



AGENDA

Regular Council Meeting

Monday, April 24, 2017

1:30 p.m.

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

Room 100 of City Hall

500 – 2 Avenue NE

Page #	Item #	Description
	1.	CALL TO ORDER
1 - 2	2.	IN-CAMERA SESSION
	3.	ADOPTION OF AGENDA
	4.	DISCLOSURE OF INTEREST
	5.	PRESENTATIONS / DELEGATIONS
	6.	CONFIRMATION OF MINUTES
3 - 14	1.	Regular Council Meeting Minutes of April 10, 2017
	7.	COMMITTEE REPORTS
15 - 18	1.	Development and Planning Services Committee Meeting Minutes of April 18, 2017
19 - 22	2.	Social Impact Advisory Committee Meeting Minutes of March 14, 2017
23 - 26	3.	Agricultural Advisory Committee Meeting Minutes of March 15, 2017
27 - 30	4.	Downtown Parking Commission Meeting Minutes of March 21, 2017
31 - 34	5.	Environmental Advisory Committee Meeting Minutes of April 6, 2017
	8.	INTRODUCTION OF BYLAWS
35 - 46	1.	Zoning Amendment Bylaw No. 4206 [ZON-1088; Raspberry, B. & W. & 0815605 B.C. Ltd.; 921 & 941 Harbourfront Drive NE; R-7 to R-8] - First and Second Readings
	9.	RECONSIDERATION OF BYLAWS
47 - 56	1.	2017 - 2021 Financial Plan Amendment Bylaw No. 4205 - Final Reading
47 - 62	2.	2017 Annual Taxation Rate Bylaw No. 4201- Final Reading
63 - 82	3.	Zoning Amendment Bylaw No. 4157 [ZON-1065; Hermanski, B. & McDiarmid, I. / Jorgensen, F.; 1151 - 8 Avenue NE; R-1 to R-4] - Final Reading

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|-----------|------------|--|
| | 10. | CORRESPONDENCE |
| 83 – 84 | 1. | Informational Correspondence |
| 85 – 90 | 2. | C. Langston, Salmon Arm Sockeyes Swim Meet Manager – letter dated April 18, 2017 – Request for Permission – Overnight Camping within Recreation Centre Parking Lot |
| | 11. | STAFF REPORTS |
| 91 – 94 | 1. | Director of Engineering and Public Works – Water Pollution Control Centre – Ultraviolet (UV) Light Disinfection System Equipment Purchase |
| 95 – 96 | 2. | Director of Engineering and Public Works – 2017/2018 Annual Transit Operating Agreement & Transit Service Agreement |
| 97 – 100 | 3. | Director of Engineering and Public Works – 2017 Paving Program – Tender Award |
| 101 – 104 | 4. | Director of Engineering and Public Works – Award of RFP for Engineering Services for 9 Avenue & 30 Street NE Roundabout Design |
| | 12. | NEW BUSINESS |
| | 13. | COUNCIL STATEMENTS |
| | 14. | NOTICE OF MOTION |
| | 15. | UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS |
| | 16. | OTHER BUSINESS |
| | 17. | QUESTION AND ANSWER PERIOD |

7:00 p.m.

Page #	Item #	Description
	18.	DISCLOSURE OF INTEREST
	19.	HEARINGS
105 – 112	1.	Development Variance Application No. VP-453 [1001833 BC Ltd. (D. Barnard)/ Browne Johnson Land Surveyors; 4580 – 71 Avenue NE; Setback Variance]
	20.	STATUTORY PUBLIC HEARINGS
	21.	RECONSIDERATION OF BYLAWS
	22.	QUESTION AND ANSWER PERIOD
113 – 114	23.	ADJOURNMENT

Item 2.

CITY OF SALMON ARM

Date: April 24, 2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

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

Vote Record

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

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

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Item 6.1

CITY OF SALMON ARM

Date: April 24, 2017

Moved: Councillor Harrison

Seconded: Councillor Eliason

THAT: the Regular Council Meeting Minutes of April 10, 2017, be adopted as circulated.

Vote Record

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

Opposed:

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

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm held in Meeting Room 100 of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, April 10, 2017.**

PRESENT:

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

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

ABSENT:

Councillor K. Flynn

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0148-2017 Moved: Councillor Eliason
 Seconded: Councillor Jamieson
 THAT: Pursuant to Section 90 (1) of the Community Charter, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:30 p.m.
Council returned to Regular Session at 2:20 p.m.
Council recessed until 2:30 p.m.

Mayor Cooper presented Kevin Pearson, Director of Development Services, with a Certificate in Local Government Administration from the Board of Examiners. She congratulated Mr. Pearson on his achievement and thanked him on behalf of Council for his hard work and dedication to the City.

3. REVIEW OF AGENDA

4. DISCLOSURE OF INTEREST

No interest was declared.

5. PRESENTATIONS / DELEGATIONS**1. Staff Sergeant West, Salmon Arm RCMP Detachment – Quarterly Policing Report – January 1 – March 31, 2017**

Staff Sergeant West of the Salmon Arm RCMP detachment provided a quarterly report and was available to answer questions from Council.

2. Angela Spencer, BDO Canada LLP – 2016 Audited Financial Statements

Angela Spencer, BDO Canada LLP gave a presentation on the 2016 Audited Financial Statements. She was available to answer questions from Council.

11. STAFF REPORTS**1. Chief Financial Officer – 2016 Financial Statements**

0149-2017

Moved: Councillor Harrison

Seconded: Councillor Lavery

THAT: the Financial Statements for the year ended December 31, 2016 be adopted as presented.

CARRIED UNANIMOUSLY

6. CONFIRMATION OF MINUTES**1. Regular Council Meeting Minutes of March 27, 2017**

0150-2017

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting Minutes of March 27, 2017 be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS**1. Development and Planning Services Committee Meeting Minutes of April 3, 2017**

0151-2017

Moved: Councillor Jamieson

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee Meeting Minutes of April 3, 2017, be received as information.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS - Continued2. Downtown Parking Commission Meeting Minutes of February 21, 2017

0152-2017

Moved: Councillor Harrison

Seconded: Councillor Lavery

THAT: the Downtown Parking Commission Meeting Minutes of February 21, 2017, be received as information.

CARRIED UNANIMOUSLY8. INTRODUCTION OF BYLAWS1. 2017 Final Budgeta) 2017 - 2021 Financial Plan Amendment Bylaw No. 4205 - First, Second and Third Readingsb) 2017 Annual Taxation Rate Bylaw No. 4201- First, Second and Third Readings

153-2017

Moved: Councillor Harrison

Seconded: Mayor Cooper

THAT: the Class 5 (Light Industry) General Municipal Tax Multiple be reduced by shifting general municipal property tax revenue from Class 5 (Light Industry) to Class 6 (Business) in order to equalize the Class 5 (Light Industry) and Class 6 (Business) general municipal property tax rates over a three (3) year period, irrespective of increases or decreases in new construction in Class 5 (Light Industry) and Class 6 (Business) property assessments.

DEFEATED

Mayor Cooper, Councillors, Eliason, Jamieson, Lavery and Wallace Richmond Opposed

154-2017

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the Class 5 (Light Industry) General Municipal Tax Multiple be reduced by shifting general municipal property tax revenue from Class 5 (Light Industry) to Class 6 (Business) in order to equalize the Class 5 (Light Industry) and Class 6 (Business) general municipal property tax rates, irrespective of increases or decreases in new construction in Class 5 (Light Industry) and Class 6 (Business) property assessments;

AND THAT: a report be brought forward to Council in the fall of 2017 which outlines the impact of maintaining the same general municipal tax revenue for Class 4 (Major Industry) by shifting any increase in Class 4 (Major Industry) to the other general municipal property tax classifications for a three (3) year and five (5) year period irrespective of increases or decreases in new construction in Class 4 (Major Industry) property assessments;

8. INTRODUCTION OF BYLAWS - Continued

1. 2017 Final Budget - Continued

- a) 2017 - 2021 Financial Plan Amendment Bylaw No. 4205 - First, Second and Third Readings - Continued
- b) 2017 Annual Taxation Rate Bylaw No. 4201- First, Second and Third Readings - Continued

AND THAT: the debenture debt authorized under Bylaw No. 3569 (MFA Issue No. 102) be paid down in the amount of \$110,000.00;

AND THAT: the bylaw entitled City of Salmon Arm 2017 to 2021 Financial Plan Amendment Bylaw No. 4205 be given first, second and third readings;

AND FURTHER THAT: the bylaw entitled City of Salmon Arm 2017 Annual Rate of Taxation Bylaw No. 4201 be given first, second and third readings.

Amendment:

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the 2017 - 2021 Financial Plan be amended to reduce the funding from the Climate Action Reserve by \$45,000.00 and fund same from the Shaw Centre Major Maintenance Reserve Fund.

CARRIED

Mayor Cooper and Councillor Eliason Opposed

Motion as Amended:

CARRIED UNANIMOUSLY

9. RECONSIDERATION OF BYLAWS

- 1. Parkland Disposal and Exchange Bylaw No. 4175 [Hostman, C. & C./ Browne Johnson Land Surveyors; 1890 - 20 Avenue NE & 1830 - 17 Street NE] - Final Reading

0155-2017

Moved: Councillor Jamieson

Seconded: Councillor Eliason

THAT: the bylaw entitled Parkland Disposal and Exchange Bylaw No. 4175 be read a final time.

CARRIED

Councillor Harrison Opposed

9. RECONSIDERATION OF BYLAWS - Continued

2. Official Community Plan Amendment Bylaw No. 4187 [OCP4000-28; Hostman, C. & C./ Browne Johnson Land Surveyors; 1890 - 20 Avenue NE & 1830 - 17 Street NE] - Final Reading

0156-2017

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: the bylaw entitled Official Community Plan Amendment Bylaw No. 4187 be read a final time.

CARRIED

Councillor Harrison Opposed

3. Official Community Plan Amendment Bylaw No. 4190 [OCP4000-29; Affinity Developments Ltd. /Jobeck Enterprises Ltd.; 2081 - 11 Avenue NE; HC - HR] - Final Reading

0157-2017

Moved: Councillor Harrison

Seconded: Councillor Eliason

THAT: the bylaw entitled Official Community Plan Amendment Bylaw No. 4190 be read a final time.

CARRIED UNANIMOUSLY

4. Zoning Amendment Bylaw No. 4191 [ZON-1084; Affinity Developments Ltd. /Jobeck Enterprises Ltd.; 2081 - 11 Avenue NE; R-1 to R-5] - Final Reading

0158-2017

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4191 be read a final time.

CARRIED UNANIMOUSLY5. 2016 Final Budget

- a) City of Salmon Arm 2016 to 2020 Financial Plan Amendment Bylaw No. 4195 - Final Reading
- b) City of Salmon Arm Parks Development Reserve Fund Expenditure Bylaw No. 4196 - Final Reading
- c) City of Salmon Arm Community Centre Major Maintenance Reserve Fund Expenditure Bylaw No. 4197 - Final Reading
- d) City of Salmon Arm Cemetery Columbarium Reserve Fund Expenditure Bylaw No. 4198 - Final Reading
- e) City of Salmon Arm Police Vehicles Reserve Fund Expenditure Bylaw No. 4199 - Final Reading
- f) City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4200 - Final Reading

9. RECONSIDERATION OF BYLAWS - Continued

5. 2016 Final Budget - Continued

g) City of Salmon Arm Water Major Maintenance Reserve Fund Expenditure Bylaw No. 4202 - Final Reading - Continued

0159-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Jamieson

THAT: the following bylaws be read a final time:

- City of Salmon Arm 2016 to 2020 Financial Plan Amendment Bylaw No. 4195;
- City of Salmon Arm Parks Development Reserve Fund Expenditure Bylaw No. 4196;
- City of Salmon Arm Community Centre Major Maintenance Reserve Fund Expenditure Bylaw No. 4197;
- City of Salmon Arm Cemetery Columbarium Reserve Fund Expenditure Bylaw No. 4198;
- City of Salmon Arm Police Vehicles Reserve Fund Expenditure Bylaw No. 4199;
- City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4200; and
- City of Salmon Arm Water Major Maintenance Reserve Fund Expenditure Bylaw No. 4202.

CARRIED UNANIMOUSLY

10. CORRESPONDENCE

1. Informational Correspondence

For information.

14. Emergency Management BC - email dated March 22, 2017 - EMBC - Call for Proposals for the National Disaster Mitigation Program (NDMP)

Councillor Wallace Richmond left the meeting at 4:24 p.m.

NOTICE OF MOTION (Councillor Lavery)

THAT: staff be directed to resubmit the grant funding application to Emergency Management BC under the National Disaster Mitigation Program (NDMP).

Councillor Wallace Richmond returned at 4:26 p.m.

The meeting recessed at 4:30 and reconvened at 4:38 p.m.

11. STAFF REPORTS – Continued**2. Chief Financial Officer – 2017 Assessments / New Construction**

Received for information.

3. Director of Engineering and Public Works - Shuswap Regional Airport - Phase II Environmental Site Assessment (Final)

0160-2017

Moved: Councillor Harrison

Seconded: Councillor Lavery

THAT: Council receive for information the Shuswap Regional Airport Phase II Environmental Site Assessment (2017) as prepared by SLR Consulting (Canada) Ltd.

CARRIED UNANIMOUSLY

4. Director of Engineering and Public Works - Zone IV PLC Upgrade

0161-2017

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: Council award the Zone IV PLC upgrade project to Interior Instruments Technical Service Ltd. in accordance with the quoted price of \$25,000.00 plus applicable tax;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in procurement of these works and services to authorize the sole sourcing to Interior Instruments Technical Service Ltd.

CARRIED UNANIMOUSLY

5. Director of Development Services - Community Heritage Commission Appointment

0162-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Harrison

THAT: Council appoint Anne Kirkpatrick to the City of Salmon Arm Community Heritage Commission for the remainder of the current term.

CARRIED UNANIMOUSLY

12. NEW BUSINESS**13. COUNCIL STATEMENTS****1. Committees of Council/Agency Representatives**

Members of Council reported on the Committees and Agencies they represent.

14. NOTICE OF MOTION

15. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

16. OTHER BUSINESS

17. QUESTION AND ANSWER PERIOD

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

The Meeting recessed at 5:10 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

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

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

ABSENT:

Councillor K. Flynn

18. DISCLOSURE OF INTEREST

No interest was declared.

19. HEARINGS

1. Development Variance Permit Application No. VP-441 [Caron, N. H. & N. A./ Baer, L.; 2030 Canoe Beach Drive NE; Servicing Variance]

0163-2017

Moved: Councillor Lavery
Seconded: Councillor Wallace Richmond
THAT: Development Variance Permit No. VP-441 be authorized for issuance for Lot 2, Sec. 1, Tp. 21 and of Sec. 36, Tp. 20, R. 10, W6M, KDYD, Plan 32723 to vary the provisions of Subdivision and Development Servicing Bylaw No. 4163, as follows:

1. Section 5.2:

- i) Waive the requirement to upgrade the Canoe Beach Drive NE frontage to the Rural Local Road standard (RD-7).

19. HEARINGS - Continued1. Development Variance Permit Application No. VP-441 [Caron, N. H. & N. A/ Baer, J.; 2030 Canoe Beach Drive NE; Servicing Variance] - Continued

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

Submissions were called for at this time.

D. Ogilvie, Timberline Solutions Ltd., was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:02 p.m.

Amendment:

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the motion be as amended to include the following requirements to waive Section 5.2 (i):

- a) submission of a plan and centre line profile of the existing driveway access to the proposed house location confirming that it complies with City of Salmon Arm Policy 3.11;
- b) confirmation from a qualified geotechnical engineer that should the existing, on-site driveway access become unusable as a result of land slippage, an alternative, safe and stable access can be constructed on the property in compliance with City of Salmon Arm Policy 3.11; and
- c) registration of a Land Title Act, Section 219 Covenant that addresses the following:
 - i) restricts residential development on the property to one single family dwelling;
 - ii) prohibits all development on the property unless it is approved and supervised by a qualified geotechnical engineer;
 - iii) in the event of a land slippage, it shall be the owner's responsibility to stabilize the land and, if required, to construct an alternative access in accordance with the approved geotechnical report identified in Item 1(i) (b) above, at the sole cost of the property owner; and
 - iv) the City of Salmon Arm is saved harmless from any and all claims that may arise directly or indirectly out of the issuance of a building permit or the use or occupation of the land.

CARRIED UNANIMOUSLY

Motion as Amended:

CARRIED UNANIMOUSLY

20. PUBLIC HEARING

1. Zoning Amendment Application No. ZON-1087 [Harding, R. & J., 4890 - 13 Street NE, R-1 to R-8]

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

Submissions were called for at this time.

R. Harding, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4204 was declared closed at 7:10 p.m.

21. RECONSIDERATION OF BYLAWS

1. Zoning Amendment Bylaw No. 4204 [ZON-1087; Harding, R. & J., 4890 - 13 Street NE, R-1 to R-8] - Third and Final Readings

0164-2017 Moved: Councillor Lavery
 Seconded: Councillor Eliason
 THAT: the bylaw entitled Zoning Amendment Bylaw No. 4204 be read a third
 and final time.

CARRIED UNANIMOUSLY

22. QUESTION AND ANSWER PERIOD

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

23. ADJOURNMENT

0165-2017 Moved: Councillor Jamieson
 Seconded: Councillor Eliason
 THAT: the Regular Council Meeting of April 10, 2017, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:11 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

Adopted by Council the day of 2017.

MAYOR

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Item 7.1

CITY OF SALMON ARM

Date: April 24, 2017

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee Meeting Minutes of April 18, 2017, be received as information.

Vote Record

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

Opposed:

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

DEVELOPMENT AND PLANNING SERVICES COMMITTEE

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held in Room 100 of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Tuesday, April 18, 2017.

PRESENT:

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

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

ABSENT:

Councillor K. Jamieson

1. CALL TO ORDER

Mayor Cooper called the meeting to order at 8:00 a.m.

2. REVIEW OF THE AGENDA

3. DECLARATION OF INTEREST

4. PRESENTATION

5. REPORTS

1. **Zoning Amendment Application No. ZON-1088 [Raspberry, B. & W. & 0815605 B.C. Ltd.; 921 & 941 Harbourfront Drive NE; R-7 to R-8]**

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

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 Lots 3 & 4, Sections 14 & 23, Township 20, Range 10, W6M, KDYD, Plan KAP73359 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone);

5. REPORTS – Continued

1. Zoning Amendment Application No. ZON-1088 [Raspberry, B. & W. & 0815605 B.C. Ltd.; 921 & 941 Harbourfront Drive NE; R-7 to R-8] – Continued

AND FURTHER THAT: final reading of the zoning amendment bylaw be withheld subject to:

1. Registration of Section 219 *Land Title Act* covenant(s) registered on title ensuring compliance with Provincial Riparian Areas Regulation, saving the city harmless from any liability or damages that may arise in the future; and
2. Approval by the Ministry of Transportation and Infrastructure.

J. Johnson, the agent, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

2. Development Variance Application No. VP-453 [1001833 BC Ltd. (D. Barnard)/ Browne Johnson Land Surveyors; 4580 – 71 Avenue NE; Setback Variance]

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-453 be authorized for issuance for Lot 15, Section 6, Township 21, Range 9, W6M, KDYD, Plan EPP67163 which will vary Zoning Bylaw No. 2303 as follows:

1. Section 6.10.1 Minimum Setback of Principle Building - decrease the minimum setback of a principle building from the front parcel line from 6.0 m to 5.0 m.; and
2. Section 6.10.2 Minimum Setback of Principle Building - decrease the minimum setback of a principle building from the rear parcel line from 6.0 m to 4.0 m.

