

AGENDA

Regular Council Meeting

Monday, August 28, 2017

1:30 p.m.

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

Council Chamber of City Hall

500 – 2 Avenue NE

Page #	Item #	Description
	1.	CALL TO ORDER
1 - 2	2.	IN-CAMERA SESSION
	3.	ADOPTION OF AGENDA
	4.	DISCLOSURE OF INTEREST
	5.	PRESENTATIONS / DELEGATIONS
3 - 4	1.	Salmon Arm Hawks, B.C. AA Mosquito Provincial Champions – Certificate presentation
5 - 8	2.	S. Hecker, Canadian Mental Health Association – Suicide Awareness Lantern Walk
	6.	CONFIRMATION OF MINUTES
9 - 18	1.	Regular Council Meeting Minutes of August 14, 2017
	7.	COMMITTEE REPORTS
19 - 24	1.	Development and Planning Services Committee Meeting Minutes of August 21, 2017
25 - 28	2.	Downtown Parking Commission Meeting Minutes of August 15, 2017
	8.	INTRODUCTION OF BYLAWS
29 - 36	1.	Zoning Amendment Bylaw No. 4220 [ZON-1100; Woldringh V./Whitstone Developments Ltd.; 2350 – 4A Avenue SE; R-1 to R-8] – first and second readings
37 - 46	2.	Zoning Amendment Bylaw No. 4221 [ZON-1103; Koleba C.; 3081 – 28 Avenue NE; R-1 to R-8] – first and second readings
47 - 64	3.	Highway Closure Bylaw No. 4203 – Part of Road, Plan EPP947 – first, second and third readings

- 65 - 68 4. Zoning Amendment Bylaw No. 4222 [ZON-1093; BC Transportation Financing Authority / Ministry of Transportation and Infrastructure; 1110 - 30 Street SW; A-1 to C3] – first and second readings

9. RECONSIDERATION OF BYLAWS

10. CORRESPONDENCE

- 69 - 70 1. Informational Correspondence

11. STAFF REPORTS

- 71 - 76 1. Corporate Officer – Memorandum of Understanding between the City of Salmon Arm and Shuswap Food Action Cooperative
- 77 - 84 2. Corporate Officer – Committee / Commission Member Code of Conduct
- 85 - 88 3. Corporate Officer – 2017 Property Insurance Renewal
- 89 - 92 4. Corporate Officer – Supply of Bulk Aviation Fuels and Related Delivery Services
- 93 - 124 5. Director of Development Services – Agricultural Land Commission Application No. ALC-370 [K.B., J.M. and D.B. Lamb / Regency Consultants Ltd.; 5421 - 10 Avenue NW]
- 125 - 128 6. Director of Engineering and Public Works – Budget Amendment and Award for Foothill Road Culvert Replacement
- 129 - 134 7. Director of Development Services – Request for Signage Permission from G. Kylo, Member of the Legislative Assembly

12. NEW BUSINESS

13. COUNCIL STATEMENTS

14. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

- 135 - 140 1. Board In Brief – August 2017

15. NOTICE OF MOTION

16. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

- 141 - 162 1. Debt Strategy and Capital Plan - Update

17. OTHER BUSINESS

18. QUESTION AND ANSWER PERIOD

- 163 - 164 19. ADJOURNMENT

Item 2.

CITY OF SALMON ARM

Date: August 28, 2017

Moved: Councillor Harrison

Seconded: Councillor Wallace Richmond

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

Vote Record

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

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

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Item 5.1

CITY OF SALMON ARM

Date: August 28, 2017

PRESENTATION

Salmon Arm Hawks, B.C. AA Provincial Champions – Certificate presentation

Vote Record

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

Opposed:

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

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Item 5.2

CITY OF SALMON ARM

Date: August 28, 2017

PRESENTATION

NAME: S. Hecker, Canadian Mental Health Association – Suicide Awareness Lantern Walk

Vote Record

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

Opposed:

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

Gatekeeper Training



Canadian Mental
Health Association
British Columbia
Mental health for all

Help someone when they need it most

You're someone who is there to listen when people need to talk—and with Gatekeeper training you may be able to help save a life.

Suicide prevention is everybody's business

Each year, over 500 British Columbians die by suicide. Although suicide is a leading cause of death for youth aged 15–24 years old, the impact of suicide is actually greater among older people.

No matter the age of the person or the circumstances surrounding their death, each life lost to suicide leaves a lasting mark on that person's family, friends and community.

Gatekeepers are in the unique position of being able to help prevent suicide, and help save the lives of people in their community.

What is a Gatekeeper?

Gatekeepers are members of the community who have been trained to help people who are at risk of suicide. They are people who hold a position of trust and responsibility in the community, and who have regular face-to-face contact with many adults or older adults. Examples could include:

- First responders
- HR professionals
- Elders and spiritual leaders
- Community service providers
- Teachers and professors

How can I become a Gatekeeper?

Gatekeeper training is being offered across British Columbia through the Canadian Mental Health Association on a fee-for-service basis.

Gatekeeper offers two levels of training

Gatekeeper training follows research-informed curriculum shown to be effective at increasing knowledge, skill and willingness to intervene, as well as helping to reduce the risk of suicide.

ASIST two-day training

Over 100,000 people in 30 countries attend ASIST each year. Learn to:

- recognize people at risk of suicide
- talk to them, hear their stories and understand their situations
- help them stay safe

safeTALK half-day training

More than 50,000 people in 20 countries attend safeTALK each year. Learn to:

- identify people who may have thoughts of suicide
- ask them directly about the possibility of suicide
- connect them to life-saving resources

To learn more about bringing Gatekeeper training to your community or workplace, please contact Shannon Hecker at 250-832-8477 / 250-253-5054 or shannon.hecker@cmha.bc.ca

Funding provided by the BC Ministry of Health

SUICIDE SAFER COMMUNITIES

Lantern Walk

Wed, Sept 13, 2017

7:30 - 9:00 pm

McGuire Lake Park

Salmon Arm, BC

Join us as we come together
as a community to acknowledge
those we have lost, and for
whom we carry hope forward.

For more information see our facebook event page at:

Creating Suicide Safer Communities Lantern Walk

Brought to you by the Shuswap Local Action Team as part of the Child & Youth Mental Health & Substance Use (CYMHSU) Collaborative. Funded in partnership by Doctors of BC & the BC Government.



Photo by Sarah Lauze

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Item 6.1

CITY OF SALMON ARM

Date: August 28, 2017

Moved: Councillor Jamieson

Seconded: Councillor Eliason

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

PRESENT:

Mayor N. Cooper
Councillor K. Flynn
Councillor C. Eliason
Councillor K. Jamieson
Councillor T. Lavery

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

ABSENT:

Councillor L. Wallace Richmond
Councillor A. Harrison

1. CALL TO ORDER

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

Councillor Eliason entered the meeting at 1:30 p.m.

2. IN-CAMERA SESSION

0323-2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

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

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:30 p.m.

Council returned to Regular Session at 2:20 p.m.

Council recessed until 2:30 p.m.

3. REVIEW OF AGENDA

4. DISCLOSURE OF INTEREST

Councillor Jamieson declared a conflict of interest with item 9.1 as he is employed by School District #83 which owns the South Canoe Property and buildings.

5. PRESENTATIONS / DELEGATIONS**6. CONFIRMATION OF MINUTES****1. Regular Council Meeting Minutes of July 24, 2017**

0324-2017

Moved: Councillor Jamieson

Seconded: Councillor Eliason

THAT: the Regular Council Meeting Minutes of July 24, 2017, be adopted as circulated.

CARRIED UNANIMOUSLY**7. COMMITTEE REPORTS****1. Development and Planning Services Committee Meeting Minutes of August 8, 2017**

0325-2017

Moved: Councillor Flynn

Seconded: Councillor Jamieson

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

CARRIED UNANIMOUSLY**2. Agricultural Advisory Committee Meeting Minutes of July 12, 2017**

0326-2017

Moved: Councillor Jamieson

Seconded: Councillor Lavery

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

CARRIED UNANIMOUSLY**3. Downtown Parking Commission Meeting Minutes of June 20, 2017**

0327-2017

Moved: Councillor Eliason

Seconded: Councillor Jamieson

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

CARRIED UNANIMOUSLY**8. INTRODUCTION OF BYLAWS**

9. RECONSIDERATION OF BYLAWS

Councillor Jamieson declared a conflict and left the meeting at 2:33 p.m.

1. **City of Salmon Arm Short Term Capital Borrowing (Bylaw No. 4158) Repeal Bylaw No. 4179 - Rescind Final Reading**

0328-2017

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.

CARRIED UNANIMOUSLY

Councillor Jamieson returned to the meeting at 2:34 p.m.

2. **Fee for Service Amendment Bylaw No. 4219 [Water Meter Rates] - Final Reading**

0329-2017

Moved: Councillor Jamieson

Seconded: Councillor Eliason

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

CARRIED UNANIMOUSLY

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**

0330-2017

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.

CARRIED UNANIMOUSLY

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**

0331-2017

Moved: Councillor Jamieson

Seconded: Councillor Eliason

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

CARRIED UNANIMOUSLY

5. **Official Community Plan Amendment Bylaw No. 4177 [OCP4000-27; Eagle Home Sales Ltd.; 1190 - 51 Street NE; AR to HC]**

0332-2017

Moved: Councillor Lavery

Seconded: Councillor Eliason

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

CARRIED UNANIMOUSLY

9. RECONSIDERATION OF BYLAWS - continued

6. Zoning Amendment Bylaw No. 4178 [ZON-1077; Eagle Home Sales Ltd.; 1190 - 51 Street NE; A-2 to C-3] - Final Reading

0333-2017

Moved: Councillor Lavery

Seconded: Councillor Eliason

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

CARRIED UNANIMOUSLY

10. CORRESPONDENCE

1. Informational Correspondence

8. P. Thurston, Executive Director, Shuswap Family Resource & Referral Centre - letter dated August 4, 2017 - Proposal for a Skateboard Competition as a fundraiser

0334-2017

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: Council approve the Shuswap Family Resource & Referral Centre Skateboard Competition fundraiser to be held at Blackburn Park on Saturday, August 26, 2017, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

17. J. Heer - email dated August 1, 2017 - Paid Parking Transaction Issue

0335-2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: an "Out of Order" sign be placed on the pay parking station at the Wharf parking lot which will have the effect of allowing free parking in that location until September 5, 2017.

CARRIED UNANIMOUSLY

11. STAFF REPORTS

1. Chief Financial Officer - Contract - Shaw Business - Fibre Connectivity

0336-2017

Moved: Councillor Lavery

Seconded: Councillor Eliason

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.

CARRIED UNANIMOUSLY

11. STAFF REPORTS - continued**2. Director of Engineering and Public Works – Trans Canada Highway Safety Study**

Councillor Eliason left the meeting at 3:21 p.m.

Councillor Eliason returned to the meeting at 3:22 p.m.

0337-2017 Moved: Councillor Flynn
 Seconded: Councillor Eliason
 THAT: Council defer consideration of the proposed Trans Canada Highway Safety Study Report Phase 1 Improvements until October 10, 2017.

CARRIED UNANIMOUSLY

3. Director of Engineering and Public Works – Budget Amendment and Tender Award – 2 Street SE – Utility Upgrades

0338-2017 Moved: Councillor Lavery
 Seconded: Councillor Eliason
 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 of \$538,649.00 plus applicable taxes.

CARRIED UNANIMOUSLY

4. Fire Chief – Emergency Fire Apparatus

0339-2017 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.

B. Shirley, Fire Chief explained the purchase to Council and was available to answer questions.

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

Board in Brief – July, 2017 - Received for information.

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 3:50 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

Mayor N. Cooper
Councillor K. Jamieson
Councillor T. Lavery
Councillor K. Flynn
Councillor C. Eliason

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

ABSENT:

Councillor L. Wallace Richmond
Councillor A. Harrison

Councillor Eliason entered the meeting at 7:00 p.m

19. DISCLOSURE OF INTEREST

No interest was declared.

20. HEARINGS

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

0340-2017

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.

The Director of Development Services explained the proposed Development Permit and variance.

Submissions were called for at this time.

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

J. Stewart, #7 - 2060 12th Avenue NE - expressed concerns about landscaping trees being a potential hazard for sightlines for oncoming traffic on access, but stated that she was satisfied by the explanation provided by the Director of Development Services.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:06 p.m. and the motion was:

CARRIED UNANIMOUSLY

21. PUBLIC HEARING

22. RECONSIDERATION OF BYLAWS

23. QUESTION AND ANSWER PERIOD

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

24. ADJOURNMENT

0341-2017

Moved: Councillor Lavery

Seconded: Councillor Jamieson

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

CARRIED UNANIMOUSLY

The meeting adjourned at 7:09 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

Adopted by Council the day of 2017.

MAYOR

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Item 7.1

CITY OF SALMON ARM

Date: August 28, 2017

Moved: Councillor Flynn

Seconded: Councillor Jamieson

THAT: the Development and Planning Services Committee Meeting Minutes of August 21, 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 **Monday, August 21, 2017.**

PRESENT:

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

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

ABSENT:

1. CALL TO ORDER

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

2. REVIEW OF THE AGENDA

3. DECLARATION OF INTEREST

Councillor Eliason declared a conflict of interest with item 4.2 as the applicant is a client of his firm.

4. REPORTS

1. **Zoning Amendment Application No. ZON-1100 [Woldringh, V. / Whitstone Developments Ltd.; 2350 - 4A Avenue SE; R-1 to R-8]**

Moved: Councillor Eliason

Seconded: Councillor Harrison

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 20, Section 13, Township 20,

Range 10, W6M , KDYD, Plan KAP47968 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone);

4. REPORTS - continued**1. Zoning Amendment Application No. ZON-1100 [Woldringh, V./ Whitstone Developments Ltd.; 2350 - 4A Avenue SE; R-1 to R-8] - continued**

AND THAT: final reading of the zoning amendment bylaw be withheld subject to confirmation that the proposed suite meets Zoning Bylaw and BC Building Code requirements.

M. Wilson, the agent, explained the application to the Committee and was available to answer questions.

CARRIED UNANIMOUSLY

Councillor Eliason declared a conflict and left the meeting at 8:03 a.m.

2. Zoning Amendment Application No. ZON-1103 [Koleba, C.; 3081 - 28 Avenue NE; R-1 to R-8]

Moved: Councillor Flynn

Seconded: Councillor Jamieson

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 19, Township 20, Range 9, W6M, KDYD, Plan 18220 from R-1 (Single Family Residential) to R-8 (Residential Suite Zone).

C. Koleba, the applicant, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

Councillor Eliason returned to the meeting at 8:07 a.m.

3. Agricultural Land Commission Application No. ALC-370 [Lamb, K.B., J.M. & D.B. / Regency Consultants Ltd.; 5421 - 10 Avenue NW - Subdivision within the ALR]

Moved: Councillor Lavery

Seconded: Councillor Jamieson

THAT: the Development and Planning Services Committee recommends to Council that Agricultural Land Commission Application No. ALC. 370 be authorized for submission to the Agricultural Land Commission.

B. Holtby, the agent, explained the application to the Committee and was available to answer questions.

D. Lamb, the applicant, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

4. **REPORTS - continued**

4. **Highway Closure Bylaw No. 4203, Ministry of Transportation & Infrastructure, Part of Road, Plan EPP947, Sec. 10, Tp. 20, R. 10, W6M, KDYD & ZON-1093, B.C. Transportation Financing Authority / Ministry of Transportation and Infrastructure, 1110 - 30 Street SW - A-1 to C-3**

Moved: Councillor Wallace Richmond

Seconded: Councillor Harrison

THAT: the Development and Planning Services Committee recommends to Council that City of Salmon Arm Highway Closure Bylaw No. 4203 proceed to first, second and third readings;

AND THAT: Authorization be granted for the sale of Closed Road , Plan EPP69619, Sec. 10, Tp. 20, R. 10, W6M, KDYD, as shown on Appendix 3, to the BC Transportation Financing Authority for the sum of \$ 75,700.00.

AND THAT: The sale of the above lands be subject to the following:

- i) Compliance with Section 26 (Notice of Proposed Property Disposition) and Section 94 (Requirements for Public Notice) of the Community Charter and Policy 3.16 (Notification);
- ii) Registration of a statutory right of way over the Closed Road to permit continued public use of the road until such time as it is reconstructed at its new location; and
- iii) All associated costs being the responsibility of the Ministry of Transportation & Infrastructure.

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

- i) Rezone Lot 2, Plan 9071, except Plan EPP69618, Sec. 10, Tp. 20, R. 10, W6M, KDYD from A-1 (Agriculture) to C-3 (Service Commercial);

AND THAT: Final Reading of the Zoning Amendment Bylaw be withheld pending approval by the Ministry of Transportation & Infrastructure;

AND THAT: Final Reading of Highway Closure Bylaw No. 4203 be withheld pending:

- i) Adoption of the zoning amendment bylaw; and
- ii) Confirmation from the Ministry of Transportation & Infrastructure that upon transfer of the Closed Road to the BC Transportation Financing Authority, the Closed Road will immediately be consolidated with Lot 1, Plan 9071, except Plans 42037, KAP79081 and EPP947 Sec. 10, Tp. 20, R. 10, W6M, KDYD.

D. Bella, Binnie & Associations, on behalf of Ministry of Transportation & Infrastructure spoke regarding the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

5. **PRESENTATION**

1. **L. Gubbels, Canoe Forest Products – Forest Stewardship Plan**

L. Gubbels, Planning Forester, provided an overview of Canoe Forest Products Forest Stewardship Plan and was available to answer questions from the Committee. R. Mills provided information regarding notification.

Councillor Flynn left the meeting at 8:23 a.m.

Councillor Flynn returned to the meeting at 8:25 a.m.

6. **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 8:40 a.m.

Council returned to Regular Session at 9:02 a.m.

CARRIED UNANIMOUSLY

7. **FOR INFORMATION**

No items

8. **LATE ITEMS**

No Items.

9. **ADJOURNMENT**

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee meeting of August 21, 2017, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:02 a.m.

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

Mayor Nancy Cooper
Chair

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Item 7.2

CITY OF SALMON ARM

Date: August 28, 2017

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the Downtown Parking Commission Meeting Minutes of August 15, 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, August 15, 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, August 15, 2017 at 8:00 a.m.

Present:

City of Salmon Arm
Representatives:

Cathy Ingebrigtsen
Regan Ready
Bill Laird
Vic Hamilton

Downtown Improvement Association
Representatives:

Jacque Gaudreau
Matt Koivisto

Resource Personnel:

Robert Niewenhuizen, Director of Engineering & Public Works
Chad Eliason, Councillor

Absent:

Gerald Foreman
Heather Finn
Marcel Bedard, Bylaw Officer
Jenn Wilson, Engineer

The meeting was called to order at 8:00 am, by Chairperson Cathy Ingerbrigtsen

1. Minutes of Meeting: July 18, 2017

Motion: R. Ready/B. Laird
To: Receive minutes as information

Carried Unanimously

2. Downtown Parking Capital Budget Discussion

- Carl Bannister CAO and Monica Dalziel CFO presented the proposed Dept Strategy and Capital Plan.
- Discussion was had on the City's proposed capital projects, associated debt strategy and applicable reserve transfers which would be incorporated into the City's Financial Plan.
- Key points discussed were the future Downtown Parkade and Ross Street Underpass.
- Lowering Specified Levy and maintaining Downtown Parking Reserve

Motion: R. Ready / M. Koivisto
That: The Downtown Parking Commission support the Dept Strategy and Capital Plan including the future Parkade as presented.

Carried Unanimously

3. Downtown Parking Strategic Plan

- Updated Downtown Parking Area map was presented with updated parking stall counts.

Minutes – Downtown Parking Commission
Page 2

- Further discussion was had on how to connect with business owners and how to provide improved awareness of the types of parking available in the downtown area (Social media, etc)
- Discussion on health and wellness component, park and walk, etc.
- Parking meters and monitoring and types of parking required in the future
- DPC asked Staff to inquire into the Prince George Parking system

Received As Information

4. Correspondence

- No correspondence received

Received As Information

5. Any Other Business

- None

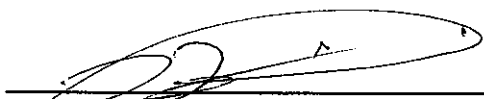
6. Adjournment

- Meeting Adjourned at 9:07 am

Motion: M. Koivisto / B. Laird

Meeting Adjourned

Certified Correct



 Robert J. Nieuwenhuizen
 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 8.1

CITY OF SALMON ARM

Date: August 28, 2017

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4220, be read a first and second time;

AND THAT: final reading of the zoning amendment bylaw be withheld subject to confirmation that the proposed suite meets Zoning Bylaw and BC Building Code requirements.

[ZON-1100; Woldringh V. / Whitstone Developments Ltd.; 2350 - 4A Avenue SE; R-1 to R-8]

Vote Record

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

Opposed:

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



City of Salmon Arm

Development Services Department Memorandum

To: Her Worship Mayor Cooper and Members of Council

Date: July 27, 2017

Subject: Zoning Bylaw Amendment Application No. 1100

Legal: Lot 20, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP47968

Civic: 2350 – 4A Avenue SE

Owner / Applicant: Woldringh, V. / Whitstone Developments Ltd.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 20, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP47968 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone);

AND FURTHER THAT: final reading of the zoning amendment bylaw be withheld subject to confirmation that the proposed suite meets Zoning Bylaw and BC Building Code requirements.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The 0.18 acre subject parcel is located at 2350 4A Avenue SE (Appendix 1 and 2) and presently contains an existing single family dwelling. The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the use of an existing non-conforming secondary suite within the existing single family dwelling.

BACKGROUND

The subject parcel is designated Medium Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3). The subject parcel is located at 2350 4A Avenue NE, an area is generally comprised of R-1 zoned parcels containing single family dwellings. There are two R-8 zoned parcels within the proximity of the subject parcel.

The subject parcel meets the conditions as specified to permit a secondary suite within the proposed R-8 zone. Site photos are attached as Appendix 4. The intent of the applicant is to develop a conforming *secondary suite* within the existing single family dwelling (floor plan attached as Appendix 5). A site review has been completed by the City's Building Department.

Any development of a legal secondary suite would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements. The applicant has been in contact with City Building Inspectors, who have confirmed it is possible to meet Building Code requirements. Furthermore, with R-8 zoning, only one suite is permitted in a single family dwelling.

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in Medium Density Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel area and width, the subject property has potential to meet the conditions for the development of one of either a *secondary suite* or *detached suite*, including sufficient space for an additional off-street parking stall.

COMMENTS

Engineering Department

No objections to the proposed rezoning, subject to sufficient onsite parking being provided. A water meter will be required at time of building permit.

Building Department

BC Building Code will apply. Site review completed, with building code requirements to create legal suite provided to applicant. No concerns with proposed zoning subject to the completion of building upgrades.

Fire Department

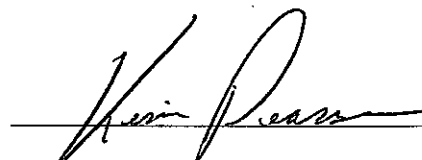
No concerns.

Planning Department

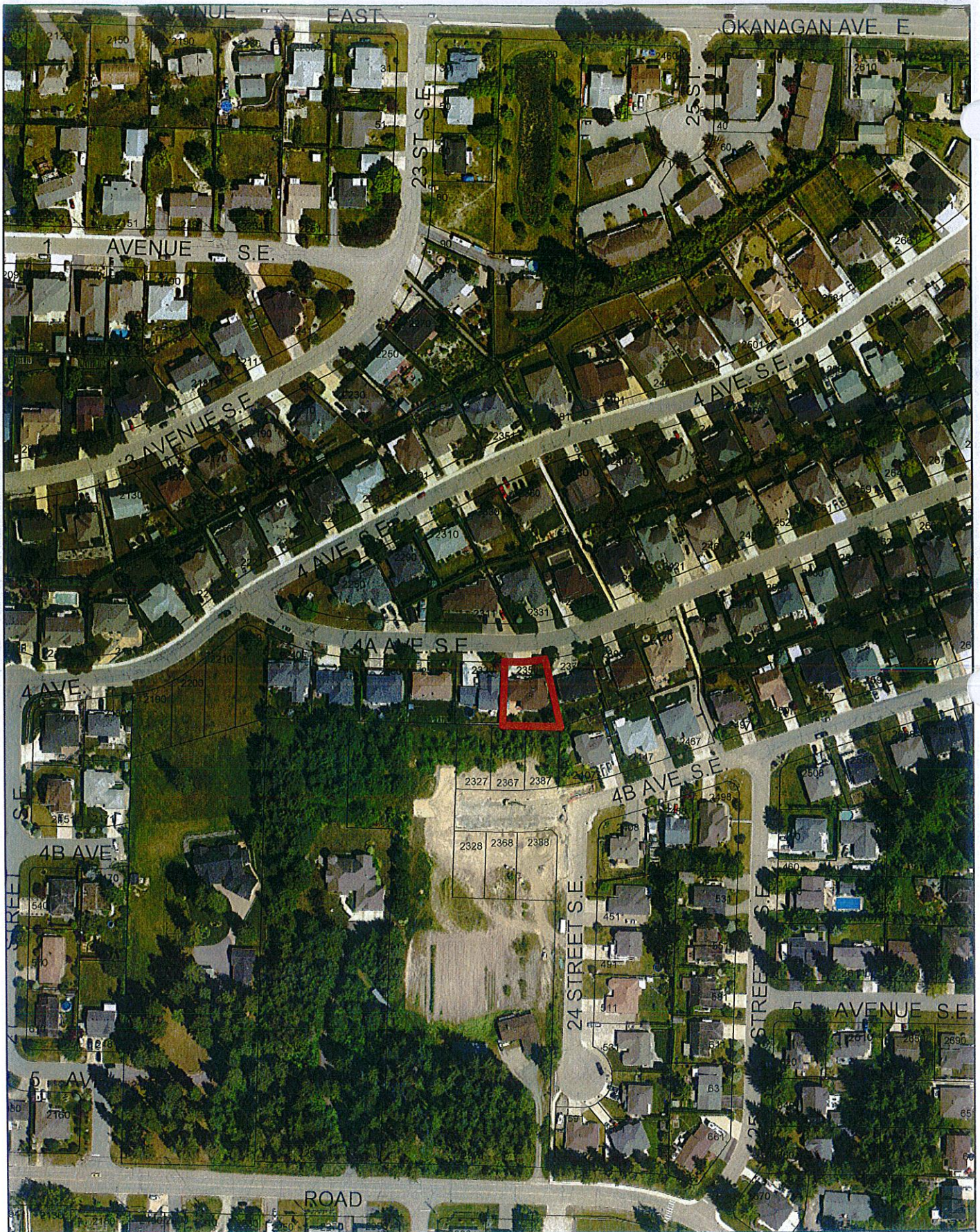
The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. Any development of a secondary suite would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.



