



# AGENDA

## Regular Council Meeting

Monday, August 14, 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
	1.	
	5.	PRESENTATIONS / DELEGATIONS
	6.	CONFIRMATION OF MINUTES
3 - 14	1.	Regular Council Meeting Minutes of July 24, 2017
	7.	COMMITTEE REPORTS
15 - 18	1.	Development and Planning Services Committee Meeting Minutes of August 8, 2017
19 - 22	2.	Agricultural Advisory Committee Meeting Minutes of July 12, 2017
23 - 26	3.	Downtown Parking Commission Meeting Minutes of June 20, 2017
	8.	INTRODUCTION OF BYLAWS
	9.	RECONSIDERATION OF BYLAWS
27 - 30	1.	City of Salmon Arm Short Term Capital Borrowing (Bylaw No. 4158) Repeal Bylaw No. 4179 – Rescind Final Reading
31 - 34	2.	Fee for Service Amendment Bylaw No. 4219 [Water Meter Rates] – Final Reading
35 - 38	3.	City of Salmon Arm Special Needs Housing Agreement Bylaw No. 4216 [CU-53; Morris, N.; 190 Highway 97B SE; Special Needs Housing] – Final Reading

- |           |            |   |
|-----------|------------|---|
| 39 - 42   | 4.         | 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] - Final Reading |
| 43 - 64   | 5.         | Official Community Plan Amendment Bylaw No. 4177 OCP4000-27 [Eagle Home Sales Ltd.; 1190 - 51 Street NE; AR to HC] - Final Reading                              |
| 65 - 70   | 6.         | Zoning Amendment Bylaw No. 4178 [ZON-1077; Eagle Home Sales Ltd.; 1190 - 51 Street NE; A-2 to C-3] - Final Reading  |
|           | <b>10.</b> | <b>CORRESPONDENCE</b>   |
| 71 - 72   | 1.         | Informational Correspondence  |
|           | <b>11.</b> | <b>STAFF REPORTS</b>  |
| 73 - 76   | 1.         | Chief Financial Officer - Contract - Shaw Business - Fibre Connectivity   |
| 77 - 94   | 2.         | Director of Engineering and Public Works - TCH Corridor Safety Study Working Group Recommendations  |
| 95 - 98   | 3.         | Director of Engineering and Public Works - Budget Amendment and Tender Award - 2 Street SE - Utility Upgrades   |
| 99 - 100  | 4.         | Fire Chief - Emergency Fire Apparatus   |
|           | <b>12.</b> | <b>NEW BUSINESS</b>   |
|           | <b>13.</b> | <b>COUNCIL STATEMENTS</b>   |
|           | <b>14.</b> | <b>COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE</b>  |
| 101 - 108 | 1.         | Board in Brief - July, 2017   |
|           | <b>15.</b> | <b>NOTICE OF MOTION</b>   |
|           | <b>16.</b> | <b>UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS</b>  |
|           | <b>17.</b> | <b>OTHER BUSINESS</b>   |
|           | <b>18.</b> | <b>QUESTION AND ANSWER PERIOD</b>   |

**7:00 p.m.**

<u>Page #</u>	<u>Item #</u>	<u>Description</u>
	<b>19.</b>	<b>DISCLOSURE OF INTEREST</b>

- 109 - 126      **20.      HEARINGS**
1.      Development Permit No. 414 [Jobeck Enterprises Ltd., 2081 - 11<sup>th</sup>  
                         Avenue NE - Setback Variance]
- 21.      STATUTORY PUBLIC HEARINGS**
- 22.      RECONSIDERATION OF BYLAWS**
- 23.      QUESTION AND ANSWER PERIOD**
- 127 - 128      **24.      ADJOURNMENT**

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Item 2.

## CITY OF SALMON ARM

Date: August 14, 2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

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

### Vote Record

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

Opposed:

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

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## Item 6.1

**CITY OF SALMON ARM**Date: August 14, 2017

Moved: Councillor Jamieson

Seconded: Councillor Eliason

THAT: the Regular Council Meeting Minutes of July 24, 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, July 24, 2017.**

### PRESENT:

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

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

### ABSENT:

Councillor T. Lavery

### 1. CALL TO ORDER

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

### 2. IN-CAMERA SESSION

0308-2017                      Moved: Councillor Eliason  
                                      Seconded: Councillor Wallace Richmond  
                                      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 2:22 p.m.  
Council recessed until 2:30 p.m.

Councillor Harrison entered at 2:30 p.m.

### 3. REVIEW OF AGENDA

1.        Addition of Item 10.1.1 – Map.
2.        Addition of Item 10.2 – email from P. & A. Rizzi – Closure of City trails.
3.        Addition of Item 22.1.1 – email from J. Thompson, Vice-President of the Seniors' Fifth Avenue Activity Association dated July 20, 2017 and email from J. Thompson, Vice-President of the Seniors' Fifth Avenue Activity Association dated July 24, 2017– Zoning Amendment Bylaw No. 4215 [ZON-1098].

3. **REVIEW OF AGENDA - continued**

4. Addition of Item 22.1.2 - letter from G. Clayton - Zoning Amendment Bylaw No. 4215 [ZON-1098].
5. Addition of Item 22.1.3 - letter from residents of 2<sup>nd</sup> Avenue, SE - Zoning Amendment Bylaw No. 4215 [ZON-1098].

4. **DISCLOSURE OF INTEREST**

Councillor Flynn declared a conflict of interest with item 21.2 and 22.3 as the applicant is a client of his firm.

5. **PRESENTATIONS / DELEGATIONS**

6. **CONFIRMATION OF MINUTES**

1. **Regular Council Meeting Minutes of July 10, 2017**

0309-2017                      Moved: Councillor Wallace Richmond  
                                      Seconded: Councillor Harrison  
                                      THAT: the Regular Council Meeting Minutes of July 10, 2017, be adopted as circulated.

**CARRIED UNANIMOUSLY**

7. **COMMITTEE REPORTS**

1. **Development and Planning Services Committee Meeting Minutes of July 17, 2017**

0310-2017                      Moved: Councillor Wallace Richmond  
                                      Seconded: Councillor Flynn  
                                      THAT: the Development and Planning Services Committee Meeting Minutes of July 17, 2017, be received as information.

**CARRIED UNANIMOUSLY**

2. **Downtown Parking Commission Meeting Minutes of May 16, 2017**

0311-2017                      Moved: Councillor Eliason  
                                      Seconded: Councillor Jamieson  
                                      THAT: the Downtown Parking Commission Meeting Minutes of May 16, 2017, be received as information.

**CARRIED UNANIMOUSLY**

**8. INTRODUCTION OF BYLAWS**

1. Fee for Service Amendment Bylaw No. 4219 [Water Meter Rates] – first, second and third readings

0312-2017

Moved: Councillor Jamieson

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled Fee for Service Amendment Bylaw No. 4219 be read a first, second and third time.

CARRIED UNANIMOUSLY**9. RECONSIDERATION OF BYLAWS****10. CORRESPONDENCE**

1. Informational Correspondence

7. C. Langenfeld, Executive Director, Shuswap Hospice Society – letter dated July 12, 2017 – Marine Peace Park Sandcastle

0313-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Jamieson

THAT: Council authorize the Shuswap Hospice Society to build a sandcastle with a 2' foot fence surrounding the area in Marine Peace Park, subject to all materials being removed no later than September 4, 2017, and the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

8. A. Bailey, President, Salmon Arm Metis – email dated July 13, 2017 – Salmon Arm Metis Youth project

0314-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: Council support the Salmon Arm Metis Youth to work with BC Hydro to have BC Hydro Utility Boxes at the following locations wrapped with the image attached to the email dated July 13, 2017:

- Ross Street Parking lot
- Old Court House

CARRIED UNANIMOUSLY

6. D. Mills, Shuswap Cycling Club – letter dated July 10, 2017 – 5<sup>th</sup> Annual Shuswap Cross Cyclocross race

0315-2017

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: Council approve the 5<sup>th</sup> annual Shuswap Cross Cyclocross race to be held at Klahani Park on Sunday, November 12, 2017, subject to the provision of adequate liability insurance.

**10. CORRESPONDENCE - continued****1. Informational Correspondence - continued****6. D. Mills, Shuswap Cycling Club - letter dated July 10, 2017 - 5<sup>th</sup> Annual Shuswap Cross Cyclocross race - continued**

AND THAT: Council authorize Shuswap Cycling Club to locate a mobile vending business at Klahani Park on Sunday, November 12, 2017, subject to:

- Payment of a City of Salmon Arm Business License;
- Approval from the Interior Health Authority
- Location subject to approval by the City of Salmon Arm
- The vendor being responsible for the cleanup of the site each day of operation; and
- The provision of adequate liability insurance

AND FURTHER THAT: failure to comply with above requirements may result in the revocation of the Business License.

CARRIED UNANIMOUSLY

**2. P. & A. Rizzi - email dated July 19, 2017 Closure of City trails**

Received for information.

**11. STAFF REPORTS****1. Director of Engineering and Public Works - Engineering Services Proposal Award - Stormwater Master Plan**

0316-2017

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: Council award the Engineering Services for Project No. ENG2017-13 to ISL Engineering and Land Services, in accordance with their proposal dated June 15, 2017, for an estimated cost of \$99,506.00 plus GST.

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**

15. NOTICE OF MOTION

16. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

17. OTHER BUSINESS

18. QUESTION AND ANSWER PERIOD

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

The Meeting recessed at 3:17 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

Mayor N. Cooper  
Councillor A. Harrison  
Councillor L. Wallace Richmond  
Councillor K. Jamieson

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

ABSENT:

Councillor T. Lavery  
Councillor K. Flynn  
Councillor C. Eliason

19. DISCLOSURE OF INTEREST

20. HEARINGS

1. Development Variance Permit Application No. VP-462 [Kohlen, M. & M. / Lawson Engineering & Development Services, 7020 - 46 Street, NE - Setback Variance]

0317-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Harrison

THAT: Development Variance Permit No. VP-462 be authorized for issuance for Lot 9, Section 6, Township 21, Range 9, W6M, KDYD, Plan EPP57614, which will vary Zoning bylaw No. 2303 as follows:

Section 6.10.1 - R-1 Residential Zone - reduce the minimum front parcel line setback of the dwelling from 6.0 metres to 5.79 metres.



**20. HEARINGS - continued****1. Development Variance Permit Application No. VP-462 [Kohlen, M. & M. / Lawson Engineering & Development Services, 7020 - 46 Street, NE - Setback Variance] - continued**

The Director of Development Services explained the proposed variance.

Submissions were called for at this time.

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

Following three calls for submissions and questions from Council, the Hearing was closed at 7:03 p.m. and the motion was:

CARRIED UNANIMOUSLY

**2. Development Permit Application No. DP-413 [Salmon Arm Development Ltd. / Craven, Huston, Powers Architects, 100 - 5 Avenue, SE, Residential Care Facility]**

0318-2017

Moved: Councillor Harrison

Seconded: Councillor Jamieson

THAT: Development Permit No. 413 be authorized for issuance for Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP71970 (100 - 5 Avenue SE) in accordance with the drawings as shown in Schedule A of the staff report dated July 6, 2017;

AND THAT: Development Permit No. 413 include the following variances to Zoning Bylaw No. 2303:

1. Section 4.3.10 - Setback Exceptions - reduce the permitted roof overhang projection from 0.6 metres (1.9 feet) to 0.41 metres (1.35 feet) along a portion of the south parcel line, and from 0.6 metres (1.9 feet) to 0.25 metres (0.82 feet) along a portion of the east parcel line;
2. Section 26.4 - Maximum Height - Increase the permitted maximum height of a principle building from 12 metres (39.4 feet) to 14.5 metres (47.6 feet); and
3. Section 26.9.3 - Interior Side Parcel Line - reduce the minimum setback requirement from 3 metres (9.8 feet) to 2 metres (6.6 feet) along a portion of the south and east interior side parcel lines.

AND THAT: Issuance of Development Permit No. 413 be withheld subject to amendment of applicable Statutory Right of Way Plan documents, to the satisfaction of the City of Salmon Arm and its legal counsel, and at the cost to the owner/applicant, to address realignment of City mains and structure trespasses presently proposed on the Development Permit drawings, including that:

1. The City of Salmon Arm, its crews and contractors shall have the right to dismantle all components of the walkway canopy at any time, by any means available and without notice, to inspect, service, upgrade and maintain its infrastructure within the right of way;

20. HEARINGS - continued2. Development Permit Application No. DP-413 [Salmon Arm Development Ltd. / Craven, Huston, Powers Architects, 100 - 5 Avenue, SE, Residential Care Facility] - continued

2. The City of Salmon Arm, its crews and contractors, are provided ancillary rights to enter lands beyond the right of way for the purpose of dismantling components of the walkway canopy, including excavation and dismantling of structural supports and fire suppression system;

3. The property owner will provide a detailed instruction manual clearly explaining procedures for dismantling the components of the walkway canopy, including dismantling of structural supports, cover removal, disconnecting, and reconnecting any fire suppression system;

4. The property owner is responsible for reconstructing all components of the walkway canopy and all associated costs; and

5. The property owner is responsible for all costs borne by the City of Salmon Arm for dismantling the walkway canopy.

AND FURTHER THAT: Issuance of Development Permit No. 413 be withheld subject to:

1. Adoption of the associated Zoning Amendment Bylaw No. 4215; and

2. 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.

Submissions were called for at this time.

G. Clayton, 651 2 Street SE, spoke regarding concerns of the requested setback variances on the east and south boundaries of the property.

A. Bartel, the architect, addressed the concerns regarding the requested setback variances.

G. McLeod, 551 2 Street SE, spoke regarding concerns with the location of the generator and the resulting noise disturbance.

A. Bartel, the architect, advised that the location of the generator is at the recommendation of the Design Review Panel, and explained the need for continuous power to the building. He stated that the developer would be using landscaping as a noise reduction screen.

R. Riach, 551 2 Street SE, spoke regarding concerns of the noise of the generator and the possibility of locating the generator on the roof of the building.

A. Bartel, the architect, explained that the generator could not be placed on the roof due to the size and weight of the generator and construction of the building.

20. HEARINGS - continued

2. Development Permit Application No. DP-413 [Salmon Arm Development Ltd. / Craven, Huston, Powers Architects, 100 - 5 Avenue, SE, Residential Care Facility] - continued

G. McLeod, 551 2 Street SE, clarified that the generator is not mentioned in the Design Review Panel Meeting minutes.

G. Clayton, 651 2 Street SE, requested that Council stipulate that the Developer purchase a superior quality generator.

A. Bartel, the architect, addressed concerns with the location of the generator and outlined the plan to use a muffler system to reduce the noise of the generator.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:41 p.m. and the motion was:

CARRIED UNANIMOUSLY

3. City of Salmon Arm Special Needs Housing Agreement Application [CU-53; Morris, N.; 190 Highway 97B SE; Special Needs Housing]

The Director of Development Services explained the proposed Special Needs Housing Agreement.

Submissions were called for at this time.

N. Morris, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:41 p.m.

21. PUBLIC HEARING

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

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

Submissions were called for at this time.

G. McLeod, 551 2 Street SE, spoke regarding concerns of parking access from 2 Street SE, traffic congestion and requested clarification on the use of a gate on the access to the parking lot from 2 Street SE.

A. Bartel, the architect, advised that the parking lot is not required for fire truck access and discussed the possibility of closing the access to the parking lot at night.

**21. PUBLIC HEARING - continued****1. Zoning Amendment Application [ZON-1098; Salmon Arm Developments Ltd./Craven, Huston, Powers Architects; 591 and 621 2 Street SE; R-1 to P-3] - continued**

L. Frank, Administrator of Mt. Ida Mews, spoke outlining the use of the parking lot by staff, visitors, emergency vehicles and delivery vehicles and stated that the 2 Street parking lot was needed for the new building.

G. Clayton, 651 2 Street SE, opposed access to the parking lot from 2 Street SE and spoke requesting clarification regarding the access.

A. Bartel, the architect, stated that traffic can't drive back out the one way access.

C. Norris, 560 2 Street SE, spoke regarding traffic concerns and asked if the one way street could become a two way street.

G. McLeod, 551 2 Street SE, requested more information regarding staff access to the new building.

A. Bartel, the architect, stated that the number of parking stalls in the parking lot are a requirement to conform with the City's bylaw and that the existing parking lot will allow sufficient space for staff and visitors.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4215 was declared closed at 8:01 p.m. and consideration of the next item ensued.

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

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

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. 4217 was declared closed at 8:05 p.m. and consideration of the next item ensued.

**22. RECONSIDERATION OF BYLAWS****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] - third reading**

0319-2017

Moved: Councillor Jamieson

Seconded: Councillor Harrison

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4215 be read a third time.

CARRIED UNANIMOUSLY

22. RECONSIDERATION OF BYLAWS - continued

2. City of Salmon Arm Special Needs Housing Agreement No. 4216 [CU-53; Morris, N.; 190 Highway 97B SE; Special Needs Housing] - third reading

0320-2017

Moved: Councillor Jamieson  
Seconded: Councillor Wallace Richmond  
THAT: the bylaw entitled City of Salmon Arm Special Needs Housing Agreement Bylaw No. 4216 be read a third time.

CARRIED UNANIMOUSLY

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] - third reading

0321-2017

Moved: Councillor Harrison  
Seconded: Councillor Jamieson  
THAT: the bylaw entitled Zoning Amendment Bylaw No. 4217 be read a third time.

CARRIED UNANIMOUSLY

23. QUESTION AND ANSWER PERIOD

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

24. ADJOURNMENT

0322-2017

Moved: Councillor Harrison  
Seconded: Councillor Jamieson  
THAT: the Regular Council Meeting of July 24, 2017, be adjourned.

CARRIED UNANIMOUSLY

CERTIFIED CORRECT:

The meeting adjourned at 8:20 p.m.

\_\_\_\_\_  
CORPORATE OFFICER

Adopted by Council the      day of                      2017.

\_\_\_\_\_  
MAYOR

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Item 7.1

## CITY OF SALMON ARM

Date: August 14, 2017

Moved: Councillor Flynn

Seconded: Councillor Jamieson

THAT: the Development and Planning Services Committee Meeting Minutes of August 8, 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, August 8, 2017.

### **PRESENT:**

Mayor N. Cooper  
Councillor C. Eliason  
Councillor K. Flynn  
Councillor A. Harrison  
Councillor K. Jamieson

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

### **ABSENT:**

Councillor T. Lavery  
Councillor L. Wallace Richmond

#### **1. CALL TO ORDER**

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

#### **2. REVIEW OF THE AGENDA**

#### **3. DECLARATION OF INTEREST**

#### **4. PRESENTATIONS**

#### **5. REPORTS**

##### **1. Development Permit Application No. DP-414 [Jobeck Enterprises Ltd., 2081 - 11 Avenue NE]**

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee recommend to Council that Development Permit Application No. DP-414 be authorized for issuance for Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP75980 (2081 - 11 Avenue NE) in accordance with the drawings as shown in Schedule A of the Staff Report dated July 31, 2017;



5. REPORTS - continued

1. Development Permit Application No. DP-414 [Jobeck Enterprises Ltd., 2081 - 11 Avenue NE] - continued

AND THAT: Development Permit No. 414 include the following variance to Zoning Bylaw No. 2303:

1. Section 10.9.4 - reduce the west exterior side parcel line setback from 5.0 metres to 3.0 metres;

AND FURTHER THAT: Issuance of Development Permit No. 414 be withheld subject to:

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

G. Richardson, the agent, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. FOR INFORMATION

No items.

7. IN CAMERA

Moved: Councillor Eliason

Seconded: Councillor Flynn

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 8:09 a.m.

Council returned to Regular Session at 8:33 a.m.

8. LATE ITEMS

No items.

9. ADJOURNMENT

Moved: Councillor Jamieson

Seconded: Councillor Harrison

THAT: the Development and Planning Services Committee meeting of August 8, 2017, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:33 a.m.

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

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Mayor Nancy Cooper  
Chair

Item 7.2

## CITY OF SALMON ARM

Date: August 14, 2017

Moved: Councillor Jamieson

Seconded: Councillor Lavery

THAT: the Agricultural Advisory Committee Meeting Minutes of July 12, 2017 be received as information.

### Vote Record

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

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

## **AGRICULTURAL ADVISORY COMMITTEE**

Minutes of a Meeting of the Agricultural Advisory Committee of the City of Salmon Arm held in Room 100 of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Wednesday, July 12, 2017.**

### **PRESENT:**

Councillor Ken Jamieson, Chair  
 Bruce Cook  
 Kirsten Bevandick  
 James Hanna  
 Don Syme  
 James Olafson  
 Ron Ganert  
 Bob Holtby, applicant (Item 5.2 ALC-370)  
 Danny Lamb, applicant/owner (Item 5.2 ALC-370)  
 Wesley Miles, Planning & Development Officer - staff/recorder (non-voting)

**ABSENT:** Lana Fitt, John McLeod, John Schut

### **1. Call to Order**

Councillor Jamieson called the meeting to order at 3:01 p.m.

### **2. Declaration of Interest**

n/a

### **3. Presentations / Delegations**

n/a

### **4. Previous Meeting Minutes**

n/a

### **5. Items**

#### **1. Introductions and Overview of Committee Process**

Staff and the Chair provided background information and a brief synopsis on the Committee and its process including its mandate and general administration.

- #### **2. Agricultural Land Commission Application No. ALC-370** (Subdivision in the ALR) 5421 – 10 Avenue NW Owners: Keith, Jodi and Daniel Lamb Applicant: Bob Holtby, Regency Consultants Ltd.