J. Johnson, the agent, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. FOR INFORMATION

Councillor Wallace Richmond left the meeting at 8:09 a.m.

1. How Municipalities Can Influence GHG Emissions

Councillor Wallace Richmond returned at 8:10 a.m.

Councillor Lavery discussed a proposal for the future allocation of Climate Actions funds.

Received for information.

7. IN-CAMERA

8. LATE ITEMS

No items.

9. ADJOURNMENT

Moved: Councillor Wallace Richmond

Seconded: Councillor Harrison

THAT: the Development and Planning Services Committee meeting of April 18, 2017, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:29 a.m.

Mayor Nancy Cooper
Chair

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

Item 7.2

CITY OF SALMON ARM

Date: April 24, 2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Social Impact Advisory Committee Meeting Minutes of March 14, 2017, be received as information.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM - SOCIAL IMPACT ADVISORY COMMITTEE

Social Impact Advisory Committee meeting held **Tuesday, March 14, 2017**, at 2:30 p.m. in Meeting Room 101, City Hall, Salmon Arm, British Columbia.

PRESENT:

Councillor Louise Wallace Richmond	City of Salmon Arm, Chair
Dawn Dunlop	Canadian Mental Health Association (CMHA)
June Stewart	Shuswap Children's Association
David Parmenter	Interior Health Association- Mental Health
Gudrun Malmquist	Shuswap Settlement Services
Kim Sinclair	Aspiral Youth Partners
Jane Shirley	Shuswap Area Family Emergency (SAFE) Society
Caylee Simmons	City of Salmon Arm, Recorder

ABSENT:

Patricia Thurston	Shuswap Family Resource & Referral Centre
Jo-Anne Crawford	Shuswap Association for Community Living (SACL)
Susan Cawsey	Okanagan College

The meeting was called to order at 2:31 p.m.

1. **Call to Order**
2. **Introductions**
3. **Presentations**
4. **Approval/ Changes/ Additions to Agenda**
Addition of item 7(b) Affordable Housing
5. **Approval of Minutes of January 10, 2017**

MOVED: Dawn Dunlop

SECONDED: June Stewart

THAT: The minutes of the Social Impact Advisory Committee meeting of January 10, 2017, be approved as circulated.

CARRIED UNANIMOUSLY

6. Old Business/Arising from Minutes**7. New Business****(a) Legalization of Cannabis in Canada**

- i) University of Victoria Centre for Addiction Research of BC - Legalization of Cannabis in Canada: Implementation Strategies and Public Health

The Committee discussed the potential impacts that the legalization of marijuana/cannabis would have to their respective organizations. The Committee members agreed they would provide input on the zoning and business licencing for medical and medicinal marijuana at the next meeting.

(b) Affordable Housing

The Committee agreed to discuss the role of the City has in affordable housing and the potential implementation of an Affordable Housing/Housing Strategy at the May 9, 2017 meeting.

8. Next Regular Meeting

The next Regular Meeting will be held Tuesday, April 11, 2017 at 8:00 a.m.

9. Adjournment

MOVED: June Stewart

SECONDED: Gudrun Malmquist

THAT: the Social Impact Advisory Committee meeting of March 14, 2017 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 3:30 p.m.


Councillor Louise Wallace Richmond, Chair

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

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Item 7.3

CITY OF SALMON ARM

Date: April 24, 2017

Moved: Councillor Jamieson

Seconded: Councillor Flynn

THAT: the Agricultural Advisory Committee Meeting Minutes of March 15, 2017, be received as information.

Vote Record

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

Opposed:

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

AGRICULTURAL ADVISORY COMMITTEE

Minutes of a Meeting of the Agricultural Advisory Committee of the City of Salmon Arm held in Room 100 of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Wednesday, March 15, 2017.**

PRESENT:

Councillor Ken Jamieson, Chair
 Matt Henrie
 John Schut
 James Olafson
 Ron Ganert
 James Hanna
 Joy De Vos – 4H BC Leader (non-voting guest)
 Wesley Miles, Planning & Development Officer - staff/recorder (non-voting)

ABSENT: Lana Fitt, Ernest Moniz, Don Syme, John McLeod

1. Call to Order

Councillor Jamieson called the meeting to order at 3:03 p.m.

2. Declaration of Interest

n/a

3. Presentations / Delegations

n/a

4. Previous Meeting Minutes

n/a

5. Items

1. Agricultural Forum – For Discussion

The discussion was brought forward by the Committee on the idea of holding an agricultural forum to promote agriculture in Salmon Arm to farmers as well as the general public. The Committee discussed items such as speakers, workshops, other related forums (i.e. Pacific Agricultural Show), the potential economic benefit for small or new farmers, potential collaboration with other related groups such as the Shuswap Food Action Coop, the Salmon Arm Fall Fair and local businesses. The item is to be added to the next agenda for further discussion.

6. Late Items**1. Crannog Ales**

Moved: James Hanna
Seconded: Jim Olafson


THAT: the Agricultural Advisory Committee recommends to Council that it write a letter to the ALC in support of Crannog Ales and their contribution to the local economy.

Unanimous

The item was brought forward by a member of the Committee due to recent changes in ALC regulation and its impacts on Crannog Ales. It was stated that new regulations made the craft brewery operation, located in Sorrento, non-conforming due to the recent changes while it has been operating legitimately for a number of years. The Committee was concerned over the business being shut down and generally supported it as an agricultural business. The Committee understood that the business was out of the Salmon Arm jurisdiction however considered it an important regional issue.

7. Adjournment

The meeting adjourned at 4:04 p.m.



Wesley Miles, Recording Secretary
(Endorsed By Meeting Chair)

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Item 7.4

CITY OF SALMON ARM

Date: April 24, 2017

Moved: Councillor Eliason

Seconded: Councillor Harrison

THAT: the Downtown Parking Commission Meeting Minutes of March 21, 2017, be received as information.

Vote Record

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

Opposed:

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



DOWNTOWN PARKING COMMISSION

Tuesday, March, 2017

TIME: 8:00 A.M.

MEETING ROOM 100 - CITY HALL

Minutes of the Downtown Parking Commission Meeting held in Meeting Room 100, City Hall, 500 – 2 Avenue NE, Salmon Arm, BC on Tuesday, March 21, 2017 at 8:00 a.m.

Present:

City of Salmon Arm
Representatives:

Bill Laird
Regan Ready

Downtown Improvement Association
Representatives:

Matt Koivisto
Gerald Foreman
Heather Finn

Resource Personnel:

Marcel Bedard, Bylaw Officer
Chad Eliason, Councillor

Absent:

Vic Hamilton
Jacquie Gaudreau
Cathy Ingebrigtsen
Jenn Wilson, Engineer
Robert Niewenhuizen, Director of Engineering & Public Works

The meeting was called to order at 8:00 am, by Chairperson Matt Koivisto

1. Minutes of Meeting: February 21, 2017

Motion: R. Ready/G.Foreman
To: Receive minutes as information

Carried Unanimously

2. 2017 Meeting Chairperson Schedule

Received As Information

3. Parking Boot Information

Received As Information

4. Downtown Parking – Strategic Plan

- Downtown Specified Area Bylaw needs reviewing
- Budget Review
- Review cost of staff time to review Bylaws and Parkade

5. Correspondence

- None

Minutes – Downtown Parking Commission
Page 2

6. Any Other Business

- None

7. Adjournment

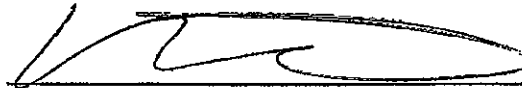
- Next meeting scheduled for April 25, 2017 – discussion on changing date. Rob N. to advise of new date

Motion: B. Laird / H. Finn
To: Adjourn Meeting

Carried Unanimously

Meeting Adjourned at 8:42 am

Certified Correct



Marcel A. Bedard
Bylaw Enforcement Officer

Minutes received as information by Council on the day of , 2017

cc: Downtown Salmon Arm
Kevin Pearson, Director of Development Services
Council Correspondence

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Item 7.5

CITY OF SALMON ARM

Date: April 24, 2017

Moved: Councillor Lavery

Seconded: Councillor Jamieson

THAT: the Environmental Advisory Committee Meeting Minutes of April 6, 2017, be received as information.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

Minutes of the Environmental Advisory Committee Meeting held in Meeting Room 100 of City Hall, 500 - 2 Avenue NE on **Thursday, April 6, 2017** at 9:00 a.m.

PRESENT:

Councillor Tim Lavery
Barry Wilson
Warren Bell
Sherry Bowlby
Gary Kalloch
Janet Pattinson
Tim Dunne
Ron Pederson
John McLeod
Erin Jackson

City of Salmon Arm, Chair
Citizen at Large
WA:TER
Citizen at Large
Salmon Arm Greenways
Shuswap Naturalist Club
Shuswap Construction Industry Professionals (SCIP)
Salmon Arm Fish & Game
Salmon Arm Farmers Institute (SAFI)
City of Salmon Arm, Recorder

ABSENT:

Louis Thomas
Gary Arsenault
Jeff Lipsett
Iva Jules
Jo McDermott

Neskonlith Indian Band
Shuswap Pro Development Association
Canoe Forest Products
Adams Lake Indian Band
Citizen at Large

GUEST:

Neil Caves

Citizen

The meeting was called to order at 9:05 a.m.

1. **Introductions**
2. **Presentations**
3. **Approval of Agenda and Additional Items**

Moved: Ron Pederson

Seconded: Warren Bell

THAT: the Environmental Advisory Committee Meeting Agenda of April 6, 2017 be approved as circulated.

CARRIED UNANIMOUSLY

4. **Approval of Minutes of February 2, 2017 Environmental Advisory Committee Meeting**

Moved: Janet Pattinson

Seconded: Sherry Bowlby

THAT: the minutes of the Environmental Advisory Committee Meeting of February 2, 2017 be approved as circulated.

CARRIED UNANIMOUSLY

5. Old Business /Arising from minutes

- a) **Feedback from the March Workshop** - The Alternate Energy Workshop received positive feedback and was viewed as a great opportunity to share knowledge. The Committee discussed next steps to further communicate with the public about energy conservation / alternate energy initiatives. Councillor Lavery asked members to submit suggestions for the City to consider, which will be brought forward at the May meeting.

6. New Business

- a) **Summary of BC Hydro Vegetation Management within the City of Salmon Arm - March 2017** - This item was referred to the EAC by Council and was received for information and discussion.
- b) **Shuswap Watershed Council Meeting Highlights - March 8, 2017** - This item was referred to the EAC by Council and was received for information and discussion.
- c) **Citizen at Large / Organization Representation** - The Corporate Officer will send letters to the Citizen at Large and Organizations who have not been in attendance at meetings to establish their on-going involvement in the Committee.
- d) **BC Wildlife Federation Town Hall Meeting** - Ron Pederson advised that the BC Wildlife Federation will be hosting a Town Hall meeting on April 7, 2017 to address concerns of diminishing fish and wildlife stocks. The Fish & Game Club representative will provide a report at the next meeting.
- e) **Ministry of Transportation and Infrastructure- Environmental Planning during Construction** - Tim Dunne spoke regarding the environmental impact that will result from MoTI highway construction at the west end of Salmon Arm and asked whether the Committee could invite a Ministry representative to give a presentation regarding planned environmental protections during construction.

Moved: Tim Dunne

Seconded: Warren Bell

THAT: the Environmental Advisory Committee request that a representative from the Ministry of Transportation and Infrastructure present to the Committee regarding environmental protection plans/strategies that will be undertaken during construction at the west end of Salmon Arm.

CARRIED UNANIMOUSLY

7. Other Business &/or Roundtable Updates**8. Next meeting - Thursday, May 4, 2017**

Moved: Barry Wilson

Seconded: Ron Pederson

THAT: the Environmental Advisory Committee Meeting of April 6, 2017 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 10:37 a.m.

Councillor Tim Lavery, Chair

Received for information by Council on the day of , 2017

Item 8.1

CITY OF SALMON ARMDate: April 24, 2017

Moved: Councillor Jamieson

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4206 be read a first and second time;

AND FURTHER THAT: final reading of the zoning amendment bylaw be withheld subject to:

1. Registration of Section 219 *Land Title Act* covenant(s) registered on title ensuring compliance with Provincial Riparian Areas Regulation, saving the city harmless from any liability or damages that may arise in the future; and
2. Approval by the Ministry of Transportation and Infrastructure.

[ZON-1088; Raspberry, B. & W. & 0815605 B.C. Ltd.; 921 & 941 Harbourfront Drive NE; R-7 to R-8]

Vote Record

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

Opposed:

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



City of Salmon Arm
Development Services Department Memorandum

To: Her Worship Mayor Cooper and Members of Council

Date: April 19, 2017

Subject: Zoning Bylaw Amendment Application No. 1088

Legal: Lot 3 & 4, Sections 14 & 23, Township 20, Range 10, W6M, KDYD, Plan KAP73359

Civic: 921 & 941 Harbourfront Drive NE

Owner/Applicant: Raspberry, B. & W.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lots 3 & 4, Sections 14 & 23, Township 20, Range 10, W6M, KDYD, Plan KAP73359 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone).

AND FURTHER THAT: final reading of the zoning amendment bylaw be withheld subject to:

- 1. Registration of Section 219 *Land Title Act* covenant(s) registered on title ensuring compliance with Provincial Riparian Areas Regulation, saving the city harmless from any liability or damages that may arise in the future; and**
- 2. Approval by the Ministry of Transportation and Infrastructure.**

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcels are located at 921 and 941 Harbourfront Drive NE (Appendix 1 and 2). The proposal is to rezone both parcels from R-7 (Large Lot Single Family Residential) to R-8 (Residential Suite) to permit the development and subsequent use of a single-family home and secondary suite on each lot.

BACKGROUND

The subject parcels are located on the waterfront off of Harbourfront Drive to the east of Marine Park. They are both approximately 0.6 acres in size each, and currently undeveloped. The parcels are designated Low Density Residential in the City's Official Community Plan (OCP).

The subject parcels are zoned R-7 (Large Lot Single Family Residential) in the Zoning Bylaw. The surrounding area is largely comprised of R-7 and R-8 zoned parcels, with parcels zoned for commercial use further to the west. There are seven parcels within close proximity zoned R-8 (see Appendix 3).

A site plan of the parcels is attached as Appendix 4, while site photos are attached as Appendix 5. While the building massing has yet to be determined, it is expected to be similar to development on neighbouring properties along Harbourfront Drive. The applicant has reported to staff that a QEP has been contracted to address the siting with respect to the Provincial Riparian Areas Regulation.

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of either a secondary or detached suite in Low Density Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on Zoning Bylaw requirements, both of the subject parcels have potential for the development of a secondary suite or a detached suite, including sufficient space for the required additional off-street parking stall to serve the suite.

Riparian Areas Regulation

As the properties are adjacent to Shuswap Lake, it is important to note that development within 30 m of the high water mark is subject to the Provincial Riparian Areas Regulation (RAR) and a Qualified Environmental Professional (QEP) must complete an assessment for the property on behalf of the applicant to guide the proposed development. The homes along Harbourfront Drive have largely been constructed within 30 m of the high water mark, and have all largely involved a QEP and RAR assessment report. As per the policies under section 5.4 of the OCP, a Section 219 Land Title Act covenant will be required to ensure either the protection of the RAR area or that any development within 30 metres of the high water mark complies with a QEP's RAR Assessment.

City staff have received notification from the Province that a RAR assessment (#4537) has been created as of April 18, 2017, specifying a 15 m setback from high water mark and associated RAR plantings.

COMMENTS**Ministry of Transportation and Infrastructure**

Pursuant to Section 52 of the *Transportation Act*, approval of the zoning amendment bylaw by the Ministry is required, as the parcel is within 800 m of a Controlled Access Highway (Trans Canada Highway). The Ministry has granted Preliminary Approval for this rezoning.

Engineering Department

No objections to the proposed rezoning.

Building Department

No concerns with rezoning. BC Building Code to apply.

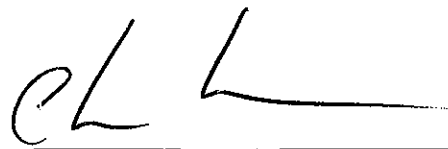
Development Cost Charges (DCCs) are payable at the time of Building Permit for a Detached Suite in the amount of \$6,064.31 (same as the DCCs for a High Density Residential Unit).

Fire Department

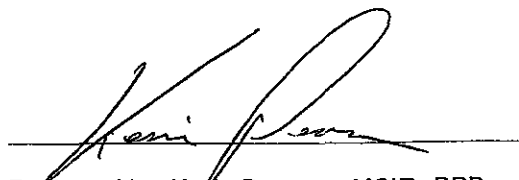
No concerns.

Planning Department

The proposed R-8 zoning of the subject parcels is consistent with the OCP and is therefore supported by staff. Any development of a secondary suite (either within a home or detached) would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements. The owner/applicant has been advised of the City's policies with respect to the Provincial Riparian Areas Regulations.



