. This bylaw may be cited as "City of Salmon Arm Parks Regulation Amendment Bylaw No. 4376".

READ A FIRST TIME THIS 10th DAY OF February 2020

READ A SECOND TIME THIS 10th DAY OF February 2020

READ A THIRD TIME THIS 10th DAY OF February 2020

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

BYLAW NO. 2119
APPENDIX "B" PARKS PERMITTING DOGS

DISTRICT OF SALMON ARM

Dogs shall be permitted to enter those parks listed on Appendix "B" only while on a leash and in the actual custody and control of the owner, his agent or servant, except where excluded by posted notice.

BLACKBURN PARK

CANOE BEACH PARK – posted “no dogs allowed” – resolution of March 22, 1993

FLETCHER PARK – posted “no dogs allowed” – resolution of March 22, 1993

JACKSON PARK [North Canoe Community Park] – posted “no dogs allowed” – resolution of September 10, 2001

KLAHANI PARK

McGUIRE PARK

MARINE PEACE PARK

FORESHORE TRAIL consisting of the 10 m wide dedicated municipal walkway and municipal lands lying between the eastern terminus of Harbourfront Drive NE and 47 Avenue NE and adjacent to the Canadian Pacific Railway - on maximum 2 metre leash, except during the period of May 01 to June 30 of each year when dogs are prohibited.

Shuswap Memorial Cemetery and Public Trail Network Therein

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Item 12.1

INFORMATIONAL CORRESPONDENCE - FEBRUARY 24, 2020

- | | | |
|----|---|---|
| 1. | N. Harisch – letter dated February 14, 2020 – “Rural Road” designation for 45 Avenue NE | A |
| 2. | A. Varnes, Program Manager, Salmon Arm Arts Centre – letter dated February 14, 2020 – Wednesday on the Wharf Storage Container | R |
| 3. | R. Moerike – letter dated February 15, 2020 – Shuswap Village Project Proposal | N |
| 4. | B. Paton – email dated February 18, 2020 – Soapbox Derby Request | R |
| 5. | Transforming Your Journey – BC Transit’s Strategic Plan – 2020 – 2025 | N |
| 6. | Interior Health – February 2020 Newsletter – Healthy Communities | N |
| 7. | H. Kriz, Administrator & Board Secretary, Municipal Insurance Association – email dated February 7, 2020 – Expressions of Interest to Serve on the MIABC’s Board of Directors | N |
| 8. | Mayor R. Vagramov, City of Port Moody – letter dated February 4, 2020 – Universal Public Nations Pharmacare | A |

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

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Item 12.2

CITY OF SALMON ARM

Date: February 24, 2020

Moved: Councillor

Seconded: Councillor

THAT: _____ be authorized to attend the SILGA Convention in Vernon, BC from April 28 to May 1, 2020.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

SILGA 2020

Vernon Prestige Lodge

April 28th to May 1st

Tuesday, April 28th

Afternoon

Preconference Sessions

- BC Transit - Vision for the future
- BC Infrastructure Benefits: Putting People at the Centre of Public Infrastructure

Explore Vernon Tours

- Okanagan Spirits Craft Distilleries and BX Press Cidery and Orchard
- Foodie walking tour with Okanagan Foodie Tours

Evening

Pub Night at Marten Brew Pub

Wednesday April 29th

Morning

Tours

- Vernon Water Reclamation Centre tour
- Okanagan Rail Trail tour and presentation
- Planet Bee Honey Farm and Meadery

Opening Ceremonies

UBCM address

Sharing Our Stories – Donna Macdonald

Afternoon

Trade Show

Asset Management - Christina Benty

UBCM Resolutions

Resolutions

Evening

Welcome Reception at O'Keefe Ranch

Thursday, April 30th

Morning

Breakfast round table discussions
Trade Show
AGM
Radio Media and Politicians – Betty Selin

Breakout Sessions

- Stronger Together – CEDI, Vernon and Okanagan Indian Band
- Thompson Okanagan Tourism Regional Pledge
- Black and White and Grey all over – Dr. Gord McIntosh

Afternoon

Keynote Speaker Mark DeVolder
Politicians and Social Media – legal presentation

Breakout Sessions

- Working Well Together – Dr. Gord McIntosh
- Understanding the Municipal Reserve Investment Process
- Partners in Action – working together to affect change

Evening

Banquet and Dance at Vernon Prestige Hotel

Friday May 1st

Morning

BC Green Party Address
Keynote Speaker Dr. Terry Lake
From Addict to Advocate – Guy Felicella
Save Your City - Diane Kalen-Sukra



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Item 19.1

CITY OF SALMON ARM

Date: February 24, 2020

Let's Move Salmon Arm Notice of Motion from February 10, 2020

Moved: Councillor Lavery

Seconded: Councillor

WHEREAS the City of Salmon Arm relies on the important but dated Greenway Strategy as a key document for the long-term planning of trails, sidewalk and cycling networks and has recently established a reserve to develop a modern Active Transportation Plan;

AND WHEREAS a comprehensive Active Transportation Plan will guide the city in a vision along with policies and actions for safe, attractive and convenient active transportation options for people of all ages and abilities over the next 20 years:

THEREFORE BE IT RESOLVED THAT the Council create an Active Transportation Task Force (ATTF) to provide information and recommendations to council about best practices in Active Transportation and potential funding opportunities from higher levels of government;

AND THAT Council direct staff to prepare draft Terms of Reference and options of staff support for the Task Force for council's consideration.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

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Item 22.1

CITY OF SALMON ARM

Date: February 24, 2020

Moved: Councillor

Seconded: Councillor

THAT: that Development Variance Permit No. VP-506 be authorized for issuance for Lot 1, Section 31, Township 20, Range 9, W6M, KDYD, Plan 4569 Except Plans 17099 and 26295, which will vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 35.11.3 – reduce the minimum setback of a building from the interior south parcel line from 3.0 metres to 0.76 metres; and
2. Section 4.3.10 – reduce projection of roof eaves to the south parcel line from the minimum of 0.6 metres to 0.0 metres.

[Seventh-Day Adventist Church/Burman Construction/Burman, P.; 5881 35 Street NE; Setback Requirements]

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



To: His Worship Mayor Harrison and Members of Council

Date: February 11, 2020

Subject: Development Variance Permit Application No. VP-506
 Legal: Lot 1, Section 31, Township 20, Range 9, W6M, KDYD, Plan 4569, Except Plans 17099 & 26295
 Civic: 5881 – 35 Street NE
 Owner: Seventh-Day Adventist Church
 Applicant / Agent: Burman Construction / Peter Burman

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-506 be authorized for issuance for Lot 1, Section 31, Township 20, Range 9, W6M, KDYD, Plan 4569, Except Plans 17099 & 26295, which will vary the provisions of Zoning Bylaw No. 2303 as follows:

- 1) Section 35.11.3 - reduce the minimum setback of a building from the interior south parcel line from 3.0 metres to 0.76 metres.**
- 2) Section 4.3.10 - reduce projection of roof eaves to the south parcel line from the minimum of 0.6 metres to 0.0 metres.**

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject property is located at 5881 – 35 Street NE (Appendix 1 & 2). The variance request is to reduce the minimum setback of the southern interior parcel line from 3.0 metres to 0.76 metres; and, to reduce the minimum distance of roof eaves projection to the southern parcel line from 0.6 metres to 0.0 m. to accommodate a renovation of a garage. The applicant intends to raise the garage and attach it to the house. A letter of rationale and site photos have been submitted and are attached as Appendix 3.

BACKGROUND

The subject property is designated Acreage Reserve in the City's Official Community Plan and zoned A-2, Rural Holding Zone (Appendix 4 & 5). The property is also in the Agricultural Land Reserve (ALR). The subject property and adjacent property to the west is owned by the Seventh-Day Adventist Church. The subject property currently contains a single family dwelling and accessory buildings. A portion of the parking lot for the church is on the subject property also. The Seventh-Day Adventist Church operates a church and a school on the neighbouring property to the west as the P-3 Institutional Zone permits. However, most of the surrounding properties are zoned A-2, Rural Holding Zone and in the ALR, with exception to properties to the northeast, which transition from smaller agriculture properties zoned A-3 (Small Holding Zone) to R-1 (Single Family Residential Zone).

The subject property is approximately 152 metres x 102 metres in size with the area of 1.54 hectares. The existing house and detached garage on the property is situated close to the south and east property lines, as shown on the site plan (Appendix 6). The construction project includes raising the level of the detached garage to align the roof of the garage to the roof of the house, so there will be one continuous roof line. It

February 11, 2020

is not known at the time if a new garage will be constructed or if the existing structure will be attached. The existing garage currently does not meet the required 3.0 metre setback and should this variance application be approved, the site plan (Appendix 6) indicates the south corner of the garage will be 0.76 metres from the southern, interior property line.

The second variance is to reduce the minimum projection for roof eaves. No projection is permitted closer than 0.6 metres to a parcel line. This construction project would put the roof eaves on the southern corner of the garage at 0.0 metres from the southern parcel line.

COMMENTS

Engineering Department

No Engineering Department concerns.

Fire Department

No Fire Department concerns.

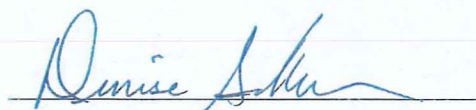
Building Department

No concerns with the variance. B.C. Building Code requirements will be addressed at the time of building permit application.

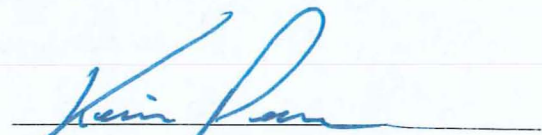
Planning Department

The existing garage is currently non-conforming as it does not meet the required 3.0 metre setback; and, due to the siting of the existing house and garage on the property, there is very little room along the southern parcel line. If approved, the variance will make the garage in its current location conform to the Zoning Bylaw and once the garage is raised, the degree of non-conformity will not be increased.

