



AGENDA

Regular Council Meeting

Monday, July 10, 2017

1:30 p.m.

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

Council Chamber of City Hall

500 – 2 Avenue NE

Page #	Item #	Description
	1.	CALL TO ORDER
1 - 2	2.	IN-CAMERA SESSION
	3.	ADOPTION OF AGENDA
	4.	DISCLOSURE OF INTEREST
	5.	PRESENTATIONS / DELEGATIONS
3 - 8	1.	Jay Chalke, B.C. Ombudsperson
9 - 14	2.	Sergeant Lachapelle, Salmon Arm RCMP Detachment – Quarterly Policing Report – April 1 – June 30, 2017
	6.	CONFIRMATION OF MINUTES
15 - 26	1.	Regular Council Meeting Minutes of June 26, 2017
	7.	COMMITTEE REPORTS
27 - 32	1.	Development and Planning Services Committee Meeting Minutes of July 4, 2017
33 - 36	2.	Community Heritage Commission Meeting Minutes of May 16, 2017
37 - 46	3.	Greenways Liaison Committee Meeting Minutes of June 22, 2017
	8.	INTRODUCTION OF BYLAWS
47 - 64	1.	Zoning Amendment Bylaw No. 4215 [ZON-1098; Salmon Arm Developments Ltd./Craven, Huston, Powers Architects; 591 and 621 2 Street SE; R-1 to P-3] – first and second readings
65 - 76	2.	City of Salmon Arm Special Needs Housing Agreement No. 4216 [CU-53; Morris, N.; 190 Highway 97B SE; Special Needs Housing] – first and second readings
77 - 100	3.	Zoning Amendment Bylaw No. 4217 [ZON-1097; Blackburn, L. & Gavin, B./Browne Johnson Land Surveyors; 2590 – 10 Avenue (TCH) SW; A-1 to C-3] – first and second readings
101 - 112	4.	Development Cost Charge Amendment Bylaw No. 4218 [Levy for Detached Suite] – first, second and third readings

- | | | |
|-----------|-----|---|
| | 9. | RECONSIDERATION OF BYLAWS |
| 113 - 116 | 1. | City of Salmon Arm Short Term Capital Borrowing (Bylaw No. 4158)
Repeal Bylaw No. 4179 – rescind final reading |
| | 10. | CORRESPONDENCE |
| 117 - 118 | 1. | Informational Correspondence |
| | 11. | STAFF REPORTS |
| 119 - 126 | 1. | Manager of Licensing and Permits – Licensing of Special Events – 2017 |
| 127 - 132 | 2. | Director of Engineering and Public Works – Report for Information – Blackburn Traffic Calming |
| 133 - 152 | 3. | Chief Financial Officer and Chief Administrative Officer – Debt Strategy Report |
| | 12. | NEW BUSINESS |
| | 13. | COUNCIL STATEMENTS |
| | 14. | COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE |
| | 15. | NOTICE OF MOTION |
| | 16. | UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS |
| | 17. | OTHER BUSINESS |
| | 18. | QUESTION AND ANSWER PERIOD |

7:00 p.m.

Page #	Item #	Description
	19.	DISCLOSURE OF INTEREST
	20.	HEARINGS
153 - 166	1.	Variance Permit Application No. VP-461 [Johnson, T. & T.; 1890 Okanagan Avenue SE] Servicing Variance
	21.	STATUTORY PUBLIC HEARINGS
	22.	RECONSIDERATION OF BYLAWS
	23.	QUESTION AND ANSWER PERIOD
167 - 168	24.	ADJOURNMENT

Item 2.

CITY OF SALMON ARM

Date: July 10, 2017

Moved: Councillor Harrison

Seconded: Councillor Flynn

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

Vote Record

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

Opposed:

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

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Item 5.1

CITY OF SALMON ARM

Date: July 10, 2017

PRESENTATION

NAME: Jay Chalke, B.C. Ombudsperson


Vote Record

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

Opposed:



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

Fairness in Local Government



Salmon Arm City Council
July 10, 2017

Jay Chalke
Ombudsperson, Province of British Columbia


The Office of the
mbudsperson
B.C.'s Independent Voice For Fairness

Office of the Ombudsperson


- Independent Officer of the Legislature
- Powers set out in the *Ombudsperson Act*
- Identifies, upholds and promotes administrative fairness by conducting impartial and independent investigations
- Jurisdiction to investigate local governments
- Investigations can begin in response to complaints, or they can be initiated by the Ombudsperson
- Issues public reports (*Open Meetings Guide*, *Bylaw Enforcement Guide*)

Our History in British Columbia

- Original Ombudsman appointed 1809 in Sweden
- First B.C. Ombudsman appointed in 1979
- Jurisdiction extended in 1995 to include B.C. municipalities, regional districts, and islands trust
- 2800 provincial and local public authorities



At the Canadian Museum for Human Rights



Administrative Fairness is...

The standard of conduct that people can expect from public authorities in a democratic society.


It includes:

- Consistent and transparent decision-making
- Even-handed and reasonable application of rules
- Properly authorised policies and practices, supportive of program goals
- Fair and respectful treatment





Why is Fairness Important?

- Help reduce conflict
- Better use of staff time and resources
- Builds strong community relationships

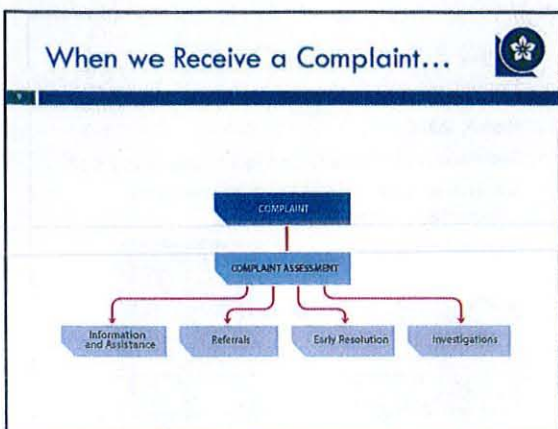
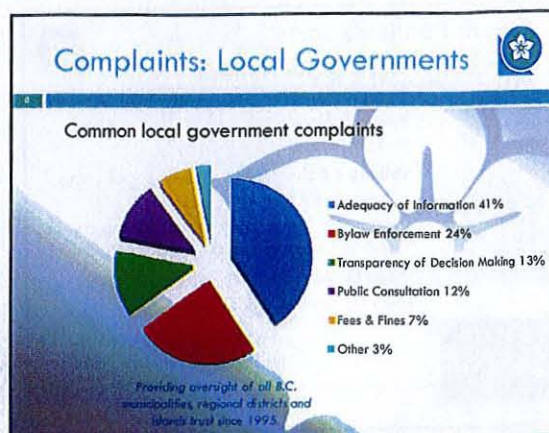
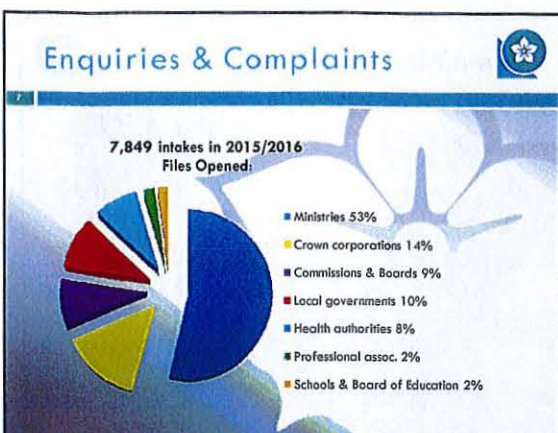