Moved: Kirsten Bevandick  
Seconded: Jim Olafson

THAT: the Agricultural Advisory Committee advises Council that it supports the application for submission to the Agricultural Land Commission.

Carried

Opposed: Ron Ganert  
Don Syme

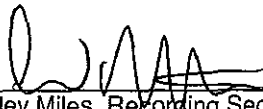
Staff provided a brief overview of policy related to the application and that OCP policy does support limited subdivision in the Gleneden area. The applicants described the site characteristics and current agricultural use which is leased for forage crop. The proposed subdivision would keep the productive area intact and separate off the forested home site where soil conditions and topography are more restrictive to agricultural use. The Committee discussed items including location of the creek, farming capability of the soils, farm status and tax implications, water sources, and voiced general concern of loss of farmland due to further subdivision and development potential. Staff clarified zoning requirements, the status of existing buildings and dwellings, and process of the application.

**6. Late Items**

n/a

**7. Adjournment**

The meeting adjourned at 4:10 p.m.

  
\_\_\_\_\_  
Wesley Miles, Recording Secretary  
(Endorsed By Meeting Chair)

)

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Item 7.3

## CITY OF SALMON ARM

Date: August 14, 2017

Moved: Councillor Eliason

Seconded: Councillor Jamieson

THAT: the Downtown Parking Commission Meeting Minutes of June 20, 2017 be received as information.

### Vote Record

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

Opposed:

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



# DOWNTOWN PARKING COMMISSION

Tuesday, June 20, 2017

TIME: 8:00 A.M.

MEETING ROOM 100 - CITY HALL

Minutes of the Downtown Parking Commission Meeting held in Meeting Room 100, City Hall, 500 – 2 Avenue NE, Salmon Arm, BC on Tuesday, June 20, 2017 at 8:00 a.m.

**Present:**

City of Salmon Arm  
Representatives:

Vic Hamilton  
Regan Ready  
Bill Laird  
Cathy Ingebrigtsen

Downtown Improvement Association  
Representatives:

Gerald Foreman  
Heather Finn  
Matt Koivisto  
Jacquie Gaudreau

Resource Personnel:

Robert Niewenhuizen, Director of Engineering & Public Works  
Chad Ellason, Councillor  
Marcel Bedard, Bylaw Officer

Absent:

Jenn Wilson, Engineer

The meeting was called to order at 8:00 am, by Chairperson Regan Ready

**1. Minutes of Meeting: May 16, 2017, 2017**

**Motion:** M. Koivisto / B. Laird  
**To:** Receive minutes as information

**Carried Unanimously**

**2. TCH Corridor Safety Study**

- R. Niewenhuizen provided an overview of the 2013 Study and City Council's request for comments, general discussion ensued. Pros and cons of project were also discussed.

**Motion:** B. Laird / J. Gaudreau

**That:** The City Staff present the following DPC feedback and concerns on the proposed phase improvements from the TCH Corridor Safety; the top three bullet points from the *Town Centre Transportation Plan (2008)*:

- *The City needs a high-level, broad-based transportation plan*
- *The City needs direct guidance on some specific issues*



Minutes – Downtown Parking Commission  
Page 2

- ***Review of the access to the Ross Street parking lot;***
- ***Review of the Ross Street underpass;***
- ***Review of potential improvements on the Trans Canada Highway***
- ***The City needs a plan that facilitates growth in the Town Centre***

And: Items #2 and #4 which were previously recommended by the TCH Corridor Safety Study Working Group as presented to City Council on October 28, 2013:

- **Installation of Access Awareness measures (could include City Centre gateway, coloured crosswalks etc.)**
- **Completion of an update of the Downtown Transportation Study (2008) including review of the past and potential traffic changes (Marine Park Drive 3-way stop, Ross St. Underpass, etc.)**

**Carried Unanimously**

**3. Downtown Parking Strategic Plan**

- Tabled until next meeting

**4. Correspondence**

- Tabled until next meeting

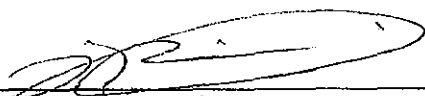
**5. Any Other Business**

- None

**6. Adjournment**

- Meeting Adjourned at 9:05 am

**Certified Correct**

  
\_\_\_\_\_  
Robert J. Niewenhuizen  
Director of Engineering & Public Works

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

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

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Item 9.1

## CITY OF SALMON ARM

Date: August 14, 2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: final reading of the bylaw entitled 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

Item 9.2

## CITY OF SALMON ARM

Date: August 14, 2017

Moved: Councillor Jamieson

Seconded: Councillor Eliason

THAT: the bylaw entitled Fee for Service Amendment Bylaw No. 4219 be read a final time.

[Water Meter Rate]

### Vote Record

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

Opposed:

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



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

TO: Her Worship Mayor Cooper and Members of Council

FROM: Rob Niewenhuizen, Director of Engineering and Public Works

DATE: June 27, 2017

SUBJECT: **AMENDMENT TO THE FEE FOR SERVICE BYLAW NO. 4219**

**RECOMMENDATION**

**THAT:** "City of Salmon Arm Fee for Services Amendment Bylaw No. 4219" be read a first, second and third time.


**BACKGROUND:**

Following review of the City of Salmon Arm Fee for Service charges for 5/8" x 3/4", 3/4" and 1" T-10 water meters, it has been determined that the cost associated with the procurement of water meters has increased markedly and an amendment to the Fee For Service Bylaw is required in order to ensure full cost recovery. Staff are proposing a housekeeping amendment to establish a new charge rate for these water meters, as follows:

Table: Water Meter Costs

Water Meter Size	Previous Years Rates				New Charge	
	2013	2014	2015	2016	2017	% Increase
5/8" X 3/4"	\$202.00	\$210.00	\$220.00	220.00	<b>\$240.00</b>	(+) 9.09%
3/4"	\$272.00	\$300.00	\$315.00	315.00	<b>\$340.00</b>	(+) 7.94 %
1"	\$337.00	\$380.00	\$400.00	400.00	<b>\$430.00</b>	(+) 7.50 %

We respectfully recommend that section 6 of the Fee for Service Bylaw No. 2498 be amended to reflect the increase in costs associated with the sale of new water meters.

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

cc Monica Dalziel, Chief Financial Officer



# CITY OF SALMON ARM

## BYLAW NO. 4219

### A bylaw to amend "District of Salmon Arm Fee for Service Bylaw No. 2498"

WHEREAS it is deemed desirable and expedient to alter the fees imposed by "District of Salmon Arm Fee for Service Bylaw No. 2498";

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

1. Schedule "B", Appendix 1 - Miscellaneous Fee Schedule - Public Works of "District of Salmon Arm Fee for Service Bylaw No. 2498" subsection 6 is hereby deleted in its entirety and replaced with Schedule "B" Appendix 1 - Miscellaneous Fee Schedule - Public Works, attached hereto and forming part of this bylaw.

6.	<b>Water Connection Charge</b>	
	• Connection Fee - 3/4"	At cost
	• Connection Fee - 1"	At cost
	• Connection Fee - 1 1/2"	At cost
	• Connection Fee - 2"	At cost
	The charges set out in Section 6 above include an inspection and administration fee of \$55.00. Where a connection has been provided and paid for by a developer, the owner or his agent shall pay only the \$55.00 fee.	
	Where a water meter is required to conform to City policy for water reconnection/connection standards and conditions, the charge will be as follows:	
	• 5/8" remote water meter	\$240.00
	• 3/4" remote water meter	\$340.00
	• 1" remote water meter	\$430.00
	• 1 1/2" remote water meter	At cost plus Administration fee
	• 2" remote water meter	At cost plus Administration fee
	<b>Gleneden Water System:</b> Each property that connects to the Gleneden Water System (depicted as "Gleneden Water Service Area" on Figure 1 attached hereto and forming part of this bylaw), in addition to all other appropriate fees, must make a "one-time" payment to the City of a special Capital Cost Contribution for the parent property in an amount equivalent to the current single family development cost charge for water specified in Development Cost Charge Bylaw No. 2261 as amended, prior to connection to the water system.	

3. SEVERABILITY

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

4. ENACTMENT

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

5. EFFECTIVE DATE

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

6. CITATION

This bylaw may be cited as "**City of Salmon Arm Fee for Service Amendment Bylaw No. 4219**".

READ A FIRST TIME THIS	24	DAY OF	July	2017
READ A SECOND TIME THIS	24	DAY OF	July	2017
READ A THIRD TIME THIS	24	DAY OF	July	2017
ADOPTED BY COUNCIL THIS		DAY OF		2017

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

Item 9.3

## CITY OF SALMON ARM

Date: August 14, 2017

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the bylaw entitled City of Salmon Arm Special Needs Housing Agreement Bylaw No. 4216 be read a final time.

[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**

### **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                      10th    DAY OF                      July                      2017

READ A SECOND TIME THIS                      10th    DAY OF                      July                      2017

READ A THIRD TIME THIS                      24th    DAY OF                      July                      2017

ADOPTED BY COUNCIL THIS                      DAY OF    2017

\_\_\_\_\_  
 MAYOR

\_\_\_\_\_  
 CORPORATE OFFICER

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Item 9.4

## CITY OF SALMON ARM

Date: August 14, 2017

Moved: Councillor Jamieson

Seconded: Councillor Eliason

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4215 be read a final time.

[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

## 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 July 24, 2017 at the hour of 7:00 p.m. was published in the July 12 and July 19, 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.

Certified a true correct copy of Bylaw No. 4215  
as read a third time by Council on the 24 day of  
July, 2017. Dated at Salmon Arm, B.C.  
this 26 day of July, 2017.  
  
Corporate Officer



City of Salmon Arm  
Zoning Amendment Bylaw No. 4215

Page 2

5. CITATION

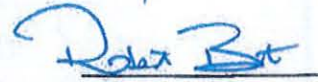
This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4215".

READ A FIRST TIME THIS 10th DAY OF July 2017

READ A SECOND TIME THIS 10th DAY OF July 2017

READ A THIRD TIME THIS 24th DAY OF July 2017

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT  
ON THE 31<sup>ST</sup> DAY OF JULY 2017



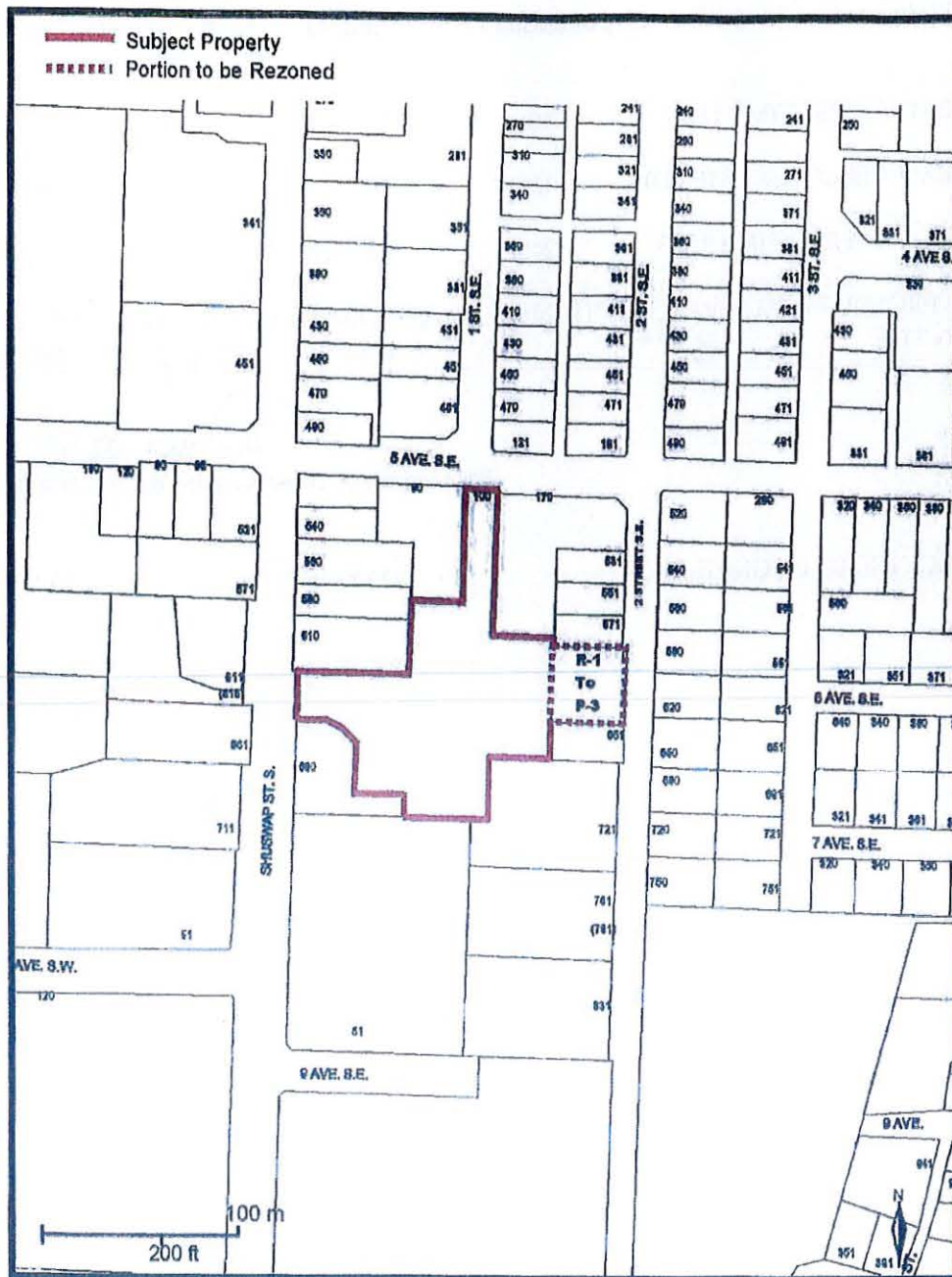
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2017

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

## SCHEDULE "A"



Item 9.5

## CITY OF SALMON ARM

Date: August 14, 2017

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: the bylaw entitled Official Community Plan Amendment Bylaw No. 4177 be read a final time.

[OCP4000-27; Eagle Home Sales Ltd.; 1190 – 51 Street NE; AR to HC]

### 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: November 14, 2016

SUBJECT: Official Community Plan Bylaw Amendment Application No. 4000-27  
Zoning Bylaw Amendment Application No. 1077  
Legal: Lot 1, Section 20, Township 20, Range 9, W6M, KDYD, Plan KAP79341  
Civic Addresses: 1190 – 51 Street NE  
Owners: Ken-Nyl Developments Ltd. & Vic Bates Enterprises Ltd.  
Agent: Jodi Bland c/o Eagle Home Sales (Salmon Arm) Ltd.

**MOTION FOR CONSIDERATION**

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Official Community Plan Bylaw No. 4000 by redesignating the land use category of Lot 1, Section 20, Township 20, Range 9, W6M, KDYD, Plan KAP79341 from "Acreage Reserve" to "Highway Service/Tourist Commercial and including the subject property within the Urban Containment Boundary;

AND THAT: Pursuant to Section 475 of the *Local Government Act*, Council has considered this Official Community Plan amendment after appropriate consultation with affected organizations and authorities;

AND THAT: Pursuant to Section 477 (3) (a) of the *Local Government Act*, Council has considered this Official Community Plan amendment in conjunction with:

- 1) The Financial Plans of the City of Salmon Arm; and
- 2) The Liquid Waste Management Plan of the City of Salmon Arm;

AND THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 as follows:

- 1) Rezone Lot 1, Section 20, Township 20, Range 9, W6M, KDYD, Plan KAP79341 from A-2 (Rural Holding) to C-3 (Service Commercial);

AND FURTHER THAT: Final Reading of the zoning amendment bylaw be withheld subject to:

- 1) Adoption of the associated Official Community Plan Amendment Bylaw;
- 2) Ministry of Transportation and Infrastructure approval;
- 3) Approval of Resolution #127/2007 conditions by the Agricultural Land Commission.

**STAFF RECOMMENDATION**

THAT: The motion for consideration be adopted.

## PROPOSAL

The subject parcel is located at 1190 – 51 Street NE (APPENDICES 1 & 2). The proposal is to redesignate and rezone the parcel to accommodate mobile home sales and the relocation of Eagle Homes manufactured home sales from its current site on the TCH. The subject property is a hooked parcel with the majority of property on the east side of 51 Street NE and small remainder portion on the west side. The parcel was created and hooked in 2005 when 51 street was dedicated as a frontage road during the Trans Canada Highway / Highway 97B upgrade and interchange project. The property is currently vacant and unused. The site plan and photos are attached as APPENDIX 3 & 4.

## SITE / CONEXT

The subject parcel is split designated Highway Service/Tourist Commercial and Acreage Reserve in the City's Official Community Plan (OCP), is zoned A-2 (Rural Holding) and entirely within the Agricultural Land Reserve (ALR) shown in APPENDICES 5, 6 and 7 respectively.

OCP and rezoning amendment applications (OCP 3000-20 / ZON-3482) were made for the subject property in 2005 under the previous OCP Bylaw #3000 to redesignate and rezone the property to Highway Service/Tourist Commercial and C-3 Service Commercial. A subsequent ALC exclusion application was also made and approved (Resolution #127/2007) subject to the construction of a 1.0 m high berm, trespass inhibiting fencing and a vegetative screen. The conditions were never completed and the OCP and zoning bylaws were held and 3<sup>rd</sup> Reading subject to completion of the ALC conditions. The OCP application was made for the previous OCP Bylaw #3000 and therefore the application had to be reapplied for under the current bylaw.

The applicants have confirmed with the ALC that its exclusion application is still valid as long as the berm and screening measures are completed. Approval from the ALC will be required as a condition to OCP and rezoning amendments as outlined in the motion for consideration.

## COMMENTS

### Fire Department

No concerns.

### Building Department

No concerns with OCP and Zoning applications. A Building Permit will be required when the show home/office is located on the property. The show home/office will have to be connected to services and an access ramp for persons with disabilities will be required.

### Engineering Department

Comments attached as APPENDIX 8.

### Ministry of Transportation and Infrastructure

The subject property is located within 800 m of the Trans Canada Highway therefore the rezoning bylaw requires approval by the Ministry pursuant to Section 52 of the Transportation Act. The application was referred to the Ministry for comment October 4, 2016.

A covenant (CA140137), required by MOTI through the last application, is registered on title requiring review and approval of a site plan by MOTI prior to rezoning approval.

Planning Department

The subject property is designated Acreage Reserve, zoned A-2 and entirely within the ALR. The ALC has previously granted exclusion (with conditions) and previous OCP policies recognized this general area as having potential for expansion of the Urban Containment Boundary which is the main reason staff and the previous Council supported the ALC exclusion, OCP and Zoning Amendment applications. Further expansion of this area may not be supported in the current OCP as the remaining lands are still within the ALR. However, in general, the OCP does support minor expansions of the Highway Service/Tourist Commercial area as follows in Section 9.3 Commercial Policies – General Policies:

- 9.3.1 Continue to support the development, redevelopment, and infilling of City Centre and Highway Service/Tourist Commercial designated lands along the Trans Canada Highway between 30 Street SW and 30 Street NE as the primary commercial areas in the City.
- 9.3.2 Notwithstanding Policy 9.3.1, minor expansions to boundaries of the City Centre and Highway Service/Tourist Commercial designations may be considered. Expansions of the City Centre may be considered adjacent to and in proximity to the City Centre. Expansions to the Highway Service/Tourist Commercial designations may be considered adjacent to and in proximity to existing Highway Service/Tourist Commercial designations within the Urban Containment Boundary.

There is a substantial quantity of urban land already designated and zoned for service commercial development or redevelopment. If it were not for previous OCP policies and support by the City and ALC for exclusion and commercial rezoning, staff would be reluctant to support this proposal.

The current development proposal will be subject to a Highway Service/Tourist Commercial Development Permit and subject to Council approval if redesignated and rezoned as requested.

Section 475 – Local Government Act

Pursuant to Section 475 of the *Local Government Act* (consultation during OCP development / amendments) the proposed OCP amendments were referred to the following external organizations:

Economic Development Society	(response expected soon)
Adams Lake Indian Band	(no response to date)
Neskonlith Indian Band	(no response to date)
Agricultural Land Commission	(no response to date)

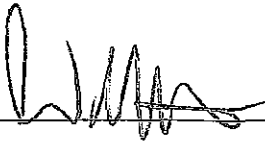
Section 477 – Local Government Act

Pursuant to Section 477 of the *Local Government Act* (adoption procedures for an OCP amendment), Council must consider this proposed OCP amendment in relation to the financial and waste management plans of the City. In the opinion of staff, this OCP amendment is consistent with the City's financial plans and the Liquid Waste Management Plan.

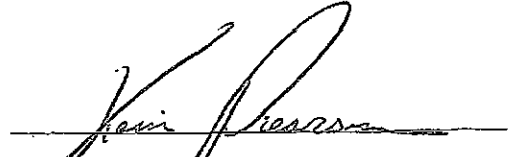
CONCLUSION

The proposal is to redesignate and rezone the parcel to accommodate mobile home sales and the relocation of Eagle Homes manufactured home sales from the current site on the TCH. Conditional approval from the ALC has been granted for exclusion and the redesignation and rezoning is generally supported by the OCP and is recommended for approval by staff.