Setbacks help ensure adequate separation between properties for privacy, aesthetics and fire safety. In this situation, the property bordering the southern property line is zoned A-2, approximately 3 acres in size and there is a buffer of trees & shrubs between the houses; thus, this variance would pose little, if any, impact to the neighbouring property. In addition, the siting of the existing garage will change very little and is already non-conforming; therefore, should this variance be approved the current siting of the existing garage will align with zoning bylaw regulations. For these reasons, this is a reasonable variance request.



Prepared by: Denise Ackerman
Planner, Development Services



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



0 25 50 100 150 200
Meters



Subject Parcel



0 5 10 20 30 40
Meters



Subject Parcel

February 13, 2020

To: Salmon Arm City Council

Re: 5881-35th St NE, Salmon Arm BC

Please give consideration to my request to make necessary alterations to the existing non -conforming garage on the SW corner of the garage at property line.

I am requesting to raise the garage roof to the same level as the existing house roof because the existing garage roofing membrane is leaking badly and needs replacing.

I would like to gain more space in the garage and join it to the south utility room wall, eliminating the post at the corner of the house, which holds up the house roof presently. By joining the garage to the house it would improve the looks substantially giving the appearance of a single family dwelling.

The residents would no longer have to go outside to access their garage.

The garage is not structurally sound and by replacing the roof to join with the house roof I will provide engineered roof trusses as well as looking for direct egress from utility room window/door to the garage.

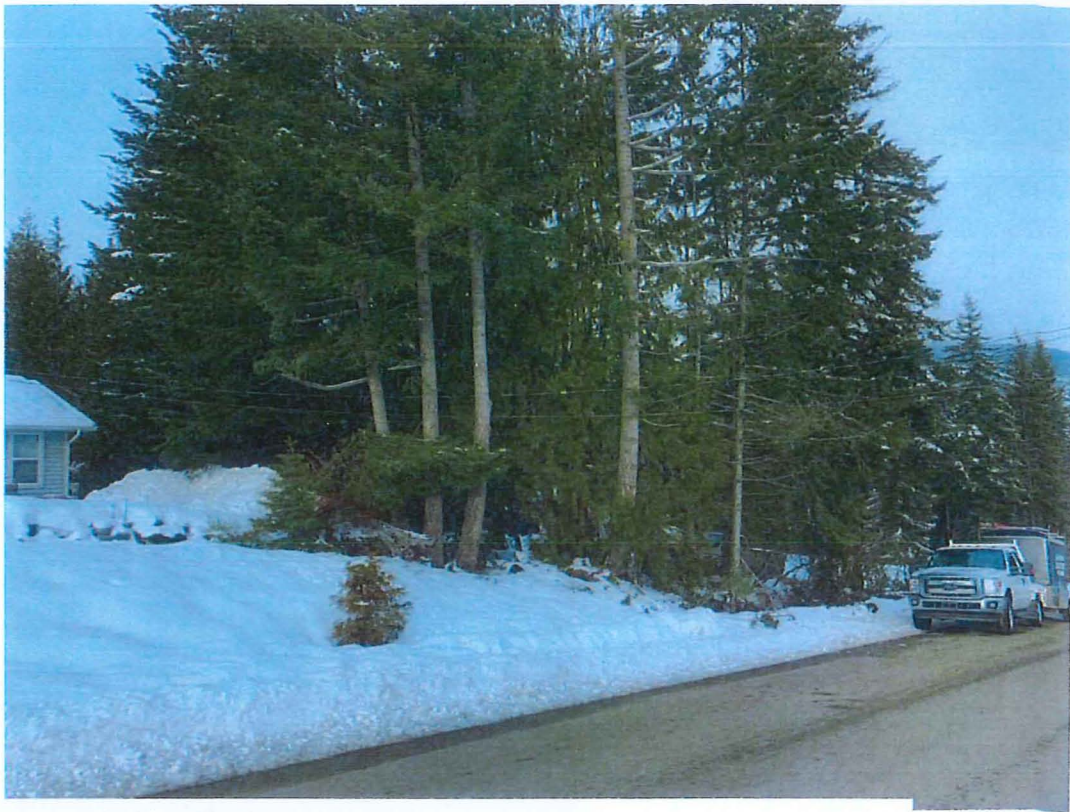
I would appreciate the Salmon Arm City Council to grant permission as shown on plan.

Best Regards

Peter Burman
Burman Construction
250-727-1636



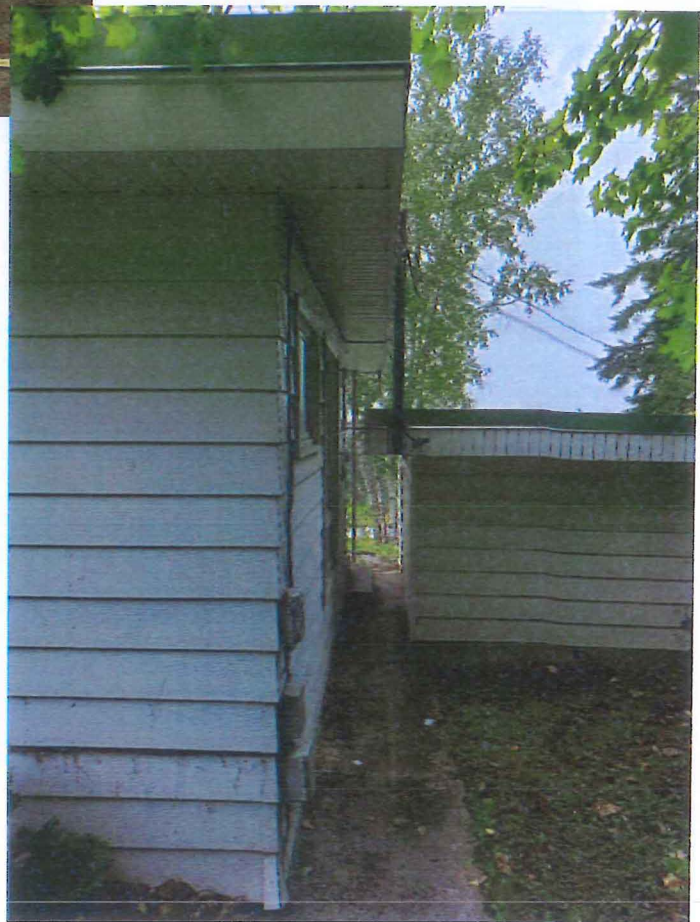
Subject Property



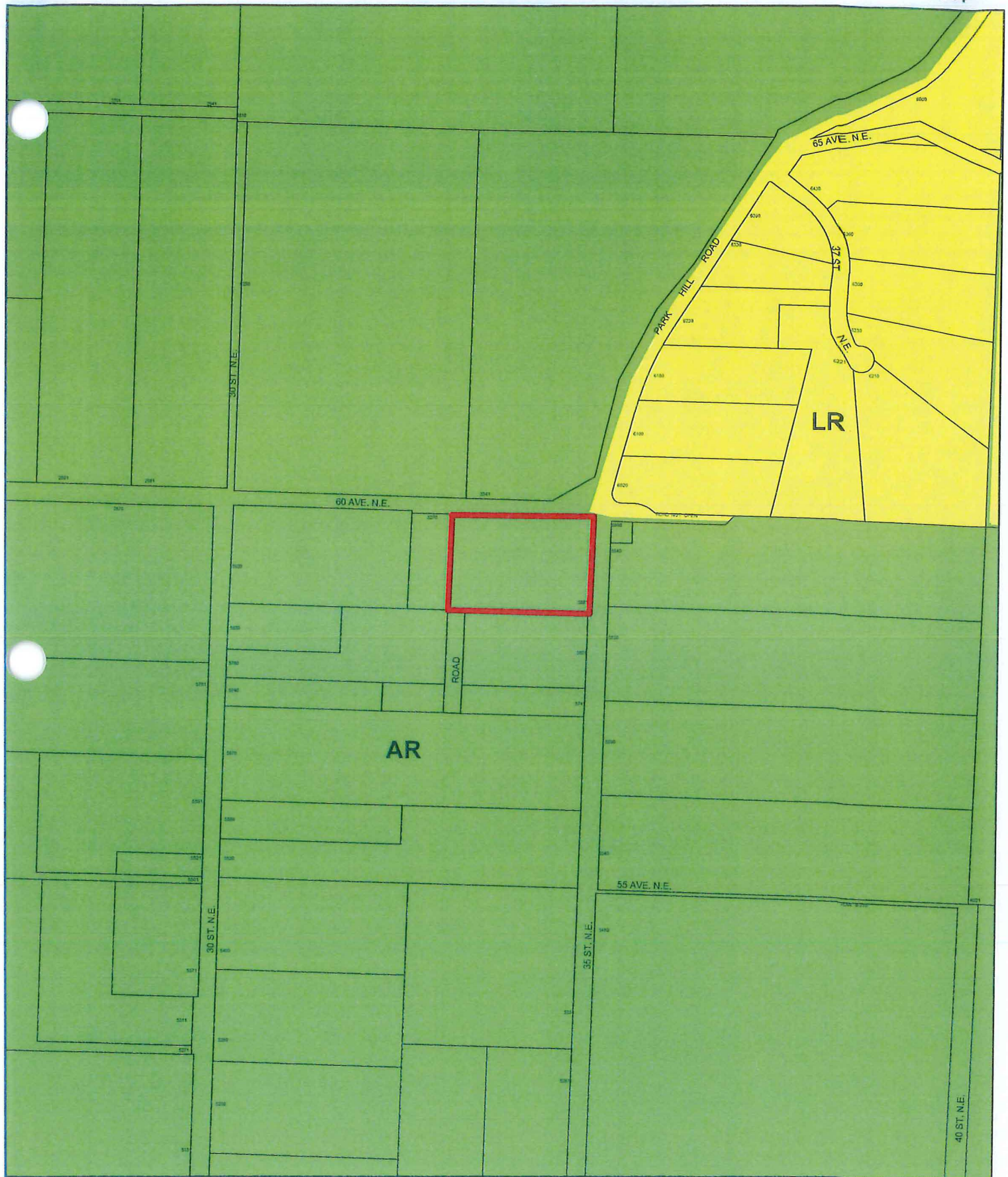
View Looking Northwest
Subject Property is Behind Stand of Trees