Prepared by: Chris Larson, MCP
Planning and Development Officer



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



0 25 50 100 150 200 Meters



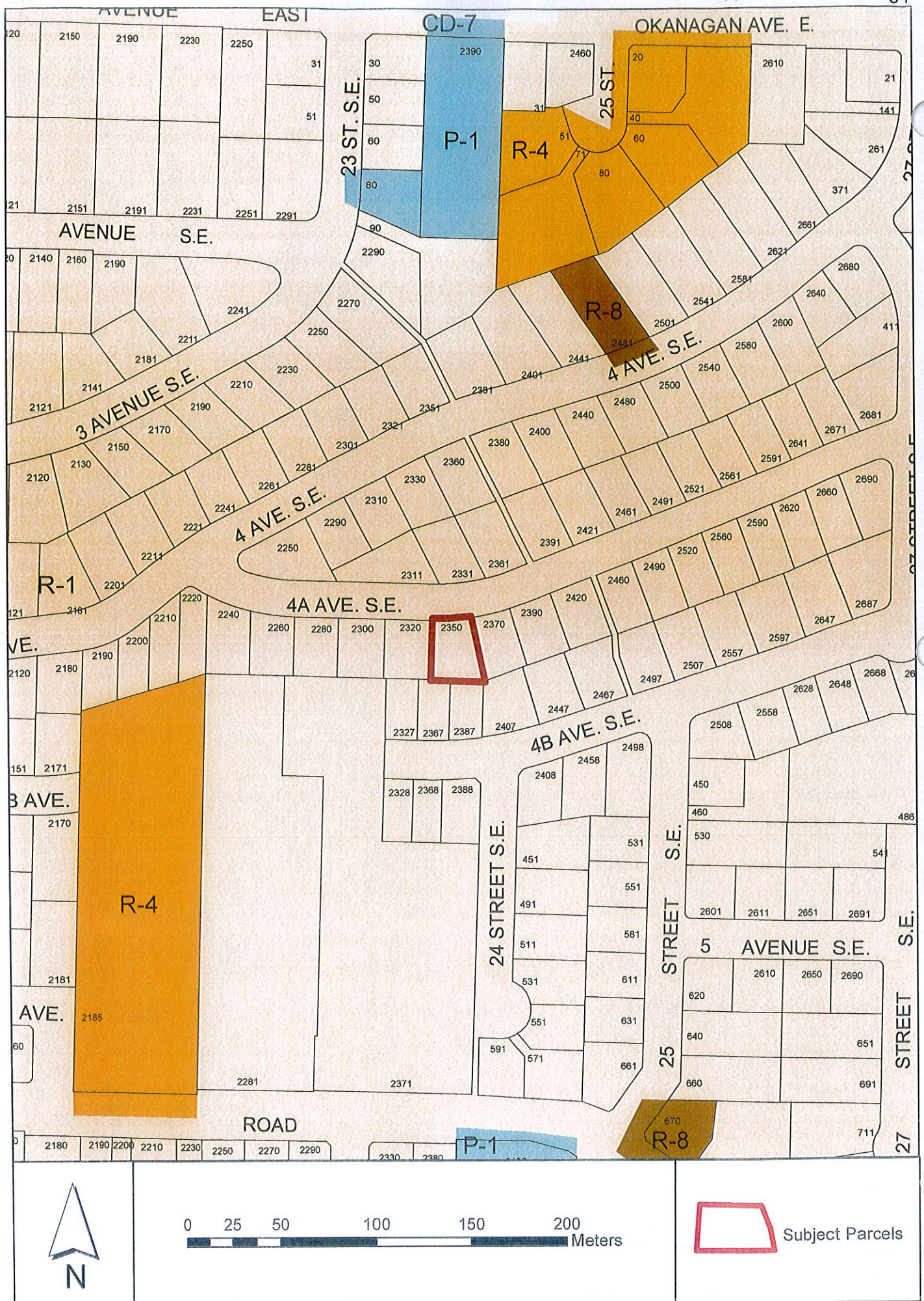
Subject Parcels



0 4.75 9.5 19 28.5 38 Meters



Subject Parcels

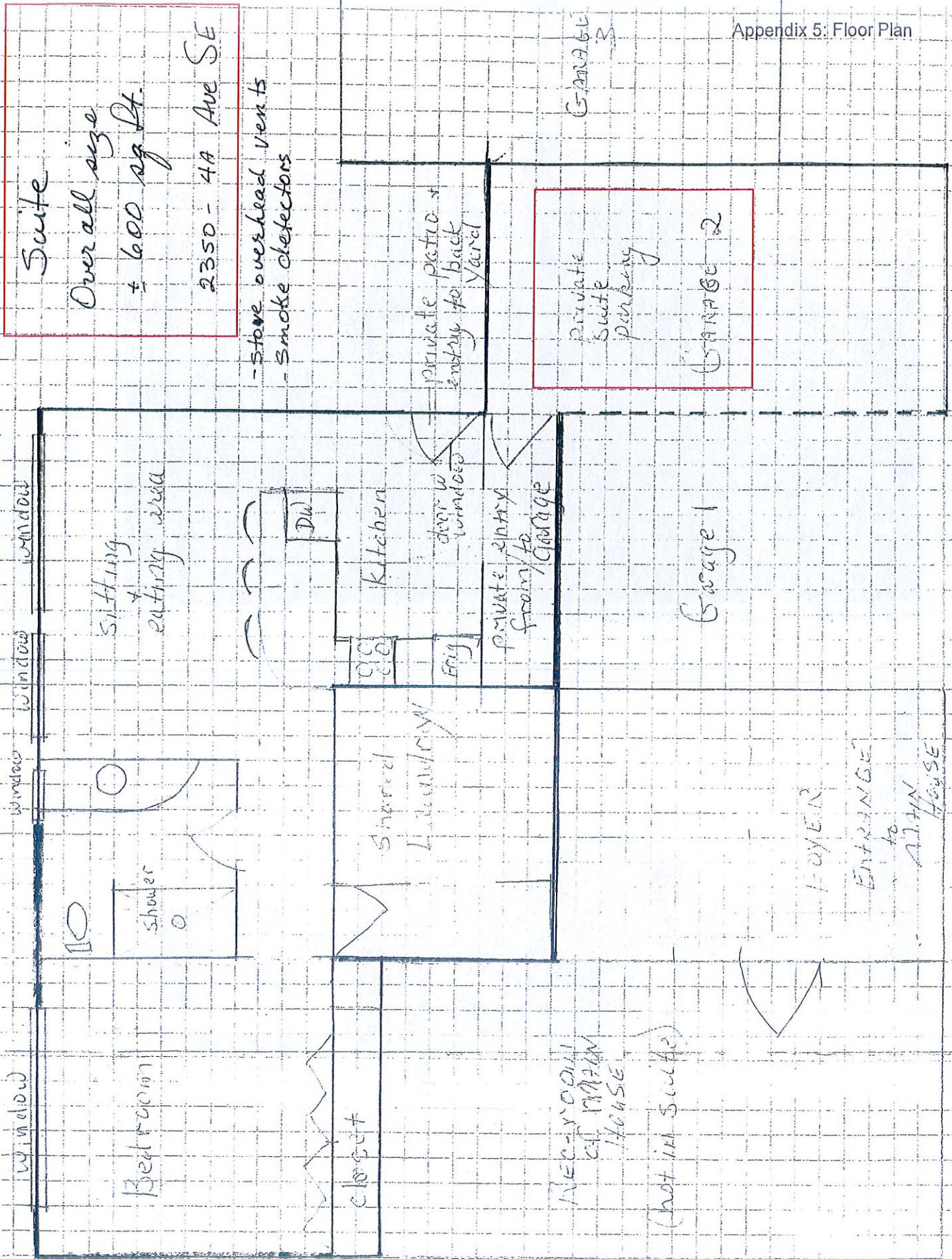




View south-east of subject parcel, with parking area clearly visible.



View south-west of subject parcel.



Item 8.2

CITY OF SALMON ARM

Date: August 28, 2017

Moved: Councillor Lavery

Seconded: Councillor Harrison

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4221, be read a first and second time.

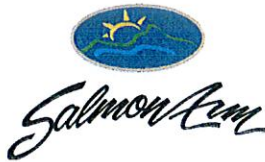
[ZON-1103; Koleba C.; 3081 – 28 Avenue NE; R-1 to R-8]

Vote Record

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

Opposed:

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



Development Services Department Memorandum

To: Her Worship Mayor Cooper and Members of Council

Date: August 15, 2017

Subject: Zoning Bylaw Amendment Application No. 1103

Legal: Lot 2, Section 19, Township 20, Range 9, W6M, KDYD, Plan 18220

Civic: 3081 28 Avenue NE

Owner / Applicant: Koleba, C.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 19, Township 20, Range 9, W6M, KDYD, Plan 18220 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 3081 28 Avenue NE and currently contains a single family dwelling (Appendix 1 and 2), while construction has recently begun on an accessory building. The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the construction and use of a new detached suite above the accessory building currently under construction.

BACKGROUND

The subject parcel is located in an area largely comprised of R-1 and A-2 zoned parcels containing single family dwellings. The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3). There are currently seven R-8 zoned parcels within close proximity of the subject parcel.

A site plan and letter of intent are attached as Appendix 4, while site photos are attached as Appendix 5. The intent of the applicant is to construct a new two-storey accessory building featuring an approximately 90 square metre detached suite above a garage. The relatively large subject parcel is approximately 0.35 acres, and easily exceeds the applicable requirements of minimum parcel area and minimum parcel width to permit a detached suite within the proposed R-8 zone.

The site plan indicates that the proposed siting of the suite in the west (side) yard can meet the applicable minimum setback requirements. Parking for the suite is also specified in the site plan and should be easily provided.

Detached Suites

Policy 8.3.25 of the OCP provides for the consideration of detached suites in Low Density Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on Zoning Bylaw parcel area requirements, the subject property has potential for the development of a detached suite, including sufficient space for an additional off-street parking stall to serve the suite as indicated in the attached site plan.

COMMENTSEngineering Department

No objections to the proposed rezoning, subject to owner satisfying servicing requirements at time of development (water meter). Comments attached as Appendix 6.

Building Department

No concerns with rezoning. Construction subject to BC Building Code.

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

Fire Department

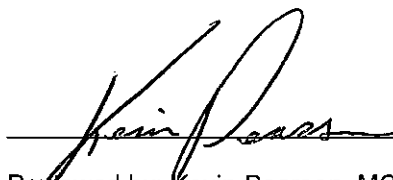
No concerns.

Planning Department

The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The large parcels in this area are well suited to the development of suites as proposed. Development of a detached suite requires a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.



Prepared by: Chris Larson, MCP
Planning and Development Officer



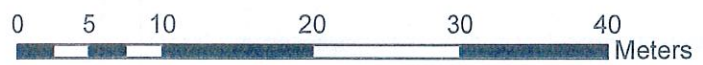
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



0 45 90 180 270 360 Meters



Subject Parcels



 Subject Parcels

Corinne Koleba

3081-28 Avenue NE, Salmon Arm, BC

July 8, 2017

The City of Salmon Arm
500 - 2 Avenue NE
Salmon Arm, BC V1E 4N2

To Whom It May Concern:

The property I own at 3081-28 Avenue NE in beautiful Salmon Arm provides a modest home of 1020 square feet with a full basement built in 1971 on .35 acres. I see potential for this property to assist Salmon Arm in the lack of reputable rental properties as well as complimenting my future retirement income.

I have been granted a building permit (permit number 15310B) to build a garage that is currently in progress and above this garage is room for a 1 to 2 bedroom fully contained rental suite. This suite could either be my home and I could rent out the main house to a family to utilize. Or I could rent the suite and live in the main house, as is my current status.

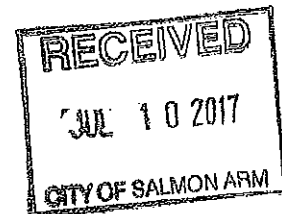
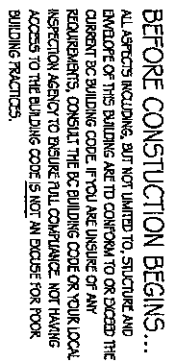
I have a large lot that will allow two families to reside comfortably.

Thank you for your time and attention to this matter of granting my current R1 zone to R8 in the potential to grow and progress the rental viability of Salmon Arm.

Kindest Regards,

Corinne Koleba

Corinne Koleba



A1

SITE PLAN

KOLEBA GARAGE/ OFFICE

PROJECT CONTACT: RUDY HEYDE 250. 804. 6641
DESIGN CONTACT: MIKE THIESSEN 250. 253. 5041

DATE: 17-06-20
SCALE: $\frac{1}{8}'' = 1'-0''$



View northeast of subject parcel.



View north of subject parcel from 28 Avenue NE.



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

To: Kevin Pearson, Director of Development Services
Date: August 8, 2017
Prepared by: Darin Gerow, Engineering Assistant
Subject: Proposed Rezoning Application ZON-1103E
Legal: Lot 2, Plan 18220, Sec 19-20-9
Civic: 3081 – 20 Avenue NE
Owner: Corinne Koleba
Applicant: Owner

Further to your referral dated July 7, 2017, the Engineering Department has thoroughly reviewed the site and has no objections to the proposed rezoning.

The following comments and servicing requirements are not conditions for rezoning; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:

- Owner/developer to install water meter at time of building permit (as per specification No. W-10). City will supply the meter at the owners cost. Inspection will be required to ensure meter has been provided before the connection to the detached suite.
- Sufficient onsite Parking shall be provided.

Darin Gerow, ASCT
Engineering Assistant

Rob Niewenhulzen, ASCT
Director of Engineering & Public Works

Item 8.3

CITY OF SALMON ARM

Date: August 28, 2017

Moved: Councillor Harrison

Seconded: Councillor Lavery

THAT: the bylaw entitled Highway Closure Bylaw No. 4203 be read a first, second and third time;

AND THAT: Authorization be granted for the sale of Closed Road, Plan EPP69619, Sec. 10, Tp. 20, R. 10, W6M, KDYD, as shown on Appendix 3 of the Staff Report dated August 16, 2017, to the BC Transportation Authority for the sum of \$75,700.00;

AND THAT: The sale of the above lands be subject to the following:

- i) Compliance with Section 26 (Notice of Proposed Property Disposition) and Section 94 (Requirements for Public Notice) of the Community Charter and Policy 3.16 (Notification);
- ii) Registration of a statutory right of way over the Closed Road to permit continued public use of the road until such time as it is reconstructed at its new location; and
- iii) All associated costs being the responsibility of the Ministry of Transportation & Infrastructure.

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

- i) Adoption of the zoning amendment bylaw; and
- ii) Confirmation from the Ministry of Transportation & Infrastructure that upon transfer of the Closed Road to the BC Transportation Financing Authority, the Closed Road will immediately be consolidated with Lot 1, Plan 9071, except Plans 42037, KAP79081 and EPP947 Sec. 10, Tp. 20, R. 10, W6M, KDYD.

Vote Record

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

Opposed:

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



City of Salmon Arm
Development Services Department Memorandum

TO: Her Worship Mayor Cooper and Council

FROM: Development Services Department

DATE: August 16, 2017

SUBJECT: Highway Closure Bylaw No. 4203
Part of Road, Plan EPP947, Sec. 10, Tp. 20, R. 10, W6M, KDYD
Applicant: Ministry of Transportation & Infrastructure;

and

Zoning Amendment Application File No. ZON.1093
Lot 2, Plan 9071, except Plan EPP69618, Sec. 10, Tp. 20, R. 10, W6M, KDYD
1110 - 30 Street SW
Owner: BC Transportation Financing Authority
Agent: Ministry of Transportation & Infrastructure;

Motion for Consideration

THAT:

City of Salmon Arm Highway Closure Bylaw No. 4203 proceed to first, second and third readings;

AND THAT:

Authorization be granted for the sale of Closed Road , Plan EPP69619, Sec. 10, Tp. 20, R. 10, W6M, KDYD, as shown on Appendix 3, to the BC Transportation Financing Authority for the sum of \$ 75,700.00.

AND THAT:

The sale of the above lands be subject to the following:

- i) Compliance with Section 26 (Notice of Proposed Property Disposition) and Section 94 (Requirements for Public Notice) of the Community Charter and Policy 3.16 (Notification);
- ii) Registration of a statutory right of way over the Closed Road to permit continued public use of the road until such time as it is reconstructed at its new location; and
- iii) All associated costs being the responsibility of the Ministry of Transportation & Infrastructure.

AND THAT:

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

- i) Rezone Lot 2, Plan 9071, except Plan EPP69618, Sec. 10, Tp. 20, R. 10, W6M, KDYD from A-1 (Agriculture) to C-3 (Service Commercial);

AND THAT:

Final Reading of the Zoning Amendment Bylaw be withheld pending approval by the Ministry of Transportation & Infrastructure;

AND THAT:

Final Reading of Highway Closure Bylaw No. 4203 be withheld pending:

- i) Adoption of the zoning amendment bylaw; and
- ii) Confirmation from the Ministry of Transportation & Infrastructure that upon transfer of the Closed Road to the BC Transportation Financing Authority, the Closed Road will immediately be consolidated with Lot 1, Plan 9071, except Plans 42037, KAP79081 and EPP947 Sec. 10, Tp. 20, R. 10, W6M, KDYD.

Staff Recommendation

THAT: The Motion for Consideration be adopted.

Proposal

In conjunction with the highway improvement project west of town centre, the Ministry of Transportation & Infrastructure is proposing to close and relocate a portion of the existing frontage road on the south side of the highway at 30 Street SW.

To accommodate the road closure and provide for future commercial land use development, the Ministry is also proposing to rezone the property immediately adjacent to the south boundary of the road closure.

A location map, ortho photo and copy of Bylaw No. 4203 are attached as Appendices 1, 2 and 3.

Road Closure

In order to improve traffic flow and safety at the Trans-Canada Highway No. 1 and 30 Street SW intersection, the Ministry of Transportation & Infrastructure plans to move the existing frontage road intersection further south on 30 Street SW. A Reference Plan showing the dimensions of the road to be closed and the new alignment to the south is attached to the bylaw in Appendix 3.

The subject roadway was dedicated in 2008 from the adjacent property to the north which currently contains Woodsman Equipment & Rentals Ltd. (Lot 1, Plan 9071/Wall Industries Inc.). The portion of the road to be closed is approximately 10.0 metres in width and 647.2 square metres in area.

As most road closures involve land that was dedicated from the adjoining properties, the owners of those properties are given the opportunity to purchase the closed road and consolidate it back with their property. In addition, because the closures often involve relatively narrow, small portions of land, it is only the adjacent owners that can usually make use of the land.

With this application, the BC Transportation Financing Authority owns the adjacent parcel to the south and Wall Industries Inc. (Woodsman Equipment) owns the adjacent parcel to the north. The Ministry of Transportation & Infrastructure is currently in negotiations with Wall Industries Inc. for additional improvements along the perimeter of its property and as part of the negotiations, the Ministry is proposing to return the closed road to the Woodsman Equipment property, see Appendix 4.

With previous applications for land acquisition, where the land is only available to the adjacent landowners, the City has based the value of the land on the assessed land value of the adjacent property, rather than through an independent appraisal. As only Woodsman Equipment or the Ministry can make use of this ten metre wide strip of land, this approach is also being applied to this proposal.

Based on the 2017 assessed land value of the Woodsman property (\$332,000), the proposed closed portion of the frontage road has a value of \$75,700.00. Council recently agreed in principle to this sale price.

Rezoning

The parcels on the north and south sides of the proposed road closure are designated Highway Service/Tourist Commercial in the Official Community Plan. The parcel on the north side is zoned C-3 (Service Commercial) and the parcel on the south side is zoned A-1 (Agricultural). Neither property is within the Agricultural Land Reserve. O.C.P. and zoning maps are attached as Appendices 5 and 6 and as shown on Appendix 6, the zoning boundaries extend to the centre of the subject roadway.

The Ministry of Transportation & Infrastructure is applying to have the southern parcel rezoned from A-1 (Agriculture) to C-3 (Service Commercial). This will allow for future development of the southern parcel and accommodate consolidation of the closed road with the Woodsman Equipment property by rezoning the south half of the closed road to C-3.

Discussion

Staff and outside agencies have reviewed the proposal and provide the following:

Ministry of Transportation & Infrastructure

No concerns.

BC Hydro

No concerns.

FortisBC

No concerns.

Building Department

No concerns.

Fire Department

No concerns.

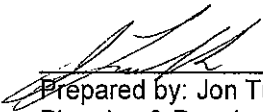
Engineering Department

See Appendix 7.

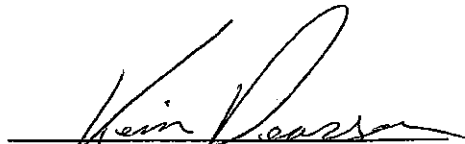
Planning Department

Staff support the proposal:

- i) Relocation of the of the frontage road intersection with 30 Street SW will improve traffic flow and safety;
- ii) The closed road will be returned and consolidated with the property from which it was originally dedicated;
- iii) The zoning amendment is consistent with the Official Community Plan and will facilitate consolidation of the closed road with the Woodsman Equipment property;
- iv) The assessed value of the land to be disposed of will provide fair compensation to the City and has been agreed upon by the Ministry;
- v) As of this writing, no objections or concerns have been received from outside agencies; and
- vi) As noted in the Motion for Consideration, further public notification will be provided in accordance with Sections 26 and 94 of the Community Charter and City Policy 3.16. Copies of Sections 26 and 94 and Policy 3.16 are provided in Appendix 12.



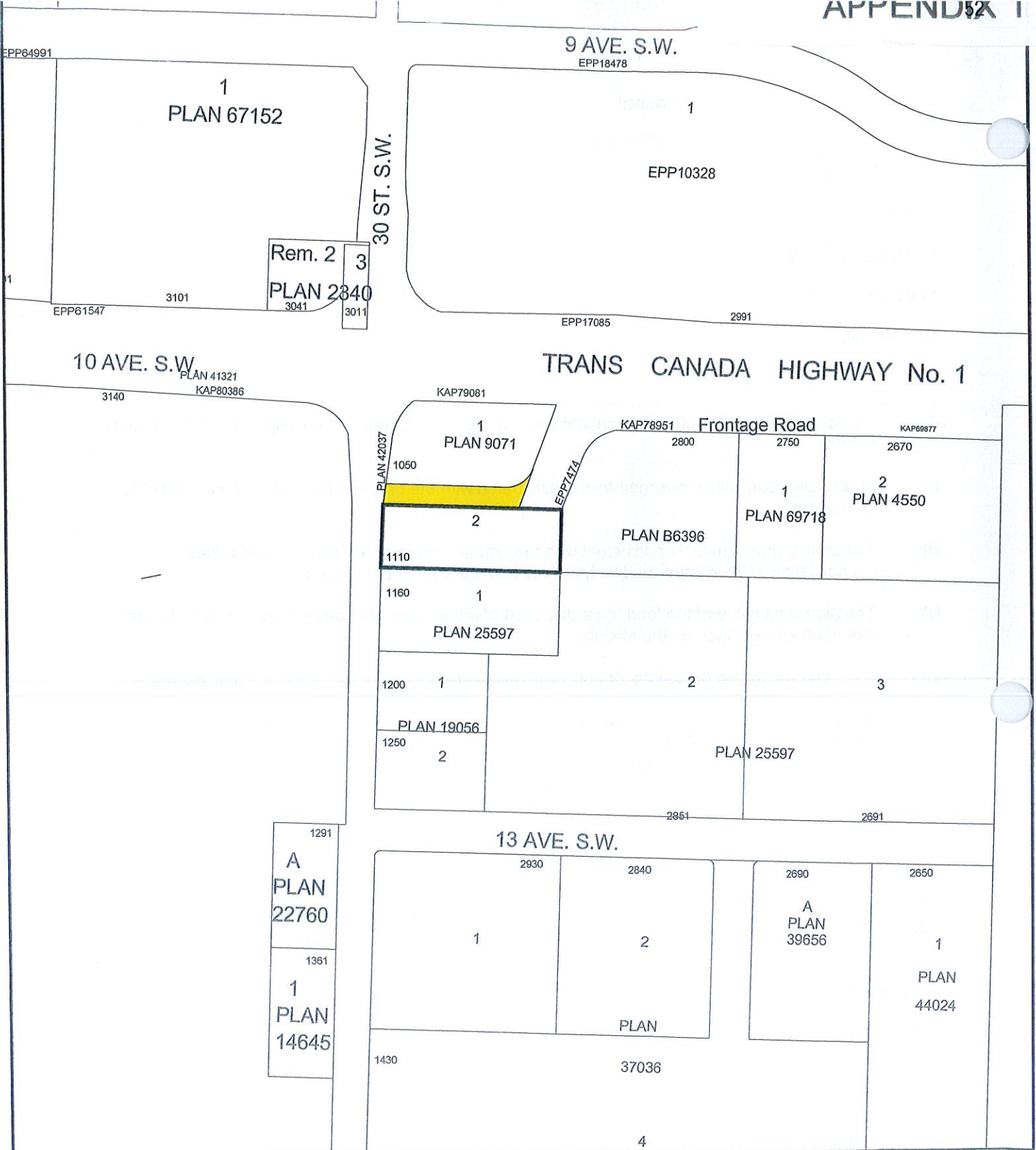
Prepared by: Jon Turlock
Planning & Development Officer



Reviewed by: Kevin Pearson MCIP
Director of Development Services

Appendices

- 1. Location map
- 2. Ortho photo
- 3. Bylaw No. 4203
- 4. MoTI letter dated Feb. 27/17
- 5. OCP map
- 6. Zoning map
- 7. Engineering Dept. comments
- 8. Sections 26 & 94 of Community Charter & Policy 3.16



Location Map



Proposed Road Closure



Parcel to be rezoned



Ortho Photo



Proposed Road Closure

Parcel to be rezoned

CITY OF SALMON ARM

BYLAW NO. 4203

Being a Bylaw to Close to Traffic, Remove the Dedication as Highway and Dispose of a Portion of Road, Plan EPP947, Section 10, Township 20, Range 10, W6M, KDYD

WHEREAS, pursuant to Section 40 of the Community Charter, SBC, 2003 Chapter 26, and amendments thereto, Council may, by bylaw, close a portion of highway to traffic and remove the dedication of a highway, if prior to adopting the bylaw, Council publishes notice of its intention in a newspaper and posts the notice in public notice posting place, and provides an opportunity for persons who consider they are affected by the bylaw to make representations to Council;

AND WHEREAS the Provincial Government's right of resumption under Section 35(8) of the Community Charter, SBC, 2003, Chapter 26 and amendments thereto, in relation to a highway or portion of a highway that was vested in a municipality pursuant to Section 35(1) of this Act, is cancelled if the Corporate Officer of the municipality files with the Land Title Office a statement certifying that the highway closure and removal of dedication complies with the Regulation of the Minister of Transportation B.C. Regulation 245/2004 (June 4, 2004) as amended by B.C. Regulation 18/2008 (January 25, 2005), made under the authority of the Community Charter, Section 35(10)(b);

AND WHEREAS the Council deems it expedient to close to traffic, remove the dedication of highway and dispose of that portion of Road, comprising 647.2 m² dedicated at the Kamloops Land Title Office by Plan EPP947, Section 10, Township 20, Range 10, W6M, KDYD which is shown outlined in bold black ("Closed Road") on the Reference Plan prepared by Joseph Charles Johnson, BCLS, Browne Johnson Land Surveyors, on January 25, 2017, a reduced copy of which is attached hereto (the "Plan");

AND WHEREAS notices of the Council's intention to close the portion of highway to traffic, to remove its dedication as highway, and to dispose of it were published in a newspaper and posted in the public notice posting place;

AND WHEREAS the Council does not consider that the closure of the portion of highway will affect the transmission or distribution facilities or works of utility operators;

AND WHEREAS the disposition of Closed Road will be to the BC Transportation Financing Authority;

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

1. Attached to this Bylaw, as Schedule "A" and forming part of this Bylaw is a reduced copy of the Reference Plan (the "Plan").
2. The City of Salmon Arm is hereby authorized to dispose of and convey the Closed Road to the BC Transportation Financing Authority.
3. The City of Salmon Arm hereby authorizes the closure to traffic and removal of the highway dedication of that portion of of Road, comprising 647.2 m² dedicated at the Kamloops Land title Office by Plan EPP947, Section 10, Township 20, Range 10, W6M, KDYD which is shown outlined in bold black ("Closed Road") on the Plan.
4. On deposit of the Plan and all other applicable documentation for the removal of the highway dedication, in the Kamloops Land Title Office, the highway dedication of that portion of the road is cancelled.
5. The Mayor and Corporate Officer are hereby authorized to execute such conveyances, deeds, maps, plans, receipts and documents on behalf of the City of Salmon Arm as may be necessary for the purposes aforesaid and to affix the Corporate Seal of the City of Salmon Arm thereto.
6. The Council shall, before adopting this Bylaw, cause public notice of its intention to do so to be given by advertisement once each week for two consecutive weeks in a newspaper published or circulated in the City of Salmon Arm, and has provided an opportunity for persons who consider they are affected by the closure and disposition of the Closed Road to make representations to Council.

SEVERABILITY

7. 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.

ENACTMENTS

8. Any enactments 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

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

CITATION

11. This Bylaw may be cited for all purposes as the "City of Salmon Arm Highway Closure Bylaw No. 4203".

READ A FIRST TIME THIS DAY OF 2017

READ A SECOND TIME THIS DAY OF 2017

READ A THIRD TIME THIS DAY OF 2017

PUBLIC NOTICE OF INTENTION TO PROCEED ADVERTISED IN THE SALMON ARM
OBSERVER ON THE DAY OF , 2017 AND THE DAY OF , 2017.

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

For Minister of Transportation and Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER



Delivered by Courier

Our File No.: PS 733384

February 27, 2017

Kevin Pearson, MCIP
 Director of Development Services
 City Of Salmon Arm
 500 – 2nd Avenue NE
 Box 40
 Salmon Arm, BC V1E 4N2

**Re: Request For Lane Closure
 Between 1050 30th Street SW (PID 008-192-880) and
 1110 30th Street SW (PID 009-763-082)
 TCH NO. 1 – 30TH STREET SW TO 10TH STREET SW, SALMON ARM, B.C.**

Thanks to you and Rob Niewenhuizen for meeting our Contract Property Agent, Steve Kosa, in January and myself a few weeks back.

Please consider this letter with attachments, a formal request for Lane Closure for the referenced captioned area. The attached legal survey indicates this area to be 647.2 m². The intention is for this area to be incorporated into negotiations with the adjacent owner of 1050 30th Street SW (Wall Industries Inc.).

As you suggested in your discussions with Mr. Kosa, a value allocation of \$75,700 would be acceptable to the City of Salmon Arm. It is our understanding this value indication is based on the 2017, BC Assessment unit value (\$117 / m²) for the Land area (647.2 m²) of 1050 30th Street SW.

We also attach an email from the Ministry's Project Manager, Dan Bella, indicating all services within the Lane Closure area would be relocated.

Thank you for your attention to this request and please advise if you have any questions or require any additional information. I can be reached at (250) 371-3864 or by email at Darren.Lincoln@gov.bc.ca.

