



AGENDA

Regular Council Meeting

Tuesday, October 10, 2017

1:30 p.m.

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

Council Chamber of City Hall

500 – 2 Avenue NE

Page #	Item #	Description
	1.	CALL TO ORDER
1 - 2	2.	IN-CAMERA SESSION
	3.	ADOPTION OF AGENDA
	4.	DISCLOSURE OF INTEREST
	5.	PRESENTATIONS / DELEGATIONS
3 - 8	1.	Sergeant Lachapelle, Salmon Arm RCMP Detachment – Quarterly Policing Report – July 1 – September 30, 2017
	6.	CONFIRMATION OF MINUTES
9 - 16	1.	Regular Council Meeting Minutes of September 11, 2017
	7.	COMMITTEE REPORTS
17 - 20	1.	Development and Planning Services Committee Meeting Minutes of October 2, 2017
21 - 24	2.	Downtown Parking Commission Meeting Minutes of July 18, 2017
25 - 28	3.	Environmental Advisory Committee Meeting Minutes of September 7, 2017
29 - 32	4.	Agricultural Advisory Committee Meeting Minutes of September 13, 2017
33 - 36	5.	Social Impact Advisory Committee Meeting Minutes of June 13, 2017
37 - 40	6.	Social Impact Advisory Committee Meeting Minutes of September 19, 2017
41 - 46	7.	Greenways Liaison Committee Meeting Minutes of September 21, 2017

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|-----------|------------|--|
| 47 - 50 | 8. | Shuswap Regional Airport Operations Committee Meeting Minutes of June 21, 2017 |
| | 8. | INTRODUCTION OF BYLAWS |
| 51 - 64 | 1. | Zoning Amendment Bylaw No. 4226 [ZON-1102; Tekamar Mortgage Fund Ltd.; 3161 Okanagan Avenue NE; R-1 to R-8] - First and Second Readings |
| 65 - 92 | 2. | Zoning Amendment Bylaw No. 4227 [ZON-1105; Jarvis, C.J. / Franklin Engineering Ltd.; 2810 - 15 Avenue NE; R-1 to R-4 & R-5] - First and Second Readings |
| 93 - 108 | 3. | City of Salmon Arm Highway Closure Bylaw No. 4189 - Portion of 11 Avenue NE and Portion of 20 Street NE - First, Second and Third Readings |
| 109 - 124 | 4. | 2017 - 2021 Financial Plan Amendment Bylaw No. 4228 - First, Second and Third Readings |
| | 9. | RECONSIDERATION OF BYLAWS |
| 125 - 128 | 1. | Zoning Amendment Bylaw No. 4222 [ZON-1093; BC Transportation Financing Authority / Ministry of Transportation & Infrastructure; 1110 - 30 Street SW; A-1 to C-3] - Final Reading |
| 129 - 134 | 2. | Highway Closure Bylaw No. 4203 - Part of Road, Plan EPP947 - Final Reading |
| | 10. | CORRESPONDENCE |
| 135 -136 | 1. | Informational Correspondence |
| | 11. | STAFF REPORTS |
| 137 - 146 | 1. | Chief Financial Officer - Annual Grants - Policy No. 7.28 |
| 147 - 150 | 2. | Chief Administrative Officer - Communications Strategy |
| 151 - 154 | 3. | Director of Engineering and Public Works - Purchase Recommendation for Replacement of Unit # 34 - Trackless Sidewalk Tractor |
| | 12. | NEW BUSINESS |
| | 13. | COUNCIL STATEMENTS |
| | 14. | COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE |
| 155 - 160 | 1. | Board In Brief - September 2017 |
| | 15. | SALMON ARM SECONDARY YOUTH COUNCIL |
| | 16. | NOTICE OF MOTION |

17. **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**
- 161 - 164 1. E. Morgan, President, Salmon Arm Pickleball Club, email dated June 20, 2017 – Permission to install Container at the Klahani Park Fenced Pickleball Courts
- 165 - 184 2. Director of Engineering and Public Works – TCH Corridor Safety Study Working Group Recommendations
18. **OTHER BUSINESS**
19. **QUESTION AND ANSWER PERIOD**

7:00 p.m.