Front of Garage & House



Rear of Garage & House

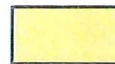


Subject Parcel

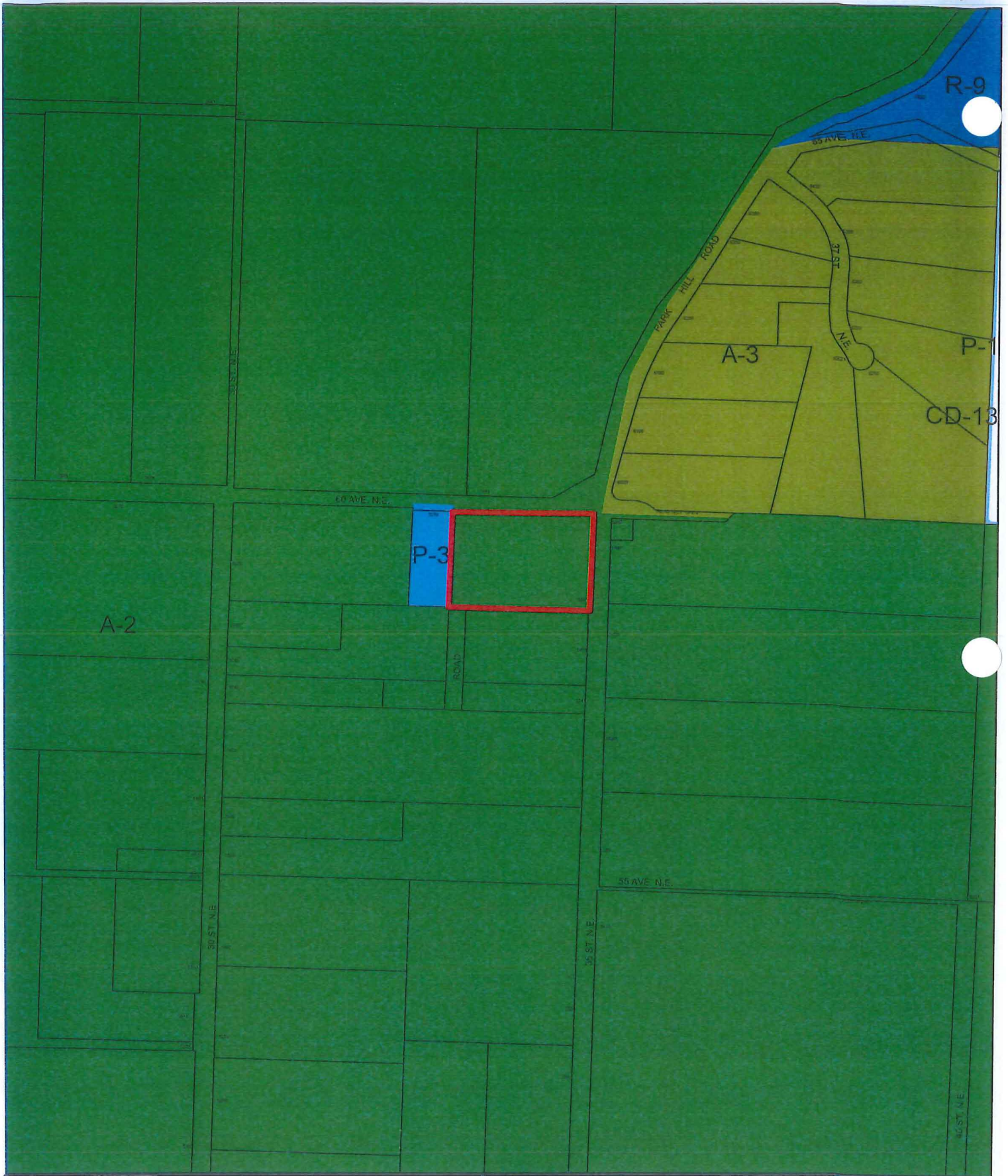
0 25 50 100 150 200 Meters



Acreage Reserve



Residential - Low Density



Subject Parcel

0 2550 100 150 200
Meters



A-2, Rural Holding Zone



A-3, Small Holding Zone

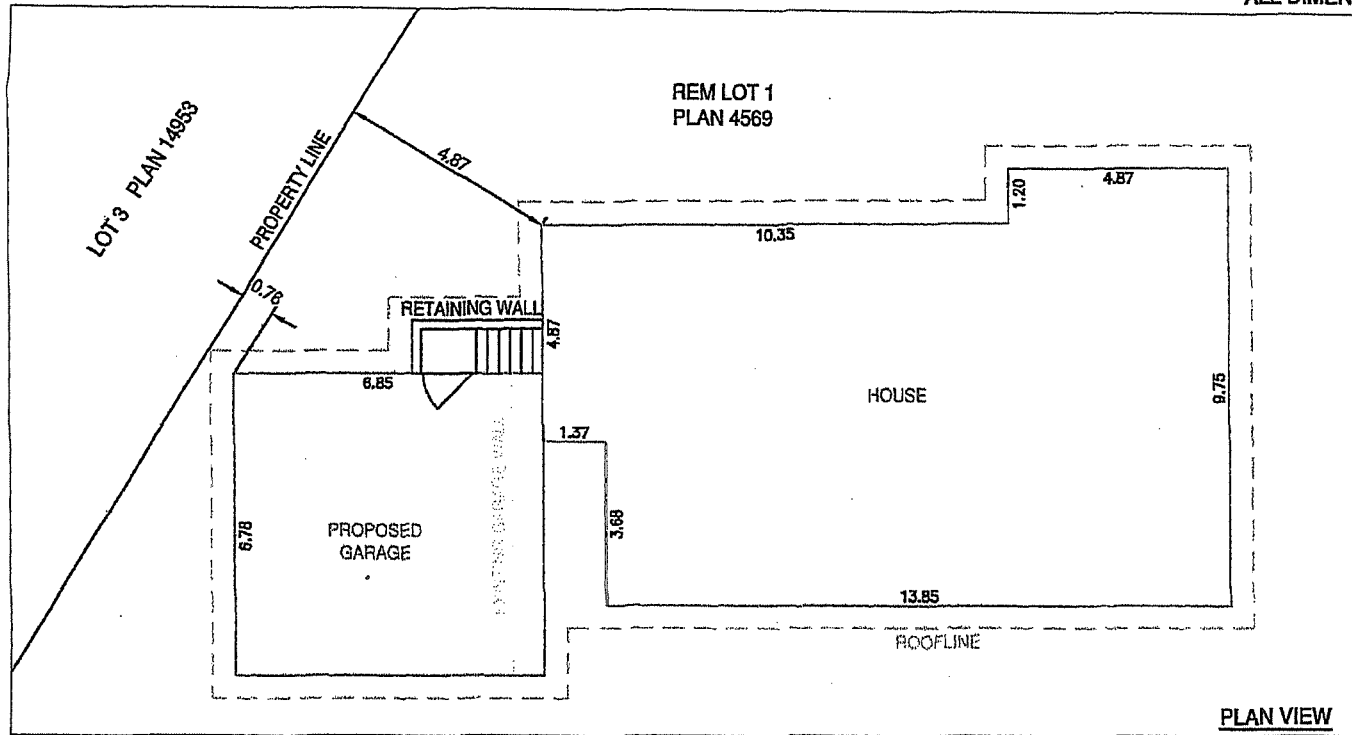


P-3, Institutional Zone

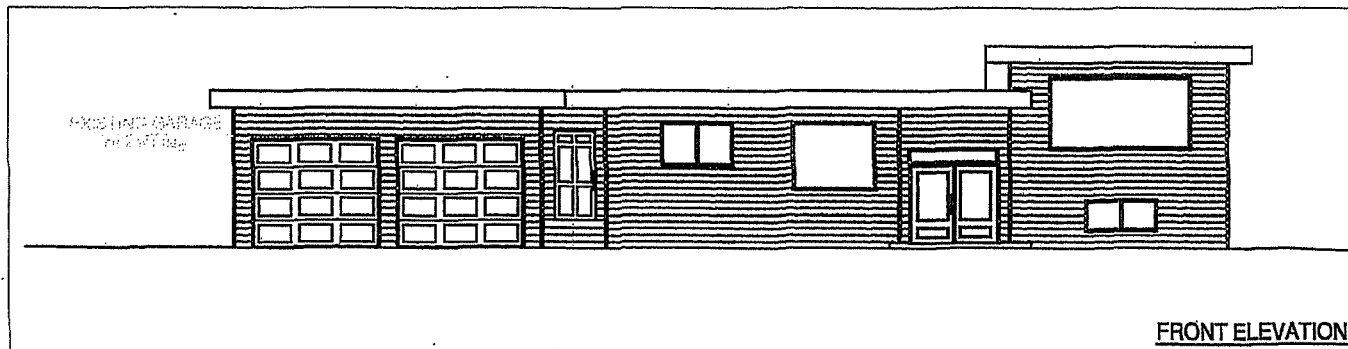
19191-PLOT PLAN-200112.dwg

PLOT DATE: 15.01.2020

NOTES:
- ALL DIMENSIONS ARE IN METERS



PLAN VIEW



FRONT ELEVATION



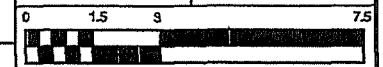
SALMON ARM, BC
(250) 832-6220
office@pinpointsurveying.com

CLIENT: BURMAN CONSTRUCTION

PROJECT: PROPOSED BUILDING PLAN - 5881 35th ST NE, SALMON ARM

FILE: 19191

DRAWN BY: CW



SCALE 1:150

REVISION:

NO.: 1 OF 1

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Item 22.2

CITY OF SALMON ARM

Date: February 24, 2020

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-505 be authorized for issuance to vary the City of Salmon Arm Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Section 4.4 Road Classification – waive the requirements to upgrade the east and west halves of Lakeshore Road NE from the Urban Collector Road (RD-3) full standard, providing sidewalk, curb and gutter, boulevard, fire hydrants, and light standards, to providing a 2 m of gravel surfaced pedestrian walkway along the east half, and a BC Hydro davit light;
2. Section 5.0 Water Systems – waive the requirement for extending the existing water main along Lakeshore Road from 62 m to 28 m;
3. Section 6.0 Sanitary Sewer System – waive the requirement for extending the sanitary sewer line along Lakeshore Road from 174 m to 141 m; and
4. Section 7.0 Storm Water Management – waive the requirement for extending the storm sewer line along Lakeshore Road from 172 m of new pipe to overland drainage ditching.