Yours truly,

Darren Lincoln, RIBC
 Manager, Property Services

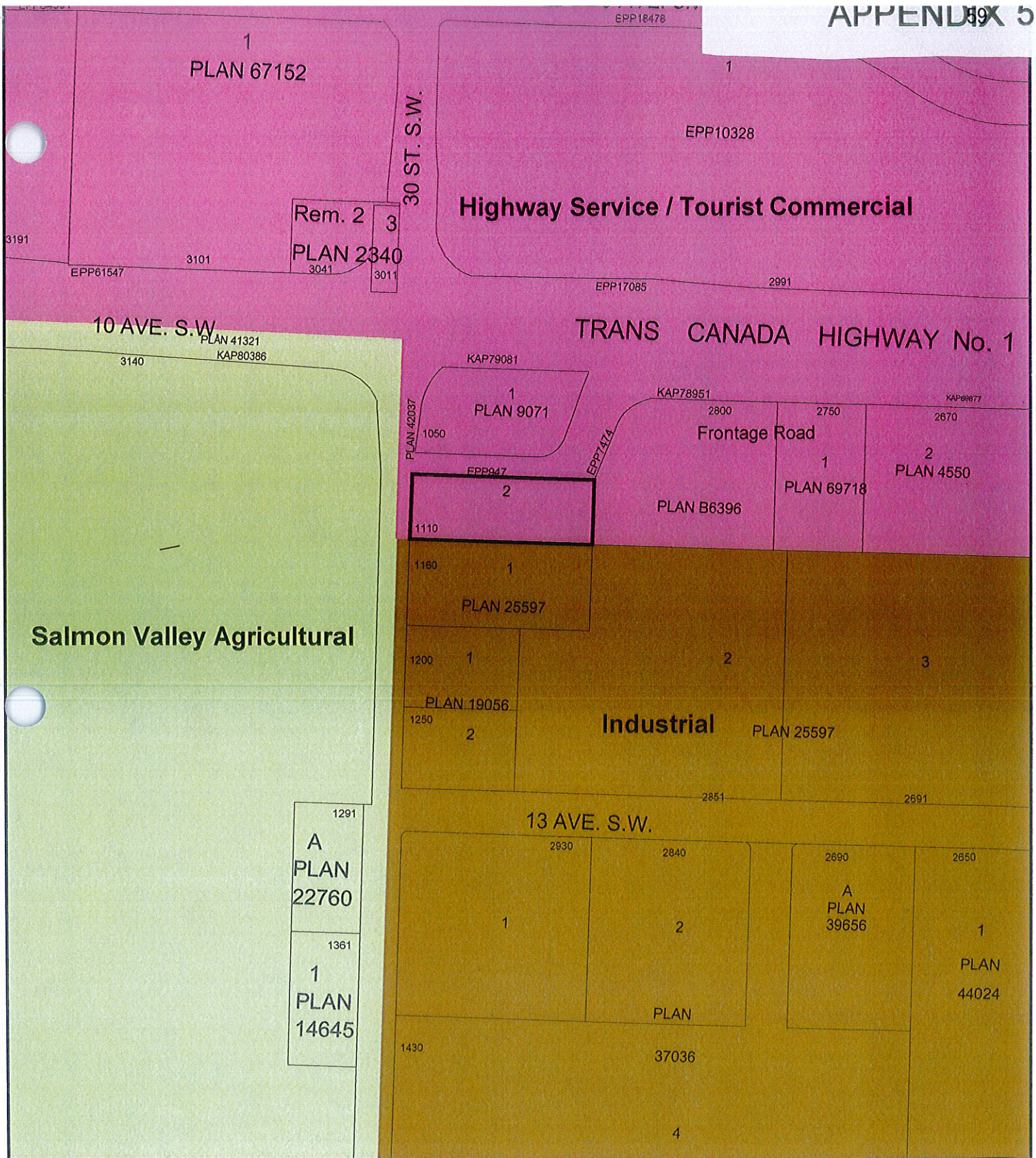
Attachments

Ministry of
 Transportation &
 Infrastructure

Southern Interior Region
 Property Services

Mailing Address:
 342 - 447 Columbia Street
 Kamloops BC V2C 2T3
 Telephone: 250 371-3864
 Fax: 250 828-4083

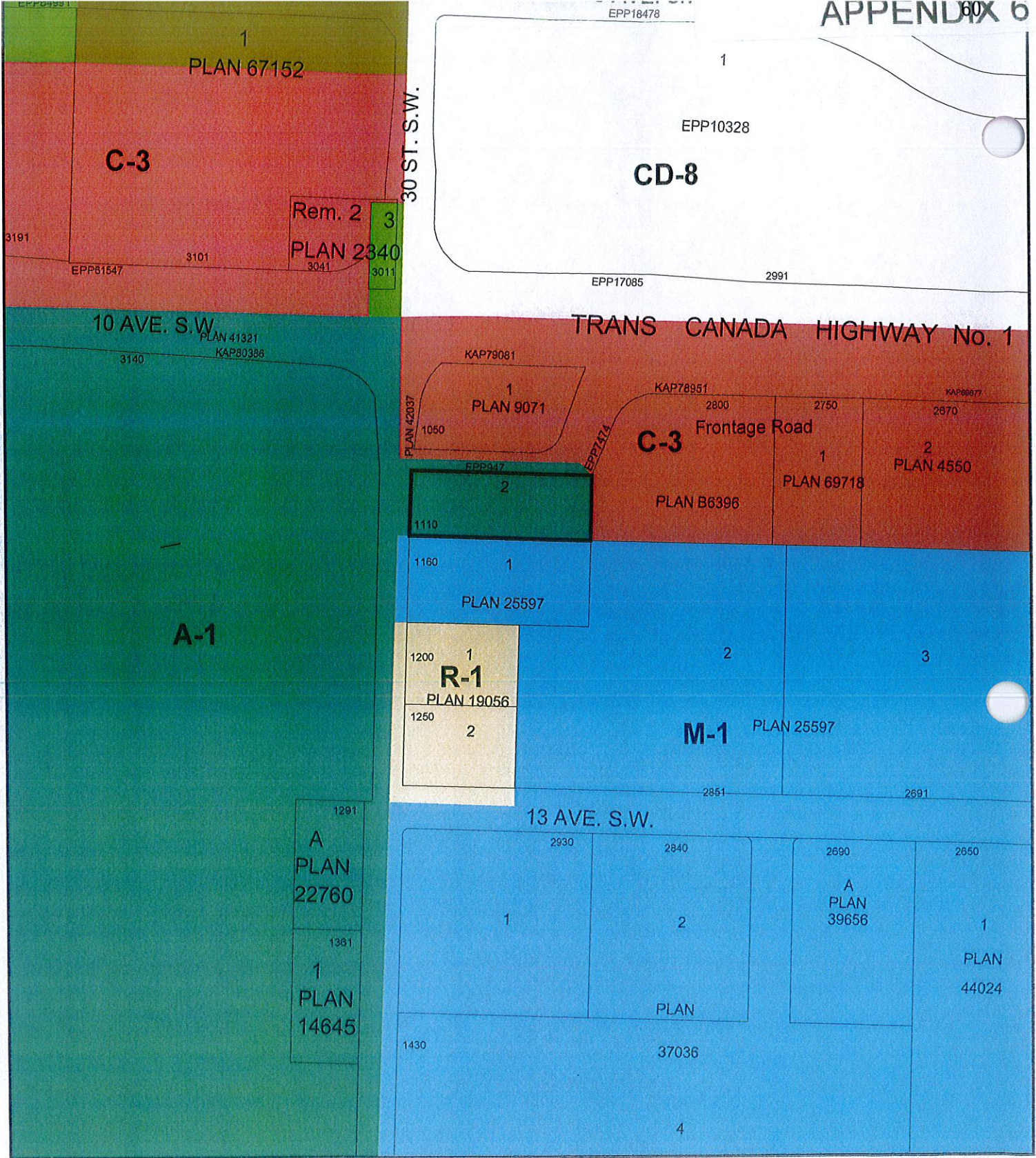
www.gov.bc.ca/tran



O.C.P.



Subject Property



Zoning



Subject Property



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

To: Kevin Pearson, Director of Development Services
 Date: April 6, 2017
 Prepared by: Darin Gerow, Engineering Assistant
 Subject: Proposed Subdivision Application No. 17-14E; and
 Proposed Zoning Amendment Application No. ZON-1093
 Legal: Part of Road Plan EPP947, Sec 10-20-10; and
 Lot 2, Plan 9071, Sec 10-20-10
 Civic: Road Between 1050 & 1110 – 30 Street SW; and
 1110 – 30 Street SW
 Applicant: Ministry of Transportation & Infrastructure

Further to your referral dated March 16, 2017 we provide the following servicing information

As part of the highway improvement project west of town centre, MoTI is proposing to close the road south of 1050 – 30 Street SW and move it to the south, further away from the intersection with the TCH. It is intended that the portion of road to be closed will be consolidated with the lot immediately to the north – Lot 1 Plan 9071.

City of Salmon Arm Engineering Department does not have any concerns with the proposed rezoning and road closure.

Darin Gerow, ASCT
Engineering Assistant

Rob Niewenhuizen, ASCT
Director of Engineering & Public Works

Community Charter

Notice of proposed property disposition

26 (1) Before a council disposes of land or improvements, it must publish notice of the proposed disposition in accordance with section 94 [*public notice*].

(2) In the case of property that is available to the public for acquisition, notice under this section must include the following:

- (a) a description of the land or improvements;
- (b) the nature and, if applicable, the term of the proposed disposition;
- (c) the process by which the land or improvements may be acquired.

(3) In the case of property that is not available to the public for acquisition, notice under this section must include the following:

- (a) a description of the land or improvements;
- (b) the person or public authority who is to acquire the property under the proposed disposition;
- (c) the nature and, if applicable, the term of the proposed disposition;
- (d) the consideration to be received by the municipality for the disposition.

Requirements for public notice

94 (1) If this section applies, the applicable notice must be

- (a) posted in the public notice posting places, and
- (b) published in accordance with this section.

(2) Subject to subsection (4), publication under subsection (1) (b)

- (a) must be in a newspaper that is distributed at least weekly
 - (i) in the area affected by the subject matter of the notice, and
 - (ii) if the area affected is not in the municipality, also in the municipality, and
- (b) unless otherwise provided, must be once each week for 2 consecutive weeks.

(3) The obligation under subsection (2) may be met by publication of the notice in more than one newspaper, if this is in accordance with that subsection when the publications are considered together.

(4) If publication under subsection (2) is not practicable, the notice may be given in the areas by alternative means as long as the notice

(a) is given within the same time period as required for publication,

(b) is given with the same frequency as required for publication, and

(c) provides notice that the council considers is reasonably equivalent to that which would be provided by newspaper publication if it were practicable.

(5) As an exception, subsection (4) (b) does not apply in relation to an area if the alternative means is by individual distribution to the persons resident in the area.

(6) If the same matter is subject to 2 or more requirements for publication in accordance with this section, the notices may be combined so long as the requirements of all applicable provisions are met.

(7) A council may provide any additional notice respecting a matter that it considers appropriate, including by the Internet or other electronic means.

DISTRICT OF SALMON ARM**POLICY NO. 3.16**

TOPIC: Notification for Disposition of Publicly-Owned Land.

PURPOSE: To establish policy and procedure for informing the public of the Municipality's intent to dispose of publicly owned land.

POLICY AND PROCEDURE:

1. The Municipality will publish in one issue of the Salmon Arm Observer and the Shuswap Sun, a display advertisement that contains the following information:
 - a) That the Municipality is considering the disposition of a certain parcel of land.
 - b) Legal description of the parcel.
 - c) Area (size) of the parcel.
 - d) Civic address of the parcel.
 - e) Description of general location of the parcel, including a map.
 - f) Statement of notice that, subject to approval by District of Salmon Arm Council, the said parcel will be disposed of for a specified sum, when applicable.
 - g) Date and time that offer of disposition will expire.
 - h) Date of the notice.
2. The Clerk will post a copy of the notice, including a location map, on a board accessible to the public at District Hall for the period the offer to sell is in effect.

Prepared by: Development Services Department	Date: January 26, 1999
Approved by Council:	Date: March 9, 1999
Amended or Replaced:	Date:

Item 8.4

CITY OF SALMON ARM

Date: August 28, 2017

Moved: Councillor Jamieson

Seconded: Councillor Wallace Richmond

THAT: Zoning Amendment Bylaw No. 4222 be read a first and second time;

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

[ZON-1093; BC Transportation Financing Authority / Ministry of Transportation and Infrastructure; 1110 -30 Street SW; A-1 to C-3]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4222

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 at the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on September 11, 2017 at the hour of 7:00 p.m. was published in the August 30, 2017 and September 6, 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 Lot 2, Section 10, Township 20, Range 10, W6M, KDYD, Plan 9071, Except Plan EPP69618 from A-1 Agricultural Zone to C-3 Service Commercial Zone as shown on Schedule "A" attached hereto and forming part of this bylaw.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "**City of Salmon Arm Zoning Amendment Bylaw No. 4222**"

READ A FIRST TIME THIS DAY OF 2017

READ A SECOND TIME THIS DAY OF 2017

READ A THIRD TIME THIS DAY OF 2017

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

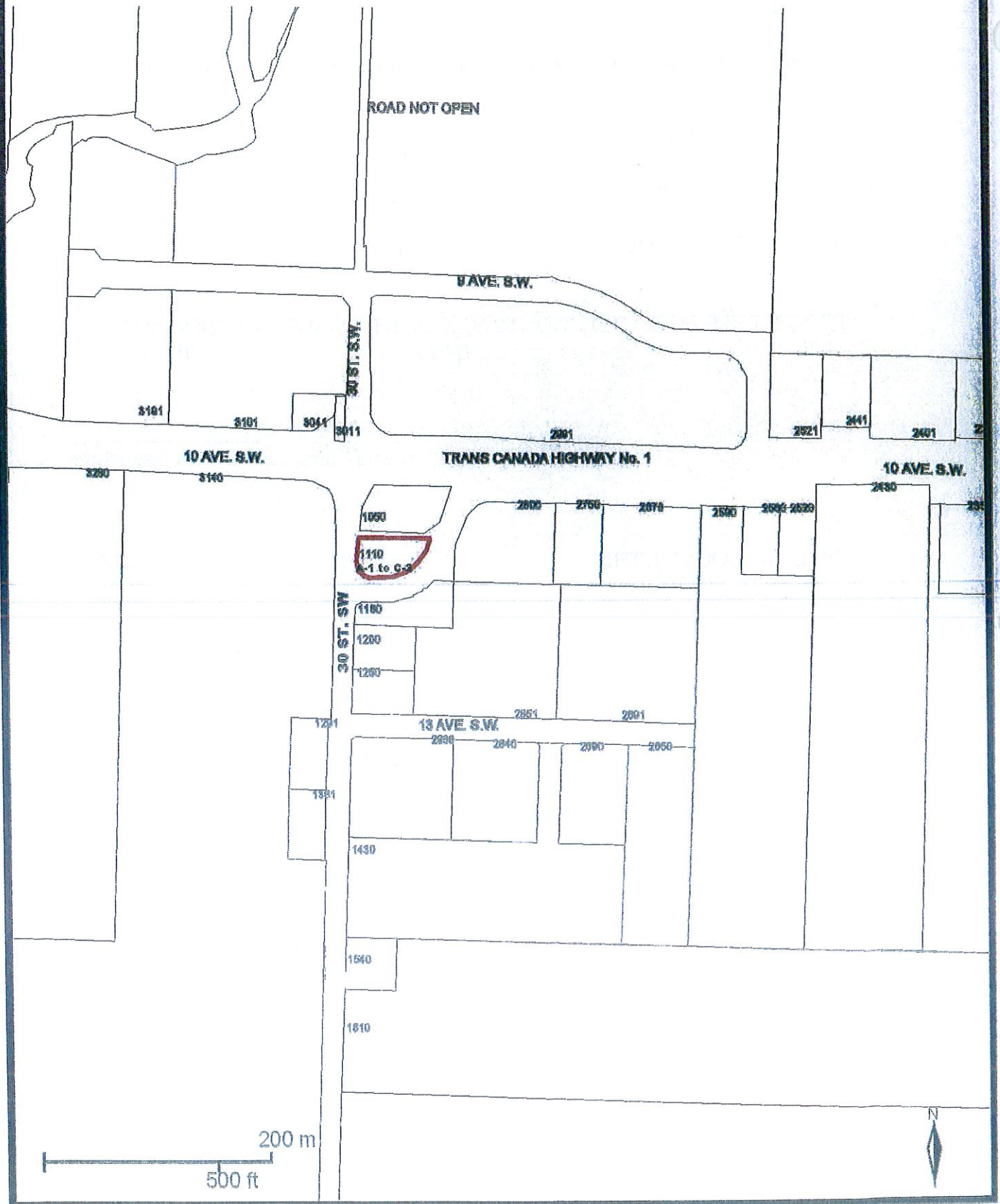
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

— Subject Property



INFORMATIONAL CORRESPONDENCE - AUGUST 28, 2017

1. M. Sinhuber - letter dated August 16, 2017 - Community Gardens
2. E. Morgan, President, Salmon Arm Pickleball Club - email dated August 17, 2017 - Fun Tournament
3. A. May - letter dated August 21, 2017 - Sage Orienteering club events in Salmon Arm
4. R. McMahon, Coordinator, Salmon Arm 2017 Fair - Salmon Arm fair parking on Safeway Field
5. F. Ramgren, General Manager, Chances Salmon Arm - email dated August 10, 2017 - UBCM Casino Night
6. C. Burles, Administrative Assistant, Canadian Federation of Independent Business - email dated August 22, 2017 - CFIB - UBCM Meeting Request
7. Communications and Public Affairs Branch, Health Canada - email dated August 10, 2017 - Health Canada: Trampoline and bouncy castle (inflatable play structure) safety
8. Interior Health - newsletter dated August 2017 - Healthy Communities Update
9. J. Shouldice, Grant Administrator, Vancouver Foundation - newsletter dated August 2017 - Grant opportunities for Arts & Culture and Education and Training projects
10. L. Gourlay, Interim Director, Salish Sea Trust - email dated August 8, 2017 - Media Release
11. M. Mahl, Executive Director, Western Canada, Prostate Cancer Canada - email dated August 8, 2017 - Proclamations and Illuminations
12. H. Braun, Mayor, City of Abbotsford - letter dated August 16, 2017 - Support for 2017 UBCM Resolution, City of Abbotsford - The Case for Prevention of the Opioid Crisis

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Item 11.1

CITY OF SALMON ARM

Date: August 28, 2017

Memorandum of Understanding between the City of Salmon Arm and the Shuswap Food Action Cooperative

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: August 22, 2017

SUBJECT: Memorandum of Understanding between the City of Salmon Arm and Shuswap Food Action Cooperative

MOTION FOR CONSIDERATION:

THAT: Council authorize the Mayor and Corporate Officer to execute the Memorandum of Understanding between the City of Salmon Arm and the Shuswap Food Action Cooperative for a two (2) year term.

BACKGROUND:

From time to time, the City of Salmon Arm (City) and the Shuswap Food Action Cooperative (SFAC) have had opportunities to work together to promote healthy eating and community food security. In order to spell out the formal process for communications when these opportunities arise, the attached Memorandum of Understanding (MOU) was developed in conjunction with Tanya Osborne, Interior Health Community Health Facilitator for the North Okanagan / Shuswap Areas and has been approved by the board of SFAC.

Respectfully Submitted,



Erin Jackson
Corporate Officer

APPENDIX A - Memorandum of Understanding: City of Salmon Arm and Shuswap Food Action Cooperative



**Memorandum of Understanding
Between**

City of Salmon Arm

and

Shuswap Food Action Cooperative

I. PURPOSE

The City of Salmon Arm (City) and the Shuswap Food Action Cooperative (SFAC) (hereinafter the Parties) both see the value in promoting healthy eating and community food security in order to support a healthy and thriving community. This Memorandum of Understanding (MOU) illustrates the formal process in which communication will occur between the Parties.

II. DEFINITIONS

"**Community food security** exists when all citizens obtain a safe, personally acceptable, nutritious diet through a sustainable food system that maximizes healthy choices, community self-reliance and equal access for everyone" - *Bellows and Hamm, 2003*.

"**Healthy eating** promotes and supports social, physical, and mental well-being at all ages and stages of life, and contributes to the overall health of individuals, families, and communities" - *BC Healthy Communities Society and Healthy Families BC, 2013*.

III. COMMUNICATION METHODS

Shuswap Food Action Cooperative:

SFAC will send a representative(s) to one of the City's two (2) Committees most related to food security: the Social Impact Advisory Committee or the Agriculture Advisory Committee on at least a bi-annual basis to provide formal updates for City Council, via the Committee(s).

When seeking partnership on grant/funding or other opportunities, SFAC will send a representative(s) to one of the above mentioned Committees to request support on the said opportunity.

City of Salmon Arm:

Any information, including a Committee's recommendation, received by the Social Impact Advisory Committee or the Agriculture Advisory Committee from SFAC will be

recorded in the said Committee's Minutes, which will be submitted to and received by City Council. If City Council authorizes further action, direction will be provided.

The City will communicate the decision made by City Council back to SFAC via email to the SFAC representative(s) whom made the original request.

Communication with Other Stakeholders:

This MOU does not restrain or limit the Parties from seeking partnerships with other organizations in any capacity.

IV. RESPONSIBILITIES

This MOU does not assume automatic partnership between the Parties.

Shuswap Food Action Cooperative:

The Committee level is to be the first point of contact for all communications with City Council.

When scheduling an appearance at one (1) of the said Committee meetings, the SFAC will communicate with City staff at minimum two (2) weeks prior to the scheduled Committee meeting date.

Should the SFAC bring forward a collaborative opportunity, they will identify a lead within their organization for the agreed upon opportunity. This lead will take responsibility for the organization, grant/report writing, and other related activities involved with the implementation and execution of the agreed upon opportunity.

If the grant application is approved the following must occur and be submitted to the City:

- Establishment of a Project Committee to oversee the project which contains at least one (1) City Council Member;
- The membership and contact information of the Project Committee and which Organization each member represents, if applicable;
- A detailed budget identifying the use of the funds which must be reviewed and approved by the Project Committee;
- Submission of all Project Committee minutes;
- The Project Committee must review and approve all expenditures (and record same in the minutes) to initiate payment by the City;
- All invoices and associated backup requiring payment accompanied by a summary of same; and
- Completion of required progress and final reports (and any other grant criteria requirement).

Upon completion of the project by SFAC the City will complete the grant claim.

City of Salmon Arm:

Upon endorsement of a collaborative opportunity by City Council, a staff member from an appropriate or relevant City Department will be assigned to assist the SFAC lead person by supplying technical and/or background information the City may readily have access to and is related to the opportunity, subject to *Freedom of Information and Privacy Legislation*. Depending on workload and capacity, other methods of support, including in-kind support for a project or program, may be considered by the relevant City Department Head.

If Council supports the submission of a grant application (regardless of whether a City contribution is required) the following must occur:

- A Council motion is required to amend the current year's financial plan identifying the source of funds;
- A Council motion outlining the City's commitment;

Upon completion of the grant application by SFAC the City will submit same.

V. TERMS OF UNDERSTANDING

It is understood that this MOU does not create legally binding relations.

City of Salmon Arm's Process:

It is understood that the timeline between the date when a Committee meetings' recommendation is made to the time City Council receives the said recommendation can vary from weeks to several months, depending on Committee and City Council meetings scheduling.

Any grant application for a project or program that involves monetary funding by the City of Salmon Arm is not likely to be supported if no funds have been allocated in the City's annual budget towards such a project or program.

MOU Renewal Process:

The term of this MOU is for a period of two (2) years from the effective date of this agreement and may be extended upon written mutual agreement. The MOU shall be reviewed prior to the two (2) year term expiry date by both Parties to ensure that it is fulfilling its purpose and to make any necessary revisions.

As a reminder of the upcoming MOU renewal, a SFAC member will connect with City staff via email at minimum two (2) months prior to the renewal date. At that time, SFAC will have already reviewed the MOU with its membership and will submit any requested changes, if any, to City staff at that time.

VI. AUTHORIZATION

Organization: **City of Salmon Arm**

Name:

Date:

(Signature)

Title:

Name:

Date:

(Signature)

Title:

Organization: **Shuswap Food Action Cooperative**

Name:

Date:

(Signature)

Title:

Item 11.2

CITY OF SALMON ARM

Date: August 28, 2017

Committee / Commission Member Code of Conduct

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: August 15, 2017

SUBJECT: Committee / Commission Member Code of Conduct

BACKGROUND:

Across Canada, many local governments have implemented Codes of Conduct for Council, Staff, Volunteers and Committee Members. Each has addressed the issue based on its own needs and circumstances and as a result there is little consistency.

In an effort to provide some guidance to local governments regarding the responsible conduct of elected officials, the Working Group on Responsible Conduct was formed as a joint initiative of the Union of B.C. Municipalities, the Local Government Management Association and the Ministry of Municipal Affairs. A policy paper has been drafted and will be considered at the 2017 UBCM Convention. The report can be found at <http://www.ubcm.ca/EN/main/resolutions/policy-areas/governance/working-group-on-responsible-conduct.html>. In conjunction with the Oath of Office that all local government elected officials swear following election, the two documents serve as a de facto Code of Conduct for Council.

As a means of formally acknowledging the standard of conduct that is expected of all City Committee / Commission members and to identify the process for making and resolving

complaints that arise from Committee / Commission member conduct, the attached Code of Conduct has been drafted for Council's consideration.

The City of Salmon Arm presently has the following ten (10) Council Committees / Commissions:

- Agricultural Advisory Committee
- Community Heritage Commission
- Development and Planning Services Committee
- Downtown Parking Commission
- Environmental Advisory Committee
- Greenways Liaison Committee
- Shuswap Regional Airport (Salmon Arm) Committee
- Shuswap Regional Airport Safety Committee
- Social Impact Advisory Committee
- Water Use Efficiency Committee

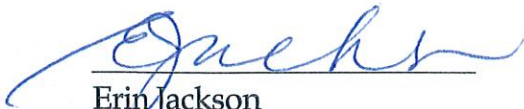
The majority of these Committees / Commissions draw members from the community at large who are acting at the pleasure of Council in a purely voluntary capacity. Members bring unique perspectives and valuable expertise to the Committees/Commissions which they are appointed to but they may not be aware of the expectations that come with the appointment.

In an effort to provide clear, consistent messaging to Committee / Commission members, the Code of Conduct will act as an agreement that all members make to perform their duties in good faith and with integrity, honesty and respect and spell out the mechanism for complaints (which aligns with the City's Respectful Workplace Policy No. 4.13).

Volunteers provide a tremendous benefit to the community and the City recognizes this contribution. By ensuring that all Committee / Commission members understand what level of conduct is required, the City is protecting other members, staff, the public and Council from the unfortunate consequences of improper conduct.

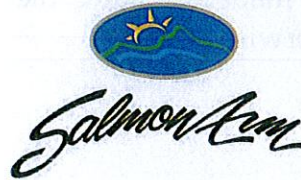
It is recommended that all Committee / Commission members receive a copy of the Code of Conduct and Respectful Workplace Policy No. 4.13. After familiarizing themselves with the Code of Conduct it is further recommended that each member sign and return a copy to the City which will be retained by the Corporate Officer. When new members are appointed to a Committee / Commission, the member will be given the two documents as part of an orientation package.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Erin Jackson', is written over a horizontal line.

Erin Jackson
Corporate Officer

APPENDIX A – City of Salmon Arm Committee / Commission Member Code of Conduct



City of Salmon Arm

Committee Member Code of Conduct

The City of Salmon Arm recognizes the unique role and contribution of each member who serves in a voluntary capacity on a Committee of Council and promotes a high standard of conduct to ensure that meetings are carried out in a fair, honest, respectful and transparent manner. The Committee Member Code of Conduct is intended to set the standard for conduct that will result in good governance and a high level of public confidence.

General Obligations:

In carrying out their duties, Members agree to:

- a) Make every effort to act with good faith and care;
- b) Conduct themselves with integrity, courtesy and respect at all meetings and in accordance with the City's bylaws and the Terms of Reference for their respective Committee;
- c) Refrain from making statements known to be false or with the intent to mislead Council, staff or the public;
- d) Refrain from making disparaging comments or unfounded and speculative accusations regarding the motives of another Member, Council or staff; and
- e) Defer to the Chair of the Committee for public comments.

The Role of Staff:

Council as a whole approves budget, policy and governance of the City through bylaws and resolutions. The City's administration and staff serve Council and work for the City under the direction of the Chief Administrative Officer. Inquiries of staff by Committee Members should be directed through the Chair, CAO or the appropriate senior staff.

Members agree to respect the role of staff in the administration of business affairs of the City and in doing so will comply with the City's Respectful Workplace Policy No. 4.13. Staff provide advice and make policy recommendations in accordance with their professional ethics, expertise and obligations to act in the best interest of the City as a

whole and no attempt should be made to injure the reputation of staff members, whether professional, ethical or otherwise.

City Property:

Council is the custodian of the assets of the City. The community places its trust in Council and those it appoints to make decisions for the public good in relation to these assets. By virtue of their appointment, Members agree not to use or permit the use of City land, facilities, equipment, supplies, services, staff or other resources for activities other than the business of the City.

Gifts and Benefits:

Members agree that they shall not accept a fee, gift or personal benefit connected directly or indirectly with the performance of their duties.

Confidentiality:

Members agree that any information obtained during the deliberations of a closed meeting will be held in strict confidence for as long and as broadly as may be required. Members must not, either directly or indirectly, release, make public or in any way divulge any such information or any confidential aspect of the closed deliberations to anyone unless authorized by Council or as required by law.

Members agree not to disclose, use or release information in contravention of the Freedom of Information and Protection of Privacy Act or other applicable laws. Members are only entitled to information in the possession of the City that is relevant to matters before the Committee upon which they sit. Outside of their respective Committees, Members enjoy the same access rights as any other member of the community and must follow the same processes as any private citizen to obtain information.