Prepared by: Chris Larson, MCP
Planning and Development Officer



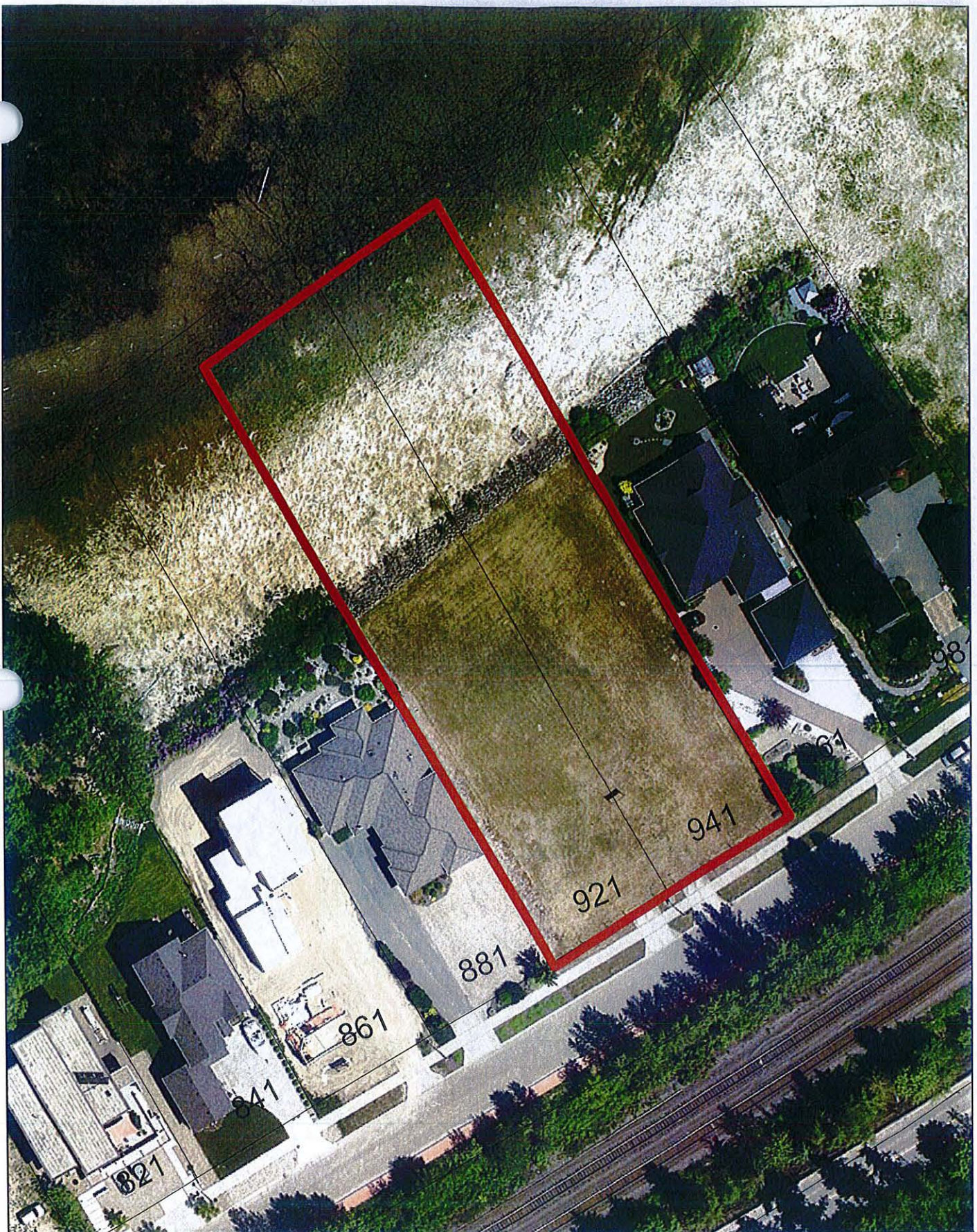
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



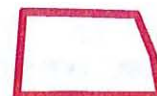
0 45 90 180 270 360 Meters



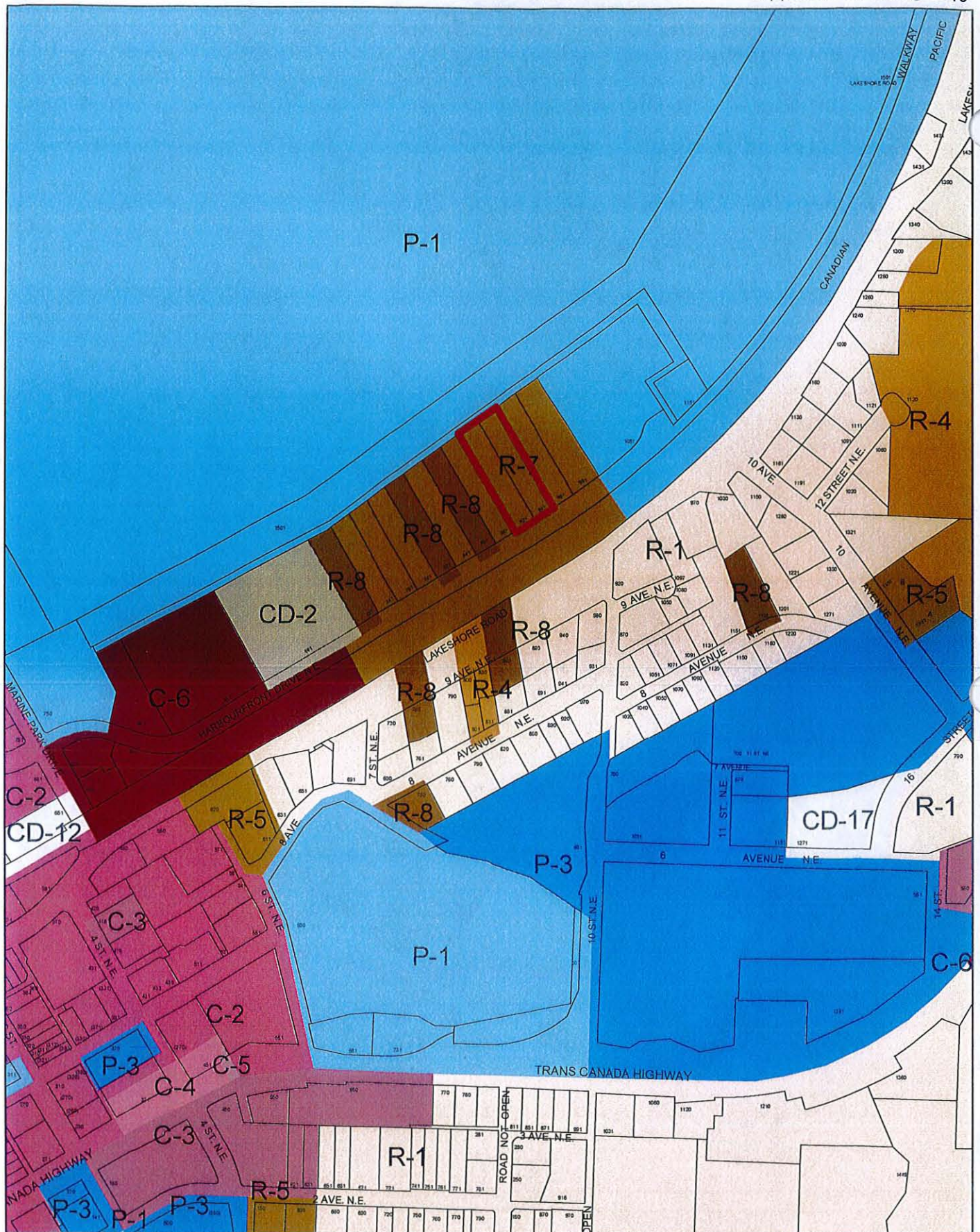
Subject Parcel



0 5 10 20 30 40
Meters



Subject Parcel



0 45 90 180 270 360
Meters



Subject Parcel

Site Plan of Lots 3 & 4, Sec 14 & 23, Tp 20, R 10, W6M, KDYD, Plan KAP73359

Appendix 4: Site Plan

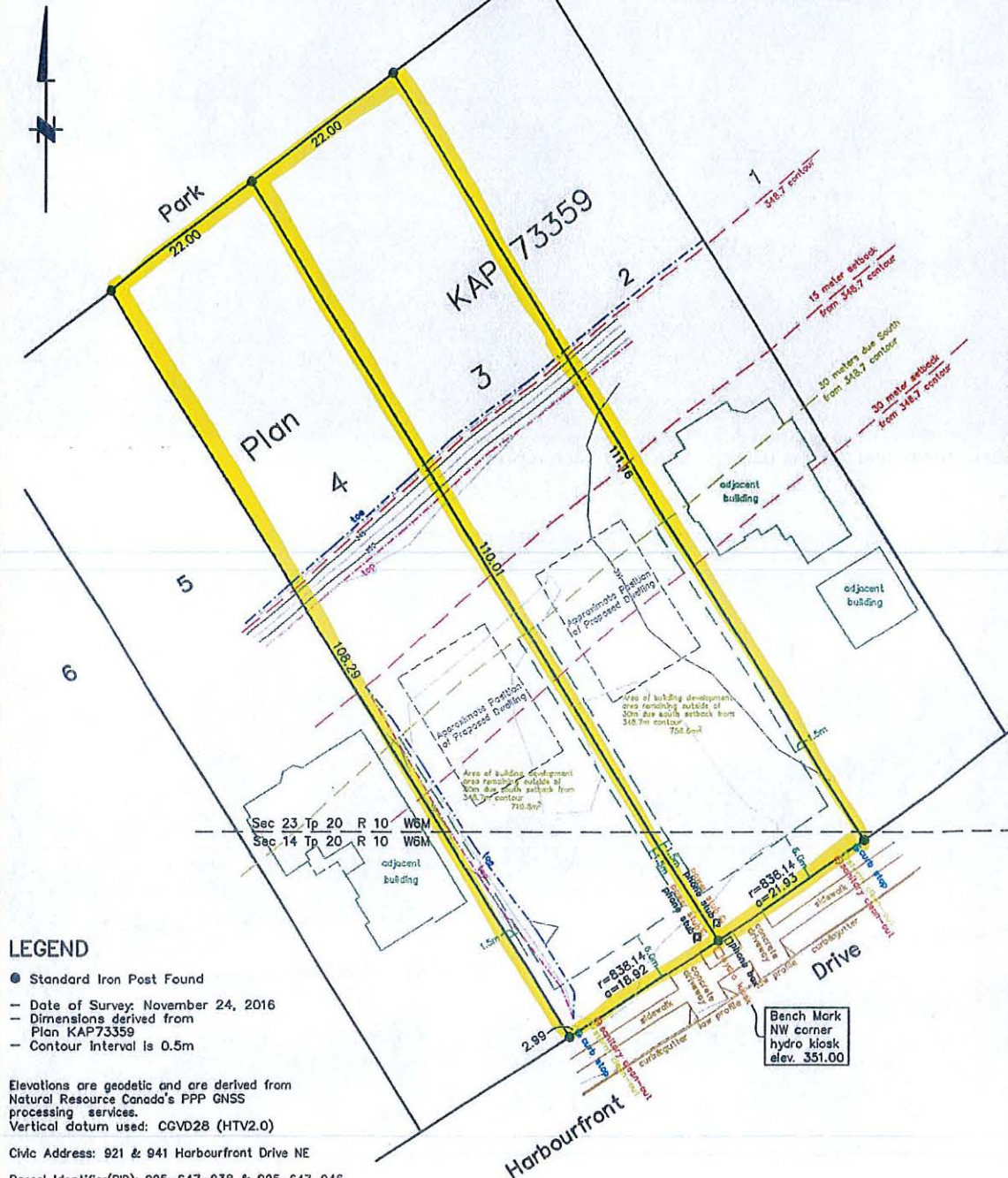
Scale 1:500

BCGS 82L.074

All distances are in metres.

The intended plot size of this plan is 280mm in width by 432mm in height (B size) when plotted at a scale of 1:500

NOTE:
Setbacks per R8 Zoning



LEGEND

- Standard Iron Post Found
- Date of Survey: November 24, 2016
- Dimensions derived from Plan KAP73359
- Contour Interval is 0.5m

Elevations are geodetic and are derived from Natural Resource Canada's PPP GNSS processing services.
Vertical datum used: CGVD28 (HTV2.0)

Civic Address: 921 & 941 Harbourfront Drive NE

Parcel Identifier(PID): 025-647-938 & 025-647-946

List of documents registered on title which may affect the location of improvements:
Covenant KB7120, KV55077 & KV55078
R/W KV29749

This plan was prepared for construction planning purposes and is for the exclusive use of our client. BROWNE JOHNSON LAND SURVEYORS accepts no responsibility or liability for any damages that may be suffered by a third party as a result of reproduction, transmission or alteration to this document without consent of BROWNE JOHNSON LAND SURVEYORS.

break top
break toe
348.7m contour
15.0m setback from 348.7m contour
30.0m setback from 348.7m contour
30.0m setback due south from 348.7m contour

- sanitary clean-out
- storm clean-out
- curb stop
- power stub
- phone stub

Amended April 10, 2017
November 28, 2016

BROWNE JOHNSON LAND SURVEYORS
B.C. AND CANADA LANDS
SALMON ARM, B.C. Ph.250-832-9701
File: 598-16 598-16.raw



View north over subject parcels showing adjacent properties.



View west over subject parcels showing adjacent properties.

CITY OF SALMON ARM

BYLAW NO. 4206

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chamber of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on _____ at the hour of 7:00 p.m. was published in the _____ and _____, 2017 issues of the Salmon Arm Observer;

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

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

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

Rezone Lots 3 & 4, Sections 14 & 23, Township 20, Range 10, W6M, KDYD, Plan KAP73359 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone) as shown on Schedule "A" attached hereto and forming part of this bylaw.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "**City of Salmon Arm Zoning Amendment Bylaw No. 4206**".

READ A FIRST TIME THIS DAY OF 2017

READ A SECOND TIME THIS DAY OF 2017

READ A THIRD TIME THIS DAY OF 2017

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF 2017

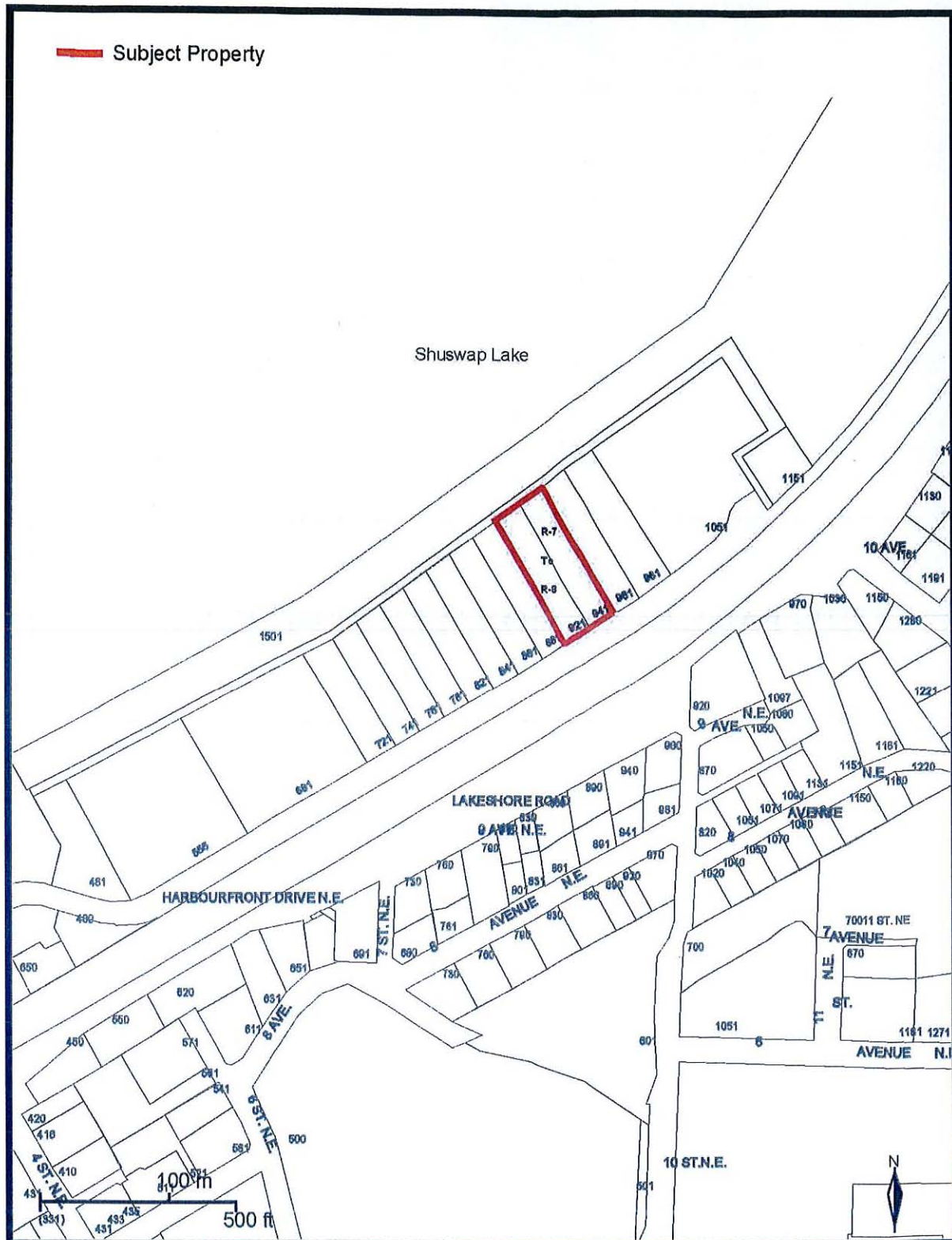
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



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Item 9.1

CITY OF SALMON ARM

Date: April 24, 2017

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled 2017 – 2021 Financial Plan Amendment Bylaw No. 4205 be read a final time.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4205

A bylaw to amend the 2017 to 2021 Financial Plan

WHEREAS in accordance with the provisions of Section 165 of the Community Charter, the Council has adopted a financial plan for the period of 2017 to 2021;

AND WHEREAS it is deemed expedient to amend the Financial Plan;

NOW THEREFORE the Council of the City of Salmon Arm, in the Province of British Columbia, in an open meeting assembled, hereby enacts as follows:

1. "Schedule "A" of "City of Salmon Arm 2017 to 2021 Financial Plan Bylaw No. 4174" is hereby deleted in its entirety and replaced with Schedule "A" attached hereto and forming part of this bylaw.
2. "Schedule "B" of "City of Salmon Arm 2017 to 2021 Financial Plan Bylaw No. 4174" is hereby deleted in its entirety and replaced with Schedule "B" attached hereto and forming part of this bylaw.

3. 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.

4. 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.

5. EFFECTIVE DATE

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

;

This bylaw may be cited for all purposes as "City of Salmon Arm 2017 to 2021 Financial Plan Amendment Bylaw No. 4205".