[Micku, B. & V./Franklin Engineering Ltd./Sonmor, D.; 3410 Lakeshore Road NE; Service Requirements]

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



TO: His Worship Mayor Harrison and Members of Council

DATE: February 11, 2020

SUBJECT: Development Variance Permit Application No. VP-505 (Servicing)
 Legal: Lot A, Section 25, Township 20, Range 10, W6M, KDYD, Plan 24783
 Civic Address: 3410 Lakeshore Road NE
 Owner: Brendan and Vanessa Micku
 Applicant: David Sonmor, Franklin Engineering Ltd.

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-505 be issued to vary the City of Salmon Arm Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Section 4.4 Road Classification – waive the requirements to upgrade the east and west halves of Lakeshore Road NE from the Urban Collector Road (RD-3) full standard, providing sidewalk, curb and gutter, boulevard, fire hydrants, and light standards, to providing a 2 m of gravel surfaced pedestrian walkway along the east half, and a BC Hydro davit light;
 2. Section 5.0 Water Systems – waive the requirement for extending the existing water main along Lakeshore Road from 62 m to 28 m;
 3. Section 6.0 Sanitary Sewer System – waive the requirement for extending the sanitary sewer line along Lakeshore Road from 174 m to 141 m; and,
 4. Section 7.0 Storm Water Management – waive the requirement for extending the storm sewer line along Lakeshore Road from 172 m of new pipe to overland drainage ditching.
-

STAFF RECOMMENDATION

In reference to the Motion for Consideration:

- Item 1 - recommend waiving the requirement to upgrade the west half of Lakeshore Road;
 - Item 2 - is not recommended for approval;
 - Item 3 - is not recommended for approval; and
 - Item 4 - is not recommended for approval.
-

PROPOSAL

The subject property is located at 3410 Lakeshore Rd NE, as shown on Appendix 1 and 2, and is subject to preliminary subdivision approval to create one new parcel. The applicant is requesting variances to the Subdivision and Development Servicing (SDS) Bylaw No. 4163 as itemized in the Motion for Consideration. The site plan is attached as Appendix 3 and a letter of rationale and cost estimates from David Sonmor, P. Eng., dated January 21st, 2020, is attached as Appendix 4.

BACKGROUND

The subject property is located along a 1.1 km stretch of Lakeshore Road where there is a gap of sanitary and storm sewers and fully serviced road frontages. This has made development of these lands to be a challenge since Raven subdivision was created in the 1970s / 80s. The site is closer to the southern end of this gap and nearest sanitary and storm mains utilities are located approximately 170 m away.

The property is designated Low Density in the City's Official Community Plan (OCP) and zoned R-1 Single Family Residential in the Zoning Bylaw. The property is legally hooked across Lakeshore Road with a combined area of 4,492 m² (1.11 ac) total area and 67 m (220 ft) m of road frontage. The proposed subdivision would create a new parcel of 3,368 m² (0.832 ac) leaving a remainder of 1,124 m² (0.277 ac) and the existing single family dwelling.

Section 4.0 of the SDS Bylaw No. 4163 (Appendix 10) requires that all subdivisions provide works and services in accordance with the standards and specifications set out in Schedule B. In this case, that includes road upgrades, utility upgrades and utility extensions to the urban standard. Two drawings are attached, one showing the extent of the existing water, sanitary and storm sewer mains and what is required by the PLR (Appendix 7), and the other showing the servicing that is proposed by the variance (Appendix 8).

Section 5.4.3 of the Subdivision and Development Servicing Bylaw No. 4163 allows for an exemption from full works and services of the bylaw when the total parcel area divided by the minimum parcel size = 3 or fewer parcels. The total parcel area, 4,492 m², divided by minimum parcel size for subdivision in the R-1 zone, 450 m², is 9.98 potential parcels. The gross area of the subject property and even the area of eastern portion only (3,772 m²) are far from qualifying for an infill exemption.

The Subdivision Preliminary Layout Review (PLR) requires upgrading to the Urban Collector Road Standard (RD-3) including sidewalk, curb and gutter, boulevard, fire hydrants, and light standards. The present level of service in this area, and fronting the subject property, are below this standard with no sidewalks or bicycle lanes.

The applicant is offering to provide a 2 m of gravel surfaced pedestrian walkway instead of concrete sidewalk. Street lighting, and underground hydro / telecommunication infrastructure is also a requirement of the standard. In the letter from the applicant it is noted that the provision of street lighting would be costly. The applicant has requested waiving the requirement to provide City specification street lighting and instead add a davit light to an existing BC Hydro poll.

The water main terminates 5 m south of the northern property line, the PLR requires extension of the water main 62 m across the subject property frontage to serve adjacent parcels. The applicant is requesting that Council waive the requirement for the full extension of the water main to the opposite property boundary (southern most extent) and instead terminate after 28 m at the middle of the subject property to serve both the existing and proposed parcels.

The sanitary sewer main terminates 105 m south of the southern property line, the PLR requires extension of the sanitary main 174 m across the subject property frontage to serve adjacent parcels. The applicant is requesting that Council waive the requirement for the full extension of the sanitary main to the opposite property boundary (northern most extent) and instead terminate after 141 m at the middle of the subject property to serve both the existing and proposed parcels.

The storm sewer main terminates 105 m south of the south property boundary, the PLR requires extending the storm sewer main 174 m to the north property boundary. The applicant is requesting to instead use onsite storm disposal and ditching to save the cost associated with the extension and existing ground conditions. The PLR allows for discharge to the municipal storm water system or onsite disposal, subject to an Integrated Stormwater Management Plan (ISMP). This however does not relieve the requirement to extend the storm sewer main to address road drainage.

COMMENTSEngineering Department

The Engineering Department recommends that the requested variances be denied. However the Engineering Department would support the variance if amended to only waive road upgrades along on the west side of Lakeshore Road NE.

Engineering comments are attached as Appendix 9.

CONCLUSION

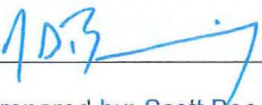
The proposed subdivision does not meet the infill exemption criteria.

Lakeshore Road sees a lot of traffic, both motor vehicle and active transportation, and pedestrian safety is a concern. If just this section of the road was reconfigured to meet the Urban Collector Road standard it would be inconsistent with the rest of the road, as the subject property is within a 1.1 km gap where there is no sidewalk; however, incremental upgrades are required to improve pedestrian safety. Residential development has resulted in sidewalks being installed on Lakeshore Road and 20 Street NE which have improved pedestrian movement despite the inconsistency.

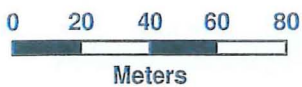
If the provision of water, sewer and storm sewer services is varied and the neighbouring properties are similarly developed for higher density residential the infrastructure burden would be pushed onto future developers and the City.

The estimated cost of servicing required by the PLR to be provided by the developer is \$247,800; this could be reduced to an estimated \$85,720 if all of the variance requests are approved.