Discrimination and Harassment:

Members agree to treat one another, staff, the public and Council with respect and without abuse, bullying or intimidation and to ensure that meetings are conducted in a manner that is free from discrimination and harassment (as defined in the City's Respectful Workplace Policy No. 4.13).

Improper Use of Influence:

Members agree that they will not use the influence of their appointment for any purpose other than the exercise of their duties.

Conflicts of Interest:

Members agree that they will take appropriate steps to avoid conflicts of interest, both apparent and real. Members are encouraged to seek guidance from staff if they are unsure about a potential conflict between their responsibilities to the public and any other interest, pecuniary or non-pecuniary.

Complaints:

The mechanism for complaints under the Code of Conduct is outlined in the City's Respectful Workplace Policy No. 4.13.

Members agree not to act in reprisal or threaten reprisal against a person who makes a complaint or provides information during an investigation under the Code of Conduct and will make every effort to cooperate with requests for information during an investigation.

Non-compliance with Code of Conduct:

Following an investigation, if a violation of the Code of Conduct has been established, Council may act as follows:

- Issue a Letter of Expectations, outlining the violation and explaining the expectations for future conduct;
- Formally suspend the Member for a period of up to 90 days; or
- Formally remove the Member from the Committee.

I understand and agree to abide by the terms of the Committee Member Code of Conduct during my appointment to _____.

Committee Member

Date

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Item 11.3

CITY OF SALMON ARM

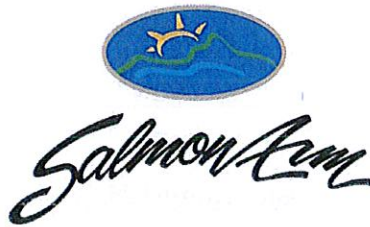
Date: August 28, 2017

2017 Property Insurance Renewal

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: August 17, 2017

SUBJECT: 2017 Property Insurance Renewal

Recommendation:

THAT: Council award the contract for provision of property, crime, equipment breakdown, marine operators legal liability and environmental impairment liability insurance to Capri Insurance Services Ltd. for the period of September 17, 2017 to September 16, 2018 for \$164,081.00.

Background:

The City of Salmon Arm (City) undertook a Request for Proposals (RFP) process to obtain property, crime, equipment breakdown (boiler & machinery) and marine operator's legal liability insurance in 2015 and Council awarded the contract to Capri Insurance Services Ltd. (Capri) with the option of renewing for an additional two (2) years subject to receipt of a satisfactory quotation 45 days prior to commencement of the next policy period.

Capri, based out of Kelowna, is a well established managing general agent who has many years of experience working with municipal clients in British Columbia. The municipal property package, offered through Frank Cowan Insurance, provides limits and deductible options that meet the City's needs. Additional services such as policy and procedure review, education and training, claims history analysis, risk management advice and an in-house legal department are included.

Over the last year Capri has been responsive to all service requests and also recommended coverage for Environmental Impairment Liability which is specifically excluded from the liability coverage the City has in place through the Municipal Insurance Association of BC.


Capri has delivered its quotation to the City, offering slightly lower rates than 2016. At present, the City's Statement of Values reflects over \$200 million of insurable assets, an increase from the beginning of the last policy term resulting from the 2016 appraisal and the addition of the new Montebello Building at RJ Haney Heritage Village.

Premium breakdown is as follows:

Annual Premium	Capri Insurance Services Ltd. 2015	Capri Insurance Services Ltd. 2016	Capri Insurance Services Ltd. 2017
Property	\$119,056.00	\$126,567.00	\$131,957
Mobile Equipment	Included in property	Included in property	Included in property
Marina Liability	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
Crime	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Equipment Breakdown	\$ 8,654.00	\$ 9,090.00	\$9,181.00
Environmental Impairment Liability	-	\$ 10,443.00	\$ 10,443.00
Broker Fee	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
	\$140,210.00	\$158,600.00	\$164,081.00

Staff recommend awarding the contract for provision of the City's property, crime, equipment breakdown, marine operators legal liability and environmental impairment liability insurance to Capri Insurance Services Ltd. for the period of September 17, 2017 to September 16, 2018 for \$164,081.

Respectfully Submitted,


Erin Jackson
Corporate Officer

cc. Monica Dalziel, Chief Financial Officer

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Item 11.4

CITY OF SALMON ARM

Date: August 28, 2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Harrison

THAT: Council award the contract for supply of Bulk Aviation Fuels and Related Delivery Services to PetroValue Products Canada Inc. at their quoted unit prices for a term of one (1) year, commencing September 1, 2017.

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 Members of Council

FROM: Erin Jackson, Corporate Officer

DATE: August 22, 2017

SUBJECT: Supply of Bulk Aviation Fuels and Related Delivery Services

RECOMMENDATION:

THAT: Council award the contract for supply of Bulk Aviation Fuels and Related Delivery Services to PetroValue Products Canada Inc. at their quoted unit prices for a term of one (1) year, commencing September 1, 2017.

BACKGROUND:

PetroValue Products Canada Inc. (PetroValue) has been supplying Bulk Aviation Fuel since the contract was awarded following an RFP process that was undertaken in June 2015. The Agreement allows for a further term if the parties mutually agree. Staff have approached PetroValue and they are agreeable to extending the same pricing for another year.

The cost summary is as follows:

Base Mark-up Price AvGas 100LL	Service and Delivery Charges	Other Charges	Total
\$0.020/litre	\$0.040/litre (from Vancouver)	\$0.000/litre	\$0.060/litre
	\$0.10/litre (from Edmonton)		

Base Mark-up Price Jet A1 -FSII	Service and Delivery Charges	Other Charges	Total
\$0.015/litre	\$0.070/litre	\$0.010/litre	\$0.095/litre

Supply of Bulk Aviation Fuels and Related Delivery Services
Page 2

The cost of bulk fuel (rack rate) is highly variable because it is based on crude oil prices and is established by the refineries on a weekly basis. The contract for supply of Bulk Aviation Fuels and Related Delivery Services is based on PetroValue's mark-up prices, service and delivery costs and other charges, which will be added to the rack rate and then invoiced to the City following delivery. Under this type of agreement, the vendor is required to provide the City with its actual purchase invoice as confirmation of the actual per litre bulk aviation fuel cost when the vendor invoices the City following delivery.

If the rack rate is significantly lower in Edmonton there may be occasions where it is purchased there and delivered to the City at an increased service and delivery charge, however, the total cost to the City must be demonstrably lower than if it was purchased in Vancouver. In these circumstances, the vendor is required to provide the City with confirmation of the bulk fuel costs in both Vancouver and Edmonton on the date of delivery.

PetroValue Products Canada Inc. has proven that they are committed to meeting the fuel supply demands of the Shuswap Regional Airport in a safe and responsive manner. Therefore, staff recommended that the contract be awarded to PetroValue Products Canada Inc. for a further one (1) year term.

Respectfully Submitted,


Erin Jackson
Corporate Officer

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Item 11.5

CITY OF SALMON ARM

Date: August 28, 2017

Moved: Councillor Jamieson

Seconded: Councillor Eliason

THAT: the Agricultural Land Commission Application No. ALC-370 be authorized for submission to the Agricultural Land Commission.

[Agricultural Land Commission Application No. ALC-370; K.B., J.M. and D.B. Lamb / Regency Consultants Ltd.; 5421 - 10 Avenue NW]

Vote Record

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

Opposed:

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



City of Salmon Arm
Development Services Department Memorandum

TO: Her Worship Mayor Cooper and Council

FROM: Development Services Department

DATE: August 9, 2017

SUBJECT: Agricultural Land Commission Application No. ALC.370
Lot 2, Plan 16672, Sec. 20, Tp. 20, R. 10, W6M, KDYD
5421 - 10 Avenue NW
Owners: K. B., J. M. and D.B. Lamb
Agent: Regency Consultants Ltd. (Bob Holtby, P. Ag.)

Motion for Consideration

THAT: Agricultural Land Commission Application No. ALC.370 be authorized for submission to the Agricultural Land Commission.

Staff Recommendation

THAT: The Motion for Consideration be adopted.

Proposal

The subject property is located at the intersection of 50 Street NW and 10 Avenue NW in Gleneden. The property is approximately 7.8 hectares in size and contains the owners' residence and an accessory building currently being used as a residence. The owners are applying to subdivide the property into two parcels under Section 21(2) of the Agricultural Land Commission Act (subdivision in the ALR). A location map, ortho photo and sketch plan of the proposed subdivision are attached as Appendices 1 through 3.

Background

The subject property is designated Acreage Reserve in the Official Community Plan and is zoned A-2 (Rural Holding). All of the property is within the Agricultural Land Reserve. O.C.P., zoning and ALR maps are attached as Appendices 4 through 6.

The owners are applying to subdivide the parcel into two parcels of approximately 3.9 hectares each. Proposed Lot A contains a residence and proposed Lot B contains a suite in a garage type building. If the application is approved by the Agricultural Land Commission, the owners would then need to apply to have the property rezoned to A-3 (Small Holding - minimum parcel of 2.0 ha.).

In 2009, the owners commenced construction of an accessory building without a Building Permit and the building was subsequently converted to a residential suite, see Building Department comments below. The use of the building for residential purposes does not comply with the Agricultural Land Commission Act or the City's Zoning Bylaw. (For properties within the A.L.R., a detached suite must be located above the main floor of an accessory building.) If the A.L.C. and rezoning applications are approved, it may be possible for the owners to either convert the suite to a principal residence or to decommission the suite and convert it to a proper accessory building. The current use of the accessory building is being addressed by the Building Department.

A copy of the owner's ALC application and the agent's report is attached as Appendix 8. It should be noted that the agent's comments regarding Section 514 of the Local Government Act would not be applicable with this proposal as subdivision into lots as small as 2.0 ha. is supported by the Official Community Plan and the Zoning Bylaw in the Gleneden Area. In other words, this is not a subdivision that would require the Approving Officer to consider approval of a subdivision that is contrary to either the O.C.P. or the Zoning Bylaw. A copy of Section 514 is attached as Appendix 7.

As shown on Appendix 9, the property has an Improved Soil Capability Rating of 50% Class 3, 30% Class 4 and 20% Class 2. (The soil capability rating ranges from Class 1 to Class 7. The best agricultural lands are rated Class 1 because they have the ideal climate and soil to allow a farmer to grow the widest range of crops. Class 7 is considered non-arable, with no potential for soil bound agriculture.)

Site Context

Adjacent land uses include the following:

North: Rural residential/agricultural parcel of approx. 32 ha. zoned A-2
South: 10 Avenue NW; then rural residential/agricultural parcels of approx. 2 ha. each, zoned A-2
East: 50 Street NW; then I.R. No. 3
West: Rural residential parcel of approx. 2 ha., zoned A-3

The Agricultural Advisory Committee and staff have reviewed the proposal and provide the following:

Agricultural Advisory Committee

At its regular meeting of July 12, 2017, the Agricultural Advisory Committee adopted the following motion:

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

Fire Department

No concerns.

Building Department

No concerns with the proposed subdivision but the garage type building appears to have been converted to a dwelling without a Building Permit. The City discovered that the building was being constructed without a permit on September 29, 2009. The owner contemplated calling it a 'Farm Structure' but it appeared more like a suite and the City required that the owner apply for a Building Permit. The owner subsequently declared it an 'accessory building' and a Building Permit for same was issued on August 11, 2010. The permit was closed on May 2, 2012.

Engineering Department

See Appendix 10.

Planning Department

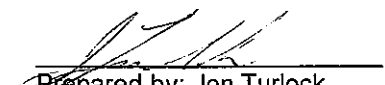
Staff are always concerned when a building is constructed without proper approvals or when a building is converted to residential use without proper inspections and permits. Nevertheless, this is a separate issue from the owner's A.L.C. application and will be addressed by the City Building Department. As previously noted, successful completion of the proposed subdivision may assist the owner in bringing the accessory building into compliance with provincial regulations and the City's bylaws.

Staff are recommending that the A.L.C. application be authorized for submission to the Land Commission in consideration of the following:

1. Although a large part of the area containing proposed Lot B is under cultivation, the proposed subdivision complies with the Official Community Plan which supports the creation of smaller rural parcels in the Gleneden area and rezoning of the those parcels to A-3 (Small Holding - 2.0 hectare minimum parcel size);

(It should be noted that compliance with the O.C.P. does not mean that the Land Commission will automatically endorse a subdivision application in the Gleneden area. The Commission has identified substantial areas in Gleneden that have good agricultural capability and has advised on previous applications that a mix of parcel sizes should be retained to allow for a full range of agricultural activity.)

2. The Agricultural Advisory Committee did not express any concerns with the proposal;
3. As noted by the owner's agent, potential impacts on the cultivated area could be reduced by constructing any new buildings in close proximity to the existing accessory building; and
4. In 2005, the Agricultural Land Commission approved a similar proposal on the adjacent parcel to the west (ALC Application # H-35925/City File: ALC.288 - Hodges/Routledge). This property was also rezoned from A-2 to A-3.


Prepared by: Jon Turlock
Planning & Development Officer


Reviewed by: Kevin Pearson, MCIP
Director of Development Services

Appendices

1. Location map
2. Ortho photo
3. Sketch plan of proposed subdivision
4. OCP map
5. Zoning map
6. ALR map
7. Section 514
8. ALC Application
9. Improved Soil Class map
10. Engineering Department comments

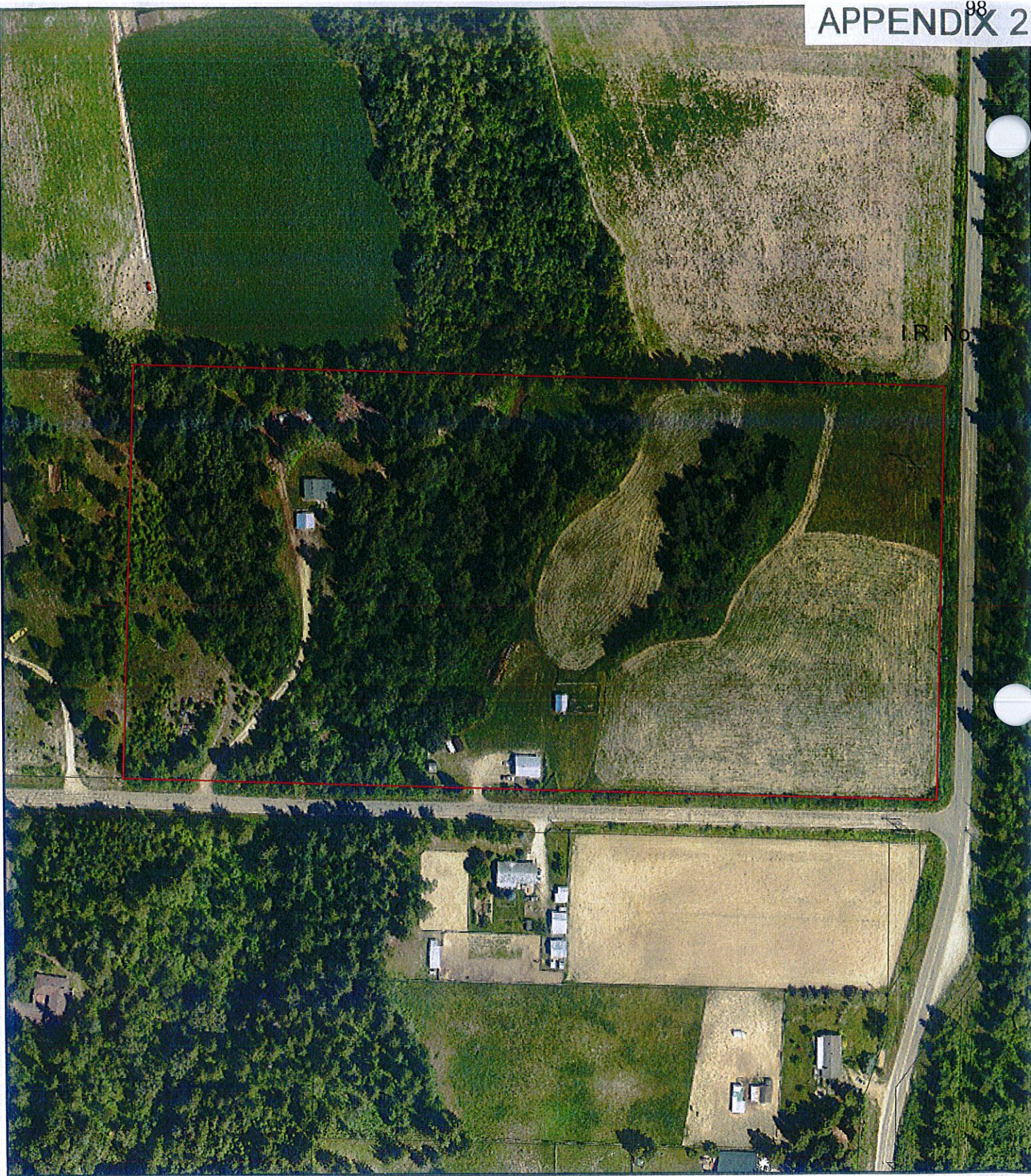


I.R. No. 3



Subject Property

Location Map



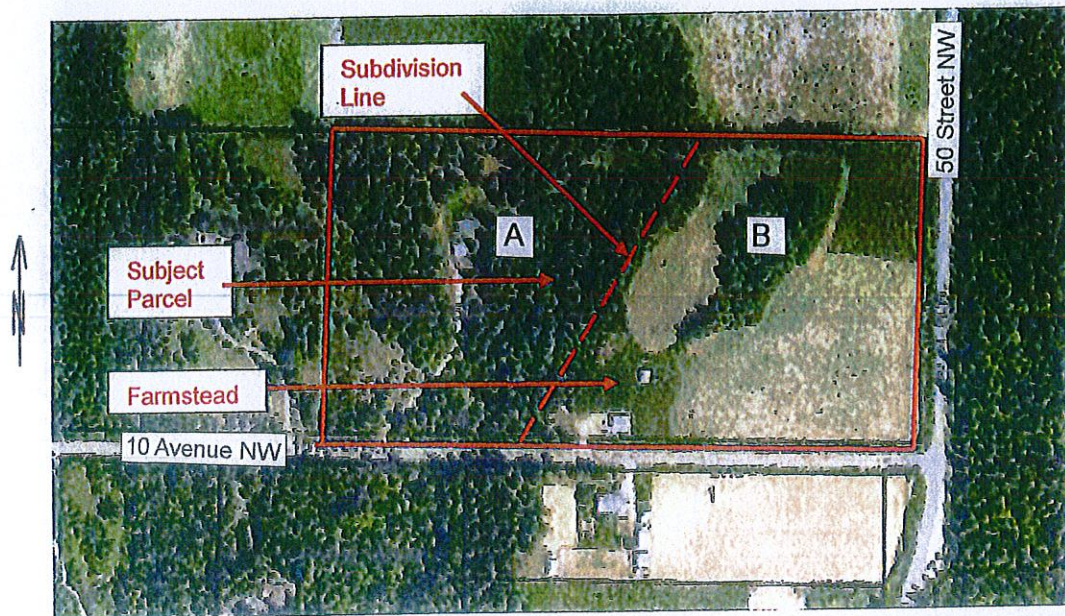
I.R. No.

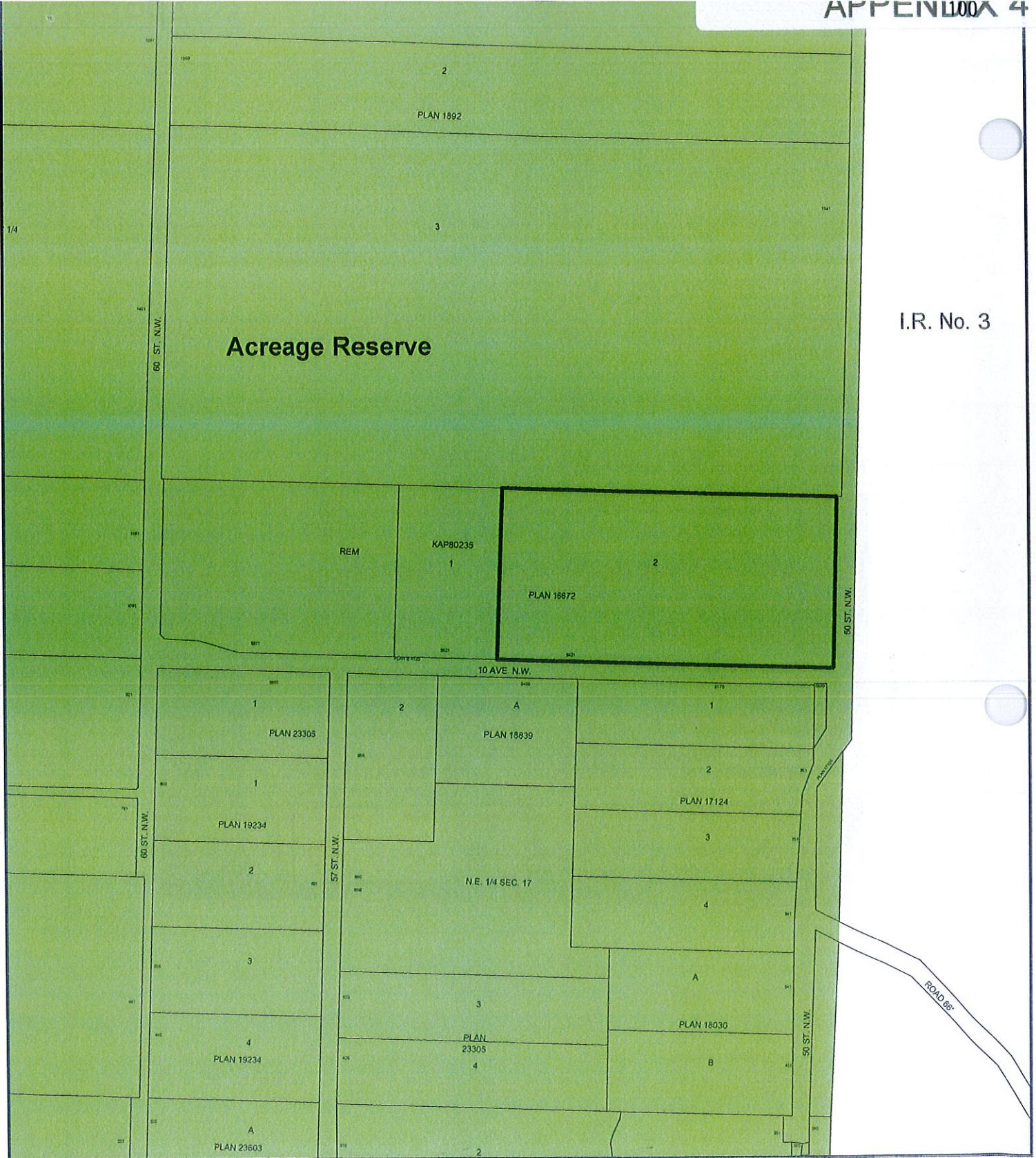


Subject Property

Ortho

Figure 1: Satellite View of the Proposed Subdivision



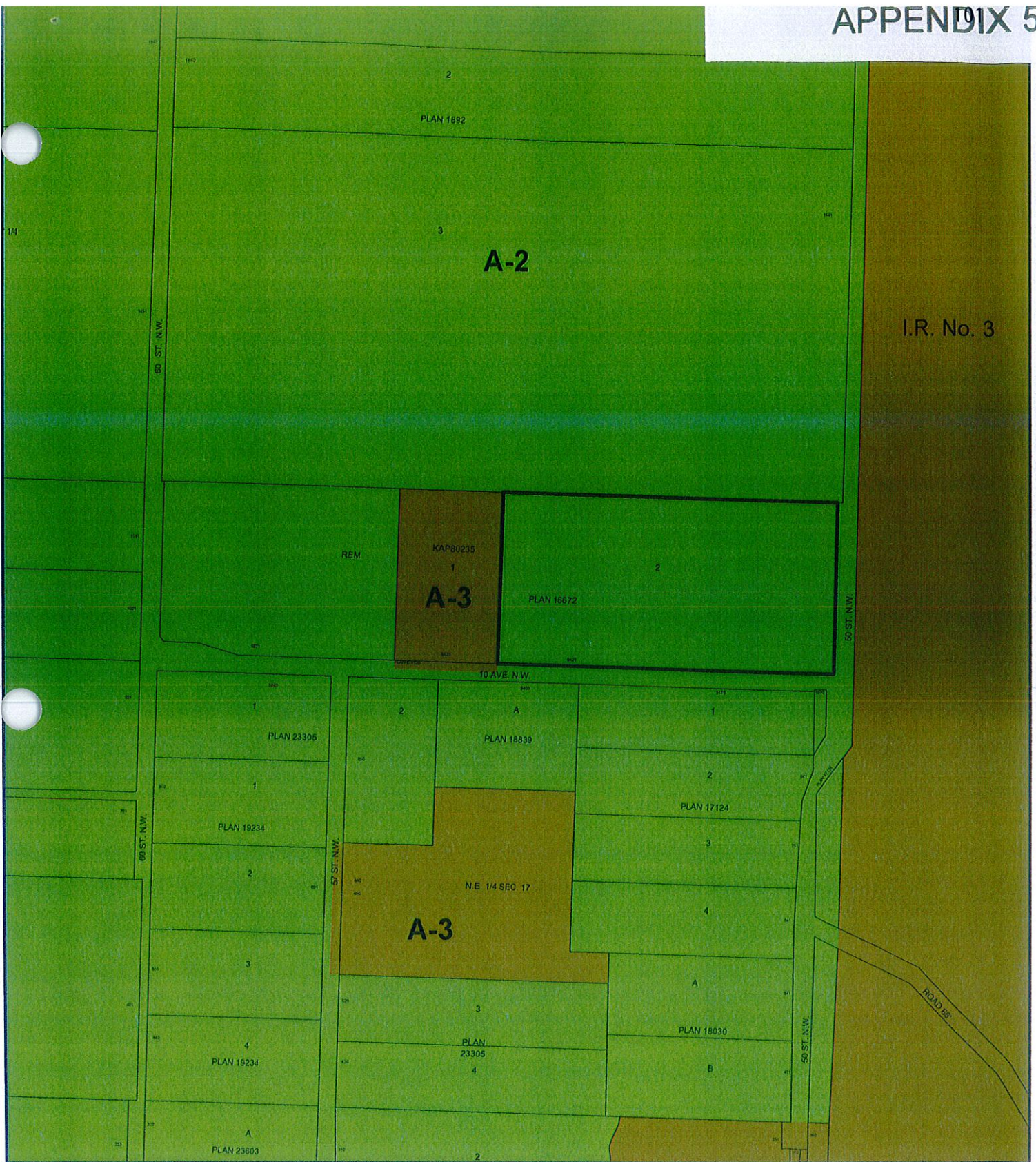


I.R. No. 3



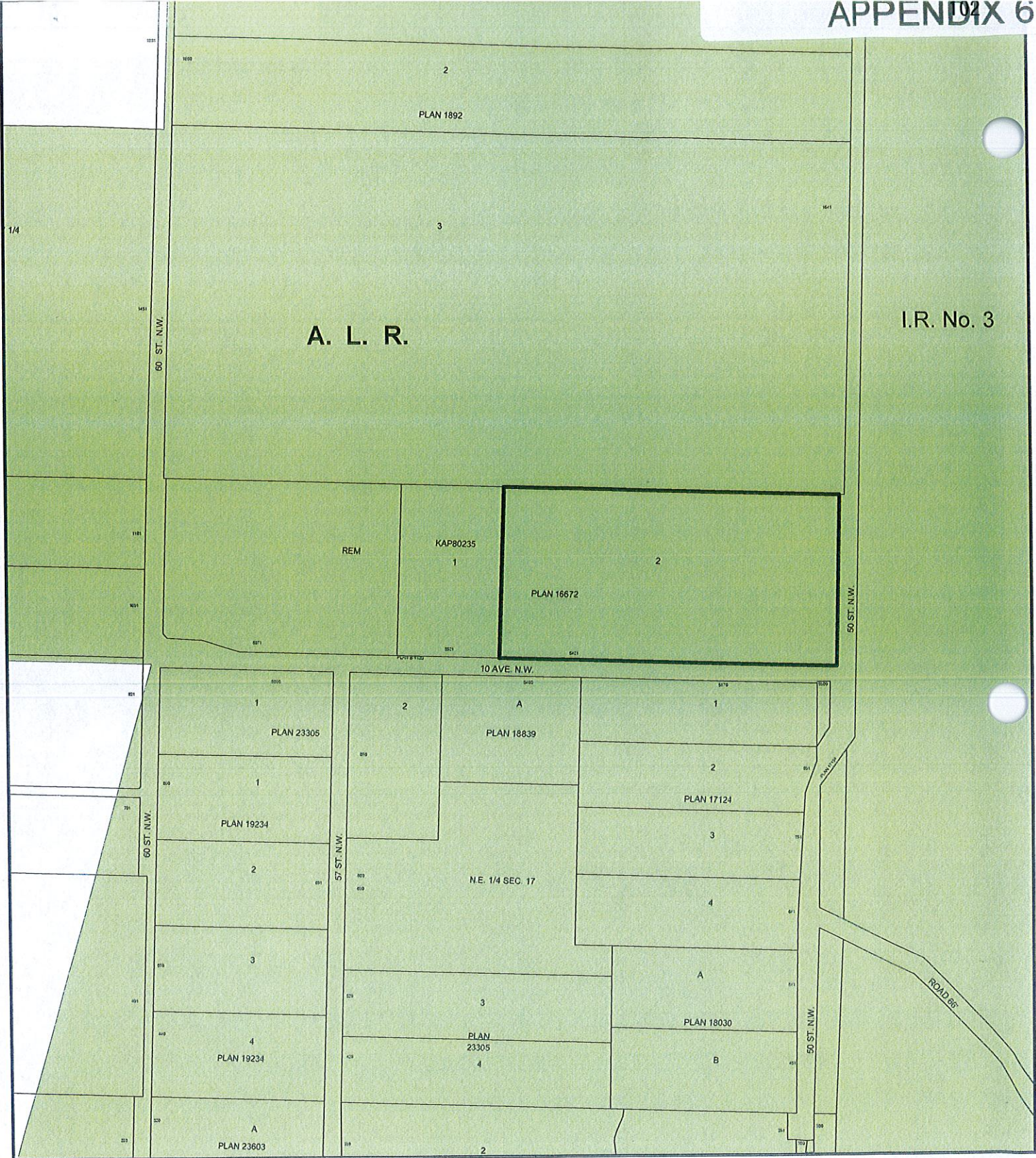
Subject Property

O.C.P.