Page #	Item #	Description
	20.	DISCLOSURE OF INTEREST
	21.	HEARINGS
	22.	STATUTORY PUBLIC HEARINGS
185 - 198	1.	Zoning Amendment Application No. ZON-1101 [City of Salmon Arm; Text Amendment]
199 - 214	2.	Zoning Amendment Application No. ZON-1104 [Arsenault, I.L. / Browne Johnson Land Surveyors; 1017 - 10 Avenue SE; R-1 to R-4]
215 - 226	3.	Zoning Amendment Application No. ZON-1106 [Parrell, S.J.; 4641 - 40 Avenue SE; A-2 to M-1]
	23.	RECONSIDERATION OF BYLAWS
227 - 230	1.	Zoning Amendment Bylaw No. 4223 [ZON-1101; City of Salmon Arm; Text Amendment] – Third and Final Readings
231 - 234	2.	Zoning Amendment Bylaw No. 4224 [ZON-1104; Arsenault, I.L. / Browne Johnson Land Surveyors; 1017 - 10 Avenue SE; R-1 to R-4] – Third and Final Readings
235 - 238	3.	Zoning Amendment Bylaw No. 4225 [ZON-1106; Parrell, S.J.; 4641 - 40 Avenue SE; A-2 to M-1] – Third and Final Readings
	24.	QUESTION AND ANSWER PERIOD
	25.	PUBLIC INPUT - 2018 BUDGET
239 - 240	26.	ADJOURNMENT

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Item 2.

CITY OF SALMON ARM

Date: October 10, 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: October 10, 2017

PRESENTATION

NAME: Sergeant Lachapelle, Salmon Arm RCMP Detachment – Quarterly Report – July 1 - September 30, 2017

Vote Record

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

Opposed:

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



Royal Canadian
Mounted Police

Gendarmerie royale
du Canada

Security Classification/Designation
Classification/désignation sécuritaire

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

Your File - Votre référence

Our File - Notre référence

195-7

Date

October 1, 2017

RE: Salmon Arm RCMP Detachment

Quarterly Policing Report – June to September 2017

Dear Mayor and Council,

The following information is provided as an update on crime statistics and new developments within the detachment. I will have my operations NCO, Sgt. Scott Lachapelle present this information on my behalf as I will be in a quarterly district level meeting. Please accept my regrets at not being present but my door is open to any requests for additional information at the request of our elected officials and city staff.

Detachment News

We have navigated through our summer season. As we did we responded to 1489 calls for service within the City of Salmon Arm which is up 3 % from the previous year.

The administrative side of our record keeping system was a challenge during this busy time due to municipal employee vacancies. I am happy to report that with the invaluable assistance of the city human resource managers, Kim Trace and Laurie Calverley, that all three of the vacant positions have now been filled with employees who have a varying degree of exposure to the policing environment. We have added Sheryl Chernoff, Ashlee Hunter, and Dwylla Moraice-Budalich.

Our local officers were working to maximum capacity as well. Our Detachment was called upon to provide one member on a rotating basis to support the State of Provincial Emergency due to the intense wildfire season. A number of our officers answered the call to assist on an emergency basis and then later on a planned one week rotation. With member vacancies other local members stepped up to fill positions here in the detachment on an overtime basis to maintain our local core policing mandate.

Canada

RCMP GRC 2823 (2002-11) WPT

Page 1 of 3

Presently, we have closed the RCMP application process for a local Watch Commander position at the Corporal level. The applications are being assessed internally at this time. In the next month Constable Micah Chan will be transferring to our regional traffic enforcement unit. Since his arrival in October of 2008 he has been contributing member to the detachment. A replacement has been identified from one of our northern coastal BC Detachments. He is due to arrive after February 2018 but his arrival is dependent on the housing markets.