Our Complaint Process – Intake



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graph LR
    Online([Online]) --> Total[~8000 Inquiries & Complaints /year]
    Phone([Phone]) --> Total
    Visit([Visit]) --> Total
    Written([Written]) --> Total
    Total --> Inquiries[~2000 Inquiries]
    Total --> NoJurisdiction[~1000 No Jurisdiction]
    Total --> Referrals[~3000 Referrals]
    Total --> Accepted[~2000 Complaints Accepted for Further Assessment]
    Accepted --> EarlyResolution[• Early Resolution]
    Accepted --> Investigations[• To Investigations]
  
```



- ### Ombudsperson Investigations
- #### Role of Local Government Staff
- ☐ Review the focus of our investigation
 - ☐ Speak with the investigator
 - ☐ Provide information requested
 - ☐ If we have identified a possible resolution to a complaint, consider it
-

- ### Possible Resolutions to Ombudsperson Investigations
- ☐ Resolutions of complaints have involved local governments doing the following:
 - Reimbursing fines, fees or penalties
 - Reconsidering an enforcement decision
 - Providing written or verbal reasons for a decision
 - Meeting with the complainant
 - Providing an apology
 - Investigating a bylaw complaint or taking enforcement steps
 - Changing or developing a policy or practice
 - Amending a bylaw

- ### Effectively & Efficiently Resolving Complaints
-
- ✓ Good internal dispute resolution process
 - ✓ Timely response to inquiries
 - ✓ Appropriate point of contact
 - ✓ Openness to re-evaluating a situation
 - ✓ A culture of continuous improvement

Recent Public Reports Affecting Local Government

- Bylaw Enforcement: Best Practices Guide for Local Government [2016]**
- Striking a Balance: The Challenges of Using a Professional Reliance Model in Environment Protection – British Columbia's Riparian Areas Regulation [2014]**
- Open Meetings: Best Practices Guide for Local Governments [2013]**

Open Meetings Guide

Recurring issue investigated by OMBD office

Important issue for transparency, accountability & good governance

Common challenges & effective ways of addressing them

Best practices: Open Meetings

- Providing public notice**
 - Include general info concerning purpose of meeting in notices of special closed meetings
- Closing a meeting**
 - Carefully consider if closure of meeting is authorized and necessary
 - Use section 90(1)(n) to determine whether necessary to close meeting
 - Provide as much detail as possible about basis for closing meeting
- Conducting a closed meeting**
 - Restrict discussion to subjects authorized by resolution
 - Take detailed minutes & record names of all persons attending
- Releasing information following a closed meeting**
 - Establish process to periodically review info generated at closed meetings & release info once it would not undermine reason for closing meeting

Bylaw Enforcement Guide

- March, 2016
- Describes role of council and local government staff
 - A-Z: From drafting bylaws to enforcement and ultimately to appeals
- Practical checklists

Best practices: Bylaw Enforcement

- The Role of Council**
 - Separate roles for council and staff by written policy
 - Developing an enforcement policy
 - Guide staff to exercise discretion fairly
- Dealing with Bylaw Complaints**
 - Written complaints policy – made public
 - Responding to all complaints
 - Setting limits to frivolous, repeat or multiple complaints
- Conducting Bylaw Investigations**
 - A consistent approach – when, where and how
 - Documenting the investigation
- Taking Enforcement Measures**
 - Prosecution, ticketing, offence notices, direct enforcement, or civil proceedings
 - Enforcing bylaws proportionally, equitably and consistently
- Appeals of Enforcement Decisions**
 - Opportunity to be heard by an unbiased decision-maker
 - Adequate and appropriate review

Taking Stock

Using our best practices guides


- How does your local government measure up?
- Consider asking staff for a report and action plan to address areas needing attention

19

Questions?

CONTACT US:
1-800-567-3247
www.bcambudsperson.ca
947 Fort Street Victoria


PO BOX 9039 STN PROV GOVT VICTORIA BC V8W 9A5


 **The Office of the
mbudsperson**
B.C.'s Independent Office For Fairness


SUBSCRIBE TO E-NEWS:
at www.bcambudsperson.ca
to receive systemic reports, updates on recommendations and periodic
news from the Office of the Ombudsperson


**FAIRNESS IN
LOCAL GOVERNMENT**
B.C. Ombudsperson's Local Government Unit


Complaints Guide

 **Works in the interests
of all British Columbians**

 **Acts independently
and impartially**

 **Protects free and
confidential services**

 **Assisted by finding
fair resolutions**

 **The Office of the
mbudsperson**
B.C.'s Independent Office For Fairness

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Item 5.2

CITY OF SALMON ARM

Date: July 10, 2017

PRESENTATION

NAME: Sergeant Lachapelle, Salmon Arm RCMP Detachment

TOPIC: Quarterly Policing Report – April 1 – June 30, 2017

Vote Record

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

Opposed:

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



Royal Canadian
Mounted Police

Gendarmerie royale
du Canada

Security Classification/Designation
Classification/désignation sécuritaire

NCO i/c Salmon Arm Detachment
1980 11th Ave NE,
Salmon Arm, BC.
V1E 2V5

Your File - Votre référence

Our File - Notre référence

195-7

Date

June 27, 2017

Mayor and Council City of Salmon Arm

RE: Salmon Arm RCMP Detachment
Quarterly Policing Report – April to June 2017

Dear Mayor and Council,

The following information is provided as an update on crime statistics and new developments within the detachment.

Detachment News

As we enter into our busy summer season our office is looking forward to some warm dryer summer weather. We have had some challenges in the rural area as a result of our rainy spring and know that the City of Salmon Arm Public Works and Engineering have also experienced challenges within the City of Salmon Arm. As a result of good communication between our office and those departments we were prepared to assist if required and had an understanding of possible affected areas beforehand.

On the human resources side of our house the detachment does have one Corporal supervisor vacancy and we are firming up a staffing action on presently. In short, if the identified Corporal candidate is not available due to operational needs then we will be initiating a promotional process open to qualified Constables in British Columbia and beyond if necessary to fill the position. I have been working closely with our city HR manager, Kim Trace to staff municipal clerk vacancies. We have a promising pool of applicants and are in the final stages of the interview process.

On the policing front we have been active and have recently arrested two offenders known to do crime on a habitual basis. Our hope in doing so will arrest any problematic crime trends which we have seen. Our strategic focus on traffic enforcement in the Highway 1 corridor within the City of Salmon Arm has seen 3 operations in the last three months supported by General Duty,

Canada

RCMP GRC 2823 (2002-11) WPT

Παγε 1 οφ/δε 3

local traffic, regional Highway Patrol and Integrated Traffic Unit from North Okanagan as well as the East Trans Canada unit. As a result of our efforts we have written a number of provincial violation tickets and equipment violations for personal and commercial vehicles. Of note the Highway patrol and Provincial Commercial Vehicle Enforcement officers conducted a check on June 22 and conducted a vehicle safety check in Salmon Arm. They served 38 drivers notice and orders for vehicle defects, conducted 8 commercial vehicle safety inspections, and served 20 violation tickets for offences which ranged from vehicle defects to speed and seatbelt violations. Additionally, our own unit served well over 244 tickets, 200 warning and removed 36 drivers from the road for impaired and dangerous driving offences in the last three months. I have also secured overtime resources for traffic enforcement that will increase our presence in the area by 3 shifts a month and will consist of dedicated traffic enforcement in the Highway 1 corridor. Those patrols will be focused on high risk driving habits and speed on the approaches to Salmon Arm.

Property crime statistics are up slightly over last year. We are working to curtail the activity of some known property criminals in the area. We have made two key arrests to curtail this trend but as you all know the transient criminal element does have an effect on local policing.

Our calls for service were also up over the same period last year by 30%. I am encouraged that our mental health related calls this quarter and down over last year's numbers by about 27% if my math is correct. I have no direct cause and effect relationship in this drop but again I am encouraged that we are not seeing the continuation of the spike in calls for service pertaining to people in mental distress of some sort.

I will at this time also like to alert council to the fact that our office will be receiving some essential safety and analysis equipment in the form of a negative pressure fume hood and ion scanner to better equip us to deal with fentanyl and its analogues safely. I have been able to sensitize the city staff to the cost of the negative pressure fume hood and an Ion scanner. The equipment is pricy but necessary to maintain the safety of our members and office staff. Contact with fentanyl by inhalation or touching it requires immediate medical attention and can be fatal in minutes if there is no treatment. The ion scanner would afford us the capability to determine if fentanyl is present in a drug seizure as well as checking work surfaces to ensure it is not contaminated. I have been made aware that the equipment cost is being split between the municipal and provincial business lines and have advised the CAO and CFO of some of the details.

I have provided background information to the City Chief Administrative Officer and have also has research done at my office which would indicate based on preliminary results that we have over 8 known cases where drugs were seized where fentanyl was detected by our lab. We do not test all drugs which our office seizes. Only those that may go to court would require that analysis so the presence of fentanyl in our drug exhibits is probably much higher. We are taking steps to minimize any risk posed by these dangerous drugs but again this equipment has become necessary to safely carry out our duties and keep our people safe.

I have provided merely a snap shot into the need for this equipment and the workplace risks and

would look forward to providing more information to council if they choose.

Yours in Service,

S/Sgt. Scott West
NCO i/c Salmon Arm RCMP Detachment
February 6, 2017



**SALMON ARM RCMP
MAYOR'S REPORT
QUARTER 2, 2017**

Salmon Arm Detachment

1980 11th Ave N.E.

Salmon Arm, BC

V1E 2V5

Telephone (250) 832-6044 Fax (250) 832-6842

City of Salmon Arm

500 2nd Ave N.E.

Salmon Arm, BC

V1E 4 N2

July 15, 2017

Dear Mayor Nancy Cooper,

RE: Quarterly Crime Statistics - April / May / June

CRIME CATEGORIES	CITY Q2 2016	CITY Q2 2017	RURAL Q2 2016	RURAL Q2 2017
Homicide / Attempted Homicide	0	0	0	0
Assaults	16	17	7	12
Sexual Offences	2	5	0	2
Robbery	0	0	0	0
Auto Theft	3	9	5	1
Break and Enters	10	13	14	3
Theft From Motor Vehicle	28	51	9	14
Drug Investigations	13	9	7	4
Motor Vehicle Collisions	55	46	15	20
Motor Vehicle Collisions W Fatality	0	0	1	0
Impaired Driving - CC	9	6	4	1
Impaired Driving - MVA (IRPs)	13	19	5	2
TOTAL PERSONS/VIOLENT CC	37	41	14	24
TOTAL PROPERTY CC	138	164	59	42
TOTAL OTHER CC	51	41	11	8
TOTAL CRIMINAL CODE (CC)	226	246	84	74
TOTAL CALLS FOR SERVICE	902	1226	359	398

COMMUNITY	CITY Q2 2016	CITY Q2 2017	RURAL Q2 2016	RURAL Q2 2017
Files with youth negative contacts	0	3	0	3
Mental Health Related Calls	136	98	27	26
Files involving Alcohol / Drugs	176	168	68	51
Domestic Violence	26	28	9	9

Should you have any questions or concerns, or should you wish to discuss these statistics,
please do not hesitate to contact me at 250-832-6044.

Yours truly,

Scott West, S/Sgt., NCO I/C
Salmon Arm RCMP Detachment

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Item 6.1

CITY OF SALMON ARM

Date: July 10, 2017

Moved: Councillor Jamieson

Seconded: Councillor Lavery

THAT: the Regular Council Meeting Minutes of June 26, 2017, be adopted as circulated.

Vote Record

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

Opposed:

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

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm held in the Council Chamber of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, June 26, 2017.**

PRESENT:

Mayor N. Cooper
Councillor C. Eliason
Councillor K. Flynn
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

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0267-2017

Moved: Councillor Lavery
Seconded: Councillor Flynn
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 2:04 p.m.
Council recessed until 2:30 p.m.

3. REVIEW OF AGENDA

Addition under item 5.1 Presentation by G. Gomme and Students - Youth Council

Addition under item 10.1.2 S. Haines - email, dated June 21, 2017 - Alain Boucher Memorial Playground

4. DISCLOSURE OF INTEREST

Councillor Harrison declared a conflict of interest with items 21.2 and 22.2 as the development is adjacent to his place of employment

Councillor Jamieson declared a conflict of interest with items 21.3 and 22.3 as he is the applicant.

5. PRESENTATIONS / DELEGATIONS**1. G. Gomme and Students - Youth Council**

Mayor Cooper introduced Graham Gomme, Salmon Arm Secondary School teacher, and his Youth Council class. Graham spoke regarding the new program and was available to answer questions from Council. The students introduced themselves and explained why they wanted to participate.

10. CORRESPONDENCE**1. Informational Correspondence****6. A. Slater, Executive Director, SILGA - email dated June 19, 2017 - SILGA Youth Participation at UBCM Convention**

0268-2017

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: in accordance with SILGA Policy No. 8 - Youth travel Expenses, Council for the City of Salmon Arm nominate one (1) student from the 2017-18 Salmon Arm Secondary Youth Council, to be considered by SILGA as a candidate to attend the UBCM Convention in Vancouver, BC from September 25 - 29, 2017;

AND THAT: selection of the student nominee and chaperoning and support logistics be determined by school staff.

CARRIED UNANIMOUSLY

6. CONFIRMATION OF MINUTES**1. Regular Council Meeting Minutes of June 12, 2017**

0269-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: the Regular Council Meeting Minutes of June 12, 2017, be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS**1. Development and Planning Services Committee Meeting Minutes of June 19, 2017**

0270-2017

Moved: Councillor Harrison

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee Meeting Minutes of June 19, 2017, be received as information.

CARRIED UNANIMOUSLY

10. CORRESPONDENCE – Continued**1. Informational Correspondence – Continued**

2. S. Haines – letter dated June 14, 2017 – Alain Boucher Memorial Playground and email, dated June 21, 2017 – Alain Boucher Memorial Playground – Continued

AND THAT: the 2017 Budget contained in the 2017 to 2021 Financial Plan be amended to reflect the proposed grant and associated expenditure in the amount of \$15,000.

CARRIED UNANIMOUSLY

9. S. Thomson, Community & Aboriginal Relations Manager, FortisBC – email dated June 16, 2017 – FortisBC Community Giving Campaign: Call for Nominations

0275-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: staff, in coordination with S. Haines, apply for the FortisBC Community Giving Campaign grant for the Alain Boucher Memorial Playground.

CARRIED UNANIMOUSLY

11. STAFF REPORTS**1. Corporate Officer – Janitorial Services Contract for City Hall/Court House Facility**

0276-2017

Moved: Councillor Flynn

Seconded: Councillor Harrison

THAT: Council award the City Hall/Court House Facility – Janitorial Services Contract to Salmon Arm Janitorial Ltd. at the quoted price of \$3,850.00 (plus GST) per month for the period of July 1, 2017 to December 31, 2019, with the option to extend the contract for a further two (2) year term.

CARRIED UNANIMOUSLY

2. Corporate Officer – 2016 Annual Report

0277-2017

Moved: Councillor Eliason

Seconded: Councillor Jamieson

THAT: Council receive the City of Salmon Arm 2016 Annual Report.

Public input was called for at this time.

CARRIED UNANIMOUSLY

3. Corporate Officer – Offsite Council Meeting, R. J. Haney Heritage Village

0278-2017

Moved: Councillor Lavery

Seconded: Councillor Jamieson

THAT: the September 11, 2017 Council Meeting be held at R.J. Haney Heritage Village and Museum, commencing at 1:30 p.m.

CARRIED UNANIMOUSLY

11. STAFF REPORTS – Continued**4. Director of Engineering and Public Works - Mobile and Web Application for Curbside Garbage and Recycling Program**

0279-2017

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the Mobile and Web Application for Curbside Garbage and Recycling be awarded to Recycle Coach (Municipal Media Inc.) in the amount of \$2,000.00 (plus GST) per yearly contract over a three (3) year term.

CARRIED UNANIMOUSLY

5. Director of Engineering and Public Works - Lakeshore Road NE Sidewalk Construction - 26 Avenue NE to 20 Street NE Budget Amendment and Tender Award

0280-2017

Moved: Councillor Lavery

Seconded: Councillor Jamieson

THAT: the 2017 Budget contained in the 2017 to 2021 Financial Plan be amended to combine the two (2) related projects (Lakeshore Road - Sidewalk) into one (1) project and increase the allocation by \$20,000.00 funded by way of the Community Works Fund;

AND THAT: Council award Contract No. ENG2017-68 to General Assembly Excavating Ltd. in accordance with the tendered unit prices for \$205,315.00 plus taxes as applicable.

CARRIED UNANIMOUSLY

6. Director of Engineering and Public Works - Turborator Aerator - New Aerator Purchase

0281-2017

Moved: Councillor Harrison

Seconded: Councillor Eliason

THAT: Council approve the purchase of a new 10 Hp Turborator Aerator from MGD Process Technology Inc., for the quoted amount of \$18,455.00 US plus applicable taxes, custom, duty and brokerage fees;

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 MGD Process Technology Inc.

Councillor Jamieson left the meeting at 3:34 p.m.

CARRIED UNANIMOUSLY

7. Director of Engineering and Public Works - Water Treatment Plant - New Flash Mixer Purchase

0282-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: Council approve the purchase of a new MBXQ-54 Mixer gear box for the Flash Mixer from Hayward Gordon Ltd., for the quoted amount of \$36,900.00 plus applicable taxes;

11. STAFF REPORTS - Continued**7. Director of Engineering and Public Works - Water Treatment Plant - New Flash Mixer Purchase - Continued**

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 Hayward Gordon Ltd.

CARRIED UNANIMOUSLY

8. Director of Engineering and Public Works - Shuswap Memorial Cemetery - 2017 Landscape Maintenance

0283-2017

Moved: Councillor Harrison

Seconded: Councillor Flynn

THAT: the 2017 Budget contained in the 2017 to 2021 Financial Plan be amended to provide for the remainder of the contract associated with the Shuswap Memorial Cemetery Landscape Maintenance in the amount of \$18,040.00 (plus taxes) in accordance with the approved contract ENG2016-50;

AND THAT: the contract be funded from the Reserve for Unexpected Funds (carry forward funds from prior years).

Councillor Jamieson returned to the meeting at 3:37 p.m.

CARRIED UNANIMOUSLY

9. Director of Development Services - Agricultural Land Commission Application No. ALC-369 [Priebe, A. & L.; 4890 Foothill Road SW; Subdivision within the ALR]

0284-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: Agricultural Land Commission Application No. ALC.369 be authorized for submission to the Agricultural Land Commission.

CARRIED UNANIMOUSLY

10. Director of Development Services - Agricultural Advisory Committee

0285-2017

Moved: Councillor Eliason

Seconded: Councillor Jamieson

THAT: Council appoint the following eight (8) representatives to serve on the City of Salmon Arm Agricultural Advisory Committee for a three (3) year term July 1, 2017 to June 30, 2020, as follows:

- | | |
|---------------------|-----------------|
| • Don Syme | • James Olafson |
| • John Schut | • John McLeod |
| • James Hanna | • Ron Ganert |
| • Kirsten Bevandick | • Bruce Cook |

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. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**1. Board In Brief – June 2017**

Received for information.

15. NOTICE OF MOTION**16. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS****17. OTHER BUSINESS****1. Notice of Motion: Councillor Harrison – Traffic Barricade 5 Street**

0286-2017

Moved: Councillor Harrison

Seconded: Councillor Lavery

THAT: a traffic barricade "no post" be installed along 5 Street between Blackburn Park and the Fairgrounds;

AND THAT: staff provide a cost estimate for two (2) temporary speed bumps.

CARRIED UNANIMOUSLY

2. Notice of Motion: Councillor Lavery – Rainbow Crosswalk

0287-2017

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: Council direct staff to prepare a report outlining options and cost estimates for installation of a rainbow crosswalk for consideration in the 2018 Budget.

CARRIED UNANIMOUSLY

18. QUESTION AND ANSWER PERIOD

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

The Meeting recessed at 4:11 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

Mayor N. Cooper
Councillor K. Flynn
Councillor C. Eliason
Councillor A. Harrison
Councillor K. Jamieson (left the meeting at 7:49 p.m.)
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

19. DISCLOSURE OF INTEREST

Councillor Jamieson declared a conflict of interest with items 21.3 and 22.3 as he is the applicant.

Councillor Harrison declared a conflict of interest with items 21.2 and 22.2 as the development is next to his place of employment

20. HEARINGS**1. Development Permit Application No. DP-412 [Lakeshore Terrace Developments Ltd.; 1151 8 Avenue NE; Multi-Family Residential Development]**

0288-2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: Development Permit No. 412 be authorized for issuance for Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan 13746 in accordance with the elevations, site and landscaping plan attached in Appendix 3 of the memorandum dated June 12, 2017;

AND THAT: The following variances to Zoning Bylaw No. 2303 be approved for Development Permit No. DP-412:

- 1) Section 9.9.1 - Minimum Setback of Principal Buildings - reduce the setback of a principle building adjacent to an access route from 2.0 m (6.6 ft) to 0.6 m (1.9 ft);
- 2) Section 9.9.5 - Minimum Setback of Principal Buildings - reduce the minimum separation between residential buildings on the same lot of not more than one storey in height from 1.5 m (4.9 ft) to 1.1 m (3.6 ft);

AND FURTHER THAT: Issuance of Development Permit No. DP-412 be withheld subject to the following:

- 1) Receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the landscaping plan.

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

20. HEARINGS – Continued**1. Development Permit Application No. DP-412 [Lakeshore Terrace Developments Ltd.; 1151 8 Avenue NE; Multi-Family Residential Development] – Continued**

Submissions were called for at this time.

B. Hermanski, the architect, outlined the application and was available to answer questions from Council.

T. Brighthouse, 970 Lakeshore Road NE, suggested a change in configuration of lots to accommodate future access for vehicles and pedestrians north of the subject property.

S. Dolden, 1131 8 Avenue NE, asked questions of the developer regarding snow melt and drainage.

B. Hermanski, the architect, advised the water will be picked up by the catch basins and that there will be curbing along the frontage.

A. Chin, 1180 8 Avenue NE, spoke regarding drainage and flooding.

B. Hermanski, the architect, spoke regarding access.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:28 p.m. and the motion was:

CARRIED UNANIMOUSLY

21. PUBLIC HEARING**1. Zoning Amendment Application No. ZON-1094 [0762123 BC Ltd./ Micku, K.; 1750 20 Avenue NE; R-1 to R-8]**

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

Submissions were called for at this time.

K. Micku, the agent, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4212 was declared closed at 7:42 p.m. and consideration of the next item ensued.

Councillor Harrison declared a conflict of interest and left the meeting at 7:42 p.m.

2. Zoning Amendment Application No. ZON-1095 [1074917 BC Ltd./ Browne Johnson Land Surveyors; 2021, 2020, 2031, 2040, 2080 – 14 Avenue SE; 2051, 2060, 2071, 2081, 2111, 2151, 2171, 2181, 2211, 2170, 2231, 2251, 2271 – 14 Avenue SE; and 1400 – 20 Street SE R-1 to R-8]

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