Subject Property

Zoning



Subject Property

A.L.R.

Subdivision to provide residence for a relative

514 (1) If the requirements of this section are met, an approving officer may approve the subdivision of a parcel of land that would otherwise be prevented from subdivision by a provision of

(a) a bylaw under this Act, other than a bylaw under subsection (4), that establishes a minimum parcel size, or

(b) a regulation under the Local Services Act that establishes a minimum parcel size.

(2) An application for subdivision of a parcel under this section may be made only if all the following requirements are met:

(a) the person making the application has owned the parcel for at least 5 years before making the application;

(b) the application is made for the purpose of providing a separate residence for

(i) the owner,

(ii) a parent of the owner or of the owner's spouse,

(iii) the owner's child or the spouse of the owner's child, or

(iv) the owner's grandchild;

(c) the proposed subdivision is not a subdivision that an approving officer is prevented from approving by subsection (3).

(3) Despite subsection (1), an approving officer must not approve a subdivision under this section in any of the following circumstances:

(a) if

(i) the parcel proposed to be subdivided is classified as farm land for assessment and taxation purposes, and

(ii) after creation of the parcel subdivided for the purpose of providing a residence as stated in subsection (2) (b), the remainder of the parcel proposed to be subdivided would be less than 2 hectares;

(b) if the parcel proposed to be subdivided

(i) is not within an agricultural land reserve established under the Agricultural Land Commission Act, and

(ii) was created by subdivision under this section, including subdivision under section 996 of the Municipal Act, R.S.B.C. 1979, c. 290, as it read before it was repealed and replaced by section 13 of the *Municipal Amendment Act (No. 2), 1989*;

(c) if the parcel proposed to be subdivided

(i) is within an agricultural land reserve established under the Agricultural Land Commission Act, and

(ii) was within the previous 5 years created by subdivision under this section, including subdivision under section 996 of the Municipal Act, R.S.B.C. 1979, c. 290, as it read before it was repealed and replaced by section 13 of the *Municipal Amendment Act (No. 2), 1989*.

(4) Subject to subsections (5) and (6), a local government may, by bylaw, establish the minimum size for a parcel that may be subdivided under this section, and different sizes may be specified for different areas specified in the bylaw.

(5) A bylaw under subsection (4) does not apply to land within an agricultural land reserve established under the Agricultural Land Commission Act, with the exception of land to which section 23 (1) or (2) [*restrictions on use of agricultural land*] of that Act applies.

(6) Any parcel created by subdivision under this section must be at least 1 hectare unless a smaller area, in no case less than 2 500 m², is approved by the medical health officer.

(7) For 5 years after subdivision under this section, unless the applicable use is changed by bylaw,

(a) the use of the parcel subdivided for the purpose of providing a residence as stated in subsection (2) (b) must be residential use only, and

(b) the use of the remainder of the original parcel must not be changed from the use of the original parcel.

(8) For a parcel of land that is not within an agricultural land reserve established under the Agricultural Land Commission Act, or that is within such a reserve but is land to which section 23 (1) or (2) of that Act applies, approval of subdivision under this section may be given only on the condition that

(a) the owner of the original parcel covenants with the local government, in respect of each of the parcels being created by the subdivision, that the parcel

(i) will be used as required by subsection (7) of this section, and

(ii) will not be subdivided under this section, and

(b) the covenants referred to in paragraph (a) be registered under section 219 of the Land Title Act at the same time that application is made to deposit the subdivision plan.

(9) If a subdivision referred to in subsection (8) is approved, the approving officer must state on the note of approval required by section 88 of the Land Title Act that the approval is subject to conditions established by subsection (8).

* * *

Provincial Agricultural Land Commission - Applicant Submission

Application ID: 56523

Application Status: Under LG Review

Applicant: Keith Bruce Lamb , Jody Lamb , Daniel Bruce Lamb

Agent: Regency Consultants Ltd.

Local Government: City of Salmon Arm

Local Government Date of Receipt: 05/26/2017

ALC Date of Receipt: This application has not been submitted to ALC yet.

Proposal Type: Subdivision

Proposal: To provide for a home site for Danny Lamb; see attached Agrologist's Report

Agent Information

Agent: Regency Consultants Ltd.

Mailing Address:

2533 Copper Ridge Drive

West Kelowna, BC

V4T 2X6

Canada

Primary Phone: (250) 707-4664

Mobile Phone: (250) 804-1798

Email: bholtby@shaw.ca

Parcel Information

Parcel(s) Under Application

1. **Ownership Type:** Fee Simple

Parcel Identifier: 008-552-371

Legal Description: Lot 2. Section 20, Range 10, W6M, KDYD, Plan 16672

Parcel Area: 7.8 ha

Civic Address: 5421 10 Avenue NW, Salmon Arm, BC

Date of Purchase: 01/01/1980

Farm Classification: Yes

Owners

1. **Name:** Keith Bruce Lamb

Address:

5421 10th Avenue NW

Salmon Arm, BC

V1E 3B1

Canada

Phone: (250) 803-6716

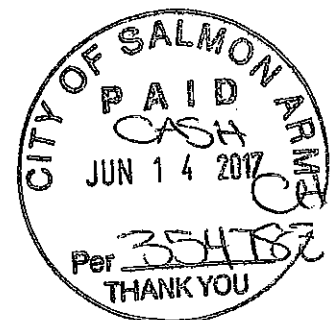
Email: danny lamb147@hotmail.com

2. **Name:** Jody Lamb

Address:

5421 10th Avenue NW

Applicant: Keith Bruce Lamb , Jody Lamb , Daniel Bruce Lamb



Salmon Arm, BC

V1E 3B1

Canada

Phone: (250) 803-6716

Email: danny lamb147@hotmail.com

3. **Name:** Daniel Bruce Lamb

Address:

5421 10th Avenue NW

Salmon Arm, BC

V1E 3B1

Canada

Phone: (250) 803-6716

Email: danny lamb147@hotmail.com

Current Use of Parcels Under Application

1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).

There is approximately 3 hectares or 7.4 acres in forage production.

2. Quantify and describe in detail all agricultural improvements made to the parcel(s).

7 acres in production, outbuildings

3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).

Homesites

Adjacent Land Uses

North

Land Use Type: Agricultural/Farm

Specify Activity: Hay field; uncleared ravine

East

Land Use Type: Unused

Specify Activity: Uncleared Indian Reserve

South

Land Use Type: Agricultural/Farm

Specify Activity: Rural Homesites; hay field

West

Land Use Type: Residential

Specify Activity: Rural Residential

Proposal

1. Enter the total number of lots proposed for your property.

3.9 ha

Applicant: Keith Bruce Lamb , Jody Lamb , Daniel Bruce Lamb

3.9 ha

2. What is the purpose of the proposal?

To provide for a home site for Danny Lamb; see attached Agrologist's Report

3. Why do you believe this parcel is suitable for subdivision?

Divided by a steep ravine; limited agricultural potential; see attached Agrologist's Report

4. Does the proposal support agriculture in the short or long term? Please explain.

Neutral; all farmed land is maintained in production; allows for young people to own land in a rural community; see attached Agrologist's Report

5. Are you applying for subdivision pursuant to the ALC Homesite Severance Policy? If yes, please submit proof of property ownership prior to December 21, 1972 and proof of continued occupancy in the "Upload Attachments" section.

No

Applicant Attachments

- Agent Agreement - Regency Consultants Ltd.
- Proposal Sketch - 56523
- Professional Report - Agrologist Report
- Certificate of Title - 008-552-371

ALC Attachments

None.

Decisions

None.



R.G. (Bob) Holtby, MSc, PAg, Principal

An Opinion on an Application to Subdivide Land within the Agricultural Land Reserve

Client: Keith Lamb

Jody Lamb

Daniel Lamb

Date: May 19, 2017

2533 Copper Ridge Drive, West Kelowna, BC, V4T 2X6,
Phone: 250-707-4664, Cell: 250-804-1798, email: bholtby@shaw.ca

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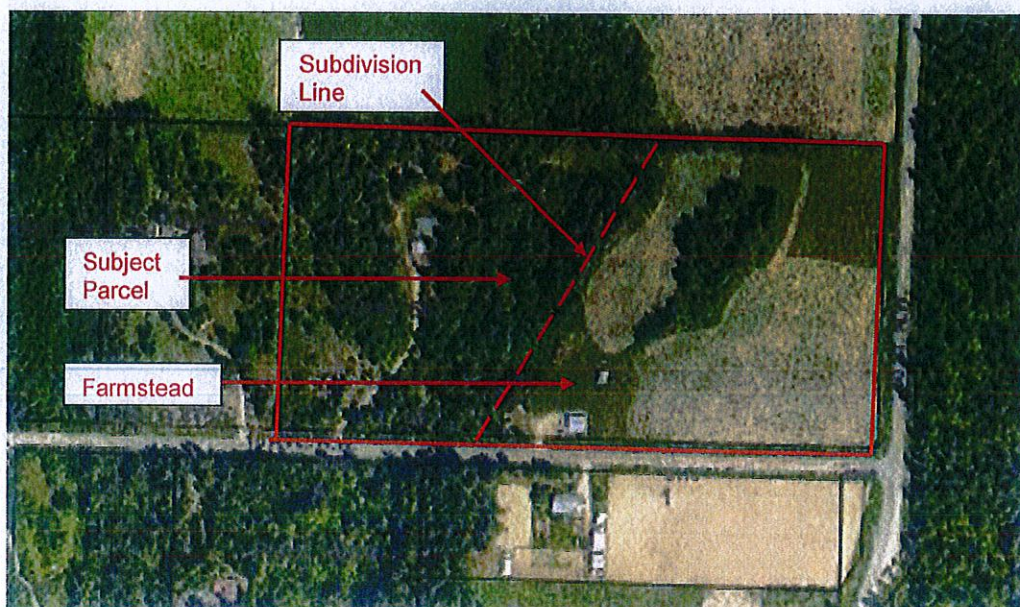
1.0 Introduction

Danny Lamb, on his behalf, and on behalf of his father Keith and sister Jody wishes to subdivide land in the Gleneden area of Salmon Arm to provide a homesite for himself. The legal description of the parcel is:

Lot 2, Section 20, Township 20, Range 10, West of the 6th Meridian,
Kamloops Division Yale District, Plan 16672, PID 008-552-371, located
at 5421 10th Avenue NW, Salmon Arm, BC, containing some 19.29 acres
or 7.8 hectares.

A satellite map taken from the City of Salmon Arm mapping program shows the proposal in Figure 1.

Figure 1: Satellite View of the Proposed Subdivision



The subdivision line is approximately drawn and is expected to divide the parcel in half.

I have been commissioned to express an opinion of the impact on agriculture from the approval of this application.

2.0 Qualifications

I am a licensed Agrologist and have been a full member of the B.C. Institute of Agrologists since 1971 (except 2001-2002). I am a graduate from the University of British Columbia with a Bachelor of Science degree in 1967, specializing in Agriculture Economics, and a Master of Science degree in 1972, specializing in Farm Management. My thesis for my Master's degree was entitled *Resource Allocation for the Median Peace River Farm in British Columbia*

I have been involved in the work of the Agricultural Land Commission since 1974 when the reserve boundaries were proclaimed. At that time, I was District Agriculturist for the British Columbia Ministry of Agriculture in Prince George. In October 1978 I entered private practice and have provided professional opinions for clients who have sought

amendments to the Agricultural Land Reserve boundaries, subdivision within the ALR, or who have needed assistance in compliance with requests from the Commission.

I have also written and spoken of the need to address the unintended consequences of the provincial land use policy.

All agricultural assessments, whether they are for feasibility or management purposes, start with the soils. Past that point one needs an understanding of plant science, animal science and farm management to properly assess the farming potential of any site. I have demonstrated that understanding throughout my career.

During my years in both public and private practice, Courts and Review Boards have accepted me as an expert regarding farming practices in British Columbia. Consequently, I feel qualified to provide an assessment of a proposal under the *Agricultural Land Commission Act*. My qualifications and experience allow me to comment on the value of agricultural land and the practices of farming on that land. While not formally trained in soil science, I have been exposed to the principles of that discipline through short courses, field trips, and by accompanying pedologists during soils assessments.

Consequently, I believe I am qualified to comment on the two main purposes of the Agricultural Land Commission. That is: to preserve agricultural land, and to encourage farming on agricultural land in collaboration with other communities of interest.

I am currently a member of the Environmental Appeal Board and the Forest Appeals Commission. Following these appointments, I have received training in Administrative Law and the Rules of Natural Justice.

3.0 Farm Capabilities of the Subject Parcel

As Figure 2 illustrates, the subject parcel is classified under the Canada Land Inventory system as 50% Class 3 limited by topography and lack of moisture; 30% Class 5 limited by topography and lack of moisture; and 20% Class 4 limited by topography and lack of moisture.

With irrigation, the classification is raised to 50% Class 3 limited by topography; 30% Class 4 limited by topography; and 20% Class 2 limited by topography.

There is no irrigation available on the parcel. The soil is capable of growing one forage crop per year as it is. While irrigation would improve the yield of the field, I would expect an improvement in the range of crops available. That is, the land could certainly support a corn crop if irrigation were available.

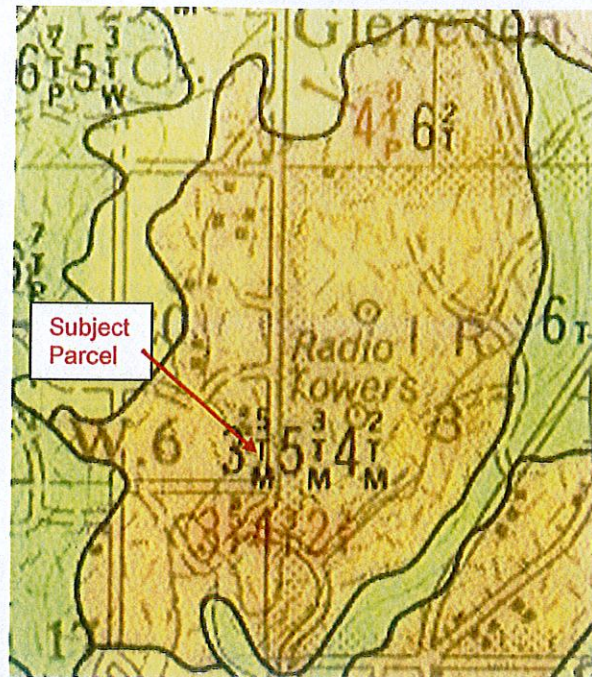
While I am not a Pedologist, my inspection of the parcel reveals steep slopes which are not capable of being farmed. Slopes exceed 30%. Consequently, it is my opinion that the ravines in the parcel should be classed as Class 7, that is, not arable.

Photograph 1 shows the eroded banks of the creek which are deemed non arable.

Photograph 2 shows the soil pit containing a clay loam soil with some stoniness.

Photograph 3 shows rockiness (not in the CLI classification) in the uncleared area within the hay field. Photograph 4, taken from the North West corner of the parcel, shows the hay field in production.

Figure 2: Canada Land Inventory Classifications of the Subject Area



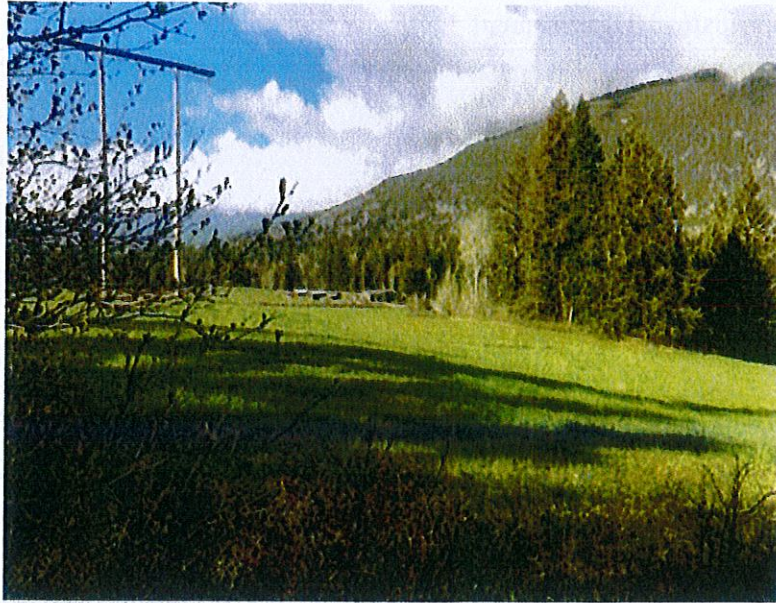
Photograph 1: Eroded Stream Bank



Photograph 2: Soil Pit showing Heavy Soil with Stoniness



Photograph 3: Rocks in Uncleared Area



Photograph 4: Taken from the NW Corner of the Parcel

The area of the current homesite, on the west side of the parcel, lies in a peninsula of level ground defined by severe slopes to the creeks. While there is some level ground, I do not believe it is enough to be used for farming. The Ravines are shown as treed in Figure 1.

The balance of the land, above the ravines and outside the rocky areas, is clearly arable and should be considered "agricultural." That area is defined in the aerial photograph in Figure 1 as the area in hay crop plus the farm yard.

Currently, the hay land is being leased out to a neighbouring farmer. Given the good colour of the forages, and Mr. Lamb's description of his activities, it is my opinion that it is being well farmed. That is, the level of farm management is high – higher than one would expect on leased land.

In the past, the Commission has expressed concerns that a subdivision of a property within the Agricultural Land Reserve would mean the inherent loss of farm land due to construction of a house and ancillary buildings. In this case, as Figure 3 shows, there is an existing farmstead of 0.33 hectares or 0.82 acres. Consequently, the applicant could construct a house on the farmstead, close to existing sewer and water services, without impinging on the existing farmed land.

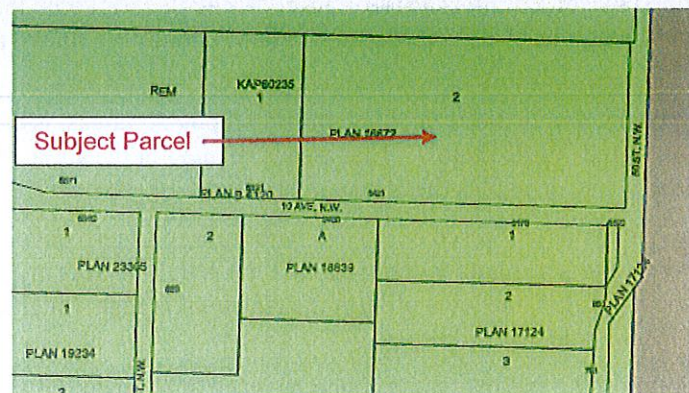
Figure 3: Farmstead Measurement



4.0 Local Government Concerns

According to Figure 4, the subject parcel is designated as Acreage Reserve in the Official Community Plan.

Figure 4: OCP Designation of the Subject Area



Policies relevant to the Acreage Reserve Designation are:

7.3.29 Subdivision to accommodate further rural small agricultural holdings may be supported within the Acreage Reserve area situated west of both the Salmon River and the Trans Canada Highway subject to compliance with the following criteria:

- a. the site is well drained and free from flooding, unstable soils or other hazardous conditions;
- b. soil conditions permit permanent on-site sewage disposal for each parcel as determined by the appropriate agency;
- c. availability of adequate potable water supply on each parcel, approved by the appropriate agency;

- d. minimum two (2) hectare parcel size, other than subdivisions or boundary adjustments contemplated under policy 7.3.6 and subject to appropriate zoning; and
- e. the lands have an improved agricultural soils capability rating of class four (4), class five (5), class six (6) or class seven (7) as determined by the ALC, based on the Canada Land Inventory Agricultural Capability Classification System. The principle of protecting better quality agricultural soils from subdivision into small lots will guide decisions on mixed category applications and the ALC will continue to consider each subdivision application on its own merits to ascertain the potential impact of subdivision on existing and potential agricultural development.

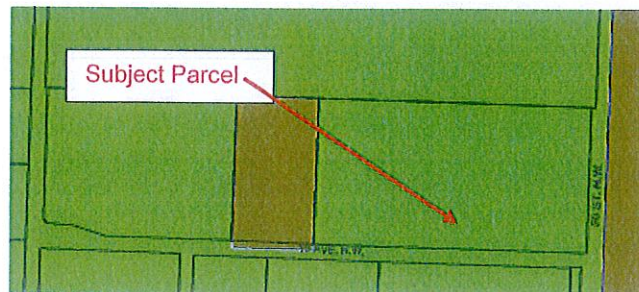
The property is within the designated area; lies well above the creeks and thus is not subject to flooding; has an existing sewage system and water; and is larger than 2 hectares.

The difference between the policy and the realities of the parcel has to do with the use of “improved” CLI ratings. As mentioned above, there is no irrigation on the parcel and there is not expected to be any in the future. Certainly, the City of Salmon Arm is unlikely to provide irrigation water to this parcel. Similarly, well production is not deemed sufficient to irrigate the land.

As determined above, the parcel is quite capable of annual forage production. Nevertheless, given the other soils in the Salmon Arm area, I would not categorize this one as “better quality.”

The subject parcel is zoned as A-2 according to the zoning map as shown in Figure 5:

Figure 5: Zoning of Subject Area



The A-2 zone is labeled as the Rural Holding Zone, the purpose of which “... is intended to provide predominantly residential parcels in a rural setting.” The minimum parcel size is 4.0 hectares (9.9 acres)

According to the property report, the subject parcel is 19.29 acres or 7.8 hectares. The parcel was originally 20 acres but I understand the taking of land from the widening of 50th Street NW reduced it in size.

Nevertheless, Section 514, the successor to Section 946, of the *Local Government Act* allows for approval of a subdivision below the established minimum parcel size. Since this application is for an owner of the property who is the son of the original owner, I anticipate that the minimum parcel size would not be an impediment to the subdivision.

5.0 Summary and Conclusion

The subject application is to divide a small parcel into two for separate use by Danny Lamb from his Father's parcel. The parcel is already divided by deep ravines which are crossed by a access path on the north boundary of the parcel.

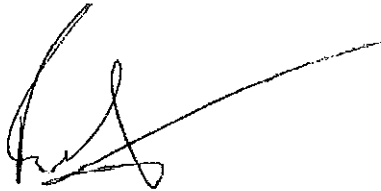
The application does not reduce the amount of farmed land. The new home can be built on either the existing farmstead or on the uncleared but rocky land. Sewer and water have been made available to the shop area where Mr. Lamb has built a suite.

The proposed land use is consistent with the Official Community Plan and mostly consistent with the zoning bylaw.

It is my opinion that the allowance of this application will not have any impact on farming in the Gleneden area. Rather, it allows another generation to reside on a hobby farm and become involved in farming practices. Without allowing for successional ownership, rural areas will lose young families who provide the energy for schools, clubs, and associations.

I remain available to discuss my findings in this report.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'R.G. Holtby', with a long, sweeping horizontal line extending to the right.

R.G. (Bob) Holtby, P.Ag.

May 19, 2017

TITLE SEARCH PRINT

2017-05-17, 14:09:37

File Reference:

Requestor: bholtby

Declared Value \$ 400000

CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN

Land Title District

Land Title Office

KAMLOOPS

KAMLOOPS

Title Number

From Title Number

CA1186337

T58656

Application Received

2009-07-15

Application Entered

2009-09-15

Registered Owner in Fee Simple

Registered Owner/Mailing Address:

KEITH BRUCE LAMB, MACHINE OPERATOR

C/O RR #4

SALMON ARM, BC

V0E 2T0

JODY MAE LAMB, HEALTHCARE WORKER

789 MORRISON AVENUE

KELOWNA, BC

V1Y 5E6

DANIEL BRUCE LAMB, MACHINE OPERATOR

780 11 STREET SE

SALMON ARM, BC

V1E 1R3

AS JOINT TENANTS

Taxation Authority

CITY OF SALMON ARM

Description of Land

Parcel Identifier:

008-552-371

Legal Description:

LOT 2 SECTION 20 TOWNSHIP 20 RANGE 10 WEST OF THE 6TH MERIDIAN KAMLOOPS
DIVISION YALE DISTRICT PLAN 16672

Legal Notations

NONE

Charges, Liens and Interests

Nature:

RIGHT OF WAY

Registration Number:

56815E

Registration Date and Time:

1954-04-28 11:55

Registered Owner:

BRITISH COLUMBIA HYDRO AND POWER AUTHORITY

Remarks:

PART OUTLINED RED ON PLAN A1338

TITLE SEARCH PRINT

2017-05-17, 14:09:37

File Reference:

Requestor: bholtby

Declared Value \$ 400000

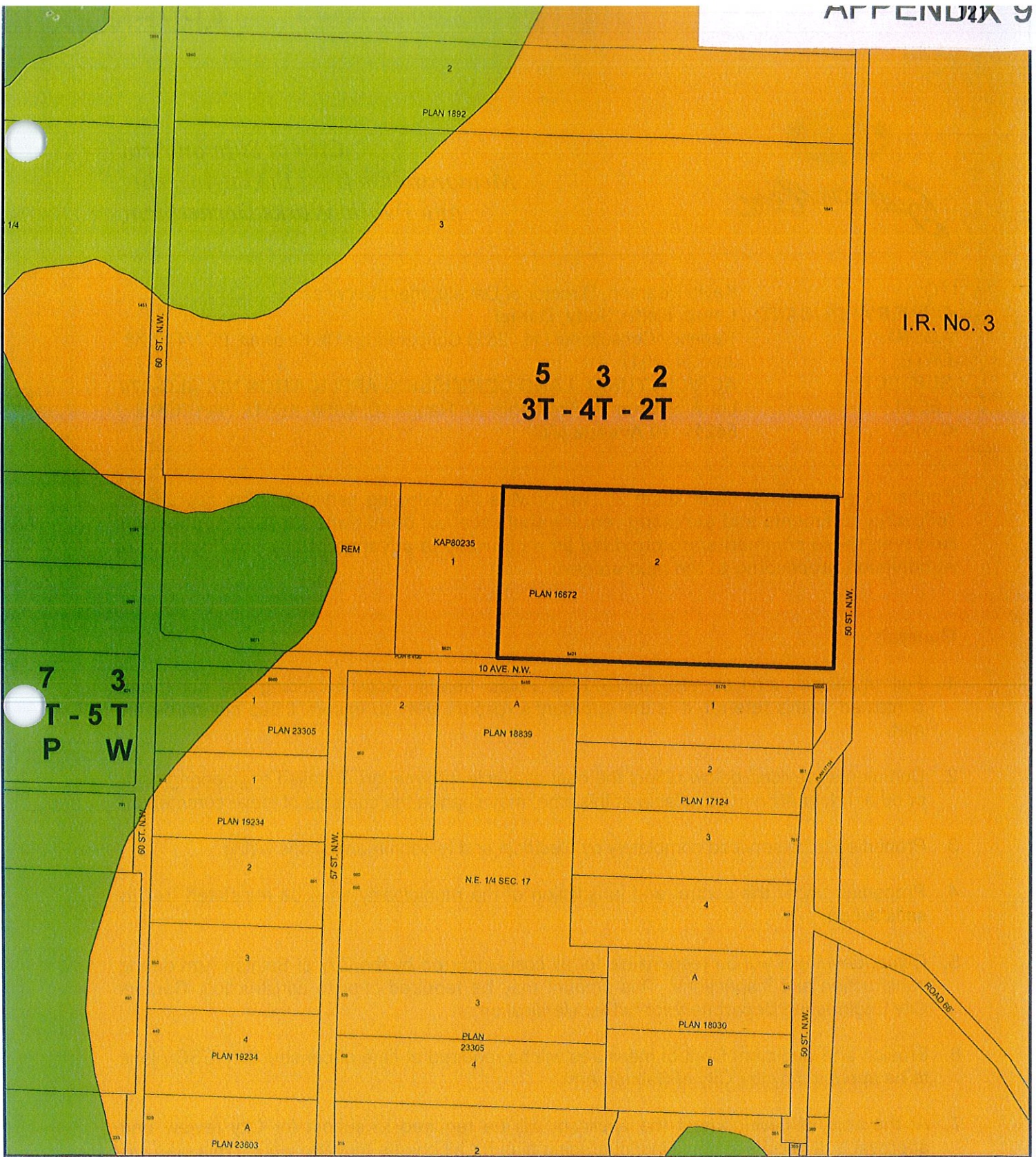
Nature: STATUTORY RIGHT OF WAY
Registration Number: X45066
Registration Date and Time: 1985-08-08 11:04
Registered Owner: INLAND NATURAL GAS CO. LTD. (INC NO 28737)
Remarks: WITH PRORITY OVER T58657 & T58658
CANCELLED AS TO ALL EXCEPT PART ON
PLAN 37048 BY X128798 29/08/1986

Nature: COVENANT
Registration Number: CA1650187
Registration Date and Time: 2010-07-12 09:03
Registered Owner: CITY OF SALMON ARM

Duplicate Indefeasible Title NONE OUTSTANDING

Transfers NONE

Pending Applications NONE



Improved Soil Class



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

TO: Kevin Pearson, Director of Development Services
 OWNER/APPLICANT: **Lamb, Keith, Jody, Daniel**
 AGENT: Regency Consultants Ltd., 2533 Copper Ridge Dr, Kelowna, BC V4T 2X6
 DATE: July 24, 2017
 SUBJECT: **AGRICULTURAL LAND COMMISSION APPLICATION NO. ALC-370**
 LEGAL: Lot 2, Section 20, Township 20, Range 10, W6M, KDYD, Plan 16672
 CIVIC: **5421 – 10 Avenue NW**

Further to your referral dated June 26, we provide the following servicing information. **The following comments and servicing requirements are not conditions for ALC Application; however, these comments are provided as a courtesy in advance of any development or subdivision 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 electrical and telecommunications wiring.
4. Properties under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Owner/developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. 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.
8. For the off-site improvements at the time of development/building permit the applicant will be required to submit for City review and approval detailed engineered plans for all off-site

AGRICULTURAL LAND COMMISSION APPLICATION FILE No. ALC-370E
July 24, 2017
Page 2

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. 50 Street NW on the subject properties east boundary is classified as a Rural Collector Road requiring a road dedication of 20.0 meters (10.0 meters on either side of road centerline). Based on review of existing records, no additional dedication is required. (To be confirmed by BCLS).