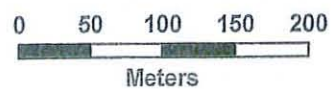


Prepared by: Wesley Miles, MCIP, RPP  
Planning and Development Officer

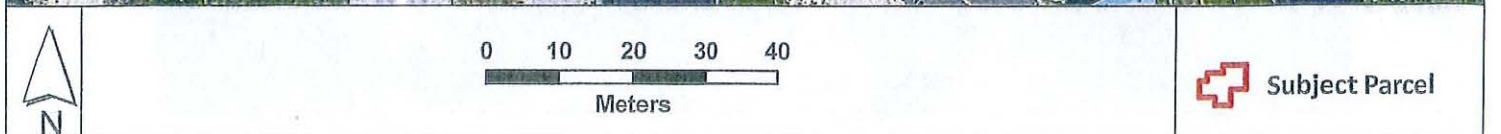


Reviewed by: Kevin Pearson, MCIP, RPP  
Director of Development Services







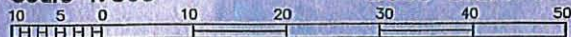




# Sketch Plan of Proposed Covenant in Lot 1, Sec 20, Tp 20, R 9, W6M, KDYD, Plan KAP79341

Scale 1:500

BCGS 82L.074

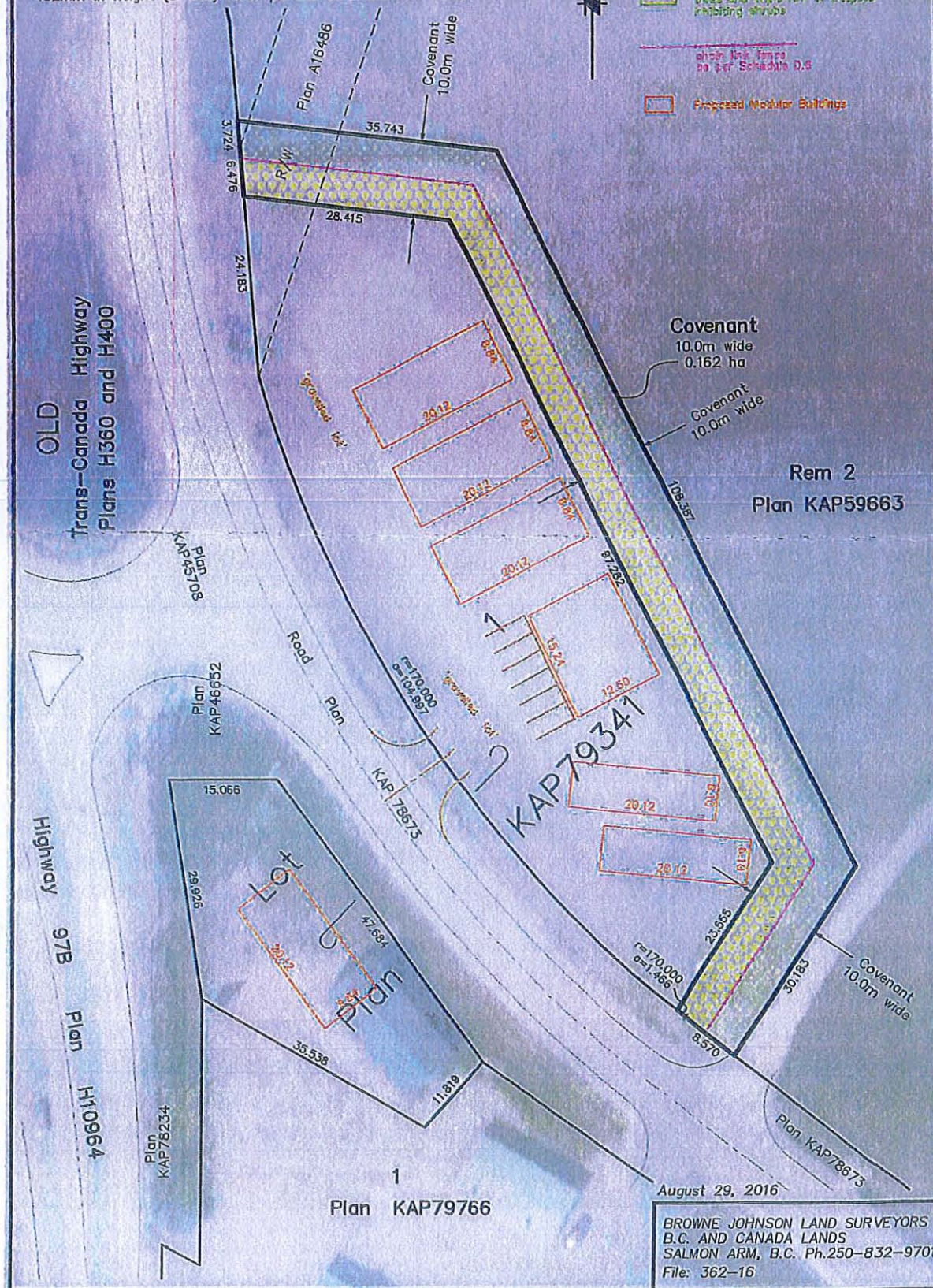


All distances are in metres.

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

## LEGEND

- Berm 10.0m wide x 1.0m high
- perennial field grasses from property line to fence
- double row of deciduous/coniferous trees and triple row of trespass inhibiting shrubs
- chain line fence as per Schedule D.9
- Proposed Modular Buildings





## APPENDIX 4



Photo 1: Photo looking north from 51 Street NE at the subject property.

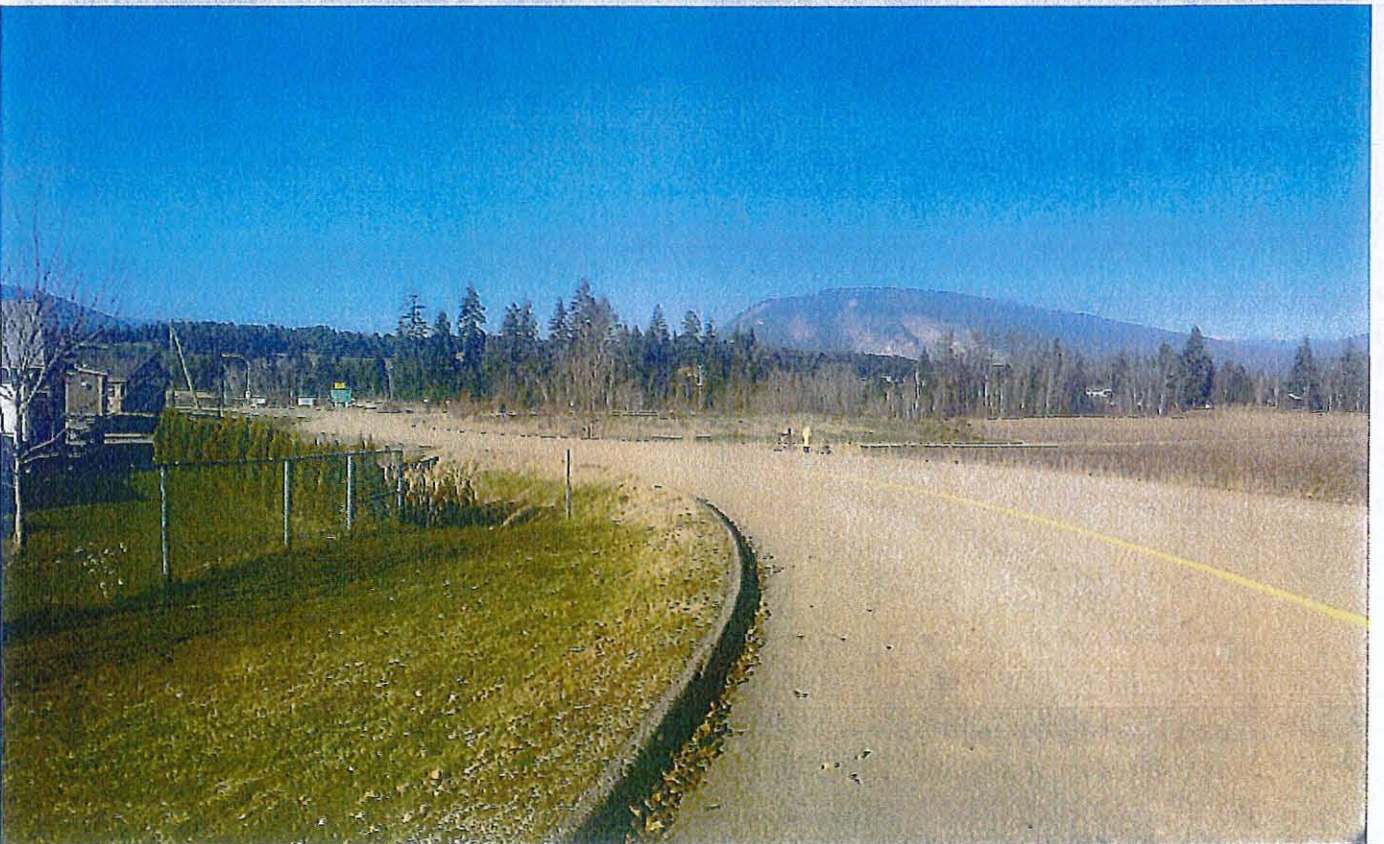
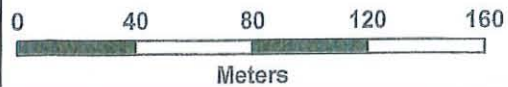


Photo 2: Photo looking north from 51 Street NE showing overview and frontage road.



Official Community Plan  
Land Use Designation



Subject Parcel



Acreage Reserve



Residential Low Density



Urban Containment Boundary



Zoning Map



0 20 40 60 80  
Meters



Subject Parcel

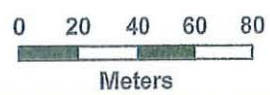




Service Commercial



Rural Holding





-  Subject Parcel
-  Agricultural Land Reserve





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

To: Kevin Pearson, Director of Development Services  
 Date: October 24, 2016  
 Prepared by: Darin Gerow, Engineering Assistant  
 Subject: **Official Community Plan Amendment Application No. OCP4000-27E**  
**Zoning Amendment Application File No. ZON-1077E**  
 Civic: 1190 – 51 Street SE  
 Legals: Lot 1, Section 10, Township 20, Range 9, W6M, KDYD, Plan KAP79341  
 Owner: Ken-Nyl Developments Ltd., 3341 – 20 Street NE, Salmon Arm, V1E 2G9  
 V Bates Enterprises Ltd., 6207 – Trans Canada Hwy, Malakwa, BC, V0E 2J0  
 Applicant: Eagle Homes Sales (Salmon Arm) Ltd., #1, 120 Harbourfront Drive NE, Salmon Arm, BC, V1E 2T3  
 Agent: Jodi Bland, #1, 120 Harbourfront Drive NE, Salmon Arm, BC, V1E 2T3

Further to your referral dated October 4, 2016, we provide the following servicing information. **The following comments and servicing requirements are not conditions for rezoning and OCP amendment; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:**

Engineering Department recommends that the Re-zoning and OCP Amendment be granted

All below conditions are subject to approval of the expansion of the Urban Containment Boundary.

**General:**

1. Full municipal services are required as noted herein. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Properties to be serviced completely by underground electrical and telecommunications wiring
4. Properties under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
7. 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.

8. At the time of development the applicant will be required to submit for City review and approval a detailed site servicing/lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.
9. For the off-site improvements at the time of development the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of 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. 51 Street NE on the west side of the subject property will be classified as an Urban Local Street.

51 Street NE is currently constructed as an Interim Rural paved road. Upgrading 51 Street NE to an Urban Local Road Standard (Specification Drawing No. RD-2) is required. Upgrades will include, but not limited to, Road Construction, Road Drainage Improvements, Curb & Gutter, Sidewalk, Street Lighting, and underground Hydro & Tel.

2. Owner/developer is responsible in ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway at time of building permit.

#### **Water:**

1. The subject property fronts on a 300mm diameter (Zone 4) watermain on 51 Street NE. No upgrades are anticipated, subject to comments No. 2 & 3 below.
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 existing lot is to be serviced by single metered water service connection (as per Specification Drawing No. W-10) adequately sized to satisfy the proposed use (minimum 25mm). Water meter 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 existing lot is serviced with a 25mm diameter water service size from 51 Street NE. All existing inadequate/unused services must be abandoned at the main. Applicant is responsible for all associated costs.



**Sanitary Sewer:**

1. The subject property does not front on City sanitary main. Owner/developer is required to provide the subject property with connection to the City sanitary system.

**Drainage:**

1. The subject property does not front a City storm. Extension of the storm main may be waived with specific approval from the City Engineer subject to submission of an integrated Storm Water Management Plan outlining alternative storm water measures. Owner/Developer may be required to grant an alternative storm water maintenance covenant in a form acceptable to the Approving Officer and Director of Development Services
2. Existing drainage to be reviewed and modified where necessary to eliminate any adverse impacts on adjacent properties and to ensure no adverse impacts on existing lot from proposed development lots are created. All boulevards shall be graded at 2.0 % towards the roadway.

**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.



Darin Gerow, ASCT  
Engineering Assistant



Jennifer Wilson, P.Eng.  
City Engineer

November 17th, 2016

City of Salmon Arm  
Kevin Pearson, Director of Development Services  
PO Box 40  
Salmon Arm BC  
V1E 4N2

Re: OCP Amendment Application No OCP4000-27  
1190 51 ST NE

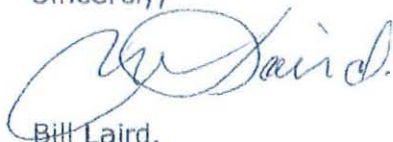
Dear Kevin

The Salmon Arm Economic Development Society (SAEDS) Board of Directors has reviewed the information for the above-noted OCP amendment referral to re-designate a portion of 1190 51 St NE from Acreage Reserve to Highway Service/Tourist Commercial.

The SAEDS Board supports this application. Considering the location and neighbouring property uses, the Board feels this is an appropriate location for the proposed development.

We thank you for the opportunity to comment on this OCP Amendment Referral.

Sincerely,

A handwritten signature in black ink, appearing to read "Bill Laird".

Bill Laird,  
Chairperson

PO Box 130  
20 Hudson Avenue NE  
Salmon Arm, BC V1E 4N2

Tel: 250 833.0608  
Fax: 250 833.0609  
www.saeds.ca

**it's happening  
here**

2. Official Community Plan Amendment Bylaw No. 4177 [OCP4000-27; Eagle Home Sales Ltd.; 1190 - 51 Street NE; AR to HC] - First and Second Readings

0473-2016

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: the bylaw entitled Official Community Plan Amendment Bylaw No. 4177 be read a first and second time;

AND THAT: Pursuant to Section 475 of the Local Government Act, Council has considered this Official Community Plan amendment after appropriate consultation with affected organizations and authorities;

AND THAT: Pursuant to Section 477 (3) (a) of the Local Government Act, Council has considered this Official Community Plan amendment in conjunction with:

- 1) The Financial Plans of the City of Salmon Arm; and
- 2) The Liquid Waste Management Plan of the City of Salmon Arm.

CARRIED UNANIMOUSLY

21. **PUBLIC HEARING**

2. **Official Community Plan Amendment No. OCP4000-27 [Eagle Home Sales Ltd.; 1190 – 51 Street NE; AR to HC]**

The Director of Development Services explained the proposed Official Community Plan Amendment Application.

Submissions were called for at this time.

J. Bland, the applicant, was available to answer questions from Council.

F. Ambler, Country Side Mobile Homes, 1140 – 50 Street NE, spoke to concerns regarding a competing business and location of the business. He spoke to an agreement to purchase the small portion and show home located on the subject property.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4177 was declared closed at 7:26 p.m. and consideration of the next item ensued.

# **CITY OF SALMON ARM**

## **BYLAW NO. 4177**

### **A bylaw to amend "City of Salmon Arm Official Community Plan Bylaw No. 4000"**

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 December 12, 2016, at the hour of 7:00 p.m. was published in the November 30 and December 7, 2016, issue 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. "City of Salmon Arm Official Community Plan Bylaw No. 4000" is hereby amended as follows:

1. Redesignate Lot 1, Section 20, Township 20, Range 9, W6M, KDYD, Plan KAP79341 from "Acreage Reserve" to "Highway Service/Tourist Commercial", on the Land Use Maps A-1, A-1a and A-1b, as shown on Schedule "A" attached hereto and forming part of this bylaw; and
2. Include Lot 1, Section 20, Township 20, Range 9, W6M, KDYD, Plan KAP79341 on the Urban Containment Boundary Map 4.1, as shown on Schedule "B" 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 Official Community Plan Amendment Bylaw No. 4177**".

READ A FIRST TIME THIS                      28th                      DAY OF                      November                      2016

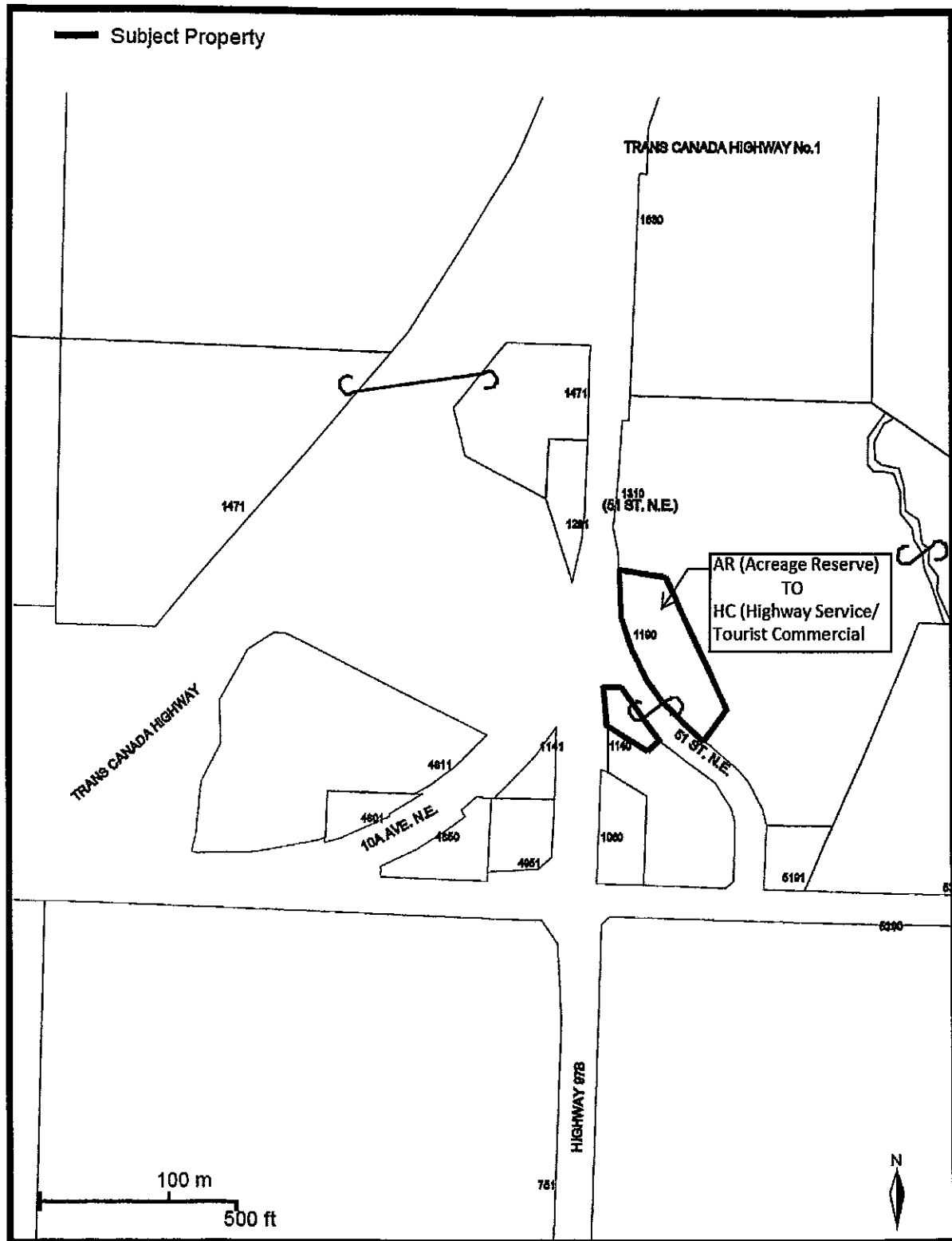
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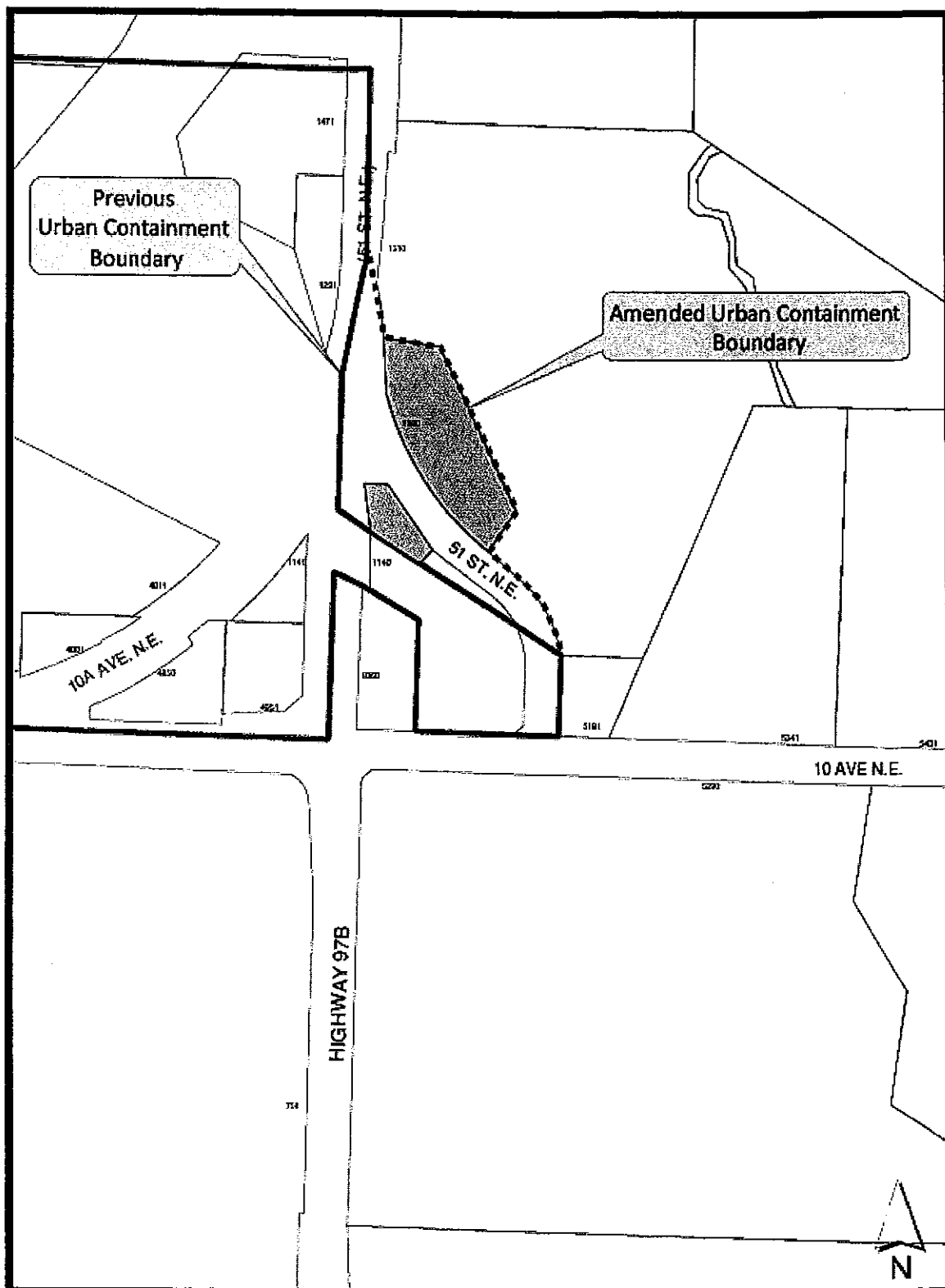
READ A THIRD TIME THIS                      12th                      DAY OF                      December                      2016

ADOPTED BY COUNCIL THIS                      DAY OF                      2017

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER







Item 9.6

## CITY OF SALMON ARM

Date: August 14, 2017

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4178 be read a final time.