21. PUBLIC HEARING - Continued

2. Zoning Amendment Application No. ZON-1095 [1074917 BC Ltd./ Browne Johnson Land Surveyors; 2021, 2020, 2031, 2040, 2080 - 14 Avenue SE; 2051, 2060, 2071, 2081, 2111, 2151, 2171, 2181, 2211, 2170, 2231, 2251, 2271 - 14 Avenue SE; and 1400 - 20 Street SE R-1 to R-8] - Continued

Submissions were called for at this time.

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

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4213 was declared closed at 7:44 p.m. and consideration of the next item ensued.

Councillor Harrison returned to the meeting at 7:44 p.m.

Councillor Jamieson declared a conflict of interest and left the meeting at 7:44 p.m.

3. Zoning Amendment Application No. ZON-1096 [Jamieson, K. & P./ Spencer, H.; 441 34 Street SE; R-1 to R-8]

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

Submissions were called for at this time.

H. Spencer, the agent, spoke regarding the application and was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4214 was declared closed at 7:46 p.m.

Councillor Jamieson returned to the meeting at 7:46 p.m.

22. RECONSIDERATION OF BYLAWS

1. Zoning Amendment Bylaw No. 4212 [ZON-1094; 0762123 BC Ltd./ Micku, K.; 1750 20 Avenue NE; R-1 to R-8] - third and final readings

0289-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4212 be read a third and final time.

CARRIED UNANIMOUSLY

Councillor Harrison declared a conflict of interest and left the meeting at 7:46 p.m.

22. RECONSIDERATION OF BYLAWS - Continued

2. Zoning Amendment Bylaw No. 4213 [ZON-1095; 1074917 BC Ltd./ Browne Johnson Land Surveyors; 2021, 2020, 2031, 2040, 2080 - 14 Avenue SE; 2051, 2060, 2071, 2081, 2111, 2151, 2171, 2181, 2211, 2170, 2231, 2251, 2271 - 14 Avenue SE; and 1400 - 20 Street SE R-1 to R-8] - third and final readings

0290-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4213 be read a third and final time.

CARRIED UNANIMOUSLY

Councillor Harrison returned to the meeting at 7:49 p.m.

Councillor Jamieson declared a conflict of interest and left the meeting at 7:49 p.m.

3. Zoning Amendment Bylaw No. 4214 [ZON-1096; Jamieson, K. & P./ Spencer, H.; 441 34 Street SE; R-1 to R-8] - third and final readings

0291-2017

Moved: Councillor Flynn

Seconded: Councillor Harrison

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4214 be read a third and final time.

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

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

24. ADJOURNMENT

0292-2017

Moved: Councillor Eliason

Seconded: Councillor Harrison

THAT: the Regular Council Meeting of June 26, 2017, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:51 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

MAYOR

Adopted by Council the day of 2017.

Item 7.1

CITY OF SALMON ARM

Date: July 10, 2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee Meeting Minutes of July 4, 2017, be received as information.

Vote Record

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

Opposed:

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

DEVELOPMENT AND PLANNING SERVICES COMMITTEE

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held in the Council Chambers of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Tuesday, July 4, 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 B. Puddifant

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

Councillor Flynn declared a conflict of interest with item 5.1 as the applicants are clients of his firm.

4. PRESENTATIONS

5. REPORTS

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

1. **Zoning Amendment Application No. ZON-1097 [Blackburn, L. & Gavin, B./Browne Johnson Land Surveyors; 2590 – 10 Avenue (TCH) SW; A-1 to C-3]**

Moved: Councillor Harrison

Seconded: Councillor Eliason

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 a portion of Lot 15, Section 10, Township 20, Range 10, W6M, KDYD, Plan 481, Except Plans 15049, H401 & EPP13256 from A-1 (Agricultural Zone) to C-3 (Service Commercial Zone), as shown on Schedule A attached to the staff report dated June 23, 2017;

5. REPORTS - Continued**1. Zoning Amendment Application No. ZON-1097 [Blackburn, L. & Gavin, B./Browne Johnson Land Surveyors; 2590 - 10 Avenue (TCH) SW; A-1 to C-3] - Continued**

AND THAT: final reading of the bylaw to rezone be withheld subject to the following:

- 1) Consolidation of the portion of Lot 15, Section 10, Township 20, Range 10, W6M, KDYD, Plan 481, Except Plans 15049, H401 & EPP13256 (2590 - 10 Avenue - TCH - SW) and the adjoining parcel Lot 2, Section 10, Township 20, Range 10, W6M, KDYD, Plan 4550, Except Plan H401 & KAP69877 (2670 10 Avenue - TCH - SW);
- 2) Receipt of a Demolition Permit application to remove the existing single-family dwelling from Lot 15, Section 10, Township 20, Range 10, W6M, KDYD, Plan 481, Except Plans 15049, H401 & EPP13256 (2590 - 10 Avenue - TCH - SW);
- 3) Registration of Section 219 Land Title Act covenant(s) registered on title acknowledging the hazard associated with the 1:200 year floodplain, and saving the City harmless from any liability or damages that may arise in the future; and
- 4) Approval of the Bylaw by the Ministry of Transportation and Infrastructure.

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

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 8:16 a.m.

2. Zoning Amendment Application No. ZON-1098 [Salmon Arm Developments Ltd./Craven, Huston, Powers Architects; 591 and 621 2 Street SE; R-1 to P-3]

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot A, Section 14, Township 20, Range 10, W6M, KDYD, Plan 22764 and Lot 2, Section 14, Township 20, Range 10, W6M, KDYD, Plan 17669 from R-1 (Single Family Residential Zone) to P-3 (Institutional Zone);

AND THAT: final reading of the bylaw to rezone be withheld subject to approval by the Ministry of Transportation and Infrastructure.

A. Bartel, the architect, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

5. **REPORTS** – Continued3. **Development Variance Permit Application No. VP-461 [Johnson, T. & T.; 1890 Okanagan Avenue SE; Servicing Variance]**

Moved: Councillor Lavery

Seconded: Councillor Harrison

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-461 be authorized for issuance for Lot 4, Plan 20131, except Plan 44055, Section 13, Township 20, Range 10, W6M, KDYD to vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Section 3.8.3:

- i) Reduce the minimum panhandle width requirement for proposed Lots A and B as shown on Appendix 3 as shown on the staff report dated June 19, 2017 from 6.0 metres to 5.1 metres; and

2. Section 4.0:

- i) Waive the requirement to provide a 100% cash contribution (\$5,500.00) towards upgrading the Okanagan Avenue frontage to the Urban Collector Road standard; and
- ii) Waive the requirement to provide a 50% cash contribution (\$2,250.00) towards upgrading the sanitary sewer main along the Okanagan Avenue SE frontage.

Amendment:

Moved: Councillor Harrison

Seconded: Councillor Eliason

THAT: the motion be amended to delete the following:

1. Section 3.8.3:

- i) Reduce the minimum panhandle width requirement for proposed Lots A and B as shown on Appendix 3 of the staff report dated June 19, 2017 from 6.0 metres to 5.1 metres; and

2. Section 4.0:

- i) Waive the requirement to provide a 100% cash contribution (\$5,500.00) towards upgrading the Okanagan Avenue frontage to the Urban Collector Road standard; and
- ii) Waive the requirement to provide a 50% cash contribution (\$2,250.00) towards upgrading the sanitary sewer main along the Okanagan Avenue SE frontage.

5. REPORTS – Continued**3. Variance Permit Application No. VP-461 [Johnson, T. & T.; 1890 Okanagan Avenue SE; Servicing Variance – Continued**

AND THAT: the motion be amended to include the following:

1. Section 3.8.3:

- i) Reduce the minimum panhandle width requirement for proposed Lots A and B as shown on Appendix 3 as shown on the staff report dated June 19, 2017 from 6.0 metres to 5.1 metres, subject to:
 - a) registration of reciprocal access easements over the proposed panhandles for proposed Lots A and B and Lot 2, Plan 44055, Section 13, Township 20, Range 10, W6M, KDYD.

CARRIED UNANIMOUSLY

Motion as Amended:

CARRIED UNANIMOUSLY

4. Compassionate Use Application No. CU-53 [Morris, N.; 190 Highway 97B SE; Special Needs Housing]

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration to initiate a Special Needs Housing Agreement for Lot 2, Section 17, Township 20, Range 9, W6M, KDYD, Plan 3989, Except Plans 23519, 41440 and H10964;

AND FURTHER THAT: final reading be withheld subject to the following:

- 1) Execution of the Special Needs Housing Agreement.

N. Morris, the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. FOR INFORMATION

No items.

7. IN CAMERA

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: Pursuant to Section 90 (1) of the Community Charter, the Development and Planning Services Committee move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 8:35 a.m.

Council returned to Regular Session at 9:05 a.m.

8. LATE ITEMS

No items.

9. ADJOURNMENT

Moved: Councillor Eliason

Seconded: Councillor Harrison

THAT: the Development and Planning Services Committee meeting of July 4, 2017, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:05 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: July 10, 2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Jamieson

THAT: the Community Heritage Commission Meeting Minutes of May 16, 2017, be received as information.

Vote Record

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

Opposed:

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

COMMUNITY HERITAGE COMMISSION

Minutes of the Community Heritage Commission Meeting held on Tuesday, May 16, 2017 at 3:00 p.m. in Meeting Room 100, City Hall, Salmon Arm, British Columbia.

PRESENT:

Councillor Louise Wallace-Richmond
Cindy Malinowski
Harry Welton
Pat Kassa
Anne Kirkpatrick

REGRETS:

Tim Dunne
Mary Landers

STAFF:

Jon Turlock, Planning & Development Officer

1. Call to Order

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

2. Presentations

n/a

3. Confirmation of Minutes

3.1 Community Heritage Commission Meeting of April 18, 2017.

Moved: Harry Welton/Seconded: Pat Kassa

THAT: the Minutes of the Meeting of April 18, 2017 be approved.

CARRIED UNANIMOUSLY

4. Items

4.1 Heritage Evaluation Inventory / Evaluation Table

The Commission reviewed the layout and content of the current Inventory / Evaluation Table and agreed on a number changes. Pat Kassa offered to prepare a new table based on the member's suggestions and other members also offered to review the table and provide recommendations on updates and potential additions to the inventory.

5. Late items

5.1 Private Members Bill - heritage restoration

The Commission briefly discussed a federal private members bill to provide tax credits to the rehabilitation of historic places. It was noted the bill would only apply to designated historical sites and would not be available to sites identified in the Community Heritage Register.

6. Date of Next Meeting

The next regular CHC meeting is scheduled for Tuesday, June 20, 2017, at 3:00 p.m. in Room 100 at City Hall.

7. Adjournment

The meeting adjourned at 4:03 p. m.



Louise Wallace Richmond, Chair
Community Heritage Commission

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Item 7.3

CITY OF SALMON ARM

Date: July 10, 2017

Moved: Councillor Jamieson

Seconded: Councillor Harrison

THAT: the Greenways Liaison Committee Meeting Minutes of June 22, 2017, be received as information.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM GREENWAYS LIAISON COMMITTEE

MEETING MINUTES

Thursday, June 22, 2017
3:00 p.m.
Room 100, City Hall

Committee Members: Ken Jamieson, Committee Chair
Joe Johnson, Citizen at Large
Brian Browning, Shuswap Trail Alliance
Rob Bickford, Citizen at Large
Phil McIntyre-Paul, Shuswap Trail Alliance (Non-Voting)

City Staff: Chris Larson, Planning & Development Officer (Non-Voting)
Rob Hein, Manager of Roads & Parks (Non-Voting)

Regrets: Steve Fabro, Shuswap Trail Alliance

Guest: | Anita Ely, Interior Health

The meeting was called to order at 3:05 p.m.

Item 1: Update on Greenway Planning Initiatives and Projects

Terms of Reference

In relation to the GLC Terms of Reference (TOR), the GLC discussed the background of the committee and the Greenways Strategy. It was noted that new trends towards active transportation, Interior Health's Healthy Communities initiatives, and recent parks planning initiatives have brought new perspectives into focus. A wide range of related benefits of greenways was noted (social and environmental), as well as a wide range of community users. It was noted by staff that the Greenways Strategy is well supported by the current OCP. There was some discussion around potential future review of the Greenways Strategy, including involving the widest possible range of interests towards achieving greater goals, rather than a "bits and pieces" approach. Indicators and milestones for success were mentioned.

The disbanding of the Salmon Arm Greenways group creates a need for new GLC members, as well as a need to revise the GLC TOR, currently referring to this group which no longer exists. A number of other groups were discussed as potential sources of GLC representatives. It was noted by staff that the TOR allows non-member participants and open meetings. In support of amending the GLC TOR, the GLC forwards the following motion:

Moved by: Joe Johnson
Seconded by: Rob Bickford

THAT: The Greenways Liaison Committee advises Council that it supports the removal of the 2 "Salmon Arm Greenways" representatives from the TOR, and suggests these be replaced with:

- 1) one representative involved in Interior Health's Healthy Communities initiative, and
- 2) one representative of broad community interest.

CARRIED UNANIMOUSLY

Shuswap Trail Alliance (STA) Updates

The STA provided a summary "Project Update" of various 2017 City of Salmon Arm greenway projects (Attachment 2). It was noted that the Canoe Beach - Ball Diamonds Trail is a priority project.

Trail cleanup efforts were noted, with tree removal following high winds being particularly impressive.

City Initiatives

Staff reported on annual trail development over past years. It was noted that this data represented the implementation of the greenways strategy.

Staff reported to the GLC regarding a notification to property owners adjacent to the Bastion connector right-of-way regarding some potential trespass issues. Staff will co-ordinate with the STA to communicate with owners, enhance this connection, and report back.

Item 2: Other Items for Information

A recent Observer article featuring Brian Browning was discussed. The GLC has been consistently impressed by Brian's accomplishments and contributions over time.

3 recent events utilizing the City's Greenway Network were noted:

1. Salty Dog – the 2017 Salty Dog was sold out (again), with roughly 700 participants and supported by approximately 100 volunteers, utilizing the City's South Canoe Trail network.
2. Bike to Work & School Week – the 2017 event attracted 284 riders.
3. City Bicycle Route Enhancement – sharrow markings were painted onto the City bike route between Bastion and Jackson school sites.

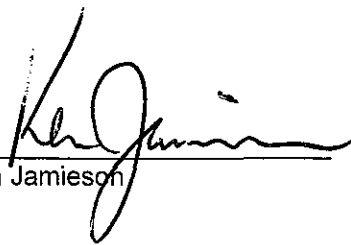
Item 3: Late Items

Turner Creek Trail Closure:

It was noted that the upper portion of the Turner Creek Trail was currently closed due to tree fall.

Item 4: Next Meeting - Thursday, September 21, 2017.

Item 5: Adjournment - The meeting adjourned at 4:45 p.m.



Ken Jamieson

:CL

ATTACHMENT 1: STA – 2017 Project Update

ATTACHMENT 2: Salmon Arm Bike Route Enhancement



Salmon Arm Greenway Connectors

Projects Overview Update

Updated: June.22.2017

Shuswap Trail Alliance
Salmon Arm - BC

Projects Overview Update

Updated: June.22.2017

Shuswap Trail Alliance,
Salmon Arm - BC

Purpose

To explore the current status of both existing social and Greenway connectors and conceptual urban connectors in the City of salmon Arm Area.

Project Goals

1. Inventory the current status of existing Social and Greenway Connectors.
2. Explore conceptual lines and how they would connect.
3. Provide recommendation, breakdowns and costing for potential maintenance and/or design and construction work to activate proposed lines.

Greenway Connector Projects

1. Laitinen
 - *Plan developed, Budget projection needed, Approval Needed*
2. Lakeshore to 30th Ave NE
 - *Plan developed, Budget projection needed, Approval Needed*
3. SASS Bypass
 - *Plan developed, stakeholder consultation needed (SASS), awaiting approval process*
4. Bastion Bypass
 - *Approved, PO Issued 2016, work to start July 2017*
5. HillCrest Development (20th St SE to 10th Ave SE & 30th St SE)
 - *Plan developed, stakeholder consultation needed, awaiting approval process*
6. Dood's Trail (Lakeshore to 15th Ave NE)
 - *Plan developed, budget projection submitted, Approval Needed*
7. 17th St NE to 18th St NE (Hoadley Park)
 - *Plan developed, Budget projection needed, Approval Needed*
8. 18th St NE to 20th St NE
 - *Completed, Sign posts installed, sign design and installation needed*

9. Rotary Trail

- *Plan developed, Multiple site visits conducted, stakeholder consultation needed, Budget projections needed,*
- *Pole class volunteers have done minor tread and bridge repair, drainage corrections and maintenance*

10. Cress Creek

- *Plan developed, Budget projection completed, Approval Needed.*
- *NEW 2017 trail damage was added to budget.*

11. Okanagan Ave to 4th Ave SE

- *Plan developed, Budget projection submitted, Approval Needed*

12. Rifle Range Cemetery trail

- *Plan developed*
- *Approval given.*
- *2016 PO for initial planning and development and Phase 1 reroute only*
- *This has been approved as a '2017 Target Volunteer project'*
- *2017 PO issued for volunteer support only*
- *Approx 3km of trail has been Brushed and cleared.*
- *Approx 400m of the 'Pond Loop' have been built with Volunteers, needs tying in and signing*
- *Decommissioning of old connectors to cemetery has been completed.*

13. Canoe Ball Diamond Connector

- *Initial site visit and planning to be conducted in 2017*

14. Connector Signs

- *Initial inventory and conceptualisation near completion*

15. Pileated Woods Signs

- *Sign plan developed with costing, ready for review/approval*

16. (NEW 2017) 20th to 22nd/5th

- *Plan developed, Budget projection submitted, Awaiting approval*

17. (NEW 2017) City Parks Blowdown

- *Completed - 186 trees removed in 1 day (Pileated woods, Little Mountain & Parkhill)*

18. R/J Haney Trail - Root Balls and Bridges

- *Root ball assessment and plan developed with costing, ready for review/approval*
- *Bridges - assessment conducted, two bridges need repairs, 1 bridge needs immediate replacement (closure to public recommended), final plan/budget to do*

19. Parkhill East

- *Truck trail (230m Multi-use trail) - Ongoing volunteer project from 2016 - Approx 80m tread left to finish*

20. Gayle Creek/Syphon Falls

- *Plan developed, reviewed by Roundtable, to be submitted to FrontCounter BC*

21. Little Mountain to 33rd St SE Upgrade

- *Upgrades and fencing completed, final signage to print/install*

22. Little Mountain to 10th Ave SE Trail

- *Awaiting final property owner agreements, short reroute plan/build required*

23. Foreshore (Raven) Trail Dog Bylaw Monitoring

- *2017 monitoring continuation approved, summer student surveys set-up*

24. Rapattack Airport Trail Upgrade

- *Plan developed, Budget projection submitted, Approval Needed*

25. Raven to Park Hill (North Broadview) Trails

- *Awaiting final property owner agreements, short reroute plan/build required*

26. Bike (& School) Connectors Plan

- *Research, consultation, and existing bike route plan assessments completed*
- *Test bike sharrow lane installed by City on 16th St NE for Bike Week*
- *Final bike connector report to be completed*

27. West Bay Connector

- *Walkway to Peter Janyk Park - preliminary review/plan completed, engineering designs still to do*
- *West Bay Connector with Switzmalph (Adams Lake, Neskonlith, and Little Shuswap) - engineering/environmental planning funding needed, joint government agreement needed*

28. Larch Hills Traverse Ida View (East Canoe) Trail

- *Plan developed, reviewed by Roundtable, RSTBC review needed, funding required*

29. South Canoe

- *'Toby trot EQ loop' - Completed, signposts install, needs sign designs and installation*
 - *Approx 1.5km*
- *'Betta Mo Buddha' MTB Trail - Completed, (with the exception of new lower trail head and entry) signposts install, needs sign designs and installation*
 - *Approx 2km*
- *Spring Maintenance - 2 reroutes installed to bypass excessive erosion issues caused by excessive water - totalling approx 200m*

30. Rubberhead

- *'Black dog' MTB Trail - Completed, needs sign designs and installation*
 - *Approx 2km*
- *'Double D' MTB Trail - Completed, needs sign designs and installation*
 - *Approx 2.5km*

Extra Considerations:

Some of these trails are existing and well used social trails that pass over private property that up to this point landowners have either been ok with or happy to turn a blind eye. In all situations we recommend the landowners be approached and conversations started in order to come to a sustainable agreement for their future use.

Bike to Work/School 2017 – City of Salmon Arm Bike Route Enhancement



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Item 8.1

CITY OF SALMON ARM

Date: July 10, 2017

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: Zoning Amendment Bylaw No. 4215 be read a first and second time;

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

[ZON-1098; Salmon Arm Developments Ltd./Craven, Huston, Powers Architects; 591 and 621 2 Street SE; R-1 to P-3]

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 23, 2017

SUBJECT: Zoning Amendment Application No. 1098
 Legal: Lot A, Section 14, Township 20, Range 10, W6M, KDYD, Plan 22764 &
 Lot 2, Section 14, Township 20, Range 10, W6M, KDYD, Plan 17669
 Civic: 591 & 621 – 2 Street SE
 Owner / Applicant: Salmon Arm Developments Ltd. / Craven, Huston, Powers Architects

MOTION FOR CONSIDERATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot A, Section 14, Township 20, Range 10, W6M, KDYD, Plan 22764 and Lot 2, Section 14, Township 20, Range 10, W6M, KDYD, Plan 17669 from R-1 (Single Family Residential Zone) to P-3 (Institutional Zone);

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

STAFF RECOMMENDATION

It is recommended that the motion for consideration be adopted.

PROPOSAL

The two 688 square metre (0.17 acre) subject parcels front 2 Street SE, directly adjacent to the east of the existing Mt. Ida Mews residential care facility development (see Appendix 1). The purpose of this application is to rezone the two parcels from R-1 (Single Family Residential Zone) to P-3 (Institutional Zone) to allow for consolidation of property and subsequent development of a 60 unit building expansion of the 0.91 hectare (2.26 acre) Mt. Ida Mews care facility parcel (see proposed Site Plan - Appendix 2), which will be considered under Development Permit application (DP-413). P-3 zone regulations are attached (Appendix 3) for reference.

As discussed further, the proposed rezoning is supported by the subject property's current Official Community Plan (OCP) land use designation, "Residential High Density (HR)" - see Appendix 4. A zoning map of the immediate area is attached as Appendix 5.

BACKGROUND

The subject properties are located on 2 Street SE, an area characterized by residential and institutional uses. Adjacent zoning and land uses include the following:

North:	R-1 (Single Family Residential)	residential
East:	R-1	residential
West:	P-3 (Institutional)	care facility
South:	R-1 & P-3	residential & church

The subject properties currently both contain single family dwellings which are intended to be removed for the proposed facility expansion, as shown in site photos attached as Appendix 6.

COMMENTS

Ministry of Transportation and Infrastructure

No comments received at time of report.

Engineering Department

No concerns with rezoning. Comments attached (Appendix 7).

Fire Department

No Fire Department concerns.

Building Department

No concerns with rezoning.

Planning Department

The intended use of subject parcels under application is surface parking and an access route. The proposed development site is on the adjacent lot to the west, which is already zoned P-3. The ultimate intent is to consolidate the properties to create a single lot for the development under the same P-3 zoning.

Official Community Plan

The subject properties are in an area designated "Residential – High Density" (HD) in the OCP, which supports the proposed use under P-3 zoning. In terms of specific OCP policy, the Urban Residential Objectives in section 8.2 encourage and support special needs housing as proposed, while Policy 8.3.9 permits an increase in density of up to 200 units per hectare for Assisted Living housing (a total of 126 units per hectare including the existing 72 unit facility are proposed).