In the past quarter our detachment has been focused on two community priorities; traffic enforcement and property crime. On the traffic front our local officers have written 264 tickets and warnings under the Motor Vehicle Act. In 22 cases they were high risk driving offences such as distracted driving, intersection tickets and excessive speed violations. Our local officers also charged 29 drivers for impaired driving offences under the *Canadian Criminal Code, or Motor Vehicle Act in the Province of British Columbia*. Our officers were able to conduct 2 operations focusing on the intersections in the downtown corridor of Highway 1.

As of August our crime statistics have shown a slight increase in one area but down in others.

- Violent crime statistics
 - Are showing their typical cyclical trend upward.
 - Violent crime is still down over 2016 levels.
- The property crime statistics had showed signs of creeping up in July and into September
 - Mischief to property and theft from vehicles have driven that trend.
 - Reports of break and enter to residences and businesses have remained at low.
 - Two key arrests will assist in arresting (pun intended) that trend.

Our officers played a part in arresting two property criminals locally and in the region. One of these individuals was arrested in the North Okanagan Detachment. An off duty Salmon Arm member spotted him and an associate in a rural area carrying a firearm. An extensive manhunt ensued utilizing the Emergency response Team, Police Dog Service and fixed wing RCMP aircraft. In another instance we netted 4 individuals who were actively stealing vehicles and recreational vehicles with the support of our regional police dog service and the general public, a rewarding night for all involved. I am confident that both of these arrests will have an effect on reducing our property crime locally as we move forward into the next quarter.

As our building ages we are working with city staff to begin execution of projects that maintain and add to the detachment's infrastructure. One notable project is the construction of a room to house our Ion Scanner and fume hood. These two pieces of safety equipment allow us to safely detect the presence of fentanyl and its analogues in our seized illicit drugs. Secondly, the Ion Scanner will be able to provide a preliminary insight into the makeup of other drug seizures. We are working with the city staff to construct a separate room within a room for this equipment due to the danger posed by fentanyl. Fentanyl continues to be an issue affecting public and RCMP member safety in Salmon Arm.

We are also moving forward with city staff on prisoner cell upgrades and detachment building maintenance in the form of flooring just to name a couple of projects. We will also have submissions for the upcoming budget year for council to consider.

Our Detachment members continue to be involved in the community. They continue to coach sports such as hockey and soccer as well as refereeing local sports. Our school visitation program has been reactivated for the upcoming year. Our officers look forward to those visits where they provide a positive role model and some information to the students and teachers. Local officers are also encouraged to conduct informal visits during breaks on the school grounds which leads to some rewarding conversation with students and staff alike. School District 83 and our local teachers and principals are strong partners in this endeavor.

Yours in Service,



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



SALMON ARM RCMP
MAYOR'S REPORT
QUARTER 3, 2017

Salmon Arm Detachment

1980 11th Ave N.E.

Salmon Arm, BC

V1E 2V5

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

City of Salmon Arm

500 2nd Ave N.E.

Salmon Arm, BC

V1E 4 N2

October 15, 2017

Dear Mayor Nancy Cooper,

RE: Quarterly Crime Statistics - July / August / September

CRIME CATEGORIES	CITY Q3 2016	CITY Q3 Q3 2017	RURAL Q3 2016	RURAL Q3 2017
Homicide / Attempted Homicide	0	0	0	1
Assaults	17	11	7	10
Sexual Offences	0	0	0	0
Robbery	0	0	0	0
Auto Theft	15	13	8	8
Break and Enters	19	14	9	10
Theft From Motor Vehicle	35	30	14	5
Drug Investigations	16	13	9	7
Motor Vehicle Collisions	32	41	33	31
Motor Vehicle Collisions W Fatality	0	0	0	0
Impaired Driving - CC	15	19	5	6
Impaired Driving - MVA (IRPs)	12	8	3	3
TOTAL PERSONS/VIOLENT CC	52	48	27	20
TOTAL PROPERTY CC	151	192	78	55
TOTAL OTHER CC	61	104	28	19
TOTAL CRIMINAL CODE (CC)	264	344	133	94