[ZON-1077; Eagle Home Sales Ltd.; 1190 – 51 Street NE; A-2 to C-3]

### Vote Record

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

Opposed:

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

3. **Zoning Amendment Bylaw No. 4178 [ZON-1077; Eagle Home Sales Ltd.; 1190 - 51 Street NE; A-2 to C-3] – First and Second Readings**

0474-2016

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4178 be read a first and second time;

AND THAT: final reading be withheld subject to:

- 1) Adoption of the associated Official Community Plan Amendment Bylaw;
- 2) Ministry of Transportation and Infrastructure approval;
- 3) Approval of Resolution #127/2007 conditions by the Agricultural Land Commission.

**CARRIED UNANIMOUSLY**

**21. PUBLIC HEARING**

**3. Zoning Amendment No. ZON-1077 [Eagle Home Sales Ltd.; 1190 - 51 Street NE; A-2 to C-3]**

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

Submissions were called for at this time.

J. Bland, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4178 was declared closed at 7:29 p.m.

# CITY OF SALMON ARM

## BYLAW NO. 4178

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

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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 December 12, 2016 at the hour of 7:00 p.m. was published in the November 30 and December 7, 2016 issues of the Salmon Arm Observer;

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

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

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

Lot 1, Section 20, Township 20, Range 9, W6M, KDYD, Plan KAP79341 from A-2 (Rural Holding) to C-3 (Service Commercial).

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

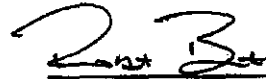
This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4172".

READ A FIRST TIME THIS 28th DAY OF November 2016

READ A SECOND TIME THIS 28th DAY OF November 2016

READ A THIRD TIME THIS 12th DAY OF December 2016

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT  
ON THE 14<sup>th</sup> DAY OF DECEMBER, 2016



For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS

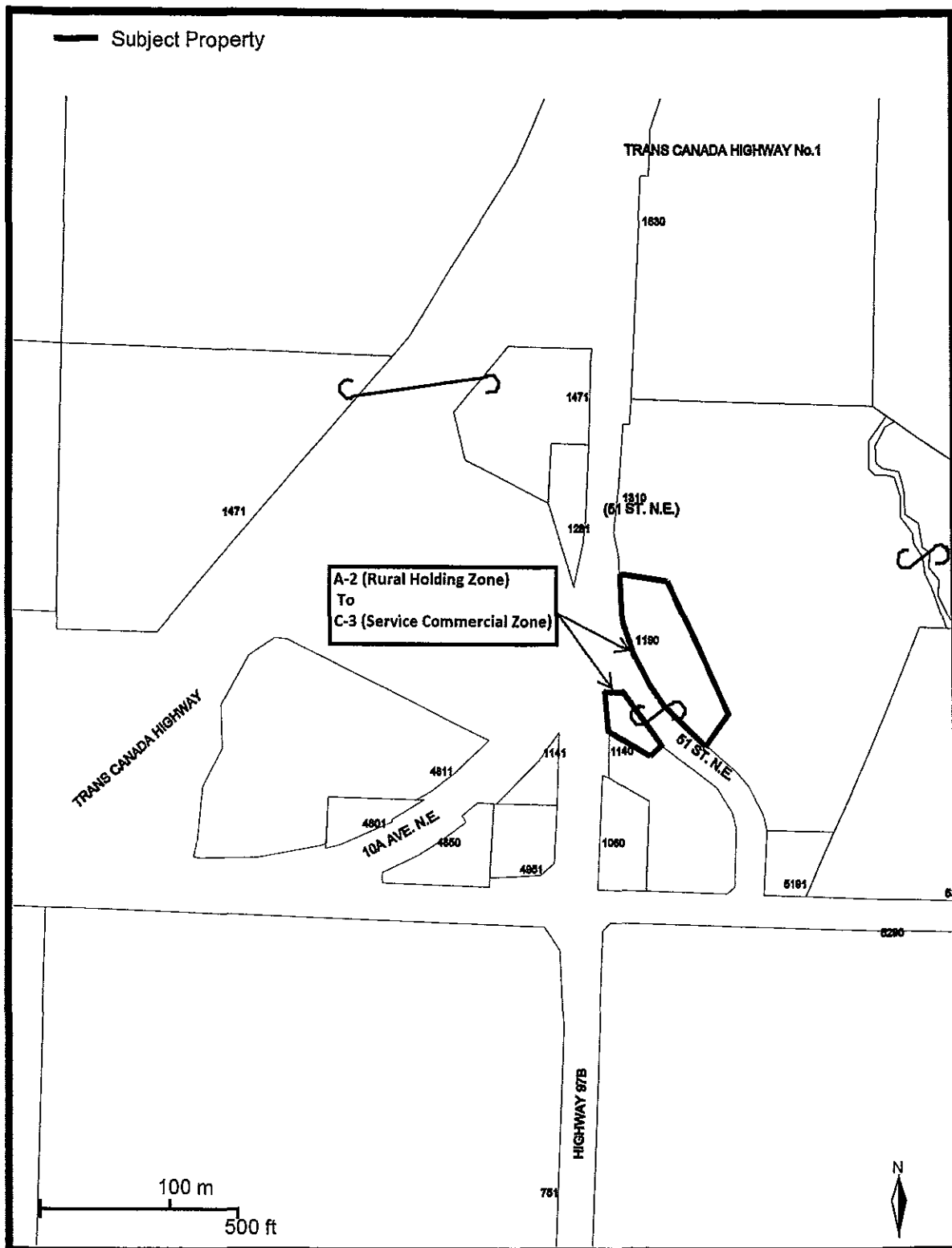
DAY OF

2017

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

APPENDIX "A"



# INFORMATIONAL CORRESPONDENCE - AUGUST 14, 2017

1. Building Department – Building Statistics – July 2017
2. Building Department – Building Permits – Yearly Statistics
3. E. Bower – letter received July 24, 2017 – Dog park at Klahani Park
4. D. MacQuarrie – email dated July 18, 2017 – Hearing Loss is a disability to be included in BC Disability Act
5. M. Testart – email dated July 20, 2017 – Cell towers
6. B. Cook – letter dated August 1, 2017 – Debt Strategy and Capital Plan
7. A. Munholland, President, Seniors Resource Centre – letter dated June 27, 2017 – Fletcher Park structure for shade and seating
8. P. Thurston, Executive Director, Shuswap Family Resource & Referral Centre – letter dated August 4, 2017 – Proposal for a Skateboard Competition as a fundraiser
9. M. Krause, UBCM President – letter dated July 18, 2017 – Gas Tax Agreement Community Works Fund Payment
10. J. Horgan, Premier – letter dated August 1, 2017 – UBCM Convention meetings with Premier and Cabinet Ministers
11. S. Robinson, Minister of Municipal Affairs and Housing – letter dated August 2, 2017 – UBCM Convention Minister's Meeting
12. Shuswap Watershed Council – Water Quality Summary Report for 2016
13. P. Gall, Communications officer, Interior Health – email dated August 2, 2017 – High Temperatures expected across interior Health
14. S. Vanderlee, Administrative Services Coordinator, Built Green Canada – email dated August 3, 2017 – Built Green Canada: Reaching Out
15. P. Heintzman, Mayor, District of Squamish – letter dated July 19, 2017 – Support for Resolutions
16. L. Chore, Chief Executive Officer, Southern Interior Development Initiative Trust – Fiscal 2017 Annual Report
17. J. Heer – email dated August 1, 2017 – Paid Parking Transaction Issue

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Item 11.1

## CITY OF SALMON ARM

Date: August 14, 2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the required contracts for fibre service between the Public Works Facility, Fire Hall No. 3 and City Hall with Shaw Business be executed for a five (5) year period.

### 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*

Date: July 12, 2017  
 To: Mayor Cooper and Members of Council  
 Subject: Contract - Shaw Business - Fibre Connectivity

Recommendation:

That: the required contracts for fibre service between the Public Works Facility, Fire Hall No. 3 and City Hall with Shaw Business be executed for a five (5) year period.

Background:

The City's contract with Telus has expired and is currently a month to month contract. The City requested and received quotations from both Telus and Shaw Business.

A summary of the quotations are as follows:

	Telus	Shaw Business
Cost - Per Month	\$2,160.00	\$1,972.00
Less: No longer required internet service at City Hall	0.00	100.00
	\$2,160.00	\$1,872.00
Installation Cost: Over 60 months for comparison purposes *	0.00	50.00
	\$2,160.00	\$1,922.00
Support: Call Centre Location	Philippines	Kelowna

\* The installation cost of \$3,000.00 is an upfront one (1) time cost.

A number of years ago, when Telus moved the City from "layer 2" service (which was working fine) to "layer 3" service the City started experiencing issues. "Layer 3" service involved a considerable amount of work to set up by the City's IT Department which included mapping out the City's entire network configuration and providing detailed analytical information.

Monica Dalziel, Chief Financial Officer  
Connectivity to Remote Sites


Page 2

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Presently, the City is utilizing both Telus and line of site dishes to provide various services to the Public Works Facility and Fire Hall No. 3. The Shaw Business proposed solution will address these issues and provide the preferred "layer 2" service.

It is recommended that Shaw Business be awarded the works and services contracts to provide fibre service between the Public Works Facility, Fire Hall No. 3 and City Hall.

Respectfully Submitted,



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Monica Dalziel, CPA, CMA

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Item 11.2

## CITY OF SALMON ARM

Date: August 14, 2017

### Director of Engineering and Public Works – Trans Canada Highway Safety Study Working Group Recommendations

#### Vote Record

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

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



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

File: ENG2017-51

TO: Her Worship Mayor Cooper and Members of Council  
FROM: Robert Niewenhuizen, Director of Engineering & Public Works  
DATE: July 26, 2017  
SUBJECT: TCH Corridor Safety Study Working Group Recommendations

**RECOMMENDATION:**

**THAT:** City Council approve the proposed Phase I Improvements as outlined in this report and as recommended in the Trans-Canada Highway Corridor Safety Study (2013) as prepared by ISL Engineering Ltd.

**AND THAT:** The City enter into a Letter of Agreement with the Ministry of Transportation and Infrastructure for the cost sharing of said improvements subject to the funding being reviewed during the 2018 budget discussions.

**BACKGROUND:**

In 2012 the City of Salmon Arm partner and with the Insurance Corporation of British Columbia (ICBC) and the Ministry of Transportation and infrastructure (MoTI) to undertake the Trans-Canada Highway (TCH) Corridor Safety Study.

This comprehensive Trans-Canada Highway Corridor Safety Study was completed by ISL Engineering Ltd. in January 2013. The Study resulted in recommendations including roadway improvements and mitigation measures which will help to improve safety (both vehicular and pedestrian) along the TCH corridor and its intersecting streets.

The TCH Corridor Safety Study (2013) was presented to City Council on February 27, 2013. City Council directed staff to establish a working group to review the recommendations of the study.

The organizations that make up the Working Group (2013) were selected to represent the different areas of interest of Downtown Salmon Arm and the TCH Corridor. The Working Group was comprised of City staff, MOTI, ICBC, RCMP (Royal Canadian Mounted Police), DIA (Downtown Improvement Association), DPC (Downtown Parking Commission) and the EDS (Economic Development Society).

The purpose of the Working Group was to continue the cooperation between the City, ICBC and MOTI and, with its participant's local knowledge of the community, develop a prioritized TCH Corridor Safety Improvement Implementation Strategy.

In 2014 several minor corridor improvements were approved and installed, such as pedestrian countdown timers, signal phasing and some misc improvements (sightline, crosswalk painting, lighting, etc.).

The recent accidents along the Downtown's TCH corridor have again created an increased awareness of the safety issue on the TCH.

At the February 27, 2017 Regular Council Meeting, City Council directed Staff to forward the TCH Corridor Safety Study (2013) to various interested community groups for their comments on the proposed improvements. The parties consisted of BCTA, EDS, DPC, DSA, Chamber of Commerce, RCMP and the City Fire Department.

The proposed "Phase I" Improvements being considered at this time include the following recommended items from the study, see attached map (Appendix A).

Both ICBC and the MOTI have expressed continued support for a phased approach to the safety improvement recommendations of the study should the City wish to move forward with the implementation and they have initiated a review of the work required. It should also be noted that MOTI has expressed that they would like tender this work out this year with the provisions of the funding agreement to be dealt with by means of a Letter of Agreement (LOA) which could be dealt with during the 2018 budget process.

The City held an open house on Thursday, May 25, 2017 at the Prestige Harbourfront Resort Hotel to allow the General public an opportunity to review the phased plans and provide some feedback on what was being proposed. Representatives from ICBC, MOTI and the City were in attendance to answer questions. Approximately 105 people attended the open house with 20 feedback forms being completed including a letter from the Jacobson Ford Dealership (Appendix B).

The City has received correspondence from all of the interested parties (Appendix C). In summary there is a general consensus that some improvements must be made to improve the corridor safety; however, the common concern is moving the signal lights from Ross Street to the 4 Street NE intersection and how the proposed improvements will affect the access and egress to the downtown core. That a updated traffic study of the downtown should be completed before a decision can be made on the study recommendations. Also that a longer term solution should be further explored which meets both the safety and transportation goals for both the community and the efficient movement of traffic through the TCH corridor.

We must also keep in mind that the 2013 study was commissioned to review the TCH corridor from both traffic operations and road safety perspective and to provide recommendations for improvement of both. The scenario which is being recommended provides the satisfactory operational performance for overall and individual movement for all of the intersections study based on projected future (2022) traffic operations.

It is worthy to note that other major City projects such as the Ross Street Underpass, Auto Road connector and the 4 Street NE Parkade will have an impact on the future traffic movements and flow in the community and on the TCH.

From Staff's perspective, if the goal is to improve the safety of the TCH corridor and the access and egress of the downtown core we support the recommendations of the study in a phased approach.

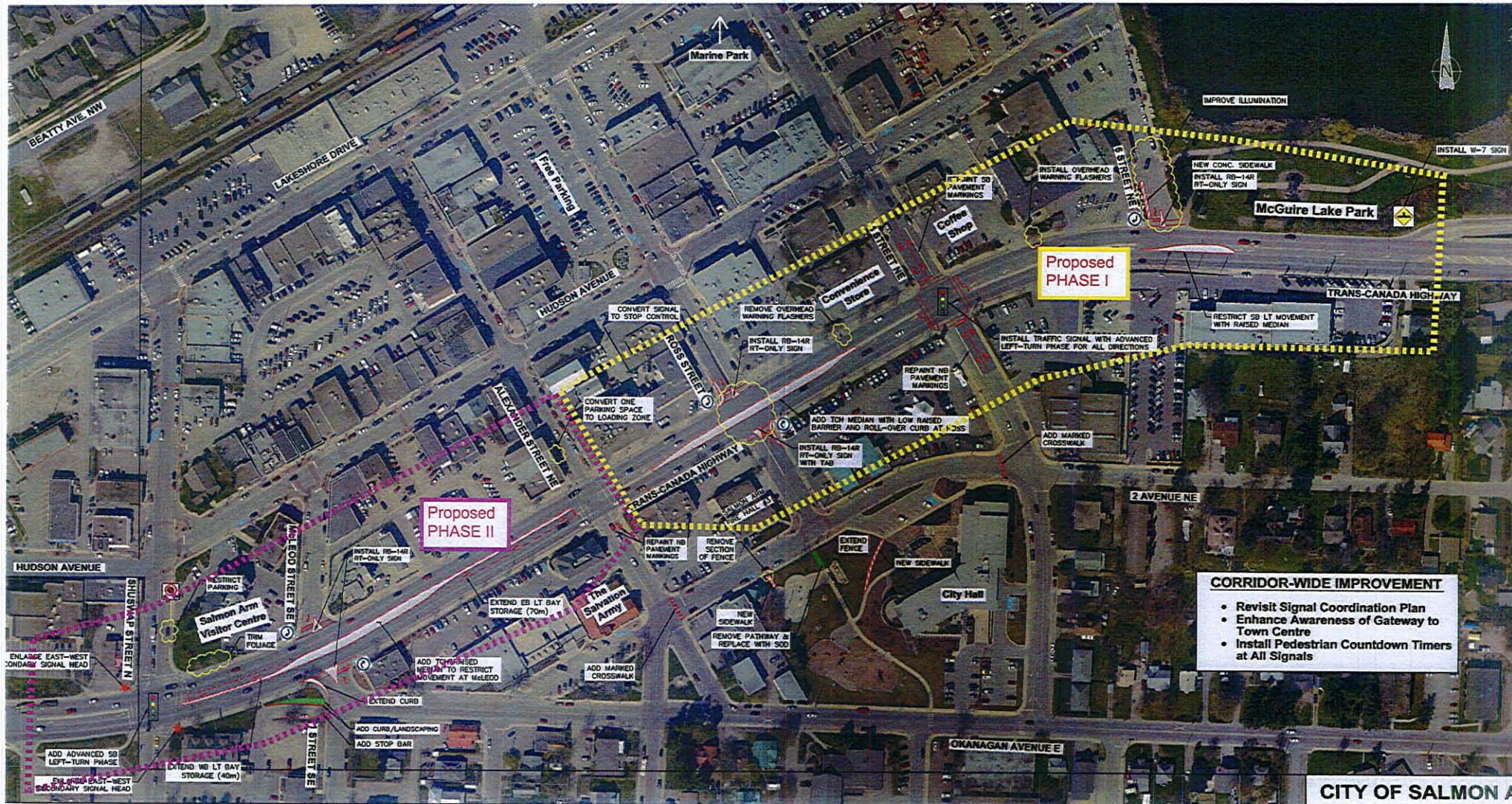
Respectfully submitted



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

cc Monica Dalziel, Chief Financial Officer







**APPENDIX "B" - TCH Corridor Safety Study - Open House Feedback**

Name	Address	Good	Bad	Other
Ardelli, Terry	#14, 4811 - 10A Avenue NE	Traffic Calming Measures		Improve noise and safety restrictions and enforcement
Van Woerden, Harry			moving light to 4th - believes traffic light timing improvements will fix issue	Traffic light warning signs approaching Shuswap
Mitchell, Joan	970 - 2 Avenue NE			If stop signs placed at 2 Avenue significant winter maintenance is req'd to keep safe
Cook, Evelyn	480 - 22 Street NE	Shuswap & TCH		Ensure 4th & TCh have advanced turning lanes for all directions
Hartnett, Blanche	#210, 250 - 56 Street SE		Moving light to 4th - believes sight lines will lead to unsafe pedestrian crossing	
Plan 4 Prosperity				Consider roundabouts at both ends of town; fix angle parking to parallel parking on Hudson
Brown, Simon	2656 Blind Bay Road		consider bypass	consider bypass
Brown, Hilary	2656 Blind Bay Road		Consider bypass	Improve lighting
Kolenosky, Marie	2371 - 14 Street SW	All		
Kutschker, Tracey	1601 - 15 Avenue NE		No movement on McLeod - allow left turns onto McLeod but limit all other movements	
Revel, Bert	2151 - 30 Street NE		moving light to 4th - believes traffic light timing improvements will fix issue; intersection at Lakeshore and 4th is unsafe already	consider arial bypass
Derkaz, Cindy	891-8th Avenue NE	All; except	Close 6 Street NE to highway and add to park; improvements necessary to 4th Street and Hudson intersection such as 'other'	Change angle parking to parallel parking on Hudson
Jewon, Janell	3340 - 20 Street NE			Switch stop signs at 2 Avenue and 4 Street; Review warning sign spacing
Demille, Kelly			Moving Light to 4th will increase traffic on already congested street (Tim Horton's);	Switch stop signs at 2 Avenue and 4 Street
Lindgren, Sylvia	160-3 Street SE		Moving Light to 4th will increase traffic on already congested street (may block Tim Horton's & 7-11 parking lots); plan reduces access eastbound from downtown; changing LT/thru to LT only; still concerned about large trucks running red lights	Change angle parking to parallel parking on Hudson;
Askew, David	111 - Lakeshore Drive	Creation of 'downtown feeling'; changing lights to 4th		Need ample time for pedestrians to cross TCH
Wickett, Ian	530 - Old Auto Road SE			Create tunnel under downtown
Kuzek, Peter	1291 - 10 Street SE		limit each intersection to one pedestrian crossing per intersection on highway	Add highway camera to record accidents etc.; cost benefit study of underpass downtown or overpass at Ford/McGuire; fill potholes at TCh & alexander
Fry, Joan	#29, 4811 - 10A Avenue NE			Improve noise restrictions and enforcement
Weippert, Gary	#30, 4811 - 10A Avenue NE			Reduce speed on west side of town; improve noise restrictions and enforcement

July 6<sup>th</sup> 2017

City of Salmon Arm Staff, Councillors and Mayor

We are writing you today regarding the proposed access changes along the Highway #1 corridor in downtown Salmon Arm. We have twice reviewed the plan with City staff in order to get the background reasons for the proposed changes as well as the full disclosure of the planned changes.