Furthermore, the OCP's Community Services policies detailed in Chapter 15 is supportive of institutional use, with the General Policies under section 15.3 supporting such forms of housing as proposed within the Urban Containment Boundary.

Development Permit

An associated Development Permit Application (DP-413) has been submitted to address the form and character guidelines for the proposed development. This application will allow for the detailed consideration of the building design, site plan, and landscaping.

CONCLUSION

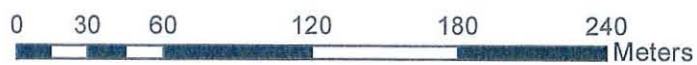
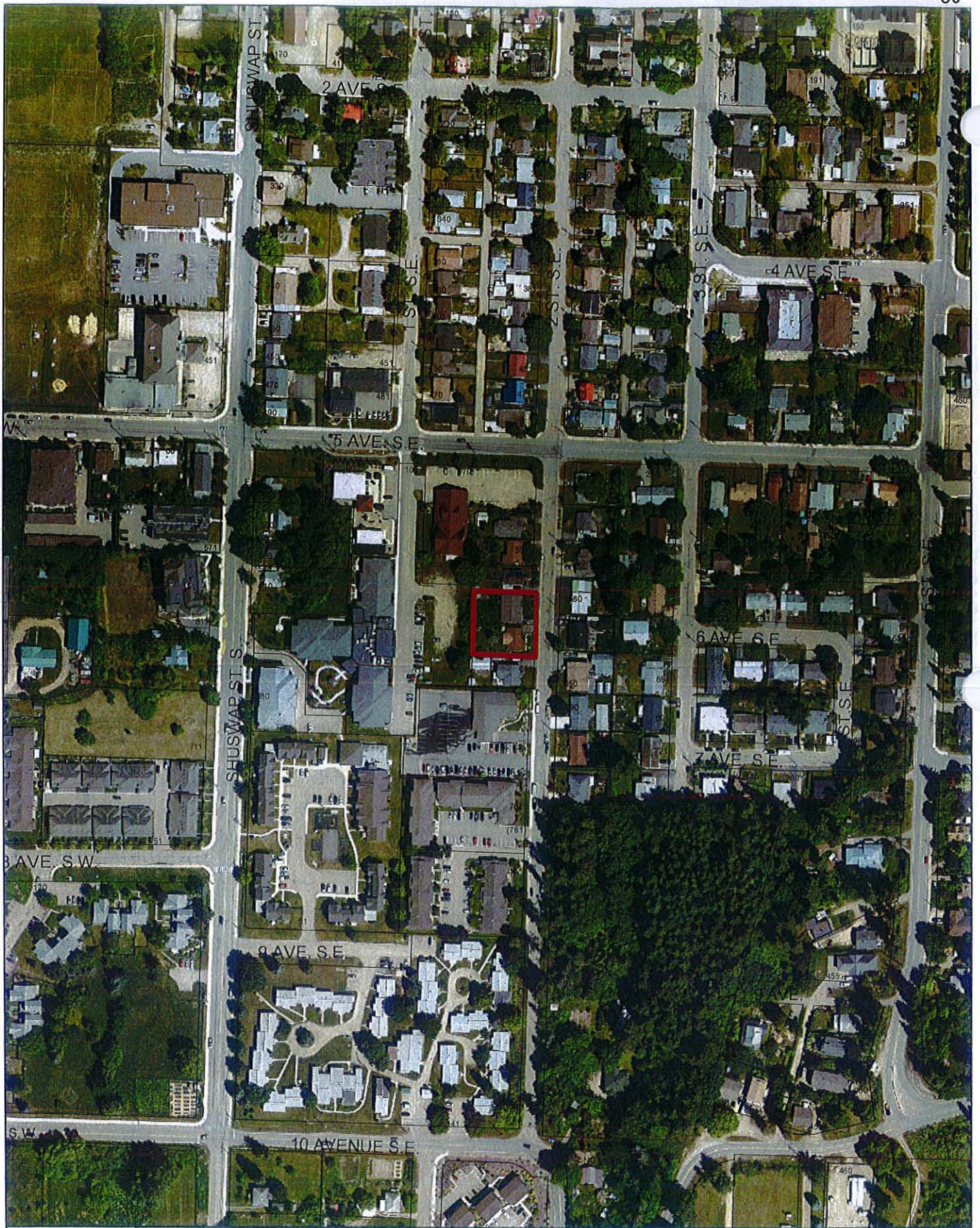
The proposed P-3 zoning of the subject property is consistent with the OCP and is therefore supported by staff. This proposal will further enable the provision of supportive housing options within the City.



Chris Larson, MCP
Planning and Development Officer



Kevin Pearson, MCP, RPP
Director of Development Services



Subject Parcel

SECTION 26 - P-3 - INSTITUTIONAL ZONE

Purpose

- 26.1 The P-3 *Zone* is intended to accommodate uses which are charitable, correctional, educational, governmental, philanthropic or religious in nature.

Regulations

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

Permitted Uses

- 26.3 The following uses and no others are permitted in the P-3 *Zone*:

- .1 *assembly hall*;
- .2 *churches*;
- .3 *commercial daycare facility*;
- .4 *cultural facilities*;
- .5 *educational facilities*, public and private;
- .6 *government offices*;
- .7 *home occupation*;
- .8 *hospitals and clinics*, public and private;
- .9 *public use*;
- .10 *public utility*;
- .11 *recycling collection site*;
- .12 *rest home*;
- .13 *accessory use*, including *church manse* and detached portable class rooms.

Maximum Height of Principal Buildings

- 26.4 The maximum *height* of the *principal buildings* shall be 12.0 metres (39.4 feet).

Maximum Height of Accessory Buildings

- 26.5 The maximum *height* of *accessory buildings* shall be 6.0 metres (19.7 feet).

Maximum Parcel or Site Coverage

- 26.6 The maximum *parcel or site* coverage for all *buildings and structures* shall be 40% of *parcel or site* area.

SECTION 26 - P-3 - INSTITUTIONAL ZONE - CONTINUED

Minimum Parcel Size or Site Area

- 26.7 The minimum *parcel* size or *site* area shall be 465.0 square metres (5,005 square feet).

Minimum Parcel or Site Width

- 26.8 The minimum *parcel* or *site* width shall be 15.0 metres (49.0 feet).

Minimum Setback of Principal and Accessory Buildings

- 26.9 The minimum *setback* of the *principal* and accessory *buildings* from the:

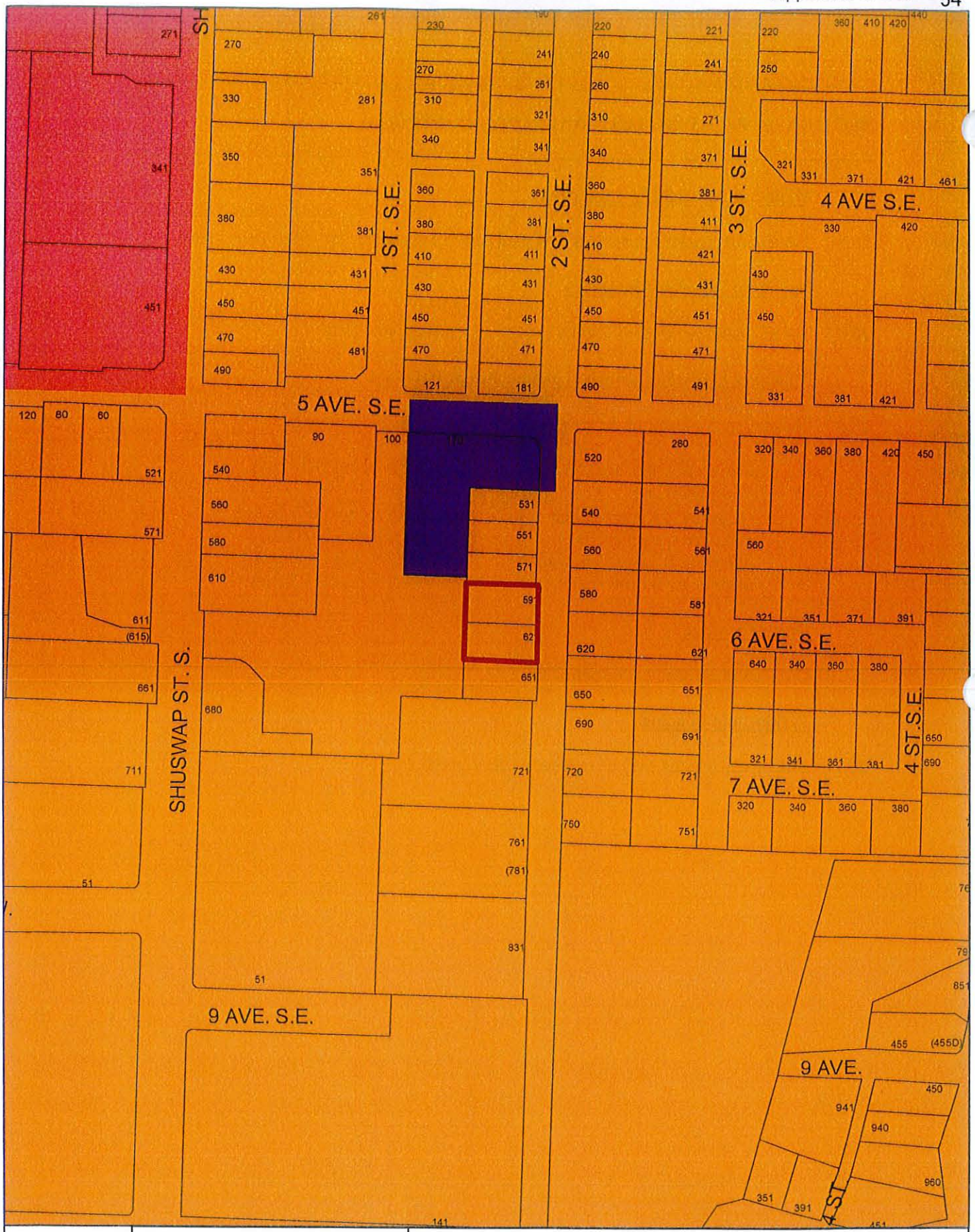
- | | | |
|----|---|------------------------|
| .1 | <i>Front parcel line</i> shall be | 6.0 metres (19.7 feet) |
| .2 | <i>Rear parcel line</i> | |
| | - adjacent to a lane shall be | 6.0 metres (19.7 feet) |
| | - all other cases shall be | 1.0 metre (3.3 feet) |
| .3 | <i>Interior side parcel line</i> shall be | 3.0 metres (9.8 feet) |
| .4 | <i>Exterior parcel line</i> shall be | 6.0 metres (19.7 feet) |

Outside Storage

- 26.10 Outside storage shall not be permitted.

Parking and Loading

- 26.11 Parking and loading shall be required as per Appendix I.



0 10 20 40 60 80
Meters



Subject Parcels



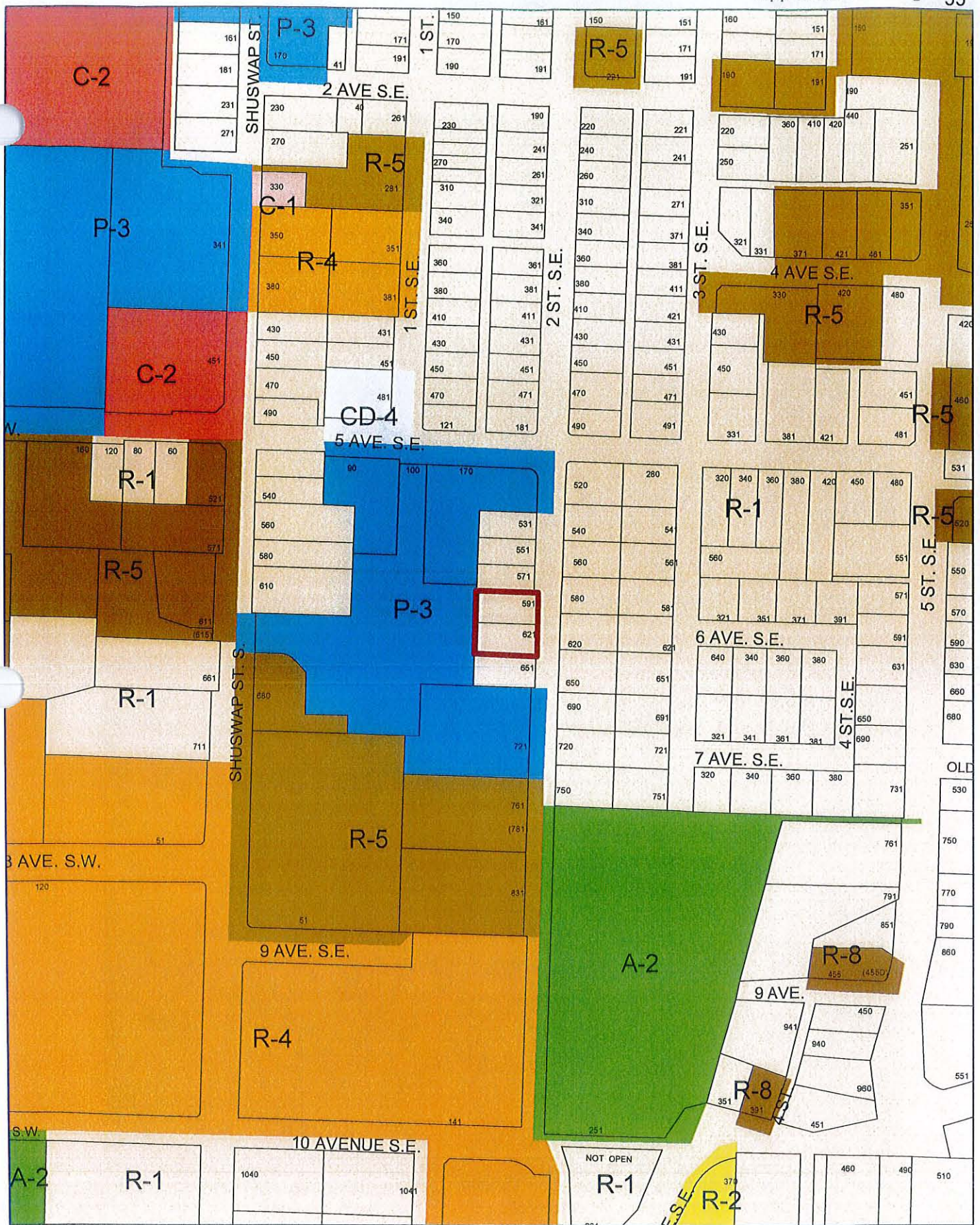
Institutional



Commercial City Centre



Residential High Density



0 30 60 120 180 240 Meters



Subject Parcel



View north-west of subject parcels from 2 Street SE.



View south-west of subject parcels from 2 Street SE.



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

TO: Kevin Pearson, Director of Development Services
 DATE: June 20, 2017
 PREPARED BY: Darin Gerow, Engineering Assistant
 OWNER: Salmon Arm Developments Ltd., 520 – 1122 Mainland Street, Vancouver, BC, V6B 5L1
 APPLICANT: Craven | Huston | Powers | Architects, 9355 Young Road, Chilliwack, BC, V2P 4S3
 SUBJECT: **ZONING AMENDMENT APPLICATION FILE NO. ZON-1098E**
 LEGAL: Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP14107
 CIVIC: 100 – 5 Avenue SE

Further to your referral dated May 17, 2017, we provide the following servicing information. The following comments and servicing requirements are not conditions for the rezoning; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages. These comments are generalized; more specific servicing requirements will be identified at a future stage:

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. Development 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 of Salmon satisfaction.
5. Owner/developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. Erosion and Sediment Control measures will be required at time of construction. ESC Plans to be approved by the City of Salmon Arm
7. 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,

Proposed Subdivision Application No. 17-11E
 March 27, 2017
 Page 2

catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

8. The applicant will be required to submit for City review and approval an engineered design (plan/profile) for any off-site improvements or works within City owned lands. Design must be prepared and submitted by a qualified professional engineer. Refer to the sections below for more information. The applicant is requested to contact the Engineering Department should additional information be required. Securities equal to 125% of the estimated off-site servicing costs will be required as a condition of development.

Roads/Access:

1. 5 Avenue SE on the subject properties north boundary is designated as an Urban Collector Road and requires 20.0 meters dedication (10.0 meters from centerline). Available records indicate that further dedication is not required from the subject property.

5 Avenue SE is currently constructed to an interim Urban Road standard. No upgrades are required.

2. Shuswap Street South on the subject properties west boundary is designated as an Urban Arterial Street and requires an ultimate 25.0m road dedication (12.5 meters from centerline). Although the City can only require 10.0m of road dedication from centerline at this time, all structures must be setback to the ultimate dedication. Available records indicate that further dedication is not required from the subject property.

Shuswap Street South is currently constructed as an interim urban road. No improvements are anticipated at this time.

3. 2 Street SE along the properties east boundary is designated as an Urban Local Road and requires 20.0 meters dedication (10.0 meters from centerline). Available records indicate that further dedication is required from the subject properties; however this is not required for Development.

2 Street SE is currently constructed to an interim urban road. Upgrading to an Urban Local Road standard as shown in specification drawing RD-2 is required. Upgrades may include but not limited to, concrete sidewalk and boulevard construction.

4. A 3.0m wide sanitary statutory right-of-way exists along the northwest property line. No concerns or upgrades required.
5. A 13.0m wide right-of-way containing a storm sewer bisects 100 - 5 Avenue SE. A 5.974m wide sanitary sewer statutory right-of-way partially overlaps the right-of-way on the west side and a 4.5m wide watermain statutory right-of-way partially overlaps the right-of-way on the east side. The total statutory right-of-way is 15.731m wide. We note that the proposed care facility appears to be located within these right-of-ways. As previously discussed with the owner's consulting engineer, if the building is proposed to be located within these right-of-

Proposed Subdivision Application No. 17-11E
 March 27, 2017
 Page 3

ways, all affected utilities must be relocated to City of Salmon Arm specifications and right-of-ways shall be altered to ensure a safe trench excavation is achievable if exposing the infrastructure is necessary in the future.

It is also noted there are two (2) overhead structures proposed from the existing building to the proposed building shown on submitted plans. As these will be crossing over the above mentioned rights-of ways these overhead structures will not be permitted

6. A right-of-way containing a storm sewer and sanitary sewer runs along the southern property line. No concerns or upgrades are required.
7. Confirmation that 90 & 170 – 5 Avenue SE have a reciprocal access agreements in place.
8. The owner/developer will be required to identify existing right-of-ways and provide plan showing proper right-of-way widths. A consolidated plan may be required.

Water:

1. The sites front a 200mm watermain (Zone 1) on Shuswap Street South, a 200mm watermain (Zone 1) within the statutory right-of-way bisecting the property from north to south and a 100mm watermain (Zone 1) on 2 Street SE. Upgrading the 100mm watermain to 200mm is required; however, City of Salmon Arm has budgeted for this replacement to be completed in 2017, therefore no upgrades are required.
2. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
3. Fire protection requirements to be confirmed with the Building and Fire Departments.
4. Subject property is currently serviced from the watermain within the right-of-way that bisects the property from north to south with a 150mm to the existing building and a 150mm water service stub to the proposed building. All services shall be metered and complete with approved backflow prevention devices. Meters will be provided by the city at the owner's expense; owners shall allow for 4 week delivery on water meters, please contact Engineering Department for more information. All unused services must be abandoned at the main. Owner/developer is responsible for all associated costs

In correspondence with owner's consulting engineer a proposal to relocate the watermain will be submitted to the City of Salmon Arm to decrease a section of right-of-way to enable the proposed building construction. Owner/developer will be required to tie in all services.

Sanitary Sewer:

1. The site fronts a 200mm diameter sanitary main in the central statutory right-of-way, a 150mm diameter sanitary main in the southwest statutory right-of-way and a 150mm diameter sanitary main in the northwest statutory right-of-way and 200mm diameter sanitary

Proposed Subdivision Application No. 17-11E
 March 27, 2017
 Page 4

main on 2 Street SE. As the 150mm sanitary mains are at the end of pipe they will not require upgrading.

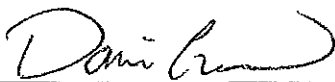
2. Existing building is currently serviced from the 150mm diameter sanitary main in the southwest statutory right-of-way. The proposed building shall be serviced with a sanitary service connection adequately sized to suit the needs of the development. All unused services must be abandoned at the main. Owner/developer is responsible for all associated costs.

Drainage:

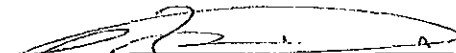
1. The site fronts a 300mm diameter storm main in a statutory right-of-way immediately adjacent to the south property line, a 1500mm diameter storm main in the central statutory right-of-way and a 300mm diameter storm main on 2 Street SE. No upgrading of the storm mains is anticipated. It should be noted that The City of Salmon Arm has budgeted for this replacement of the storm main on 2 Street SE, to be completed in 2017.
2. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided. Should discharge into the City Storm Sewer be part of the ISMP, owner/developers 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
3. Subject to item 2, the proposed lots may be serviced by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. All existing inadequate/unused services must be abandoned at the main; applicant is responsible for all associated costs.
4. It should be noted the proposed building is positioned on the existing storm water retention system. The system shall be relocated and confirm size and orifice is sufficient.

Geotechnical:

1. A geotechnical report in accordance with the Engineering Departments Geotechnical Study Terms of Reference Category A (Building Foundation and Site Drainage) is required.



Darin Gerow, ASCT
 Engineering Assistant



Rob Niewenhuizen, ASCT
 Director of Engineering and Public Works

CITY OF SALMON ARM

BYLAW NO. 4215

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chamber of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on , 2017 at the hour of 7:00 p.m. was published in the 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 Portion of Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP71970 from R-1 (Single Family Residential Zone) to P-3 (Institutional 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. 4215**".

READ A FIRST TIME THIS DAY OF 2017

READ A SECOND TIME THIS DAY OF 2017

READ A THIRD TIME THIS DAY OF 2017

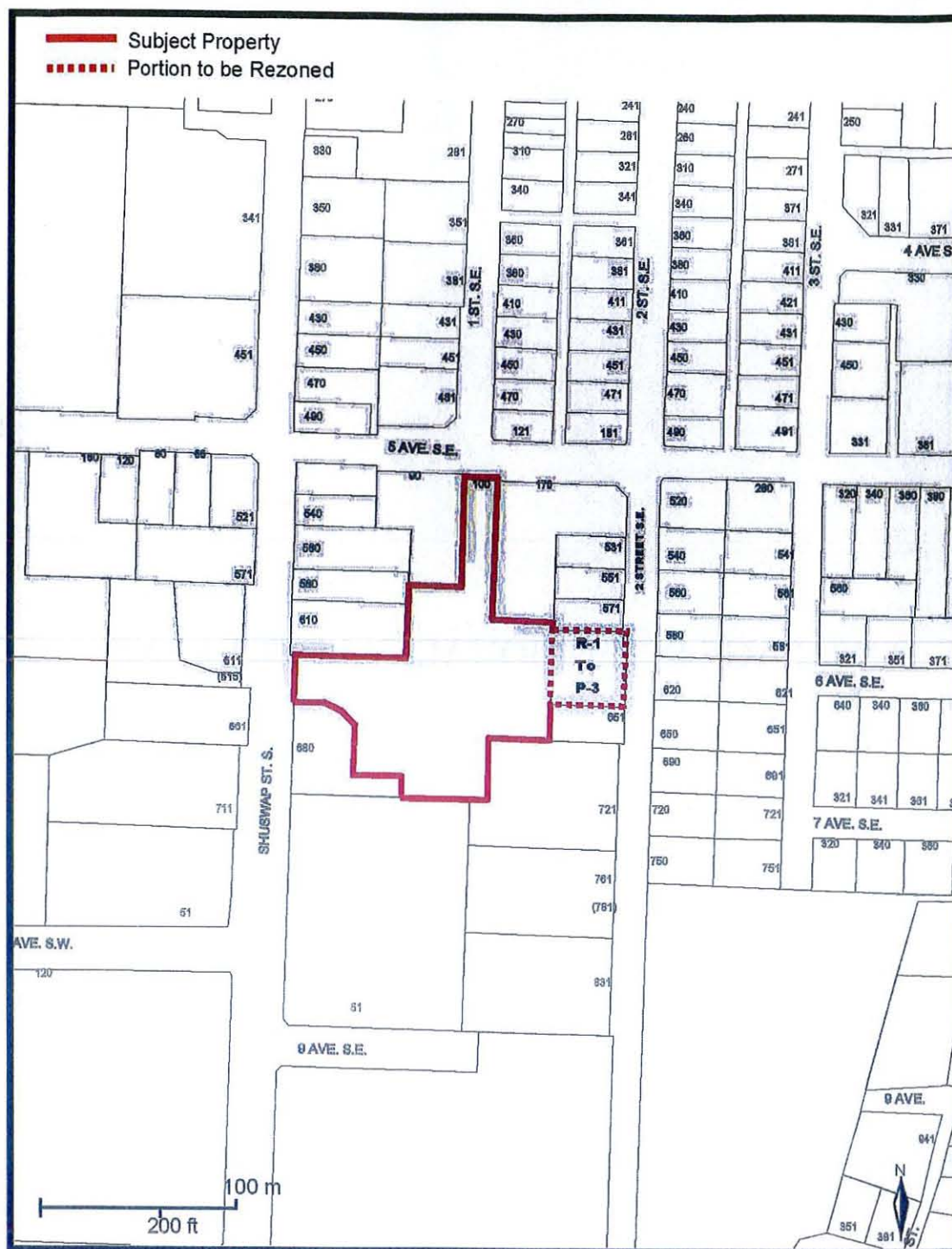
APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF 2017

For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER



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Item 8.2

CITY OF SALMON ARM

Date: July 10, 2017

Moved: Councillor Jamieson

Seconded: Councillor Wallace Richmond

THAT: City of Salmon Arm Special Needs Housing Agreement Bylaw No. 4216 be read a first and second time;

AND FURTHER THAT: final reading be withheld subject to the following:

- 1) Execution of the Special Needs Housing Agreement.

[CU-53; Morris, N.; 190 Highway 97B SE; Special Needs Housing]

Vote Record

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

Opposed:

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



City of Salmon Arm
Memorandum from the Director of Development Services

TO: Her Worship Mayor Cooper and Council

FROM: Development Services Department

DATE: June 23, 2017

SUBJECT: Special Needs Housing Agreement Application No. CU-53
 Legal: Lot 2, Section 17, Township 20, Range 9, W6M, KDYD, Plan 3989, Except
 Plans 23519, 41440 and H10964
 Civic: 190 Highway 97B SE
 Owner: N. Morris
 Applicant: Owner to administer care to son, Trevor Morris

MOTION FOR CONSIDERATION:

THAT: A bylaw be prepared for Council's consideration to initiate a Special Needs Housing Agreement for Lot 2, Section 17, Township 20, Range 9, W6M, KDYD, Plan 3989, Except Plans 23519, 41440 and H10964

AND FURTHER THAT: final reading be withheld subject to the following:

- 1) Execution of the Special Needs Housing Agreement**

STAFF RECOMMENDATION:

THAT: The motion for consideration be adopted.

PROPOSAL:

The applicant is requesting authorization to permit a double wide mobile home on subject property, 190 Highway 97B SE (see Appendix 1) in accordance with the provisions of Zoning Bylaw No. 2303, i.e. Compassionate Use. The applicant is making this request in order to provide care to his son, Trevor Morris.

BACKGROUND:

The subject property is a 10 acre parcel, zoned A-2 Rural Holding Zone and is located within the Agricultural Land Reserve. Section 35.4.3 of Zoning Bylaw No. 2303 permits a second dwelling under the conditions set out in Section 4.13.3 for Type "C" Permits and the Special Needs Housing Agreement. One of the primary conditions to qualify for a Compassionate Use Permit is a relative in need of care, as determined by a physician. The physician of the owner/applicant's son has provided a letter confirming the applicant's son is in need of care due to a medical condition.

The applicant intends to have his son live in the temporary second dwelling and has provided a letter of rationale (see Appendix 2). The applicant's son is currently not residing on the property, and a special needs housing agreement would provide the family a convenient opportunity to care for a family member.

The intended site of the proposed mobile home is shown in Appendix 3. The applicant intends to demolish the current house and build a new house in addition to the temporary dwelling for his son. The location of the mobile home is proposed in the current location of the house as shown in Appendix 4. A Building Permit is required for the placement of the temporary dwelling and a Permit to Construct a Sewage Disposal System from the Interior Health Authority is a requirement of Building Permit issuance.

STAFF COMMENTS:

Engineering Department

- Water meter and pit have been requested with Building Permit for single family dwelling. No other concerns.

Fire Department

- No concerns.

Permits and Licensing

- Application for a Building Permit for a single family dwelling and a Riparian Areas Regulation covenant is in progress. No other concerns.

Ministry of Transportation and Infrastructure

- See Appendix 5.

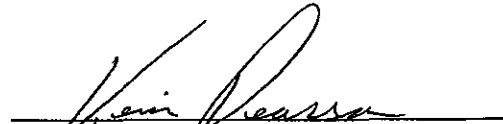
Planning Department

Because there is a watercourse on the east side of the property, a Section 219 Covenant is required to restrict development 30 metres from the high water mark of the watercourse. The applicant has taken the necessary steps to have this covenant registered with Building Permit No. 15285B, for the construction of the new home.

The applicant meets the criteria of a Compassionate Use Permit and staff supports this application subject to the condition of a Special Needs Housing Agreement.

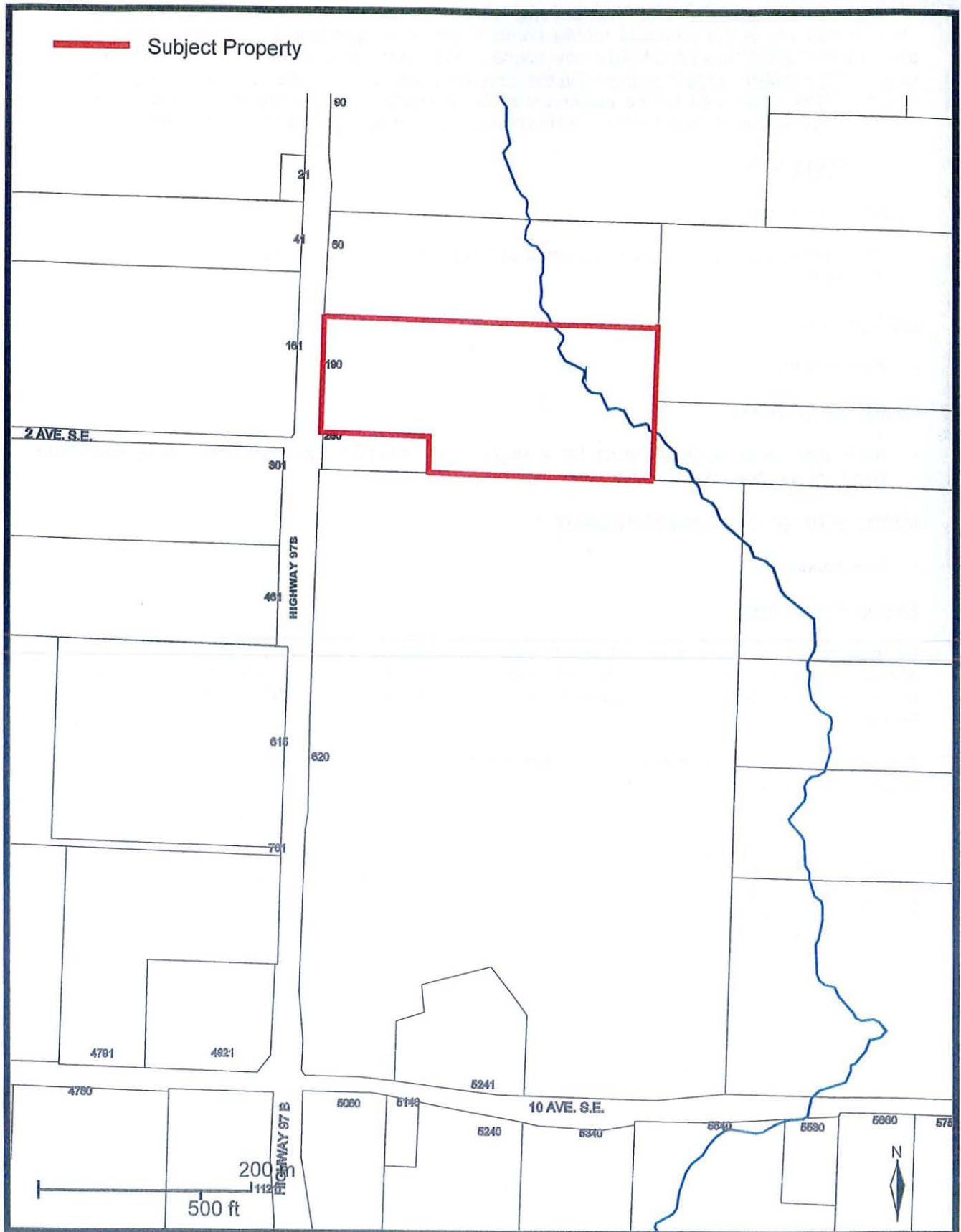


Prepared by: Denise Ackerman
Development Services Assistant



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

APPENDIX 1



APPENDIX 2

COMPASIONATE RESIDENCE LETTER

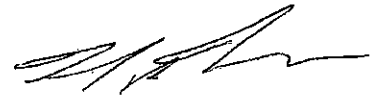
June 21, 2017

To whom it may concern,

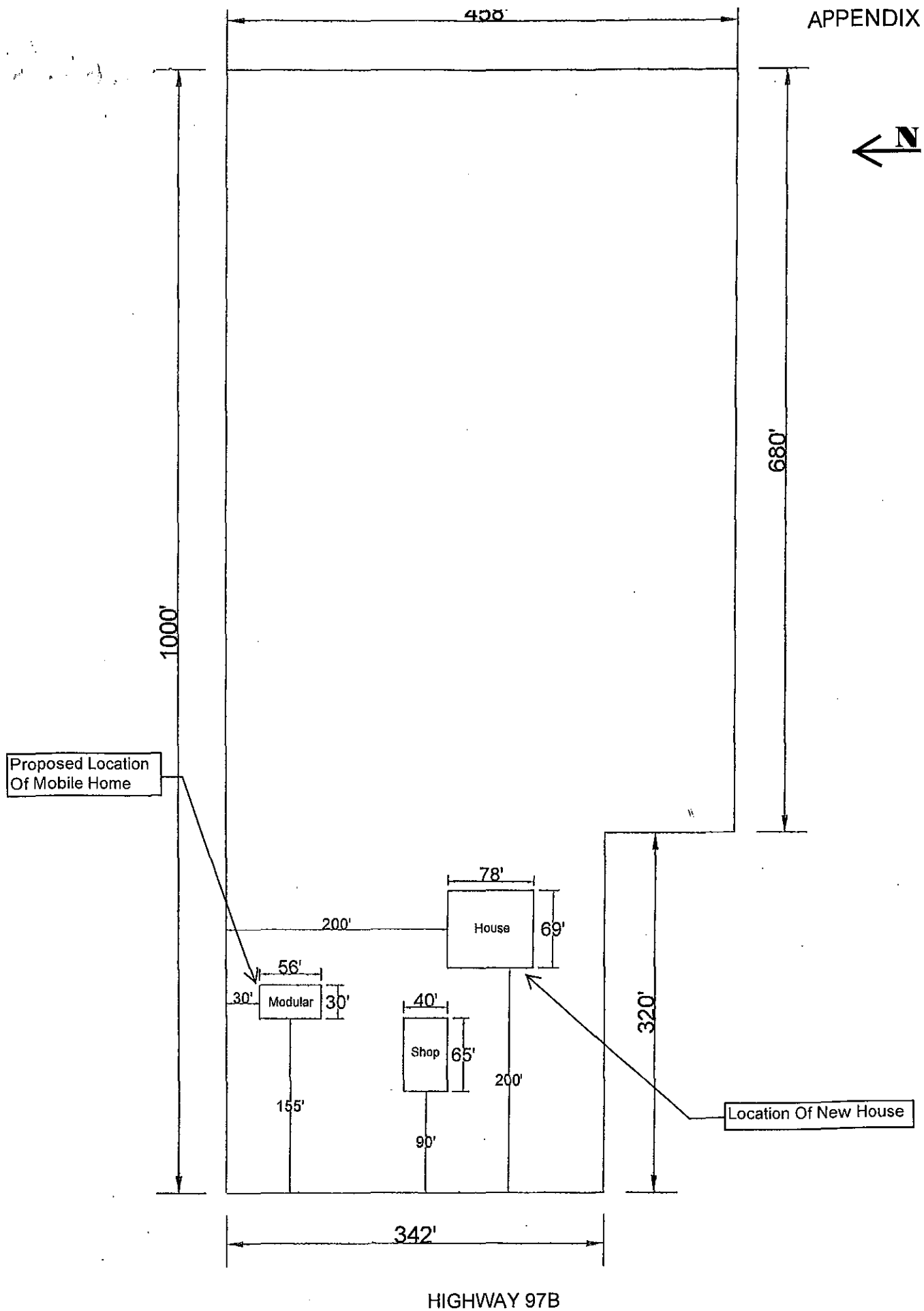
I am writing this letter to you for the application for my son Trevor Morris to put a modular home on my property located at 190 Highway 97B Salmon Arm British Columbia. He has a disability called Arthrogriposis which is a severe joint stiffening issue. It would be in both our interests for this to happen since he needs assistance with day to day living.

Thank You,

Norman Morris

A handwritten signature in black ink, appearing to read 'N. Morris', written in a cursive style.

APPENDIX 3



— Subject Property



APPENDIX 5

BRITISH
COLUMBIAMinistry of Transportation
and Infrastructure**DEVELOPMENT APPROVALS
FOLLOW UP COMMUNICATION**

Your File #: CU-53
eDAS File #: 2017-04143
Date: June 26, 2017

City of Salmon Arm Development Services
500 2nd Avenue NE
PO Box 40
Salmon Arm, BC V1E 4N2

Attention: City of Salmon Arm - Development Services

**Re: Proposed Municipal Referral – Compassionate Use Permit - for:
Lot 2, Section 17, Township 20, Range 9, W6M, KDYD, Plan 3989,
Except Plans 23519, 41440 & H10964**

Thank you for your referral for the above noted municipal application.

While the Ministry has no objections or concerns for the Use Permit, we wish to advise that the landowner should make application to this Ministry to obtain a valid Access Permit.

Please quote file number 2017-04143 when contacting this office.

If you have any questions please feel free to call Rob Bitte at (250) 490-2280.

Yours truly,

Rob Bitte
District Development Technician

Local District Address
<p>Salmon Arm Area Office Bag 100 850C 16th Street NE Salmon Arm, BC V1E 4S4 Canada Phone: (250) 503-3664 Fax: (250) 833-3380</p>

CITY OF SALMON ARM

BYLAW NO. 4216

Special Needs Housing Agreement Bylaw

WHEREAS Section 4.13 of Salmon Arm Zoning Bylaw No. 2303 authorizes the City of Salmon Arm to enter into special needs housing agreements pursuant Section 483 of the Local Government Act;

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

1. The Special Needs Housing Agreement between the City of Salmon Arm and Norman Morris attached hereto as Schedule "A" of this bylaw is hereby authorized.
2. The Mayor and Corporate Officer are hereby authorized to execute the Agreement on behalf of the City of Salmon Arm and the Corporate Officer shall affix the corporate seal.

SEVERABILITY

3. 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.

ENACTMENT

4. 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.

EFFECTIVE DATE

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

CITATION

6. This bylaw may be cited for all purposes as **"City of Salmon Arm Special Needs Housing Agreement Bylaw No. 4216."**

READ A FIRST TIME THIS	DAY OF	2017
READ A SECOND TIME THIS	DAY OF	2017
READ A THIRD TIME THIS	DAY OF	2017
ADOPTED BY COUNCIL THIS	DAY OF	2017

MAYOR

CORPORATE OFFICER

SCHEDULE "A"**BYLAW NO. 4216****SPECIAL NEEDS HOUSING AGREEMENT**

THIS AGREEMENT made this day of 2017

BETWEEN:

CITY OF SALMON ARM
Box 40
Salmon Arm, BC V1E 4N2

(hereinafter called the "City")
OF THE FIRST PART

AND:

Norman Morris
190 Highway 97B SE
Salmon Arm, BC V1E 1X5

(hereinafter called the "Owner")
OF THE SECOND PART

WHEREAS:

A. The Owner is the registered owner of:

Civic: 190 Highway 97B SE

PID: 010-665-633

Legal: Lot 2, Section 17, Township 20, Range 9, W6M, KDYD, Plan 3989, Except Plans 23519, 41440 and H10964

(hereinafter called the "Land")

B. The Owner has requested the City enter into a Special Needs Housing Agreement to enable the Owner to give/receive care and maintenance to/from a Relative.

(hereinafter called the "Relative")

C. A letter from the attending Physician stating care is required has been received in accordance with Section 4.13.3.2 of District of Salmon Arm Zoning Bylaw No. 2303.

NOW THIS AGREEMENT WITNESSES that in consideration of the premises the parties hereto covenant and agree each with the other as follows:

1. The Owner may install on the Land a second dwelling consisting of a mobile home not exceeding double width to be occupied exclusively by the Owner or Relative for the purpose of administering/receiving care and maintenance to/from the Owner of the principal dwelling on the Land.

Bylaw No. 4216
Schedule "A" – Page 2

2. The second dwelling shall:
 - a) not be anchored to a permanent foundation on the Land;
 - b) be sited in accordance with the minimum setbacks prescribed in the zone designation for the Land under Zoning Bylaw No. 2303.
 - c) be greater than 5.0 metres (16.4 feet) from the principal or any accessory building on the Land; and
 - d) be removed when the second dwelling is no longer occupied by the Relative or when the principal dwelling is no longer owned or occupied by the Owner.
3. The Owner shall produce to the City on the anniversary of this agreement in each year a sworn declaration that the second dwelling is still exclusively occupied by the owner or owner's relative as of that date and that the compassionate grounds for the person or persons as stated in the original application have not changed.
4. The Owner of the parcel agrees not to dispute an action taken by the municipality pursuant to Part 8 of the *Community Charter* to remove the second dwelling.
5. In this Agreement, gender specific terms include both genders and include corporations; words in the singular include the plural and words in the plural include the singular.
6. This agreement shall enure to the benefit of and be binding upon the parties hereto, their respective successors and assignees.
7. This Agreement is personal to the Owner and shall not be assigned by the Owner to any other party.

IN WITNESS WHEREOF the parties hereto have set their hands and seals as of the day and year first above written.

<p>The Corporate Seal of the CITY OF SALMON ARM was hereto affixed in the presence of:</p> <p>_____ Nancy Cooper, Mayor</p> <p>_____ Erin Jackson, Corporate Officer</p>	<p>SIGNED, SEALED AND DELIVERED by</p> <p>_____ Owner</p> <p>_____ Witness to all signatures</p>
---	--

Item 8.3

CITY OF SALMON ARMDate: July 10, 2017

Moved: Councillor Harrison

Seconded: Councillor Jamieson

THAT: Zoning Amendment Bylaw No. 4217 be read a first and second time;

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

- 1) Consolidation of the portion of Lot 15, Section 10, Township 20, Range 10, W6M, KDYD, Plan 481, Except Plans 15049, H401 & EPP13256 (2590 – 10th Avenue – TCH-SW) and the adjoining parcel Lot 2, Section 10, Township 20, Range 10, W6M, KDYD, Plan 4550, Except Plan H401 & KAP69877 (2670 – 10th Avenue – TCH SW);
- 2) Receipt of a Demolition Permit application to remove the existing single-family dwelling from Lot 15, Section 10, Township 20, Range 10, W6M, KDYD, Plan 481, Except Plans 15049, H401 & EPP13256 (2590 – 10th Avenue, TCH SW)
- 3) Registration of Section 219 Land title Act covenant(s) registered on title acknowledging the hazard associated with the 1:200 year floodplain, and saving the city harmless from any liability or damages that may arise in the future; and
- 4) Approval of the Bylaw by the Ministry of Transportation and Infrastructure.

[ZON-1097; Blackburn, L. & Gavin, B./Browne Johnson Land Surveyors; 2590 – 10 Avenue (TCH) SW; A-1 to C-3]

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 23, 2017

SUBJECT: Zoning Amendment Application No. 1097
 Legal: Lot 15, Section 10, Township 20, Range 10, W6M, KDYD, Plan 481, Except Plans 15049, H401 & EPP13256
 Civic: 2590 – 10th Avenue (TCH) SW
 Owner / Applicant: Blackburn, L. & Gavin, B. / Browne Johnson Land Surveyors