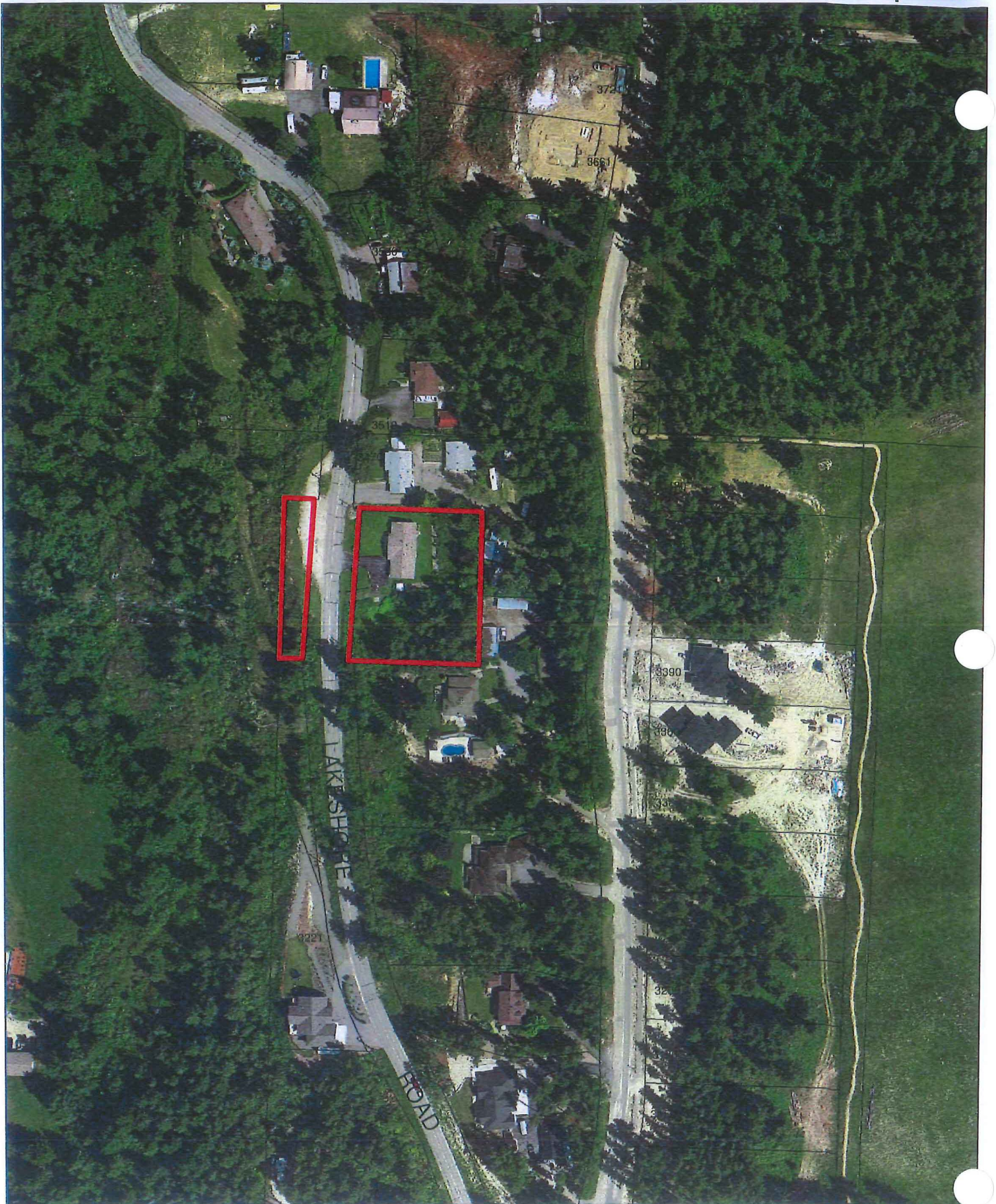
Should Council approve any of the variances, in particular for storm sewer works, the undersigned defers to the City Engineer's comments and recommendations (Appendix 9) for direction/suggestions.


Prepared by: Scott Beeching, MCIP, RPP
Senior Planner


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



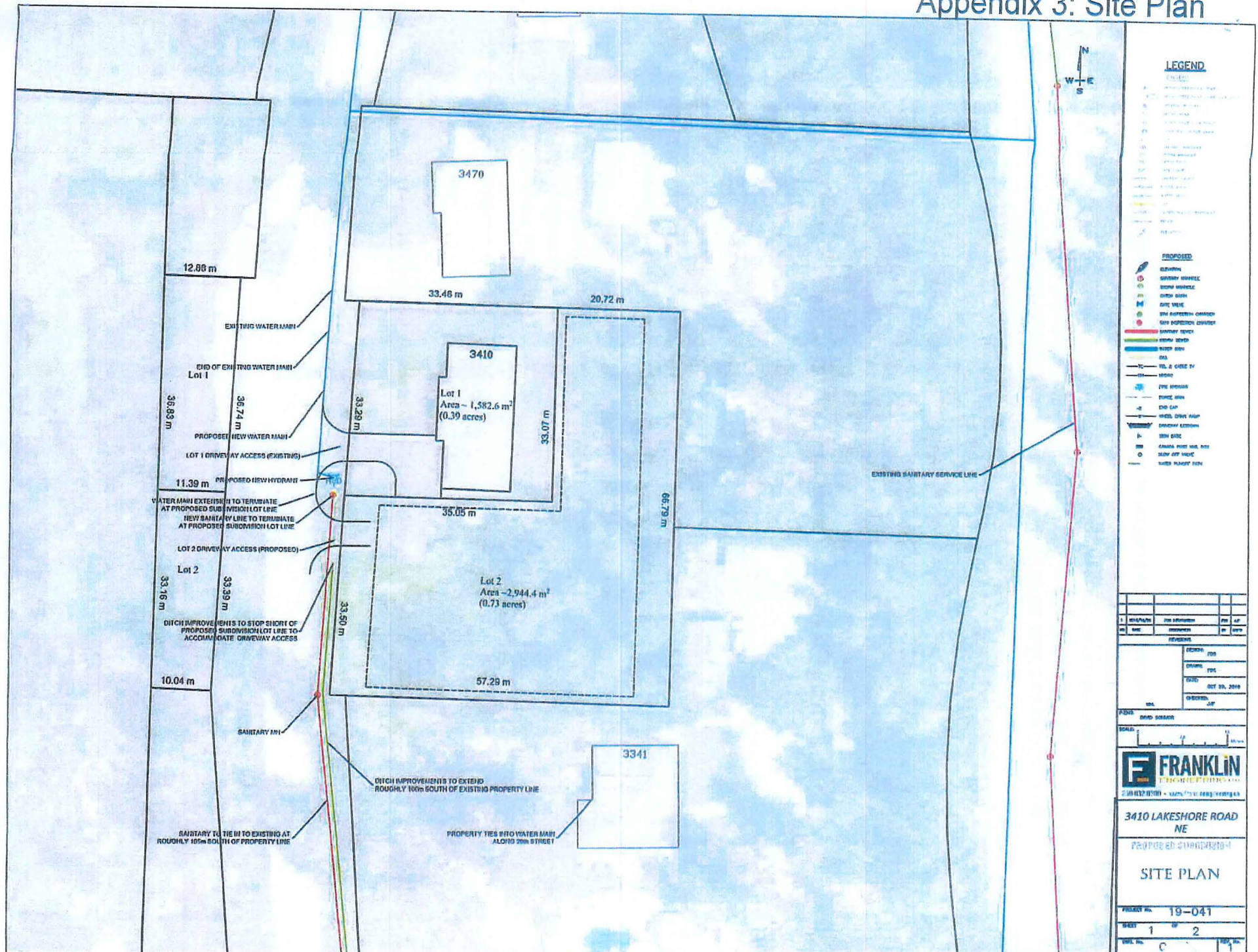
Subject Parcel



0 20 40 60 80
Meters



Subject Parcel





PO Box 2590, 416A 4th Street NE
 Salmon Arm, BC, V1E 4R5
 Phone 250.832.8380

Kevin Pearson, Approving Officer
 City of Salmon Arm
 PO Box 40, 500 2nd Ave NE
 Salmon Arm, BC V1E 4N2

January 21st, 2020

RE: Subdivision Variance Permit Application for 3410 Lakeshore Road N.E. - File: 19.14

Dear Mr. Pearson,

This letter supports a request for variances to the Subdivision and Development Servicing Bylaw No 4163 for the proposed subdivision at Lot A, Section 25, township 20, Range 10, W6M, KFYD Plan 24783, as submitted by David Sonmor, P.Eng. Thank you for your review of this letter, which describes the variances that the client has requested and reasons for this application.

The proposed subdivision lies on both the East and West sides of Lakeshore Road roughly 650 meters north of the intersection of Lakeshore road and 26th Avenue NE. The site is at a local high point with drainage running both North and South away from the property along Lakeshore Road. The property owner wishes to subdivide his lot into 2 parcels. Current lot area is roughly 4,527.0 m², subdivision would produce one 1,582.6 m² parcel with an existing house on it, and one 2,944.4 m² parcel (see attached drawing C-01).

These variances are intended to lift constraints on development that would provide unnecessary services and infrastructure and make the subdivision of the lot economically infeasible. It is in our opinion that these requested variances are reasonable and sensible given the location and existing condition of the site.

1. Subdivision Application Review Page 3 of 6, "Sanitary Sewer", (a)

Eliminate the requirement to extend an existing 200mm Sanitary Sewer line along Lakeshore Road to the northern boundary of the property. Due to the fact that the subject property is located on a local high point (see attached drawing C-02), a city sanitary service line running along Lakeshore Road from the south would only have the capacity to service the subject property and potentially the northern neighboring property (property 3470). The property owner to the north of the subject property (property 3470) has raised objection to having city sanitary services installed



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 Phone 250.832.8380

infront of his property. As an alternative, the existing sanitary line could be extended to approximately 33 meters north of the subject property's southern boundary, at the approximate proposed subdivided parcel line (see attached drawing C-01). This would allow both subdivided parcels to tie into the City sanitary main along Lakeshore Road while the northern neighboring property (property 3470) would still have access to city sanitary services to the east of the property along 20th Street NE.

2. Subdivision Application Review Page 3 of 6, "Drainage", (b)

Eliminate the requirement for extending the storm sewer along lakeshore road to the northern property boundary. The property in question sits on a local high point of Lakeshore road indicating that the only end user for the storm connection proposed by the City would be the current property owner. The existing house already has an onsite Storm system and the Client will provide an alternate Storm Water Management Plan making use of rock pits and overland drainage for the City to consider. This will likely include overland drainage improvements running along the East side of Lakeshore road extending South of the subject property (see attached drawings C-01 & C-02). It should be noted that the high likelihood of encountering shallow bedrock on this project is a risk that is of particular concern given the small scale of the proposed subdivision and large difference in construction cost. The additional costs incurred from having to trench through bedrock are substantial enough to make a project financially infeasible. This is a risk that could be eliminated by way of properly channelized overland flow.

3. Subdivision Application Review Page 3 of 6, "Water System", (a)

Eliminate the requirement for extending the Existing water main along Lakeshore Road to the southern property boundary. The Lot to the south of the subject property currently ties into an existing water main running along 20th street. For this reason, extending the existing water main along Lakeshore road to the southern property boundary is unnecessary. The client would like to extend the existing water main to the proposed new parcel line (see attached drawing C-01). This would provide adequate pipe length to install a new hydrant just north of the proposed new parcel line, as well as allowing for the proposed southern parcel to be serviced by the main running along Lakeshore Road.