READ A FIRST TIME THIS 10th DAY OF April 2017

READ A SECOND TIME THIS 10th DAY OF April 2017

READ A THIRD TIME THIS 10th DAY OF April 2017

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

Schedule "A" - Bylaw #4205

City of Salmon Arm

2017 - 2021 Financial Plan

	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Consolidated Revenues					
Property and MRDT Taxes - Net	\$ 17,397,850	\$ 17,745,807	\$ 18,100,723	\$ 18,462,738	\$ 18,831,992
Frontage & Parcel Taxes	3,246,090	3,311,012	3,377,232	3,444,777	3,513,672
Sales of Service	7,569,560	7,720,951	7,875,370	8,032,878	8,193,535
Revenue From Own Sources	2,262,139	2,307,382	2,353,529	2,400,600	2,448,612
Rentals	776,485	792,015	807,855	824,012	840,492
Federal Government Transfers	-	-	-	-	-
Provincial Government Transfers	393,200	401,064	409,085	417,267	425,612
Other Government Transfers	210,160	214,363	218,650	223,023	227,484
Transfer From Prior Year Surplus	948,726	967,701	987,055	1,006,796	1,026,932
Transfer From Reserve Accounts	678,880	692,458	706,307	720,433	734,842
Transfer From Reserve Funds	12,810	12,810	12,810	12,810	12,810
Total Consolidated Revenues	\$ 33,495,900	\$ 34,165,562	\$ 34,848,617	\$ 35,545,333	\$ 36,255,983
Consolidated Expenditures					
General Government Services	\$ 3,466,355	\$ 3,535,682	\$ 3,606,396	\$ 3,678,524	\$ 3,752,094
Protective Services	5,616,145	5,728,468	5,843,037	5,959,898	6,079,096
Transportation Services	4,932,645	5,031,298	5,131,924	5,234,562	5,339,254
Environmental Health Services	57,777	58,933	60,111	61,313	62,540
Environmental Development Service	2,523,645	2,574,118	2,625,600	2,678,112	2,731,675
Recreation and Cultural Services	4,109,530	4,191,721	4,275,555	4,361,066	4,448,287
Fiscal Services - Interest	1,643,138	1,676,001	1,709,521	1,743,711	1,778,585
Fiscal Services - Principal	1,509,660	1,539,853	1,570,650	1,602,063	1,634,105
Capital Expenditures	2,689,735	2,717,440	2,684,154	3,021,834	2,943,280
Transfer to Surplus	-	-	-	-	-
Transfer to Reserve Accounts	1,848,790	1,911,599	2,037,210	1,793,701	1,968,309
Transfer to Reserve Funds	1,011,180	1,031,404	1,052,032	1,073,072	1,094,534
Water Services	2,149,745	2,192,740	2,236,595	2,281,327	2,326,953
Sewer Services	1,937,555	1,976,306	2,015,832	2,056,149	2,097,272
Total Consolidated Expenditures	\$ 33,495,900	\$ 34,165,562	\$ 34,848,617	\$ 35,545,333	\$ 36,255,983

Schedule "A" - Bylaw #4205

City of Salmon Arm**2017 - 2021 Financial Plan****Capital Projects****Finances Acquired**

	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
General Operating Fund	\$ 1,823,160	\$ 1,882,440	\$ 1,959,154	\$ 1,896,834	\$ 1,953,280
Water Operating Fund	465,500	460,000	250,000	450,000	490,000
Sewer Operating Fund	401,075	375,000	475,000	675,000	500,000
Federal Government Grants	3,139,500	-	25,000	293,343	-
Provincial Government Grants	3,037,780	-	3,450,000	293,342	-
Prior Year Surplus	294,000	-	-	-	510,000
Reserve Accounts	4,221,870	90,000	754,700	1,068,315	690,000
Reserve Funds	1,560,000	725,000	2,831,575	698,500	2,808,750
Development Cost Charges	210,000	2,215,000	2,995,050	2,125,000	2,307,500
Short Term Debt	-	-	-	-	-
Long Term Debt	1,282,140	-	3,335,875	1,000,000	-
Developer Contributions	85,000	40,000	40,000	40,000	40,000

Total Funding Sources

Total Funding Sources	\$ 16,520,025	\$ 5,787,440	\$ 16,116,354	\$ 8,540,334	\$ 9,299,530
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Finances Applied

Transportation Infrastructure	\$ 5,474,100	\$ 3,462,000	\$ 12,692,000	\$ 6,104,500	\$ 4,222,000
Buildings	4,487,125	165,300	335,476	117,000	197,000
Land	-	-	-	-	-
IT Infrastructure	974,665	180,000	115,000	125,000	721,500
Machinery and Equipment	1,488,760	550,140	656,378	383,834	1,192,780
Vehicles	125,000	130,000	-	90,000	35,000
Parks Infrastructure	592,225	495,000	322,500	260,000	966,250
Utility Infrastructure	3,378,150	805,000	1,995,000	1,460,000	1,965,000

Total Capital Expense

Total Capital Expense	\$ 16,520,025	\$ 5,787,440	\$ 16,116,354	\$ 8,540,334	\$ 9,299,530
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Departmental Summary:

	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
General Government Services	\$ 779,500	\$ 183,500	\$ 108,500	\$ 108,500	\$ 193,500
Protective Services	729,000	380,000	55,000	145,000	805,000
Transportation Services	6,623,960	3,770,000	12,875,000	6,401,000	4,523,500
Environmental Health Services	42,255	25,000	-	12,500	2,500
Environmental Development Services	-	-	-	-	-
Recreation and Cultural Services	1,020,195	553,940	1,012,854	333,334	1,235,030
Water Services	4,157,755	500,000	1,590,000	677,500	2,040,000
Sewer Services	3,167,360	375,000	475,000	862,500	500,000
Total by Department	\$ 16,520,025	\$ 5,787,440	\$ 16,116,354	\$ 8,540,334	\$ 9,299,530

04/04/2017

2017-2021 FP Bylaw (Cap)

Schedule "B" – Bylaw #4205
2017 Revenue Policy Disclosure

1. Table One (1) reflects the proportion of total revenue proposed to be raised from each funding source in 2017. Property taxes form the greatest proportion of revenue of the City. The first column details the proposed percentage of revenue including Conditional Government Transfers and the second column shows the proposed percentage of revenue excluding Conditional Government Transfers. Conditional Government Transfers are funds provided by other levels of government or government agencies to fund specific projects. The absence of this funding would result in an increase to property taxes, debt borrowing or funding from reserves or other sources (ie. developers, donations, etc.) or result in the project not being undertaken.

The City collects three (3) types of parcel tax; a water frontage tax; a sewer frontage tax and a transportation parcel tax. The water and sewer frontage tax rate is applied to each parcel of land taxable foot frontage. The frontage rate is comprised of a capital debt repayment component plus 10% of the water and sewer operation and maintenance budget for preventative maintenance of the utilities infrastructure. The City introduced a transportation parcel tax in 2003. The transportation parcel tax is collected to maintain the City's transportation network to an adequate level to minimize future reconstruction costs and ensure the network is safe from hazards and disrepair. To this end, the transportation parcel tax provides a stable and dedicated source of funding. The transportation parcel tax was specifically implemented on a "flat rate per parcel" rather than an "ad valorem tax" basis recognizing that all classes of property are afforded equal access to the City's transportation network and should contribute to its sustainability equally. This method directed tax dollars away from business and industry to residential.

The City also anticipates receiving a Municipal Regional District Tax (MRDT) which will be levied and collected by the Provincial Government on all daily accommodation rentals within the City. Under the direction and approval of the Accommodation Industry, the City has applied to the Provincial Government to levy a 2% MRDT which will be utilized on initiatives that will increase exposure/awareness of Salmon Arm as a tourism destination with emphasis on off-season event expansion.

The City endorses a 'user pay' philosophy in its collection of fees and charges. Such fees and charges (ie. development, building, plumbing and fire permits, recreational program and rental fees and cemetery services) are reviewed annually to ensure adequate cost recovery for the provision of services. The policy of the City is to work towards full cost recovery for services provided. The objective in reviewing fees and charges periodically is to measure the cost of providing municipal services versus the cost recovery established through user fees and charges. Development Cost Charges are based on the City's Long Term Financial Plan. Included in this percentage is the City's investment income. The City exercises a stringent cash management plan to maximize investment and interest income.

Other sources of revenue provide funding for specific functions such as the Columbia Shuswap Regional District's contribution to the Shuswap Regional Airport, Recreation Centre, Sunwave Centre, Cemetery and Fire Training Centre.

The proceeds from borrowing and developer contributions fund capital projects pursuant to the City's Long Term Financial Plan.

Schedule "B" – Bylaw #4205
2017 Revenue Policy Disclosure

Table 1: Proportions of Total Revenue

Revenue Source	Percentage to Total Revenue Includes Conditional Government Transfers	Percentage to Total Revenue Excludes Conditional Government Transfers
Property Taxes	44.16%	52.84%
Parcel Taxes	8.24%	9.86%
User Fees, Charges and Interest Income	26.92%	32.22%
Other Sources	17.43%	1.19%
Proceeds From Borrowing	3.25%	3.89%
	100.00%	100.00%

2. Table Two (2) reflects the distribution of property tax between the different property classes. The objective of the City is to set tax rates in order to maintain tax stability while maintaining equality between the property classes. The policy of the City is to develop a tax rate which maintains the proportionate relationship between the property classes. Inflationary increases in assessments are reduced to reflect only the 'real' increase attributed to new construction for each property class. This allows the property owner to be confident that, in any year, their property tax bill will only increase as much as their proportion of the increase in tax revenue required year to year.

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 \$174,700.69 in 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.

Assessment values fluctuate as market values change in one class or another. It is this market value change that may precipitate an amendment to the class multiple.

The Provincial Government has legislated a municipal taxation rate cap for the Class 2 (Utilities) assessments. The City of Salmon Arm Class 2 (Utilities) general municipal property tax rate adheres to this legislation.

Schedule "B" – Bylaw #4205
2017 Revenue Policy Disclosure

Table 2: Distribution of Property Taxes Between Property Classes

Property Class	2017 Tax Rate	Class Multiple	Percentage to Total Property Tax	Percentage to Total Property Assessment Value
Residential	4.3509	1.00:1	64.89%	84.58%
Utilities	27.1572	6.24:1	0.86%	0.18%
Supportive Housing	0.0000	0:1	0.00%	0.00%
Major Industry	67.9896	15.63:1	2.97%	0.25%
Light Industry	11.9450	2.75:1	2.12%	1.01%
Business	11.9450	2.75:1	28.36%	13.46%
Managed Forest Land	9.7322	2.24:1	0.00%	0.00%
Recreational/Non Profit	3.3499	0.77:1	0.13%	0.22%
Farm	12.8204	2.95:1	0.67%	0.30%

3. The City adopted a Permissive Tax Exemption Policy in 1998 which outlines the eligibility criteria to receive a permissive tax exemption. The Annual Municipal Report for 2013 contains a schedule of permissive tax exemptions granted for the year and the amount of tax revenue exempted.

Commencing in 1999, the City provided a three (3) year permissive tax exemption for each eligible organization. These include religious institutions, historical societies, some recreational facilities, service organizations and cultural institutions.

Table 3: Permissive Tax Exemptions

Organization	General Municipal Tax Exemption	Other Government Tax Exemption	Total
Churches	\$ 41,958.00	\$ 39,019.50	\$ 80,977.50
Non Profit Societies	332,183.00	222,264.00	554,447.00
Senior Centers	16,371.00	10,377.00	26,748.00
Other	14,819.00	13,327.00	28,146.00
Sports Clubs	243,692.00	158,651.00	402,343.00
Total	\$ 649,023.00	\$ 443,638.50	\$ 1,092,661.50

Schedule "B" – Bylaw #4205
2017 Revenue Policy Disclosure

4. The Official Community Plan for the City of Salmon Arm identifies the revitalization of the downtown as a priority. As a result, in 2005, the City established a Downtown Revitalization Tax Exemption Program pursuant to City of Salmon Arm Revitalization Tax Exemption Bylaw No. 3471.

The Revitalization Tax Exemption Program is a tool that Council is using to encourage property investment in the downtown area (hereinafter referred to as the Revitalization Area). Council's objective is to stimulate and reinforce development initiatives in the Revitalization Area by promoting property investment within the C-2, "Town Centre Commercial Zone" and to reinforce the City's investment in infrastructure upgrades and beautification projects.

City of Salmon Arm Revitalization Tax Exemption Bylaw No. 3741 establishes property tax exemptions in respect of construction of a new improvement or alteration of an existing improvement where the alteration has a value in excess of \$75,000.00 to encourage revitalization in the Revitalization Area.

Table 4: Revitalization Tax Exemptions

Area	2012 General Municipal Tax Exemption	2013 General Municipal Tax Exemption	2014 General Municipal Tax Exemption	2015 General Municipal Tax Exemption	2016 General Municipal Tax Exemption	2017 General Municipal Tax Exemption
C-2 "Downtown Commercial Zone"	\$ 41,619.87	\$ 46,974.30	\$ 47,032.50	\$ 45,846.66	\$ 34,828.47	\$ 29,851.20

5. The Official Community Plan for the City of Salmon Arm identifies the revitalization of the "Industrial Zones" as a priority. As a result, in 2014, the City established an Industrial Revitalization Tax Exemption Program pursuant to City of Salmon Arm Revitalization Tax Exemption Bylaw No. 4020.

The Revitalization Tax Exemption Program is a tool that Council is using to encourage property investment in the "Industrial Zones" (hereinafter referred to as the Revitalization Area). Council's objective is to stimulate and reinforce development initiatives in the Revitalization Area by promoting property investment within the "Industrial Zone" and to reinforce the City's investment in infrastructure upgrades and beautification projects.

City of Salmon Arm Revitalization Tax Exemption Bylaw No. 4020 establishes general municipal property tax exemptions in respect of construction of a new improvement or alteration of an existing improvement where the alteration has a value in excess of \$300,000.00 to encourage revitalization in the Revitalization Area.

This bylaw shall have an expiration date of five (5) years from the date of adoption.

Schedule "B" – Bylaw #4205
2017 Revenue Policy Disclosure

Table 5: Revitalization Tax Exemptions

Area	2014 General Municipal Tax Exemption	2015 General Municipal Tax Exemption	2016 General Municipal Tax Exemption	2017 General Municipal Tax Exemption
"Industrial Zone"	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

Item 9.2

CITY OF SALMON ARM

Date: April 24, 2017

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled 2017 Annual Taxation Rate Bylaw No. 4201 be read a final time.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4201

A bylaw to set the rate of taxation for the year 2017

WHEREAS in accordance with the provisions of Section 197 of the Community Charter, SBC, 2003, Chapter 26 the Council is required, by bylaw, to impose property value taxes for the year by establishing tax rates for Municipal, Hospital, Library, Regional District, Off-Street Parking and Business Improvements purposes for the year 2017;

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

1. The following rates are hereby imposed and levied for the year 2017:
 - a) For all lawful general and debt purposes of the municipality on the value of land and improvements taxable for General Municipal purposes, rates appearing in Column "A" of Schedule "A" attached hereto and forming a part hereof.
 - b) For Regional Hospital District purposes on the value of land and improvements taxable for Hospital purposes rates appearing in Column "B" of Schedule "A" attached hereto and forming a part hereof.
 - c) For Columbia Shuswap Regional District purposes on the value of land and improvements taxable for Hospital purposes, rates appearing in Column "C" of Schedule "A" attached hereto and forming a part hereof.
 - d) For Columbia Shuswap Regional District - SIR purposes on the value of land taxable for Hospital purposes, rates appearing in Column "D" of Schedule "A" attached hereto and forming a part hereof.
 - e) For Business Improvement Area purposes on the value of land and improvements taxable for General Municipal purposes, rates appearing in Column "E" of Schedule "A" attached hereto and forming a part hereof.
 - f) For Off-Street Parking Specified Area purposes on the value of land and improvements taxable for General Municipal purposes, rates appearing in Column "F" of Schedule "A" attached hereto and forming a part hereof.
 - g) For Okanagan Regional Library purposes on the value of lands and improvements taxable for General Municipal purposes, rates appearing in Column "G" of Schedule "A" attached hereto and forming a part hereof.

- h) For BC Assessment Authority purposes the rates have been established by legislation and rates appearing in Column "H" of Schedule "A" attached hereto and forming a part hereof.
 - i) For Municipal Finance Authority purposes the rates have been established by legislation and rates appearing in Column "I" of Schedule "A" attached hereto and forming a part hereof.
- 2. The minimum amount of taxation upon a parcel of real property shall be One Dollar (\$1.00).
- 3.
 - a) At close of business on July 4, 2017, the Chief Financial Officer of the City of Salmon Arm shall add to the unpaid taxes of the current year, in respect of each parcel of land and the improvements thereon upon the real property tax roll, ten percent (10%) of the amount then remaining unpaid.
 - b) The said unpaid taxes, together with amounts added under this section, are deemed to be unpaid taxes of the current year due on such land and improvements thereon, and the amounts added under this section when collected shall form part of the general revenue of the City of Salmon Arm.
- 4. Despite Section 3, taxes resulting from a supplementary assessment roll which remain unpaid 30 days after sending of the notice of the taxes payable to the assessed owner are to incur and bear a penalty for that year of ten percent (10%) of the amount of such taxes.
- 5. SEVERABILITY

If any part, section, sub-section, clause, or sub-clause of this bylaw for any reason is held to be invalid by the decision of a Court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remaining portions of this bylaw.
- 6. 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.
- 7. EFFECTIVE DATE

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

8. CITATION

This bylaw may be cited for all purposes as "City of Salmon Arm 2017 Annual Rate of Taxation Bylaw No. 4201".

READ A FIRST TIME THIS 10th DAY OF April 2017

READ A SECOND TIME THIS 10th DAY OF April 2017

READ A THIRD TIME THIS 10th DAY OF April 2017

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

City of Salmon Arm
2017 Property Tax
Rates

Bylaw No.
4201

Schedule "A"

Property Class	Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H	Column I
	General Municipal	Regional Hospital District	Regional District	Regional District SIR	Specified Area Business Improvement	Specified Area Off-Street Parking	Regional Library	BC Assessment Authority	Municipal Finance Authority
Residential	4.3509	0.2740	0.2278	0.0381	-	0.3727	0.1909	0.0432	0.0002
Utilities	27.1572	0.9592	0.7972	0.1334	-	1.3045	0.6683	0.4981	0.0007
Supportive Housing	-	-	-	-	-	-	-	-	0.0002
Major Industry	67.9896	0.9318	0.7744	0.1296	-	-	0.6492	0.4981	0.0007
Light Industry	11.9450	0.9318	0.7744	0.1296	-	-	0.6492	0.1393	0.0007
Business/Other	11.9450	0.6714	0.5580	0.0934	1.4588	0.9132	0.4678	0.1393	0.0005
Managed Forest Land	9.7322	0.8221	0.6833	0.1144	-	-	0.5728	0.2831	0.0006
Recreational/Non Profit	3.3499	0.2740	0.2278	0.0381	-	-	0.1909	0.0432	0.0002
Farm	12.8204	0.2740	0.2278	0.0381	-	-	0.1909	0.0432	0.0002

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Item 9.3

CITY OF SALMON ARM

Date: April 24, 2017

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4157 be read a final time.

[ZON-1065; Hermanski, B. & McDiarmid, I. / Jorgensen, F.; 1151 - 8 Avenue NE; R-1 to R-4]

Vote Record

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

Opposed:

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



City of Salmon Arm

Development Services Department Memorandum

TO: Her Worship Mayor Cooper and Members of Council

DATE: June 27, 2016

SUBJECT: Zoning Bylaw Amendment Application No. 1065
 Legal: Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan 13746
 Civic Addresses: 1151 - 8 Avenue NE
 Owner: Flemming Jorgensen
 Agent: Bernd Hermanski and Ian McDiarmid

MOTION FOR CONSIDERATION

THAT: A Bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan 13746 from R-1 (Single Family Residential Zone) to R-4 (Medium Density Residential Zone).

AND THAT: Final reading of the Bylaw be withheld subject to approval of the Bylaw by the Ministry of Transportation and Infrastructure.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 1151 – 8 Avenue NE (APPENDICES 1 & 2). The proposal is to rezone the R-1 (Single Family Residential) property to R-4 (Medium Density Residential) to accommodate the future construction of a 7 unit strata complex or similar strata development. The preliminary development plan is shown in APPENDIX 3 and site photo are attached as APPENDIX 4.

SITE / CONEXT

The subject parcel is designated High Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw as shown in APPENDICES 5 & 6 respectively. The property is located on 8 Avenue NE between Lakeshore Road and Bastion Place Residential Care centre. The property is approximately 0.26 ha (0.64 acres) in size with 33 m of frontage along 8 Avenue NE.

A single family dwelling is located on the property currently which would be removed for the proposed development. Land uses adjacent to the subject property include the following:

North: Single Family Residential (R-1)
 South: 8 Avenue NE / Single Family Residential (R-1)
 East: Residential Suite (R-8)
 West: Single Family Residential (R-1) / Laneway

COMMENTS

Fire Department

No concerns.

Building Department

No concerns.

Engineering Department

Comments are attached as APPENDIX 7.

Ministry of Transportation and Infrastructure

The site is located within 800 m of the Trans Canada Highway and is therefore subject to Section 52 of the Transportation Act. The Ministry was referred June 6, 2016, no response to date. Approval from the Ministry of Transportation and Infrastructure will be required prior to final reading of the bylaw.

Planning Department

OCP Policy

The subject property is designated High Density Residential in the OCP, and is within Residential Development Area A, the highest priority area for development. The highest density which would be supported by the OCP is R-5 zoning and would allow for a maximum density (100 units/ per hectare) or 26 units on the 0.26 ha subject property. The proposal to rezone to R-4 would allow for a maximum density (40 units/ per hectare) of 10 units, not including any potential density bonus.