MOTION FOR CONSIDERATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning a portion of Lot 15, Section 10, Township 20, Range 10, W6M, KDYD, Plan 481, Except Plans 15049, H401 & EPP13256 from A-1 (Agricultural Zone) to C-3 (Service Commercial Zone), as shown in Schedule A;

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

- 1) Consolidation of the portion of Lot 15, Section 10, Township 20, Range 10, W6M, KDYD, Plan 481, Except Plans 15049, H401 & EPP13256 (2590 – 10th Avenue - TCH - SW) and the adjoining parcel Lot 2, Section 10, Township 20, Range 10, W6M, KDYD, Plan 4550, Except Plan H401 & KAP69877 (2670 – 10 Avenue – TCH SW);
- 2) Receipt of a Demolition Permit application to remove the existing single-family dwelling from Lot 15, Section 10, Township 20, Range 10, W6M, KDYD, Plan 481, Except Plans 15049, H401 & EPP13256 (2590 – 10th Avenue – TCH SW);
- 3) Registration of Section 219 Land Title Act covenant(s) registered on title acknowledging the hazard associated with the 1:200 year floodplain, and saving the city harmless from any liability or damages that may arise in the future; and
- 4) Approval of the Bylaw by the Ministry of Transportation and Infrastructure.

STAFF RECOMMENDATION

It is recommended that the motion for consideration be adopted.

PROPOSAL

The 3.5 hectare subject property fronts the Trans Canada Highway (TCH) just east of its 30 Street SW intersection (see Appendix 1 and 2). The purpose of this application is to rezone the northern 0.788 hectare portion of the parcel from A-1 (Agriculture Zone) to C-3 (Service Commercial Zone) along the Agricultural Land Reserve boundary to allow for a boundary adjustment as shown in Schedule A

business currently in operation on the adjacent parcel directly to the west. In particular, boat storage is the intended use, which will aid in facilitating the relocation of inventory currently stored in the future frontage road. The C-3 zone regulations are attached as Appendix 4 for reference.

As discussed further, the proposed rezoning is supported by the subject property's current Official Community Plan (OCP) land use designation of "Highway Service/Tourist Commercial (HC)" - see Appendix 5. A zoning map of the immediate area is attached as Appendix 6.

BACKGROUND

The subject property is located along the TCH / 30th Street SW /10 Ave SW commercial corridor of the City. This area is characterized by large format commercial use along the TCH, with agricultural use to the south and west along the Salmon River.

Adjacent zoning and land uses include the following:

North:	TCH	highway with commercial beyond
East:	C-3 (service commercial) zone	auto repair / service
South:	A-1 (agriculture) zone	agriculture
West:	C-3 (service commercial) zone	commercial (boat sales)

The subject property is currently occupied by an older single family dwelling (to be demolished) and used for agricultural purposes. Site photos are attached as Appendix 7.

COMMENTS

Ministry of Transportation and Infrastructure

Pursuant to the Transportation Act, approval of the zoning amendment bylaw by the Ministry is required, as the parcel is within 800 m to an intersection of a Controlled Access Highway (Trans Canada Highway). The Ministry has granted Preliminary Approval for this rezoning. See the Trans Canada Highway section below for further comments.

Engineering Department

Engineering comments attached (Appendix 8).

Fire Department

No Fire Department concerns.

Building Department

No concerns with rezoning.

Agricultural Advisory Committee

Typically, such a proposal would be reviewed by Council's Agricultural Advisory Committee (AAC). However, at time of writing this report, an AAC is not presently in place. Staff note that some level of buffering to protect agricultural operation has been consistently suggested in previous AAC recommendations for similar parcels along 10 Street SW and 10 Avenue SW.

Planning Department

Official Community Plan

The subject property is subject to both commercial and agricultural policies of the OCP. The lands along the TCH corridor from the western edge of the City Centre to the 30th Street SW node are mostly

designated "Highway Service/Tourist Commercial" (HC) in the OCP, while beyond the site to south and west are lands designated for "Salmon Valley Agriculture" land use.

In terms of the OCP policy most relevant to the subject property and commercial lands in the vicinity, Policy 9.3.18.a (Urban Commercial) states:

- a. **Commercial Corridor West of City Centre to 30 Street SW** – The HC area on the west side of the City Centre is oriented toward vehicle service and retail warehousing uses. Activities have relatively low site coverage (e.g. automotive and recreation vehicle sales, large buildings and associated parking lots). This area serves the needs of the community and region. Limited expansion of this area may be considered.

The proposed C-3 zone is consistent with OCP Policy 9.3.18.a and the larger format commercial development on the west side of the City.

With respect to the agricultural lands to the south and in regards to the Agricultural Policies of the OCP, the most relevant policy to this proposal is Policy 7.3.14 which addresses developments next to agricultural land as follows:

Work to minimize conflicts between agriculture and other land uses (residential/recreational/industrial) through:

- a. access restrictions;
- b. buffer and fencing requirements for developments adjoining agricultural areas, including consideration of the Agricultural Land Commission's "Landscape Buffer Specifications"; and
- c. discouraging further residential development in rural areas.

Staff note that by eliminating the connection to the highway corridor, the agricultural portion of the property (accessed from 13 Ave SW) may be ultimately enhanced by being effectively separated from the TCH (no direct access), and buffered from highway related activity.

In consideration of the OCP's agricultural policies and the Ministry of Agriculture's 'Guide to Edge Planning' document, some form of buffer will be a required along the ALR boundary aligned with the ALC specifications (Appendix 9). Staff suggest this be detailed in the forthcoming Development Permit application as described below.

OCP - Potential Hazardous Areas

OCP Map 6.1 indicates that the subject parcel is within the 1:200 year floodplain. The covenant included in the motion for consideration is recommended in order to satisfy the Flood Hazard Development Permit Area requirements, while the underside of any floor system (or top of any pad) shall not be lower than 351 m GSC as per the floodplain provisions of the zoning bylaw. Such a covenant typically has a standard clause that saves the City harmless from liability resulting from any flood damage.

Development Permit

Should the subject parcel be rezoned to C-3 as proposed, future development would then be subject to the "Highway Service/Tourist Commercial Development Permit Area". This Development Permit Area as described within the OCP provides form and character guidelines for development. Any significant redevelopment or future development resulting from this proposed zoning amendment would require submission of a Development Permit Application to ensure these guidelines are met. This would include a detailed review of landscaping, including the ALR buffer mentioned above.

The applicant is only seeking rezoning approval at this time, but has indicated a forthcoming application for a development permit.

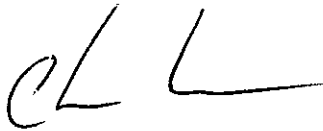
Trans Canada Highway

Ministry staff at various levels have provided City staff some level of assurance that the new frontage road will be constructed by the province in the near future (a letter has been provided to the applicant, attached as Appendix 10). However, no set dates or guarantees have been provided in writing. A conceptual image illustrating the proposed frontage road provided by the Ministry is attached (Appendix 11).

Technically speaking, if the new frontage road has not been constructed by the development / building permit stage, the owner/applicant will be responsible for upgrading the frontage road, pursuant to the City's Subdivision and Development Servicing Bylaw. With this being the likely scenario, staff anticipates the owner/applicant will request a variance to forego frontage road improvements at the Development Permit application stage.

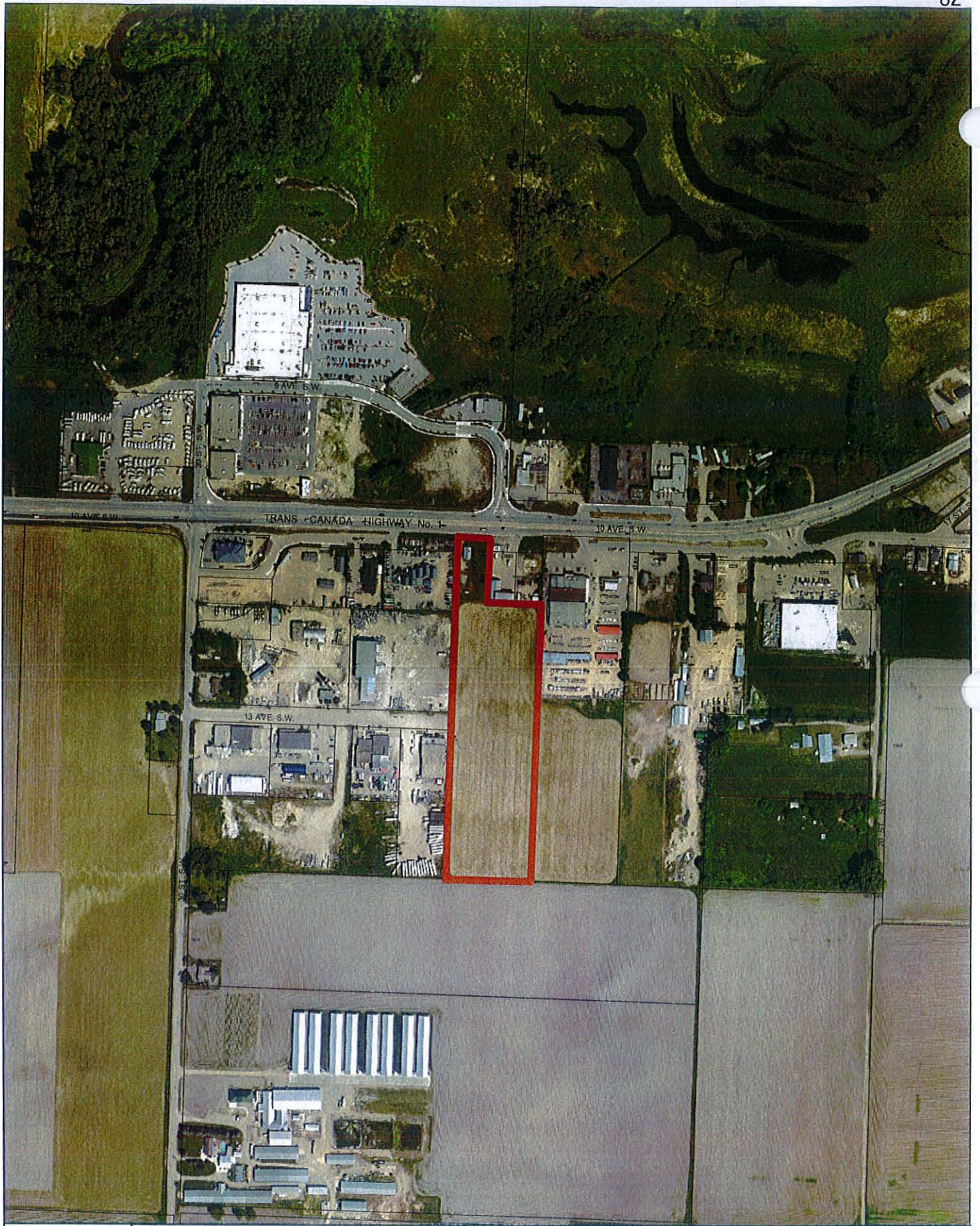
CONCLUSION

The proposed C-3 zoning of the subject property is consistent with the OCP and is therefore supported by staff. This proposal will further enable commercial uses in an area of the City primarily characterized by the Trans Canada Highway corridor.



Chris Larson, MCP
Planning and Development Officer


Kevin Pearson, MCP, RPP
Director of Development Services



0 55 110 220 330 440 Meters



Subject Parcel

DA HIGHWAY No. 1

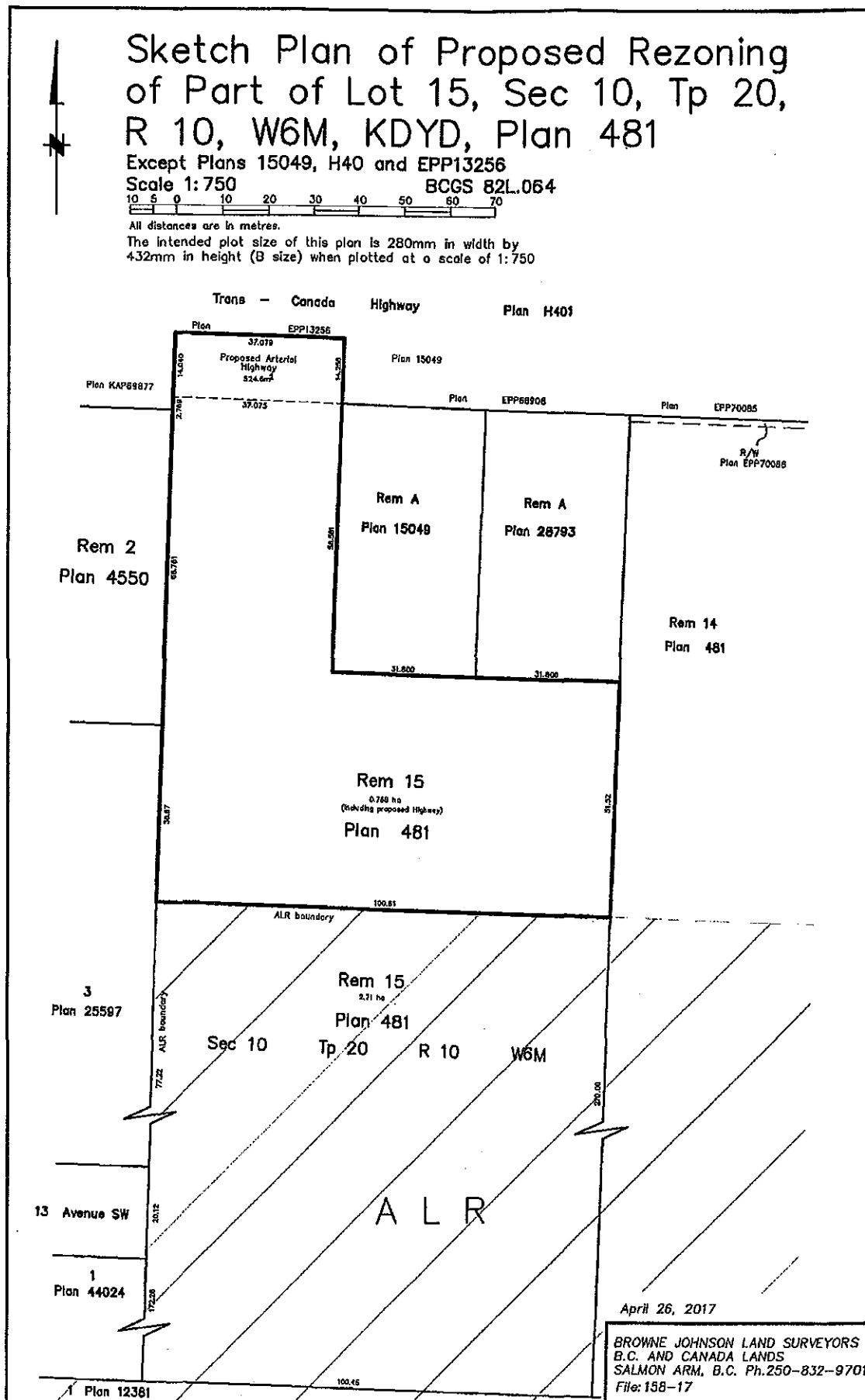
10 AVE S.W.



0 20 40 80 120 160 Meters



Subject Parcel



SECTION 17 - C-3 - SERVICE COMMERCIAL ZONE

Purpose

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

Regulations

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

Permitted Uses

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

- .1 auto parts and accessories (new) sales;
- .2 automotive repair shop, excluding *fuel service stations*;
- .3 automotive sales and rental lots and showroom (new and used);
- .4 boat and trailer sales and rental showrooms, including minor repairs;
- .5 *building* supply establishment;
- .6 *cafe*;
- .7 car wash;
- .8 *commercial daycare facility*;
- .9 electrical appliance repair shop;
- .10 farm equipment sales and rental;
- .11 frozen food lockers, including retail sales;
- .12 funeral home including accessory crematorium;
- .13 greenhouses and nurseries, including retail sales;
- .14 *home occupation*;
- .15 laboratory, scientific and research;
- .16 laundromat;
- .17 locksmith shop;
- .18 *licensee retail store*;
- .19 *mini warehousing*;
- .20 *mobile home* sales;
- .21 moving and storage establishment;
- .22 *neighbourhood pub*;
- .23 *offices*;
- .24 *outside vending*;
- .25 *personal service establishment*;

SECTION 17 - C-3 - SERVICE COMMERCIAL ZONE - CONTINUED

- .26 print shop;
- .27 public use;
- .28 public utility;
- .29 radiator repair shop;
- .30 recreation facility-indoor;
- #2596 .31 recreation vehicle sales, repair, rental and assembly on parcels greater than 1.0 hectare with maximum 25% of gross floor area to be used for *parts assembly*.
- #2736 .32 rental and repair of tools, small equipment;
- .33 restaurant;
- #4049 .34 retail store;
- .35 tire sales and repair establishment;
- .36 transportation use;
- .37 truck sales and rental lots and showroom;
- .38 upholstery shop;
- .39 upper floor dwelling units;
- .40 veterinary hospital;
- .41 accessory use;

Maximum Height of Principal Buildings

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

Maximum Height of Accessory Buildings

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

Minimum Parcel Size or Site Area

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

Minimum Parcel or Site Width

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

SECTION 17 - C-3 - SERVICE COMMERCIAL ZONE - CONTINUED

Minimum Setback of Principal Buildings

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

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

Minimum Setback of Accessory Buildings

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

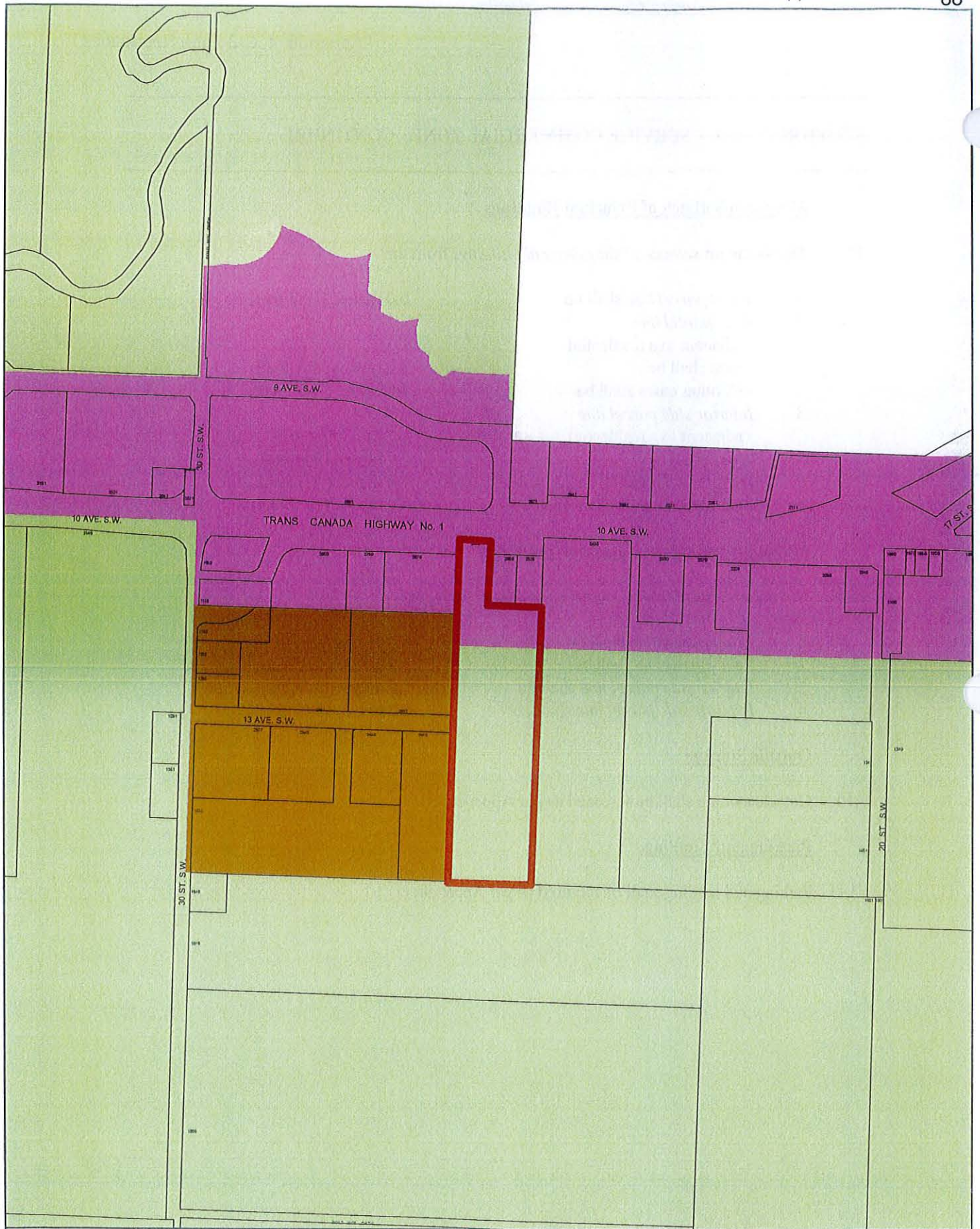
- | | | |
|----|---|------------------------|
| .1 | <i>Front parcel line</i> shall be | 6.0 metres (19.7 feet) |
| .2 | <i>Rear parcel line</i> shall be | 1.0 metre (3.3 feet) |
| .3 | <i>Interior side parcel line</i> shall be | 1.0 metre (3.3 feet) |
| .4 | <i>Exterior side parcel line</i> shall be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

Outside Storage

7.10 Outside storage shall be screened as per Appendix III.

Parking and Loading

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



0 20 40 80 120 160
Meters



Subject Parcel



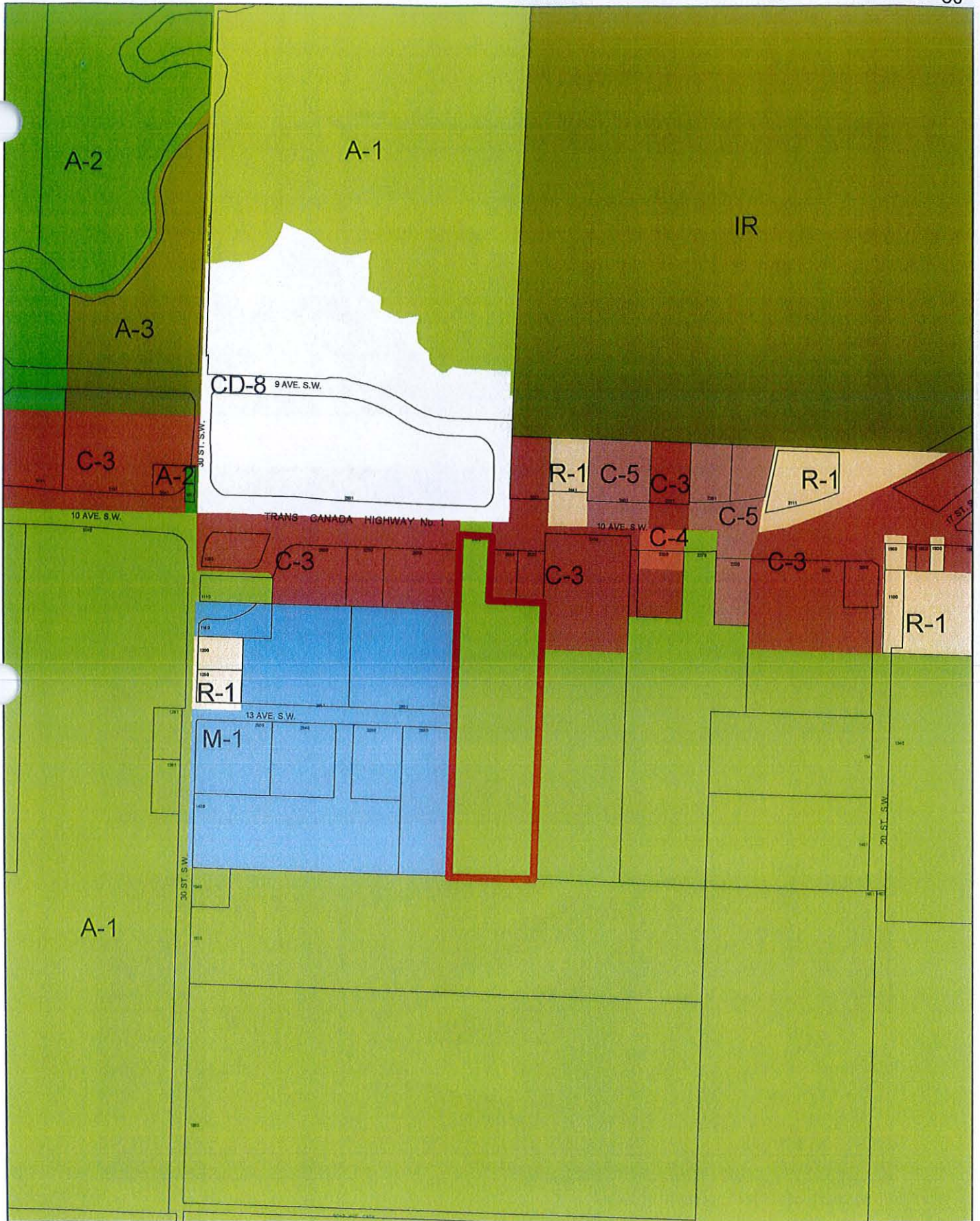
Salmon Valley
Agriculture



Industrial - General



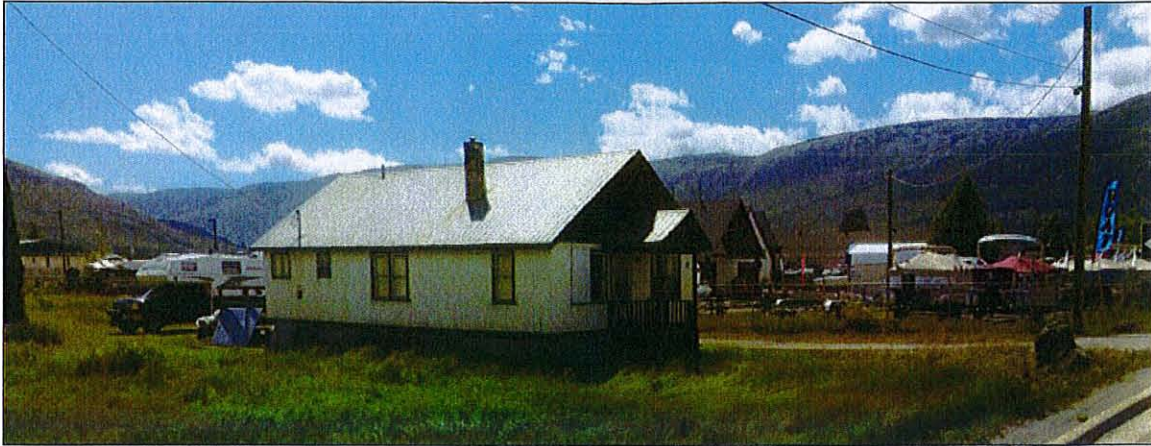
Commercial - Highway



0 55 110 220 330 440 Meters



Subject Parcel



View west of subject parcel from TCH.



View east of subject parcel from TCH.



View south of subject parcel from TCH.



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

TO: Kevin Pearson, Director of Development Services
 DATE: May 31, 2017
 PREPARED BY: Chris Moore, Engineering Assistant
 OWNER: **Blackburn, L. & Gavin, B.**, Box 311, Salmon Arm, BC V1E 4N5
 APPLICANT: Browne Johnson Land Surveyors, Box 362, Salmon Arm, BC V1E 4N5
 SUBJECT: **ZONING AMENDMENT APPLICATION FILE NO. ZON-1097**
 LEGAL: Lot 15, Section 10, Township 20, Range 10, W6M, KDYD, Plan 481, Except Plans 15049, H401 & EPP13256
 CIVIC: **2590 – 10 Avenue (TCH) SW**

Further to your referral dated May 8, 2017, we provide the following servicing information.

The following comments and servicing requirements are not conditions for the rezoning; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages. These comments are generalized; more specific servicing requirements will be identified at a future stage:

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. Development property must be serviced completely by underground electrical and telecommunications wiring.
4. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Owner/developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. Erosion and Sediment Control measures will be required at time of construction. ESC plans to be approved by the City of Salmon Arm.
7. 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,

ZONING AMENDMENT APPLICATION FILE NO. ZON-1097**May 31, 2017****Page 2**

catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

8. For the off-site improvements the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of building permit approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

Roads/Access:

1. 10 Avenue (TCH) SW on the subject property's north property line is designated as Provincial Highway including frontage road. Additional dedication or improvements and access requirements will be determined by Ministry of Transportation and Infrastructure (MoTI). A future frontage road is designate across the subject frontage; since the works are part of an approved MoTI project, the City will not require any road improvements should further development progress on the subject parcel. However, should MOTI choose not proceed with this project, the City will require upgrading, including, but is not limited to, road construction, curb & gutter, sidewalk, boulevard construction, street lighting, fire hydrants, street drainage, and underground hydro and telecommunications. Owner/developer is responsible for all associated costs.

Water:

1. The subject property fronts a 200mm diameter Zone 1 watermain on 10 Avenue (TCH) SW. No upgrades are anticipated.
2. The available fire flows are satisfactory according to the 2011 Water Study (Opus Dayton Knight 2012).
3. Fire protection requirements to be confirmed with the Building Department and Fire Department.
4. The subject property is to be serviced by single metered water service connection (as per Specification Drawing No. W-11) adequately sized to satisfy the proposed use (minimum 25mm). Water meter(s) will be required at time of building permit (meter provided by the City of Salmon Arm at the developers cost). Existing records indicate that the subject property is currently serviced with a 12.7mm service. All existing inadequate/unused services must be abandoned at the main. Applicant is responsible for all associated costs.

Sanitary Sewer:

1. The subject property currently fronts a 300mm diameter sanitary sewer main on 10 Avenue (TCH) SW. No additional upgrading will be required.

ZONING AMENDMENT APPLICATION FILE NO. ZON-1097

May 31, 2017

Page 3

-
2. Subject property is to be serviced by a single sanitary service connection adequately sized (minimum 100 mm diameter) to satisfy the servicing requirements of the development. Existing records indicate that the existing lot currently has a service of unknown size. All existing inadequate/unused services must be abandoned at the main. Applicant is responsible for all associated costs

Drainage:

1. The subject fronts on a 250 mm diameter storm main on 10 Avenue (TCH) SW. No upgrades are anticipated.
2. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided. Should discharge into the City Storm Sewer be part of the ISMP, owner/developers 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.
3. Subject to approval of the ISMP, the proposed lots may be serviced by single storm service connections adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. All existing inadequate/unused services must be abandoned at the main; applicant is responsible for all associated costs. City records indicate that the existing property was not serviced with a City storm service.

Geotechnical:

1. A geotechnical report in accordance with the Engineering Departments Geotechnical Study Terms of Reference Category A (Building foundation design and site drainage) is required.



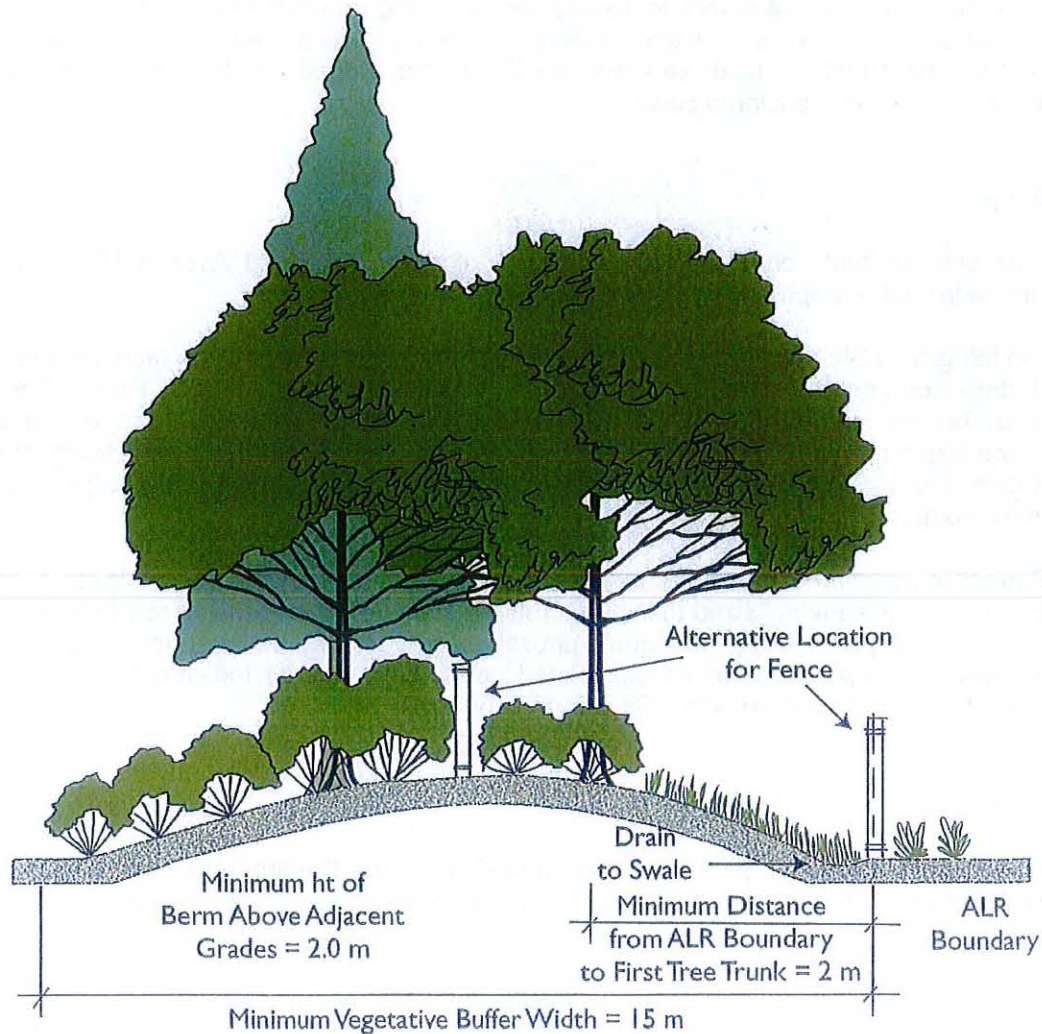
Chris Moore
Engineering Assistant

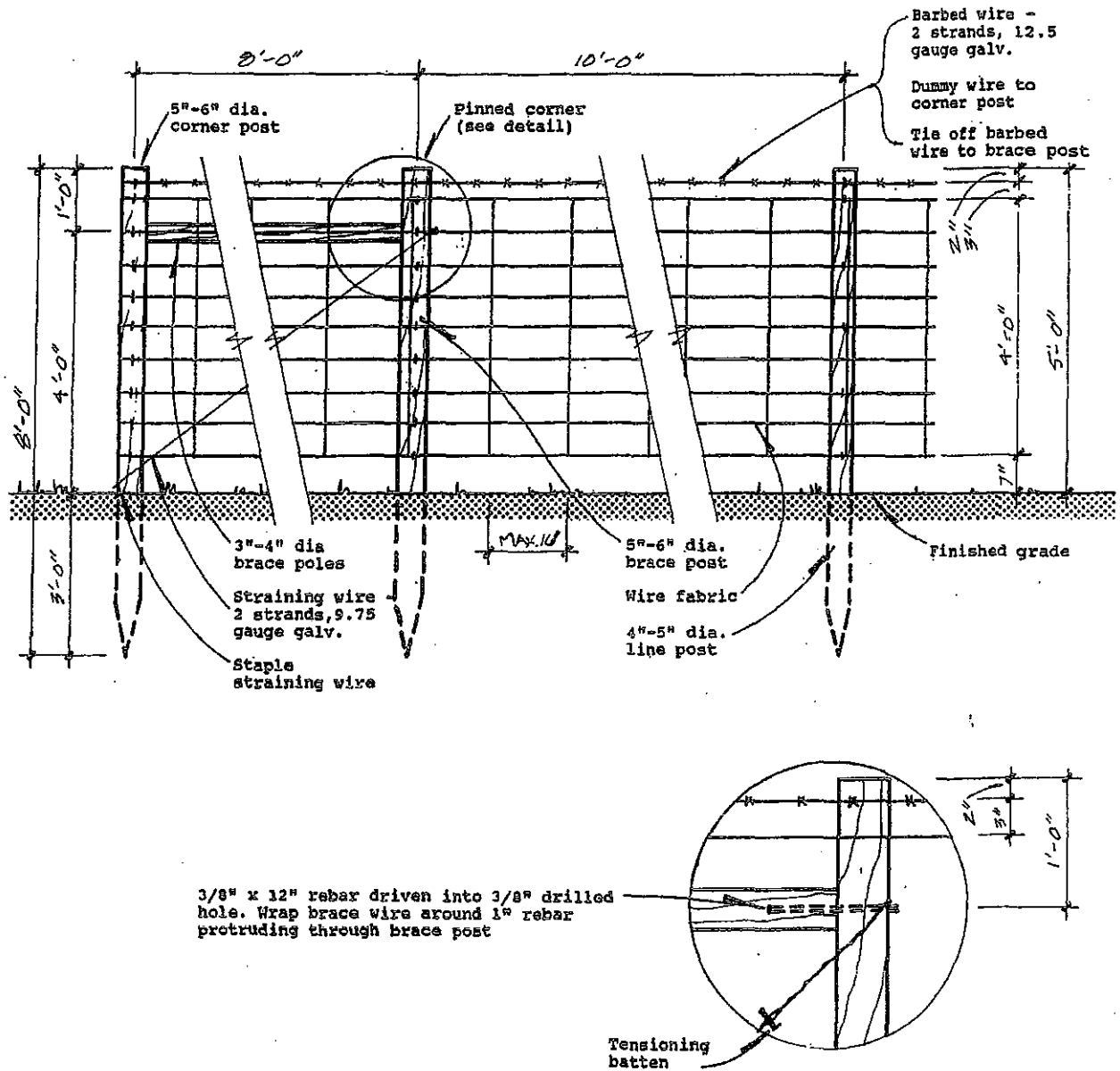


Rob Niewenhuizen, A.Sc.T.
Director of Engineering and Public Works


3.8.b Urban-Side Buffer B (with berm) – Design Specifications & Layout

Urban-side **Buffer B** includes all elements of **Buffer A**, as well as a berm with a minimum height of 2 metres above the adjacent grades. There are two alternatives for locating a fence, either at the lowest or highest points of the berm. This choice should be made according to design and use of adjacent properties. The main intent of the berm in this example is to provide increased storm water retention capabilities of the buffer, although a berm may provide more effective noise reduction and visual screening as well.



SCHEDULE D: FENCING SPECIFICATIONS**D.4: Wire Fabric Fence with One Strand Barbed Wire**

Not to Scale

From: STEVE KOSA [REDACTED] 
 Subject: Fwd: Salmon Arm - Blackburn 2590 Letter
 Date: May 19, 2017 at 10:06 AM
 To: linbum@telus.net



Lindsay - please refer to the attached

Steve



Our File No.: PS733420

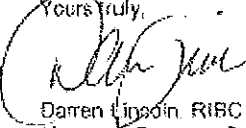
May 18th, 2017

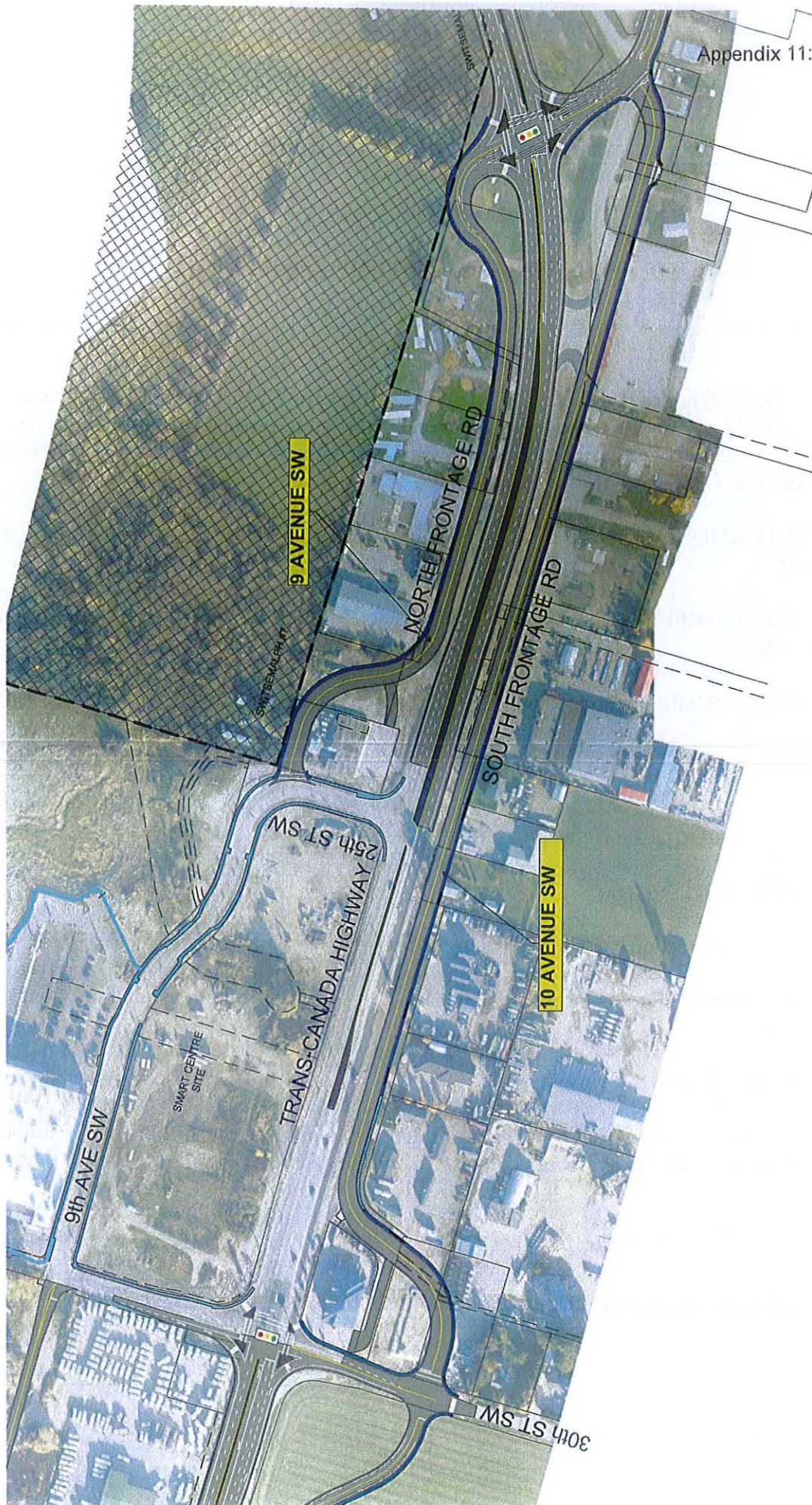
Lindsay Blackburn and Bonnie Gavin
 PO Box 311
 Salmon Arm, B.C.
 V1E 4N5

Re: Address: 2590 – 10 Ave. SW, Salmon Arm, BC
 Legal Description: Lot 15 Section 10 Township 20 Range 10 West Of The 6th
 Meridian Kamloops Division Yale District Plan 481 Except
 Plans 15049, H401 And EPP13256
 Project: TCH NO. 1 (4-Laning), 30th Street – 10th ST. SW, SALMON
 ARM, B.C.

Please be advised that during Project construction the Province and their contractors will undertake to construct all undersurface and surface installations necessary and pertinent to the function and operation of the TCH NO. 1 (4-Laning) Project within the road corridor along the Trans Canada Hwy and the frontage road area of 2590 – 10th Ave. SW. This will include storm, sanitary, water, gas, hydro, telephone service utilities being reconnected at existing locations along the frontage road. Construction will be per design plans that will be provided in the Project tender package. The Province's commitment to proceed with construction (noted herein) remains contingent upon the Province attaining all necessary approvals associated with the Project. Design and plan specifications may be subject to change subsequent to the date of this correspondence.

If you have any further questions, I can be reached at (250) 371-3864 or by email at Darren.Lincoln@gov.bc.ca.

Yours truly,

 Darren Lincoln RIBC
 Manager, Property Services



CITY OF SALMON ARM

BYLAW NO. 4217

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chamber of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on , 2017 at the hour of 7:00 p.m. was published in the 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 a portion of Lot 15, Section 10, Township 20, Range 10, W6M, KDYD, Plan 481, Except Plans 15049, H401 & EPP13256 from A-1 (Agricultural Zone) to C-3 (Service Commercial 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. 4217"

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

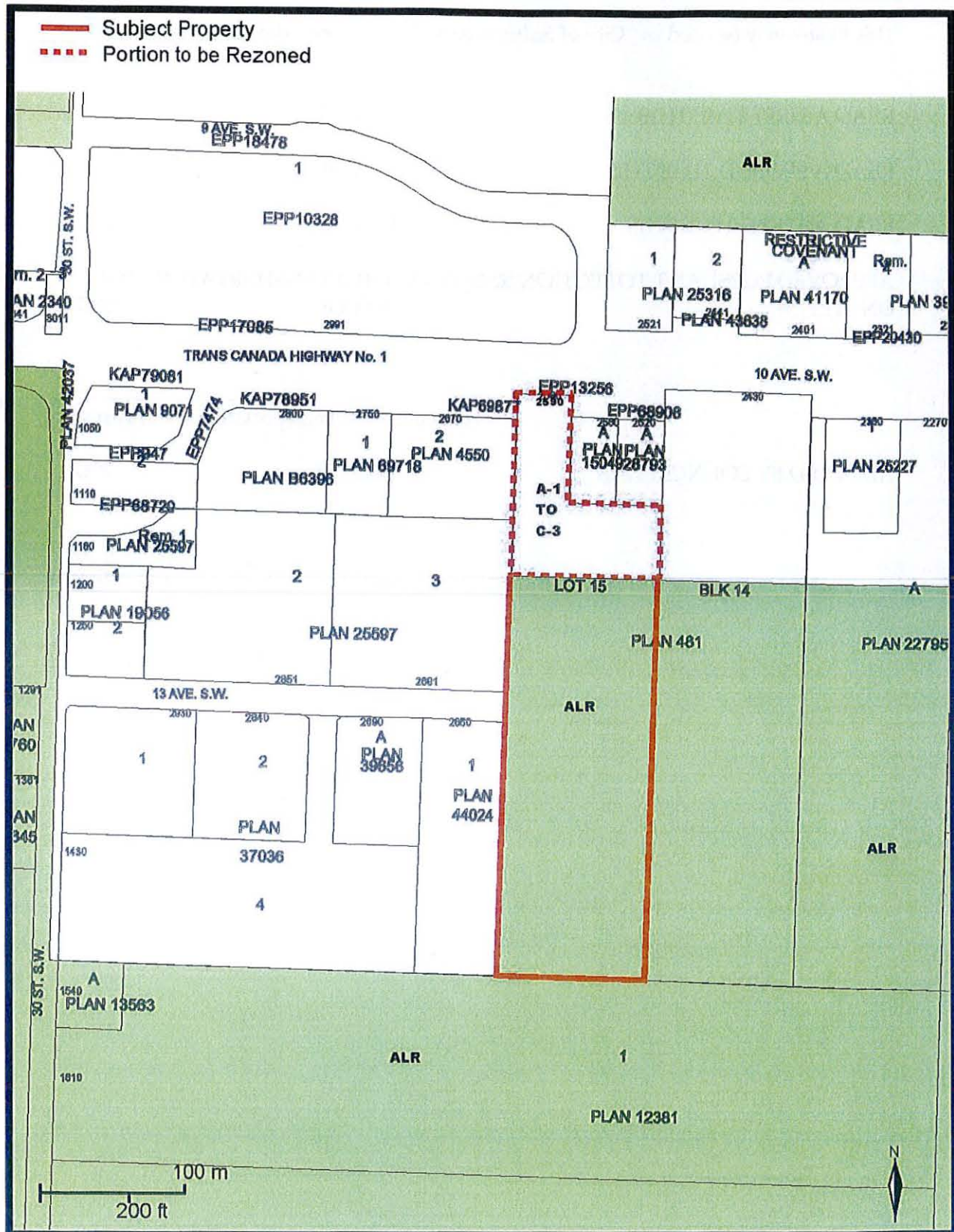
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 8.4

CITY OF SALMON ARM

Date: July 10, 2017

Moved: Councillor Jamieson

Seconded: Councillor Wallace Richmond

THAT: Development Cost Charge Amendment Bylaw No. 4218 be read a first, second and third time;

AND THAT: Final reading of the Bylaw be withheld subject to Statutory Approval of same by the Inspector of Municipalities.

[Levy for Detached Suite]

Vote Record

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

Opposed:

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



City of Salmon Arm

Memorandum from the Director of Development Services

To: Her Worship Mayor Cooper and Members of Council

Date: June 29, 2017

Subject: Minor Amendment to Development Cost Charge Bylaw No. 3600 (2007)
Regarding Levy for Detached Suites

Staff Recommendation

That: A Bylaw be prepared for Council's consideration, adoption of which would amend Development Cost Charge Bylaw No. 3600 as follows:

1) Delete the following

Section 5.1 (b) ii) the value authorized by building permit does not exceed \$50,000 or any other amount the Minister may, by regulation prescribe;

2) And replace with

Section 5.1 (b) ii) the value of the work authorized by the building permit, or in the case of a building that is being altered to create a dwelling unit, the total value of the work authorized by the building permit and all building permits authorizing the construction or alteration of the same building that were issued within the previous five (5) years, does not exceed \$50,000;

And That: The Bylaw be granted three readings;

And Further That: Final reading of the Bylaw is withheld subject to Statutory Approval of same by the Inspector of Municipalities.

Background

The proposal is to amend the section of the City's Development Cost Charge (DCC) Bylaw that provides an exemption to the payment of DCCs when the value of construction declared on a single building permit is less than \$50,000 (the exemption Section 5.1 (b) ii) is attached as Appendix 1). Note that the \$50,000 exemption threshold is a Provincial regulation derived from Section 561 of the *Local Government Act*.

The proposed amendment would enable the calculation of the cumulative construction value of a building declared on any number of building permits over a period of five years.

Rationale

The intent of the amendment is to close an inherent loophole that exists in the DCC Bylaw with the present \$50,000 exemption threshold, which has since come to light since the Zoning Bylaw was amended to allow "detached suites" in various zones. Note that the use "detached suite" in the Zoning Bylaw fits within the definition of "dwelling unit" and category of Residential A in the DCC Bylaw.

The present situation is such that a building permit for a detached suite with a construction value less than \$50,000 can be issued separately from and after the construction of an accessory building which had a permit value of more than \$50,000. In this scenario (Scenario A), DCCs are not levied for the accessory building because the "Low Density Residential" category of DCCs (today amounting to \$9,529.62 per lot in the urban area) were levied and collected for the residential lot at the subdivision stage. Because the construction value of the detached suite is declared to be less than \$50,000, no DCCs can be collected for that subsequent building permit.

In Scenario B, a single building permit application is filed for a detached suite over a garage. The combined construction value of the accessory building containing a detached suite exceeds \$50,000, and the DCCs levied for the building permit amount to \$6,064.31 under the Residential A category. The table from the DCC Bylaw showing the amount of DCCs payable relative to land use and density categories is attached as Appendix 2.

To close this loophole and inequity between Scenarios A and B, and because of the linkage to *Local Government Act* legislation for the exemption, the undersigned sought advice from the City's solicitor who recommended the wording in the proposed text amendment.

Since 2015, DCCs have been paid on 4 of 5 detached suites at the building permit issuance stage. The one instance of non-payment was a new detached suite on a large rural property in the ALR. The development was exempt, not related to the \$50,000 threshold, but instead because the detached suite was replacing an old, non-conforming second dwelling; therefore, it was determined there would be no additional demand on City services (see exemption Section 5.1 (b) iii) in Appendix 1).

Suite DCCs

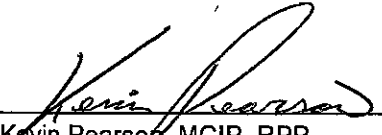