TOTAL CALLS FOR SERVICE	1428	1489	667	474
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COMMUNITY	CITY Q3 2016	CITY Q3 2017	RURAL Q3 2016	RURAL Q3 2017
Files with youth negative contacts	59	42	31	23
Mental Health Related Calls	51	65	23	10
Files involving Alcohol / Drugs	154	223	79	57
Domestic Violence	11	9	7	5

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

Yours truly,

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

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Item 6.1

CITY OF SALMON ARM

Date: October 10, 2017

Moved: Councillor Jamieson

Seconded: Councillor Eliason

THAT: the Regular Council Meeting Minutes of September 11, 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 at the Montebello Building at R.J. Haney Heritage Village and Museum at 751 Highway 97B, Salmon Arm, British Columbia, on Monday, September 11, 2017.

PRESENT:

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

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

ABSENT:

Councillor K. Flynn

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0365-2017 Moved: Councillor Lavery
 Seconded: Councillor Jamieson
 THAT: Pursuant to Section 90 (1) of the Community Charter, Council move In-Camera.

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

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:30 p.m.
Council returned to Regular Session at 1:42 p.m.
Council recessed until 2:30 p.m.

3. REVIEW OF AGENDA

Addition under item 21.1 and 22.1, Zoning Amendment Application No. ZON-1100 - B. & B. Sawatzky - email dated September 10, 2017.

3. REVIEW OF AGENDA - continued

Addition under item 21.2 and 22.2 Zoning Amendment Application No. ZON-1103 – M. & C. Howard – letter received September 11, 2017.

4. DISCLOSURE OF INTEREST

5. PRESENTATIONS / DELEGATIONS

1. Norma Harisch, President, Salmon Arm Museum Association – Welcome to R.J. Haney Heritage Village and Museum

N. Harisch, President, Salmon Arm Museum Association welcomed the Mayor, Council and public to R.J. Haney Heritage Village and Museum.

6. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of August 28, 2017

0366-2017

Moved: Councillor Lavery

Seconded: Councillor Harrison

THAT: the Regular Council Meeting Minutes of August 28, 2017, be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of September 5, 2017

0367-2017

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee Meeting Minutes of September 5, 2017, be received as information.

CARRIED UNANIMOUSLY

8. INTRODUCTION OF BYLAWS

1. Zoning Amendment Bylaw No. 4223 [ZON-1101; City of Salmon Arm; Text Amendment] – first and second readings

0368-2017

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4223 be read a first and second time.

CARRIED UNANIMOUSLY

8. INTRODUCTION OF BYLAWS - Continued

2. Zoning Amendment Bylaw No. 4224 [ZON-1104; Arsenault, I.L. / Browne Johnson Land Surveyors; 1017 - 10 Avenue SE; R-1 to R-4] - first and second readings

0369-2017

Moved: Councillor Eliason

Seconded: Councillor Harrison

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4224 be read a first and second time.

CARRIED UNANIMOUSLY

3. Zoning Amendment Bylaw No. 4225 [ZON-1106; Parrell, S.I.; 4641 - 40 Avenue SE; A-2 to M-1] - first and second readings

0370-2017

Moved: Councillor Jamieson

Seconded: Councillor Eliason

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4225 be read a first and second time.

CARRIED UNANIMOUSLY

9. RECONSIDERATION OF BYLAWS

10. CORRESPONDENCE

1. Informational Correspondence

7. D. Mills, Shuswap Cycling Club - letter dated August 28, 2017 - 5th Annual Shuswap Cross Cyclocross race

0371-2017

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: Council approve the rescheduling of the 5th annual Shuswap Cross Cyclocross race, from Sunday, November 12, 2017, at Klahani Park, as approved in the Regular Council Meeting of July 24, 2017, to Sunday, November 5, 2017, at Klahani Park.