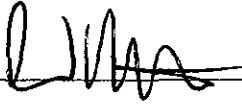
The development is considered under the desired density from a growth management perspective; however it is more in line with OCP policies such as 4.4.3 which encourages all growth to be sensitively integrated with neighbouring land uses. The existing neighbourhood is primarily single family dwellings with the exception of the recently R-4 zoned parcel to the west between 8 and 9 Avenue NE and two R-8 zoned properties. The proposed zoning aligns with the Urban Residential Objectives of Section 8.2 and Urban Residential Policies listed in Section 8.3, including providing a variety of housing types, providing housing options, and supporting compact communities. In terms of siting, the proposal appears to match the OCP Siting Policies under Section 8.3.19, including good access to transportation routes, recreation, community services and utility servicing.

Preliminary Layout

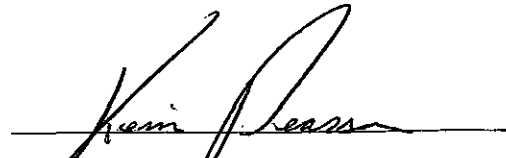
The site layout shows 7 strata units in duplex and triplex configurations with parking located in the south east corner. However, this is considered a very preliminary layout and is subject to change. If the rezoning is approved a Development Permit application would be required to address form and character and site design for any proposed building strata development.

CONCLUSION

The proposal is to rezone the R-1 (Single Family Residential) property to R-4 (Medium Density Residential) to accommodate the future construction of a 7 unit strata complex or similar strata development. The proposal is not the highest density which could be supported within the OCP designation; however it is consistent with the High Density Residential designation and more conducive to the surrounding neighbourhood. The proposed R-4 zoning is supported by the OCP and is recommended for approval by staff.



Prepared by: Wesley Miles, MCIP, RPP
Planning and Development Officer



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



Location Map

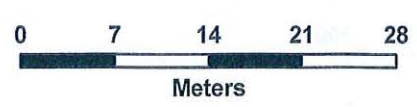
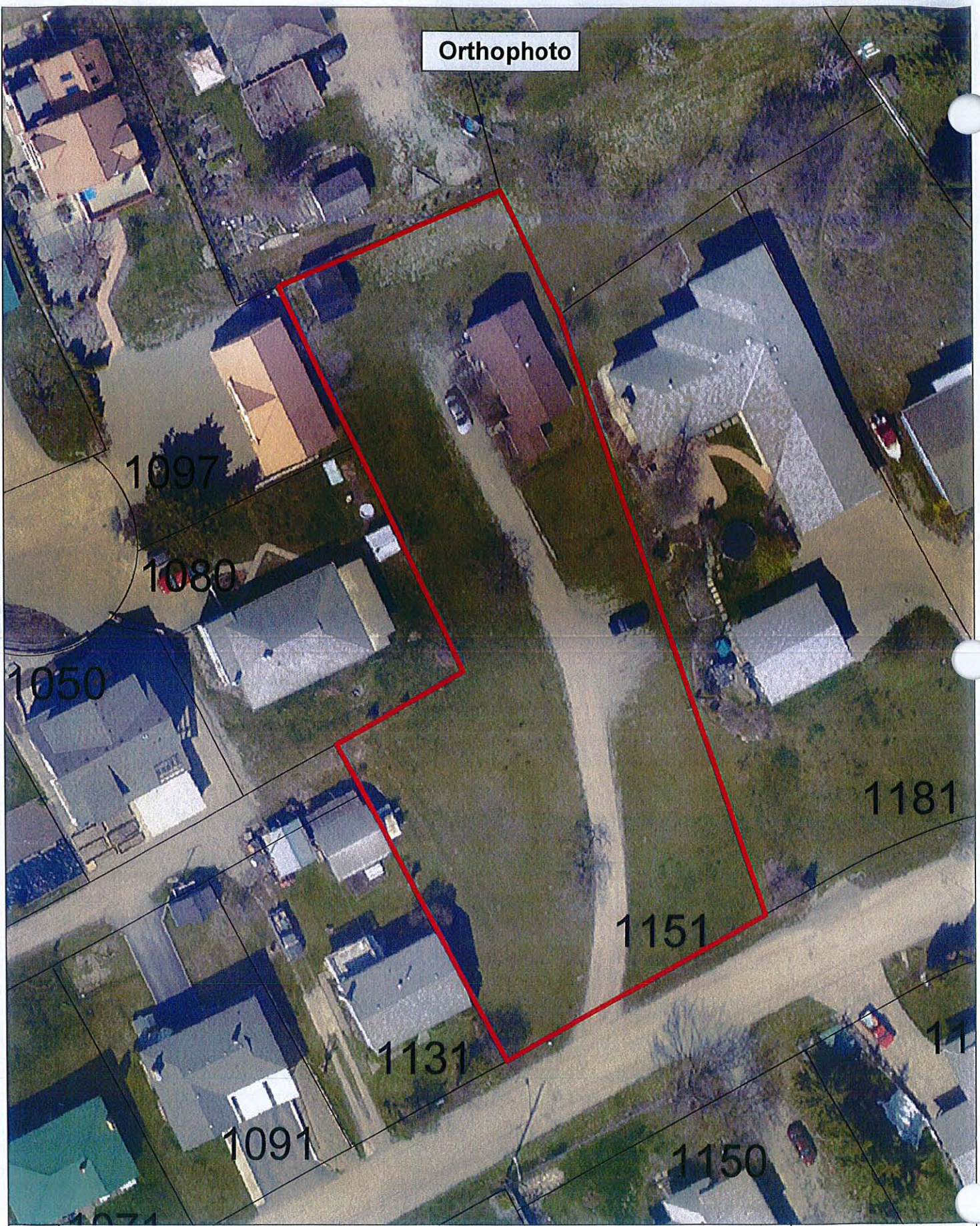


0 50 100 150 200
Meters



Subject Parcel

Orthophoto



 Subject Parcel

PROJECT DATA

SITE AREA: 0.58 ACRES

OCP DESIGNATION: HR

CURRENT ZONING: R-1

PROPOSED ZONING: R-4

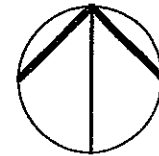
NUMBER OF UNITS: 7

GROSS DENSITY: 12 U/ACRE

PARKING: 14 STALLS

LANE

NORTH



8TH AVENUE NE

1151 - 8th AVENUE NE
SALMON ARM, BC



Photo 1: Photo looking north from 8 Avenue NE at the subject property and single family dwelling.



Photo 2: Photo looking east at the current driveway entrance and 8 Avenue NE

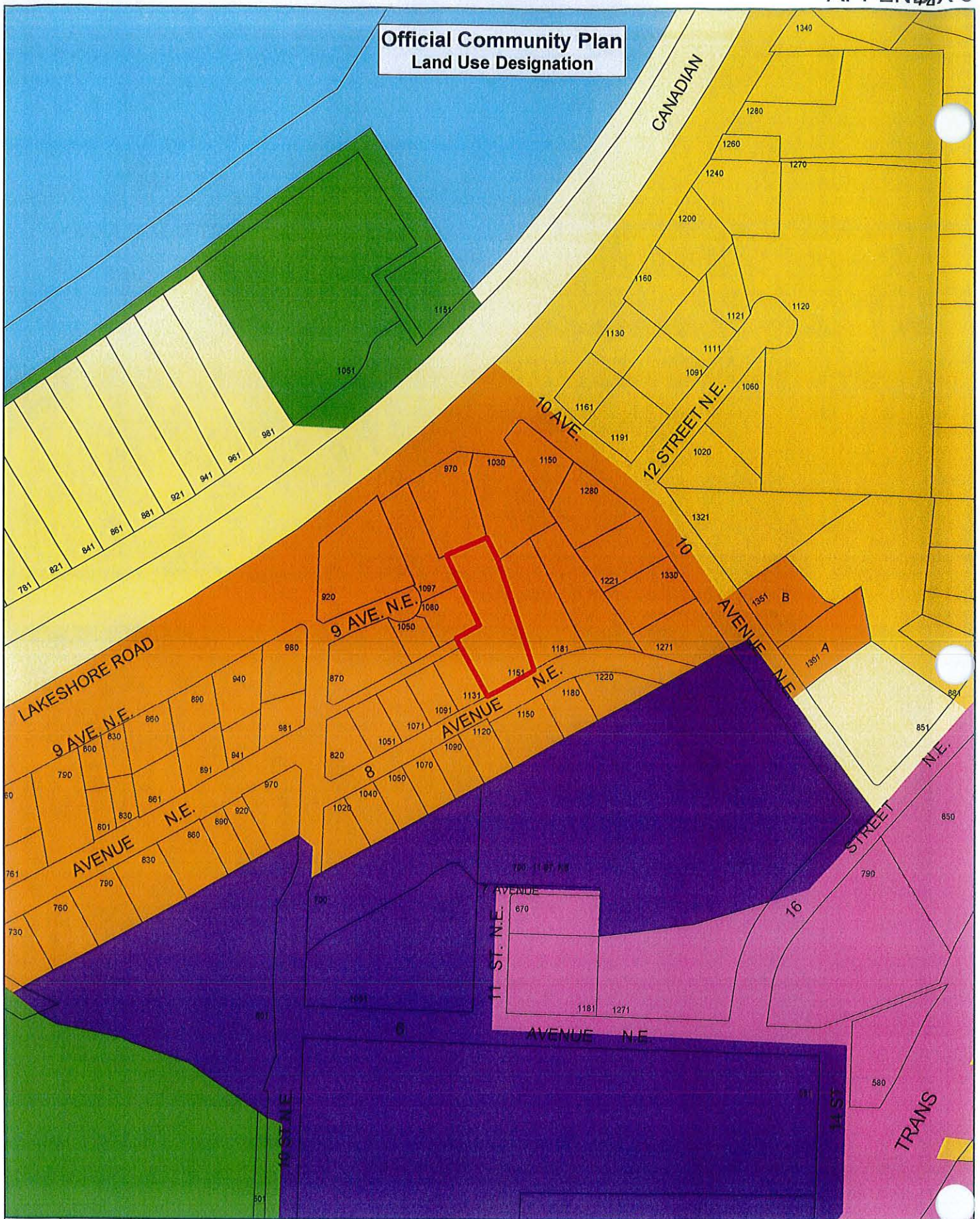


Photo 3: Photo looking north from the current driveway access.



Photo 4: Photo looking west at 8 avenue NE.

Official Community Plan Land Use Designation



0 50 100 150 200
Meters



Subject Parcel



Park



Institutional



Residential Low Density

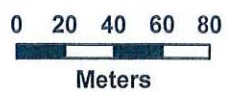
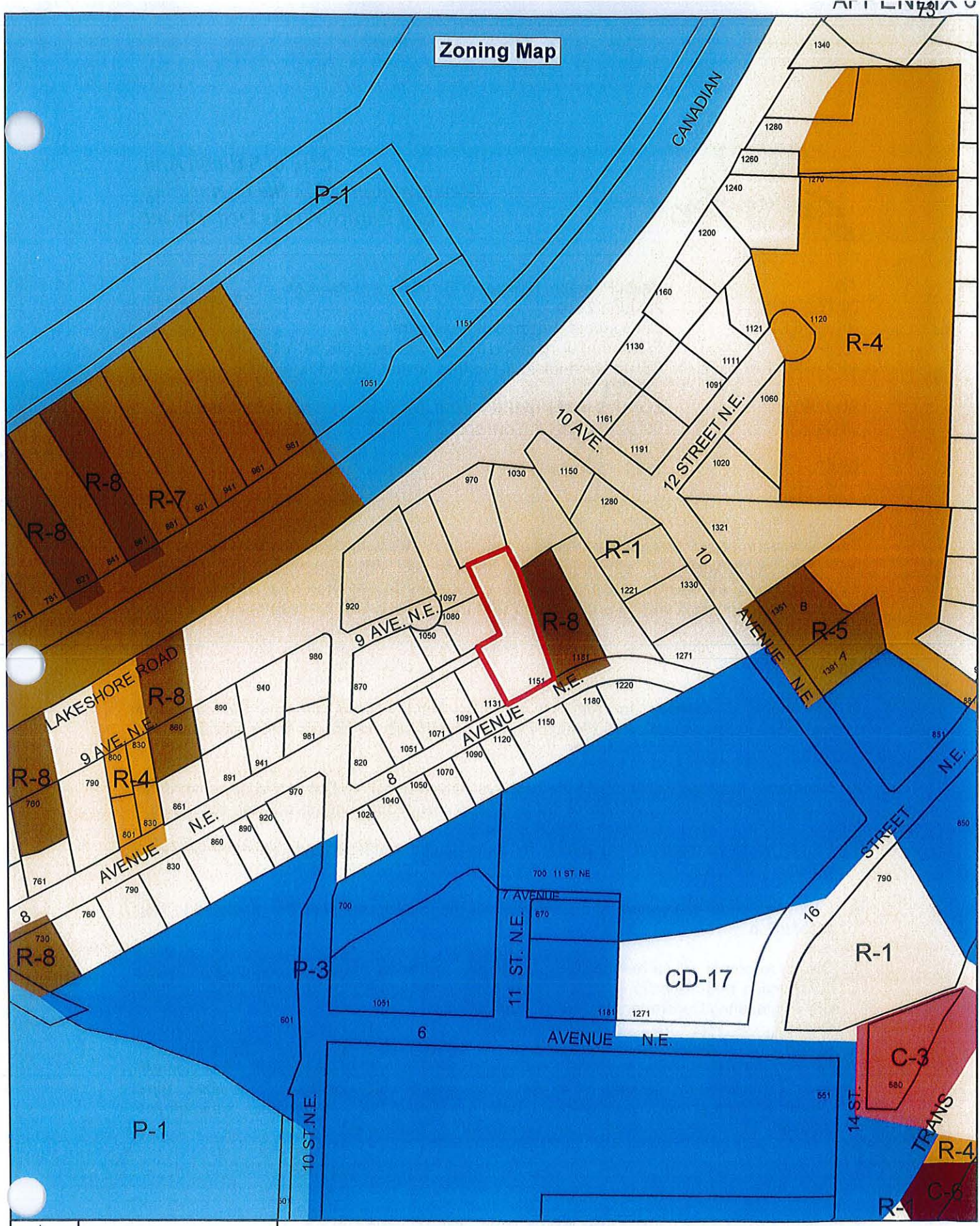








Residential High Density



Hwy Service / Tourist Commercial

Zoning Map



- | | |
|--|---|
|  Subject Parcel |  Residential Suite |
|  Single Family Residential |  Institutional |
|  Medium Density Residential |  Park and Recreation |



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

TO: Kevin Pearson, Director of Development Services
DATE: 28 June 2016
PREPARED: Chris Moore, Engineering Assistant
OWNER: **Flemming Jorgensen**, 1751 – 65 Street SE, BC V1E 1X4
APPLICANT/AGENT: **Bernd Hermanski & Ian McDiarmid**, Box 1438, Salmon Arm, BC VP6
SUBJECT: **ZONING AMENDMENT APPLICATION FILE NO. ZON-1065**
LEGAL: Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan 13746
CIVIC: **1151 – 8 Avenue NE**

Further to your referral dated June 6, 2016 we provide the following servicing information. **The following comments and servicing requirements are not conditions for rezoning; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages and assume that the property will be developed as a strata complex:**

General:

1. Full municipal services are required as noted herein. 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 to be serviced completely by underground electrical and telecommunications wiring.
4. Properties 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. 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.

Proposed Rezoning Application ZON-1065E
 28 June 2016
 Page 2

7. For the off-site improvements at the time of development/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. 8 Avenue NE on the subject properties south boundary is classified as an Urban Local Road, requiring a road right-of-way dedication of 20 meters (10 meters on either side of road centerline). Available records indicate that an additional 3.90m of dedication will be required from the subject property, to be confirmed by a BCLS.
2. 8 Avenue NE is currently constructed to an Interim Local Road Standard. Upgrading to an Urban Local Road Standard will be required. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, sidewalk, boulevard construction, street drainage, street lighting and underground electrical and telecommunications wiring.
3. Internal roadways are recommended to be a minimum of 7.3m measured from face of curb (per City standard RD-12). Truck turning movements shall be properly analysed to ensure internal road network will allow emergency and service vehicle access.

Water:

1. The subject property fronts on a 100 mm diameter (Zone 1) watermain on 8 Avenue NE. The Owner / developer is required to upgrade this watermain to 200mm diameter along the frontage of the property. Since this work is considered premature at this time, a 50% cash in lieu contribution to future works will be required.
2. Strata developments with ground oriented access have the option of a bulk water meter at property line with invoicing to the Strata Corporation or individual strata lot metering with invoicing to each strata lot (currently on an annual flat rate). To qualify for the second option each unit requires a separate outside water service shut-off connected to the onsite private water main. Contact Engineering Department for more information. All meters will be provided by the City at the owner/developers cost. Records indicate that the existing property is currently serviced by a single 19mm service. All existing inadequate/unused services must be abandoned at the main. Owner/Developer is responsible for all associated costs.
3. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OK&K 2012).
4. Fire protection requirements to be confirmed with the Building and Fire Departments.

5. Where service connections are required to serve multiple properties, an approved Backflow Prevention Device shall be installed to provide premise isolation, in accordance with the Cross Connection Control Bylaw 3934.

Sanitary Sewer:

1. The subject property fronts a 200mm diameter sanitary sewer main on the northern boundary of the property, a 300 mm diameter sanitary sewer main on 8 Avenue NE and a 300mm diameter sanitary sewer main in a 3m wide right of way (ROW) on the South-West boundary of the property. No upgrades are required at this time. However, the ROW within the property on the South-West boundary will require widening to 6.5m width. Should the ROW location hinder the development plans, the City may consider allowing the main to be relocated to an alternative alignment onsite, pending submittal of an engineering design and drawings.
2. The proposed lot is to be serviced by a single sanitary service connection adequately sized (minimum 100mm) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.
3. Records indicate that the existing property is serviced by a service of unknown size from the sanitary sewer on the northern boundary. All existing inadequate/unused services must be abandoned at the main. Owner/developer is responsible for all associated costs.

Drainage:

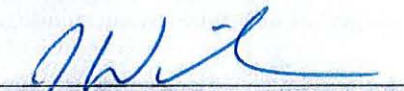
1. The subject properties front a 600 mm diameter storm sewer main on 8 Avenue NE. No upgrades are required at this time. However, the ROW within the property on the South-West boundary will require widening to 6.5m width. Should the ROW location hinder the development plans, the City may consider allowing the main to be relocated to an alternative alignment onsite, pending submittal of an engineering design and drawings.
2. The proposed lot is to be serviced by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.
3. Records indicate the existing lots are not currently serviced with storm.
4. Site drainage must be contained entirely onsite before being directed into the municipal storm sewer system. Owners Engineer is required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development.
5. Drainage to be contained entirely within the property prior to discharge onto City lands. Any overland flow routes with multiple contributing lots must be protected by easement in favour

Proposed Rezoning Application ZON-1065E
28 June 2016
Page 4

of the upstream properties. Owner/developers Engineering Consultant to provide a detailed storm water management plan addressing both the major and minor storm events and lot grading plan showing overland flow routes.

Geotechnical:

1. A geotechnical report in accordance with the Engineering Departments Geotechnical Study Terms of Reference Category A (Building Foundation Design and Site Drainage) and Category B (Pavement Design) will be required at time of subdivision.