When the new residential suite regulations of the Zoning Bylaw were adopted in November 2013, the staff report suggested that DCCs would be levied for detached suites under the Residential A category, which is the same \$6,046.31 levy charged for a high density or upper floor residential unit. The rationale being that a detached suite with a maximum floor area of 90 m² is essentially a second dwelling on a property and would have a similar demand on services as a high density condominium or apartment unit.

On a related note, it was confirmed that DCCs would not be charged for secondary suites within an existing or new dwelling. The main reasons being to help encourage the legalization of basements suites through the rezoning and building permit process, and to continue to support affordable housing options. In most instances, the construction value to bring an illegal secondary suite in compliance with the BC Building Code is less than \$50,000, while a new detached suite built to its maximum floor space whether at grade or over a garage can easily have a construction value exceeding \$100,000.

Process

The *Local Government Act* requires a DCC Bylaw to receive Statutory Approval by the Inspector of Municipalities prior to adoption. According to the Province's Best Practices Guide for DCC Bylaws, a "major amendment", such as revising the entire bylaw based on an updated list of capital works projects and related Long Term Financial Plan, should involve stakeholder consultation prior to final reading.

This proposal is considered by staff to be a "minor amendment". Therefore, it is recommended that the proposed amending Bylaw be considered by Council for three readings; after which time the Bylaw would be forwarded to the Inspector of Municipalities for consideration of approval prior to Council's review of fourth reading / adoption.



Kevin Pearson, MCIP, RPP
Director of Development Services

4.0 GENERAL PROVISIONS

4.1 Severability

The provisions of this Bylaw are severable. If any provision is for any reason held to be invalid by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Bylaw.

4.2 Administration

This Bylaw shall be administered by:

- (a) the Approving Officer of the municipality with respect to subdivision of land;
- (b) a Building Official; or
- (c) any other officer appointed by Council.

4.3 Measurements

All measurements in this Bylaw are expressed in the metric system. Bracketed (equivalents) expressed in Imperial units included in Schedule "A" are for convenience purposes only and are not an integral part of this Bylaw.

5.0 DEVELOPMENT COST CHARGES

5.1 Development Cost Charge Levy

Each person who obtains:

- (a) approval by the Approving Officer of a subdivision pursuant to the *Land Title Act*, or the *Strata Property Act*; or
- (b) a building permit authorizing the construction, alteration or extension of buildings or structures for any purpose except as exempted as follows:
 - i) a building permit authorizes the construction, alteration or extension of a building or part of a building that is, or will be, after the construction alteration or expansion, exempt from taxation under Section 220 (1) (h) [statutory exemption for places of public worship] or 224 (2) (f) [permissive exemptions in relation to places of public worship] of the *Community Charter*;

- ii) the value authorized by the building permit does not exceed \$50,000 or any other amount the Minister may, by regulation, prescribe;
- iii) the development does not impose new capital cost burdens on the municipality; or
- iv) a development cost charge has previously been paid with respect to the same development, unless, as result of a further development, new capital cost burdens will be imposed on the municipality;

shall make payment to the municipality at the time of the approval of the subdivision or the issuance of the building permit, as the case may be, the applicable development cost charges as set out in Schedule "A" attached to and forming part of this Bylaw.

Where a type of development is not identified in Schedule "A", the amount of the development cost charges to be paid to the municipality shall be equal to the development cost charges that would have been payable for the most comparable type of development.

The amount of development cost charges payable in relation to a mixed use type of development shall be calculated separately for each portion of the development, according to the separate use types included in the building permit application and shall be the sum of the charges payable for each type.

Where the applicable development cost charges as set out in Schedule "A" refer to a "service area", the applicable development cost charges shall apply to all properties contained within the associated service area maps in Schedule "B" attached to and forming part of this Bylaw.

5.2 Oversized or Extended Works and Services Provided by Developer

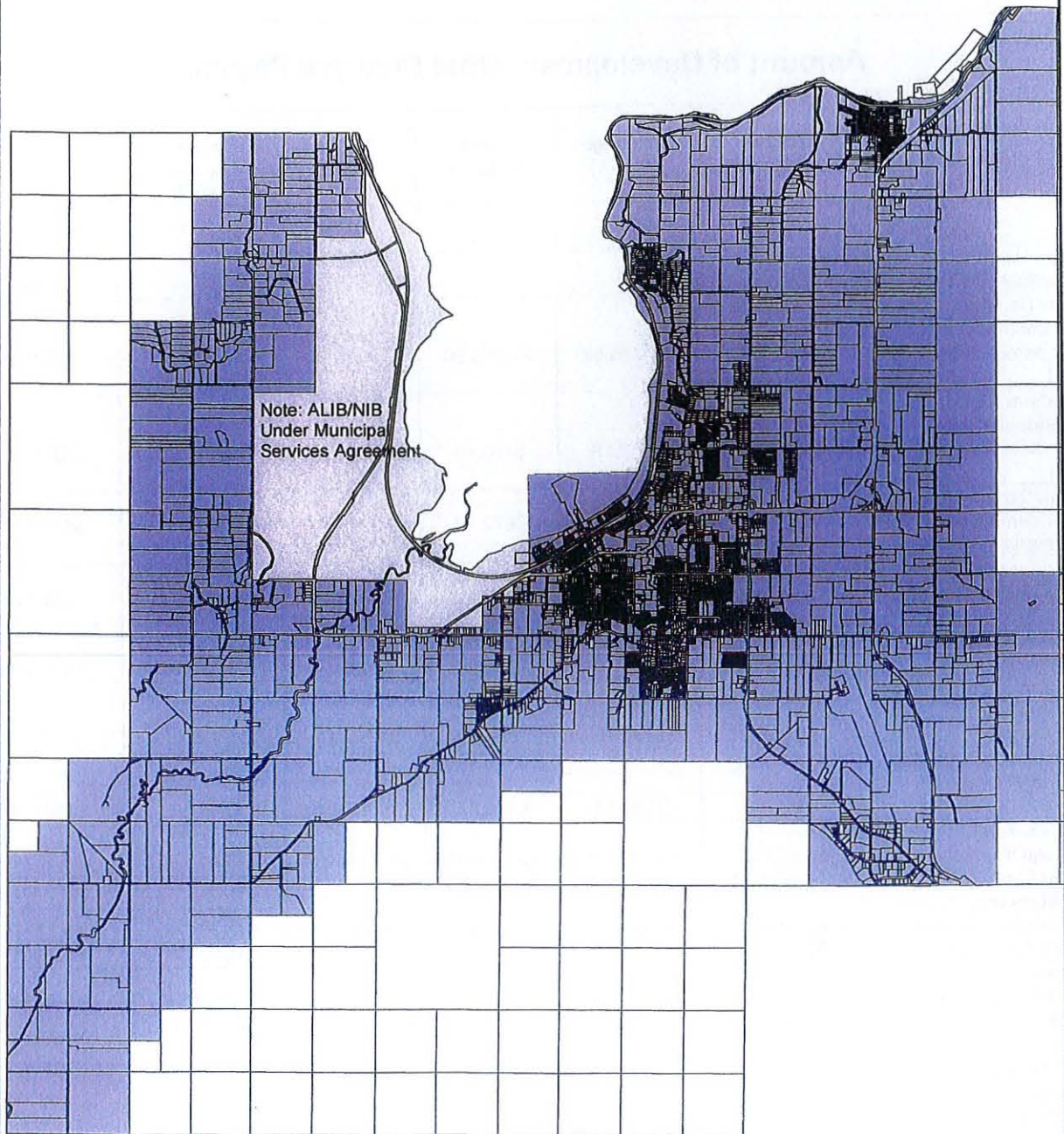
Where an owner has, with the approval of the municipality, provided or paid for the costs of providing specific works and services located outside the boundaries of land being subdivided or developed, or oversizing of specific works and services located within the boundaries of land being subdivided or developed, that are included in the calculations used to determine the amount of a development cost charge, the cost of the respective works and services provided by the owner shall be deducted from those classes of development cost charges that would otherwise be applicable to the subdivision or development.

Such deduction shall not reduce any individual applicable class of development cost charges to less than zero, nor shall the cost deducted for the respective works and services be greater than the cost calculations used in calculating the development cost charges.

Schedule "A"

Amount of Development Cost Charges Payable						
Service Area Category (Refer to Maps in Schedule "B")	Roads (Map 1)	Drainage (Map 1)	Parks (Map 1)	Water (Map 2)	Sanitary Sewer (Map 3)	
Municipal Assist Factor	1%	1%	1%	2%	2%	
Land Use / Development Type						Total
Low Density* Residential , per parcel or dwelling unit	\$1,529.20	\$1,185.52	\$1,056.66	\$2,868.20	\$2,890.04	\$9,529.62
Medium Density** Residential , per parcel or dwelling unit	\$1,112.15	\$862.19	\$768.48	\$2,085.96	\$2,101.85	\$6,930.63
High Density*** Residential , per parcel or dwelling unit	\$973.13	\$754.42	\$672.42	\$1,825.22	\$1,839.12	\$6,064.31
Residential A , per dwelling unit	\$973.13	\$754.42	\$672.42	\$1,825.22	\$1,839.12	\$6,064.31
Residential B , per dwelling unit	\$556.07	\$431.10	\$384.24	\$1,042.98	\$1,050.92	\$3,465.31
Recreational Vehicle Strata Park , per parcel	\$556.07	\$431.10	\$384.24	\$1,042.98	\$1,050.92	\$3,465.31
Recreational Vehicle Campground , per site or pad	\$166.82	\$129.33	\$115.27	\$312.89	\$315.28	\$1,039.59
Commercial , per square metre of gross floor area	\$5.56 / m ² (\$0.52 / ft ²)	\$4.31 / m ² (\$0.40 / ft ²)	\$3.84 / m ² (\$0.36 / ft ²)	\$10.43 / m ² (\$0.97 / ft ²)	\$10.51 / m ² (\$0.98 / ft ²)	\$34.65 / m ² (3.22 / ft ²)
Institutional , per square metre of gross floor area	\$8.34 / m ² (\$0.78 / ft ²)	\$6.47 / m ² (\$0.60 / ft ²)	Exempt	\$15.64 / m ² (\$1.45 / ft ²)	\$15.76 / m ² (\$1.46 / ft ²)	\$46.21 / m ² (\$4.29 / ft ²)
Industrial , per square metre of gross floor area	\$2.78 / m ² (\$0.26 / ft ²)	\$2.16 / m ² (\$0.20 / ft ²)	Exempt	\$5.21 / m ² (\$0.48 / ft ²)	\$5.25 / m ² (\$0.49 / ft ²)	\$15.40 / m ² (\$1.43 / ft ²)
Plus						
Industrial , per hectare of developable land	\$2,780.37 / Ha (\$1,125.65 / acre)	\$2,155.49 / ha (\$872.66 / acre)	Exempt	\$5,214.91 / ha (\$2,111.32 / acre)	\$5,254.62 / ha (\$2,127.38 / acre)	\$15,405.39 / ha (\$6,237.01 / acre)
* ≤ 22 parcels or dwelling units per hectare ** > 22 and ≤ 40 parcels or dwelling units per hectare *** > 40 parcel or dwelling units per hectare						
Refer to Section 3.0 of DCC Bylaw No. 3600 for Land Use / Development Type definitions and Schedule "B" for Service Area Maps						

SCHEDULE "B"



ROADS / DRAINAGE / PARKS
SERVICE AREA

DEVELOPMENT COST
CHARGE BYLAW NO.3600

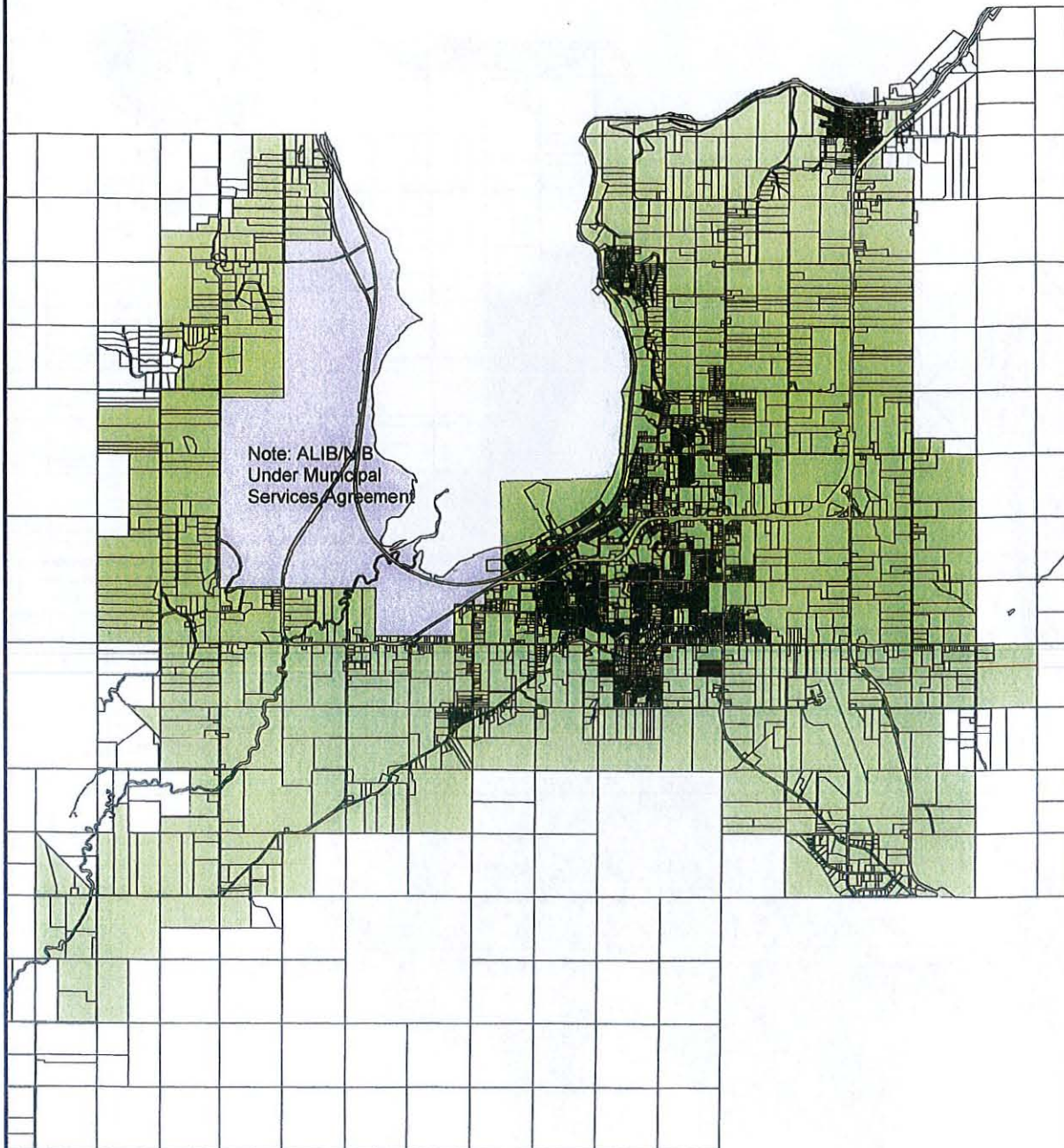
Scale:

1:53,000

Map:

1

SCHEDULE "B"



WATER
SERVICE AREA

DEVELOPMENT COST
CHARGE BYLAW NO. 3600

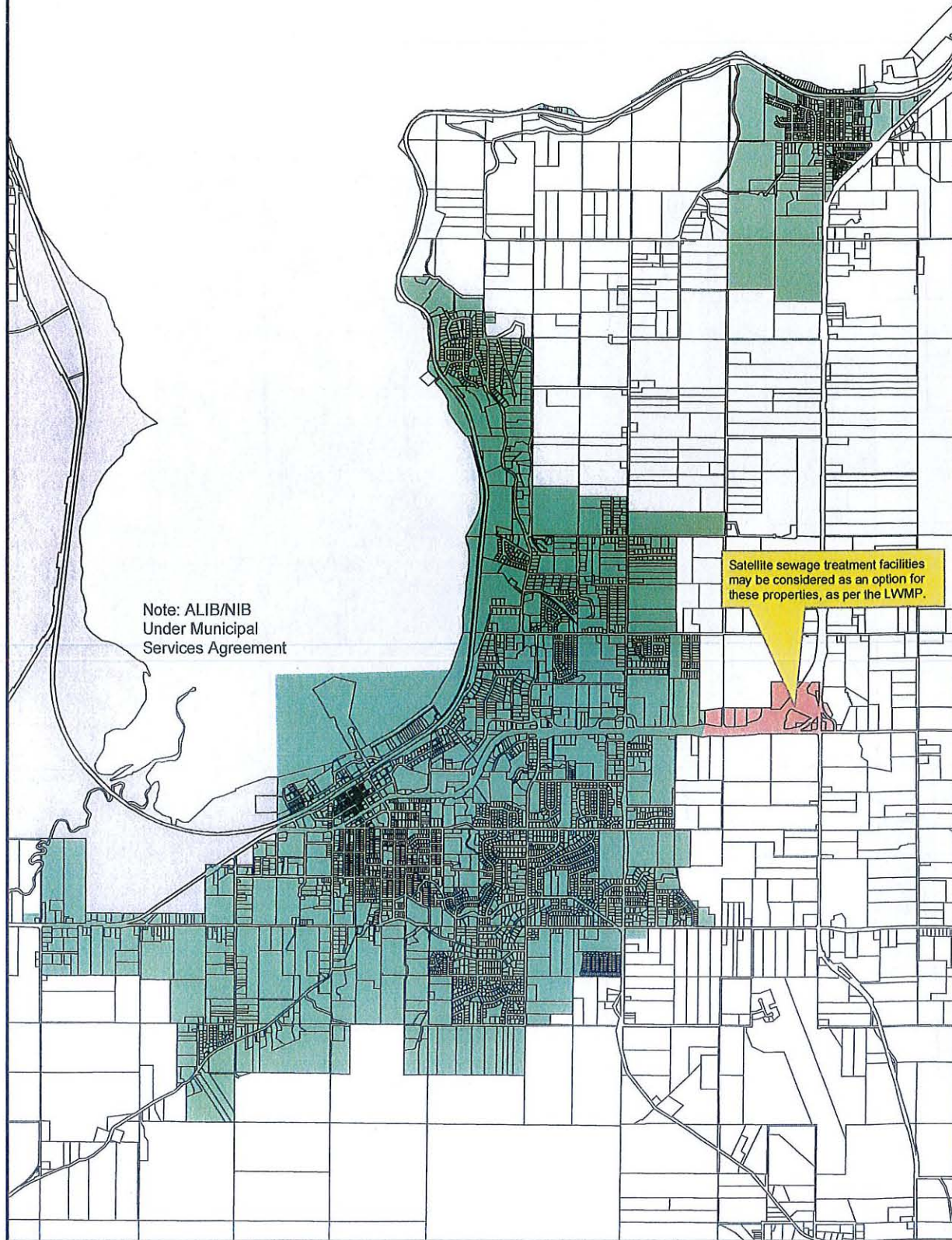
Scale:

1:53,000

Map:

2

SCHEDULE "B"



Note: ALIB/NIB
Under Municipal
Services Agreement

Satellite sewage treatment facilities
may be considered as an option for
these properties, as per the LWMP.



SANITARY SEWER
SERVICE AREA

DEVELOPMENT COST
CHARGE BYLAW NO. 3600

Scale:

1:30,000

Map:

3

CITY OF SALMON ARM

BYLAW NO. 4218

A bylaw to amend "City of Salmon Arm Development Cost Charge Bylaw No. 3600"

WHEREAS the Council of the City of Salmon Arm, on the 26th day of March, 2007, adopted "City of Salmon Arm Development Cost Charge Bylaw No. 3600";

AND WHEREAS it is deemed desirable to amend said bylaw;

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

1. "City of Salmon Arm Development Cost Charge Bylaw No. 3600" is hereby amended as follows:

- 1) Deletion

Section 5.1 Development Cost Charge Levy

- (b) ii) the value authorized by building permit does not exceed \$50,000 or any other amount the Minister may, by regulation prescribe;

- 2) Addition

Section 5.1 Development Cost Charge Levy

- (b) ii) the value of the work authorized by the building permit, or in the case of a building that is being altered to create a dwelling unit, the total value of the work authorized by the building permit and all building permits authorizing the construction or alteration of the same building that were issued within the previous five (5) years, does not exceed \$50,000;

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 Development Cost Charge Amendment Bylaw No. 4218"**

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 BY THE
INSPECTOR OF MUNICIPALITIES THIS DAY OF 2017

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

Item 9.1

CITY OF SALMON ARM

Date: July 10, 2017

Moved: Councillor Lavery

Seconded: Councillor Harrison

THAT: Final reading of City of Salmon Arm Short Term Capital Borrowing (Bylaw No. 4158) Repeal Bylaw No. 4179 be rescinded.

Vote Record

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

Opposed:

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



City of Salmon Arm
Memorandum from the Corporate Officer

TO: Her Worship Mayor Cooper and Council

DATE: June 21, 2017

SUBJECT: Short Term Capital Borrowing (Bylaw No. 4158) Repeal Bylaw No. 4179

MOTION FOR CONSIDERATION:

THAT: final reading of the bylaw entitled Short Term Capital Borrowing (Bylaw No. 4158) Repeal Bylaw No. 4179 be rescinded.

Background:

On November 14, 2016, Council adopted Short Term Capital Borrowing Bylaw No. 4158, which authorized the borrowing of \$475,000.00 to acquire the School District property located at 5970 - 10 Avenue SE. When the City of Salmon Arm's application to the Agricultural Land Commission was denied, the City opted not to move ahead with the purchase.

In order to repeal Bylaw No. 4158, Short Term Capital Borrowing (Bylaw No. 4158) Repeal Bylaw No. 4179 was adopted on January 30, 2017. Due to administrative oversight, Inspector approval was not obtained prior to bringing the bylaw back for final reading. Ministry staff have advised that by rescinding final reading, this requirement can be fulfilled prior to adoption.

Respectfully Submitted,


Erin Jackson
Corporate Officer

CITY OF SALMON ARM

BYLAW NO. 4179

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

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

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

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

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

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

1. REPEAL

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

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

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

READ A FIRST TIME THIS	12th	DAY OF	December	2016
READ A SECOND TIME THIS	12th	DAY OF	December	2016
READ A THIRD TIME THIS	12th	DAY OF	December	2016
ADOPTED BY COUNCIL THIS	30th	DAY OF	January	2017

"N. COOPER "
MAYOR

"E. JACKSON"
CORPORATE OFFICER

INFORMATIONAL CORRESPONDENCE - JULY 10, 2017

1. Building Department - Building Statistics - June 2017
2. Building Department - Building Permits - Yearly Statistics
3. M. Sinhuber - letter and petition dated June 27, 2017 - Community Garden
4. Lynn Durkee - email dated June 30, 2017 - Welcome to Salmon Arm signage
5. E. Morgan, President Pickelball Club, email dated June 20, 2017 - Permission to install Container at the Kalhani Park Fenced Pickelball Courts
6. C. Lutterman, General Manager, inSite, Lakeside Manor Retirement Residence - letter dated June 22, 2017 - Request for Bench
7. M. Côté, Director, Ministerial Correspondence Secretariat - letter dated June 14, 2017 - Thank you for Invitation to Attend Canada 150 Original Wooden Dragon Boat Festival
8. M. Arnold, MP, North Okanagan - Shuswap - email dated June 20, 2017 - Rental Construction Financing Initiative
9. J. Coté, Mayor, City of New Westminster - letter dated June 30, 2017 - Support for Resolutions for Consideration at the 2017 UBCM Convention
10. M. LoVecchio, Director Government Affairs, CP - letter dated June 23, 2017 - Ross Street Underpass
11. D. Jepsen, President and CEO C3 Alliance Corp. - letter dated June 22, 2017 - 4th Annual Resource Breakfast Series September 26 to 28, 2017 - Vancouver, BC
12. S. Andriyenko - letter received June 22, 2017 - The Aura of Your City

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Item 11.1

CITY OF SALMON ARMDate: July 10, 2017

Moved: Councillor Flynn

Seconded: Councillor Harrison

THAT: the following Special Occasion Licenses be approved for 2017:

1. Salmon Arm Folk Music Society (Roots & Blues Festival)

Location: Salmon Arm Fair Grounds

Main Beverage Garden (patron area)

- Friday, August 18 – 5:00 p.m. to 11:30 p.m.
- Saturday, August 19 – 11:00 a.m. to 11:30 p.m.
- Sunday, August 20 – 11:00 a.m. to 11:30 p.m.

Jack Daniels Barn Stage (patron area)

- Thursday, August 17 – 7:30 p.m. to 11:00 p.m.
- Friday, August 18 – 5:00 p.m. to 11:30 p.m.
- Saturday, August 19 – 11:00 a.m. to 11:55 p.m.
- Sunday, August 20 – 11:00 a.m. to 11:55 p.m.

Summerhill Wine Lounge (patron area)

- Friday, August 18 – 6:00 p.m. to 11:30 p.m.
- Saturday, August 19 – 1:00 p.m. to 11:30 p.m.
- Sunday, August 20 – 1:00 p.m. to 11:30 p.m.

Motts Shade Loung (patron area)

- Friday, August 18 – 3:30 p.m. to 5:45 p.m.
- Saturday, August 19 – 1:15 p.m. to 5:00 p.m.
- Sunday, August 20 – 1:15 p.m. to 5:00 p.m.

Item 11.1 - continued

CITY OF SALMON ARM

Date: July 10, 2017

Backstage Lounge (private access area)

- Thursday, August 17 – 3:00 p.m. to 8:00 p.m.
- Friday, August 18 – 4:00 p.m. to 11:45 p.m.
- Saturday, August 19 – 10:30 a.m. to 11:45 p.m.
- Sunday, August 20 – 10:30 a.m. to 11:45 p.m.

Volunteer Party (private area)

- Sunday, August 20 – 8:00 p.m. to 3:00 a.m.

2. Salmon Arm Rescue Unit (Demolition Derby)

Location: Salmon Arm Fair Grounds

Hours of Operation:

- Sunday, August 27 11:00 a.m. to 6:00 p.m.

Vote Record

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

Opposed:

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



City of Salmon Arm
Memorandum from the Committee to Approve Public Events

TO: Her Worship Mayor Cooper and Council
 FROM: Committee to Approve Public Events
 DATE: June 23, 2017
 SUBJECT: Licensing of Special Events - 2017

MOTION FOR CONSIDERATION:

THAT: the following Special Occasion Licenses be approved for 2017:

- 1) **Salmon Arm Folk Music Society (Roots & Blues Festival)**
 Location: Salmon Arm Fair Grounds

Main Beverage Garden (patron area)

- Friday, August 18 – 5:00 p.m. to 11:30 p.m.
- Saturday, August 19 – 11:00 a.m. to 11:30 p.m.
- Sunday, August 20 – 11:00 a.m. to 11:30 p.m.

Jack Daniels Barn Stage (patron area)

- Thursday, August 17 – 7:30 p.m. to 11:00 p.m.
- Friday, August 18 – 5:00 p.m. to 11:30 p.m.
- Saturday, August 19 – 11:00 a.m. to 11:55 p.m.
- Sunday, August 20 – 11:00 a.m. to 11:55 p.m.

Summerhill Wine Lounge (patron area)

- Friday, August 18 – 6:00 p.m. to 11:30 p.m.
- Saturday, August 19 – 1:00 p.m. to 11:30 p.m.
- Sunday, August 20 – 1:00 p.m. to 11:30 p.m.

Motts Shade Lounge (patron area)

- Friday, August 18 – 3:30 p.m. to 5:45 p.m.
- Saturday, August 19 – 1:15 p.m. to 5:00 p.m.
- Sunday, August 20 – 1:15 p.m. to 5:00 p.m.

Backstage Lounge (private access area)

- Thursday, August 17 – 3:00 p.m. to 8:00 p.m.
- Friday, August 18 – 4:00 p.m. to 11:45 p.m.
- Saturday, August 19 – 10:30 a.m. to 11:45 p.m.
- Sunday, August 20 – 10:30 a.m. to 11:45 p.m.

Volunteer Party (private area)

- Sunday, August 20 – 8:00 p.m. to 3:00 a.m.

2) **Salmon Arm Rescue Unit (Demolition Derby)**

Location: Salmon Arm Fair Grounds

Hours of Operation:

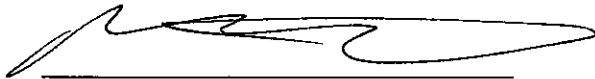
- Sunday, August 27 – 11:00 a.m. to 6:00 p.m.

The two organizations above are requesting Special Occasion Licenses (SOL). A SOL is to license an event at which liquor is served or sold. If an organization plans to have an event on Local Government property, then the organization must obtain approval from that Local Government. The Committee to Approve Public Events (C.A.P.E) is responsible for coordinating, evaluating and recommending to Council the approval or disapproval of SOL's. The City of Salmon Arm's C.A.P.E. was established in 1990 and is comprised of Local Government Bylaw Officer, RCMP, Local LCLB representative and one member at large. Every year, two notices are placed in the Salmon Arm Observer inviting applications for Special Occasion Licenses. Once the applications are received, C.A.P.E reviews the applications and makes their recommendations in the form of a staff report prepared by the Bylaw Enforcement Officer and the Chief Licensing Officer. Written approval from Local Government is a requirement of the BCLCLB to obtain a SOL. The City of Salmon Arm submits a Council resolution to BCLCLB to obtain approval.

This year, the invitation to make a request to the City for approval for a Special Occasion License was advertised in the Salmon Arm Observer March 29th and April 5th issues. The deadline to submit an application was 4:00 p.m., May 14, 2017 and the City received two applications, see appendices 1 & 2. It should be noted the Salmon Arm Folk Music Society submitted a letter dated March 13, 2017 and another letter dated June 22, 2017 due to the number of changes of locations and operating times.

The members of the C.A.P.E discussed the applications on June 15, 2017 and the committee had no objections to the above hours of operation for the two events.

The motion for consideration reflects the Committee's decisions with respect to each request.



Prepared by: Marcel Bedard
C.A.P.E. Chairman



Reviewed by: Maurice Roy, RBO CRBO
Chief Licensing Officer



Salmon Arm Folk Music Society
 Box 21, Salmon Arm, British Columbia, V1E 4N2
 250-833-4096 Fax: 250-833-4097

June 22, 2017

Attn. Bylaw Enforcement Officer
 Chairman C.A.P.E.
 City of Salmon Arm
 Box 40, 500 - 32 Avenue N.E.
 Salmon Arm, BC V1E 4N2

RE: BEER GARDEN REQUEST

ATT. Bylaw Officer:

The Salmon Arm Folk Music Society (SAFMS) would like to request a permit to operate five beer garden areas during the Salmon Arm Roots and Blues Festival from August 17th through August 20th.

Changes for the 25th Annual:

1. New Motts Shade Lounge located next to the Shade Stage.
2. The Barn area will now be fenced in from the general patrons and will not have a designated alcohol serving area restricted from minors. We are adding three food vendors and renaming the area the Jack Daniels Barn Stage and Beverage Garden. This area will have expanded paid security to monitor and restrict minor drinking alcohol. Security will be stationed and supported by event fencing to ensure alcohol does not leave this area and spill into the rest of the event site.
3. Summerhill Wine Lounge moved to a new location. Replacing the location the Merchandise tent used during the 24th Annual event.
4. On Thursday August 17, 2017 at 5pm we will be holding a Sponsor/VIP/Media appreciation event in the Backstage Lounge and this event ends before the Thursday night member appreciation evening concert held at the Jack Daniels Barn Stage and Beverage Garden.

Five Alcohol Serving Area Schedules:

- Main Beverage Garden (patron area)
 - Aug 17th – not open
 - Aug 18th - 5pm to 11:30pm
 - Aug 19th – 11:00am to 11:30pm
 - Aug 20th – 11:00am to 11:30pm

- Jack Daniels Barn Stage and Beverage Garden (patron area)
 - Aug 17th – 7:30pm to 11:00pm
 - Aug 18th - 5pm to 11:30pm
 - Aug 19th – 11am to 11:55pm
 - Aug 20th – 11am to 11:55pm

Five Alcohol Serving Areas (cont.):

- Summerhill Wine Lounge (patron area)
 - Aug 17th – not open
 - Aug 18th - 6pm to 11:30pm
 - Aug 19th – 1pm to 11:30pm
 - Aug 20th – 1pm to 11:30pm
- Motts Shade Lounge (patron area)
 - Aug 17th – not open
 - Aug 18th – 3:30pm to 5:45pm
 - Aug 19th – 1:15pm to 5pm
 - Aug 20th – 1:15pm to 5pm
- Backstage Lounge (private access area)
 - Aug 17th - 3pm to 8pm
 - Aug 18th - 4pm to 11:45
 - Aug 19th – 10:30am to 11:45
 - Aug 20th – 10:30am to 11:45
- Volunteer Party (private access area)
 - Starts on Aug 20th at 8pm and ends on Aug 21st at 3am

Thank you,

David Gonella
 Executive Director
 Salmon Arm Folk Music Society
 25th Annual Roots and Blues Festival
 PO Box 21, Salmon Arm, BC V1E 4N2
 Phone: 250-833-4096
 Fax: 250-833-4097

Salmon Arm Rescue Unit
580-14 ST NE
Salmon Arm BC V1E 2S5

To Marcel Bedard

Date APRIL 15, 2017

We are asking for your approval for a Special Occasion Licence for a Beer Garden.

Place: Salmon Arm Fair Grounds

Date: August 27, 2017

Event: Salmon Arm Demolition Derby

Time: 11:00 am to 6:00 pm

Should you have any question in respect to this request please contact me directly at 832-2200 or cell 833-7990.

Yours truly,

Wes Henry
Chairperson for Salmon Arm Demolition Derby

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Item 11.2

CITY OF SALMON ARM

Date: July 10, 2017

Blackburn Traffic Calming For information

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**

File: ENG2017.52

TO: Her Worship Mayor Cooper and Council
 FROM: Rob Niewenhuizen, Director of Engineering and Public Works
 DATE: July 4, 2017
 SUBJECT: **Report for Information – Blackburn Traffic Calming**

PURPOSE

At the Regular Council Meeting of June 12, 2017, City Council made a resolution (0286-2017) which requested that Staff provide an informational report on the installation traffic calming measures along 5 Street SW between Blackburn Park and the Fall Fairgrounds.

This was in response to a letter received from Kailey Cannon dated May 5, 2017, expressing concerns about the frequency of speeding along 5 Street SW, specifically between the Blackburn Park and the Fall Fairgrounds. The letter was co-signed by ten (10) other concerned citizens.

BACKGROUND

5 Street SW is the primary access to Blackburn Park, it also serves as an important road connector between 5 Avenue SW and 10 Avenue SW. This section of 5 Street SW is posted at either end with Playground and 30 km/h (oversized) signage seen in *Appendix A*. The Blackburn Master plan calls for improvements to 5 Street SW which include the addition of a boulevard down the Center of the roadway, bump outs, parking stalls and a traffic circle to aid with traffic calming through the park. These road amenities have not been constructed as the development of the park has been a phased approach with the primary focus being on completing the park infrastructure (skateboard park, play structures, soccer fields, splash park, life trail system, etc.) shown in *Appendix B*.

There has been noticeable increase in park usage with the opening of the new Rotary spray park this year. This has put a strain on the existing on street parking in that the road way is not entirely paved; which creates a problem with vehicles parking in different alignments along the gravel portions of the road.

This issue was reviewed by the City's Traffic Safety Committee on June 8, 2017, the following points were discussed along with a recommendation for improvements:

5 St SW Blackburn Park – Concerns about Traffic Speed

- There are future plans for park entrance gates, build outs and other improvements based on the Blackburn Master Plan
- RCMP have raised awareness
- May request "Citizens on Patrol" to set up Speed Watch in summer

- Use of City's speed reader board to be considered
- May be possible to introduce some immediate short term traffic calming including seasonal bumps.

Recommendation: City to look into short term traffic calming options, consider use of Speed reader board / COP Speed Watch

CONSIDERATIONS