50 Street NW is currently constructed as a paved Rural Collector Road. No further improvements are anticipated at this time.

2. 10 Avenue NW on the subject properties south boundary is classified as a Rural Local Road requiring a road dedication of 20.0 meters (10.0 meters on either side of road centerline). Based on review of existing records, no additional dedication is required. (To be confirmed by BCLS).

10 Avenue NW is currently constructed as a paved Rural Local Road. Upgrading including ditching and culvert installation under both access points will be required. Owner is responsible for all associated costs.

Water:

1. The subject property fronts on a 300mm diameter (Zone 2) watermain located on 50 Street NW. No improvements are anticipated at this time
2. The subject property is currently not serviced with City water.
3. The proposed and existing lot may be serviced by separate single metered water service connections from the City main on 50 Street NE (as per Specification Drawings No. W-12) adequately sized (minimum 25mm diameter) to satisfy the servicing requirements for the proposed use. The existing lot would require an easement over the proposed lot to enable connection to the City main. Water meters will be supplied by the City at the time of subdivision and shall be installed in pits at the property line. Owner is responsible for all associated costs.
4. Alternatively, the proposed and existing lot may each be serviced with a separate onsite alternative water source, in accordance with Subdivision and Development Servicing Bylaw No. 3596, Section 3.2, Alternative Water Sources.
5. Fire protection requirements to be confirmed with the Building Department and Fire Department.

AGRICULTURAL LAND COMMISSION APPLICATION FILE No. ALC-370E
July 24, 2017
Page 3

6. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).

Sanitary Sewer:

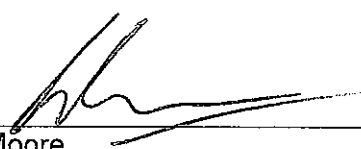
1. The site does not front on a City of Salmon Arm sanitary sewer system. Subject to the required approvals from Interior Health Authority, a private on-site disposal systems will be required for the proposed lot.

Drainage:


1. The site does not front on an enclosed storm sewer system. Site drainage is by overland and ditch drainage systems. Drainage issues related to development to be addressed at time of building permit application to meet requirements of Building Inspection Department.

Geotechnical:

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



Chris Moore
Engineering Assistant



Rob Nieuwenhuizen, A.Sc.T
Director of Engineering

Item 11.6

CITY OF SALMON ARM

Date: August 28, 2017

Moved: Councillor Jamieson

Seconded: Councillor Flynn

THAT: the 2017 Budget contained in the 2017 – 2021 Financial Plan Bylaw be amended to reflect additional funding of \$110,000.00 for the 2017 Freshet and Flooding Events as follows:

- Foothill Road (Hobson Creek) - \$66,000.00;
- 42 Street NW (Gleneden Creek) - \$15,000.00;
- 50 Street NW (Gayle Creek) - \$11,000.00; and
- Okanagan (East Canoe Creek) - \$18,000.00.

AND THAT: Funding for the above noted be by way of:

- Building Permit Revenue - \$50,000.00; and
- 4 St Connector Reserve - \$60,000.00.

AND THAT: the 2017 Budget contained in the 2017 – 2021 Financial Plan Bylaw be amended to reflect additional funding of \$290,000.00 for the 2017 Freshet and Flooding Events as follows:

- Metford Dam - \$290,000.00.

AND THAT: Funding for the above noted be redirected from the following 2017 capital projects:

- Metford Dam – Toe Berm Capital Project - \$130,000.00; and
- 10 Ave NE (50 St – 300 m East) Capital Project - \$160,000.00.

AND THAT: Council award the Foothill Road Culvert Replacement to D. Webb Contracting Ltd. in accordance with the quoted unit prices of \$86,560.00 plus taxes as applicable.

Vote Record

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

Opposed:

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



City of Salmon Arm

Memorandum from the Engineering & Public Works Department

TO: Her Worship Mayor Cooper and Members of Council
 FROM: Robert Niewenhuizen, Director of Engineering & Public Works
 PREPARED BY: Darin Gerow, Engineering Assistant
 DATE: August 18, 2017
 SUBJECT: Budget Amendment and Award for Foothill Road Culvert Replacement

Recommendation:

That: the 2017 Budget contained in the 2017 - 2021 Financial Plan Bylaw be amended to reflect additional funding of \$110,000.00 for the 2017 Freshet and Flooding Events as follows:

- Foothill Road (Hobson Creek) - \$66,000.00;
- 42 Street NW (Gleneden Creek) - \$15,000.00;
- 50 Street NW (Gayle Creek) - \$11,000.00; and
- Okanagan (East Canoe Creek) - \$18,000.00.

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- Building Permit Revenue - \$50,000.00; and
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And That: the 2017 Budget contained in the 2017 - 2021 Financial Plan Bylaw be amended to reflect additional funding of \$290,000.00 for the 2017 Freshet and Flooding Events as follows:

- Metford Dam - \$290,000.00.

And That: Funding for the above noted be redirected from the following 2017 capital projects:

- Metford Dam - Toe Berm Capital Project - \$130,000.00; and
- 10 Ave NE (50 St - 300 m East) Capital Project - \$160,000.00.

And That: Council award the Foothill Road Culvert Replacement to D. Webb Contracting Ltd. in accordance with the quoted unit prices of 86,560.00 plus taxes as applicable.

Background:

In May, 2017, a report was presented to Council outlining the estimated costs for the 2017 Freshet and Flooding Events. Costs have been updated and the originally estimated costs are substantially higher than anticipated as follows:

Event	Original Budget	Revised Budget	Variance
<u>General Fund</u>			
Foothills Road (Hobson Creek)	\$105,000.00	\$171,000.00	\$ 66,000.00
42 Street NW (Gleneden Creek)	\$102,000.00	\$117,000.00	\$ 15,000.00
50 Street NE (Gayle Creek)	\$ 38,000.00	\$ 49,000.00	\$ 11,000.00
Okanagan (East Canoe Creek)	\$ 80,000.00	\$ 98,000.00	\$ 18,000.00
	\$325,000.00	\$435,000.00	\$110,000.00
<u>Water Fund</u>			
Metford Dam	\$ 40,000.00	\$330,000.00	\$290,000.00

It is recommended that the funding for the General Fund projects be as follows:

Building Permit Revenue	\$ 50,000.00
4 St Connector Reserve	\$ 60,000.00
	\$110,000.00

And that the Water Fund project funding be undertaken by deferring two (2) 2017 capital projects as follows:

Metford Dam – Toe Berm	\$130,000.00
10 Ave NE (50 St – 300 m East)	\$160,000.00
	\$290,000.00

The costs for these works all pertain to the response and recovery of the City's roads and infrastructure that was damaged as a result of the major storm event which occurred on May 4, 2017. At the time of the initial funding request on May 23, 2017, City Staff were unaware of the full extent of the damage. All of the event locations required extensive mitigation work to reinstate the roads for temporary use. Engineered designs and drawings were required for the provincial permitting process which resulted provided more accurate remediation costs for each of the project areas.

Specifically speaking to the Hobson Creek crosses Foothill Road at 1541 – Foothill Road SW. During the May 4, 2017 storm events, Hobson creek exceeded the existing culvert capacity and creek flows breached its normal creek channel endangering houses along Foothill Road and cutting off properties from the roadway. Once flows subsided, a temporary pipe was installed and Foothill Road was paved to ensure traffic flow until the City received approvals to replace.

Lawson Engineering and Development Services Ltd. provided the engineered design and culvert sizing for the Hobson Creek culvert and the Ministry of Forests, Lands and Natural Resource Operations was notified of this project. All works will be in accordance with the Water Sustainability Regulation, Section 39 - Authorized Works In and About a Stream.

Due to the extent and amount of works City crews will be utilized to complete works and services in various other locations, however it has been determined that it is prudent to procure a Contractor to complete the Foothills Road (Hobson Creek) project. Works will include the removal and replacement with a slight re-alignment of the existing culvert, complete with all restoration works.

A Request for Quotation for the replacement of Foothill Road (Hobson Creek) culvert was sent out by invitation to five (5) contractors on August 2, 2017. The City received three (3) submissions as follows:

Company	Quote	Tax	Total
D. Webb Contracting Ltd.	\$ 86,560.00	\$ 4,328.00	\$ 90,888.00
General Assembly Excavating	\$ 114,650.52	\$ 5,732.53	\$ 120,383.03
Mountain Side Earthworks Ltd.	\$ 134,451.59	\$ 6,722.58	\$ 141,174.17

It is recommended that D. Webb Contracting Ltd. be awarded the Construction Services for the Foothills Road (Hobson Creek) Culvert Replacement Project at the quoted price of \$86,560.00 plus taxes as applicable. D. Webb Contracting Ltd. is a Company based out of Salmon Arm and have the required experience in undertaking this type of works and services. The City has utilized this Company on various projects in the past.

D. Webb Contracting Ltd. has indicated that they are able to start the work in October to ensure the final paving restoration works can be completed prior to asphalt plant shut downs.

Respectfully submitted



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

c.c. Monica Dalziel, Chief Financial Officer

Item 11.7

CITY OF SALMON ARM

Date: August 28, 2017

Request for Signage Permission from G. Kylo, Member of the Legislative Assembly

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: August 21, 2017
 Subject: Request for Signage Permission from G. Kylo, Member of the Legislative Assembly

FOR INFORMATION

BACKGROUND

The attached proposal from our local MLA's office is requesting to post a sign on private property located at 3070 - 50 Street (TCH) NE. The size, dimensions and nature of the proposed sign are not specifically covered by definitions or category under Sign Bylaw No. 2880. City staff is therefore unable to issue a Sign Permit or approve the proposed sign.

If agreeable to the proposal, Council may approve the sign and its location by a Resolution.

STAFF COMMENTS

The Sign Bylaw is fairly restrictive when it comes to signage being allowed on non-commercial property. The proposed sign resembles and crosses over various defined signage definitions in the Sign Bylaw.

Identification Sign
Information Sign

Off-Premise Advertising / Billboard Signage
Political Sign

The area of the proposed sign is 2.32 m² (25 ft²) per sign face, would face both direction – north and south along the highway, and would be at a height of approximately 2.74 m (9 ft). The closest sign category that it could be considered is under the definition of Identification Sign, if its height did not exceed 2.0 m (6.0 ft) and a smaller area. Identification Signs are permitted in all zones without a Sign Permit. The definition and regulations for an Identification Sign include:

"...a sign limited to name, address and number of a building or institution and includes a subdivision entry sign..." not exceeding 2.0 m height nor 3.7 m² in combined area (or a maximum of 1.85 m² per sign face).

It also has the effect of an Information Sign, which are also permitted in all zones with a maximum area of 0.5 m² per sign face, and subject to Council's approval. A sign that small would be difficult to read travelling along the highway. The proposed sign has some resemblance to off-premise Billboard Signage, albeit on a smaller scale by area, which is not permitted anywhere in the City limits.

If there was reference to a political party, the sign could have the appearance of a Political Sign, which are only allowed to be posted at the time of an election. There is instead reference to the Provincial Government (logo), a picture of Mr. Kylo and the MLA's contact information.

It is noted that different forms of commercial signage exceeding the requirements of the Sign Bylaw is found along various locations of the Trans Canada Highway and 97B (i.e. within those Provincial highway rights of ways), and on Band lands; all also outside of the jurisdiction of the City's Sign Bylaw.


 Kevin Pearson, MCIP, RPP
 Director of Development Services

Kevin Pearson

From: Cowan, Holly [Holly.Cowan@leg.bc.ca]
To: August 21, 2017 2:03 PM
 Kevin Pearson
Subject: MLA Contact Signs
Attachments: MLA Contact Sign.png

City of Salmon Arm

Att: Kevin Pearson, Development Services

This letter is to request permission to install an informational sign on Fred and Marilyn Emmerzael's property, which is within the city limits. The Emmerzael's have given their permission for the sign location, halfway from north to south on the western edge of their property. The sign would be 2 - 5 meters back from the TransCanada Highway RW.

The purpose of the sign is to provide constituents with information on how to communicate to their MLA. A photo of the sign is attached. The sign is five feet square and would be attached to two 4x4's standing to approximately nine feet in height.

Your prompt consideration would be appreciated.

Holly Cowan

Constituency Assistant
 to Greg Kylo, MLA
 Shuswap
 Phone: 250-833-7414
 Fax: 250-833-7422

<https://www.facebook.com/gregkylloshuswap/>
www.gregkyllomla.ca

"Whatever I am doing today is important, as I am exchanging a day of my life for it".

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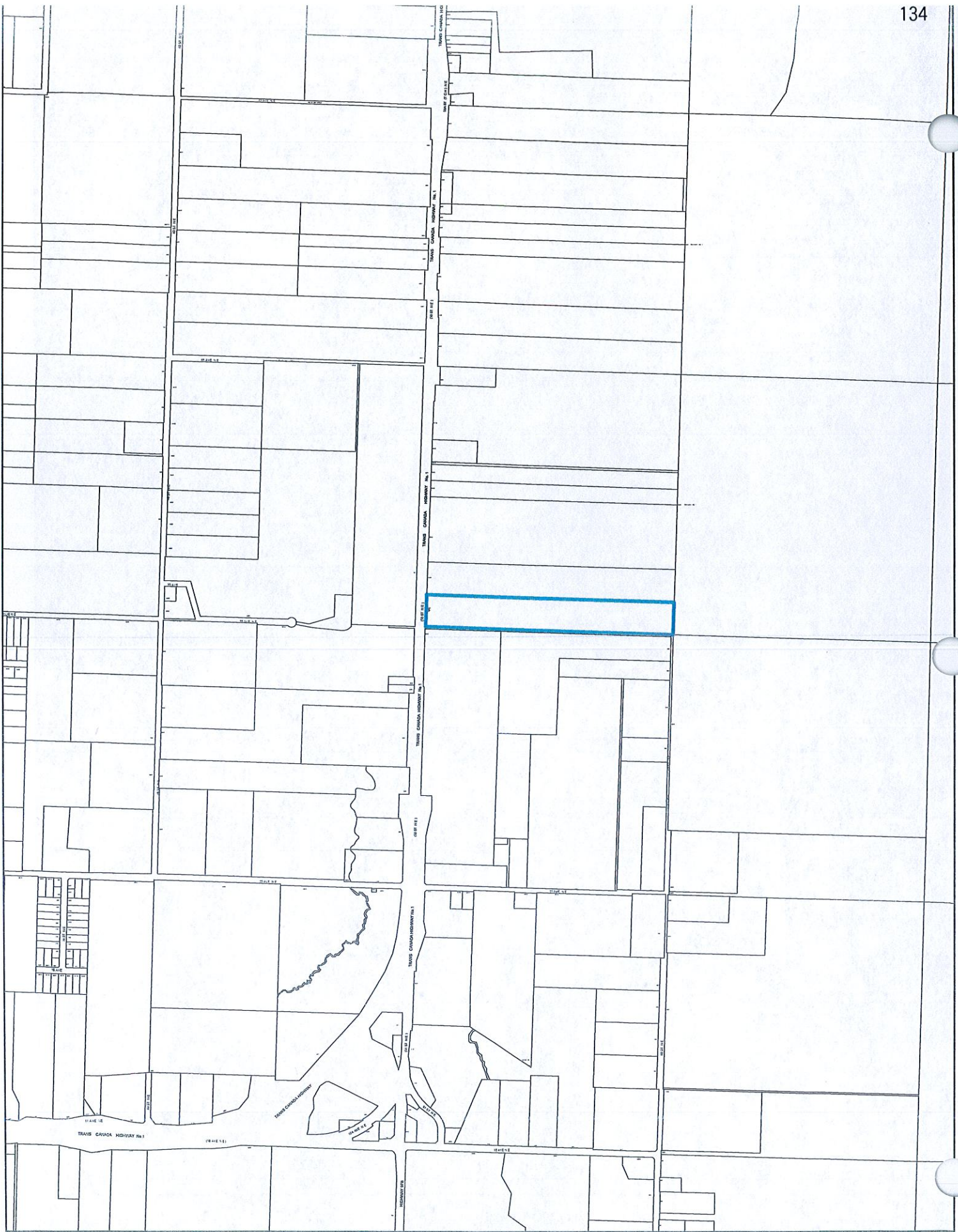




100 50 0 100 Meters

3070 50 Street NE





3070 50 Street NE



Item 14

CITY OF SALMON ARM

Date: August 28, 2017

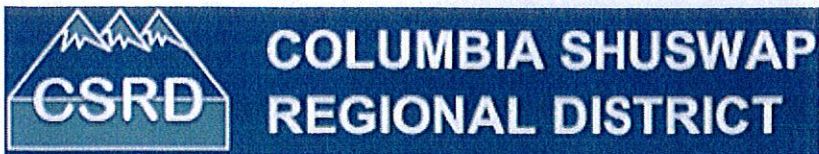
Columbia Shuswap Regional District Board in Brief – August, 2017

Vote Record

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

Opposed:

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



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BOARD IN BRIEF

August 2017



[View Web Version](#)

HIGHLIGHTS

Area C Governance Study Final Report and Recommendations

Steve Wills, Chair of the Area C Governance Committee, and Allan Neilson, Neilson-Welch Consulting, presented the findings of the governance study to the Board (view report). The Committee recommended that the Board endorse a restructure study to examine two options:

- The incorporation of a portion of the electoral area; and
- The division of the current Electoral Area into two Electoral Areas.



The Board endorsed the recommendation of the Committee and supported staff's recommendation to submit a funding request to the Minister of Municipal Affairs and Housing for a restructure study examining the two options. [View presentation](#). [View report](#).

Fire Smart Initiatives

Staff provided the Board with an information update on current Fire Smart Initiatives and Preparedness. [View report](#).

Grant-in Aid Requests

The Board approved the following allocations from the 2017 electoral grant-in-aid's ([view report](#)):

Area A

\$1,500 Golden & District Historical Society (Fall Faire)

Area F

\$11,000 Imai Park Foundation (replacement of dugouts, bleacher repair and operational fund)

Electoral Area A: Wind Cleanup

The Board authorized the expenditure of a maximum of \$4,250 from the Electoral Area A Grant-in-Aid to cover 50% of the total \$8,500 landfill user fees associated with the disposal of woody debris from the July 23, 2017 wind storm event in Golden and Electoral Area A. [View report](#).

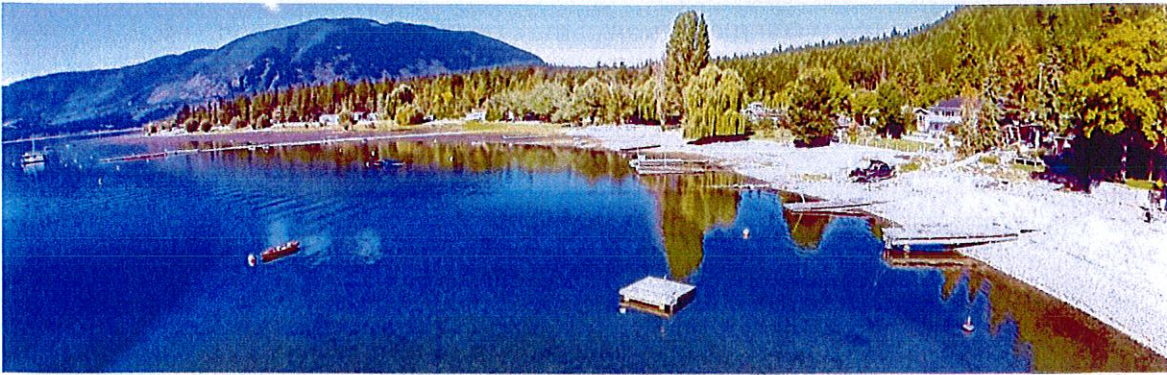
Electoral Area D: Larch Hills Chalet

The Board authorized access to the Community Works Fund of up to \$17,400 plus applicable taxes from the Electoral Area D Community Works Fund for windows and doors as part of the Chalet Expansion project being undertaken by the Larch Hills Nordic Society. [View report](#).

Revelstoke/Area B: Air Service Initiative

In February 2016, the Board approved \$37,500 from the Economic Opportunity Funds for the first trial of this program. The charter air service took place during February and March 2017. This request is for an enhanced program that will see double the number of flights per week and 10 weeks of service. The Board approved funding from the Revelstoke and Area B Economic Opportunity Fund up to \$90,400 to contribute to funding charter air service for 2018 for the purpose of promoting tourism and determining if a business case can be made for regularly scheduled flight service to and from the Revelstoke Airport. [View report](#).





LAND USE MATTERS

Electoral Area F: Notice on Title (Non-compliance With Regulations)

The owner of 2943 Vickers Trail, Anglemont, built on the property. The structures are non-compliant with building regulation and are non-compliant with the official community plan. The Board held a hearing and passed a resolution to have staff register a notice on title advising of the non-compliance so that subsequent property owners are alerted to the outstanding non-compliance. [View report.](#)

Agricultural Land Reserve (ALR) Applications

Electoral Area D: Non-Farm Use Application (Koopmans LC2537D)

The owner has made application for a boundary adjustment subdivision of the subject property (2939 Sallenback Road, Yankee Flats). The purpose of the boundary adjustment is to sell a portion of the property containing arable land and farm buildings including a residence to the neighbouring farm owned by Bernadine and Bill Bykerk. This would add an additional residence to the Bykerk property which is intended to be used by their son who would assist with farm operations and would result in a total of 3 residences for this new parcel. This property is entirely within the ALR. Approval of the additional residence as a Non-Farm Use by the Agricultural Land Commission is required as a condition of subdivision approval. The Board's recommendation of approval of the application will be forwarded to the Agricultural Land Commission for their consideration. [View report.](#)

Development Permits (DP), Development Variance Permits (DVP), and Temporary Use Permits (TUP)

Electoral Area C: DVP701-74 (Pesonen) – Setback Variance

The owner applied for a development variance permit to vary the rear parcel line setback from 5.0 m to 4.85 m for the current single family dwelling. The property is

located at 2597 Highlands Drive. The Board approved the issuance of the development variance permit. [View report.](#)

Electoral Area C: DVP701-76 (Fritz) – Setback & Height Variance

The owner of 2465 Waverly Drive, Blind Bay, would like to construct a single family dwelling and attached garage on the property. In order to go forward with the project as planned, the owner applied for variances to the front and interior side parcel line setbacks as well as the maximum height of the building. The Board authorized issuance of the Development Variance Permit. [View report.](#)

Electoral Area C: DVP900-3 & DP725-109 (Hawkins) – Dock Variance

The owner of 1635 Blind Bay Road would like to replace the existing wooden dock with a new floating prefabricated aluminum dock. The new dock is wider and larger in area than permitted in the FR1 Foreshore Residential 1 zone of the Lakes Zoning Bylaw No. 900 and the agent applied for a Development Variance Permit to vary the permitted width to 3.05 m and size of the dock to 27.89 m². The application also covers the required development permit addressing the placement of the new dock. The Board approved issuance of the Development Variance Permit and the Development Permit. [View report.](#)

Electoral Area F: Captains Village Marina

TUP830-3

The applicant submitted an application for a Temporary Use Permit to allow the western 3.27 ha of the subject property located at 3848 Squilax-Anglemont Road to be used for commercial outdoor boat and trailer and equipment parking for a period of 3 years. The parking area will be operated by Captain's Village Marina. The Board considered the matter and authorized issuance of the Temporary Use Permit. [View report.](#)

Form & Character DP 830-208

The applicant has proposed to construct a 12,092 sq. ft. addition onto the existing main marina building on the subject property located at 3877 Captain's Village Way. Since the property is within the Scotch Creek Primary Settlement Area there is a requirement for a Waterfront Commercial (WC) Form and Character Development Permit, where construction on WC designated lands occurs. The Development Permit area contains guidelines for form and character of buildings. The Board issued the Development Permit. [View report.](#)

Zoning, Lakes Zoning & Official Community Plan (OCP) Amendments

Electoral Area A: Zoning Amendment BL649-1 (Donald Development Corporation)

The applicant would like to subdivide the subject property, 2760 Trans-Canada

Highway, into 9 lots with various uses. The applicant is proposing to rezone the property into appropriately zoned development areas to support these uses. The proposal is for a major travel centre. The Board introduced the bylaw amendment and read the bylaw amendment a first time. The Board further authorized referral of the bylaw amendment to various agencies for comment. [View report.](#)

Electoral Area D: Land Use Amendment BL2558 (674816 BC Ltd.)

The owner would like to subdivide the subject property, located in Falkland on Highway 97, into 5 lots and change the permitted use on the proposed lots. The agent has applied to redesignate and rezone a portion of the subject property from C Commercial to RS Residential (proposed Lots 3 and 4), and further amend the C Commercial zone for only proposed Lot 5 to additionally allow outdoor storage of vehicles, recreational vehicles (RVs), boats, and trailers. The Board introduced the bylaw amendment and read it for a first time. The Board further authorized referral of the amendment to various agencies for comment. [View report.](#)

Electoral Area E: Lakes Zoning Amendment (Layden) BL900-19

The owners of 655 Swan Beach Road have a dock that is fixed that is not currently sited in compliance with the required setbacks. The agent has applied to amend the Lakes Zoning Bylaw No. 900 to recognize the existing fixed dock and its current siting configuration. The Board read the bylaw amendment for a second time as amended and delegated the holding of a public hearing to the Electoral Area Director. [View report.](#)

NEXT BOARD MEETING

Thursday, September 21, 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 | 250.832.8194

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Item 16.

CITY OF SALMON ARM

Date: August 28, 2017

Debt Strategy and Capital Plan - Update

Vote Record

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

Opposed:

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

11. **STAFF REPORTS**

3. **Chief Financial Officer and Chief Administrative Officer – Debt Strategy Report**

Received for information. To be placed on the Regular Council Agenda in 6 weeks.



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

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

Recommendation

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

Background

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

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

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

Other major projects contained in the 2017 Budget:

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

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

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

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

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

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

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

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

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

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

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

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

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

- Shaw Centre; and
- Water System Upgrade.

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

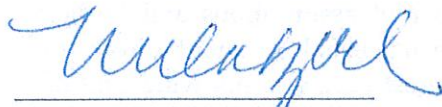
Note: Water and Sewer major projects have not been included and may have an impact on the General Fund. It is envisioned that the Debt Strategy and Capital Plan will be revised to include the Water and Sewer Projects as soon as the information becomes available. One water project on the horizon is the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

Notable projects not addressed:

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

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

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


Monica Dalziel, CPA/CMA


Carl Bannister, MCIP

Estimated Cost of Project (Construction 2022)	\$ 7,500,000.00
<u>Less:</u>	
Specified Area Reserve	(1,982,273.13) *
Balance in City Parking Reserve - 2017	(2,067,726.87)
Amount to Borrow - 2023	<u>\$ 3,450,000.00</u>
* An Alternative Approval Process will be required to redirect the balance in the Downtown Parking Specified Area Reserve to the proposed Downtown Parkade Capital Cost.	