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

22. STATUTORY PUBLIC HEARING

1. Zoning Amendment Bylaw No. 4157 [ZON-1065; Hermanski, B. & McDiarmid, I. / Jorgensen, F.; 1151 - 8 Avenue NE; R-1 to R-4]

The Public Hearing reconvened from Monday, July 25, 2016 in Council Chambers.

The Director of Development Services explained the proposed Zoning Amendment.

Submissions were called for at this time.

B. Hermanski, the agent, spoke to Council regarding the development and was available to answer questions from Council.

T. Brighthouse, 970 Lakeshore Road NE, spoke in favor of densification and supported the application.

A. Chin, 1180 8 Avenue NE, spoke regarding potential traffic increase, financial viability, widening of the road, and grade.

J. McDermott, 1220 8 Avenue NE, spoke against the project due to increased traffic and suggested a sign be installed indicating local traffic only.

B. Greenhough, 1150 8 Avenue NE, spoke regarding water concerns which may be increased with development and uninterrupted access for disabled residents.

T. Hewitt, 1220 8 Avenue NE, spoke regarding road access during construction, increased traffic and water collection.

Renter, 1080 9 Avenue NE, spoke regarding water damage in his rental property.

B. Hermanski, agent, responded to traffic concerns during construction and possible strategies to ensure continuous road access.

J. Halliday, 1051 8 Avenue NE, spoke against the application due to traffic concerns and emphasised that an impact study should be conducted.

J. McDermott, 1220 8 Avenue NE, confirmed traffic he recently observed was not local.

0359-2016

Moved: Councillor Harrison

Seconded: Councillor Eliason

THAT: with respect to Zoning Amendment Bylaw No. 4157, a Section 219 Land Title Act Covenant be registered to restrict development to a maximum of 6 units.

CARRIED UNANIMOUSLY

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4157 was declared closed at 8:24 p.m. and consideration of the next item ensued.

2. Zoning Amendment Bylaw No. 4157 [ZON-1065; Hermanski, B. & McDiarmid, I./ Jorgensen, F.; 1151 – 8 Avenue NE; R-1 to R-4] – Third Reading

0361-2016

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4157 be read a third time.

CARRIED UNANIMOUSLY

CITY OF SALMON ARM

BYLAW NO. 4157

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chamber of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on September 12, 2016 at the hour of 7:00 p.m. was published in the August 31 and September 7, 2016 issues of the Salmon Arm Observer;

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

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

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

Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan 13746 from R-1 (Single Family Residential Zone) to R-4 (Medium Density Residential Zone);

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4157".

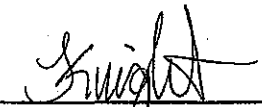
READ A FIRST TIME THIS 11th DAY OF July 2016

READ A SECOND TIME THIS 11th DAY OF July 2016

READ A THIRD TIME THIS 12th DAY OF September 2016

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF , 2016

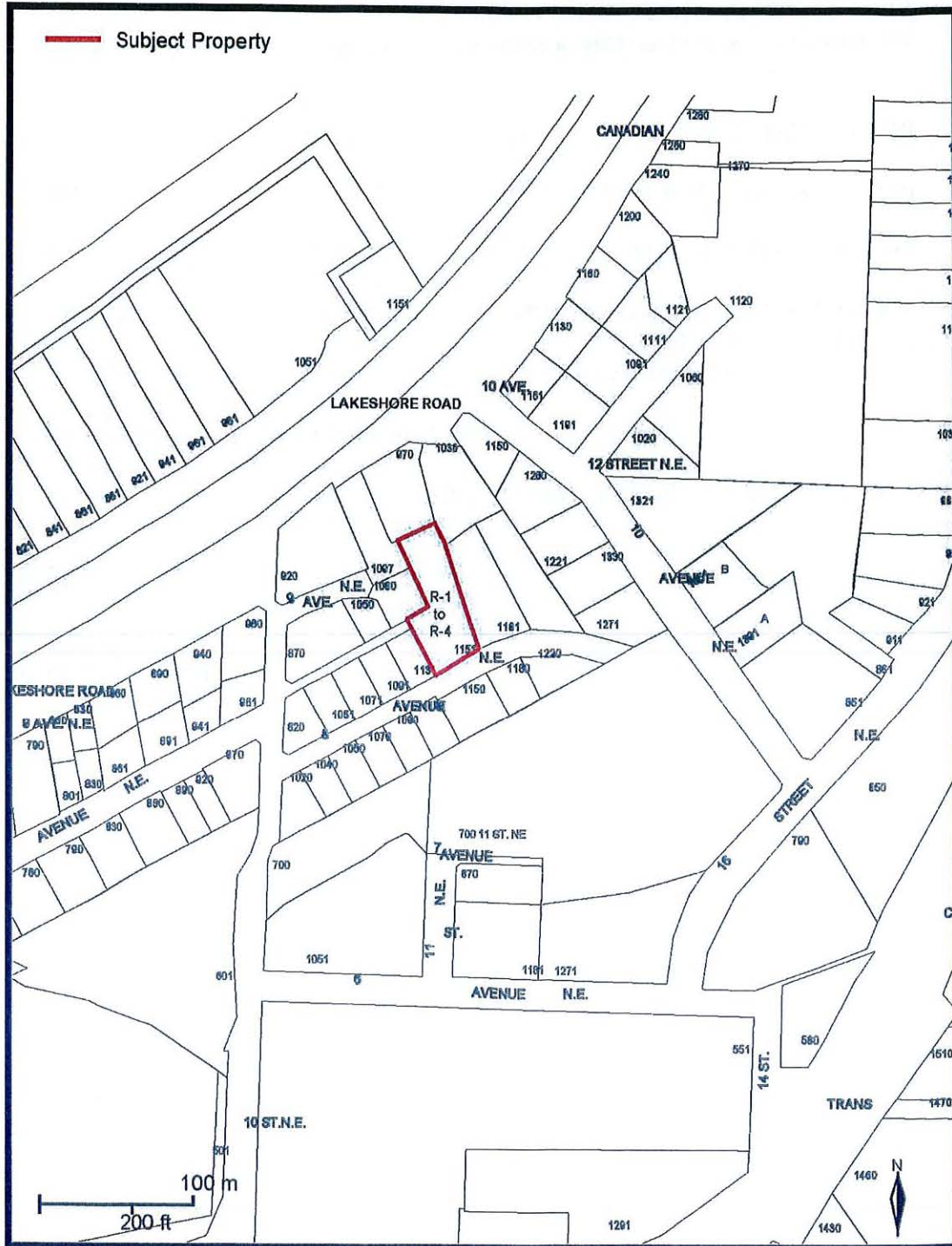
15 September


For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF , 2016

MAYOR

CORPORATE OFFICER



INFORMATIONAL CORRESPONDENCE - April 24, 2017

1. Director of Engineering and Public Works - letter dated April 5, 2017 - Traffic Control Program - April 22 & 23, 2017 and June 17 & 18, 2017
2. Director of Engineering and Public Works - letter dated April 7, 2017 - Relay for Life
3. Director of Engineering and Public Works - letter dated April 14, 2017 - Wellspring Lake 2 Lake Ride for Rwanda September 16 and 17, 2017
4. E. L. - letter received April 7, 2017 - Orchard House and New Circle Drive
5. M. Shaffer, Owner of Hearts Haven, The Ball House, circa 1912 - email dated April 8, 2017 - The Voice of the People!
6. C. Furey, Board Member, Interior Regional Board, MS Society of Canada - letter dated April 8, 2017 - May is MS Awareness Month
7. D. Gonella, Executive Director, Salmon Arm Folk Music Society, 25th Annual Roots and Blues Festival - letter dated April 10, 2017 - 2018, 2019 and 2020 Grant Request
8. Staff Sergeant Scott West, Salmon Arm RCMP - News Release dated April 3, 2017 - Traffic Blitz in the Trans Canada Corridor in Salmon Arm
9. M. Cooperman, Shuswap Outdoor Learning Foundation - email dated April 17, 2017 - Outdoor Movie request for Marine Peace Park on June 3, 2017
10. Okanagan Mainline Real Estate Board - Media Release dated April 6, 2017 - March Residential Sales Compare to Last Year
11. Interior Health Authority - Public Service Announcement dated April 7, 2017 - Time to talk ticks
12. K. Austin, Director of Corporate Administration, District of Coldstream - email dated April 11, 2017 - Request to Farm Industry Review Board to Conduct a Study
13. L. Gourlay, Executive Director, Salish Sea Trust and K. Burgan, SeaLegacy Society - letter dated February 27, 2017 - Application to designate the Salish Sea a UNESCO World Heritage Site

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Item 10.2

CITY OF SALMON ARM

Date: April 24, 2017

C. Langston, Salmon Arm Sockeyes Swim Meet Manager
letter dated April 18, 2017
Request for Permission - Overnight Camping within Recreation
Centre Parking Lot

Vote Record

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

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

April 18, 2017

500 2 Ave NE

Salmon Arm B.C. V1E 4N2

To Mayor and Council:

Re: Request for Permission – Overnight Camping within Recreation Centre Parking Lot

I am writing on behalf of the Salmon Arm Sockeyes swim club in preparation for our annual swim meet on July 22-23, 2017. Our annual swim meet brings between 300-400 swimmers and their families to Salmon Arm and we are respectfully requesting permission to accommodate self contained RV's in the recreation centre parking lot arriving Friday July 21, 2017 and leaving on Sunday July 23, 2017. Having on-site camping available at our swim meet is absolutely critical to the success of this meet for a number of reasons as outlined below.

First, there simply is not enough accommodation available in Salmon Arm in the middle of July to accommodate the influx of families coming to the swim meet. Our swim meet dates are set by the Okanagan region in a random draw and we recognize that accommodation within the city limits of Salmon Arm is extremely limited in July. By no means do we want to have to limit participation in our extremely well attended meet, as we draw visitors to Salmon Arm from within the Okanagan region as well as throughout B.C.

The vast majority of the families staying in the RV's have children swimming in the meet, and they also serve as officials. Therefore, they are the first to arrive at the pool in the morning, and the last to leave at the end of the day. These individuals are often at the pool at 6 a.m. and don't leave until 7:00 p.m. or even later in the evening. Having their R.V. on site allows their children to get some much needed rest between races while the parents continue to work.

Camping at the swim meet site is a practice that occurs at every other swim meet in our region; Penticton, Kelowna, Lumby, Merritt, Kamloops, Revelstoke, and Golden. We do not try to attract campers away from other campgrounds and we do charge a fee of \$20 for the weekend. This fee reflects the lack of amenities (as it is only a parking lot) but also deters those who may simply be looking for a free site. As we do with other businesses, we would be happy to discuss promoting other campgrounds in our annual meet package which goes out well ahead of the meet. The camping that we are proposing is camping that has always been in place and is limited in number.

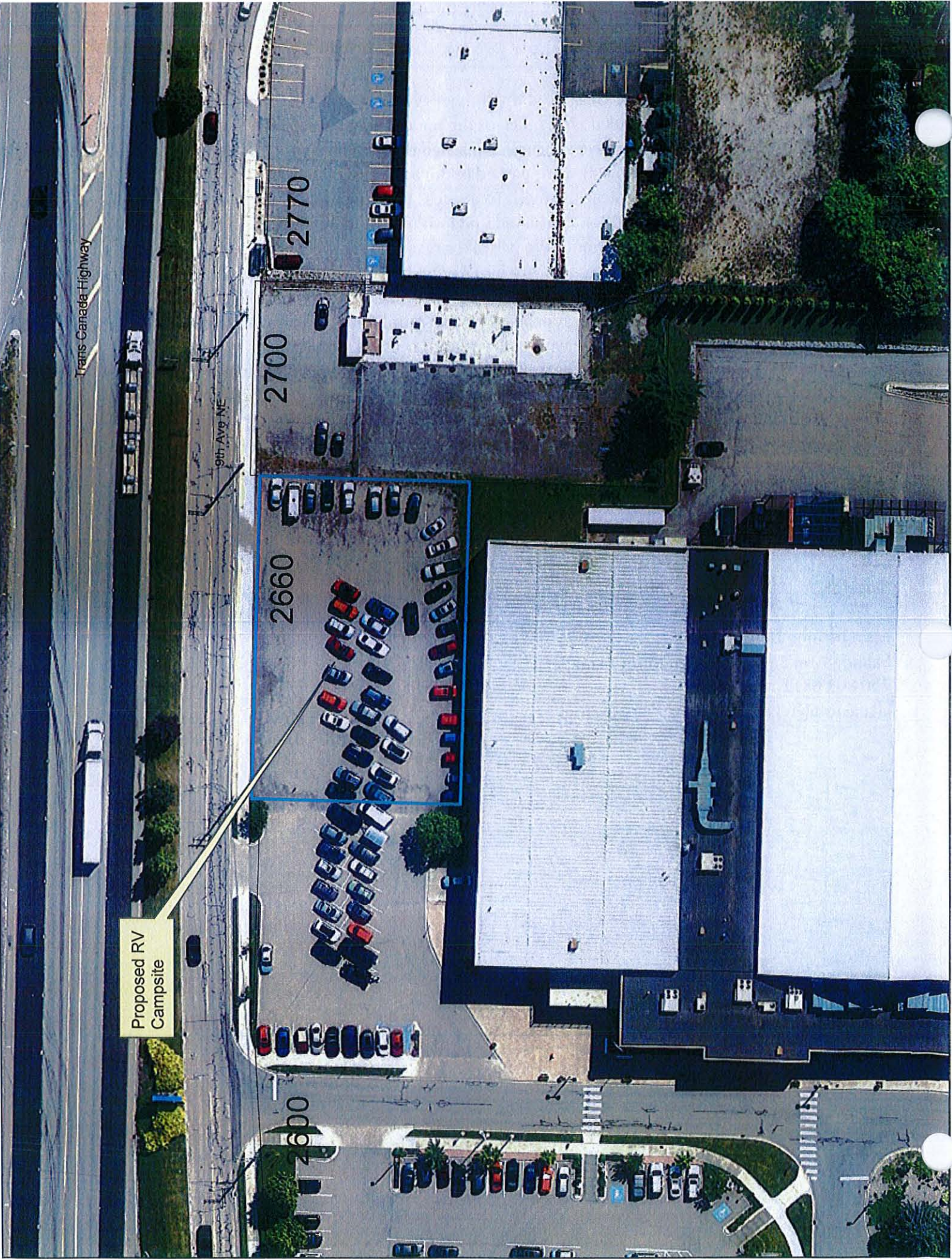
I have been in communication with Mr. Dale Berger, General Manager of the Shuswap Recreation Society, to discuss our proposal and to address any concerns. He said the Rec Society is in support of our request for on-site camping but there where conditions he wanted

to ensure where met by our club. He shared that he believed last year's camp set up was disorganized and that the RVs took up too much of the parking lot space. When I discussed this concern with the Salmon Arm Sockeye executive I learned that parking was difficult last year because many non-swim club vehicles were parked in the area designated for camping and so RVs were parked in places not initially planned. To address this concern, I am proposing that we limit camping to approximately 20 self contained units which would be parked in a sectioned off area on the North Side of Hucul Pond. We will place reserved for swim meet signs at the access areas leading to the proposed camp site by 12 noon on Friday July 21. Kevin Pearson has prepared a map outlining the area of the proposed camping site. I will provide Mr. Berger with a map of the area with designated sites for the maximum number of campers. A record will be kept of the registered campers, and we will ensure that they camp within their designated sites. The Sockeyes organization will assign a person to manage the layout and parking of the units on Friday July 21. We would ensure the area was clean when vacated. We would continue to charge the \$20 fee for the weekend. Our organization had attained the necessary liability insurance. A copy of our insurance policy is included with this letter.

I welcome the opportunity to meet with Mayor and Council to discuss our proposal and answer any questions.

Sincerely,

Ms. Corrinne Langston
Salmon Arm Sockeyes Swim Meet Manager
250 803 6811
clangston@telus.net



Proposed RV
Campsite

Trans Canada Highway

9th Ave NE

2660

2700

2770

2600

Kevin Pearson

From: Dale Berger [DBerger@salmonarmrecreation.ca]
Sent: April 4, 2017 2:51 PM
To: Corrinne
Cc: Darby Boyd; Kevin Pearson
Subject: RE: Salmon Arm Sockeye Onsite Camping request follow up

Hi Corrine,

We will support the application under the condition that the Sockeyes designate a person to manage the layout and parking of the units. Last year was extremely disorganized and the campers took up so much of the parking lot that there was nothing left for others. There did not seem to be anyone managing how the camping was set up. This year I would like to see the camping on the North Side of Hucul Pond. I would also like to see a map of the area with designated sites for the maximum number of campers. The sites should be delineated and the campers assigned to the individual sites. It would be a good idea to keep records of who is in each site.

Regards

Dale Berger

General Manager
 Shuswap Recreation Society
dberger@salmonarmrecreation.ca
 250 832 4044

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

From: Corrinne [<mailto:clangston@telus.net>]
Sent: April 3, 2017 7:05 PM
To: Dale Berger <DBerger@salmonarmrecreation.ca>
Subject: Salmon Arm Sockeye Onsite Camping request follow up

Hi Dale,

I have contacted Kevin Pearson as you suggested regarding Sockeye Swim club camping at our summer swim meet. Before am able to procede with an application letter to City Council he suggested that I receive confirmation about two things from you. First, that we have Rec Society support for our request for onsite camping; up to 20 BCSSA swim club member RVs arriving Friday July 15 and departing July17. Secondly, if we have support, where do you recommend the camping be located. I believe in our first email you suggested that the North parking area would be more suitable.

Thank you,

Corrinne

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Item 11.1

CITY OF SALMON ARM

Date: April 24, 2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Harrison

THAT: Council award the Water Pollution Control Centre - Ultraviolet (UV) Light Disinfection System Equipment, acquisition of the TrojanUV3000Plus™ with level control system to Trojan Technologies for a total quotes price of \$383,500.00, plus taxes.

Vote Record

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

Opposed:

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



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

TO: Her Worship Mayor Cooper and Members of Council

SUBMITTED BY: Rob Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Chris Moore, Engineering Assistant

DATE: April 18, 2017

SUBJECT: **Water Pollution Control Centre – Ultraviolet (UV) Light Disinfection System Equipment Purchase**

RECOMMENDATION:

THAT: Council award the Water Pollution Control Centre – Ultraviolet (UV) Light Disinfection System Equipment, acquisition of the Trojan UV 3000Plus™ with level control system to Trojan Technologies for a total quoted price of \$383,500.00 plus tax

BACKGROUND:

The City of Salmon Arm Water Pollution Control Centre (WPCC) utilizes an Ultraviolet Light Disinfection (UV) treatment system as the tertiary treatment prior to the release of the treated effluent into Shuswap Lake. The scope of the project is to install new fully redundant, maintenance friendly and highly efficient UV treatment system.

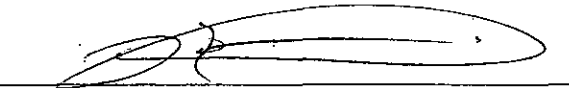
In 2012 the City applied under the General Strategic Priorities Fund (UBCM Gas Tax Funding) for this project but were unsuccessful then again in 2015 a second application was submitted under the same funding program which we received approval in 2016. This Federal Gas Tax Fund contribution for this project is in the amount of \$650,000.00. Based on the project cost estimates the grant will fund the upgrade project in its entirety.