4. Subdivision Application Review Page 2 of 6, "Roads/Access", (b)

Eliminate the requirement for upgrades to street lights, road cross section, sidewalk, and curb & gutter along Lakeshore Road (see drawing C-03). The subject property is



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 Salmon Arm, BC, V1E 4R5
 Phone 250.832.8380

located on a roughly 1.1km rural section of Lakeshore Road. Existing sidewalk and curb & gutter terminates roughly 300m south of the subject property and roughly 800m north of the subject Property (see attached figure C-04). Outside of the downtown core, Lakeshore Road is currently illuminated exclusively by BC Hydro pole mounted lights (see attached figure C-04). The proposed lot subdivision meets all requirements for a city infill exemption with the exception of parcel size, however, it is in Franklin Engineering's opinion that it meets the intent of the infill exemption due to the fact that it is a small 2 lot subdivision surrounded by comparably large rural lots and includes undevelopable portions of land West of Lakeshore. Due to the non contiguous nature of these potential upgrades (see drawing C-03), the relatively small scale of the proposed subdivision, and the uniform lighting and road cross sections both north and south of the subject property, the client would like to request that the above requirements for subdivision development be eliminated. It is Franklin Engineering's understanding that one of the city's primary concerns in the area is pedestrian safety. In order to address this concern, it is proposed that a 2 meter wide gravel surfaced pedestrian walkway be installed east of Lakeshore's eastern ditch line. In order to provide additional lighting, it is proposed that an additional BC Hydro pole mounted street light be installed west of Lakeshore on an existing pole near the client's southern property line. Together, these proposed alternatives will provide both safe lighting, and safe separation from traffic for pedestrian use while giving consideration to the financial burden large scale infrastructure upgrades can have on small scale subdivisions.

The reduction of new infrastructure requirements from those listed in the PLA, to those proposed in the DVP, will allow subdivision of the subject property to become economically feasible while both maintaining the rural nature of the surrounding properties, and providing appropriate access to city services for all properties affected.

We welcome your review of these proposed variance requests and look forward to addressing any questions or concerns you may have regarding them. We trust that we have presented a case that these are reasonable, sound variances to the applicable bylaws, which allow for an efficient use of this site.

Sincerely,

A handwritten signature in blue ink, appearing to read 'David Sonmor'.

David Sonmor, P.Eng.
 Franklin Engineering



PREPARED BY:
FRANKLIN ENGINEERING LTD.
CALCULATED BY: David Sonmor
REVIEWED BY: Jayme Franklin
Date: Jan 06, 2019