Staff have reviewed several possible traffic calming options for this location, keeping in mind that a more permanent solution will be developed when the roadway is properly designed and constructed in the future. The plan shown in *Appendix C* proposes the temporary installation of "no-post" barriers and speed bumps along with the appropriate signage. Staff feel that this solution will provide a narrowing of the roadway which will assist in raising driver awareness along this section of 5 Street SW. The speed bumps will be removed each fall to allow for proper snow clearing operations and reinstalled in the spring of each year.

The costs associated with this temporary installation are in the range of \$15,000.00, this does not include the annual operational expense for the removal and replacement of the speed bumps.

It is Staff's intention to bring a request forward to the 2018 Capital Budget for a detailed design for this section of road complete with sidewalks curb and gutter street lighting etc. to provide a more permanent solution to this matter.

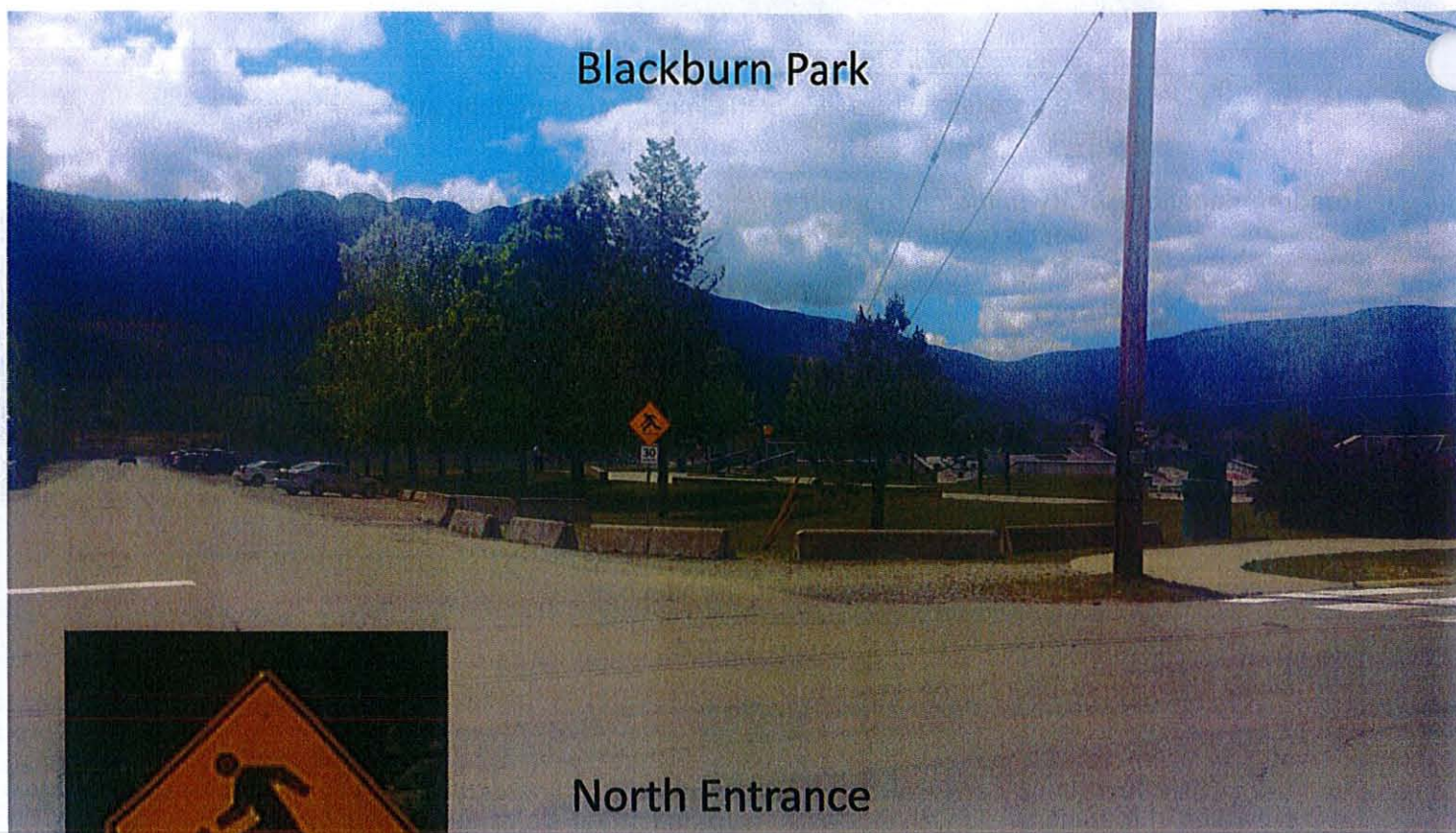
Respectfully Submitted,

Robert J. Niewenhuizen
Director of Engineering & Public Works

cc Monica Dalziel, Chief Financial Officer

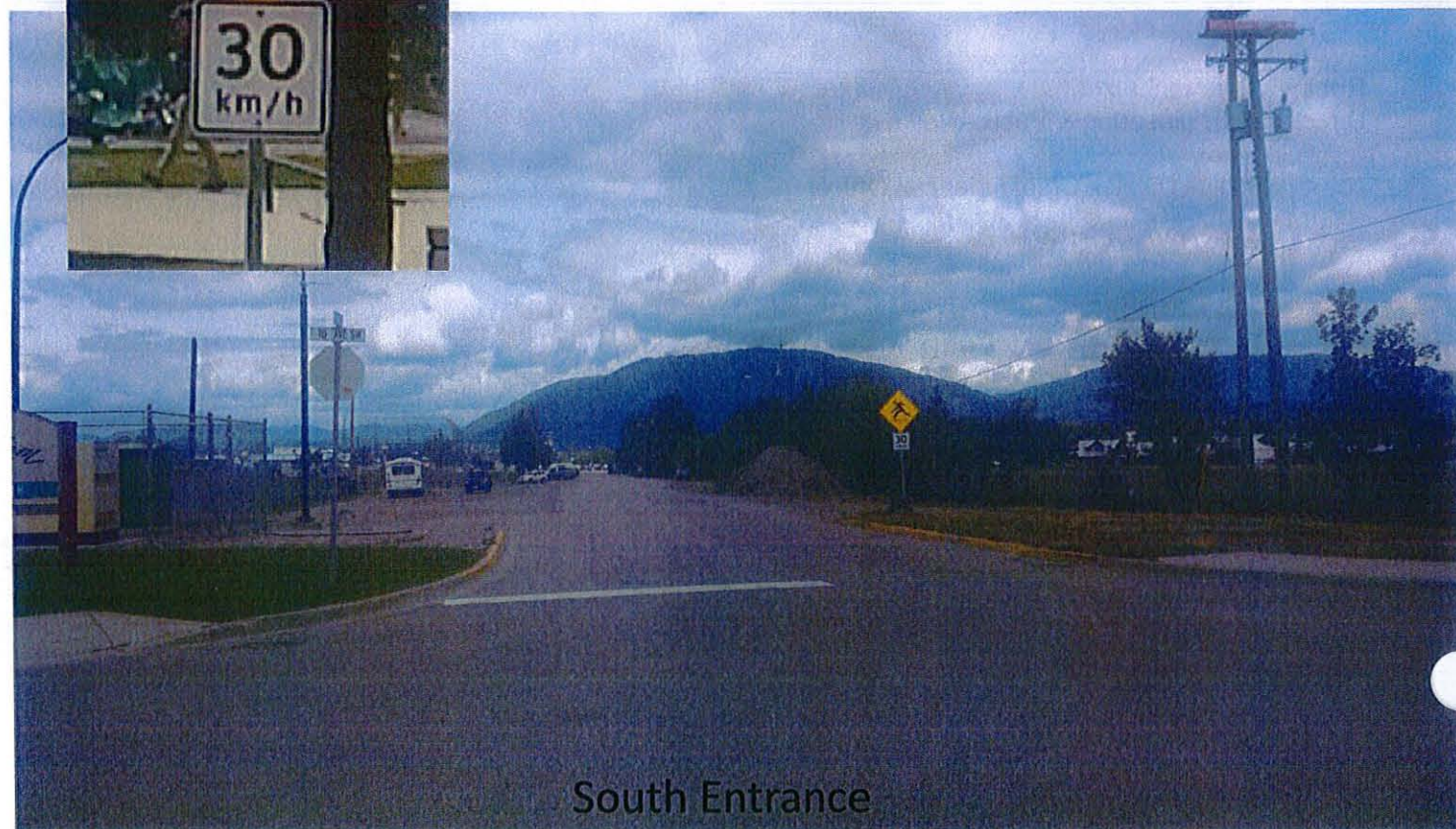
APPENDIX - A

Blackburn Park

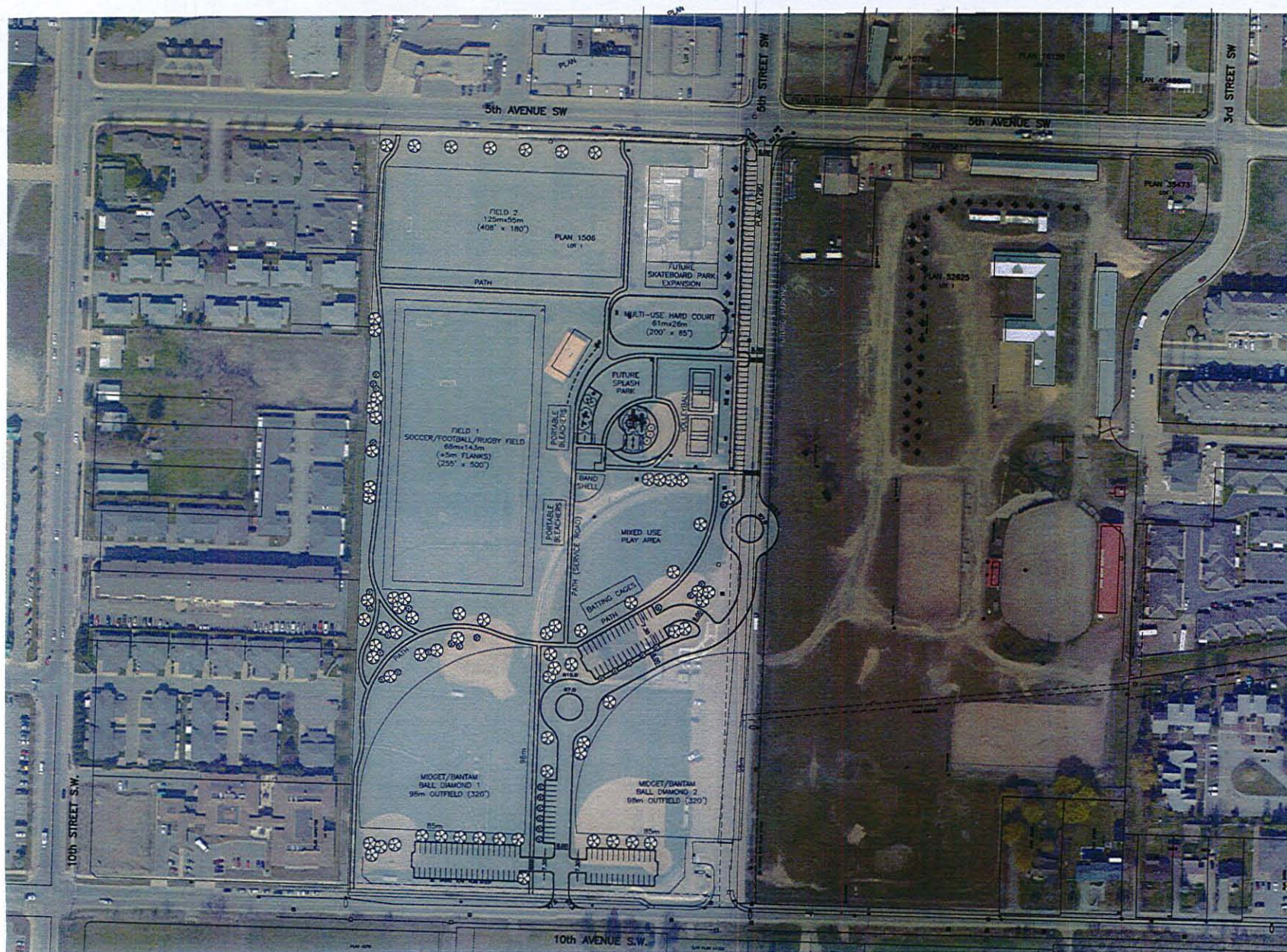


North Entrance

SP- Playground Ahead w/ 30 km/h Speed Zone
(Oversized 75x75)















South Entrance



CONCEPTUAL

CITING

- | | |
|---|-------------------------|
|  | WIND/TELEPHONE POLE |
|  | WIND/TELEPHONE POLE |
|  | TELEPHONE POLE |
|  | WIND POLE |
|  | WIND POLE C/W TRANS |
|  | POST TOP STREET LIGHT |
|  | D/Y |
|  | SAWNEY WANKLE |
|  | STORM WANKLE |
|  | CATCH BASIN |
|  | FIRE HYDRANT |
|  | GATE VALVE |
| | <u>PROPOSED</u> |
| | TRUCK |
| | 2.75m x 6.00m (PARKING) |

- 1) CONTRACTOR TO VERIFY LOCATION AND ELEVATION OF ALL EXISTING UTILITIES. UTILITY COMPANIES FIRST TO DISCOVER.
- 2) CONTRACTOR TO CO-ORDINATE UTILITY RELOCATION WORKS WITH UTILITY COMPANIES AS REQUIRED.
- 3) ALL CONSTRUCTION TO BE IN ACCORDANCE WITH CITY OF SALMON AND SUBDIVISION

AND DEVELOPMENT SERVICES (SILVER)			
NO.	DATE	RECEIVED	
REMOVAL			
		DESIGN	
		CLASS	J
		DATE	2011
		CHECKED	

PIANO SEAL, SIGNATURE, DATE
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SCALES
 0 HORIZ. = 1:1000
 0 VERT. = 1:100

**GENTECH
ENGINEERING
INC.**
CIVIL ENGINEERING (info) 800

**CITY OF
SALMON ARM
BLACKBURN PARK
MASTER PLAN**

PLAN 1506
LOT 1

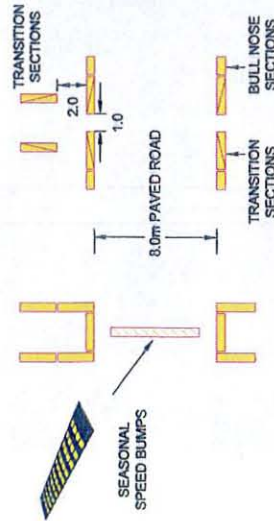
CONCEPTUAL

PROJECT No. **SA11-12**

SHEET 1 OF 1

DWG. No. C-1

APPENDIX C



Item 11.3

CITY OF SALMON ARM

Date: July 10, 2017

Debt Strategy and Capital Plan - Update

Vote Record

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

Opposed:

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



City of Salmon Arm
Memorandum from the Chief Financial Officer and
Chief Administrative Officer

To: Mayor Cooper and Members of Council
 Date: June 21, 2017
 Subject: Debt Strategy and Capital Plan - Update

Recommendation

That the capital projects, associated debt strategy and applicable reserve transfers as identified in Schedule 1 be incorporated into the Financial Plan;

Background

In 2013, Council adopted a Strategic Plan through an extensive staff review and public consultation process. In 2014, the initiatives and projects were analysed and a capital plan of major projects with various funding mechanisms were identified, presented and subsequently adopted by Council. The Debt Strategy and Capital Plan was updated and presented to Council in October 2016. This Plan has been revisited based on Council direction and feedback.

A number of projects identified in the 2014 Plan have been completed or are in progress, as follows:

- Shuswap Memorial Cemetery - Development - Completed
- Foreshore Sanitary Sewer Main Construction - Completed
- Blackburn Park Development - Near Completion
- Jackson Revitalization - Completed
- Hudson Ave NE (Ross St - 6 St NE) - In Progress

Other major projects contained in the 2017 Budget:

- Property Acquisition - 720 - 22 St. SE - Completed
- Fuel System Upgrade - Shuswap Regional (Salmon Arm) Airport - Completion Scheduled for 2017
- Glycol Cooling System - Shaw Centre - Completion Scheduled for 2017
- WPCC - Ultraviolet (UV) Light Disinfection System Upgrade - Completion Scheduled for 2017

This Debt Strategy and Capital Plan was a resounding success, allowing the City to complete key projects, while professionally managing day to day activities. The time has come for a refresh and identification of new goals looking forward.

Note: Both the College Site Servicing Project and 10 Ave SW - Frontage Road Project originally scheduled for completion in 2020 have been eliminated from the Plan. Should the Province move forward with a new Campus in Salmon Arm, the costs associated with servicing the site can be revisited by Council. With respect to the 10 Ave SW - Frontage Road Project it is envisioned that this project will be funded by the Ministry of Transportation and Infrastructure.

The following major projects have been identified/re-established in the Plan:

- Ross St. Underpass (2019) - Appendix 1;
- 20 Ave/20 St. Intersection Realignment (2020) - Appendix 2;
All property acquisition addressed.
- Shoemaker Hill/ Auto Road Extension (2023) - Appendix 3;
Some property acquisition required.
- Downtown Parkade (2023) - Appendix 4;
- West Bay Connector Trail (2027);
- SASCU Recreation Centre Pool (2027) - Appendix 5;
- Public Works Relocation (2030); and
- Track and Field - Okanagan & 30 St. (2035) - Appendix 6.

All of these projects can be planned, financed and constructed over the next eighteen (18) years without significant impact to the City's overall finances or the City's municipal property tax rate. If approved by Council, City staff will be able to work towards achieving these objectives while maintaining a focus on delivery of key services to the Community. It is envisioned that all projects will be undertaken through various funding mechanisms such as Community Works Fund, Reserves and Federal Grants. Projects identified as being funded through debenture debt are as follows:

1. Ross St. Underpass (2019) - \$10,280,000.00 - It is anticipated that the City will be in a position to fund 56% of this project through various funding sources other than debt. It is envisioned that 44% of the project cost will be financed through debenture debt and that the debt repayment will be offset by the elimination of the Shaw Centre debt repayment. It is anticipated that there will not be a tax increase associated with this project.
2. Downtown Parkade (2023) - \$7,500,000.00 - While this project is quite straight forward, the financing and specified area tax scheme is complicated and will be addressed in detail through a separate report to Council and the Downtown Parking Commission. Although it is envisioned that 46% of this project will be financed it is not envisioned that there will be a tax increase. The debt repayment will be offset by the elimination of the reserve transfer for same.

3. SASCU Recreation Centre - Pool Replacement (2027) \$12,000,000.00 - The financing for this project includes two (2) funding sources that cannot be confirmed at this time - a Federal Grant of \$6,000,000.00 and a CSRD contribution of \$1,000,000.00, thus reducing the borrowing requirement to \$5,000,000.00. Due to the cost of this initiative it is recommended that the remainder be funded by way of debenture debt. The further requirement for elector assent ensures that this decision is reflective of the needs and wants of the Community. The debt repayment may result in a tax increase (less than 2%); however, there will be many options to mitigate this over the next ten (10) years. It should be noted that the cost may vary widely depending upon the outcome of a needs analysis/feasibility study to be undertaken by the Shuswap Recreation Society and Council may choose to increase the budget through taxation, change timelines, etc.

It has been proposed that the Track and Field Project be located on the existing Public Works Shop and Yard site. However, a site has not yet been identified for the relocation of the Public Works Shop and Yard. It is still recommended that the Track and Field Development Project remain in the Debt Strategy and Capital Plan because without starting the long term financial planning process, this project would likely not be viable.

The Debt Strategy and Capital Plan contain a number of assumptions and budget actions over the next fifteen (15) years of which are achievable without direct tax implications. As long as the plan is followed, for the most part, and notwithstanding unforeseen issues, all of the projects can be completed by the City.

It should be noted that the balance of existing reserves and annual funding thereof have been assessed with a view of reallocating wherever it is prudent to do so. As a result, \$255,000.00 is proposed to be reallocated to achieve the goals set out in the Debt Strategy and Capital Plan.

Schedule 1 outlines the total project costs and associated funding sources. The timing of final project approval, cost, borrowing, construction, etc. may vary depending on circumstance.

The Debt Strategy and Capital Plan identifies debentures that will be paid out over the life of the Plan - two (2) loans will be paid out in 2019.

- Shaw Centre; and
- Water System Upgrade.

There is not a tax rate increase associated with the proposed financing plan with the exception of the SASCU Recreation Centre - Pool Replacement (which could be mitigated through continued financial planning), it is envisioned that as a result of past strategic financial planning (i.e. accumulated reserves), early payout of existing debentures, etc. that the new debenture payments will be adequately provided for within existing budgets.

Mayor Cooper and Members of Council
Memorandum - Debt Strategy and Capital Plan

Page 4


Note: Water and Sewer major projects have not been included and may have an impact on the General Fund. It is envisioned that the Debt Strategy and Capital Plan will be revised to include the Water and Sewer Projects as soon as the information becomes available. One water project on the horizon is the Zone 5 Booster Station and supply line from that station to the Industrial Park reservoir for \$4,750,000.00 (Note: the City has applied for a grant in the amount of \$1,950,000.00).

Notable projects not addressed:

- Performing Art Centre; and
- Shaw Centre - 3rd Sheet of Ice.

While potential locations have been identified for these projects (which did not form part of the Corporate Strategic Plan); demand and funding assessment, site planning, etc. by 3rd parties is required.

This Debt Strategy and Capital Plan Update provides for a mix of required infrastructure and recreation priorities based on historic and emerging trends. Council may find that some other mix is more appropriate.


Monica Dalziel, CPA/CMA


Carl Barnister, MCIP

	Debt Service Debt				Debt Service Repayments				Existing Debt Ratio
	General	Water	Sewer	Total	General	Water	Sewer	Total	
2016									
Bridging Debt Service Debt	\$ 13,360,342.39	\$ 9,005,802.65	\$ 3,223,959.15	\$ 25,590,104.19	\$ 1,804,876.76	\$ 1,030,255.93	\$ 279,697.34	\$ 3,114,830.03	43.99%
Paid Out Debt Service:									
- 921 - 17 Street SW Property	\$ 13,360,342.39	\$ 9,005,802.65	\$ 3,223,959.15	\$ 25,590,104.19	(101,652.50)	-	-	(101,652.50)	42.61%
2017									
New Debt Service					45,764.45	11,668.80	-	57,433.25	
- Tennis Club - Loan Guarantor	\$ 13,360,342.39	\$ 9,005,802.65	\$ 3,223,959.15	\$ 25,590,104.19	\$ 1,849,588.65	\$ 1,041,924.75	\$ 279,697.34	\$ 3,171,210.74	43.40%
Interest Rate Change	\$ 13,360,342.39	\$ 9,005,802.65	\$ 3,223,959.15	\$ 25,590,104.19	\$ 1,849,588.65	\$ 1,041,924.75	\$ 279,697.34	\$ 3,171,210.74	43.40%
Debt Service Reductions:									
Principal Debt Service Repayments	(547,206.54)	(457,981.23)	(161,923.29)	(1,167,111.06)	-	-	-	-	
Actual Debt Service Reductions	(416,315.15)	(190,828.43)	(90,323.55)	(697,467.13)	-	-	-	-	
	\$ 12,396,816.70	\$ 8,356,995.99	\$ 2,971,712.31	\$ 23,725,525.00	\$ 1,849,588.65	\$ 1,041,924.75	\$ 279,697.34	\$ 3,171,210.74	43.40%
2018									
Debt Service Reductions:									
Principal Debt Service Repayments	(547,206.54)	(457,981.23)	(161,923.29)	(1,167,111.06)	-	-	-	-	
Actual Debt Service Reductions	(460,005.39)	(217,138.45)	(101,947.76)	(779,091.60)	-	-	-	-	
	\$ 11,359,604.57	\$ 7,681,876.31	\$ 2,707,841.26	\$ 21,749,322.14	\$ 1,849,588.65	\$ 1,041,924.75	\$ 279,697.34	\$ 3,171,210.74	43.40%
2019									
New Debt Service									
- Underpass	4,530,000.00	-	-	4,530,000.00	276,417.25	-	-	276,417.25	
	\$ 15,919,604.57	\$ 7,681,876.31	\$ 2,707,841.26	\$ 26,309,322.14	\$ 2,126,005.90	\$ 1,041,924.75	\$ 279,697.34	\$ 3,447,627.98	47.18%
Debt Service Reductions:									
Principal Debt Service Repayments	(547,206.54)	(457,981.23)	(161,923.29)	(1,167,111.06)	-	-	-	-	
Actual Debt Service Reductions	(505,688.04)	(244,520.32)	(114,118.60)	(864,326.96)	-	-	-	-	
	\$ 14,866,709.99	\$ 6,979,374.76	\$ 2,431,798.67	\$ 24,277,883.42	\$ 2,126,005.90	\$ 1,041,924.75	\$ 279,697.34	\$ 3,447,627.98	47.18%
Paid Out Debt Service:									
- Shaw Centre	-	-	-	-	(452,564.42)	-	-	(452,564.42)	
- Water System	-	-	-	-	(64,649.20)	-	-	(64,649.20)	
	\$ 14,866,709.99	\$ 6,979,374.76	\$ 2,431,798.67	\$ 24,277,883.42	\$ 1,673,461.47	\$ 977,275.55	\$ 279,697.34	\$ 2,930,434.36	40.10%
2020									
Debt Service Reductions:									
Principal Debt Service Repayments	(410,378.19)	(424,832.03)	(161,923.29)	(997,134.21)	-	-	-	-	
Actual Debt Service Reductions	(245,281.25)	(227,759.81)	(126,862.14)	(599,903.20)	-	-	-	-	
	\$ 14,211,050.51	\$ 6,326,782.92	\$ 2,143,012.50	\$ 22,680,845.93	\$ 1,673,461.47	\$ 977,275.55	\$ 279,697.34	\$ 2,930,434.36	40.10%
2021									
Debt Service Reductions:									
Principal Debt Service Repayments	(410,378.19)	(424,832.03)	(161,923.29)	(997,134.21)	-	-	-	-	
Actual Debt Service Reductions	(267,591.94)	(253,863.49)	(140,205.89)	(661,661.32)	-	-	-	-	
	\$ 13,553,080.59	\$ 5,648,087.40	\$ 1,840,882.62	\$ 21,042,050.61	\$ 1,673,461.47	\$ 977,275.55	\$ 279,697.34	\$ 2,930,434.36	40.10%
2022									
Debt Service Reductions:									
Principal Debt Service Repayments	(410,378.19)	(424,832.03)	(161,923.29)	(997,134.21)	-	-	-	-	
Actual Debt Service Reductions	(314,647.44)	(281,011.30)	(154,174.93)	(750,033.67)	-	-	-	-	
	\$ 12,807,854.76	\$ 4,942,244.07	\$ 1,524,763.70	\$ 19,274,862.53	\$ 1,673,461.47	\$ 977,275.55	\$ 279,697.34	\$ 2,930,434.36	40.10%
Paid Out Debt Service:									
- Water System	-	-	-	-	-	-	-	-	
- Sewer System	-	-	-	-	-	-	(19,037.88)	(19,037.88)	
	\$ 12,807,854.76	\$ 4,942,244.07	\$ 1,524,763.70	\$ 19,274,862.53	\$ 1,673,461.47	\$ 977,275.55	\$ 260,659.46	\$ 2,911,396.48	39.84%
2023									
Debt Service Reductions:									
Principal Debt Service Repayments	(410,378.19)	(424,832.03)	(150,688.11)	(985,898.33)	-	-	-	-	
Actual Debt Service Reductions	(351,929.16)	(309,245.04)	(150,233.41)	(811,407.61)	-	-	-	-	
	\$ 12,045,547.41	\$ 4,208,167.00	\$ 1,223,862.18	\$ 17,477,576.59	\$ 1,673,461.47	\$ 977,275.55	\$ 260,659.46	\$ 2,911,396.48	39.84%
Paid Out Debt Service:									
Fire Hall & Little Man Upgrades	-	-	-	-	(15,372.78)	-	-	(15,372.78)	
- Sewer System	-	-	-	-	-	-	(147,476.17)	(147,476.17)	
	\$ 12,045,547.41	\$ 4,208,167.00	\$ 1,223,862.18	\$ 17,477,576.59	\$ 1,658,088.69	\$ 977,275.55	\$ 113,183.29	\$ 2,748,547.53	37.61%
2024									
New Debt Service									
- Downtown Package	3,450,000.00	-	-	3,450,000.00	210,516.45	-	-	210,516.45	
	\$ 15,495,547.41	\$ 4,208,167.00	\$ 1,223,862.18	\$ 20,927,576.59	\$ 1,868,605.14	\$ 977,275.55	\$ 113,183.29	\$ 2,959,063.98	40.49%
2025									
Debt Service Reductions:									
Principal Debt Service Repayments	(473,820.96)	(424,832.03)	(63,649.94)	(962,302.93)	-	-	-	-	
Actual Debt Service Reductions	(377,810.90)	(338,608.11)	(20,164.88)	(736,583.89)	-	-	-	-	
	\$ 14,643,913.55	\$ 3,444,726.86	\$ 1,160,047.36	\$ 19,248,687.77	\$ 1,868,605.14	\$ 977,275.55	\$ 113,183.29	\$ 2,959,063.98	40.49%
2026									
Debt Service Reductions:									
Principal Debt Service Repayments	(473,820.96)	(424,832.03)	(63,649.94)	(962,302.93)	-	-	-	-	
Actual Debt Service Reductions	(419,251.33)	(369,145.73)	(23,098.40)	(811,495.46)	-	-	-	-	
	\$ 13,750,843.26	\$ 2,650,749.10	\$ 1,033,299.02	\$ 17,434,891.38	\$ 1,868,605.14	\$ 977,275.55	\$ 113,183.29	\$ 2,959,063.98	40.49%
2027									
Debt Service Reductions:									
Principal Debt Service Repayments	(473,820.96)	(424,832.03)	(63,649.94)	(962,302.93)	-	-	-	-	
Actual Debt Service Reductions	(462,471.91)	(400,504.86)	(26,134.59)	(889,111.36)	-	-	-	-	
	\$ 12,814,550.40	\$ 1,825,012.21	\$ 963,514.49	\$ 15,603,077.10	\$ 1,868,605.14	\$ 977,275.55	\$ 113,183.29	\$ 2,959,063.98	40.49%
Paid Out Debt Service:									
Water System	-	-	-	-	-	(82,944.06)	-	(82,944.06)	
Water System	-	-	-	-	-	(26,562.51)	-	(26,562.51)	
	\$ 12,814,550.40	\$ 1,825,012.21	\$ 963,514.49	\$ 15,603,077.10	\$ 1,868,605.14	\$ 867,768.98	\$ 113,183.29	\$ 2,849,557.41	38.99%
2028									
New Debt Service									
- SASCU Rec. Centre - Pool Replacement	5,000,000.00	-	-	5,000,000.00	305,096.30	-	-	305,096.30	
	\$ 17,814,550.40	\$ 1,825,012.21	\$ 963,514.49	\$ 20,603,077.10	\$ 2,173,701.44	\$ 867,768.98	\$ 113,183.29	\$ 3,154,653.71	43.37%
Debt Service Reductions:									
Principal Debt Service Repayments	(473,820.96)	(371,604.96)	(63,649.94)	(909,075.86)	-	-	-	-	
Actual Debt Service Reductions	(507,551.21)	(370,534.32)	(29,277.05)	(907,362.58)	-	-	-	-	
	\$ 16,833,178.23	\$ 1,082,872.93	\$ 870,587.50	\$ 18,786,638.66	\$ 2,173,701.44	\$ 867,768.98	\$ 113,183.29	\$ 3,154,653.71	43.37%
Paid Out Debt Service:									
Blackburn Park	-	-	-	-	(40,890.88)	-	-	(40,890.88)	
	\$ 16,833,178.23	\$ 1,082,872.93	\$ 870,587.50	\$ 18,786,638.66	\$ 2,132,810.56	\$ 867,768.98	\$ 113,183.29	\$ 3,113,762.83	42.61%
2029									
Debt Service Reductions:									
Principal Debt Service Repayments	(562,125.08)	(371,604.96)	(63,649.94)	(997,379.98)	-	-	-	-	
Actual Debt Service Reductions	(476,882.22)	(400,219.99)	(32,529.49)	(909,631.70)	-	-	-	-	
	\$ 15,794,170.93	\$ 311,047.98	\$ 774,408.07	\$ 16,879,626.98	\$ 2,132,810.56	\$ 867,768.98	\$ 113,183.29	\$ 3,113,762.83	42.63%
Paid Out Debt Service:									
Water System	-	-	-	-	(720,735.75)	-	-	(720,735.75)	
	\$ 15,794,170.93	\$ 311,047.98	\$ 774,408.07	\$ 16,879,626.98	\$ 2,132,810.56	\$ 147,033.23	\$ 113,183.29	\$ 2,993,027.08	32.75%

	Debtenture Debt				Debtenture Repayments			
	General	Water	Sewer	Total	General	Water	Sewer	Total
ductions:								
enture Repayments	(562,125.08)	(69,369.21)	(63,649.94)	(695,144.23)	-	-	-	-
nture Reductions	(519,522.40)	(71,092.89)	(35,895.77)	(626,511.06)	-	-	-	-
	\$ 14,712,523.45	\$ 170,585.88	\$ 674,862.36	\$ 15,557,971.69	\$ 2,132,610.56	\$ 147,033.23	\$ 113,183.29	\$ 2,392,827.08
entures:								
6/21st	-	-	-	-	(187,204.38)	-	-	(187,204.38)
	\$ 14,712,523.45	\$ 170,585.88	\$ 674,862.36	\$ 15,557,971.69	\$ 1,945,606.18	\$ 147,033.23	\$ 113,183.29	\$ 2,205,823.70
ductions:								
enture Repayments	(478,170.70)	(69,369.21)	(63,649.94)	(611,189.85)	-	-	-	-
nture Reductions	(463,950.71)	(76,711.36)	(39,579.87)	(580,241.94)	-	-	-	-
	\$ 13,770,562.05	\$ 24,505.81	\$ 671,832.55	\$ 14,366,699.91	\$ 1,945,606.18	\$ 147,033.23	\$ 113,183.29	\$ 2,205,823.70
entures:								
	-	-	-	-	(144,598.77)	-	-	(144,598.77)
	\$ 13,770,562.05	\$ 24,505.81	\$ 671,832.55	\$ 14,366,699.91	\$ 1,945,606.18	\$ 2,434.46	\$ 113,183.29	\$ 2,061,224.93
ductions:								
enture Repayments	(478,170.70)	(862.44)	(63,649.94)	(542,683.08)	-	-	-	-
nture Reductions	(503,009.92)	(954.59)	(42,985.91)	(546,950.42)	-	-	-	-
	\$ 12,789,181.42	\$ 22,688.28	\$ 665,196.70	\$ 13,277,066.40	\$ 1,945,606.18	\$ 2,434.46	\$ 113,183.29	\$ 2,061,224.93
ductions:								
enture Repayments	(478,170.70)	(862.44)	(63,649.94)	(542,683.08)	-	-	-	-
nture Reductions	(543,729.03)	(1,027.27)	(46,716.17)	(591,474.47)	-	-	-	-
	\$ 11,767,281.69	\$ 20,798.57	\$ 354,828.59	\$ 12,142,908.85	\$ 1,945,606.18	\$ 2,434.46	\$ 113,183.29	\$ 2,061,224.93
ductions:								
enture Repayments	(478,170.70)	(862.44)	(63,649.94)	(542,683.08)	-	-	-	-
nture Reductions	(586,222.75)	(1,102.86)	(50,581.05)	(637,906.66)	-	-	-	-
	\$ 10,702,688.24	\$ 18,839.27	\$ 240,597.60	\$ 10,962,519.11	\$ 1,945,606.18	\$ 2,434.46	\$ 113,183.29	\$ 2,061,224.93
ductions:								
enture Repayments	(478,170.70)	(862.44)	(63,649.94)	(542,683.08)	-	-	-	-
nture Reductions	(630,581.41)	(1,181.47)	(54,579.14)	(686,342.02)	-	-	-	-
	\$ 9,594,136.13	\$ 16,789.36	\$ 122,368.52	\$ 9,733,294.01	\$ 1,945,606.18	\$ 2,434.46	\$ 113,183.29	\$ 2,061,224.93
entures:								
ing	-	-	-	-	(641,434.21)	-	-	(641,434.21)
	\$ 9,594,136.13	\$ 16,789.36	\$ 122,368.52	\$ 9,733,294.01	\$ 1,304,171.97	\$ 2,434.46	\$ 113,183.29	\$ 1,419,789.72
ductions:								
enture Repayments	(329,161.49)	(862.44)	(63,649.94)	(393,673.87)	-	-	-	-
nture Reductions	(181,875.44)	(1,263.23)	(58,718.58)	(241,857.25)	-	-	-	-
	\$ 9,083,099.21	\$ 14,663.69	\$ 0.00	\$ 9,097,762.90	\$ 1,304,171.97	\$ 2,434.46	\$ 113,183.29	\$ 1,419,789.72
entures:								
ark Improvements	-	-	-	-	(31,430.54)	-	-	(31,430.54)
	\$ 9,083,099.21	\$ 14,663.69	\$ 0.00	\$ 9,097,762.90	\$ 1,272,741.43	\$ 2,434.46	\$ -	\$ 1,275,175.89
ductions:								
enture Repayments	(311,480.95)	(862.44)	-	(312,343.39)	-	-	-	-
nture Reductions	(156,374.62)	(1,348.26)	-	(157,722.88)	-	-	-	-
	\$ 8,615,243.64	\$ 12,452.99	\$ 0.00	\$ 8,627,696.63	\$ 1,272,741.43	\$ 2,434.46	\$ -	\$ 1,275,175.89
entures:								
Loan Guarantor	-	-	-	-	(43,764.45)	-	-	(43,764.45)
	\$ 8,615,243.64	\$ 12,452.99	\$ 0.00	\$ 8,627,696.63	\$ 1,202,004.17	\$ 2,434.46	\$ -	\$ 1,204,438.63
ductions:								
enture Repayments	(299,014.14)	(862.44)	-	(299,876.58)	-	-	-	-
nture Reductions	(167,943.16)	(1,436.68)	-	(169,379.84)	-	-	-	-
	\$ 8,148,286.35	\$ 10,153.87	\$ 0.00	\$ 8,158,440.22	\$ 1,202,004.17	\$ 2,434.46	\$ -	\$ 1,204,438.63
ductions:								
enture Repayments	(299,014.14)	(862.44)	-	(299,876.58)	-	-	-	-
nture Reductions	(182,221.61)	(1,528.65)	-	(183,750.26)	-	-	-	-
	\$ 7,667,050.60	\$ 7,762.78	\$ 0.00	\$ 7,674,813.38	\$ 1,202,004.17	\$ 2,434.46	\$ -	\$ 1,204,438.63
ductions:								
enture Repayments	(299,014.14)	(862.44)	-	(299,876.58)	-	-	-	-
nture Reductions	(165,797.27)	(1,624.29)	-	(167,421.56)	-	-	-	-
	\$ 7,202,239.19	\$ 5,276.05	\$ 0.00	\$ 7,207,515.24	\$ 1,202,004.17	\$ 2,434.46	\$ -	\$ 1,204,438.63
bt - Paydown								
	(1,971,476.97)	-	-	(1,971,476.97)	(276,416.07)	-	-	(276,416.07)
	\$ 5,230,762.22	\$ 5,276.05	\$ 0.00	\$ 5,236,038.27	\$ 925,588.10	\$ 2,434.46	\$ -	\$ 928,022.56
ductions:								
enture Repayments	(203,798.07)	(862.44)	-	(204,660.51)	-	-	-	-
nture Reductions	(130,190.37)	(1,723.76)	-	(131,914.13)	-	-	-	-
	\$ 4,896,773.78	\$ 2,689.85	\$ 0.00	\$ 4,899,463.63	\$ 925,588.10	\$ 2,434.46	\$ -	\$ 928,022.56
ntures:								
monial Cemetery	-	-	-	-	(54,237.52)	-	-	(54,237.52)
	\$ 4,896,773.78	\$ 2,689.85	\$ 0.00	\$ 4,899,463.63	\$ 871,350.58	\$ 2,434.46	\$ -	\$ 873,785.04
ductions:								
enture Repayments	(177,610.55)	(862.44)	-	(178,472.99)	-	-	-	-
nture Reductions	(68,635.92)	(1,827.41)	-	(70,463.33)	-	-	-	-
	\$ 4,650,527.31	\$ (0.00)	\$ 0.00	\$ 4,650,527.31	\$ 871,350.58	\$ 2,434.46	\$ -	\$ 873,785.04
ntures:								
	-	-	-	-	(2,434.46)	-	-	(2,434.46)
	\$ 4,650,527.31	\$ (0.00)	\$ 0.00	\$ 4,650,527.31	\$ 871,350.58	\$ -	\$ -	\$ 873,785.04

Assumptions:

	Underpass	20 Ave/20 Street Intersection Realignment	Shoemaker Hill and Auto Road Extension	Hudson Avenue Rehabilitation	Downtown Parkade	Public Works Relocation	Truck & Field Okanagan & 30 St	West Bay Connector 1
	2019	2020	2023	2017	2023	2020	2023	2027
	\$ 10,280,000.00	\$ 1,180,000.00	\$ 3,600,000.00	\$ 2,063,985.00	\$ 7,500,000.00	\$ 2,000,000.00	\$ 7,500,000.00	\$ 1.00
Initial Reserve	-	-	-	-	-	-	-	-
Component (Reserves)	-	(275,000.00)	-	-	-	-	-	-
	10,280,000.00	825,000.00	3,600,000.00	2,063,985.00	7,500,000.00	2,000,000.00	7,500,000.00	1.00
Shoemaker Hill/Auto Road Ext. Reserve	-	-	(1,700,000.00)	-	-	-	-	-
Specified Area Parking Reserve	-	-	-	-	(1,982,273.13)	-	-	-
Parking Reserve (City)	-	-	-	-	(2,067,726.87)	-	-	-
Relocation Reserve	-	-	-	-	-	(2,000,000.00)	-	-
Truck & Field	-	-	-	-	-	-	-	-
Station	-	-	-	-	-	-	-	-
On Sale of 1361 - 30 St SW	-	(100,000.00)	-	-	-	-	-	-
Reserve	(1,525,000.00)	-	-	-	-	-	-	-
Intersection Realignment Res.	-	(345,000.00)	-	-	-	-	-	-
(Bylaw No. 2841 - Shaw)	(125,000.00)	-	-	-	-	-	-	-
Works Fund Grant	(3,100,000.00)	(380,000.00)	(1,300,000.00)	(1,575,000.00)	-	-	(2,500,000.00)	-
Truck Strips Reserve	-	-	-	(60,000.00)	-	-	-	-
Relocation	-	-	-	(170,105.00)	-	-	-	-
Connector Trail Reserve	-	-	-	-	-	-	-	(1.00)
Truck & Field (Okanagan & 30 St) Reserve	-	-	-	-	-	-	(5,000,000.00)	-
Reserve	-	-	-	(258,880.00)	-	-	-	-
	(1,000,000.00)	-	-	-	-	-	-	-
	\$ 4,530,000.00	\$ (0.00)	\$ (0.00)	\$ -	\$ 3,450,000.00	\$ -	\$ -	\$ -

2019		Relocation of Reserve Transfers to 20 Ave/20 St Inter.		Community Works Fund	
December 31, 2017	\$ 1,013,247.38	Ortho Project - 2018	\$ 15,000.00	Balance - December 31, 2017	\$ 3,176,326.51
- 2018	218,700.00	Debt Reserve (Civic Bldg) - 2018	95,000.00	Interest - 2017 - 2.5%	44,067.38
- 2019	218,700.00	GPS - 2018	5,000.00		3,220,393.89
Interest - 2.5%	74,352.62	Records Mgmt System - 2018	5,000.00	Hudson Ave NE (Ross St - 6 St NE)	(1,575,000.00)