Opus International Consultants (Canada) Ltd. (formerly Opus Dayton Knight) have been working on this project since 2011. During that time multiple options and various disinfection channel configurations using disinfection equipment from various suppliers have been extensively explored in consultation with City Staff. The preferred option has been identified as a twin-channel configuration using the Trojan UV 3000Plus™ UV disinfection equipment. This design provides the City with the flexibility to take one of the channels offline for service or repair while the other channel remains in service. Trojan Technologies was the only one of four equipment suppliers to provide a quote on this configuration; to other suppliers did not have equipment compatible with retro-fitting the preferred configuration to the existing UV channel.

Her Worship Mayor Cooper and Members of Council
Page 2

Due to increasing cost and the reduced value of the Canadian dollar, costs for purchase of UV equipment have increased across the board in recent years. The cost for the Trojan UV 3000Plus™ system has increased significantly from the price in 2012. The costs for the UV equipment have now increased from \$383,500.00 (quoted in 2012) to \$434,000.00. However, Trojan Technologies has offered to hold their 2012 price of \$383,500.00 until June 30, 2017. Staff recommend that the City pre-purchase this equipment prior to June 30, 2017 to take advantage of the significant cost savings offered.

Respectfully submitted,



Rob Niewenhuizen,
Director of Engineering and Public Works

cc Monica Dalziel, CFO

Item 11.2

CITY OF SALMON ARM

Date: April 24, 2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the Mayor and Corporate Officer be authorized to execute the 2017/2018 Annual Operating Agreement and the Transit Service Agreement between the City of Salmon Arm and BC Transit.

Vote Record

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

Opposed:

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



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

TO: Her Worship Mayor Cooper and Members of Council File: 2240.20.11

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

DATE: April 13, 2017

SUBJECT: **2017/2018 ANNUAL TRANSIT OPERATING AGREEMENT &
 TRANSIT SERVICE AGREEMENT**

RECOMMENDATION:

THAT: The Mayor and Corporate Officer be authorized to execute the 2017/2018 Annual Operating Agreement and the Transit Service Agreement between the City of Salmon Arm and BC Transit.

BACKGROUND:


BC Transit has forwarded the 2017/2018 Annual Operating Agreement (AOA) for the Shuswap Regional Transit system for approval.

The new AOA incorporates the changes recommended by the provincially-commissioned Independent Review Panel and supported by recent amendments to the BC Transit Regulations.

The AOA is now a two-party agreement between the local government and BC Transit reducing the administrative burden and potential for confusion associated with three-party agreements. In order to facilitate this transition, the new Transit Service Agreement (TSA) has been created, and will serve as the principal overarching agreement, replacing the Master Operating Agreement (MOA) 2014-2023. The TSA integrates the relevant language of the previous MOA. Each year, the AOA will confirm the budgeted service levels, revenue projections and cost structure for the transit system.

Staff have reviewed the agreements and the projected revenues and expenses associated with the 2017/2018 AOA are within the budget allocations contained within the City's 2017 Budget.

Respectfully submitted,


 Robert Niewenhuizen,
 Director of Engineering and Public Works

c.c. Monica Dalziel, CFO

Item 11.3

CITY OF SALMON ARM

Date: April 24, 2017

Moved: Councillor Jamieson

Seconded: Councillor Eliason

THAT: Council accept the bid of Okanagan Aggregates Ltd., in accordance with the unit prices tendered as specified in the Contract, estimated to be Eight Hundred and Eighty Two Thousand dollars (\$882,000.00) plus applicable taxes.

Vote Record

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

Opposed:

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



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

TO: Her Worship Mayor Cooper and Members of Council

SUBMITTED BY: Robert Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Darin Gerow, ASCT, Engineering Assistant

DATE: April 10, 2017

SUBJECT: **2017 PAVING PROGRAM - TENDER AWARD**

RECOMMENDATION:

THAT: Council accept the bid of Okanagan Aggregates Ltd., in accordance with the unit prices tendered as specified in the Contract, estimated to be Eight Hundred and Eighty Two Thousand dollars (\$882,000.00) plus applicable taxes.

BACKGROUND:

The annual paving program tenders include supply and placing asphaltic concrete pavement, tack coat for asphalt overlays, required asphalt milling and asphalt pulverizing. In previous years this contract included asphalt patching; however, this year a separate asphalt patching contract has been awarded to create more ease of scheduling and cost savings.

Provisions have been implemented in this year's Contract to enhance project scheduling, workmanship and communications. Stricter deadlines have been outlined and will be enforced. Fletcher Paine and Associates will be working closely with the City of Salmon Arm ensuring the best product is being received; and the testing/penalty clauses have been reviewed and altered as required.

On Tuesday, March 30, 2017 tender submissions were received as follows:

Table 1 – Tender Results:

Company Name	Tender Amount*
Okanagan Aggregates Ltd. Armstrong, BC	\$ 882,000.00
Vernon Paving Division of Lafarge Canada Inc. Vernon BC	\$ 1,016,664.57
Dawson Construction Ltd. Kamloops, BC	\$ 1,017,649.01
Interoute Construction Ltd. DBA Valley Blacktop Revelstoke, BC	\$ 1,051,395.00

*Applicable taxes are not included in these amounts

Note: All documentation and bonding requirements are in order.
Proposed paving locations (as identified in the 2017 Budget) are as follows:

2017 PAVING PROGRAM - TENDER AWARD

Table 2 – 2017 Paving Projects (see attached map):

Location		
Street	From	To
12 Avenue SE	10 Street SE	15 Street SE
20 Avenue NE	30 Street NE	TCH
Lakeshore Road NE	26 Avenue NE	30 Avenue NE
Lakeshore Road NE	4881 Lakeshore NE	54 Avenue NE
Lakeshore Drive NE	Marine Park	10 Avenue NE
20 Avenue NE	TCH	5651 - 20 Ave NE
27 Street NE	1 Avenue NE	5 Avenue NE
1 Avenue NE	25 Street NE	27 Street NE
25 Street NE	Okanagan Avenue	1 Avenue NE
10 Ave & 60 St NE	Intersection	Intersection

The lowest tenderer, Okanagan Aggregates Ltd. has completed several major asphalt overlay road projects for the Ministry of Transportation and Infrastructure, City of Vernon and have completed the City of Salmon Arm's paving program multiple years.

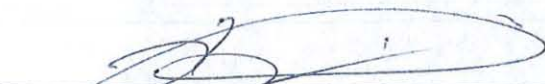
2017 Budget:

The budget allocation for the 2017 Paving Program is \$920,000.00 – included in this amount is funding for the Engineering Consultant, material testing, construction and contingency. Other costs associated with the overlay budgets include road base preparation, milling, pulverizing, layout and required drainage improvements, etc.

Depending on the actual tonnage of asphaltic concrete and other costs, the overlay program will be increased or reduced in order to take maximum advantage of the available funds. It should be noted that a unit price Contract allows flexibility to increase or decrease the scope of work (total number of units).

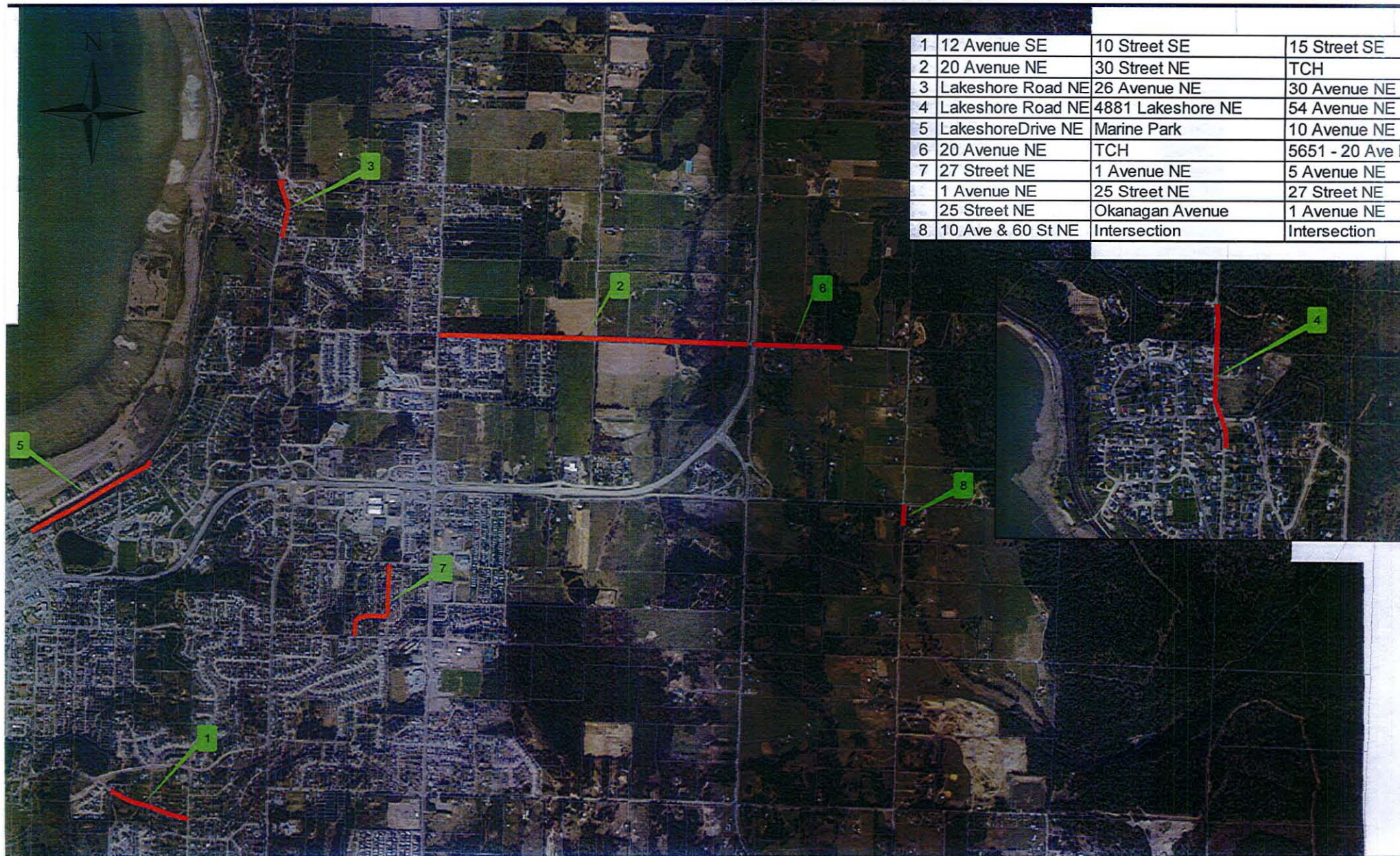
Based on the above, we recommend that the 2017 Paving Tender be awarded to Okanagan Aggregates Ltd. in accordance with the unit prices tendered as specified in the Contract, estimated to be Eight Hundred and Eighty Two Thousand dollars (\$882,000.00) plus applicable taxes. The individual Contract amounts will not exceed project budgets in the 2017 budget.

Respectfully submitted,



Robert Niewenhuizen, A.Sc.T.
Director of Engineering and Public Works

cc Monica Dalziel, CFO



1	12 Avenue SE	10 Street SE	15 Street SE
2	20 Avenue NE	30 Street NE	TCH
3	Lakeshore Road NE	26 Avenue NE	30 Avenue NE
4	Lakeshore Road NE	4881 Lakeshore NE	54 Avenue NE
5	Lakeshore Drive NE	Marine Park	10 Avenue NE
6	20 Avenue NE	TCH	5651 - 20 Ave N
7	27 Street NE	1 Avenue NE	5 Avenue NE
	1 Avenue NE	25 Street NE	27 Street NE
	25 Street NE	Okanagan Avenue	1 Avenue NE
8	10 Ave & 60 St NE	Intersection	Intersection



Disclaimer:
Be advised that the attached map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information, and data located in various City of Salmon Arm departments and is to be used for reference purposes only.

**2017 Proposed Roadway Infrastructure Renewal
Asphaltic Overlay Program
Project ENG 2017-01**

Drawn By: DG
Checked By: JW
Date November 8, 2016

Item 11.4

CITY OF SALMON ARM

Date: April 24, 2017

Moved: Councillor Harrison

Seconded: Councillor Wallace Richmond

THAT: the proposal for Engineering Services for the design of a roundabout at 9 Avenue NE & 30 Street NE be awarded to Opus International Consultants (Canada) Ltd. for \$29,730.00 plus taxes as applicable.

Vote Record

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

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



City of Salmon Arm
Memorandum from the Engineering
& Public Works Department

TO: Her Worship Mayor Cooper and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering & Public Works

PREPARED BY: Darin Gerow, Engineering Assistant

DATE: April 4, 2017

SUBJECT: **Award of RFP for Engineering Services for
9 Avenue & 30 Street NE Roundabout Design**

RECOMMENDATION:

THAT: The proposal for Engineering Services for the design of a roundabout at 9 Avenue NE & 30 Street NE be awarded to Opus International Consultants (Canada) Ltd. for \$29,730.00 plus taxes as applicable.

BACKGROUND:

A Request for Proposal for engineering services for the Design only of a roundabout at the intersection of 9 Avenue NE & 30 Street NE was put out on BC Bid and the City of Salmon Arm Website. We received five (5) proposals on March 28, 2017. The proposals were evaluated using our evaluation matrix which takes into account many criteria such as pricing, experience, past performance and project team.

This design project will introduce the first roundabout in Salmon Arm. Experience in past roundabout designs will be vital in the success of this project. The experience will assist in the technical aspects of designing a roundabout in the close vicinity of the Trans Canada Highway. Through the evaluation matrix, Gentech and Omega were the highest qualified engineers for facilitating the project.

It is important to note that this is a project specific evaluation based on past performance, similar project history and the details of the submitted proposal. Generally, experienced engineering firms with relevant past project experience are more efficient, produce more cost effective designs, and successfully avoid many project pitfalls.

The City reviewed the preferable firms based on pricing and evaluations. The following is a summary.

Company	Quote	Tax	Total	Evaluation
Opus	\$ 29,730.00	\$ 1,486.50	\$ 31,216.50	1
All North	\$ 29,880.00	\$ 1,494.00	\$ 31,374.00	2
CIMA	\$ 24,655.00	\$ 1,232.75	\$ 25,887.75	3
ISL	\$ 29,920.00	\$ 1,496.00	\$ 31,416.00	4
Franklin	\$ 34,305.00	\$ 1,715.25	\$ 36,020.25	5

We are recommending we award to Opus International Consultants (Canada) Ltd. as they have the required experience coordinating and designing roundabouts and were the most highly evaluated engineering firm.

The approved budget for this project is \$30,000.00. This includes design only. We recommend that Opus International Consultants (Canada) Ltd. be awarded the Engineering Services for the 9 Avenue NE & 30 Street NE Roundabout Design project at their quoted price of \$29,730.00 plus taxes as applicable. Opus International Consultants (Canada) Ltd. is a company based out of Kelowna with project experience in the Salmon Arm area.

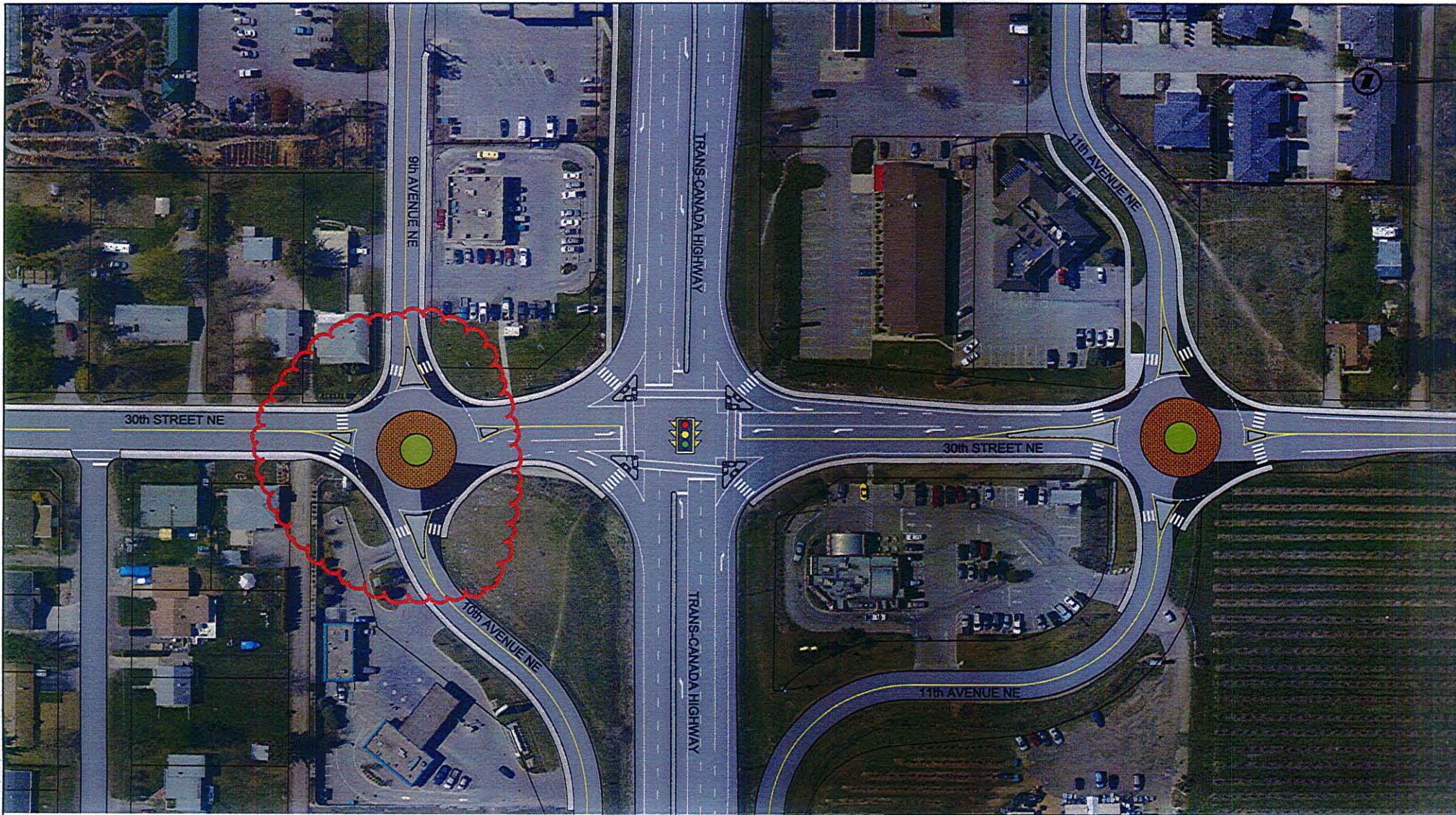
Opus International Consultants (Canada) Ltd. has indicated that they are able to start the work after award and will have the design completed with Class 'A' Cost estimates by mid August.