Annual Repayment - 2023

Principal	\$ 72,516.44
Interest - 4%	138,000.00
Total Debt Repayment over 30 Years	<u>\$ 210,516.44</u>

Note - Annual Budget Allocation (\$200,000.00) Transfers to Debt Repayment in 2023

Specified Area Reserve

Balance - 2017	\$ 1,520,465.00
Specified Area Levy - 2018	75,000.00
Specified Area Levy - 2019	60,000.00
Specified Area Levy - 2020	50,000.00
Specified Area Levy - 2021	40,000.00
Specified Area Levy - 2022	25,000.00
Accumulated Interest (2018 - 2022)	211,808.13
	<u>\$ 1,982,273.13</u>

Downtown Parking Reserve (City)

Balance - 2017	\$ 516,998.39
Trans. From Shoemaker Hill/ Auto Road Ext. - 2017	265,000.00
Trans. From Various Reserves (see below) - 2017	255,129.77
Budget Allocation - 2018	125,000.00
Budget Allocation - 2019	145,000.00
Budget Allocation - 2020	165,000.00
Budget Allocation - 2021	185,000.00
Budget Allocation - 2022	200,000.00
Accumulated Interest (2018 - 2022)	210,598.71
	<u>\$ 2,067,726.87</u>

Note - Annual Budget Allocation (\$200,000.00) Transfers to Debt Repayment in 2023

Shoemaker Hill/Auto Road Extension

Balance - 2017	\$ 554,538.42
Transfer to Downtown Parkade Reserve (City)	(265,000.00)
	<u>\$ 289,538.42</u>

Note - Annual Budget Allocation Transfers to Debt Repayment in 2023

Various Reserve Contributions to the Downtown Parking Reserve (City)

Ortho Project - 2017	\$ 50,000.00
Debt Retirement (Civic Building) - 2017	60,129.77
Office Equipment and Furniture - 2017	50,000.00
Photocopier/Printer Replacement - 2017	25,000.00
Records Management - 2017	50,000.00
Electronic Ticket Writer - 2017	20,000.00
	<u>\$ 255,129.77</u>

No. of Stalls Available in Parkade for Rent	200
Monthly Rental Rate	\$ 50.00
Annual Rental Revenue	\$ 120,000.00
Annual Operating Costs	\$ 60,000.00
Revenue - Assume 50% Occupancy	(60,000.00)
	\$ -

Parking Lots

4th Street	Hudson Avenue	Marine
6th Street	Inner Core	Ross Street
Avon	Legion	Trans Canada Highway
Firehall No. 3		

Projected Annual Operating Budget (2023) - Existing Parking Lots

Revenue (Rentals, Meters, etc.)	\$ 95,115.00 *	
General Taxation Levy	17,385.00	
Specified Area Levy	21,250.00	\$133,750.00
Operating and Maintenance	(45,000.00) **	
Extraordinary Maintenance	(12,500.00)	
Major Maintenance (Ticket Machine Repairs, etc.)	(10,000.00)	
Transfer to Asphaltic Overlay Reserve	(66,250.00)	(133,750.00)
Projected Surplus		\$ -

* Includes an annual 1% increase

** Historically well under budget - surplus transferred to reserve. Parking lot assessment report identifies that \$12,500.00 may be required from time to time for additional extraordinary maintenance attributed to asphalt patching, crack sealing, drainage issues, etc. It is envisioned that the net surplus will be redirected to this reserve.

Asphaltic Overlay - Parking Lots

	Annual Reserve	Year	
6th Street	Not Paved	-	
Firehall No. 3	\$ 3,000.00	2034	
Hudson Avenue	11,750.00	2037	*
Legion	4,000.00	2046	
Marine Park	35,000.00	2027	
Ross Street	9,500.00	2045	*
Trans Canada Highway	3,000.00	2043	
	\$ 66,250.00		
** Specified Area Levy (2023)	21,250.00		
General Taxation Levy	45,000.00		
	66,250.00		

Specified Area Levy

Specified Area Levy - 2018	75,000.00
Specified Area Levy - 2019	60,000.00
Specified Area Levy - 2020	50,000.00
Specified Area Levy - 2021	40,000.00
Specified Area Levy - 2022	25,000.00
Specified Area Levy - 2023	21,250.00

Note:

- The Debt Strategy and Capital Plan proposes to reduce the Downtown Specified Parking Area Tax Levy to an amount necessary to sustain the Hudson and Ross Parking Lots (as originally intended) on a diminishing balance basis over the next five (5) years.
- This philosophical change will shift the maintenance of the downtown parking lots and proposed parkade from the downtown merchants to the general tax levy.
- Costs associated with bylaw enforcement are funded by the general tax levy.

	Debt				Debt Repayments				Existing Debt Ratio
	General	Water	Sewer	Total	General	Water	Sewer	Total	
2016									
Existing Debt	\$ 13,360,342.39	\$ 9,005,802.65	\$ 3,223,959.15	\$ 25,590,104.19	\$ 1,904,876.76	\$ 1,030,255.95	\$ 279,697.34	\$ 3,214,830.05	43.99%
Paid Out Debentures:									
- 921 - 17 Street SW Property					(101,052.56)	-	-	(101,052.56)	
	\$ 13,360,342.39	\$ 9,005,802.65	\$ 3,223,959.15	\$ 25,590,104.19	\$ 1,803,824.20	\$ 1,030,255.95	\$ 279,697.34	\$ 3,113,777.49	42.61%
2017									
New Debentures					45,764.45	11,668.80	-	57,433.25	
- Loan Guarantor									
	\$ 13,360,342.39	\$ 9,005,802.65	\$ 3,223,959.15	\$ 25,590,104.19	\$ 1,849,588.65	\$ 1,041,924.75	\$ 279,697.34	\$ 3,171,210.74	43.40%
Interest Rate Change									
	\$ 13,360,342.39	\$ 9,005,802.65	\$ 3,223,959.15	\$ 25,590,104.19	\$ 1,849,588.65	\$ 1,041,924.75	\$ 279,697.34	\$ 3,171,210.74	43.40%
Debt Reductions:									
Principal Debt Repayments	(547,206.54)	(457,981.23)	(161,923.29)	(1,167,111.06)	-	-	-	-	
Actual Debt Reductions	(416,319.15)	(190,825.43)	(90,323.55)	(697,468.13)	-	-	-	-	
	\$ 12,396,816.70	\$ 8,356,995.99	\$ 2,971,712.51	\$ 23,725,525.00	\$ 1,849,588.65	\$ 1,041,924.75	\$ 279,697.34	\$ 3,171,210.74	43.40%
2018									
Debt Reductions:									
Principal Debt Repayments	(547,206.54)	(457,981.23)	(161,923.29)	(1,167,111.06)	-	-	-	-	
Actual Debt Reductions	(460,005.59)	(217,138.45)	(101,947.76)	(779,091.80)	-	-	-	-	
	\$ 11,389,604.57	\$ 7,681,876.31	\$ 2,707,841.26	\$ 21,779,322.14	\$ 1,849,588.65	\$ 1,041,924.75	\$ 279,697.34	\$ 3,171,210.74	43.40%
2019									
New Debentures									
- Underpass	4,530,000.00	-	-	4,530,000.00	276,417.25	-	-	276,417.25	
	\$ 15,919,604.57	\$ 7,681,876.31	\$ 2,707,841.26	\$ 26,309,322.14	\$ 2,126,005.89	\$ 1,041,924.75	\$ 279,697.34	\$ 3,447,627.98	47.18%
Debt Reductions:									
Principal Debt Repayments	(547,206.54)	(457,981.23)	(161,923.99)	(1,167,111.76)	-	-	-	-	
Actual Debt Reductions	(505,688.04)	(244,529.32)	(114,118.60)	(864,326.96)	-	-	-	-	
	\$ 14,866,709.99	\$ 6,979,374.76	\$ 2,431,798.67	\$ 24,277,883.42	\$ 2,126,005.89	\$ 1,041,924.75	\$ 279,697.34	\$ 3,447,627.98	47.18%
Paid Out Debentures:									
- Shaw Centre					(452,544.42)	-	-	(452,544.42)	
- Water System						(64,649.20)	-	(64,649.20)	
	\$ 14,866,709.99	\$ 6,979,374.76	\$ 2,431,798.67	\$ 24,277,883.42	\$ 1,673,461.47	\$ 977,275.55	\$ 279,697.34	\$ 2,930,434.36	40.10%
2020									
Debt Reductions:									
Principal Debt Repayments	(410,378.19)	(424,832.03)	(161,923.99)	(997,134.21)	-	-	-	-	
Actual Debt Reductions	(245,281.29)	(227,759.81)	(126,862.18)	(599,903.28)	-	-	-	-	
	\$ 14,211,050.51	\$ 6,326,782.92	\$ 2,143,012.50	\$ 22,680,845.93	\$ 1,673,461.47	\$ 977,275.55	\$ 279,697.34	\$ 2,930,434.36	40.10%
2021									
Debt Reductions:									
Principal Debt Repayments	(410,378.19)	(424,832.03)	(161,923.99)	(997,134.21)	-	-	-	-	
Actual Debt Reductions	(267,591.94)	(253,863.49)	(140,205.89)	(661,661.32)	-	-	-	-	
	\$ 13,533,080.39	\$ 5,648,087.40	\$ 1,840,882.62	\$ 21,022,050.41	\$ 1,673,461.47	\$ 977,275.55	\$ 279,697.34	\$ 2,930,434.36	40.10%
2022									
Debt Reductions:									
Principal Debt Repayments	(410,378.19)	(424,832.03)	(161,923.99)	(997,134.21)	-	-	-	-	
Actual Debt Reductions	(314,847.44)	(281,011.30)	(154,174.93)	(750,033.67)	-	-	-	-	
	\$ 12,807,854.76	\$ 4,942,244.07	\$ 1,524,783.70	\$ 19,274,882.53	\$ 1,673,461.47	\$ 977,275.55	\$ 279,697.34	\$ 2,930,434.36	40.10%
Paid Out Debentures:									
- Watr									
- Sew							(19,037.88)	(19,037.88)	
	\$ 12,807,854.76	\$ 4,942,244.07	\$ 1,524,783.70	\$ 19,274,882.53	\$ 1,673,461.47	\$ 977,275.55	\$ 260,659.46	\$ 2,911,396.48	39.84%
2023									
Debt Reductions:									
Principal Debt Repayments	(410,378.19)	(424,832.03)	(150,688.11)	(985,898.33)	-	-	-	-	
Actual Debt Reductions	(351,929.16)	(309,245.04)	(150,233.41)	(811,407.61)	-	-	-	-	
	\$ 12,045,547.41	\$ 4,208,167.00	\$ 1,223,862.18	\$ 17,477,576.59	\$ 1,673,461.47	\$ 977,275.55	\$ 260,659.46	\$ 2,911,396.48	39.84%
Paid Out Debentures:									
Fire Hall & Little Mtn Upgrades					(15,372.78)	-	-	(15,372.78)	
- Sewer System						(147,476.17)	-	(147,476.17)	
	\$ 12,045,547.41	\$ 4,208,167.00	\$ 1,223,862.18	\$ 17,477,576.59	\$ 1,658,088.69	\$ 977,275.55	\$ 113,183.29	\$ 2,748,547.53	37.61%
2024									
New Debentures									
- Downtown Parkade	3,450,000.00	-	-	3,450,000.00	210,516.45	-	-	210,516.45	
	\$ 15,495,547.41	\$ 4,208,167.00	\$ 1,223,862.18	\$ 20,927,576.59	\$ 1,868,605.14	\$ 977,275.55	\$ 113,183.29	\$ 2,959,063.98	40.49%
Debt Reductions:									
Principal Debt Repayments	(473,820.96)	(424,832.03)	(63,649.94)	(962,302.93)	-	-	-	-	
Actual Debt Reductions	(377,810.90)	(338,608.11)	(20,164.88)	(736,583.89)	-	-	-	-	
	\$ 14,643,915.55	\$ 3,444,786.86	\$ 1,140,047.36	\$ 19,228,689.77	\$ 1,868,605.14	\$ 977,275.55	\$ 113,183.29	\$ 2,959,063.98	40.49%
2025									
Debt Reductions:									
Principal Debt Repayments	(473,820.96)	(424,832.03)	(63,649.94)	(962,302.93)	-	-	-	-	
Actual Debt Reductions	(419,251.33)	(369,145.73)	(23,098.40)	(811,495.46)	-	-	-	-	
	\$ 13,750,843.26	\$ 2,650,749.10	\$ 1,053,299.02	\$ 17,454,891.38	\$ 1,868,605.14	\$ 977,275.55	\$ 113,183.29	\$ 2,959,063.98	40.49%
2026									
Debt Reductions:									
Principal Debt Repayments	(473,820.96)	(424,832.03)	(63,649.94)	(962,302.93)	-	-	-	-	
Actual Debt Reductions	(462,471.91)	(400,904.86)	(26,134.59)	(889,511.36)	-	-	-	-	
	\$ 12,814,550.40	\$ 1,825,012.21	\$ 963,514.49	\$ 15,603,077.10	\$ 1,868,605.14	\$ 977,275.55	\$ 113,183.29	\$ 2,959,063.98	40.49%
Paid Out Debentures:									
Water System						(82,944.06)	-	(82,944.06)	
Water System						(26,562.51)	-	(26,562.51)	
	\$ 12,814,550.40	\$ 1,825,012.21	\$ 963,514.49	\$ 15,603,077.10	\$ 1,868,605.14	\$ 867,768.98	\$ 113,183.29	\$ 2,849,557.41	38.99%
2027									
New Debentures									
- SASC Rec. Centre - Pool Replacement	5,000,000.00	-	-	5,000,000.00	305,096.30	-	-	305,096.30	
	\$ 17,814,550.40	\$ 1,825,012.21	\$ 963,514.49	\$ 20,603,077.10	\$ 2,173,701.44	\$ 867,768.98	\$ 113,183.29	\$ 3,154,653.71	43.17%
Debt Reductions:									
Principal Debt Repayments	(473,820.96)	(371,604.96)	(63,649.94)	(909,075.86)	-	-	-	-	
Actual Debt Reductions	(507,551.21)	(370,534.32)	(29,277.05)	(907,362.58)	-	-	-	-	
	\$ 16,833,178.23	\$ 1,082,872.93	\$ 870,587.50	\$ 18,786,638.66	\$ 2,173,701.44	\$ 867,768.98	\$ 113,183.29	\$ 3,154,653.71	43.17%
Paid Out Debentures:									
Blackl					(40,890.88)	-	-	(40,890.88)	
	\$ 16,833,178.23	\$ 1,082,872.93	\$ 870,587.50	\$ 18,786,638.66	\$ 2,132,810.56	\$ 867,768.98	\$ 113,183.29	\$ 3,113,762.83	42.61%
2028									
Debt Reductions:									
Principal Debt Repayments	(562,125.08)	(371,604.96)	(63,649.94)	(997,379.98)	-	-	-	-	
Actual Debt Reductions	(476,682.22)	(400,219.99)	(32,529.49)	(909,431.70)	-	-	-	-	
	\$ 15,794,170.93	\$ 311,047.98	\$ 774,408.07	\$ 16,879,626.98	\$ 2,132,810.56	\$ 867,768.98	\$ 113,183.29	\$ 3,113,762.83	42.61%
Paid Out Debentures:									
Water System						(720,735.75)	-	(720,735.75)	
	\$ 15,794,170.93	\$ 311,047.98	\$ 774,408.07	\$ 16,879,626.98	\$ 2,132,810.56	\$ 147,033.23	\$ 113,183.29	\$ 2,393,027.08	32.75%

2029

Debtenture Reductions:										
Principal Debtenture Repayments	(562,125.08)	(69,369.21)	(63,649.94)	(695,144.23)	-	-	-	-	-	-
Actural Debtenture Reductions	(319,522.40)	(71,092.89)	(35,895.77)	(626,511.06)	-	-	-	-	-	-
	\$ 14,712,523.45	\$ 170,585.88	\$ 674,862.36	\$ 15,557,971.69	\$ 2,132,810.56	\$ 147,033.23	\$ 113,183.29	\$ 2,393,027.08		32.75%
Paid Out Debtentures:										
Underpass 20 St/21St	-	-	-	-	(187,204.38)	-	-	(187,204.38)		-
	\$ 14,712,523.45	\$ 170,585.88	\$ 674,862.36	\$ 15,557,971.69	\$ 1,945,606.18	\$ 147,033.23	\$ 113,183.29	\$ 2,205,822.70		30.18%

2030

Debtenture Reductions:										
Principal Debtenture Repayments	(478,170.70)	(69,369.21)	(63,649.94)	(611,189.85)	-	-	-	-	-	-
Actural Debtenture Reductions	(463,990.71)	(76,711.36)	(39,379.87)	(580,081.94)	-	-	-	-	-	-
	\$ 13,770,362.05	\$ 24,505.31	\$ 571,832.55	\$ 14,366,699.91	\$ 1,945,606.18	\$ 147,033.23	\$ 113,183.29	\$ 2,205,822.70		30.18%
Paid Out Debtentures:										
Water System	-	-	-	-	(144,598.77)	-	-	(144,598.77)		-
	\$ 13,770,362.05	\$ 24,505.31	\$ 571,832.55	\$ 14,366,699.91	\$ 1,945,606.18	\$ 2,434.46	\$ 113,183.29	\$ 2,061,223.93		28.21%

2031

Debtenture Reductions:										
Principal Debtenture Repayments	(478,170.70)	(862.44)	(63,649.94)	(542,683.08)	-	-	-	-	-	-
Actural Debtenture Reductions	(503,009.92)	(954.59)	(42,985.91)	(546,950.42)	-	-	-	-	-	-
	\$ 12,769,181.42	\$ 22,688.28	\$ 465,196.70	\$ 13,277,066.40	\$ 1,945,606.18	\$ 2,434.46	\$ 113,183.29	\$ 2,061,223.93		28.21%

2032

Debtenture Reductions:										
Principal Debtenture Repayments	(478,170.70)	(862.44)	(63,649.94)	(542,683.08)	-	-	-	-	-	-
Actural Debtenture Reductions	(543,728.03)	(1,027.27)	(46,718.17)	(591,474.47)	-	-	-	-	-	-
	\$ 11,767,281.69	\$ 20,798.57	\$ 354,828.59	\$ 12,142,908.85	\$ 1,945,606.18	\$ 2,434.46	\$ 113,183.29	\$ 2,061,223.93		28.21%

2033

Debtenture Reductions:										
Principal Debtenture Repayments	(478,170.70)	(862.44)	(63,649.94)	(542,683.08)	-	-	-	-	-	-
Actural Debtenture Reductions	(586,222.75)	(1,102.86)	(50,581.05)	(637,906.66)	-	-	-	-	-	-
	\$ 10,702,888.24	\$ 18,833.27	\$ 240,597.60	\$ 10,962,319.11	\$ 1,945,606.18	\$ 2,434.46	\$ 113,183.29	\$ 2,061,223.93		28.21%

2034

Debtenture Reductions:										
Principal Debtenture Repayments	(478,170.70)	(862.44)	(63,649.94)	(542,683.08)	-	-	-	-	-	-
Actural Debtenture Reductions	(630,581.41)	(1,181.47)	(54,579.14)	(686,342.02)	-	-	-	-	-	-
	\$ 9,594,136.13	\$ 16,789.36	\$ 122,368.52	\$ 9,733,294.01	\$ 1,945,606.18	\$ 2,434.46	\$ 113,183.29	\$ 2,061,223.93		28.21%
Paid Out Debtentures:										
- Civic Building	-	-	-	-	(641,434.21)	-	-	(641,434.21)		-
	\$ 9,594,136.13	\$ 16,789.36	\$ 122,368.52	\$ 9,733,294.01	\$ 1,304,171.97	\$ 2,434.46	\$ 113,183.29	\$ 1,419,789.72		19.43%

2035

Debtenture Reductions:										
Principal Debtenture Repayments	(329,161.49)	(862.44)	(63,649.94)	(393,673.87)	-	-	-	-	-	-
Actural Debtenture Reductions	(181,875.44)	(1,263.23)	(58,718.58)	(241,857.25)	-	-	-	-	-	-
	\$ 9,083,099.21	\$ 14,663.69	\$ 0.00	\$ 9,097,762.90	\$ 1,304,171.97	\$ 2,434.46	\$ 113,183.29	\$ 1,419,789.72		19.43%
Paid Out Debtentures:										
- Blackburn Park Improvements	-	-	-	-	(31,430.54)	-	-	(31,430.54)		-
- Sewer System	-	-	-	-	-	-	(113,183.29)	(113,183.29)		-
	\$ 9,083,099.21	\$ 14,663.69	\$ 0.00	\$ 9,097,762.90	\$ 1,272,741.43	\$ 2,434.46	\$ -	\$ 1,275,175.89		17.45%

2036

Debtenture Reductions:										
Principal Debtenture Repayments	(311,480.95)	(862.44)	-	(312,343.39)	-	-	-	-	-	-
Actural Debtenture Reductions	(156,374.62)	(1,348.26)	-	(157,722.88)	-	-	-	-	-	-
	\$ 8,615,243.64	\$ 12,452.99	\$ 0.00	\$ 8,627,696.63	\$ 1,272,741.43	\$ 2,434.46	\$ -	\$ 1,275,175.89		17.45%
Paid Out Debtentures:										
- Tennis Club - Loan Guarantor	-	-	-	-	(45,764.45)	-	-	(45,764.45)		-
- Civic Building	-	-	-	-	(24,972.81)	-	-	(24,972.81)		-
	\$ 8,615,243.64	\$ 12,452.99	\$ 0.00	\$ 8,627,696.63	\$ 1,202,004.17	\$ 2,434.46	\$ -	\$ 1,204,438.63		16.48%

2037

Debtenture Reductions:										
Principal Debtenture Repayments	(299,014.14)	(862.44)	-	(299,876.58)	-	-	-	-	-	-
Actural Debtenture Reductions	(167,943.16)	(1,436.68)	-	(169,379.84)	-	-	-	-	-	-
	\$ 8,148,286.35	\$ 10,153.87	\$ 0.00	\$ 8,158,440.22	\$ 1,202,004.17	\$ 2,434.46	\$ -	\$ 1,204,438.63		16.48%

2038

Debtenture Reductions:										
Principal Debtenture Repayments	(299,014.14)	(862.44)	-	(299,876.58)	-	-	-	-	-	-
Actural Debtenture Reductions	(182,221.61)	(1,528.65)	-	(183,750.26)	-	-	-	-	-	-
	\$ 7,667,050.60	\$ 7,762.78	\$ 0.00	\$ 7,674,813.38	\$ 1,202,004.17	\$ 2,434.46	\$ -	\$ 1,204,438.63		16.48%

2039

Debtenture Reductions:										
Principal Debtenture Repayments	(299,014.14)	(862.44)	-	(299,876.58)	-	-	-	-	-	-
Actural Debtenture Reductions	(165,797.27)	(1,624.29)	-	(167,421.56)	-	-	-	-	-	-
	\$ 7,202,239.19	\$ 5,276.05	\$ 0.00	\$ 7,207,515.24	\$ 1,202,004.17	\$ 2,434.46	\$ -	\$ 1,204,438.63		16.48%
Debtenture Debt - Paydowns										
- Underpass	(1,971,476.97)	-	-	(1,971,476.97)	(276,416.07)	-	-	(276,416.07)		-
	\$ 5,230,762.22	\$ 5,276.05	\$ 0.00	\$ 5,236,038.27	\$ 925,588.10	\$ 2,434.46	\$ -	\$ 928,022.56		12.70%

2040

Debtenture Reductions:										
Principal Debtenture Repayments	(203,798.07)	(862.44)	-	(204,660.51)	-	-	-	-	-	-
Actural Debtenture Reductions	(130,190.37)	(1,723.76)	-	(131,914.13)	-	-	-	-	-	-
	\$ 4,896,773.78	\$ 2,689.85	\$ 0.00	\$ 4,899,463.63	\$ 925,588.10	\$ 2,434.46	\$ -	\$ 928,022.56		12.70%
Paid Out Debtentures:										
- Shuswap Memorial Cemetery	-	-	-	-	(54,237.52)	-	-	(54,237.52)		-
	\$ 4,896,773.78	\$ 2,689.85	\$ 0.00	\$ 4,899,463.63	\$ 871,350.58	\$ 2,434.46	\$ -	\$ 873,785.04		11.96%

2041

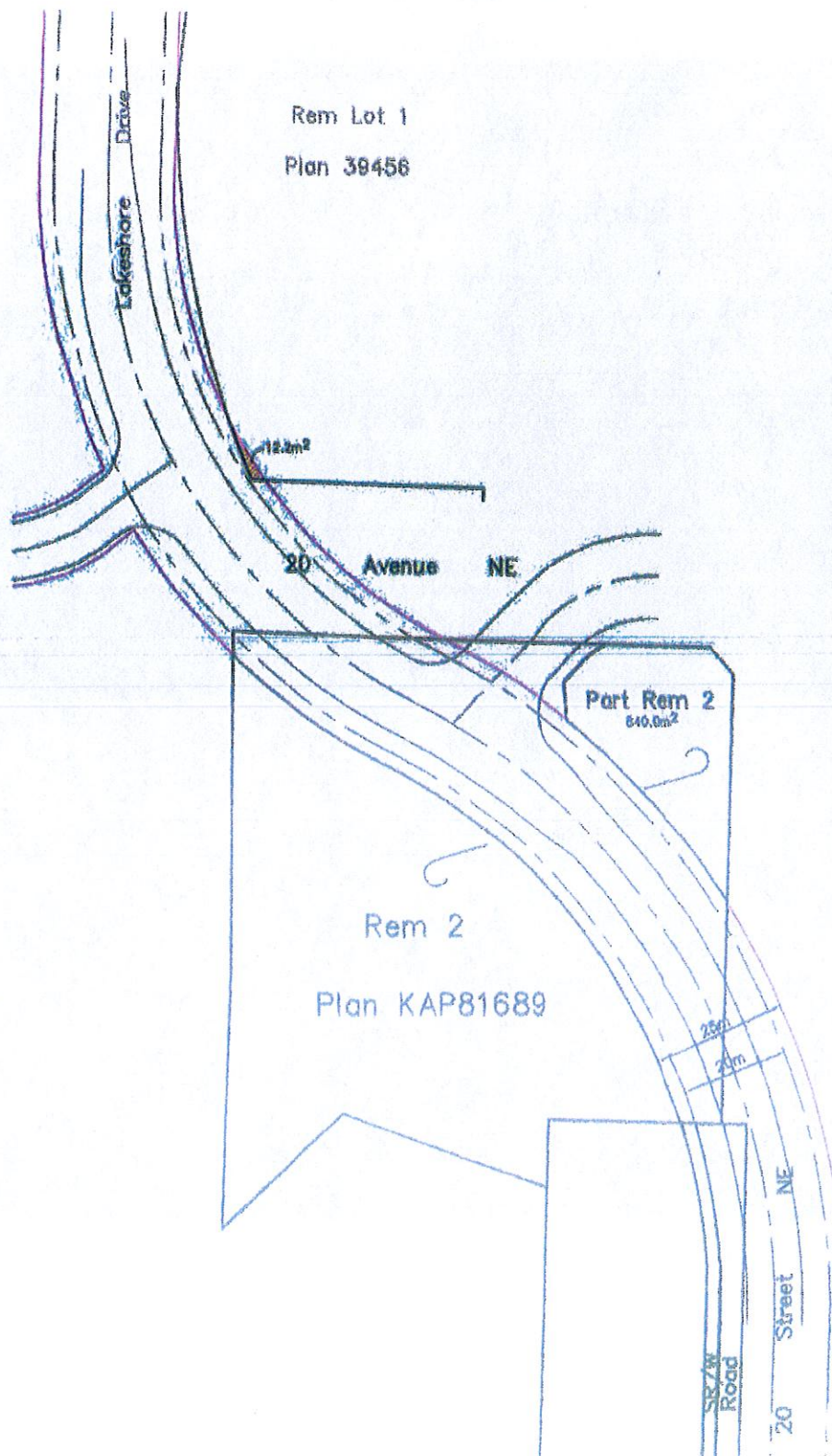
Debtenture Reductions:										
Principal Debtenture Repayments	(177,610.55)	(862.44)	-	(178,472.99)	-	-	-	-	-	-
Actural Debtenture Reductions	(68,635.92)	(1,827.41)	-	(70,463.33)	-	-	-	-	-	-
	\$ 4,650,527.31	\$ (0.00)	\$ 0.00	\$ 4,650,527.31	\$ 871,350.58	\$ 2,434.46	\$ -	\$ 873,785.04		11.96%
Paid Out Debtentures:										
- Water System	-	-	-	-	(2,434.46)	-	-	(2,434.46)		-
	\$ 4,650,527.31	\$ (0.00)	\$ 0.00	\$ 4,650,527.31	\$ 871,350.58	\$ (0.00)	\$ -	\$ 871,350.58		11.92%