PLA & DVP ESTIMATES

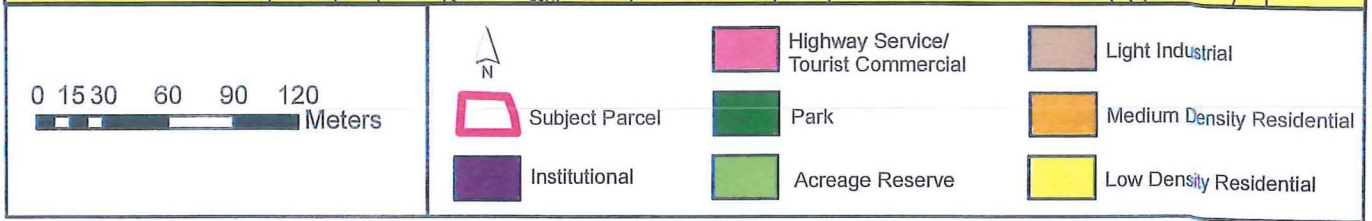
3410 Lakeshore Road NE

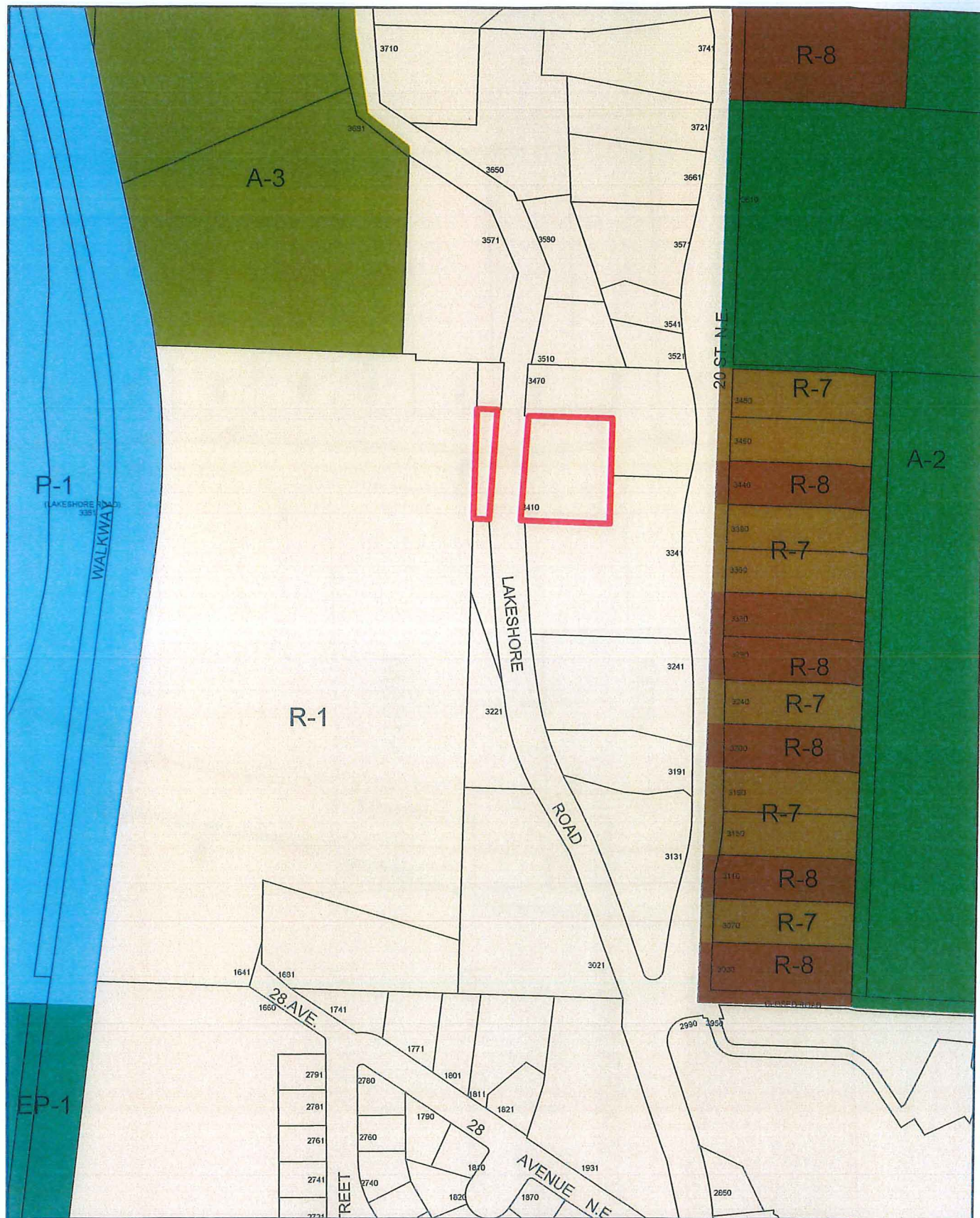
DVP

PLA

PLA minus DVP

ITEM	MIMCD Reference	DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL	QTY	UNIT PRICE	TOTAL	TOTAL
1.0	Division 33	Utilities - Water Works								
1.01	33 11 01	Supply & install 150mm C900 PVC watermain	m	28	\$200.00	\$5,600.00	62	\$200.00	\$12,400.00	\$6,800.00
1.02	33 11 01	Supply & install Hydrant	ea	1	\$8,500.00	\$8,500.00	1	\$8,500.00	\$8,500.00	\$0.00
1.03	33 11 01	connect to existing	ea	1	\$5,000.00	\$5,000.00	1	\$5,000.00	\$5,000.00	\$0.00
		Water Works Subtotal				\$19,100.00			\$25,900.00	\$6,800.00
2.0	Division 33	Utilities - Storm								
2.01	33 40 01	Supply & install 250mm PVC main	m	0	\$200.00	\$0.00	172	\$200.00	\$34,400.00	\$34,400.00
2.02	33 40 01 & 33 44 01	Supply & install manhole complete with base, barrels, lid, frame, etc.	ea	0	\$5,000.00	\$0.00	2	\$5,000.00	\$10,000.00	\$10,000.00
2.03	31 22 01	reshape ditchline	m	240	\$50.00	\$12,000.00	140	\$50.00	\$7,000.00	(\$5,000.00)
2.04	33 40 01 & 33 44 01	install new rockpit (assumed 2 barrel) c/w base, barrels, lid, frame, granular fill, filter fabric	ea	1	\$7,500.00	\$7,500.00	0	\$7,500.00	\$0.00	(\$7,500.00)
		Storm Sewer Subtotal				\$19,500.00			\$51,400.00	\$31,900.00
3.0	Division 33	Utilities - Sanitary								
3.01	33 30 01	Supply & install 200mm PVC main	m	141	\$200.00	\$28,200.00	174	\$200.00	\$34,800.00	\$6,600.00
3.02	33 44 01	Supply & install manhole complete with base, barrels, lid, frame, etc.	ea	2	\$5,000.00	\$10,000.00	2	\$5,000.00	\$10,000.00	\$0.00
		Sanitary Sewer Subtotal				\$38,200.00			\$44,800.00	\$6,600.00
4.0	Division 32	Curb & Sidewalk								
4.01	03 30 20	Supply & install new sidewalk (1.8m) (2 sides)	m ²	0	\$100.00	\$0.00	252	\$100.00	\$25,200.00	\$25,200.00
4.02	03 30 20	Supply & install new Curb & Gutter (2 sides)	m	0	\$120.00	\$0.00	140	\$120.00	\$16,800.00	\$16,800.00
4.03	03 30 20	Supply & install new gravel walkway	m	70	\$20.00	\$1,400.00	0	\$20.00	\$0.00	(\$1,400.00)
		Curb & Sidewalk Subtotal				\$1,400.00			\$42,000.00	\$40,600.00
5.0	Division 26	Electrical								
5.01	26 56 01	Supply & install new davit street light c/w power base	ea	0	\$6,000.00	\$0.00	4	\$6,000.00	\$24,000.00	\$24,000.00
5.02	31 23 01 & 26 56 01	Supply & install underground wiring includes trenching, conduit, and all required appurtenances	m	0	\$100.00	\$0.00	91	\$100.00	\$9,100.00	\$9,100.00
5.03	31 23 01 & 26 56 01	Supply & install underground wiring includes trenching, conduit, and all required appurtenances - BC Hydro crossing	m	0	\$200.00	\$0.00	15	\$200.00	\$3,000.00	\$3,000.00
5.04	31 23 01	Supply & install BC Hydro owned & maintained pole mounted street light - all service fees to be paid for by the City of Salmon Arm, work to be completed by others	ea	1	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00
5.05	31 23 01 & 26 56 01	BC Hydro Service Drop	ea	0	\$10,000.00	\$0.00	1	\$10,000.00	\$10,000.00	\$10,000.00
		Curb & Sidewalk Subtotal				\$0.00			\$46,100.00	\$46,100.00
6.0	Division 32	Road Works								
6.01	-	concrete cutting	m	35	\$10.00	\$350.00	160	\$10.00	\$1,600.00	\$1,250.00
6.02	-	concrete cutting - BC Hydro crossing - street lights	m	0	\$10.00	\$0.00	30	\$10.00	\$300.00	\$300.00
6.03	32 11 16.1	Supply & install 450mm sub base material (75mm)	m3	16	\$190.00	\$3,040.00	111	\$70.00	\$7,770.00	\$4,730.00
6.04	32 11 23	Supply & install 75mm base course (25mm)	m3	3	\$210.00	\$630.00	19	\$145.00	\$2,755.00	\$2,125.00
6.05	32 12 16	Supply and install 100mm hot mix asphalt	m2	35	\$100.00	\$3,500.00	245	\$75.00	\$18,375.00	\$14,875.00
6.06	32 12 16	Supply and install 100mm hot mix asphalt - repair work - BC Hydro crossing - street lights	m2	0	\$100.00	\$0.00	45	\$100.00	\$4,500.00	\$4,500.00
6.07	32 12 16	remove and dispose waste asphalt - BC Hydro crossing - street lights	LS	0	\$800.00	\$0.00	1	\$800.00	\$800.00	\$800.00
6.08	32 12 16	traffic accommodation - alternating single lane w/ flaggers - BC Hydro crossing - street lights	LS	0	\$1,500.00	\$0.00	1	\$1,500.00	\$1,500.00	\$1,500.00
		Curb & Sidewalk Subtotal				\$7,520.00			\$37,600.00	\$30,080.00
		ESTIMATE SUB-TOTAL:				\$85,720.00			\$247,800.00	\$162,080.00