Respectfully submitted



Robert Niewenhuizen, A.Sc.T
Director of Engineering & Public Works

c.c. Monica Dalziel, Chief Financial Officer



CONCEPTUAL DESIGN - MAY 6, 2014

B BINNIE Engineering • Project Management • Geomatics 1111 10th Avenue NE Burnaby, BC V5G 1Y7 P: 604-430-1111 F: 604-430-1112 www.binnie.com		PLAN OPTION 4 - ROUNDABOUT 30TH STREET NE FROM 11TH AVENUE NE TO 9TH AVENUE NE PROPOSED INTERSECTION IMPROVEMENTS	
		DESIGNED BY: <u> </u> DATE: <u> </u> QUALITY CONTROL: <u> </u> DATE: <u> </u> QUALITY ASSURANCE: <u> </u> DATE: <u> </u> CHECKED BY: <u> </u> DATE: <u> </u>	
SCALE: 0 5 1:500 25m CAD FILE NAME: <u> </u> DATE: <u> </u>	REV: <u> </u> DATE: <u> </u> DESCRIPTION: <u> </u> SIGNATURE: <u> </u>	DESIGNED BY: <u> </u> DATE: <u> </u> QUALITY CONTROL: <u> </u> DATE: <u> </u> QUALITY ASSURANCE: <u> </u> DATE: <u> </u> CHECKED BY: <u> </u> DATE: <u> </u>	FILE NUMBER: <u>13-459</u> PROJECT NUMBER: <u> </u> REG: <u> </u> DRAWING NUMBER: <u>13-459 - OPT 4</u>

Item 19.1

CITY OF SALMON ARM

Date: April 24, 2017

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: Development Variance Permit No. VP-453 be authorized for issuance for Lot 15, Section 6, Township 21, Range 9, W6M, KDYD, Plan EPP67163 which will vary Zoning Bylaw No. 2303 as follows:

1. Section 6.10.1 Minimum Setback of Principle Building - decrease the minimum setback of a principle building from the front parcel line from 6.0 m to 5.0 m.; and
2. Section 6.10.2 Minimum Setback of Principle Building - decrease the minimum setback of a principle building from the rear parcel line from 6.0 m to 4.0 m.

[1001833 BC Ltd. (D. Barnard)/ Browne Johnson Land Surveyors; 4580 – 71 Avenue NE; Setback Variance]

Vote Record

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

Opposed:

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



City of Salmon Arm

Development Services Department Memorandum

TO: Her Worship Mayor Cooper and Members of Council

DATE: April 11, 2017

SUBJECT: Variance Permit Application No. VP-453 (Setbacks)
 Legal: Lot 15, Section 6, Township 21, Range 9, W6M KDYD, Plan EPP67163
 Civic Address: 4580 -71 Avenue NE
 Owner: 1001833 BC Ltd. (Dave Barnard)
 Applicant: Browne Johnson Land Surveyors

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-453 be authorized for issuance for Lot 15, Section 6, Township 21, Range 9, W6M, KDYD, Plan EPP67163 which will vary Zoning Bylaw No. 2303 as follows:

1. **Section 6.10.1 Minimum Setback of Principle Building** - decrease the minimum setback of a principle building from the front parcel line from 6.0 m to 5.0 m.
2. **Section 6.10.2 Minimum Setback of Principle Building** - decrease the minimum setback of a principle building from the rear parcel line from 6.0 m to 4.0 m.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject property is located at 4580 – 71 Avenue NE (APPENDICES 1 and 2). The property is located in the Parks Edge subdivision in Canoe and is currently vacant. The applicant is requesting that the front parcel line be reduced from 6.0 metres to 5.0 metres and the rear parcel line setback be reduced from 6.0 metres to 4.0 metres to accommodate a single family dwelling. The existing lot dimensions and the proposed building envelope is shown in APPENDIX 3.

The applicant has provided a rationale letter attached as APPENDIX 4 and site photos are attached as APPENDIX 5.

BACKGROUND

The property is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the City's Zoning Bylaw. Adjacent land uses include the following:

North: 71 Avenue NE / Dedicated Park
 South: Single Family Residential (R-1) / Dedicated Park
 East: 71 Avenue NE / Single Family Residential (R-1)
 West: Dedicated Park

COMMENTSFire Department

No concerns.

Building Department

No concerns.

Engineering Department

No concerns.

Planning Department

The applicant is requesting two variances to the Zoning Bylaw to allow for the construction of a single family dwelling. The subject property is currently vacant and is part of the recently subdivided Parks Edge development. The lot is 581.1 m² in size, and has 28.2 m of frontage along 71 Avenue NE. The property is quite wide and narrow in depth however is well above the 450 m² minimum lot size allowed for the R-1 (Single Family Residential) zone.

In general, setbacks help ensure adequate separation between building sites on adjoining properties for privacy, aesthetics and fire safety reasons. In this case the variances are to the front yard, fronting 71 Avenue NE, and the rear yard, which backs onto dedicated parkland. If the variances were granted it would provide for a building envelope of 298.3 m² (3,210.8 ft²).

CONCLUSION

The requested variance to reduce the front and rear parcel lines to accommodate the construction of a single family dwelling are recommended for approval by staff for the following reasons:

1. The requested variances would create an expanded building envelope for construction with no anticipated negative impacts to aesthetics, privacy, or fire safety.
2. The subject property is next to dedicated park on the north and west boundaries and has only one directly adjacent neighbor to the south. The shape and building envelope of the neighboring lot is longer and narrower than the subject property which creates an offset in front yard setbacks regardless of any variances. Therefore, there are no anticipated negative impacts to the streetscape.

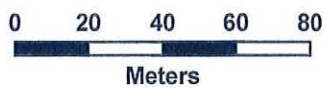
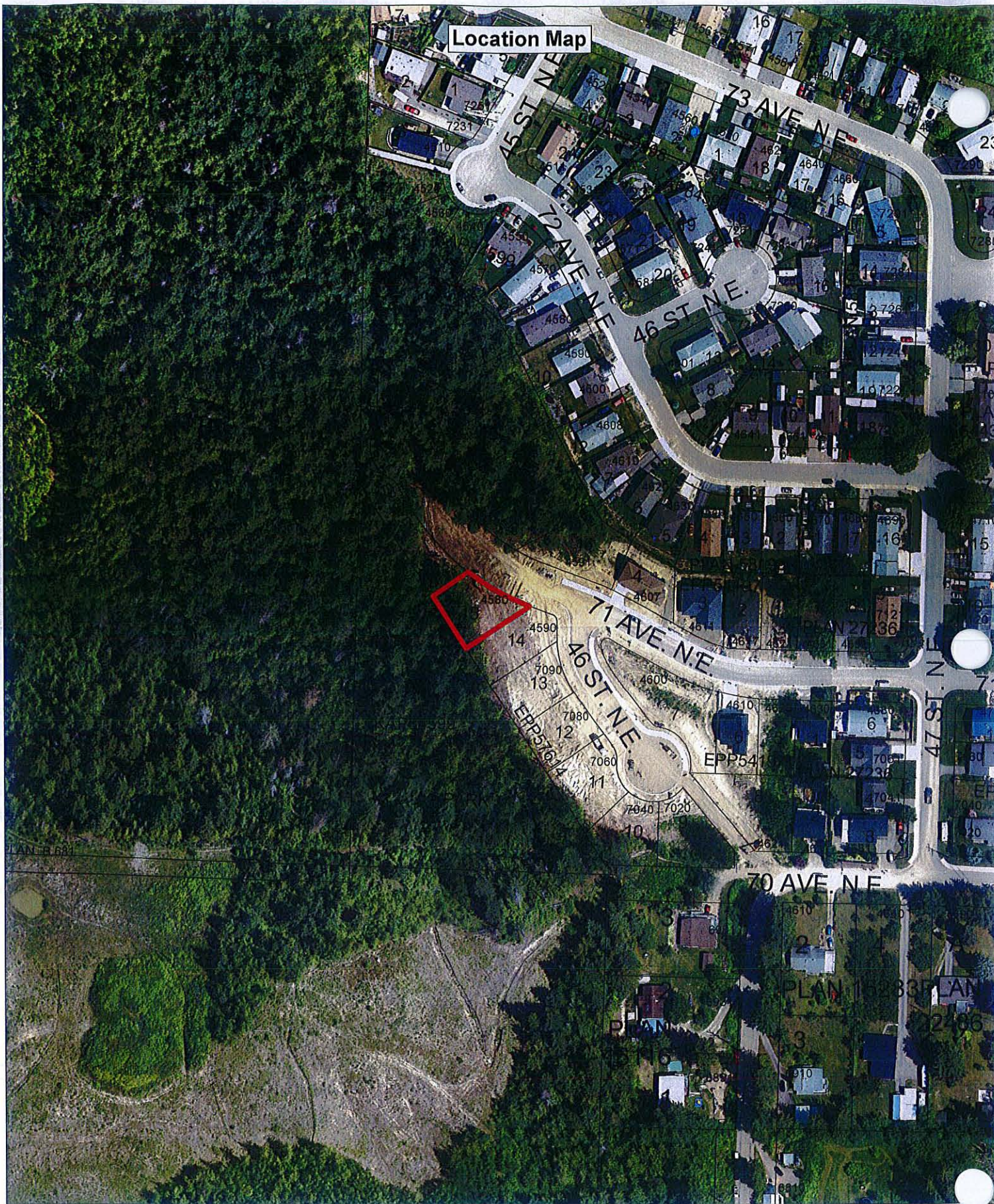


Prepared by: Wesley Miles, MCIP, RPP
Planning and Development Officer



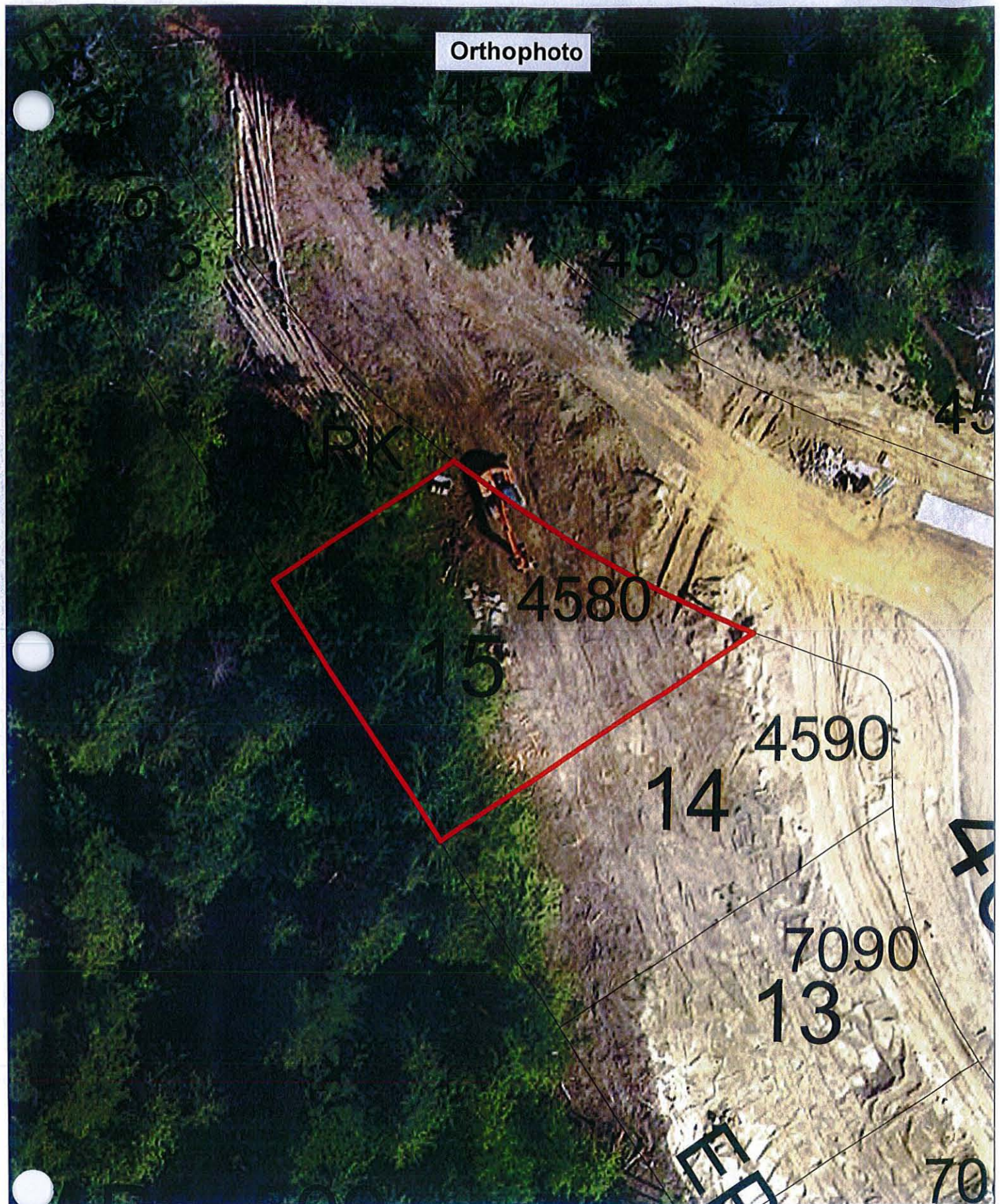
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services

Location Map



 Subject Parcel

Orthophoto

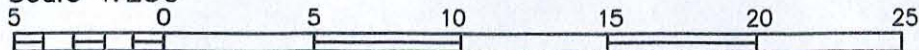


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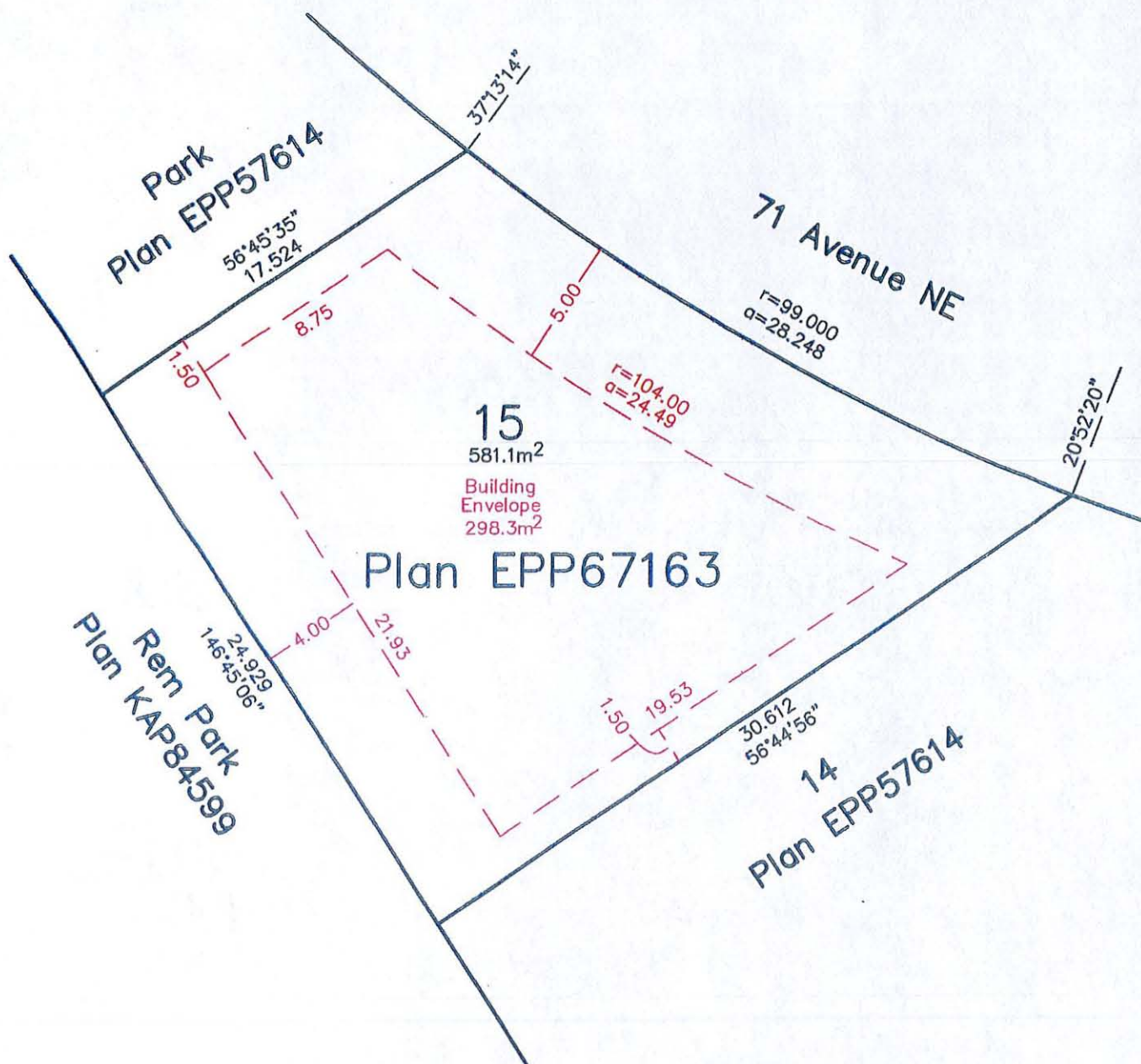
 Subject Parcel

Plan Showing Building Envelope
on Lot 15, Sec 6, Tp 21, R 9,
W6M, KDYD, Plan EPP67163

Scale 1:250



All distances are in metres.



February 7, 2017

BROWNE JOHNSON LAND SURVEYORS
B.C. AND CANADA LANDS
SALMON ARM, B.C. Ph.250-832-9701
File: 639-16 sketch 244-16.raw

BROWNE JOHNSON LAND SURVEYORS*

British Columbia and Canada Lands
Salmon Arm, B.C. V1E 4N5

OFFICE: 201-371 Alexander St.
MAIL: P.O. BOX 362
TELEPHONE: (250) 832-9701
FAX: (250) 832-8004
EMAIL: office@brownejohnson.com

Our File 639-16
Your File

January 24, 2017

Kevin Pearson
Director of Development Services
City of Salmon Arm
Box 40 500 2nd Ave SE
Salmon Arm, BC V1E 4N2

Re: Variance Permit Application for Lot 15, Section 6, Township 21, Range 9,
W6M, KDYD, Plan EPP67163

Dear Kevin:

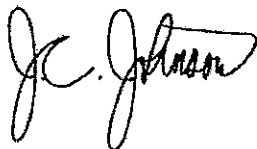
Further to the attached variance permit application regarding the above described property,
I offer the following:

1. Variance to Zoning Bylaw (section 6.0). We are requesting the required frontage setback of 6.0m be varied to 5.0m and rear setback of 6.0m be varied to 4.0m for Lot 15, Plan EPP67193.

The main reason for requesting the setback variance is that the lot has reduced depth along the northerly side and the variance will provide better utilization of the land and allow for a home that will conform to the form and character of the development. Reducing the front set back from 6.0m to 5.0m will still allow sufficient depth for off street parking within the lot. The variances should have little impact on adjoining property owners, as the north and west boundaries of the lot are adjacent to Parklands.

Based on the information outlined above, we respectfully request that the city consider granting the requested variances. Please let me know if you have any questions or require more information.

Thank you for your consideration of this matter.



J.C. Johnson BCLS, CLS



Photo 1: Photo looking south-east down 71 Avenue NE and the neighboring single family development.



Photo 2: Photo looking west at the subject property and dedicated parkland to the north-west.

Item 23.

CITY OF SALMON ARM

Date: April 24, 2017

Moved: Councillor Harrison

Seconded: Councillor Flynn

THAT: the Regular Council Meeting of April 24, 2017, be adjourned.

Vote Record

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

Opposed:

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

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