We have taken some time to review and discuss the changes and have come up with the following concerns:

**Blocking of Highway #1 at Ross Street Intersection and Traffic Light Removal**

- a) This prevents traffic easy access to downtown (Ross Street Parking). This lot, despite proposed future parkades and parking lots elsewhere in town will always provide the most convenient parking for patrons and staff of downtown businesses.
- b) The proposed underpass to the foreshore is at the end of Ross Street. The most convenient access to the underpass would be off the Highway and straight down Ross Street. Blocking the Highway to through traffic prevents convenient access for anyone coming from the South side of the highway.
- c) We were told that the median blocking access will have a letdown in order for emergency vehicles to cross – this leaves us wondering how many people will choose to do the same with their own vehicles which will actually increase the danger of accident

**Proposed Traffic Light at 4<sup>th</sup> Street NE**

- a) We too are concerned at the speed of current traffic coming into Salmon Arm – We feel that the light at the bottom of the hill at 4<sup>th</sup> street is a concern because trucks may not be able to stop. This will be made worse in winter with snow and ice, which will also cause trucks to have trouble pulling away from the light headed East up the hill.
- b) Traffic will increase on 4<sup>th</sup> street which already has problems with loading off highway traffic into Tim Hortons and to 7 Eleven.
- c) Will the increase in traffic stopped at the light to cross the highway block our entrance to our Jacobson Ford Service Department?

**Overall Access Concerns**

- a) We fear that the Jacobson Ford Sales and Service lots will become “frontage roads” for drivers wanting to sidestep proposed lights and barriers to Highway access. This is already been happening for many years – how is the new plan going to eliminate these dangerous “drive through’s” on both our lots? – We believe it will make them worse.
- b) Current traffic flow helps our business by slowing traffic down which allows drivers to see what businesses are along the highway corridor. Changing the lights and limiting access will hurt ours and other business along the highway
- c) Changes will inhibit access and egress for semi trucks delivering vehicles to our dealership. They will be forced to unload outside our dealership property.



We were informed that there have been several traffic studies and much planning has been done by outside parties in order to come up with the current changes. At no point during these studies were we, or any other business owner consulted to see what we thought of current traffic flow and accesses. Doesn't it make sense to ask those who live and work adjacent to the Highway voice their concerns that may have an impact on the planning?

In the end, the "easy" solution will always be to limit access to Salmon Arm by putting up barriers to traffic and pedestrian flow. The best solution is to allow access where the public and local business demand – which is what we have right now. Simply slow traffic down before it enters the downtown core by way of "Your Speed Is" radar displays and place cameras at required intersections. These two deterrents will slow traffic down and are also probably the cheapest solution to the root problem.

Let's choose the common sense approach and allow current vehicle and pedestrian access to continue as is with the addition of effective deterrent and enforcement measures.

Sincerely,

Mike Vandermeer

Jacobson Ford Sales

Mark Schneider

Jacobson Ford Sales

Your way ahead



100 – 20111 93A Avenue  
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[bcdrucking.com](http://bcdrucking.com)

June 28, 2017

Robert Niewenhuizen  
Director of Engineering and Public Works  
City of Salmon Arm  
via email: [rniewenhuizen@salmonarm.ca](mailto:rniewenhuizen@salmonarm.ca)

Dear Mr. Niewenhuizen:

Thank you for the invitation to review and provide feedback on the City of Salmon Arm's proposed phased improvements along the Trans-Canada Highway. The BC Trucking Association supports the recommended improvements as outlined in your March 14, 2017 letter.

Thank you again for the opportunity to participate in this review.

Sincerely,

A handwritten signature in blue ink, appearing to read "Louise Yako", is written over a horizontal line.

Louise Yako  
President & CEO

cc. Mayor Cooper, City of Salmon Arm

June 29, 2017

Robert Niewenhuizen  
City of Salmon Arm  
PO Box 40  
Salmon Arm BC V1E 4N2

**Re: Request for Feedback – TCH Corridor Safety Study (2013)**

Dear Robert Niewenhuizen,

The Salmon Arm Economic Development Society (SAEDS) Board of Directors thanks the City of Salmon Arm for providing the opportunity to comment on the above referenced study. In response to the request for feedback, SAEDS formed a director working group to focus on this study, attend the study open house and provide feedback at our June 2017 Board meeting. SAEDS offers the following summary of the key points discussed regarding the TCH Corridor Safety Study (2013):

- It was recognized that there was a significant, collaborative effort put forward by the City and other lead agencies to develop the 2013 Safety Study.
- To fully understand how the TCH recommendations fit within the larger community, as everything is connected, the SAEDS Board felt we need a traffic study of the downtown core completed before a decision can be made on the 2013 study recommendations.
- The Board also questioned whether the recommendations aligned with the needs of local residents and businesses. It appeared that a stronger consideration was given to the implications of efficiently moving 'through traffic' versus local access needs.
- The Board of Directors supported the proposed addition of left hand turning signals and further noted that when considering any alterations to the TCH corridor through Salmon Arm, it is imperative that access to the downtown core not be impeded.
- The study is clearly focused on safety and to that end the recommendations support efficient movement of traffic. It is our Board's view that if safety is indeed the target, then we should focus on recommendations that slow traffic, such as traffic calming measures.

PO Box 130  
20 Hudson Avenue NE  
Salmon Arm, BC V1E 4N2  
Tel: 250.833.0608  
Fax: 250.833.0609  
[www.saeds.ca](http://www.saeds.ca)

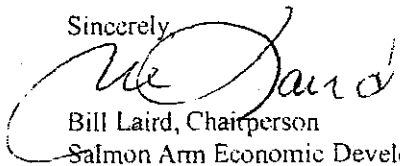
**it's happening  
here**

It is the opinion of our Board that the 2013 study identified immediate solutions to single issues but failed to explore the bigger picture of long-term community planning. Salmon Arm is a unique City in that we utilize the TCH for through traffic, movement of goods, local traffic and pedestrian traffic. A longer-term solution to this unique situation should be further explored, one which meets the safety and transportation goals of each user group.

The Board encourages the City to continue this momentum and further examine TCH improvement options; however we feel this planning should be more comprehensive, and consistent with long-term community plans. Aspects such as traffic volume growth projections and technology advancements should be considered in order to achieve a solution which will fully meet the long-term safety needs, through transportation needs and local access needs of the community.

If you require any further information please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Bill Laird". The signature is fluid and cursive, with a large loop at the beginning and a long, sweeping tail.

Bill Laird, Chairperson

Salmon Arm Economic Development Society





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

June 20, 2017

Dear: Mayor Cooper and Members of Council:

**RE: TCH Corridor Safety Study (2013) Review & Feedback**

In response to your request for comments on the TCH Corridor Safety Study (2013) and specifically the proposed phased improvements being considered along the TCH corridor between Shuswap Street and 6 Street NE. These improvements were reviewed and discussed at length during the regularly scheduled Downtown Parking Commission (DPC) meetings which were held in May and June. This review and discussion has been timely as the DPC has been actively working to further the City's Corporate Strategic Plan, medium priorities goal (2018 - 2020) of completing a Downtown Parking Plan.

Some of the general comments and concerns from the Commission members were in regards to the following items:

- How the proposed modifications to the corridor would impact the traffic flow and access into the town centre,
- The possibility of installing of right turn lanes for west bound traffic at both the Ross Street and 4 street intersections,
- How the proposed modification would impact the proposed Ross Street Underpass
- Fire Hall access onto the TCH,
- Long term vision to have Okanagan Street connect to Ross Street through Fletcher Park,
- Enhanced awareness of the Downtown area, gateway improvements,
- Impact on future parkade location and Ross Street Parking Lot

During the June 20, 2017 regular DPC meeting the following motion was made:

Motion, Moved: Bill Laird    Seconded: Jacquie Gaudreau

**That:** The City Staff present the following DPC feedback and concerns on the proposed phase improvements from the TCH Corridor Safety; the top three bullet points from the *Town Centre Transportation Plan (2008)*:



- *The City needs a high-level, broad-based transportation plan*
- *The City needs direct guidance on some specific issues*
  - *Review of the access to the Ross Street parking lot;*
  - *Review of the Ross Street underpass;*
  - *Review of potential improvements on the Trans Canada Highway*
- *The City needs a plan that facilitates growth in the Town Centre*

**And:** Items #2 and #4 which were previously recommended by the TCH Corridor Safety Study Working Group as presented to City Council on October 28, 2013:

- **Installation of Access Awareness measures (could include City Centre gateway, coloured crosswalks etc.)**
- **Completion of an update of the Downtown Transportation Study (2008) including review of the past and potential traffic changes (Marine Park Drive 3-way stop, Ross St. Underpass, etc.)**

**Carried Unanimously**

Thank you for this opportunity for feedback submissions, we trust that this information will assist you in making an informed decision on the future of the TCH Corridor.

Respectfully submitted  
 City of Salmon Arm  
 Downtown Parking Commission



June 28, 2017

City of Salmon Arm  
PO Box 40  
Salmon Arm, BC V1E 4N2  
Attention: Mayor & Council

Dear Mayor & Council:

Re: Proposed TCH Improvements – Phase 1 & Beyond

Thank you for the opportunity to attend and respond to the recent TCH Open House event detailing proposed improvements for the downtown corridor portion of the TransCanada Highway.

The Chamber would like to once again commend the City on its decision to re-visit the suggested improvements from the 2013 TCH Corridor Safety Study and bring these forward for community consultation.

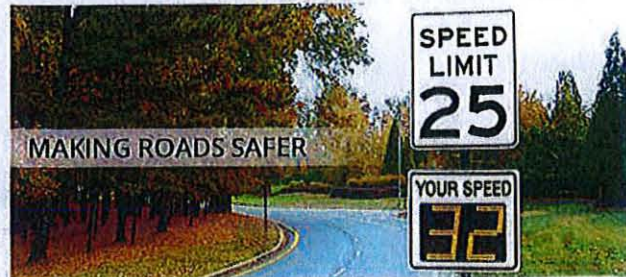
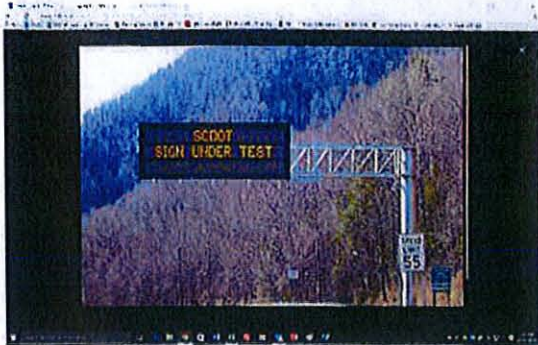
To assist the City in collecting data from the business population, the Chamber conducted a survey to determine local positions on the proposed TCH improvements from the ISL Engineering Study. We also encouraged our members to attend the TCH Open House in May to see first-hand the highway improvement diagrams and speak directly to representatives from MOTI, City Council and City Staff.

For detailed information purposes the full survey results are enclosed with this correspondence.

Four significant survey points are noted below:

- Survey respondents were located throughout Salmon Arm, however the greatest number were situated in our downtown
- We asked for feedback on 15 suggested improvements from the ISL Study
  - Majority of respondents favoured the suggested TCH improvements excluding questions 10, 11 & 12 which spoke to proposed changes to Ross Street
- Speed reader boards at each end of town received an approval percentage of 92.31%
- Re-painting of pavement markers also highly supported at a percentage of 92.86%

A key safety improvement which the Chamber of Commerce continues to recommend is the City vigorously lobby MOTI to install overhead electronic reader signs at both the west and east ends of Salmon Arm. Equally important, we believe speed reader boards with posted speed limits should also be installed at critical points along the city corridor.



The Salmon Arm & District Chamber of Commerce would be pleased to offer our resources to assist Council in the communication and dissemination of information as this project moves forward.

Yours truly,

Fiona Harris,  
President,  
Salmon Arm & District Chamber of Commerce.

/ceg  
Encl.

# downtown SALMON ARM

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

June 19, 2017

Dear Mayor and Council

Re: TCH Corridor Safety Study 2013

Salmon Arm Downtown Improvement Association has had an opportunity to review the TCH Corridor Safety Study 2013 and the accompanying letter from the City of Salmon Arm, dated March 14, 2017 and attend the May 25<sup>th</sup> Open House.

At April 12 Board of Directors Meeting, a Task Force was created to review, provide feedback and recommendations on the content of the document.

We are very interested in the Corridor Wide Improvements, as presented in the Study, page 28.

- Enhanced Awareness of Gateway to Towne Centre
  - We have 14 hanging armatures along the TCH of which we could be placing banner flags identifying Downtown Salmon Arm
  - At each end of the Study corridor there could be road signs with artwork to welcome drivers

## General Comments

- Speed zones remain at 50km, west & east along TCH  
(as noted in Site Observations page 9 – majority of vehicles travelled within the post speed limits +10km)
- Include speed reader boards (as noted on page 37)
- Provide enforcement for speed and aggressive driving (as noted on page 37)
- Financial compensation (to use for additional signage or promotion) for restricting entrances to town
- Downtown (business) contributes a significant more to the tax base than residential (see attached Schedule A – Bylaw No 4143)
- Contingency plan required to mitigate any increases in accident/incident/death rates at 4<sup>th</sup> Street
- Continue moving forward with a Parkade plan
- Utilizing relaxation techniques such as planting greenery along the median strips, to attempt to slow traffic down
- Comprehensive traffic study that includes drone video of traffic flow

DOWNTOWN SALMON ARM  
402 – 251 TRANSCANADA HIGHWAY NW  
SALMON ARM, BRITISH COLUMBIA V1E 3B8

# downtown SALMON ARM

## Phase 1

Proposed Change	DSA Comment
6 <sup>th</sup> Street Right Hand Turn Lane Only	Agree
Installation of Traffic Light at 4 <sup>th</sup> Street	Concerns of heavy truck traffic speeding to get up Tank Hill (east)
Removal of Traffic Light at Ross Street	Concerns of traffic running yellow and red lights at the 4 <sup>th</sup> Street Traffic Light heading west because of momentum gathered from speeding down Tank Hill. More concerns of traffic increasing speed from Alexander Street to hit the green light at 4 <sup>th</sup> Street Traffic Light. Traffic flow does not benefit from a direct route through town centre to the Wharf via Ross Street Underpass (when constructed)
Removal of Left Hand Turning Lane From Ross Street (onto TCH) and From TCH onto Ross Street (going south)	Agree
Installation of Raised Median Strips	Agree, to limit left hand turns. Recommend plants or shrubs be planted
Emergency Vehicle Re Routing	Agree

## Phase 2

Convert One Parking Space to Loading Zone on Alexander Street	Agree
Removal of Left Hand Turning Lane from McLeod Street (onto TCH) and From TCH onto 1 <sup>st</sup> Street (going south) and From 1 <sup>st</sup> Street onto TCH (going west)	Agree

While we have commented on the proposed changes, the major concern for Downtown Salmon Arm remains that some of these changes closes/restricts access into town centre. Our priority is to bring people downtown and preserve access to the core and wharf.

DOWNTOWN SALMON ARM  
402 – 251 TRANSCANADA HIGHWAY NW  
SALMON ARM, BRITISH COLUMBIA V1E 3B8

# downtown SALMON ARM

It is also the opinion of the Downtown Salmon Arm Board of Directors that these proposed changes represent a very short term solution to a larger ongoing concern. Traffic through our community is not going to decrease in the future but will continue to increase putting more pressure on our already limited transportation corridor. Salmon Arm missed an opportunity to create a bypass around the town centre in the 1970's due to a lack of appreciation for what the future might bring and by the collective voices of local businesses located on the TCH who were fearful that their businesses would be negatively impacted by the new route. Over 40 years later with the benefit of hindsight we can now see how short sighted the vision at that time was.

Downtown Salmon Arm strongly believes that the City of Salmon Arm needs to lead the community and all it's stakeholders in creating a long-range solution to the TCH corridor coming through our town. There needs to be a serious look at the coming 25, 35 even 50 years and to start exploring all alternatives to the TCH corridor. These ideas could include a new bypass route, tunnel route under the current TCH or a bridge over the lake.

We politely request that subsequent meetings be held to continue this discussion and begin future planning.

Thank you for considering our feedback.

Regards  LINDSAY WONG  
Ron Langridge FOR.

President

DOWNTOWN SALMON ARM  
402 - 251 TRANSCANADA HIGHWAY NW  
SALMON ARM, BRITISH COLUMBIA V1E 3B8

Item 11.3

## CITY OF SALMON ARM

Date: August 14, 2017

Moved: Councillor Eliason

Seconded: Councillor Jamieson

THAT: the 2017 Budget contained in the 2017 – 2021 Financial Plan Bylaw be amended to reflect additional funding for the 2 Street SE – Sanitary and Water Upgrades be increased by \$71,000.00 reallocated from the following:

• Sewer Fund – 2 Street SE (10 Ave – 5 Ave) – Design	\$46,000.00
• Water Fund – 2 Street SE (10 Ave – 5 Ave) – Design	\$ 5,010.00
• Water Fund – Surplus	<u>\$19,990.00</u>
	\$71,000.00

AND THAT: Council award Contract No. ENG2017-39 to D. Webb Contracting Ltd. in accordance with the tendered unit prices for \$538,649.00 plus applicable taxes.

### Vote Record

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

Opposed:

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





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

File: ENG2017-39

---

TO: Her Worship Mayor Cooper and Members of Council  
 SUBMITTED BY: Rob Niewenhuizen, Director of Engineering and Public Works  
 PREPARED BY: Chris Moore, Engineering Assistant  
 DATE: August 3, 2017  
 SUBJECT: Budget Amendment and Tender Award - 2 Street SE - Utility Upgrades

---

Recommendation:

THAT: the 2017 Budget contained in the 2017 - 2021 Financial Plan Bylaw be amended to reflect additional funding for the 2 Street SE - Sanitary and Water Upgrades be increased by \$71,000.00 reallocated from the following:

- Sewer Fund - 2 Street SE (10 Ave - 5 Ave) - Design      \$46,000.00
- Water Fund - 2 Street SE (10 Ave - 5 Ave) - Design      \$ 5,010.00
- Water Fund - Surplus      \$19,990.00
- \$71,000.00

AND THAT: Council award Contract No. ENG2017-39 to D. Webb Contracting Ltd. in accordance with the tendered unit prices for \$538,649.00 plus applicable taxes.

Background:

The utilities located on 2 Street SE between 5 Avenue SE and 10 Avenue SE have been identified as undersized and/or at the end of their life expectancy. On June 20, 2017 an Invitation to Tender was issued by the City.

The tender included watermain, sanitary and storm sewer replacement and road works along 2 Street SE from 5 Avenue SE to 10 Avenue SE as follows:

- Approximately 2470m<sup>2</sup> of Asphalt Concrete Pavement;
- Approximately 275m of 200Ø PVC DR18 C900 Water Main;
- Approximately 302m of 200Ø PVC Sanitary Main;
- Approximately 174m of 300Ø PVC Storm Main; and
- Approximately 205m of Concrete Curb & Gutter.