	Underpass	Intersection Realignment	and Auto Road Extension	Hudson Avenue Revitalization	Downtown Parkade	Public Works Relocation	Track & Field Okanagan & 30 St	West Bay Connector Trail	Rec. Centre Pool Repairs/Reconstr
	2019	2020	2023	2017	2023	2020	2019	2027	2027
Total Cost	\$ 10,280,000.00	\$ 1,100,000.00	\$ 3,000,000.00	\$ 2,063,985.00	\$ 7,500,000.00	\$ 2,000,000.00	\$ 7,500,000.00	\$ 1,000,000.00	\$ 12,000,000.00
Less:									
General Capital Reserve	-	-	-	-	-	-	-	-	-
Water/Sewer Component (Reserves)	-	(275,000.00)	-	-	-	-	-	-	-
	10,280,000.00	825,000.00	3,000,000.00	2,063,985.00	7,500,000.00	2,000,000.00	7,500,000.00	1,000,000.00	12,000,000.00
Less:									
Shoemaker Auto Road Ext. Reserve	-	-	(1,700,000.00)	-	-	-	-	-	-
Downtown Specified Area Parking Reserve	-	-	-	-	(1,982,273.13)	-	-	-	-
Downtown Specified Reserve (City)	-	-	-	-	(2,067,726.87)	-	-	-	-
Public Works Relocation Reserve	-	-	-	-	-	(2,000,000.00)	-	-	-
Federal Grant	-	-	-	-	-	-	-	-	(6,000,000.00)
CSRD - Contribution	-	-	-	-	-	-	-	-	(1,000,000.00)
Proceeds from Sale of 1361 - 30 St SW	-	(100,000.00)	-	-	-	-	-	-	-
Underpass Reserve	(1,525,000.00)	-	-	-	-	-	-	-	-
20 Ave/20 St Intersection Realignment Res.	-	(345,000.00)	-	-	-	-	-	-	-
Debt Reserve (Bylaw No. 2841 - Shaw)	(125,000.00)	-	-	-	-	-	-	-	-
Community Works Fund Grant	(3,100,000.00)	(380,000.00)	(1,300,000.00)	(1,575,000.00)	-	-	(2,500,000.00)	-	-
Downtown Brick Strips Reserve	-	-	-	(60,000.00)	-	-	-	-	-
Hudson Revitalization	-	-	-	(170,105.00)	-	-	-	-	-
West Bay Connector Trail Reserve	-	-	-	-	-	-	-	(1,000,000.00)	-
Track & Field (Okanagan & 30 St) Reserve	-	-	-	-	-	-	(5,000,000.00)	-	-
Unexpended Reserve	-	-	-	(258,880.00)	-	-	-	-	-
CPR	(1,000,000.00)	-	-	-	-	-	-	-	-
	\$ 4,530,000.00	\$ (0.00)	\$ (0.00)	\$ -	\$ 3,450,000.00	\$ -	\$ -	\$ 0.00	\$ 5,000,000.00
Underpass Reserve									
Balance - December 31, 2017	\$ 1,013,247.38			\$ 15,000.00			\$ 3,176,326.51		
Contribution - 2018	218,700.00			35,000.00			44,067.38		
Contribution - 2019	218,700.00			5,000.00			3,220,393.89		
Accumulated Interest - 2.5%	74,352.62			5,000.00			(1,575,000.00)		
	\$ 1,525,000.00			\$ 2,000.00			1,645,393.89		
				\$ 62,000.00			689,212.41		
				(62,000.00)			626,788.32		
				-			(3,100,000.00)		
				-			132,400.02		
				-			(6,205.36)		
				\$ 554,538.42			626,788.32		
				(265,000.00)			15,514.57		
				\$ 289,538.42			(380,000.00)		
				87,000.00			256,097.54		
				87,000.00			626,788.32		
				87,000.00			626,788.32		
				87,000.00			626,788.32		
				87,000.00			59,814.01		
				87,000.00			1,569,488.18		
				87,000.00			(1,300,000.00)		
				218,700.00			269,488.18		
				218,700.00			626,788.32		
				160,000.00			626,788.32		
				204,061.58			626,788.32		
				\$ 1,700,000.00			626,788.32		
				-			271,570.22		
				-			\$ 3,675,000.00		
				-			(2,500,000.00)		
				-			1,175,000.00		
Shoemaker Hill/Auto Road Ext. Reserve									
Balance - December 31, 2017	\$ 554,538.42			\$ 236,130.00					
Transfer to Downtown Parkade	(265,000.00)			236,130.00					
	\$ 289,538.42			484,430.00					
	87,000.00			484,430.00					
	87,000.00			484,430.00					
	87,000.00			484,430.00					
	87,000.00			484,430.00					
	87,000.00			484,430.00					
	218,700.00			484,430.00					
	218,700.00			484,430.00					
	160,000.00			484,430.00					
	204,061.58			484,430.00					
	\$ 1,700,000.00			484,430.00					
	-			430,430.00					
	-			601,413.50					
	-			\$ 5,000,000.00					
Track & Field (Okanagan & 30 St)									
Contribution - 2024	206,130.00			206,130.00					
Contribution - 2025	206,130.00			206,130.00					
Contribution - 2026	206,130.00			206,130.00					
Contribution - 2027	206,130.00			236,130.00					
Contribution - 2028 (5206,130 + 5,000,000)	5,206,130.00			484,430.00					
Contribution - 2029 (5206,130 + 5278,130)	5,278,130.00			484,430.00					
Contribution - 2030	484,430.00			484,430.00					
Contribution - 2031	484,430.00			484,430.00					
Contribution - 2032	484,430.00			484,430.00					
Contribution - 2033	484,430.00			484,430.00					
Contribution - 2034	484,430.00			484,430.00					
Contribution - 2035	430,430.00			430,430.00					
Interest - 2.5% (Interest to 2026)	601,413.50			601,413.50					
	\$ 5,000,000.00			\$ 5,000,000.00					
Track & Field Facility (Ok Ave/30 St)									
Contribution - 2024	206,130.00			206,130.00					
Contribution - 2025	206,130.00			206,130.00					
Contribution - 2026	206,130.00			206,130.00					
Contribution - 2027	206,130.00			236,130.00					
Contribution - 2028 (5206,130 + 5,000,000)	5,206,130.00			484,430.00					
Contribution - 2029 (5206,130 + 5278,130)	5,278,130.00			484,430.00					
Contribution - 2030	484,430.00			484,430.00					
Contribution - 2031	484,430.00			484,430.00					
Contribution - 2032	484,430.00			484,430.00					
Contribution - 2033	484,430.00			484,430.00					
Contribution - 2034	484,430.00			484,430.00					
Contribution - 2035	430,430.00			430,430.00					
Interest - 2.5% (Interest to 2026)	601,413.50			601,413.50					
	\$ 5,000,000.00			\$ 5,000,000.00					
Short Term Debt:									
Maximum Limit	\$ 895,200.00			\$ 895,200.00					
Outstanding: Nil	-			-					
Borrowing Capacity Available	\$ 895,200.00			\$ 895,200.00					
Various Reserve Contributions to the Downtown Parkade Reserve									
Ortha Project - 2017	\$ 50,000.00			\$ 50,000.00					
Debt Retirement (Civic Building) - 2017	60,129.77			60,129.77					
Office Equipment and Furniture - 2017	50,000.00			50,000.00					
Photocopier/Printer Replacement - 2017	25,000.00			25,000.00					
Records Management - 2017	50,000.00			50,000.00					
Electronic Ticket Writer - 2017	20,000.00			20,000.00					
	\$ 255,129.77			\$ 255,129.77					
Transfer to Downtown Parkade Reserve	(255,129.77)			(255,129.77)					
	\$ -			\$ -					
Specified Area Reserve (Parking)									
Balance - December 31, 2017	\$ 1,520,465.00			\$ 516,998.39					
Specified Area Levy - 2018	75,000.00			265,000.00					
Specified Area Levy - 2019	60,000.00			255,129.77					
Specified Area Levy - 2020	50,000.00			125,000.00					
Specified Area Levy - 2021	40,000.00			145,000.00					
Specified Area Levy - 2022	25,000.00			165,000.00					
Accumulated Interest - 2.5% (2018 - 2022)	211,808.13			185,000.00					
	1,982,273.13			200,000.00					
	\$ 2,067,726.87			\$ 2,067,726.87					

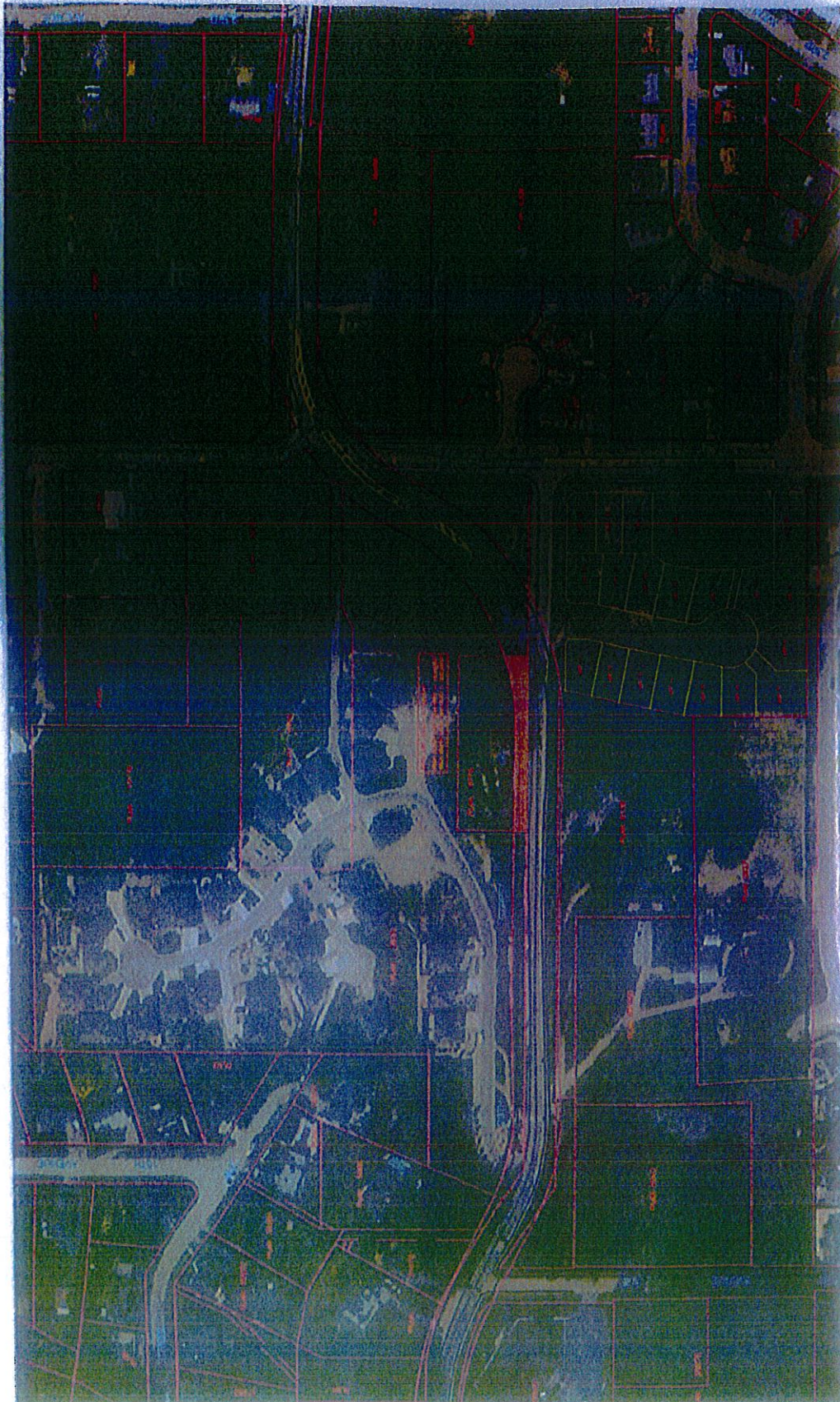
Ross Street Underpass



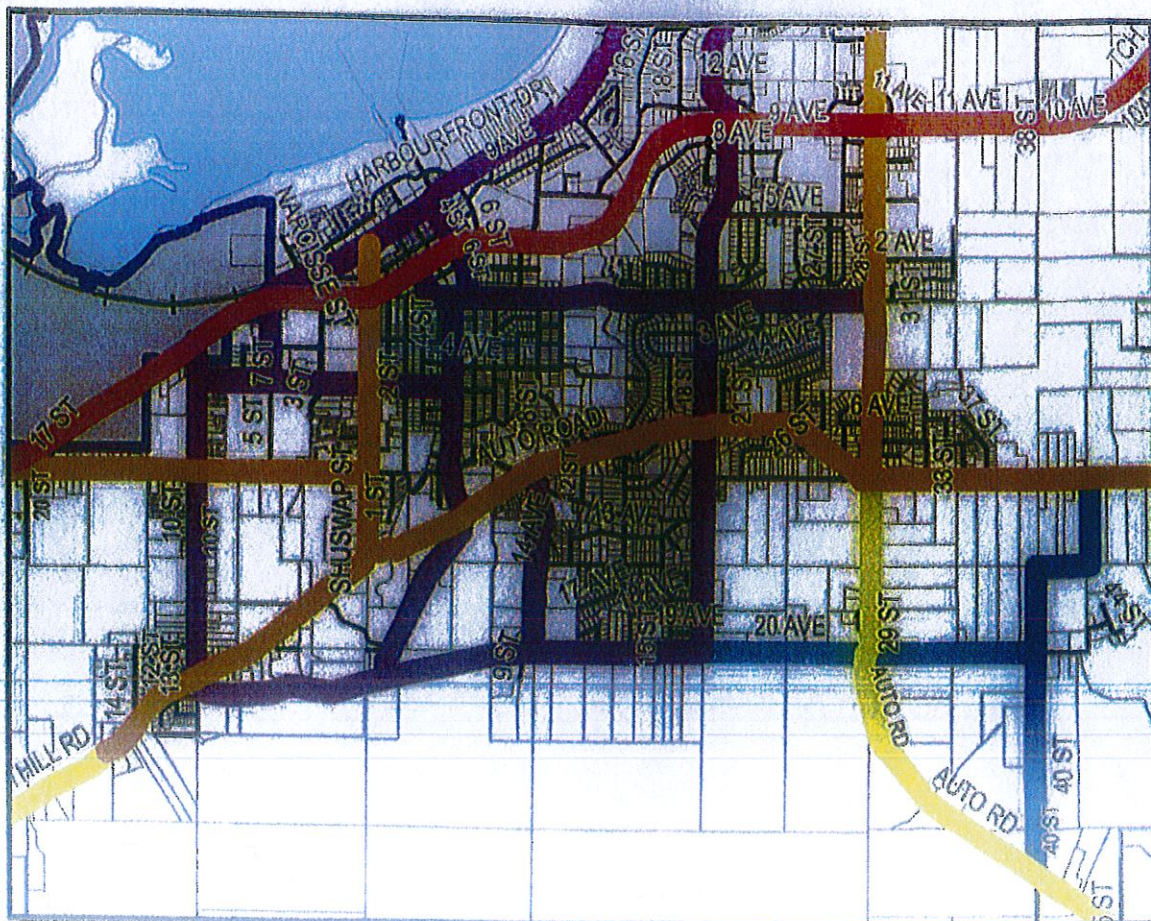
20 Avenue/20 Street Intersection Realignment

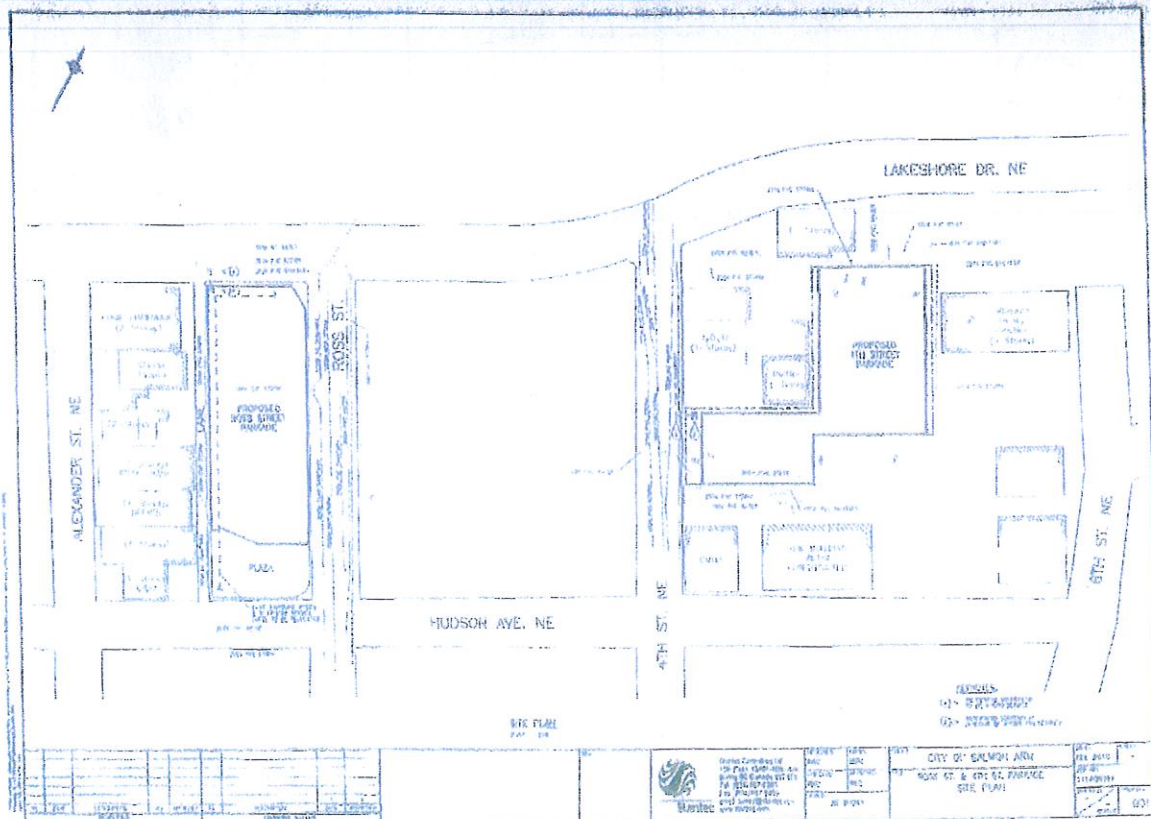


20 Avenue/20 Street Intersection Realignment

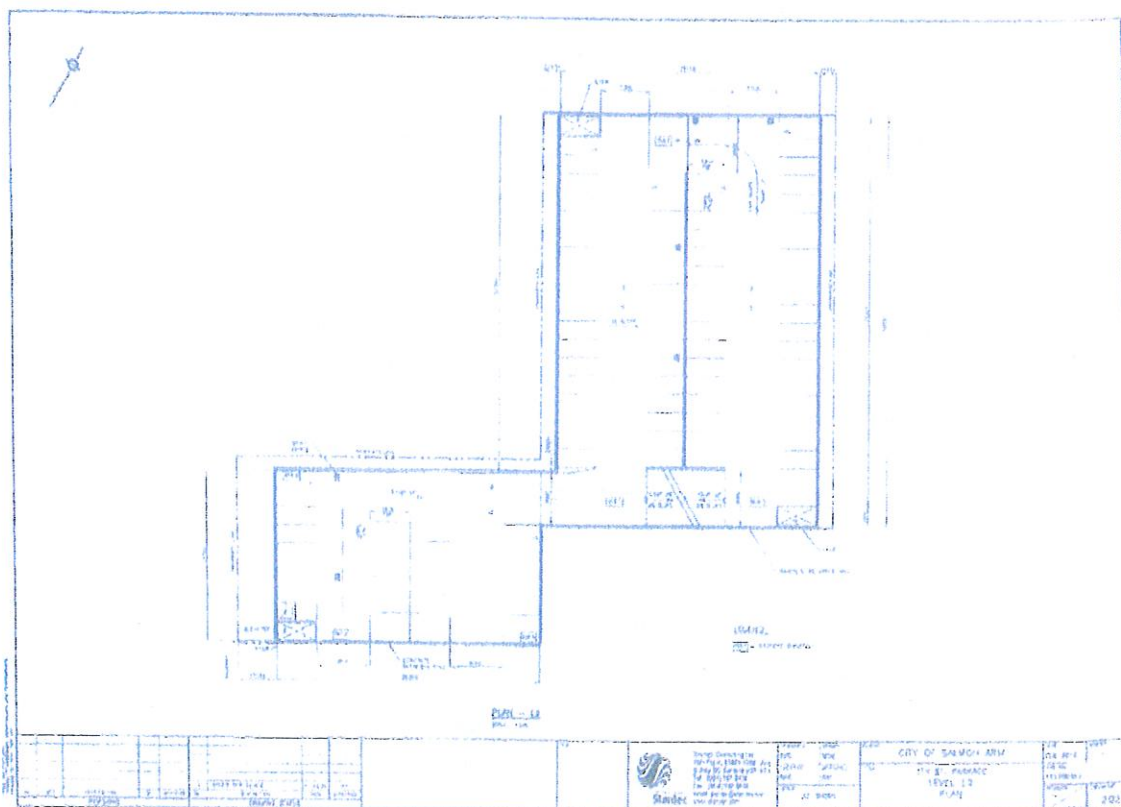
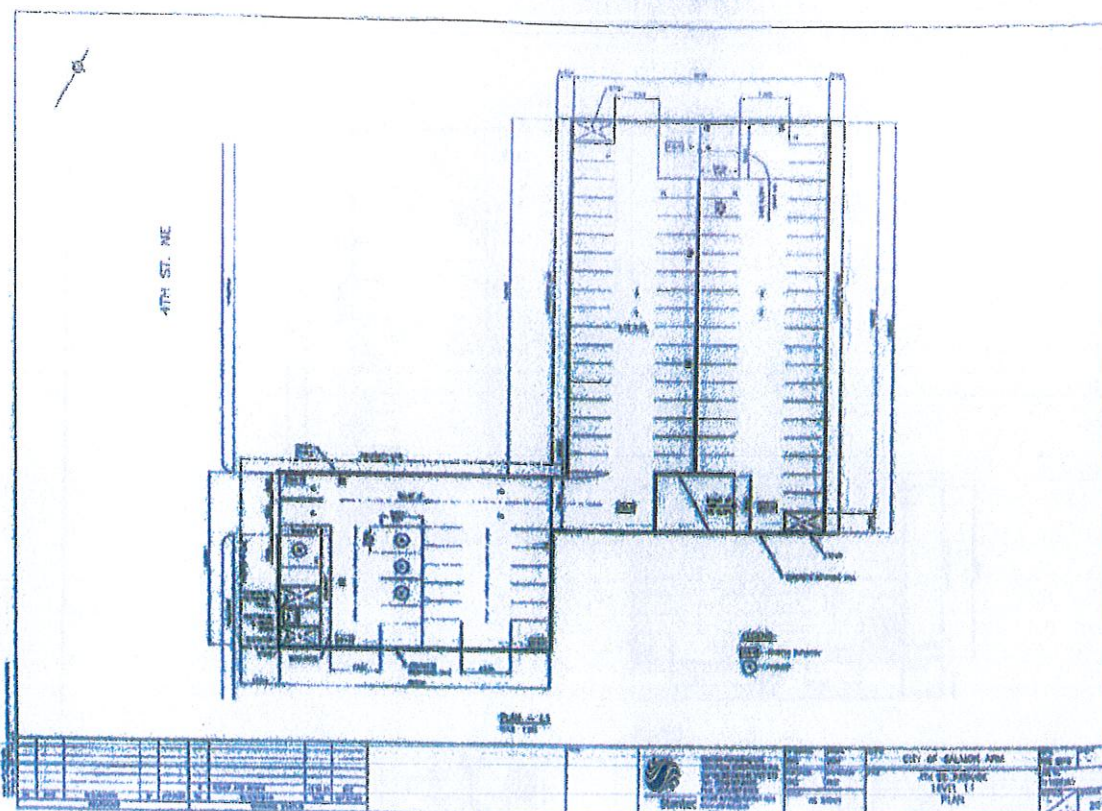


Shoemaker Hill/Auto Road Extension

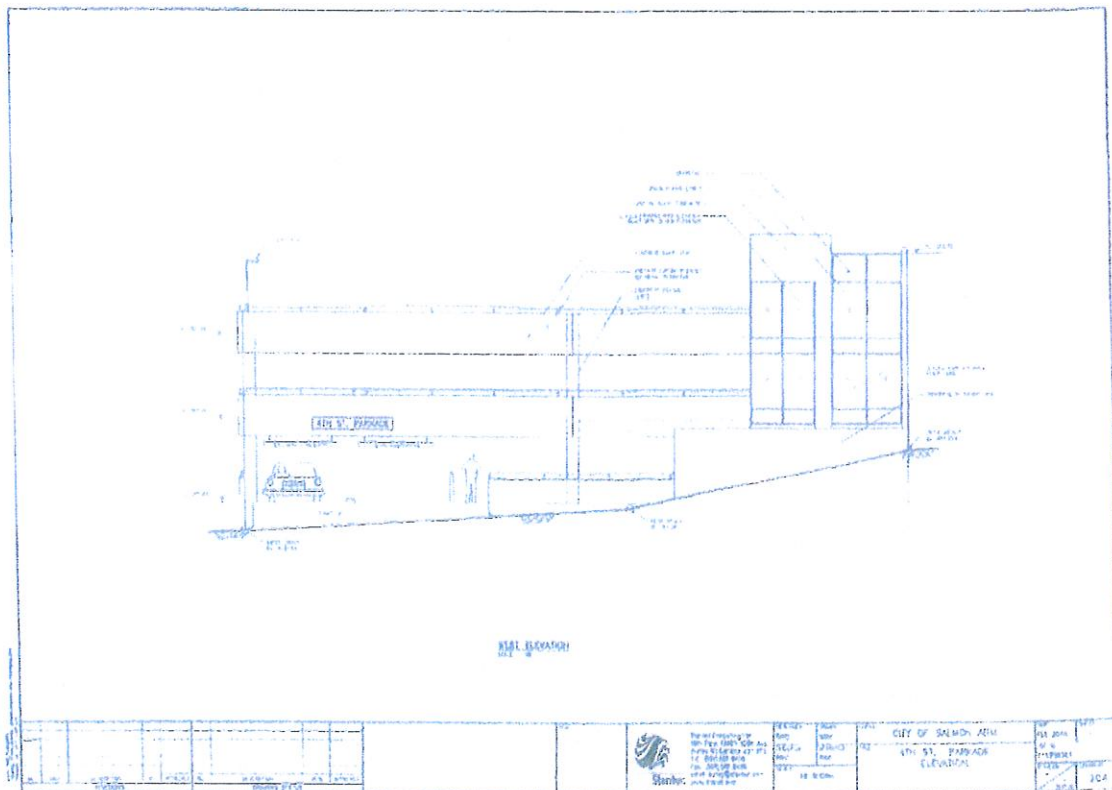
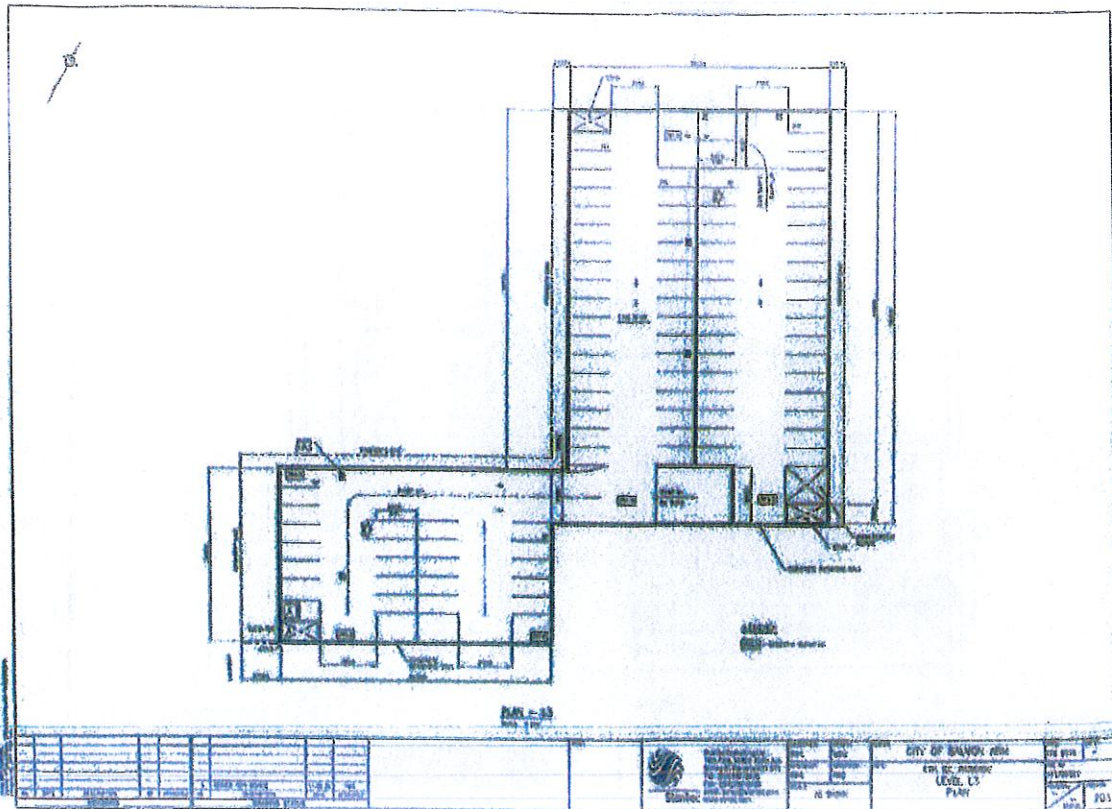




Downtown Parkade



Downtown Parkade



Appendix 5



Track and Field – Okanagan & 30 Street



Item 19.

CITY OF SALMON ARM

Date: August 28, 2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Jamieson

THAT: the Regular Council Meeting of August 28, 2017, be adjourned.

Vote Record

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

Opposed:

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

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