	\$ 1,525,000.00	Electronic Ticket Writer	2,000.00		1,645,393.89
			\$ 62,000.00	Contribution - 2018 (Net of \$100,000)	689,212.41
Intersection Realignment Reserve		Trans. To Shoemaker/Auto Road	(62,000.00)	Contribution - 2019 (Net of \$200,000)	626,788.32
December 31, 2017	\$ 2,021.15		-	Underpass Project - 2019	(3,100,000.00)
On 10 Ave SW Road Reserve	133,973.57			Interest - 2018 - 2019 - 2.5%	132,400.02
- 2017 (One Time - 2017)	10,000.00	Shoemaker Hill/Auto Road Ext. Reserve			(6,205.56)
- 2018	59,630.00	Balance - December 31, 2017	\$ 654,538.42	Contribution - 2020 (Net of \$200,000)	626,788.32
- 2019	59,630.00	Transfer to Downtown Parkade	(265,000.00)	Interest - 2020 - 2.5%	15,514.57
- 2020	59,630.00		\$ 289,538.42	20 Ave/20 St Intersection Realignment	(380,000.00)
Interest - 2.5%	20,115.28	Contribution - 2017 (gross + net)	87,000.00		256,097.54
	\$ 345,000.00	Contribution - 2018	87,000.00	Contribution - 2021 (Net of \$200,000)	626,788.32
		Contribution - 2019	87,000.00	Contribution - 2022 (Net of \$200,000)	626,788.32
Relocation Reserve		Contribution - 2020	87,000.00	Interest - 2021 - 2022 - 2.5%	59,814.00
- 2021 (gross)	\$ 59,630.00	Contribution - 2021	87,000.00		1,569,488.18
- 2022 (gross) + \$16,000 + \$30,000	119,330.00	Contribution - 2022	87,000.00	Shoemaker Hill/Auto Road Extension	(1,300,000.00)
- 2023 (gross) + \$60,000	278,330.00	Contribution - 2023	87,000.00		269,488.18
- 2024	278,330.00	Reallocate Underpass Trans - 2020	218,700.00	Contribution - 2023 (Net of \$200,000)	626,788.32
- 2025	278,330.00	Reallocate Underpass Trans - 2021	218,700.00	Contribution - 2024 (Net of \$200,000)	626,788.32
- 2026	278,330.00	Reallocate Underpass Trans - 2022	160,000.00	Contribution - 2025 (Net of \$200,000)	626,788.32
- 2027	278,330.00	Accumulated Interest - 2.5%	204,061.58	Contribution - 2026 (Net of \$200,000)	626,788.32
- 2028	175,333.00		\$ 1,700,000.00	Contribution - 2027 (Net of \$200,000)	626,788.32
Interest - 2.5% (Interest to 2028)	254,060.00			Interest - 2021 - 2027 - 2.5%	271,570.22
	2,000,000.00	Truck & Field (Okanagan & 30 St)			\$ 3,675,000.00
Connector Trail		Contribution - 2024	206,130.00	Truck and Field Facility (Ok Ave & 30 St)	(2,500,000.00)
December 31, 2017	\$ 61,064.92	Contribution - 2025	206,130.00		1,175,000.00
Under (One Time) 2017	50,000.00	Contribution - 2026	206,130.00		
- (New) - 2018	30,000.00	Contribution - 2027	206,130.00	Short Term Debt:	
- 2019 (One time use - Shaw Centre Bldg)	110,250.00	Contribution - 2028 (gross, 130 + \$10,000)	236,130.00	Maximum Limit	\$ 895,200.00
- 2020 (Add remaining Shaw Pyram)	206,130.00	Contribution - 2029 (gross, 130 + \$20,000)	484,430.00	Outstanding: Nil	
- 2022	206,130.00	Contribution - 2030	484,430.00	Borrowing Capacity Available	\$ 895,200.00
- 2023	206,130.00	Contribution - 2031	484,430.00		
Interest - 2.5% (Interest to 2028)	127,582.11	Contribution - 2032	484,430.00		
	1,000,000.00	Contribution - 2033	484,430.00	Various Reserve Contributions to the Downtown Parkade Reserve	
		Contribution - 2034	484,430.00	Ortho Project - 2017	\$ 50,000.00
		Contribution - 2035	430,430.00	Debt Retirement (Civic Building) - 2017	60,129.77
		Interest - 2.5% (Interest to 2026)	601,413.50	Office Equipment and Furniture - 2017	50,000.00
			\$ 5,000,000.00	Photocopies/Printer Replacement - 2017	25,000.00
				Records Management - 2017	50,000.00
				Electronic Ticket Writer - 2017	20,000.00
					\$ 255,129.77
				Transfer to Downtown Parkade Reserve	(255,129.77)
					\$ -
Reserve (Parking)		Downtown Parkade			
December 31, 2017	\$ 1,520,465.00	Balance - December 31, 2017	\$ 516,998.59		
Levy - 2018	75,000.00	Transfer from Shoemaker Hill Res.	265,000.00		
Levy - 2019	60,000.00	Transfer from Various Reserves	255,129.77		
Levy - 2020	50,000.00	Specified Area Levy - 2018	125,000.00		
Levy - 2021	40,000.00	Specified Area Levy - 2019	145,000.00		
Levy - 2022	25,000.00	Specified Area Levy - 2020	165,000.00		
Interest - 2.5% (2018 - 2022)	21,808.13	Specified Area Levy - 2021	185,000.00		
	1,982,273.13	Specified Area Levy - 2022	200,000.00		
		Accumulated Int. - 2.5% (2018 - 2022)	210,598.71		
			\$ 2,057,726.87		

Debt Reserve

nds - 2035	\$ 54,000.00					\$ 322,541.47	
nds - 2036	484,430.00						
nds - 2037	484,430.00						
nds - 2038	484,430.00						
nds - 2039	484,430.00						
5 - 2039 - 2.5%	198,280.00						
	<u>\$ 2,120,600.00</u>						
mpass Debenture - 2039	(1,971,476.87)						
	<u>\$ 149,123.13</u>						
of Debt Payments - 2023	15,372.78	Fire Hall/Little Mtn Upgrades	Reallocation of Debt Payments - 2029	56,263.66	Blackburn Park Upgrades		
of Debt Payments - 2024	15,372.78	Fire Hall/Little Mtn Upgrades	Reallocation of Debt Payments - 2030	56,263.66	Blackburn Park Upgrades		
of Debt Payments - 2025	15,372.78	Fire Hall/Little Mtn Upgrades	Reallocation of Debt Payments - 2031	56,263.66	Blackburn Park Upgrades		
of Debt Payments - 2026	15,372.78	Fire Hall/Little Mtn Upgrades	Reallocation of Debt Payments - 2032	56,263.66	Blackburn Park Upgrades		
of Debt Payments - 2027	56,263.66	Blackburn Park Upgrades	Reallocation of Debt Payments - 2033	56,263.66	Blackburn Park Upgrades		
of Debt Payments - 2028	56,263.66	Blackburn Park Upgrades	Reallocation of Debt Payments - 2034				
	<u>\$ 322,541.47</u>						
			Reallocation of Debt Payments - 2035	697,697.87	Civic Building		
			Reallocation of Debt Payments - 2036	729,128.41	Blackburn Park Upgrades		
			Reallocation of Debt Payments - 2037	754,101.22	Civic Building		
			Reallocation of Debt Payments - 2038	754,101.22	Civic Building		
			Reallocation of Debt Payments - 2039	1,030,517.29	Underpass		
			Reallocation of Debt Payments - 2040	1,084,754.81	Shuswap Memorial Cemetery		
			Available (Excludes Interest Earned)	<u>\$ 7,012,121.58</u>			

umes that the Community Works Fund will continue until 2027

umes 30 year amortization and interest at 4%

s not incorporate a Federal Grant for the Underpass Project- should one be secured it would decrease the debenture debt

umes a Federal Grant for the SASCU Centre Pool Replacement Project

time transfer to reserve/debt repayment is available in 2035 - \$54,000.00

going transfer to reserve/debt repayment is available in 2036 - \$484,430.00

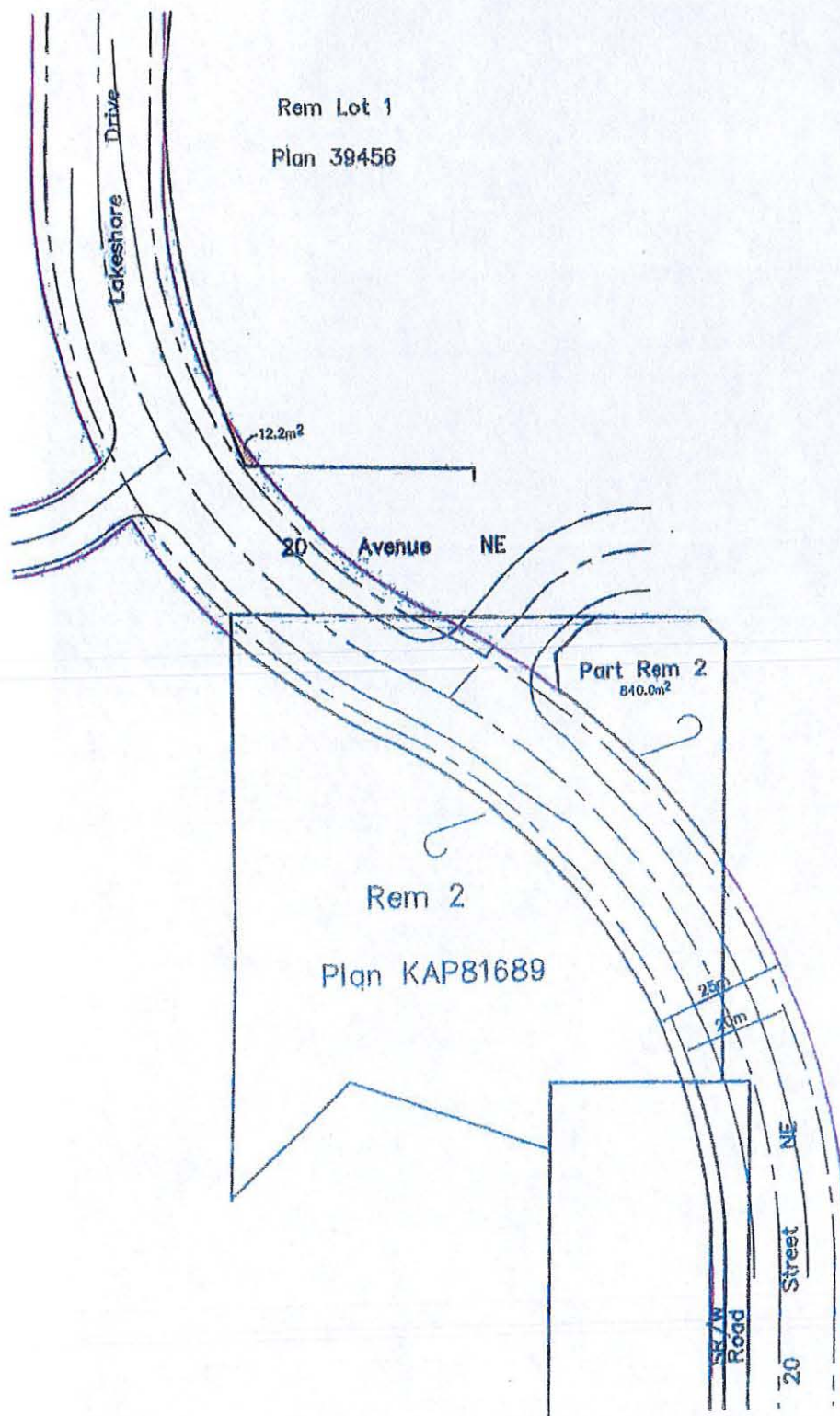
Debt

	Debt Borrowings				Repayment	
	General	Water	Sewer	Total		
(2019)	\$ 4,530,000.00	\$ -	\$ -	\$ 4,530,000.00	\$ 276,417.25	Referendum - Funded From Eliminated Shaw Centre Debt Repaym
St Intersection Realign. (2020)	(0.00)	-	-	(0.00)	(0.00)	No Borrowing Anticipated
Hill/ Auto Road Ext. (2023)	(0.00)	-	-	(0.00)	(0.00)	No Borrowing Anticipated
re Revitalization (2017)	-	-	-	-	-	No Borrowing Anticipated
Parkade (2023)	3,450,000.00	-	-	3,450,000.00	210,516.45	Referendum - Funded From Eliminated Transfer to Reserve for Sen
ks - Relocation (2030)	-	-	-	-	-	No Borrowing Anticipated
ld - Olanegan & 50 St (2035)	-	-	-	-	-	No Borrowing Anticipated
connector Trail (2027)	0.00	-	-	0.00	0.00	No Borrowing Anticipated
nre - Pool Replacement (2027)	5,000,000.00	-	-	5,000,000.00	\$ 305,096.30	Referendum - Tax Increase - 2% (Likely Less)
	<u>\$ 12,980,000.00</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 12,980,000.00</u>	<u>\$ 792,029.99</u>	

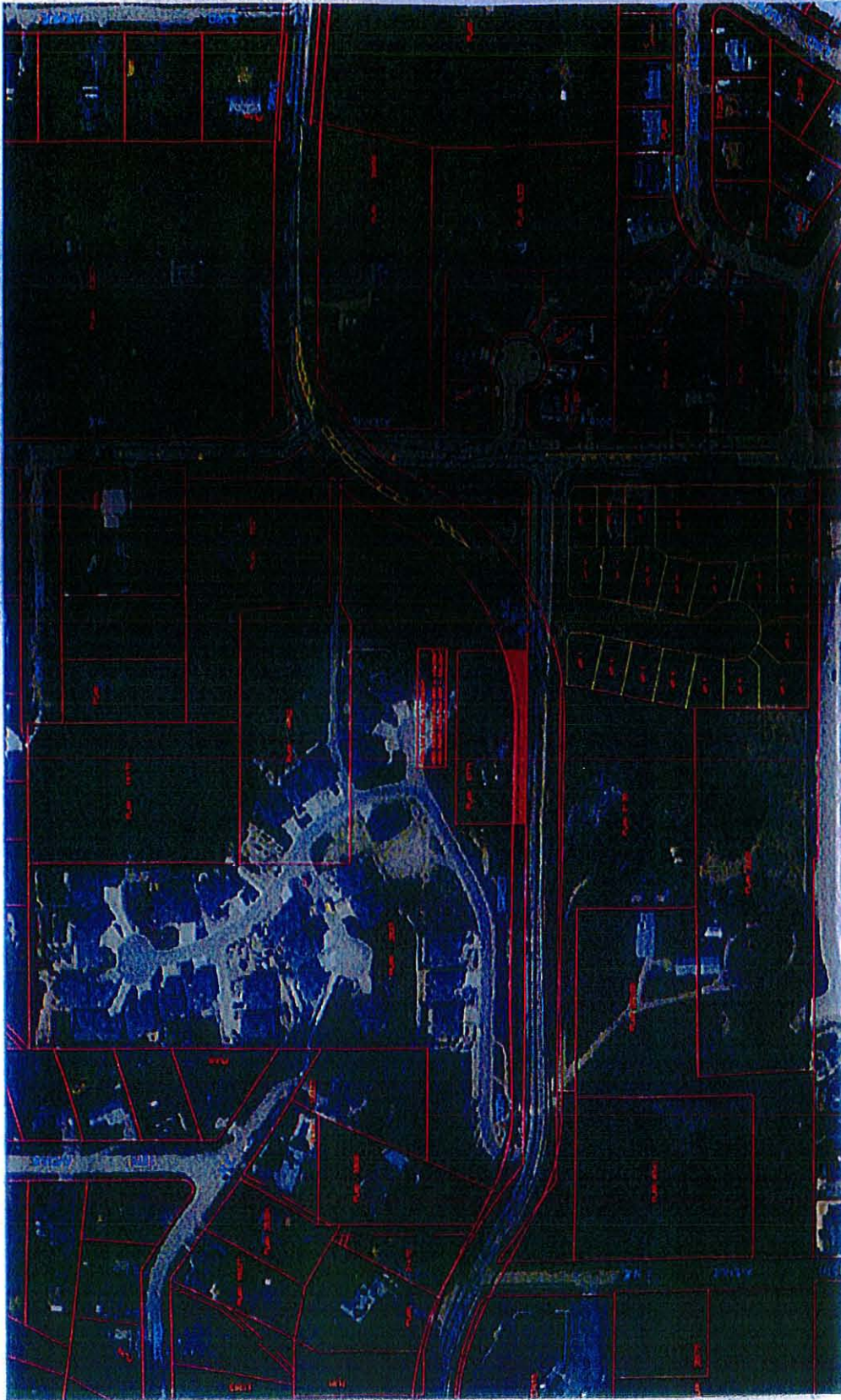
Ross Street Underpass



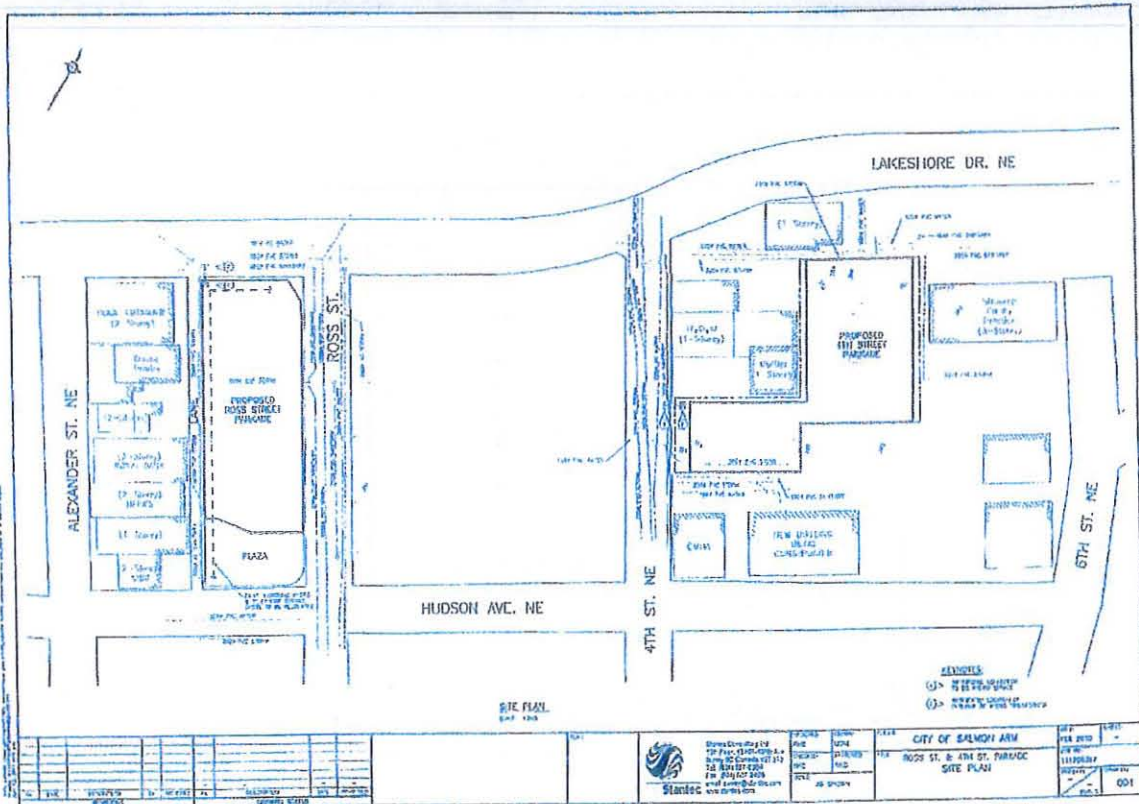
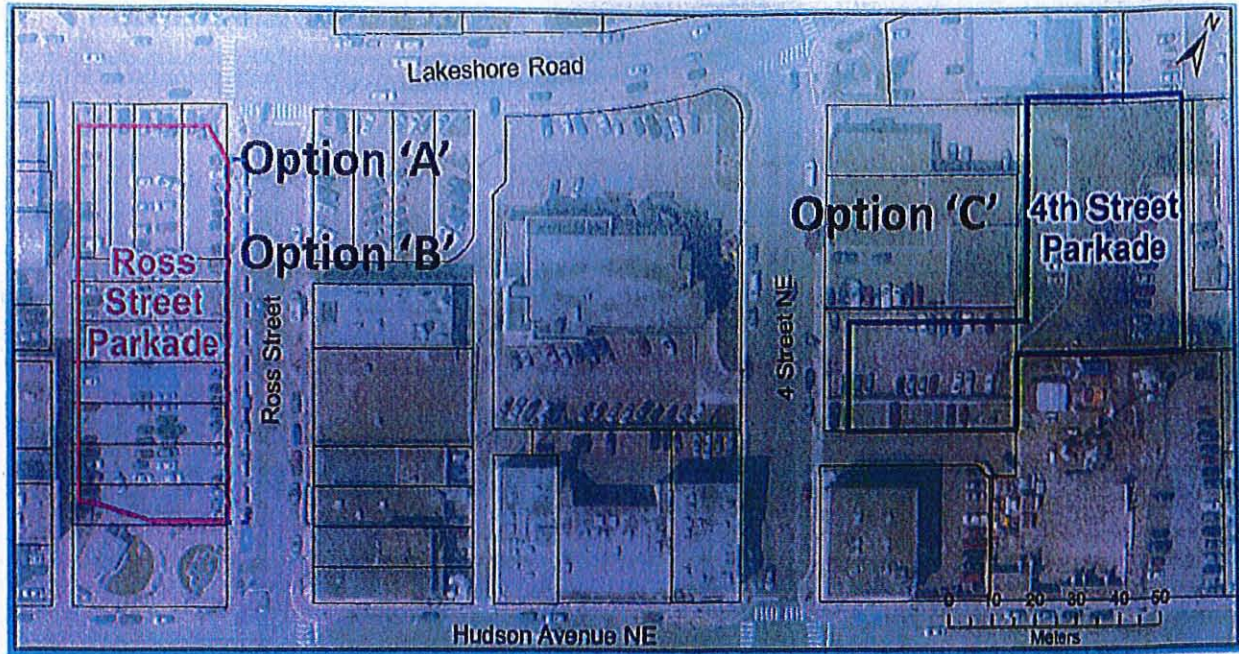
20 Avenue/20 Street Intersection Realignment



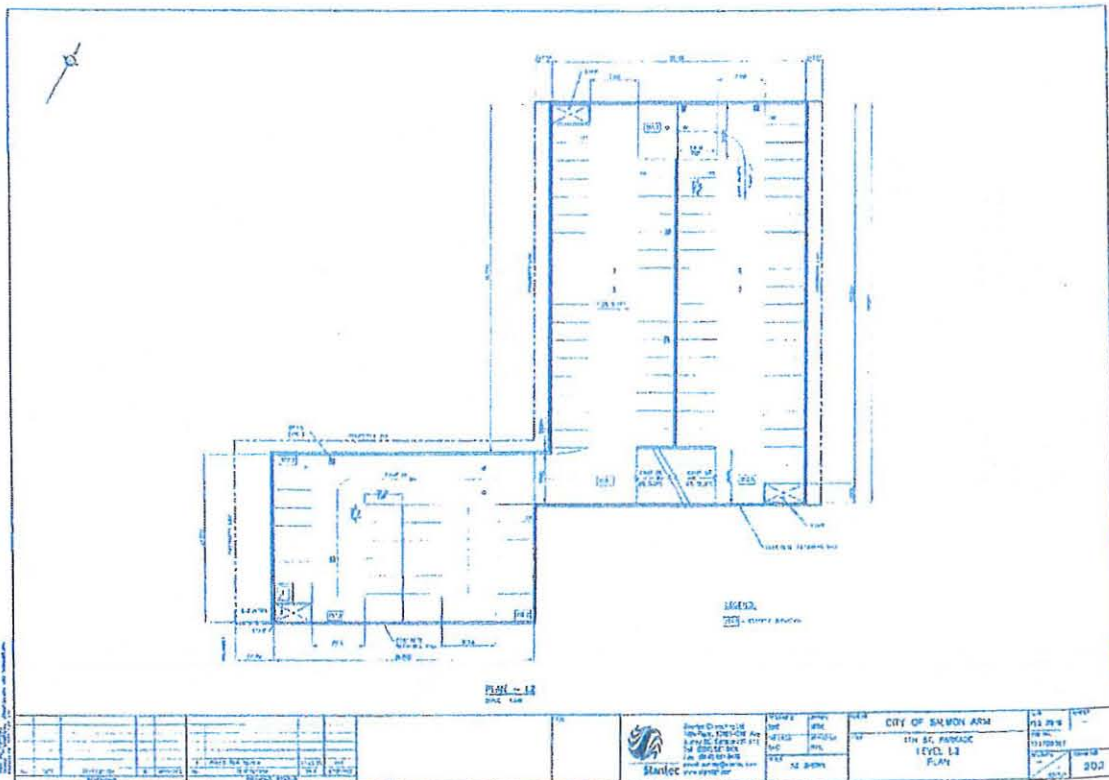
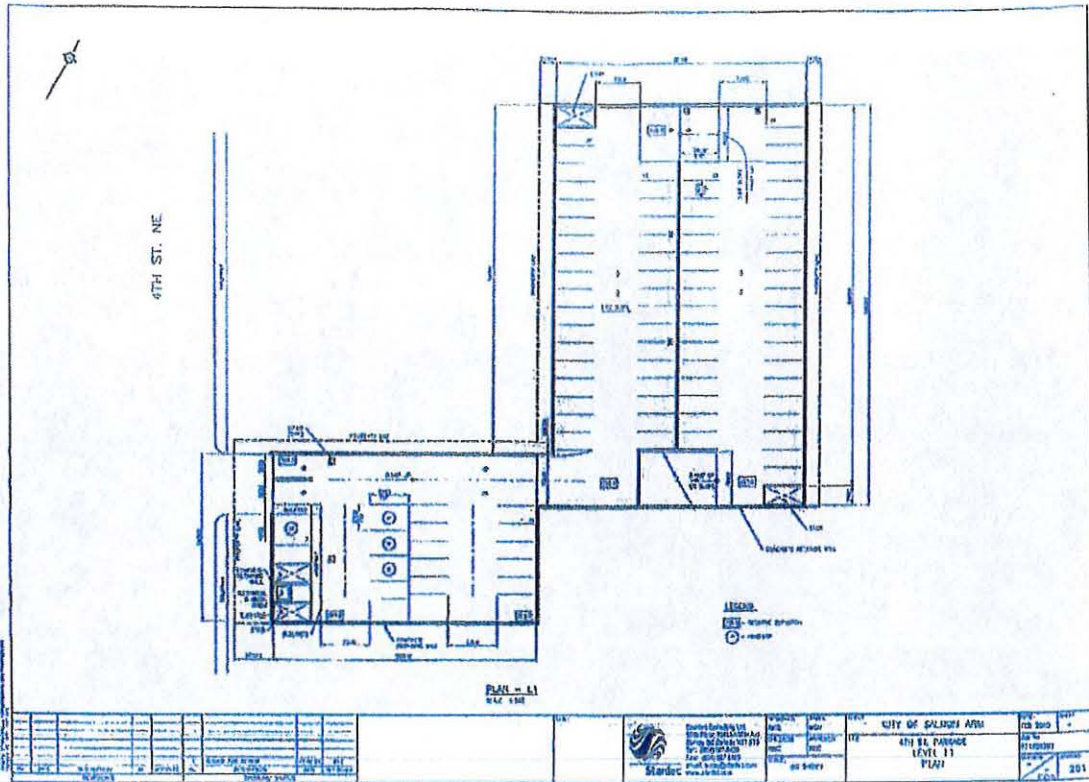
20 Avenue/20 Street Intersection Realignment



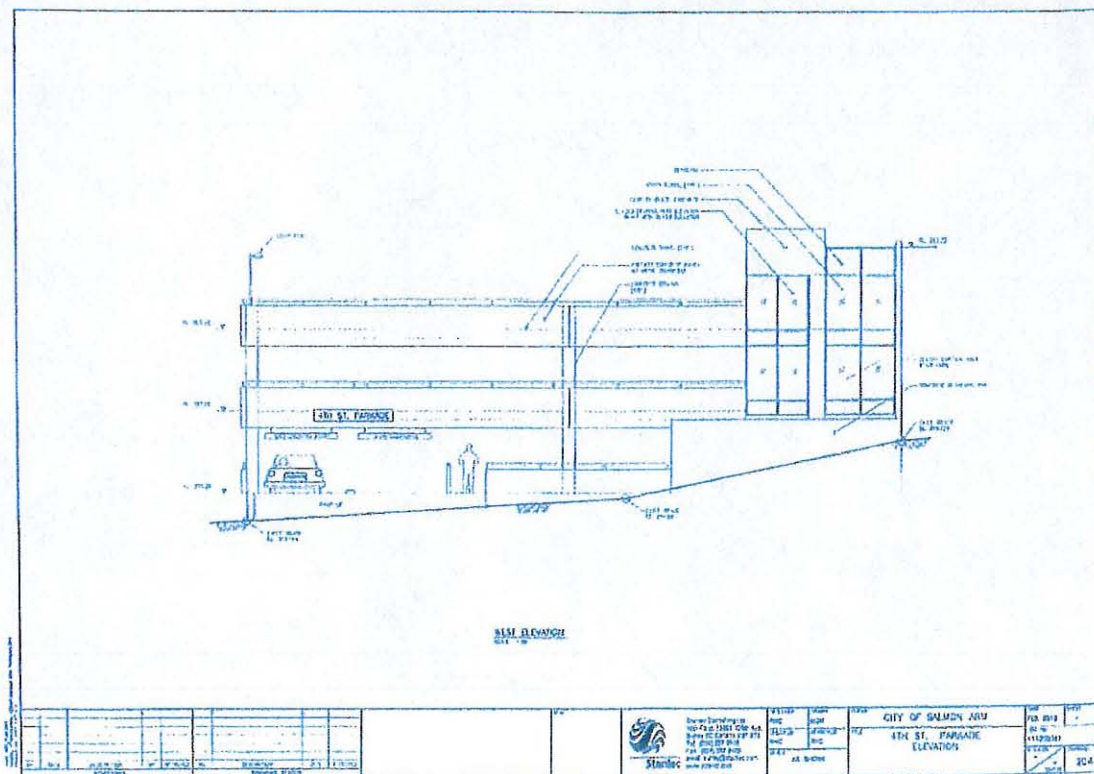
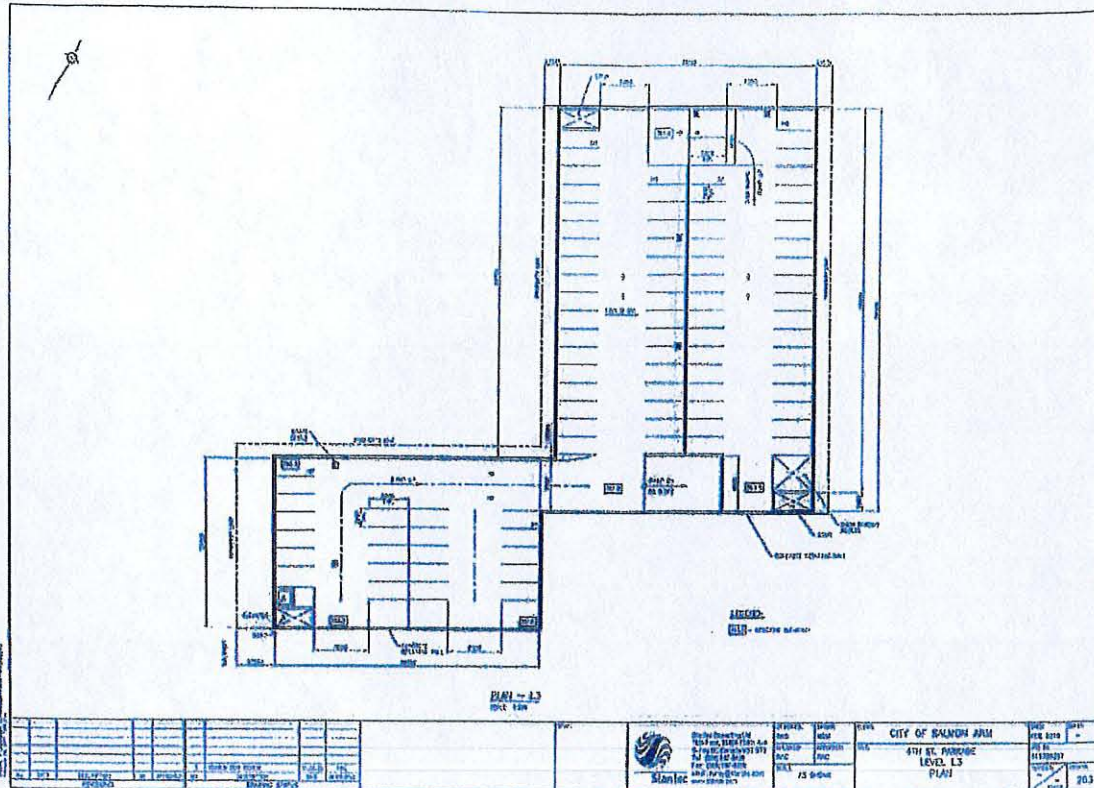
Downtown Parkade



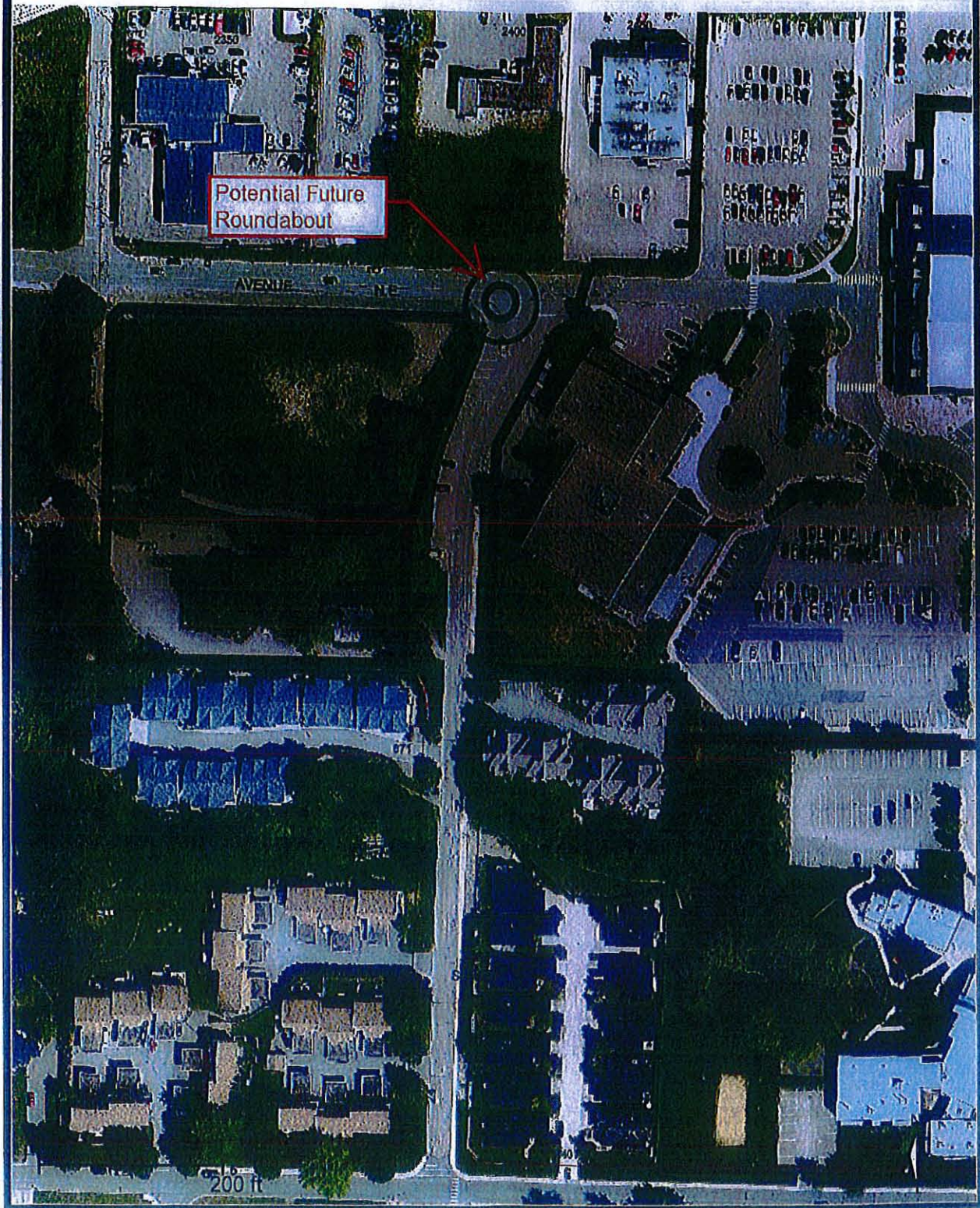
Downtown Parkade



Downtown Parkade



Appendix 5



Track and Field – Okanagan & 30 Street



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Item 20.1

CITY OF SALMON ARM

Date: July 10, 2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: Development Variance Permit No. VP-461 be authorized for issuance for Lot 4, Plan 20131, except Plan 44055, Section 13, Township 20, Range 10, W6M, KDYD to vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Section 3.8.3:

- i) Reduce the minimum panhandle width requirement for proposed Lots A and B as shown on Appendix 3 as shown on the staff report dated June 19, 2017 from 6.0 metres to 5.1 metres; and

2. Section 4.0:

- i) Waive the requirement to provide a 100% cash contribution (\$5,500.00) towards upgrading the Okanagan Avenue frontage to the Urban Collector Road standard; and
- ii) Waive the requirement to provide a 50% cash contribution (\$2,250.00) towards upgrading the sanitary sewer main along the Okanagan Avenue SE frontage.

[Johnson, T. & T.; 1890 Okanagan Avenue SE; Servicing Variance]

Vote Record

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

Opposed:

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

5. **REPORTS - Continued**3. **Development Variance Permit Application No. VP-461 [Johnson, T. & T.; 1890 Okanagan Avenue SE; Servicing Variance]**

Moved: Councillor Lavery

Seconded: Councillor Harrison

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-461 be authorized for issuance for Lot 4, Plan 20131, except Plan 44055, Section 13, Township 20, Range 10, W6M, KDYD to vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Section 3.8.3:

- i) Reduce the minimum panhandle width requirement for proposed Lots A and B as shown on Appendix 3 as shown on the staff report dated June 19, 2017 from 6.0 metres to 5.1 metres; and

2. Section 4.0:

- i) Waive the requirement to provide a 100% cash contribution (\$5,500.00) towards upgrading the Okanagan Avenue frontage to the Urban Collector Road standard; and
- ii) Waive the requirement to provide a 50% cash contribution (\$2,250.00) towards upgrading the sanitary sewer main along the Okanagan Avenue SE frontage.

Amendment:

Moved: Councillor Harrison

Seconded: Councillor Eliason

THAT: the motion be amended to delete the following:

1. Section 3.8.3:

- i) Reduce the minimum panhandle width requirement for proposed Lots A and B as shown on Appendix 3 of the staff report dated June 19, 2017 from 6.0 metres to 5.1 metres; and

2. Section 4.0:

- i) Waive the requirement to provide a 100% cash contribution (\$5,500.00) towards upgrading the Okanagan Avenue frontage to the Urban Collector Road standard; and
- ii) Waive the requirement to provide a 50% cash contribution (\$2,250.00) towards upgrading the sanitary sewer main along the Okanagan Avenue SE frontage.

5. REPORTS - Continued

3. Variance Permit Application No. VP-461 [Johnson, T. & T.; 1890 Okanagan Avenue SE; Servicing Variance - Continued

AND THAT: the motion be amended to include the following:

1. Section 3.8.3:

- i) Reduce the minimum panhandle width requirement for proposed Lots A and B as shown on Appendix 3 as shown on the staff report dated June 19, 2017 from 6.0 metres to 5.1 metres, subject to:
 - a) registration of reciprocal access easements over the proposed panhandles for proposed Lots A and B and Lot 2, Plan 44055, Section 13, Township 20, Range 10, W6M, KDYD.

CARRIED UNANIMOUSLY

Motion as Amended:

CARRIED UNANIMOUSLY



City of Salmon Arm
Development Services Department Memorandum

TO: Her Worship Mayor Cooper and Council

FROM: Development Services Department

DATE: June 19, 2017

SUBJECT: Development Variance Permit Application No. VP-461
Lot 4, Plan 20131, except Plan 44055, Sec. 13, Tp. 20, R.10, W6M, KDYD
1890 Okanagan Avenue SE
Owner: T. & T. Johnson

Motion for Consideration

THAT: Development Variance Permit No. VP-461 be authorized for issuance for Lot 4, Plan 20131, except Plan 44055, Sec. 13, Tp. 20, R.10, W6M, KDYD to vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Section 3.8.3:
 - i) Reduce the minimum panhandle width requirement for proposed Lots A and B as shown on Appendix 3 from 6.0 metres to 5.1 metres; and
2. Section 4.0:
 - i) Waive the requirement to provide a 100% cash contribution (\$5,500.00) towards upgrading the Okanagan Avenue frontage to the Urban Collector Road standard; and
 - ii) Waive the requirement to provide a 50% cash contribution (\$2,250.00) towards upgrading the sanitary sewer main along the Okanagan Avenue SE frontage.

Staff Recommendation

THAT: The Motion for Consideration be defeated.

AND THAT: Development Variance Permit No. VP-461 be authorized for issuance for Lot 4, Plan 20131, except Plan 44055, Sec. 13, Tp. 20, R.10, W6M, KDYD to vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Section 3.8.3:
 - i) Reduce the minimum panhandle width requirement for proposed Lots A and B as shown on Appendix 3 from 6.0 metres to 5.1 metres, subject to:
 - a) registration of reciprocal access easements over the proposed panhandles for proposed Lots A and B and Lot 2, Plan 44055, Sec. 13, Tp. 20, R. 10, W6M, KDYD.

Proposal

The subject property is located at 1890 Okanagan Avenue SE. The owner has received preliminary approval to subdivide the property into two parcels as shown on Appendix 3 and is applying for three variances to Subdivision and Development Servicing Bylaw No. 4163. A location map, ortho photo and sketch plan of the proposed subdivision are attached as Appendices 1 through 3.

Background

The property is an existing panhandle parcel located in Residential Development Area 'A' and designated Medium Density Residential in the Official Community Plan. The property is zoned R-1 (Single Family Residential) and is approximately 0.2 hectare in size. As shown on Appendix 2, the property contains a residence and as shown on Appendix 3, the owners wish to create a second panhandle parcel on the east side of residence.

Under Section 3.8.3 of Subdivision and Development Servicing Bylaw No. 4163, the minimum panhandle width requirement is 6.0 metres. The property's existing panhandle is 10.228 metres in width and to accommodate the proposed subdivision, the owners are proposing to reduce the panhandle widths for both new parcels to 5.1 metres.

At this location, Okanagan Avenue E is constructed to an interim Urban Collector Road standard. As a condition of subdivision approval, the owner is required to upgrade the south half of the Okanagan Avenue E frontage to the Urban Local Road standard in accordance with City of Salmon Specification Drawing No. RD-3, see Appendix 4. As the property has only 10.228 metres of frontage, the road upgrade requirement can be fulfilled by a cash contribution equivalent to 100% of the estimated costs of the upgrades (\$5,500.00). The owners are requesting that this requirement be waived.

Also at this location, a 150 mm diameter sanitary sewer main is located along the Okanagan Avenue SE frontage and a 150 mm diameter sanitary sewer main is located in a 3.0 metre wide statutory right of way adjacent to the south boundary of the property. The main along the south boundary does not require upgrading to the current diameter standard of 200 mm as it is not needed for any additional upstream properties. However, the main along the Okanagan Avenue SE frontage does service additional upstream properties and will require upgrading. As with the road improvements, due to the limited frontage of the property, the sanitary sewer main upgrade can be fulfilled by a cash contribution equivalent to 50% of the estimated costs of upgrade (\$2,250.00). The owners are proposing to service both new parcels from the main along the south boundary and are requesting that the requirement to provide a 50% cash contribution towards upgrading the main on Okanagan Avenue SE be waived.

A letter from the owner's is attached as Appendix 5.

Discussion

Staff have reviewed the proposal and provide the following:

Fire Department

No concerns.

Building Department

No concerns.

Engineering Department

See Appendix 6.

Planning Department

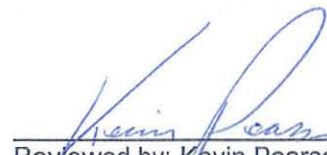
Staff are not concerned with requested reduction to the panhandle widths provided reciprocal access easements are registered over the panhandles for both the two new parcels and the adjacent residence at 1880 Okanagan Avenue SE (Lot 2, Plan 44055). The residence at 1880 Okanagan Avenue SE is zoned R-8 (Residential Suite) and a Land Title Act, Section 219 covenant currently prohibits direct vehicular access from this parcel to Okanagan Avenue SE. The parcel obtains its access from the panhandle portion of the subject property and a registered reciprocal access easement currently protects this access. Provided a new access easement is registered to protect both the access of this adjacent parcel and the proposed two new parcels, the combined panhandle width of 10.228 metres should be sufficient to ensure vehicle access will not be impeded.

Staff do not support waiving the cost of the frontage improvements. Although servicing the proposed subdivision will not disturb the existing works along the Okanagan Avenue SE frontage, the existing sidewalk and curb are sub-standard and the servicing bylaw requires that they be upgraded to the current standard at the time of subdivision. As previously noted, the property has only 10.228 metres of frontage and the required cash contribution of \$5,500 is not an unreasonable cost for this type of subdivision.

Staff also do not support waiving the cost of the sanitary sewer main upgrade on Okanagan Avenue SE. The property is somewhat unique in that it has sanitary sewer mains along two of its boundaries and the proposed subdivision may connect to either one, but the main on Okanagan Avenue SE is currently undersized and services a number of properties. Regardless of which main the proposed subdivision utilizes, the main on Okanagan Avenue SE will need to be upgraded and owners and developers should be contributing towards the cost of these upgrades at the time new parcels are being created.

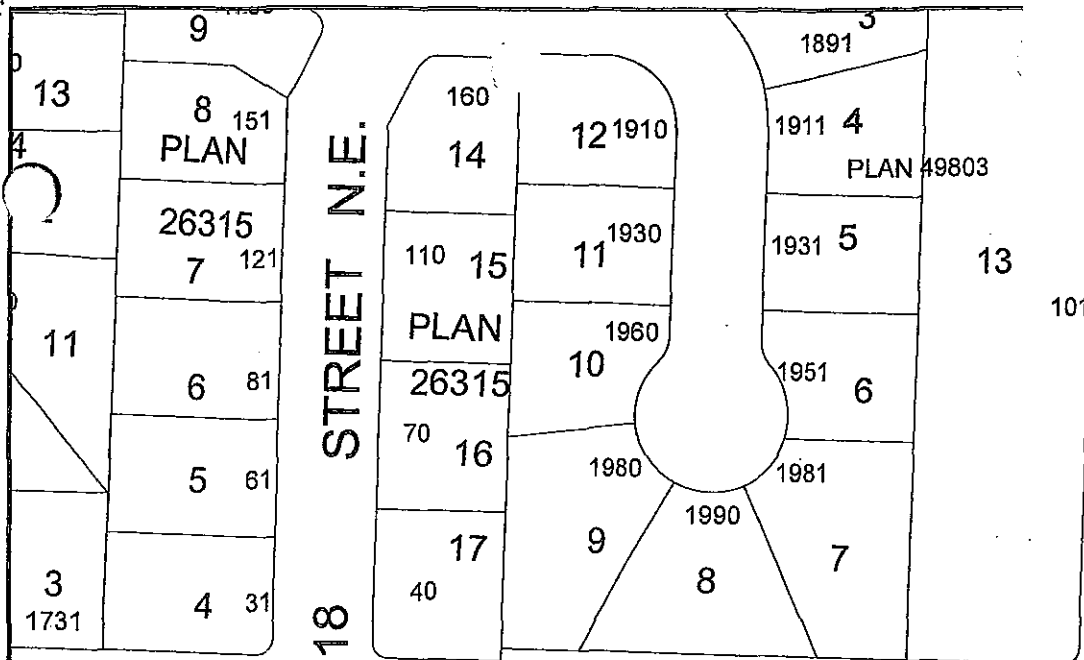
In summary, the proposed panhandle widths are not ideal but their combined width, protected by easement, should be sufficient for the intended purpose. The servicing costs associated with the proposed subdivision are relatively low in comparison to other single lot subdivisions and if these monies are not collected at the time of subdivision, they become additional costs to the City when these services need to be installed. Staff are therefore recommending that the variance to the panhandle widths be approved and the variances to the servicing requirements be denied.


Prepared by: Jon Turlock
Planning & Development Officer

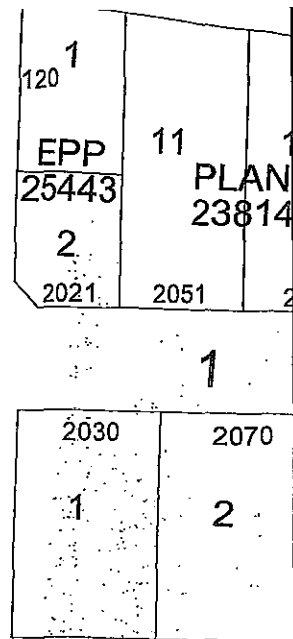

Reviewed by: Kevin Pearson MCIP
Director of Development Services

Appendices

1. Location map
2. Ortho photo
3. Sketch plan of proposed subdivision
4. Specification Drawing No. RD-3
5. Applicant's letter
6. Engineering Dept. comments

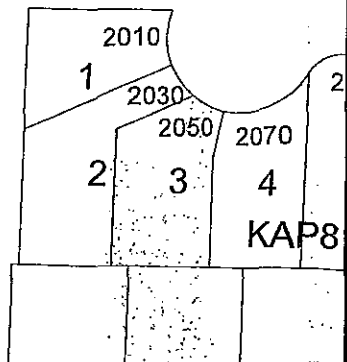
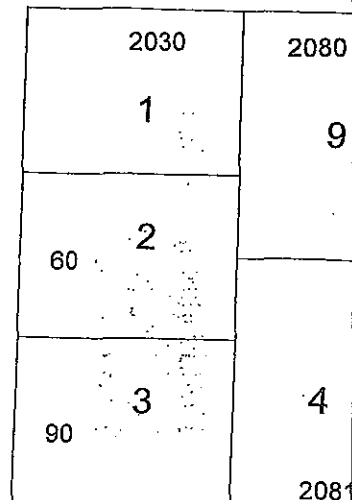
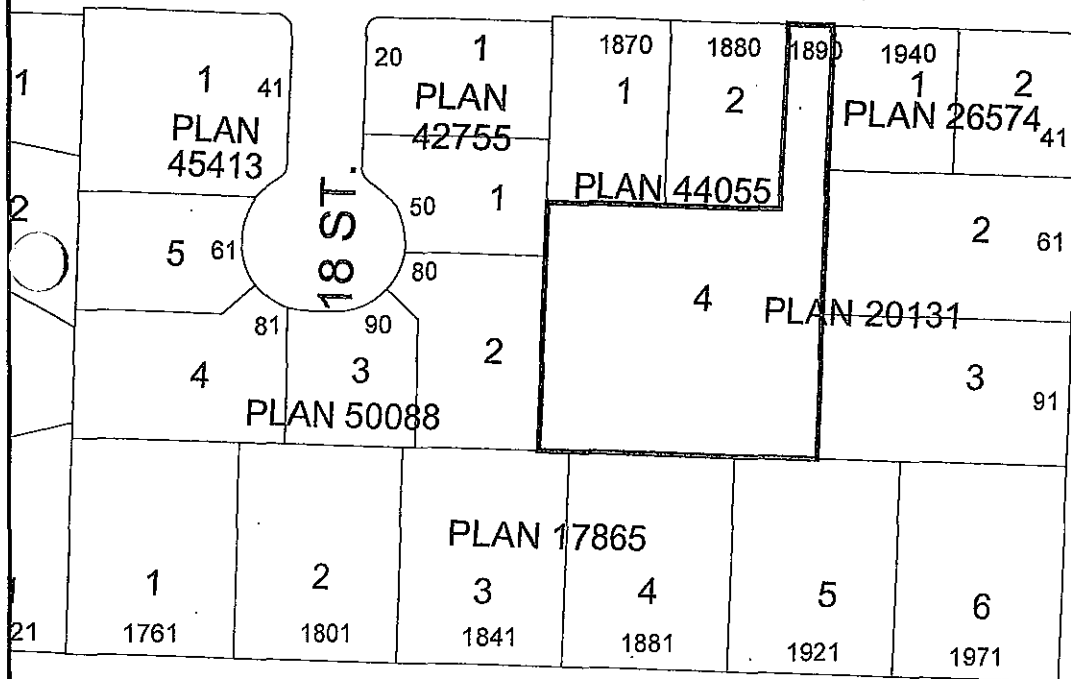


20 STREET N.E.



OKANAGAN

AVENUE

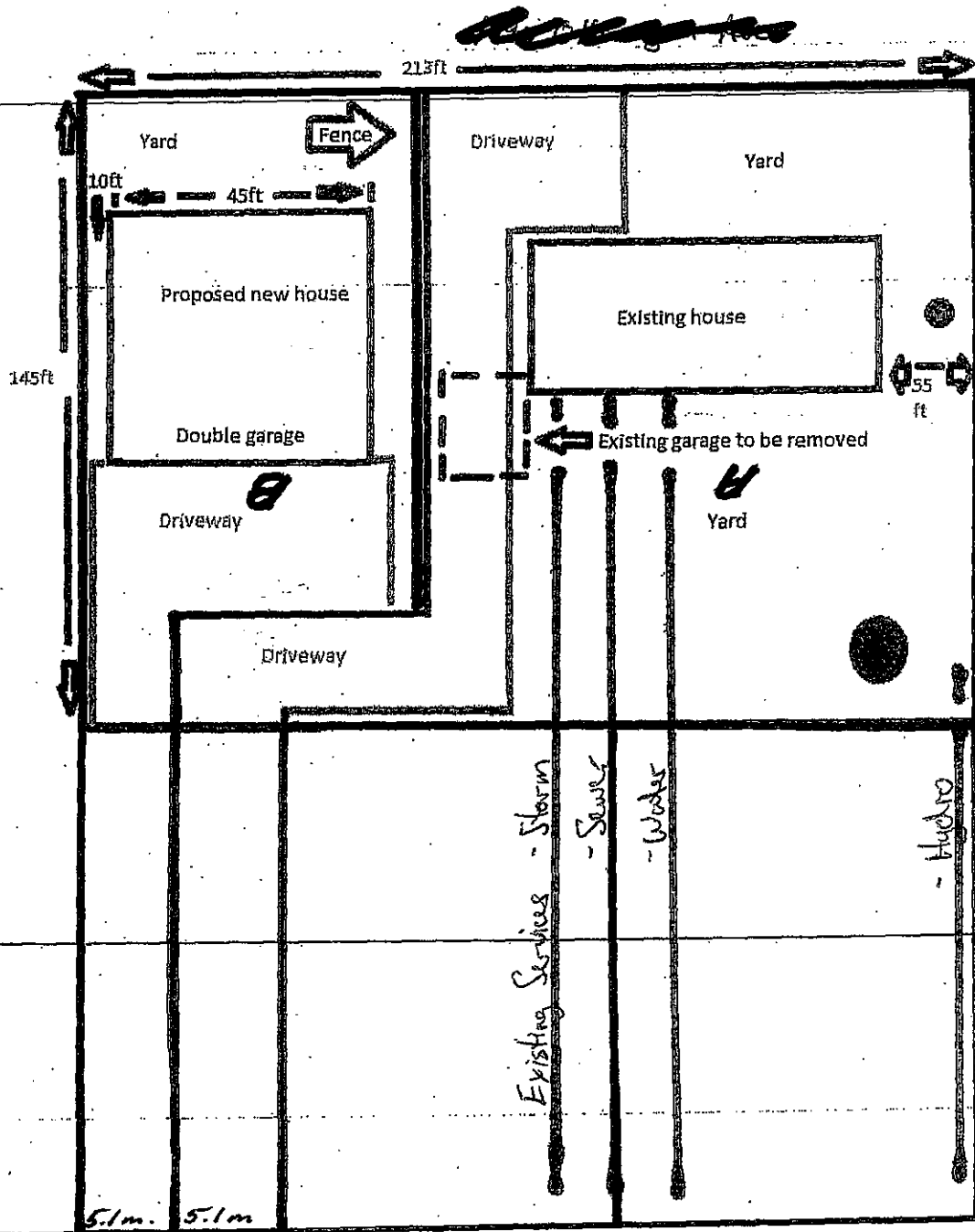


Subject Property



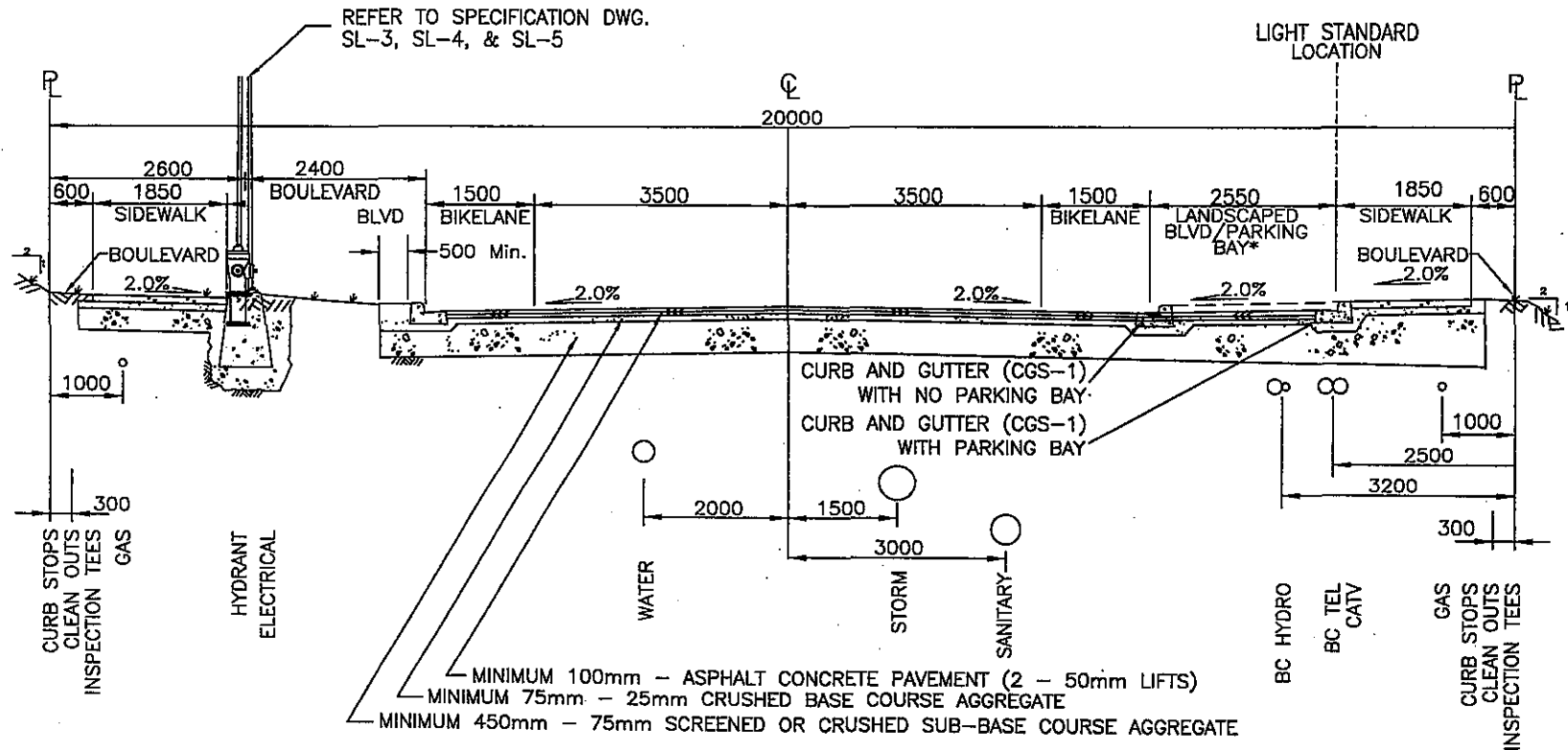
Subject Property

Trevar & Theresa Johnson



MAR 01 2017

OKANAGAN AVENUE



NOTES:

- 1) All utility appurtenances to be set to designed boulevard grade.
- 2) Boulevards to be graded towards the Roadway (Maximum 5% and Minimum 2%)
- 3) All materials shall be supplied and placed in accordance with schedule B, Part 3.0 and Schedule D, Approved material list.
- 4) Grades in excess of 2H:1V shall be recommended by a geotechnical engineer and approved by the City Engineer.

* Parking bay shall be located on either or both sides of the roadway per design criteria in Schedule B-1.0 section 4.8.14

CITY OF SALMON ARM			20m R/W Urban Collector Cross-Section		
No.	Revision	Date	Date	Approved	SPECIFICATION DRAWING No.
A	ISSUED FOR APPROVAL	07/14/16	10-11-2016	<i>[Signature]</i>	RD-3
				City Engineer	

Adopted by Council October 1, 2016

1890 Okanagan Ave SE Salmon Arm
Variance Letter

Dear Council,

Lot Configuration

We are applying for a variance of Section 3.8 of Subdivision and Development Servicing Bylaw No.4163. We are requesting that the panhandle portion for each proposed lot be reduced from a minimum of 6.0 meters to 5.1 meters.

Roads/Access

We are proposing to tie into the sanitary sewer pipe south of the parcels (Would need to register 3.0 meter right of way) and propose an integrated stormwater management plan with the approval of The Engineering Department and Geotechnical report. This would eliminate any road or sidewalk construction on Okanagan Ave E.

Variance would be to waive the road upgrade contribution(Urban Collector Road standard) of \$5500.00 (the road would not be disturbed) and waive the sanitary main upgrade contribution of \$2250.00 as the sanitary main would no longer need a upgrade.

Thank you for your consideration,

Trevor and Theresa Johnson



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

To: Kevin Pearson, Director of Development Services
 Date: 13 June 2017
 Prepared by: Chris Moore, Engineering Assistant
OWNER: T and T Johnson
SUBJECT: DEVELOPMENT VARIANCE PERMIT APPLICATION NO. VP-461
LEGAL: Lot 4, Section 13, Township 20, Range 10, W6M, KDYD, Plan 20131,
Except Plan 44055
CIVIC: 1890 Okanagan Avenue SE

Further to the request for variance dated 18 May, 2017; the Engineering Department has thoroughly reviewed the site and offers the following comments and recommendations, relative to the variances requested:

The applicant is requesting the following variances to the Subdivision & Development Servicing Bylaw No. 4163.

1.) Reduce panhandle width from 6.0 metres to 5.1 metres;

The Subdivision and Development Servicing Bylaw No 4163 requires a 6.0m minimum width for panhandles. This is the minimum width recommended to allow two vehicles to pass. Additionally, Policy No 3.11 requires minimum 4.5m clear width for fire access. On panhandle lots it is also important to ensure that sufficient width is provided to accommodate all of the services to the property. On this development there will be two adjacent panhandle lots, with a combined width of 10.2m, which meets the requirements of Policy 3.11 and the intent of the Subdivision and Development Servicing Bylaw No 4163.

Recommendation:

We recommend approving the minimum width of the panhandles be reduced to 5.1 metres from 6 metres, subject to the provision of a reciprocal access easement allowing the adjacent panhandle lots access over their neighboring driveway.

2.) Tie into the city sewer system at the south of property and waive the cash contribution to upgrade the sanitary main on Okanagan Avenue SE;

The subject property fronts on a 150 mm diameter sanitary sewer in a 3m wide right of way along the south property line and a 150 mm diameter sanitary sewer on Okanagan Avenue SE. Although the owner may connect to either sewer, the 150 mm diameter sanitary sewer on Okanagan Avenue is a significant sewer, serving multiple properties and is undersized. It is the owner's responsibility to upgrade to a minimum 200mm diameter under the Subdivision and Development Servicing Bylaw No 4163, regardless of whether they choose to connect to it or not. Since this upgrade is premature at this time, a 50% cash in lieu payment towards the future upgrade of this sewer across the frontage of the property will be accepted (\$2,250). Waiving this requirement would put this financial burden on the City when this sewer is upgraded in the future.

DEVELOPMENT VARIANCE PERMIT APPLICATION NO. VP-461

13 June 2017

Page 2

Recommendation:

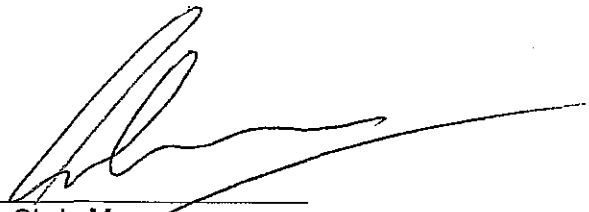
We recommend that the request to waive the requirement to pay a 50% cash in lieu payment towards the future upgrade of the 150mm sanitary sewer on Okanagan Avenue SE be denied.

3.) Waive the requirement to pay a cash contribution for upgrading the south half of Okanagan Avenue SE frontage to the Urban Collector Road (RD-3) standard.

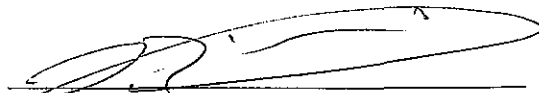
Okanagan Avenue SE is currently constructed to an Interim Urban Collector Road Standard. Upgrading to the Urban Collector Road Standard (RD-3) across the frontage of the property is required under the Subdivision and Development Servicing Bylaw No 4163. Upgrades will include curb and gutter and sidewalk. Since this upgrade is premature at this time, a 100% cash in lieu payment towards the future upgrade of this road will be accepted (\$5,500). Waiving this requirement would put this financial burden on the City when this road is upgraded in the future.

Recommendation:

We recommend that the request to waive the requirement to pay a 100% cash in lieu payment towards the future upgrade of Okanagan Avenue SE be denied.



Chris Moore
Engineering Assistant



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

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Item 24.

CITY OF SALMON ARM

Date: July 10, 2017

Moved: Councillor Lavery

Seconded: Councillor Harrison

THAT: the Regular Council Meeting of July 10, 2017, be adjourned.

Vote Record

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

Opposed:

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

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