Three (3) tender packages were returned, all of which were over the budget allocation of \$500,000.00. The following tenders were received Thursday July 13, 2017 at 2:00 p.m.:

#	Contractor	Tender	Tax	Total
1	D Webb Contracting Ltd.	\$538,649.00	\$26,932.45	\$565,581.45
2	General Assembly Excavating Ltd.	\$547,469.97	\$27,373.50	\$574,843.47
3	Mountain Side Earthworks Ltd.	\$554,368.48	\$27,718.42	\$582,086.90



The lowest bid was received from D. Webb Contracting Ltd. at \$538,649.00, plus applicable taxes, however, there was less than \$16,000.00 between the three (3) bids.

Other costs associated with this project include Civil and Geotechnical Engineering inspection services during construction.

The approved 2017 Budget for this project is \$500,000.00, which results in an estimated shortfall of \$71,000.00.

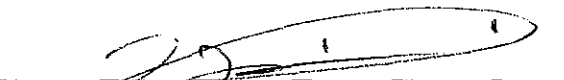
Despite the difference between the Opinion of Probable Costs (OPC) and the tender results, staff and the project engineer feel that the contract prices reflect excellent value for money due to the construction timing and the closeness of all the bids received.

It is recommended that the project proceed with additional funding from the following sources:

- Sewer Fund - 2 Street SE (10 Ave - 5 Ave) - Design \$46,000.00 Allocate to Construction for same (design component complete - funds not required)
  - Water Fund - 2 Street SE (10 Ave - 5 Ave) - Design \$ 5,010.00 Allocate to Construction for same (design component complete - funds not required)
  - Water Fund - Surplus \$19,990.00 Allocate to Construction for same
- \$71,000.00

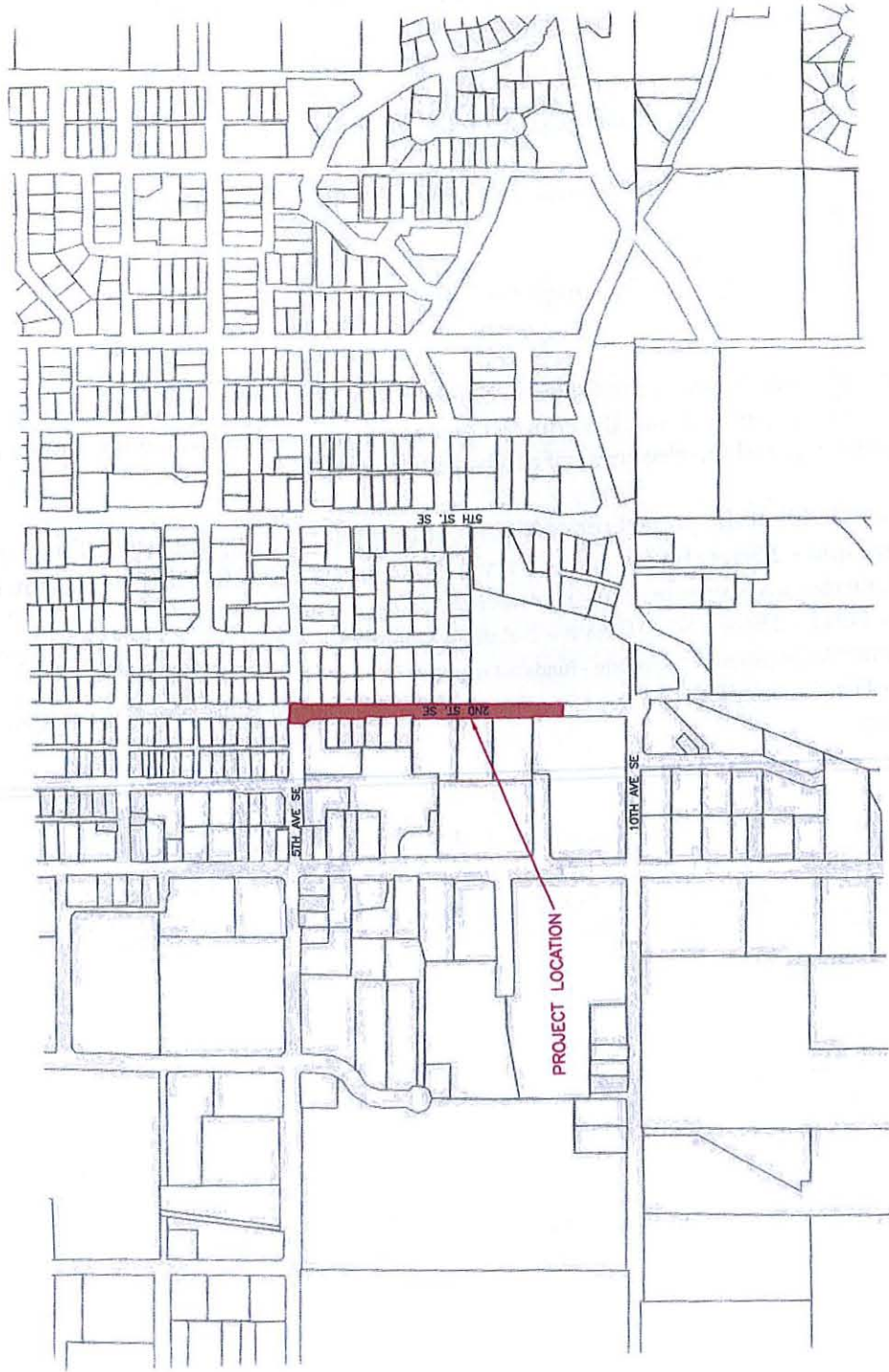
D. Webb Contracting Ltd. has advised that their construction schedule would commence August 16, 2017 and will be completed in the fall. D. Webb Contracting Ltd. is a local general contractor who has successfully completed numerous projects for the City of Salmon Arm.

Respectfully Submitted,



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

cc Monica Dalziel, Chief Financial Officer



CITY OF  
SALMON ARM



N.T.S.

Item 11.4

## CITY OF SALMON ARM

Date: August 14, 2017

Moved: Councillor Jamieson

Seconded: Councillor Lavery

THAT: The 2017 Budget contained in the 2017-2021 Financial Plan Bylaw be amended to reflect the total cost of the Fire Engine/Tender in the amount of \$450,500.00 funded from the Fire Protection Emergency Apparatus Reserve Fund.

AND THAT: Council award the purchase of a 2018 Fire Engine/Tender (1,250 gallons per minute) to Hub Fire Engines and Equipment Ltd. of Abbotsford, BC in the amount of \$420,878.00 plus applicable taxes.

### Vote Record

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

Opposed:

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



# City of Salmon Arm

## Fire Department

Date: August 4, 2017  
 To: Mayor Cooper and Members of Council  
 Subject: Emergency Fire Apparatus

Recommendation:

That: The 2017 Budget contained in the 2017 - 2021 Financial Plan Bylaw be amended to reflect the total cost of the Fire Engine/Tender in the amount of \$450,500.00 funded from the Fire Protection Emergency Apparatus Reserve Fund.

And That: Council award the purchase of a 2018 Fire Engine/Tender (1,250 gallons per minute) to Hub Fire Engines and Equipment Ltd. of Abbotsford, BC in the amount of \$420,878.00 plus applicable taxes.

Background:

Included in the 2017 Budget is a provision to replace Unit No. 219 - 1993 Anderson International Fire Engine in the amount of \$435,000.00 (funded from reserves).

Request for proposals were sent out to four (4) fire engine manufacturers and three (3) submissions were received as follows:

	Hub Fire Engines & Equipment Ltd.	Fort Garry Fire Trucks	Safetek Emergency Vehicles Ltd.	WFR Wholesale Fire and Rescue Ltd.
Submission	\$420,878.00	\$440,750.00	\$499,979.00	No Bid

Note: Plus applicable taxes

Following a review of the proposals it is recommended that Hub Fire Engines & Equipment Ltd. be awarded the contract in the amount of \$420,878.00 (plus applicable taxes) and that the 2017 Budget be amended to allocate an additional amount of \$15,500.00 from the Fire Protection Emergency Apparatus Reserve Fund.

Respectfully submitted

Brad Shirley, Fire Chief

cc Monica Dalziel, Chief Financial Officer

Item 14

## CITY OF SALMON ARM

Date: August 14, 2017

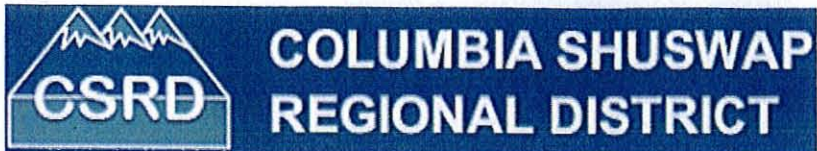
### Columbia Shuswap Regional District Board in Brief – July, 2017

#### Vote Record

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

Opposed:

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

[www.csr.bc.ca](http://www.csr.bc.ca)

## BOARD IN BRIEF

July 2017



[View web version](#)

## HIGHLIGHTS

### Wildfires and CSRD Emergency Management Response

The Board received an update from the Shuswap Emergency Program about its response to emergencies over the past few months, including responses to flooding, landslides and the recent BC wildfire evacuations. The Shuswap Emergency Program has provided support to Kamloops and recently opened a reception centre here to support wildfire evacuees in the area. Follow the Shuswap Emergency Program on [Facebook](#) and [Twitter](#) for emergency updates.



### Rail Corridor Trail Service - Alternative Approval Process Outcome



The Board received the certificate of results to the Alternative Approval Process for the Rail Corridor Trail Service. Public assent was achieved to purchase sections of the abandoned CP Rail Corridor between Sicamous and Armstrong. [View press release.](#) The Board subsequently adopted the Rail Corridor Trail Service Establishment Bylaw and the Rail Corridor Trail Service Loan Authorization Bylaw.

#### Okanagan College

Joan Ragsdale, Okanagan College's Regional Dean, and Kristine Wickner, Recruitment and Events Assistant, gave a presentation to the Board to provide an update on activities and priorities of the college. [View presentation.](#)

#### Adams River Salmon Society (ARSS)

Dave Smith, Vice President of the Adams River Salmon Society, presented to the Board to provide information on education, advocacy, stewardship activities and plans for 2017/2018 Spawning Season. [View letter.](#) The Board referred the letter to Shuswap Watershed Council.

#### Electoral Area E: Parkland Deferral Agreement

The Board approved the discharge of a parkland deferral agreement and covenant for a property on Cambie-Solsqua Road as the CSRD has received payment for the parkland in lieu of dedicating land for park purposes. [View report.](#)

#### Electoral Area C: Renaming of Robinson Creek Park

The community at large has expressed support for renaming Robinson Creek Park to Roy Sharp Community Park to commemorate Roy Sharp who recently lost his life in the Robinson Creek Landslide. Roy Sharp was a well loved and respected member of the community. The Board supported the request and approved the renaming of the park.

#### Appointments

The Board appointed Jennifer Dawn Spooner to serve on the Electoral Area F Parks Advisory Committee effective July 20, 2017 and expiring on December 21, 2019.

The Board appointed Ryan Gray to serve as Fire Chief of the Tappen/Sunnybrae Fire Department in Electoral Area C for a twenty nine month term effective August 1, 2017 and expiring on December 31, 2019.

#### Grant-in Aid Requests

The Board approved the following allocations from the 2017 electoral grant-in-aid's:

##### Area D

Falkland/Westwold First Responders (communications upgrade)

##### Area F

\$1,000	North Shuswap Lions Club (disposal fees)
\$8,000	Lee Creek Arts & Sports Society (Friday Nights Live)

\$10,000 North Shuswap Chamber of Commerce (video promotion)

#### Electoral Areas C, E and F: Grant -in-Aid – Flooding Clean Up

The Board authorized expenditures from the Electoral Area C, E and F Grants in Aid of, \$7500, \$5000 and \$5000 respectively, to cover the costs of landfill user fees associated with the disposal of flood and high water debris associated with flooding response activities in 2017. [View report.](#)

#### Purchase of Self-Contained Breathing Apparatus

The Board empowered the authorized signatories to acquire MSA G1 Self Contained Breathing Apparatus packs and cylinders for the Nicholson, Tappen/Sunnybrae, Ranchero, Silver Creek, Malakwa and Anglemont Fire Departments from Rocky Mountain Phoenix for a total cost of \$249,500 plus applicable taxes. [View report.](#)

#### Asset Management Grant Application

The Board empowered the authorized signatories to apply for a grant in an amount up to \$50,000 to support the development of an Asset Management Condition and Data Collection Plan. Contingent upon the receipt of a grant for up to \$50,000, the Board empowered the authorized signatories to enter into an agreement with Opus International Consultants (Canada) to develop an Asset Management Condition and Data Collection Plan for a total cost not to exceed the total grant monies awarded. [View report.](#)

#### Bird Control Award - Salmon Arm Landfill

The Board empowered the authorized signatories to enter into an agreement with Shuswap Bird of Prey to provide bird control services for a three year term, commencing July 1, 2017 for a total cost of \$196,994 plus applicable taxes. [View report.](#)

#### Golden Visitor Centre

The Golden Visitor Centre resides on lands owned by the Province of British Columbia. The Board authorized the acceptance of the offer of Crown grant for the land for the sum of \$235,000 plus applicable fees and taxes with the purchase funds to be accessed from the Golden/Area A Economic Opportunity Fund. The Board further authorized the expenditure of up to \$260,000 to complete the transaction.

#### Potential Expansion of Salmon Arm Landfill

The Board empowered the authorized signatories to enter into a Purchase Agreement with Mounce Construction Ltd. for a 20 acre parcel of land located at 2750 40 Street NE in Salmon Arm, BC for the amount of \$750,000 plus applicable taxes, in order to expand the Salmon Arm Landfill site. The acquisition will take place on or before January 31, 2018 and is subject to the property being successfully rezoned to comply with the City of Salmon Arm's Official Community Plan.

#### Mosquito Control Program – 2017 Budget Amendment

High water events in the Town of Golden and Electoral Area A, as well as in Revelstoke



and Electoral Area B, throughout the spring of 2017 have created an unusually large amount of new mosquito habitat. This has resulted in recommendations from the current mosquito control contractor to increase the number of planned treatments, which has resulted in budget implications. The Board authorized an amendment to the 2017 Five Year Financial Plan for the Golden/Area A Mosquito Control Program to reallocate \$24,500 from the existing Operating Reserve Fund to the Operating Budget for 2017 (view report) and for the Revelstoke/Area B Mosquito Control Program to reallocate \$22,000 from the existing operating reserve fund to the operating budget for 2017 and to authorize up to \$25,000 in additional treatments if necessary (view report).

#### Electoral Areas C and F: Tourism Kiosks (Phase 2)

The Board approved access to \$68,700, plus applicable taxes, from the Electoral Area C Community Works Fund for Phase 2 of the Tourism Kiosk Project and \$13,300 plus applicable taxes from the Electoral Area F Community Works Fund for the Quaaout Tourism Kiosk, Phase 2. **View report.**

#### Electoral Area C: South Shuswap Destination Trail Planning

The Board approved access to \$50,000, plus applicable taxes, from the Electoral Area C Community Works Fund allocation for research, field assessments and conceptual planning for a destination trail based tourism experience within the South Shuswap. **View report.**

#### Electoral Area C: Eagle Bay Fire Hall Mechanical Upgrades

The Board approved access to the Electoral Area C Community Works Fund for up to \$22,500, plus applicable taxes, to upgrade the mechanical system at the Eagle Bay Fire Hall to decrease energy use and increase capacity to heat, cool, and light the building. **View report.**

#### Electoral Area C: Sunnybrae Waterworks UV Equipment Purchase

The Board empowered the authorized signatories to enter into an agreement with Ramtech Environmental Products to provide Trojan UV equipment for the new water treatment plant at the Sunnybrae Water System for a total cost of \$68,810 plus applicable taxes. All CSRD owned water systems require the same ultraviolet disinfection components for compatibility purposes. **View report.**

#### Electoral Area F: Rural Feasibility Study Fund – Scotch Creek Water

The community of Scotch Creek has limited options for a water system to service both residential and commercial properties. Constructing a phased water system to serve the entire community will require significant grant funding. The CSRD understands that significant senior federal and provincial infrastructure grants may be announced in 2017/2018. The Board approved access to the Rural Feasibility Study Fund, in the amount of \$90,000 plus applicable taxes, to conduct community engagement and complete an engineering assessment to identify options for a new water system for the community of Scotch Creek in order for the CSRD to be prepared to apply for available grants. **View report.**



### Electoral Area C: Potential Community Sewer

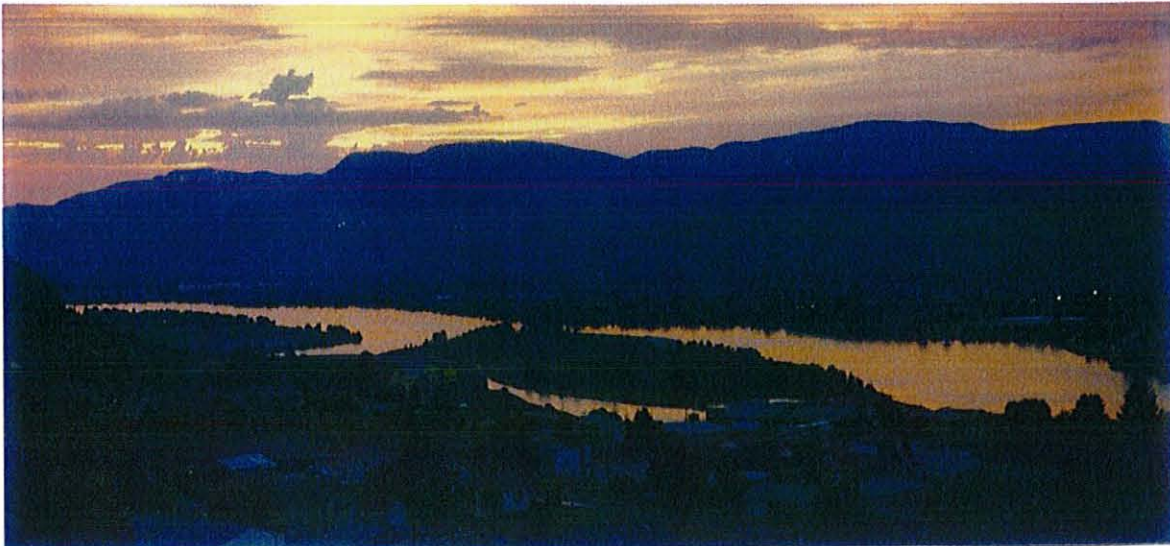
The Electoral Area C Liquid Waste Management Plan proposes a community sewer system for the area. The Board empowered the authorized signatories to act as the agent for Shuswap Lake Estates Ltd. and Shuswap West Development Ltd., owners of a 48.4 hectare parcel of land, in an application to the Agricultural Land Commission to exclude the land in its entirety from the Agricultural Land Reserve conditional upon 13.5 hectares to be utilized by the CSRD as a wastewater storage effluent lagoon for the purposes of a spray irrigation program on local farm land.

### District of Sicamous - Security Issuing Bylaw

The District of Sicamous is proposing temporary borrowing in connection with its construction of the Water Treatment Plant. The Board introduced and adopted Security Issuing Bylaw No. 9104 in order for Sicamous to borrow from the Municipal Finance Authority. **View report.**

### CSRD Ticket Information Utilization Amendment

The Board introduced and adopted amendments to the CSRD Ticket Information Utilization Bylaw No. 5745 to add ticketing provisions for offences associated with the CSRD Cross Connection Control Bylaw No. 5726 and also to include the newly adopted CSRD Waterworks Rates and Regulation Bylaw. **View report.**



## LAND USE MATTERS

### Development Variance Permit (DVP) Applications

#### Electoral Area F: DVP641-28 (Mira Grande Developments)

The applicant has applied to subdivide (2013-02400) the subject property (4189, 4273,



and 4275 Squilax-Anglemont Road, Scotch Creek) into 3 new lots of around 4 ha in size. To service the subdivision the applicant is proposing to use 3 groundwater wells which have been constructed on each of the proposed new lots. The subject property is within the Scotch Creek Primary Settlement Area, and, in accordance with Electoral Area F Official Community Plan Bylaw No. 830, servicing is supposed to be by community sewer and water systems. This requirement is echoed in Subdivision Servicing Bylaw Requirements for Level of Service.

The applicant applied to waive the requirement in Subdivision Servicing Bylaw No. 641 for a connection to each of the proposed lots to a water supply system. The Board approved the variance subject to a suitably worded covenant on the title of the subject property. [View report.](#)

## Zoning & Official Community Plan (OCP) Amendments

### Electoral Area C: Lakes Zoning Amendment (Finz Resort Ltd.) BL900-21

Finz Resort has applied to amend the FC3 – Foreshore Commercial 3 Zone of the Lakes Zoning Bylaw No. 900 to allow an expansion of the existing marina operation from 55 mooring berths to a total of 110 mooring berths. The Board read the bylaw amendment a first time and referred it out to various agencies for comment. [View report.](#)

### Electoral Area C: OCP BL725-8 & Zoning Amendment (Shuswap Lake Estates) BL701-87

The Board read Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8 and South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87 a third time and adopted the bylaws. The bylaw amendments recognize current development densities permitted on the subject property on Golf Course Drive and amends the CD 3 - Comprehensive Development 3 Zone to reflect a proposed new layout for the site development.