0 15 30 60 90 120
Meters



Subject Parcel



P-1 Park & Recreation



R-1 Single Family Residential



R-1 Large Lot Single Family Residential



R-8 Single Family/Secondary Suite Residential



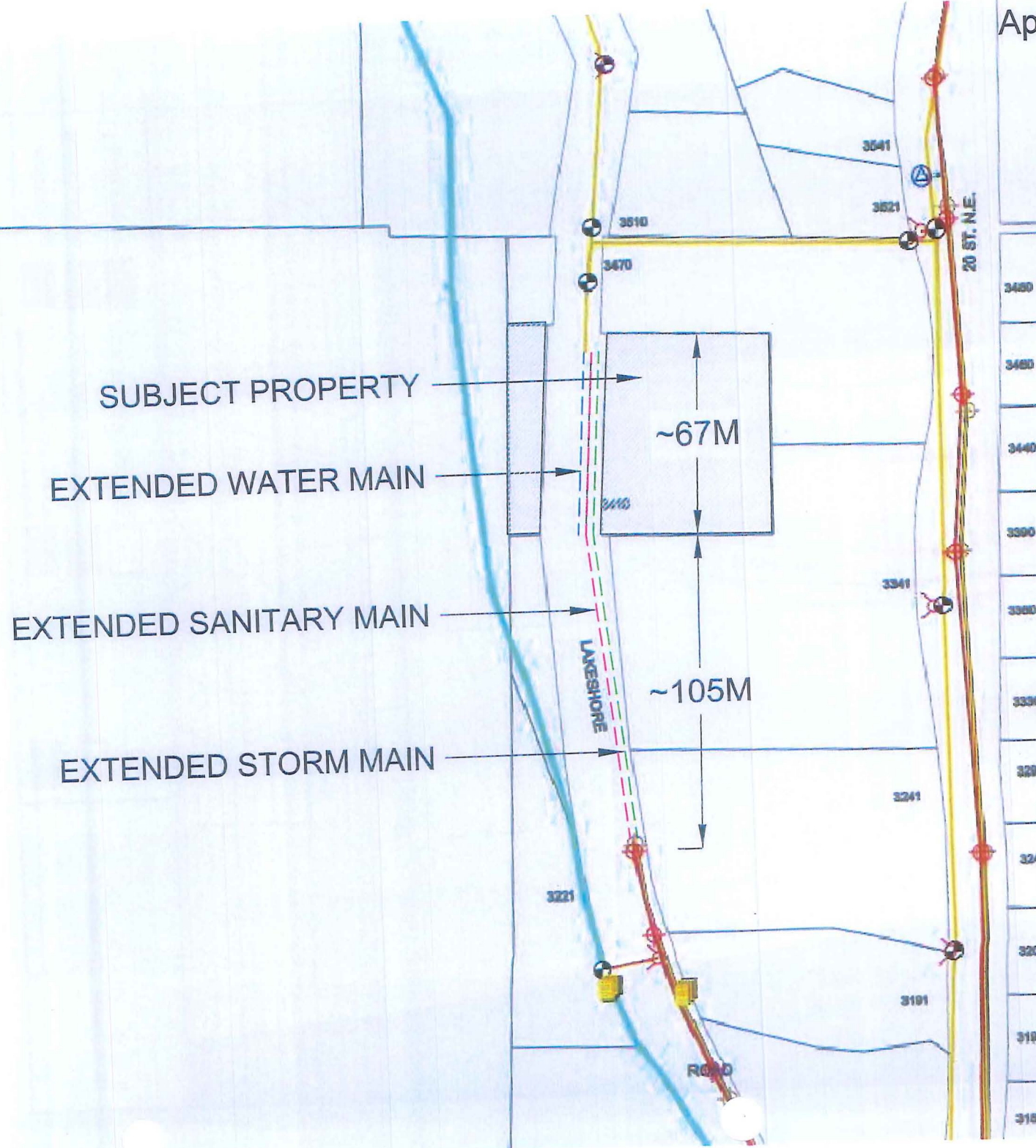
A-2 Rural Holding

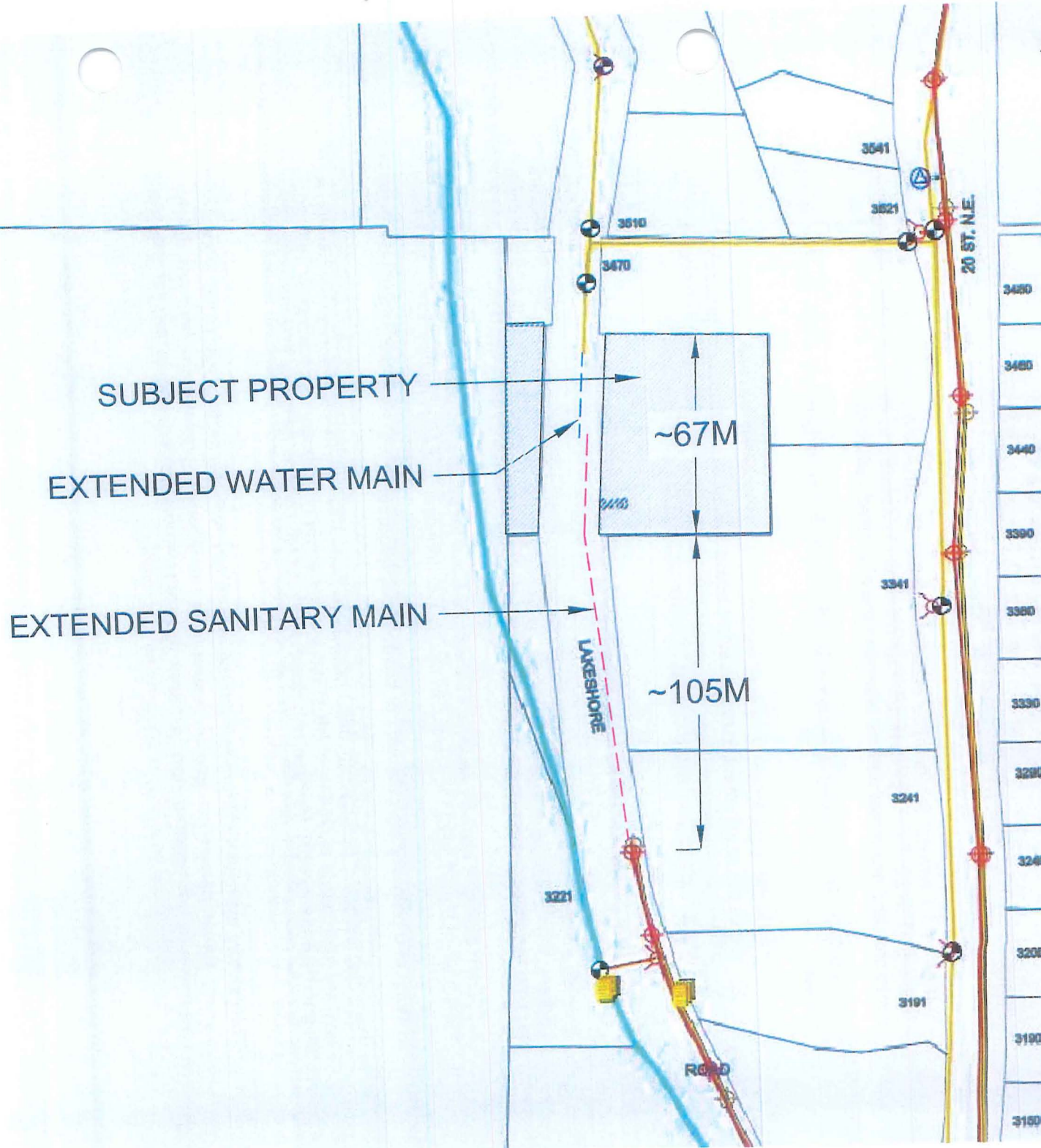


A-3 Small Holding



EP-1 Ecological Protection





**CITY OF
SALMON ARM***Memorandum from the
Engineering and Public
Works Department*

TO: Kevin Pearson, Director of Development Services
DATE: 5 February 2020
PREPARED BY: Matt Gienger
OWNER: Micku, B., Lakeshore Road NE, Salmon Arm, BC V1E 3N4
APPLICANT: Franklin Engineering – D. Sonmor, PO Box 2590, 416A Street NE
Salmon Arm, BC V1E 4R5
SUBJECT: **VARIANCE PERMIT APPLICATION NO. VP- 505**
LEGAL: Lot A, Section 25, Township 20, Range 10, W6M KDYD, Plan 24783
CIVIC: 3410 Lakeshore Road NE

Further to the request for variance dated November 18, 2019 and subsequent revisions dated January 21 2020; the Engineering Department has reviewed the site and offers the following comments and recommendations relative to the requested variances:

The applicant is requesting a variance to Subdivision & Servicing Bylaw 4163, Section 4.0 as follows:

1. Waive the requirement to extend sanitary sewer to northern boundary of property;
2. Waive the requirement to extend storm sewer to northern boundary of property;
3. Waive the requirement to extend water main to the southern boundary of property;
4. Waive the requirement to upgrade the frontages of the subject property.

1. Waive the requirement to extend sanitary sewer to northern boundary of property.

The Subdivision and Development Servicing Bylaw 4163 (SDSB) requires that developers upgrade their frontage to a specific service level and provide adequate servicing to the parcels and the to furthest extent of their parcels to allow for future upstream development.

A 200mm diameter sanitary sewer on Lakeshore Road terminates approximately 105m south of the southern boundary of the subject property. The applicant is proposing to extend the sanitary main to the southern boundary of the new northern parcel, which would provide servicing to the existing and proposed parcels, but not the upstream property.

The adjacent parcel to the north, 3470 Lakeshore Road NE, is not connected to City sanitary. A sanitary main exists on 20 Street NE to the parcel's eastern boundary, approximately 15 to 20m higher than the parcel's frontage on Lakeshore Road NE. Staff's opinion is that the main on 20 Street NE will not adequately service 3470 Lakeshore Road NE.

The sanitary main should be required to be extended across the full frontage of the property to support future connection and/or development of adjacent property to the north. If this connection is not required now, a future developer would be required to pay for extended services without the possibility of a latecomer's agreement.

The applicant would have the option of applying a latecomer's agreement to 3341 Lakeshore Road, which benefits from the installation of sanitary sewer system within their frontage.

DEVELOPMENT VARIANCE PERMIT APPLICATION NO. VP-505

Page 2

Recommendation:

The Engineering Department recommends that the requested variance to waive the requirement to extend the sanitary main be denied.

2. Waive the requirement to extend storm sewer to the northern boundary of the property.

A 375mm diameter storm sewer on Lakeshore Road terminates approximately 105m south of south property line. Extending this storm sewer across the frontage along Lakeshore Road to the northern boundary of the subject property is required by the SDSB to provide stormwater conveyance for the properties and road drainage.

The applicant has applied to waive the need for any storm sewer installation along Lakeshore Road. The applicant has indicated the existing and created parcels would utilize on site storm water disposal. Given the proximity of steep slopes on the west boundary of the property, the Engineering Department does not support on site storm water disposal in the absence of adequate geotechnical documents supporting ground disposal. Surface disposal to adequate ditching could be considered in the interim; however, catchbasins and curbing are required along frontage.

In the area between the subject parcel and the existing storm sewer to the south, ditching would prove adequate in the interim. Therefore, in an effort to reduce the developer's costs, the Engineering Department would be in favour of waiving the need for storm sewer main between the parcel's southern boundary and the existing storm sewer approximately 105m south of the south property line.

If this variance is denied by council and a storm sewer main is required to be extended across the subject property's frontage, the applicant would have the option of applying a latecomer's agreement to the benefiting property, 3341 Lakeshore Road.

Recommendation:

The Engineering Department recommends that the requested variance to waive the requirement to extend the storm sewer to the northern boundary of the property be denied. However, the Engineering Department would support the variance if amended to include new storm sewer main along the frontage of the subject parcel with appropriate ditching to the south of the southern boundary of the subject parcel.

3. Waive the requirement to extend water main to the southern boundary of the property.

An existing 150mm diameter Zone 2 watermain on Lakeshore Road terminates approximately 5m south of the north property line. Extending this watermain across the frontage of subject property is required by the Subdivision and Development Servicing Bylaw.

The property directly to the south of the subject property is currently serviced by the water main within 20 Street NE. Although extending the water main would not immediately benefit this property it would be beneficial for future development.

DEVELOPMENT VARIANCE PERMIT APPLICATION NO. VP-505

Page 3

A major consideration for extending the water main in this location is to promote future water main looping. Looping helps reduce areas of stagnant water, reduces maintenance costs, reduces water velocity and increases reliability of service by feeding services from two locations rather than one.

Recommendation:

The Engineering Department recommends that the requested variance to waive the requirement to extend the storm sewer to the southern boundary of the property be denied.

4. Waive the requirement to upgrade frontages of the subject property.

The Subdivision and Development Servicing Bylaw 4163 (SDSB) requires that developers upgrade their frontage onto all City roads to meet the current bylaw standards. This helps the City to move towards a uniform road standard and reduces the burden on the City to fund upgrades across the frontage of development properties.

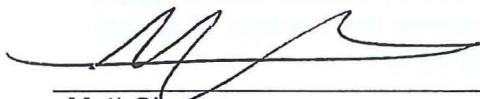
Lakeshore Road is currently constructed to an Interim Rural Road standard. Upgrading to an Urban Collector Road standard is required on east and west sides of road, in accordance with Specification Drawing No. RD-3. Upgrading may include, but is not limited to, road widening and construction, bike lane, curb & gutter, sidewalk, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications.

Given the small undevelopable area of the subject parcel on the west side of Lakeshore Road NE, the Engineering Department finds it reasonable to waive the requirement of frontage upgrades on the west side of Lakeshore Road NE.

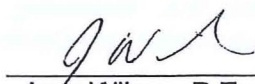
This area of Lakeshore Road sees a high level of vehicular, cyclist and pedestrian traffic, exacerbated by the lack of transit service and limited school bus service to the Raven area. Pedestrian safety has been raised as a concern regularly in this area. This proposed development would be the first within this area to upgrade to the standards specified in the SDSB; however, it is important that the requirements of frontage upgrades be enforced to increase pedestrian and cyclist safety, even for a short stretch of road.

Recommendation:

The Engineering Department recommends that the requested variance to waive the requirement to upgrade frontages of the subject property be denied. However, the Engineering Department would support the variance if amended to waive improvements on the west side of Lakeshore Road NE only.



Matt Gienger
Engineering Assistant



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

- 5.4 At the time of *Subdivision*, the provision of underground distribution wiring, ornamental street lighting, fire hydrants, constructed *Highways* including curb and gutter, sidewalks, trails, roadside corridors, *Boulevards* and signage shall not be required where:
- 5.4.1 The *Subdivision* is located in an Urban Development Area;
 - 5.4.2 The *Parcel* being subdivided is zoned R-1 (Single Family Residential), R-2 (Single Family/Duplex Residential), R-3 (Waterfront Residential), R-7 (Large Lot Single Family Residential), R-8 (Single Family/Secondary Suite Residential) or R-9 (Estate Residential);
 - 5.4.3 The total *Parcel* area divided by the minimum *Parcel* area required for the applicable zoning is less than 4;
 - 5.4.4 New *Street* or *Street* extensions are not required to service the *Subdivision*; and
 - 5.4.5 Existing *Works and Services* have sufficient capacity for any demands directly attributable to the proposed *Development*.
- 5.5 At the time of *Development*, the provision of underground distribution wiring, ornamental *Street* lighting, fire hydrants, paved frontage roads, curb and gutter, sidewalks, trails, roadside corridors, *Boulevards* and signage shall not be required where:
- 5.5.1 The *Development* is located in an Urban Development Area;
 - 5.5.2 The *Development* is located on a *Parcel* zoned R-1 (Single Family Residential), R-2 (Single Family/Duplex Residential), R-3 (Waterfront Residential), R-7 (Large Lot Single Family Residential), R-8 (Single Family/Secondary Suite Residential), R-9 (Estate Residential);
 - 5.5.3 The *Development* is limited to the construction of one *Single Family Dwelling*, one duplex, one *Single Family Dwelling* with a secondary suite, an accessory *Building*, or an addition to a dwelling or accessory *Building*;
 - 5.5.4 New *Highways* or highway extensions are not required to service the *Development*; and
 - 5.5.5 Existing *Works and Services* have sufficient capacity for any demands directly attributable to the proposed *Development*.

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Item 26.

CITY OF SALMON ARM

Date: February 24, 2020

Moved: Councillor Lindgren

Seconded: Councillor Flynn

THAT: the Regular Council Meeting of February 24, 2020, be adjourned.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

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