The owner has proposed that amendments be made to the CD 3 zone to allow subdivision into bare land strata single family dwelling lots, multi family dwellings, or a seniors housing facility. [View report.](#)

### Electoral Area C: Signage at Sorrento Memorial Hall & Cedar Heights Community Hall

The Board read a proposed bylaw amendment for a third time, which, if adopted, would allow the Sorrento Memorial Hall Association and the Cedar Heights Community Association to display advertisements which are considered third-party off-site signage. The Board amended the bylaw at third reading with a provision that:

- a) No sign shall be illuminated between dusk and dawn, seven days a week, and
- b) Such technology shall be programmed so that the message or image on the sign

changes no more than every ten (1) seconds.  
[View report.](#)

**Electoral Area D: Ranchero/Deep Creek Land Use Amendment (Linda Parker)**  
**BL2133**

The Board read the proposed bylaw amendment a second time as amended. The Board will not move forward with the delegation of a public hearing until the applicant meets certain conditions within 90 days. The applicant is proposing a text amendment to the CR - Country Residential Zone that would add a new permitted use, specific to the subject property (5192 Highway 97B in Ranchero), to permit two single family dwellings to remain on the subject property. [View report.](#)

**NEXT BOARD MEETING**

Thursday, August 17, 2017 at 9:30 AM  
555 Harbourfront Drive NE, Salmon Arm



Columbia Shuswap Regional District  
555 Harbourfront Drive NE, PO Box 978  
Salmon Arm, BC V1E 4P1  
[www.csrld.bc.ca](http://www.csrld.bc.ca) | 250.832.8194

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[Unsubscribe](#)

Item 20.1

## CITY OF SALMON ARM

Date: August 14, 2017

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: Development Permit Application No. DP-414 be authorized for issuance for Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP75980 (2081 – 11 Avenue NE) in accordance with the drawings as shown in Schedule A of the Staff Report dated July 31, 2017;

AND THAT: Development Permit No. 414 include the following variance to Zoning Bylaw No. 2303:

1. Section 10.9.4 – reduce the west exterior side parcel line setback from 5.0 metres to 3.0 metres;

AND FURTHER THAT: Issuance of Development Permit No. 414 be withheld subject to:

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

[Jobeck Enterprises Ltd., 2081 – 11 Avenue NE – Setback Variance]

### Vote Record

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

Opposed:

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





*City of Salmon Arm*

*Development Services Department Memorandum*

TO: Her Worship Mayor Cooper and Members of Council

DATE: July 31, 2017

SUBJECT: Development Permit Application No. DP-414 (Residential)

Legal: Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP75980

Civic: 2081 - 11 Avenue NE

Owner/Applicant: Jobeck Enterprises Ltd.

**MOTION FOR CONSIDERATION**

**THAT:** Development Permit No. 414 be authorized for issuance for Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP75980 (2081 – 11 Avenue NE) in accordance with the drawings as shown in Schedule A;

**AND THAT:** Development Permit No. 414 include the following variance to Zoning Bylaw No. 2303:

1. Section 10.9.4 – reduce the west exterior side parcel line setback from 5.0 metres to 3.0 metres;

**AND FURTHER THAT:** Issuance of Development Permit No. 414 be withheld subject to:

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

**STAFF RECOMMENDATION**

That the motion for consideration be adopted.

**PROPOSAL**

The subject parcel is located at 2081 – 11 Avenue NE (Appendix 1 and 2) and is presently vacant. This application is to permit a new 16-unit residential development as shown on the site plans and building elevations attached as Schedule A (Appendix 3).

**BACKGROUND**

The subject property is 0.26 hectares, designated High Density Residential (HR) in the City's Official Community Plan (OCP), and is currently zoned R-5. The mix of zones in the immediate area is predominantly Residential (R-1 and R-4), with Institutional zones to the east and south, and Commercial zones further to the east (Appendix 4). Site photos are attached as Appendix 5. The subject property has been under the consideration of Council recently, with OCP (HC - Highway Service / Tourist Commercial to HR - Residential High Density) and zoning (R-1 Single Family Residential Zone to R-5 High Density Residential Zone) applications approved in early 2017.

The 5 proposed buildings are a contemporary style with traditional pitched rooflines, comprised of two 4-plexes, two triplexes, and one duplex building situated along a two-way access. With the two 4-plexes and one of the triplexes proposed at 10.5 metres tall (the other triplex and the duplex are proposed at 7.2 m), the tallest buildings are below the 12 m maximum height permitted. While 20 parking spaces are required (1.25 spaces per unit), 26 are proposed.

There is one variance requested associated with the proposal, to reduce the exterior side parcel line setback from 5 m to 3 m along a portion of 20 Street NE, affecting the south-west corner of the western-most 4-plex building and the western-most duplex building.

## COMMENTS

### Building Department

No concerns.

### Fire Department

No concerns.

### Engineering Department

Comments attached (Appendix 6).

### Design Review Panel

With the proposal for a high density residential development, the application was referred to the Design Review Panel (DRP) for review. The applicant stated that their intent was to provide rental housing. The DRP was supportive of the proposal, noting the need for this form of housing. The July 27, 2017 DRP meeting minutes are attached as Appendix 7.

The DRP noted that future traffic volumes at the 20 Street and 11 Avenue intersection may create a noise concern for tenants and the property manager. The DRP would be supportive of a height variance for noise abatement fencing provided with additional associated landscaping, however such a noise abatement consideration may be redundant based on highway traffic. Staff suggest this be left for the future consideration of the applicant, if needed.

### Planning Department

The surrounding neighbourhood has been undergoing slow development with a mix of older, single family housing and newer condominium, commercial and institutional development, most significantly the uptown SASCU / Askew's location and the 21 Street NE underpass. The subject parcel is located in an area well-suited for higher density residential development featuring developed sidewalks, greenways, bike and transit routes, being within close walking distance of the commercial node to the east, the recreation centre and arena, schools including Okanagan College, as well as the City Centre and hospital just over 1 km to the west.

The proposed development is subject to the Zoning Bylaw and the guidelines of the "Residential Development Permit Area" as described in the OCP, suggesting characteristics under the topics of siting and building, access, circulation and parking area, as well as landscape and screening guidelines.

### Siting and Building

The applicant is proposing a 16-unit residential development in the form of two 4-plexes, two triplexes, and one duplex building. The buildings will ultimately have a total footprint of 886.6 square metres in area (1430 square metres would be permitted as per zoning), situated along an access lane, with the separate buildings allowing for articulation and a reduced overall massing.

The building design is a traditional style with some modern facade variations and traditional pitched rooflines. The building forms align with existing residential development in the area. OCP Residential Development Permit Area policies 8.4.14 and 8.4.17 encourage varied facades and rooflines, which staff feel is achieved by the proposed design. The articulation of the facades and the small size of the proposed buildings (2 and 3 level buildings) limit related impacts. The varied facade materials could be

considered an enhancement. As such, staff feel the design is acceptable with respect to OCP guidelines. Staff note that the DRP was supportive of the design.

A variance is requested to reduce the exterior side parcel line setback from 5 m to 3 m along two portions of 20 Street NE to accommodate the south-west corner of one of the 4-plex buildings and one of the duplex buildings. Staff view this request as reasonable and minor, taking into account the wide boulevard at this location, the adjacent street orientation, and what would appear to be a minor potential for impact on adjacent developments to the north and east.

#### *Access and Parking Area*

The subject property is a corner parcel with dual 2-way vehicle access proposed via 11 Avenue NE to the south and from 20 Street NE to the west. This should provide an option during times of busier traffic, such as school drop-off/pick-up. The 26 parking spaces as proposed exceeds the 20 required (1.25 parking spaces per dwelling unit) as specified by the Zoning Bylaw. Given the lack of street parking at this location, staff feels this additional parking proposed will be well-used and appreciate its inclusion.

#### *Landscape and Screening*

The landscape plan prescribes a range of trees and hedging for screening along the parcel lines and around the refuse area, as well as decorative ground cover, staff view as aligned with OCP guidelines.

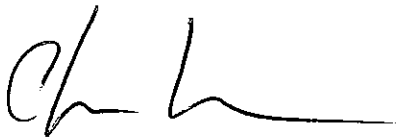
#### *Height and Density*

In reference to Zoning Bylaw regulations the proposed 10.5 m and 7.2 m building heights proposed would likely be considered favourable relative to surrounding development in comparison to a maximum permitted height of 12 m, which may be increased to 15 m with the amenity of rental housing.

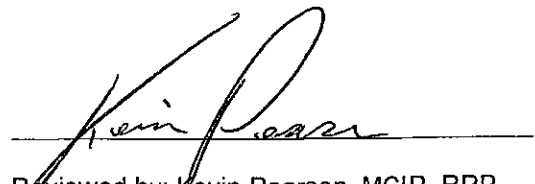
The maximum residential density permitted under R-5 zoning is 100 dwelling units per hectare of land. The resulting maximum density permitted is 26 units based on the area (0.26 hectares) of the subject parcel. With a density bonus under R-5 zoning for the provision of rental units, the maximum number of units can be increased to 130 units per hectare, or 33 units on the subject parcel (minimum residential density permitted under R-5 zoning is 3 units in the form of a triplex). 16 units are proposed.

#### CONCLUSION

Staff recommends approval of Development Permit No. 414 and the associated variance.

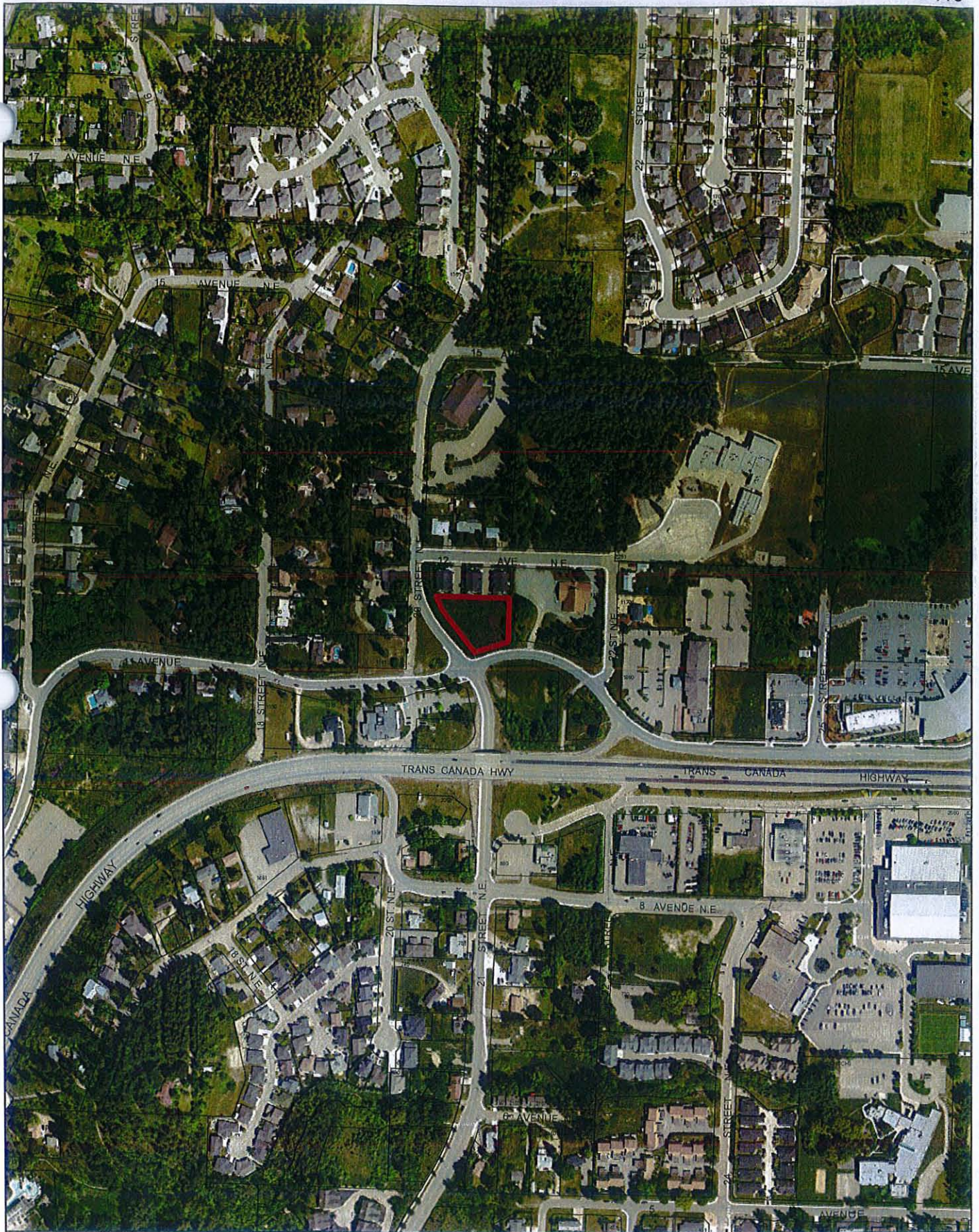


Prepared by: Chris Larson, MCP  
Planning and Development Officer



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



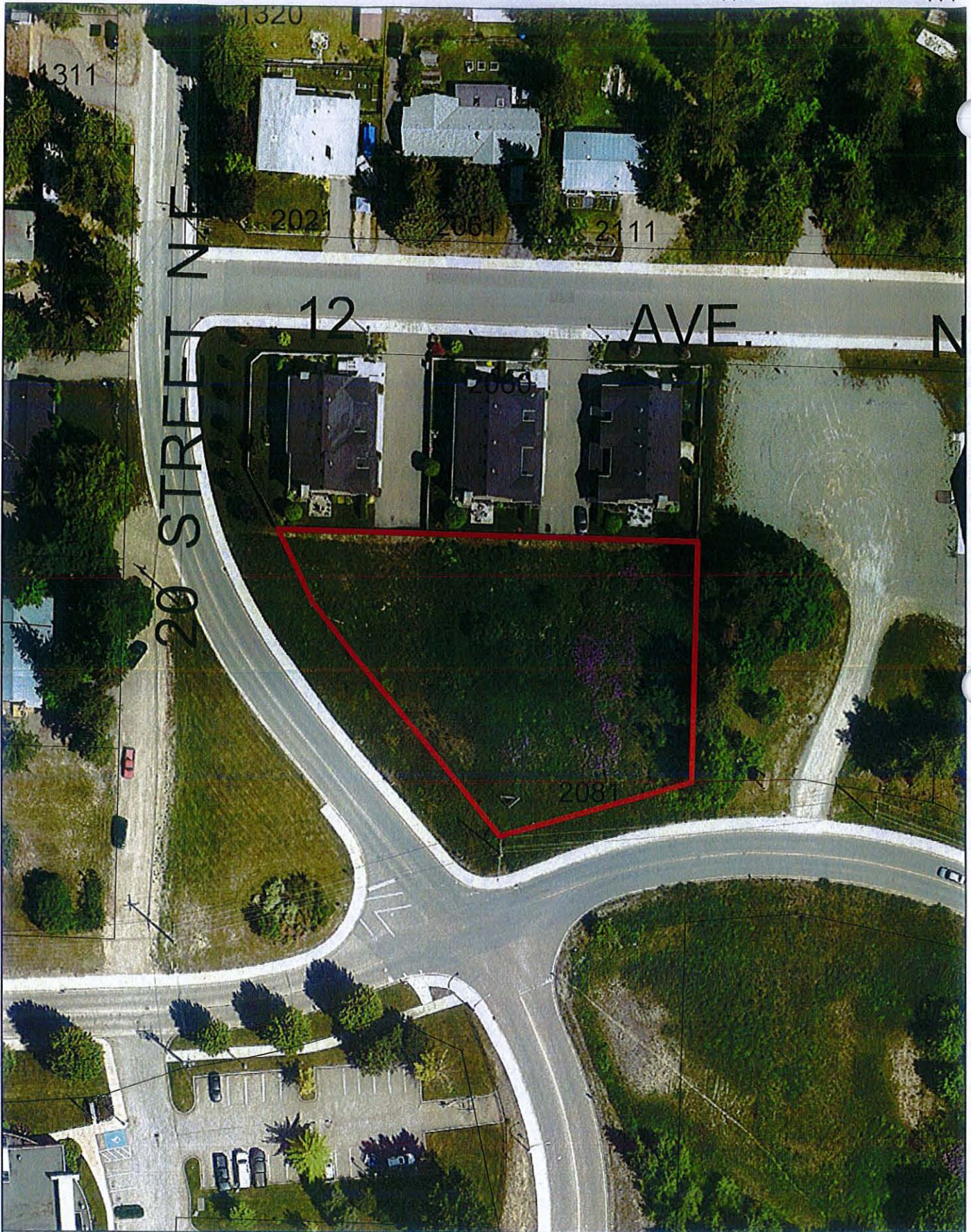


0 45 90 180 270 360 Meters



Subject Parcel





0 5 10 20 30 40 Meters

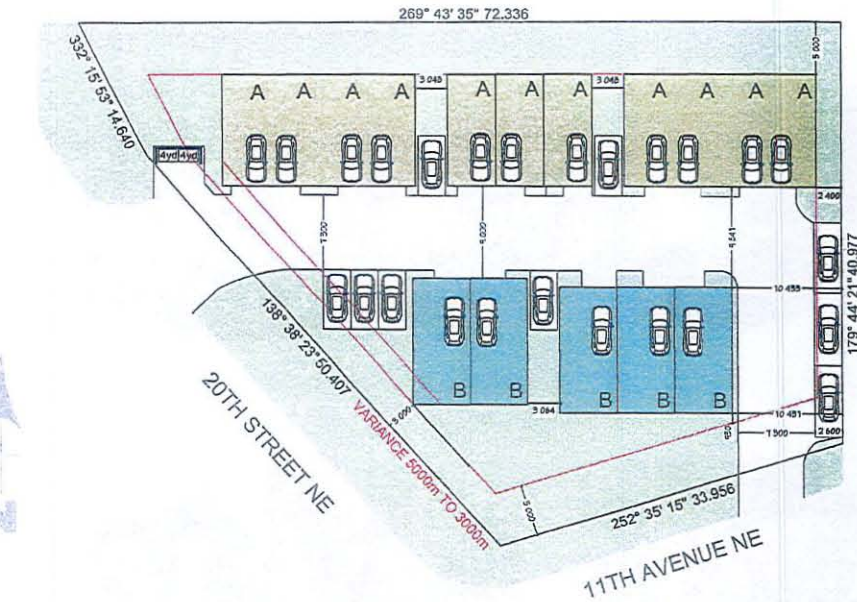


Subject Parcel



# COPPER VIEW CORNER

11TH AVENUE N.E. - SALMON ARM  
MULTI-FAMILY DEVELOPMENT



SITE PLAN  
1:200

UNIT A 3-STORY: 15'W x 36'L PER UNIT (11)  
UNIT B 2-STORY: 18'W x 40'L PER UNIT (5)

CIVIC ADDRESS:  
2081 11TH AVENUE, SALMON ARM, BC  
LEGAL DESCRIPTION:  
LOT 2 PL KAP75960 S24 T20 R10 W6M

ZONING INFORMATION:  
EXISTING: R-1  
PROPOSED: R-5

SITE AREA = 2600sm (0.26ha)  
SITE COVERAGE:  
ALLOWED = 55% = 1430sm  
PROPOSED = 34% = 886.6sm

MAXIMUM DENSITY:  
ALLOWED = 100 UNITS PER ha x 0.26ha = 26 UNITS  
PROPOSED = 16 UNITS

REQUIRED SETBACKS:  
FRONT: 5.0m  
INTERIOR SIDE: 2.4m  
EXTERIOR SIDE: 5.0m  
REAR: 5.0m

PROPOSED VARIANCE:  
3.0m SIDE SET-BACK (20TH STREET)

BUILDING HEIGHT:  
ALLOWED: 12m  
PROPOSED: A) 3-STORY = 10.5m  
B) 2-STORY = 7.2m

PARKING ANALYSIS:  
REQUIRED PARKING = 16 UNITS x 1.25 = 20  
PROVIDED GARAGE PARKING = 16 SPACES  
PROVIDED SURFACE PARKING = 9 SPACES  
TOTAL PROVIDED PARKING = 25 SPACES

ISSUED FOR DEVELOPMENT PERMIT

NO.	REVISION	BY	DATE
1	REVISED	CCO	2017.02.28
2	REVISED	CCO	2017.02.28

SHEET TITLE:  
PROPOSED  
SITE PLAN &  
RECONCILIATION

PROJECT DESIGN/DATE:  
11TH AVENUE N.E.  
DEVELOPMENT PERMIT  
APPLICATION



DATE:  
05/07/2017

SCALE:  
AS SPECIFIED

SHEET:  
A-1

Appendix 3: Schedule A



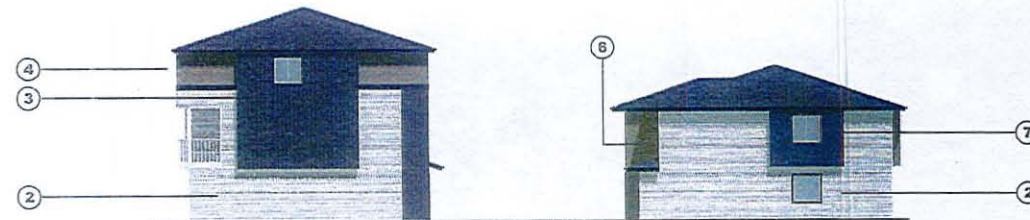
**COPPER VIEW CORNER**  
11TH AVENUE N.E. - SALMON ARM  
MULTI-FAMILY DEVELOPMENT



E1 INTERIOR LANE ELEVATION - BUILDING A FRONT 1/8" = 1'



E2 BUILDING A - REAR ELEVATION 1/8" = 1'



E3 20TH STREET ELEVATION 1/8" = 1'

**EXTERIOR FINISH OPTION A**  
N.T.S.

EXTERIOR MATERIAL SPECIFICATION:  
COLOUR SCHEME #1:  
1) ROOFING: CERTANTITEED - LAMINATED FIBREGLASS SHINGLE - DRIFTWOOD  
2) VINYL LAP SIDING - CENTER LINE  
3) VINYL BOARD & BATTEN - CENTER TRICH ORE  
4) SMART PANEL (SMOOTH) - PAINT: COLOUR MATCH CENTER PERILLE 62H  
5) FAUX STONE - QUALITY STONE - STACKED STONE - DARK BROWN OR EQUIVALENT  
6) WINDOWS: VINYL FRAME - WHITE (SEE ELEVATIONS FOR TYPE)  
7) SOFFIT: ALUMINUM - BLACK  
8) FASCIA/TRIM: SMART TRIM - CEDAR TEXTURE - BLACK  
9) ENTRY DOOR: 2 1/2-STORY, PAINTED 6-PANEL PAINT, CENTER PERILLE 62H  
10) 3-STORY: PAINTED 1-LITE - PAINT: CENTER PERILLE 62H

**EXTERIOR FINISH OPTION B**  
N.T.S.

EXTERIOR MATERIAL SPECIFICATION:  
COLOUR SCHEME #2:  
1) ROOFING: CERTANTITEED - LAMINATED FIBREGLASS SHINGLE - DRIFTWOOD  
2) VINYL LAP SIDING - CENTER LINE  
3) FAUX STONE - QUALITY STONE - STACKED STONE - DARK BROWN OR EQUIVALENT  
4) VINYL BOARD & BATTEN - CENTER DARK DRIFT  
5) SMART PANEL (SMOOTH) - PAINT: COLOUR MATCH HARDIE EVENING BLUE  
6) WINDOWS: VINYL FRAME - WHITE (SEE ELEVATIONS FOR TYPE)  
7) SOFFIT: ALUMINUM - BLACK  
8) FASCIA/TRIM: SMART TRIM - CEDAR TEXTURE - BLACK  
9) ENTRY DOOR: 2 1/2-STORY, PAINTED 6-PANEL PAINT, HARDIE EVENING BLUE  
10) 3-STORY: PAINTED 1-LITE - PAINT: HARDIE EVENING BLUE

NO.	DESCRIPTION	DATE
1	11/11/2017	11/11/2017
2	11/11/2017	11/11/2017
3	11/11/2017	11/11/2017

SHEET TITLE  
PROPOSED  
EXTERIOR ELEVATIONS  
9TH AVENUE - WEST ROW

PROJECT DESCRIPTION  
11TH AVENUE N.E.  
DEVELOPMENT PERMIT  
APPLICATION

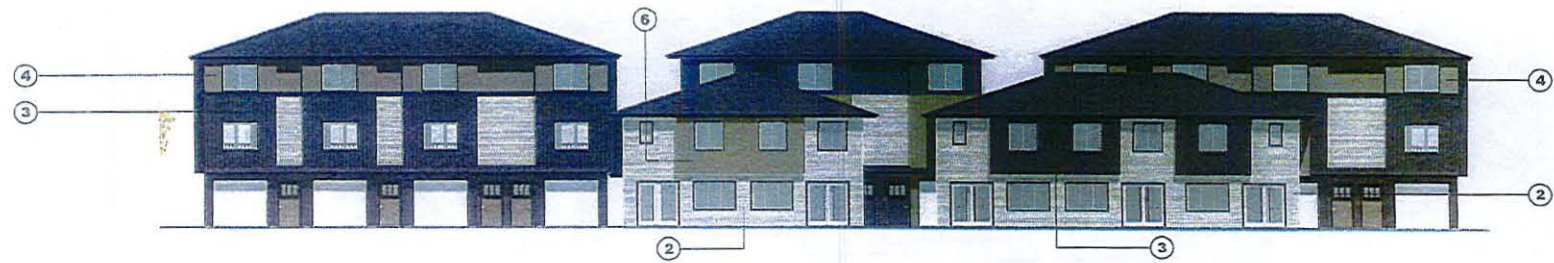


DATE:  
30/05/2017  
SCALE:  
AS SPECIFIED  
SHEET:  
**A-2**

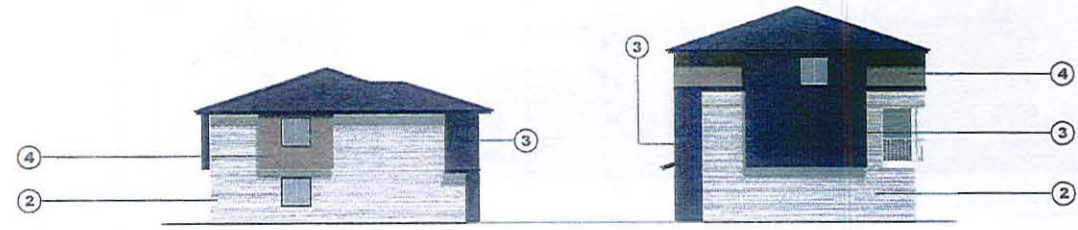
# **COPPER VIEW CORNER** 11TH AVENUE N.E. - SALMON ARM MULTI-FAMILY DEVELOPMENT



E4 INTERIOR LANE ELEVATION - 2-STOREY BUILDINGS FRONT 1/8" = 1'



E5 11TH AVENUE ELEVATION 1/8" = 1'



E6 SIDE ELEVATION 1/8" = 1'

## **EXTERIOR FINISH OPTION A** H.T.S.

- EXTERIOR MATERIAL SPECIFICATION:  
 COLOUR SCHEME # 1:  
 1) ROOFING: CERTANTEED - LAMINATED FIBREGLASS SHINGLE - DRIFTWOOD  
 2) VINYL LAP SIDING - CENTEK LIMEV  
 3) VINYL BOARD & BATTEN - CENTEK IRON ORE  
 4) SMART PANEL (SMOOTH) - PAINT COLOUR MATCH CENTEK PEBBLE 629  
 5) FAUX STONE - QUALITY STONE - STACKED STONE - DARK BROWN OR EQUIVALENT  
 6) WINDOW: VINYL FRAME - WHITE (SEE ELEVATIONS FOR TYPE)  
 7) DOOR: ALUMINUM - BLACK  
 8) FASCIA/TRIM: SMART TRIM - CEDAR TEXTURE - BLACK  
 9) ENTRY DOOR: 3-STOREY: PAINTED 6-PANEL PAINT - CENTEK PEBBLE 629  
 10) 3-STOREY: PAINTED 14-LITE - PAINT - CENTEK PEBBLE 629

## **EXTERIOR FINISH OPTION B** H.T.S.

- EXTERIOR MATERIAL SPECIFICATION:  
 COLOUR SCHEME # 2:  
 1) ROOFING: CERTANTEED - LAMINATED FIBREGLASS SHINGLE - DRIFTWOOD  
 2) VINYL LAP SIDING - CENTEK LIMEV  
 3) FAUX STONE - QUALITY STONE - STACKED STONE - DARK BROWN OR EQUIVALENT  
 4) VINYL BOARD & BATTEN - CENTEK DARK DRIFT  
 5) SMART PANEL (SMOOTH) - PAINT COLOUR MATCH WARDIE EVENING BLUE  
 6) WINDOW: VINYL FRAME - WHITE (SEE ELEVATIONS FOR TYPE)  
 7) DOOR: ALUMINUM - BLACK  
 8) FASCIA/TRIM: SMART TRIM - CEDAR TEXTURE - BLACK  
 9) ENTRY DOOR: 3-STOREY: PAINTED 6-PANEL PAINT - WARDIE EVENING BLUE  
 10) 3-STOREY: PAINTED 14-LITE - PAINT - WARDIE EVENING BLUE

DATE	BY	CHKD	DATE
01/11/2017	01/11/2017	01/11/2017	01/11/2017
01/11/2017	01/11/2017	01/11/2017	01/11/2017
01/11/2017	01/11/2017	01/11/2017	01/11/2017

SHEET TITLE  
 PROPOSED  
 EXTERIOR ELEVATIONS  
 LANE WAY - EAST ROW

PROJECT DESCRIPTION  
 11TH AVENUE N.E.  
 DEVELOPMENT PERMIT  
 APPLICATION

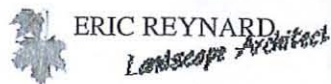


DATE:	30/05/2017
SCALE:	AS SPECIFIED
SHEET:	A-3









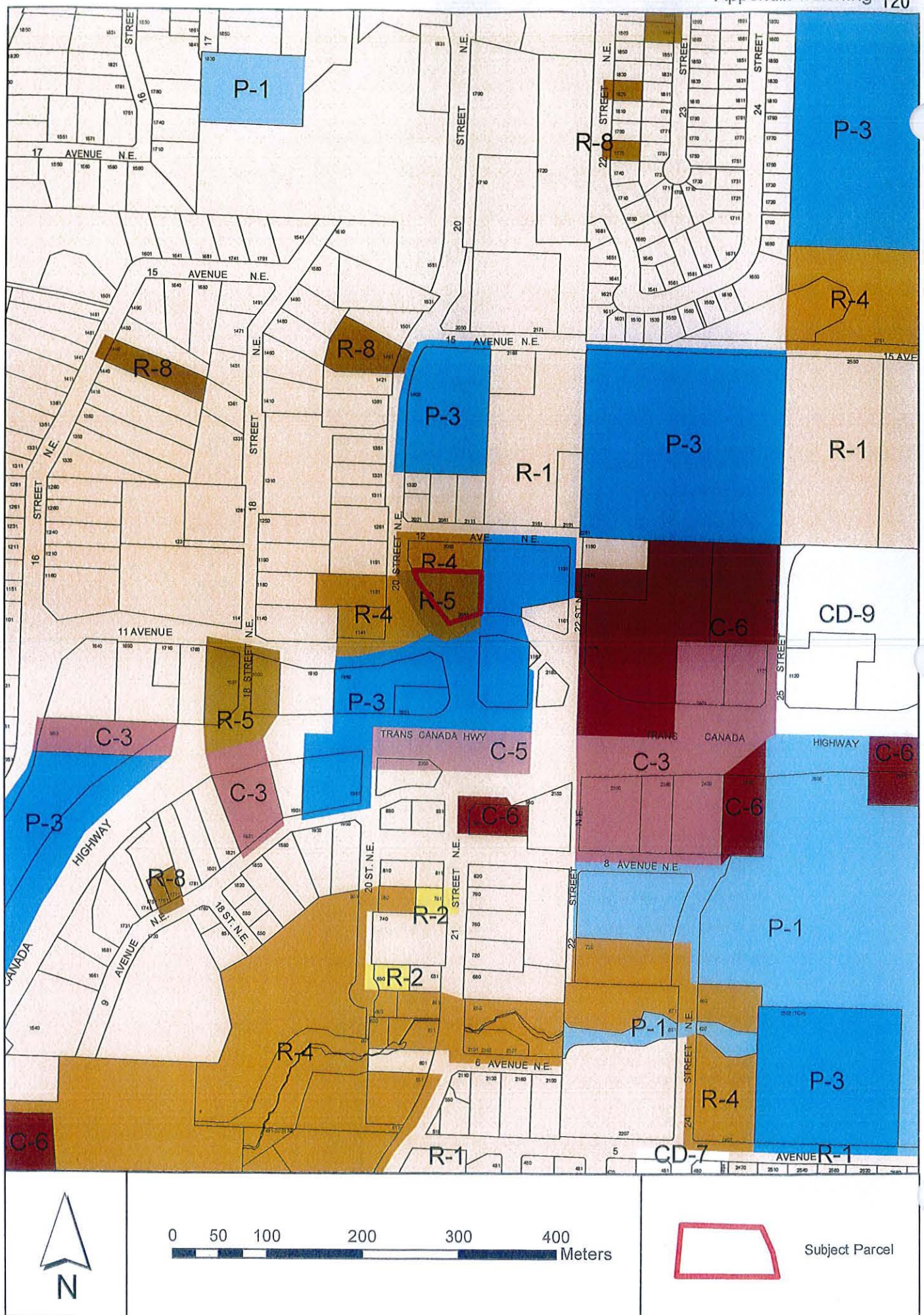
11TH AVE NE &amp; 20TH ST NE

Jun 12, 2017

QTY	BOTANICAL NAME	COMMON NAME	SIZE
<b>TREES</b>			
7	Acer x freemanii 'Autumn Blaze'	Autumn Blaze Maple	7cm cal
<b>SHRUBS</b>			
	Adiantum pedatum	Maidenhair Fern	#1 pot
42	Berberis thunbergii 'Gentry'	Royal Burgundy Japanese Barberry	#2 pot
20	Berberis thunbergii 'Rose Glow'	Rose Glow Japanese Barberry	#2 pot
5	Berberis thunbergii 'Sunsation'	Sunsation Japanese Barberry	#2 pot
5	Buxus x 'Green Gem'	Green Gem Korean Boxwood	#2 pot
19	Buxus x 'Green Velvet'	Korean Box	#2 pot
5	Clethra alnifolia 'Vanilla Spice®' (PW)	Vanilla Spice Summersweet	#2 pot
35	Euonymus alatus 'Compacta'	Dwarf Winged Burning Bush	#2 pot
1	Hosta x 'Blue Angel'	Blue Angel Plantain Lily	#1 pot
24	Hosta x 'Francee'	Francee Plantain Lily	#1 pot
18	Hosta x 'Patriot'	Patriot Plantain Lily	#1 pot
36	Hosta x 'Sum and Substance'	Sum and Substance Plantain Lily	#1 pot
5	Hydrangea arborescens 'Annabelle'	Annabelle Hydrangea	#2 pot
7	Hydrangea paniculata 'Bombshell'	Bombshell Panicle Hydrangea	#2 pot
13	Juniperus horizontalis 'Bar Harbor'	Bar Harbor Juniper	#1 pot
19	Mahonia aquifolium	Oregon Grape Holly	#2 pot
24	Matteuccia struthiopteris	Ostrich Fern	#1 pot
98	Pachysandra terminalis	Pachysandra	10cm pot
6	Rhododendron 'Northern Hi-Lights'	Northern Hi-Lights Azalea	#2 pot
6	Rhododendron 'Mandarin Lights'	Mandarin Lights Azalea	#2 pot
13	Rosa Canadian Artist 'Campfire'	Campfire Canadian Artist Rose	#2 pot
17	Rosa Canadian Artist 'Emily Carr'	Emily Carr Rose	#2 pot
22	Rosa 'JP Connell'	JP Connell Explorer Rose	#2 pot
12	Spiraea x bumalda 'Goldflame'	Goldflame Spirea	#2 pot
8	Spiraea x bumalda 'Goldmound'	Goldmound Bumald Spirea	#2 pot
33	Taxus x media 'Hicksii'	Hicks Yew	#5 pot

No substitutions without written permission of the Landscape Architect.









View south-east over subject parcel.



View north-west over subject parcel, showing adjacent residential development.



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

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TO:	Kevin Pearson, Director of Development Services
DATE:	26 June 2017
PREPARED BY:	Chris Moore, Engineering Assistant
OWNER:	Jobeck Enterprises Ltd., 2079 Hugh Allan Drive, Kamloops, BC, V1S 2B6
APPLICANT:	Owner
SUBJECT:	DEVELOPMENT PERMIT APPLICATION NO. DP-414
LEGAL:	Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP75980
CIVIC:	2081 – 11 Avenue NE

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Further to your referral dated 06 June 2017 we provide the following servicing information. **The following comments and servicing requirements are not conditions for Development Permit; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:**

**General:**

1. Full municipal services are required as noted herein. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Properties to be serviced completely by underground electrical and telecommunications wiring. 3-Phase wiring will not be required to be placed underground.
4. Properties under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
7. 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. At the time of development the applicant will be required to submit for City review and approval a detailed site servicing/lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.



Development Permit Application DP-414  
26 June 2017  
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8. For the off-site improvements at the time of development the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of 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. 20 Street NE on the west side of the subject property is classified as an Urban Collector Street, requiring a road dedication of 20.0 meters (10.0 meters on either side of centerline). Based on review of existing records, road dedication is not required (to be confirmed by BCLS).

20 Street NE is currently constructed to an Interim Urban Collector Street standard. Upgrading to an Urban Collector Street standard (Specification Drawing No. RD-3) is required. Upgrades will include, but are not limited to Davit Street Lights and Fire Hydrants.

2. 11 Avenue NE on the subject properties south boundary is classified as an Urban Local Street, requiring a road dedication of 20.0 meters (10.0 meters on either side of centerline). Based on review of existing records, road dedication is not required (to be confirmed by BCLS).

11 Avenue NE is currently constructed to an Interim Urban Local Street standard. Upgrading to an Urban Local Street standard (Specification Drawing No. RD-2) is required. Upgrades will include, but are not limited to Davit Street Lights and Fire Hydrants.

3. A 5.0 meter x 5.0 meter corner cut will be required at the intersection of 20 Street NE and 11 Avenue NE.
4. Owner/developer is responsible in ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway at time of building permit.
5. A 6m wide letdown will be permitted from 20 Street NE and from 11 Avenue NE as indicated on the development plan. Driveway letdowns shall be completed at the owner/developers cost.

**Water:**

1. The subject property fronts a 250mm diameter Zone 2 watermain on 11 Avenue NE, a 200mm diameter Zone 2 watermain and a 450mm diameter Zone 1 watermain at the Northwest property corner on 20 Street NE. No upgrades are anticipated.
2. The available fire flows are satisfactory according to the 2011 Water Study (Opus Dayton Knight 2012).

**Development Permit Application DP-414**

26 June 2017

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3. Fire protection requirements to be confirmed with the Building Department and Fire Department.
4. The property shall be serviced by single metered water service connection (as per Specification Drawings No. W-10) adequately sized to satisfy the servicing requirements for the proposed use. Water meters will be provided by the City at time of Building Permit, at the owner/developers cost. Available records indicate that the existing lot is currently not serviced. All existing inadequate/unused services must be abandoned at the main. Applicant is responsible for all associated costs.
5. Strata developments with ground oriented access have the option of a bulk water meter at property line with invoicing to the Strata Corporation or individual strata lot metering with invoicing to each strata lot (currently on an annual flat rate). To qualify for the second option each unit requires a separate outside water service shut-off connected to the onsite private water main. Contact Engineering Department for more information. All meters will be provided at time of building permit by the City, at the owner/developers cost.

**Sanitary Sewer:**

1. The subject property fronts a 200mm diameter sanitary main on 11 Avenue NE and a 200mm diameter sanitary main at the Northwest property corner on 20 Street NE. No upgrades are anticipated.
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. Available records indicate that the existing lot is currently not serviced. 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 525 mm diameter storm main on 11 Avenue NE and a 600mm diameter storm main at the Northwest property corner of 20 Street NE. 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.


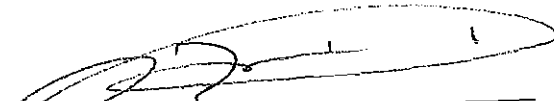
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3. Subject to approval of the ISMP, the proposed lots may be serviced by single storm service connections adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Available records indicate that the existing lot is currently not serviced. All existing inadequate/unused services must be abandoned at the main. Applicant is responsible for all associated costs.

**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 & Public  
Works



## CITY OF SALMON ARM

### DESIGN REVIEW PANEL MINUTES

July 27, 2017  
Room No. 100, City Hall

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**Present:** Bill Laird (Panel Chair)  
Bill Remphrey (Panel Member)  
Paul Burrows (Panel Member)  
John Coulson (Panel Member)  
Warren Welter (Panel Member)  
Marc Lamerton (Panel Member)

Graham Richardson (Applicant DP-414)

Chris Larson (Planning and Development Officer)

**Absent:** Lianne Longdo (Panel Member)

**Application:** Proposed Multiple Family Residential Development at 2081 – 11 Avenue NE  
Development Permit Application No. DP-414

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The meeting was called to order at 2:01 p.m.

#### Development Permit Application No. DP-414

The Applicant summarized the proposal, referring to the site plans and building elevations, noting that the intent is to provide a rental housing option and accommodate associated parking on site.


Panel members discussed the proposal, noting the need for rental housing. Questions were addressed regarding the fencing, landscaping, lighting, parking and access. Panel members were not concerned with the variance requested, however it was noted that future traffic may create a noise issue for property management and a fencing option for noise abatement (involving a variance for a solid 2 m fence) combined with additional landscaping would be supported.

#### Panel Recommendation

THAT the application drawings under review for application DP-414 be supported.

The DRP enthusiastically supports the development of multi-family rental options within the City. The DRP suggests that the applicant explore noise abatement options with respect to traffic noise, and would support an associated variance for noise abatement fencing provided with added associated landscaping.

The meeting adjourned at 2:40 p.m.



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Bill Laird, Panel Chair



Item 24.

## CITY OF SALMON ARM

Date: August 14, 2017

Moved: Councillor Lavery

Seconded: Councillor Jamieson

THAT: the Regular Council Meeting of August 14, 2017, be adjourned.

### Vote Record

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

Opposed:

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

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