CARRIED UNANIMOUSLY

11. STAFF REPORTS

12. NEW BUSINESS

13. COUNCIL STATEMENTS

1. Committees of Council/Agency Representatives

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

14. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE
15. NOTICE OF MOTION
16. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS
17. OTHER BUSINESS
18. QUESTION AND ANSWER PERIOD

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

The Meeting recessed at 3:46 p.m.

The Meeting reconvened at 7:00 p.m. in Council Chambers at 500 2nd Avenue NE, Salmon Arm

PRESENT:

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

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

ABSENT:

Councillor K. Flynn

19. DISCLOSURE OF INTEREST

Councillor Eliason declared a conflict of interest with item 22.2 as the applicant is a client of his firm.

20. HEARINGS

1. Variance Permit Application No. VP-463 [Ancill, R. & A. / Guenther, K.; 4680 - 56 Street NW; Height Variance]

0372-2017

Moved: Councillor Jamieson

Seconded: Councillor Eliason

THAT: Development Variance Permit No. VP-463 be authorized for issuance for Lot 11, Section 29, Township 20, Range 10, W6M, KDYD, Plan KAP85703 which will vary Section 41.6 of Zoning Bylaw No. 2303 by increasing the maximum height of a single family dwelling from 10.0 metres to 12.1 metres.

The Director of Development Services explained the proposed variance.

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

Submissions were called for at this time.

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

CARRIED UNANIMOUSLY

21. STATUTORY PUBLIC HEARINGS

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

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

Submissions were called for at this time.

M. Wilson of Whitstone Developments Ltd., the agent, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4220 was declared closed at 7:08 p.m. and consideration of the next item ensued.

Councillor Eliason declared a conflict and left the meeting at 7:08 p.m.

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

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

Submissions were called for at this time.

21. STATUTORY PUBLIC HEARINGS - continued**2. Zoning Amendment Application No. ZON-1103 [Koleba, C.; 3081 - 28 Avenue NE; R-1 to R-8] - continued**

C. Koleba, of 3081 - 28 Avenue NE, Salmon Arm, the applicant, spoke to the concerns raised in the written submission of M. & C. Howard regarding sufficient parking on the property and was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4221 was declared closed at 7:12 p.m. and consideration of the next item ensued.

Councillor Eliason returned to the meeting at 7:12 p.m.

3. Zoning Amendment Application No. ZON-1093 [BC Transportation Financing Authority / Ministry of Transportation and Infrastructure; 1110 - 30 Street SW; A-1 to C-3]

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

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4222 was declared closed at 7:14 p.m. and consideration of the next item ensued.

22. RECONSIDERATION OF BYLAWS**1. Zoning Amendment Bylaw No. 4220 [ZON-1100; Woldringh, V. / Whitstone Developments Ltd.; 2350 - 4A Avenue SE; R-1 to R-8] - third reading**

0373-2017

Moved: Councillor Jamieson

Seconded: Councillor Eliason

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4220, be read a third time.

CARRIED UNANIMOUSLY

Councillor Eliason declared a conflict and left the meeting at 7:17 p.m.

2. Zoning Amendment Bylaw No. 4221 [ZON-1103; Koleba, C.; - 3081 - 28 Avenue NE; R-1 to R-8] - third and final reading

0374-2017

Moved: Councillor Lavery

Seconded: Councillor Harrison

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

CARRIED UNANIMOUSLY

3. Zoning Amendment Bylaw No. 4222 [ZON-1093; BC Transportation Financing Authority / Ministry of Transportation and Infrastructure; 1110 – 30 Street SW; A-1 to C-3] – third reading

0375-2017

Moved: Councillor Lavery
Seconded: Councillor Harrison
THAT: the bylaw entitled Zoning Amendment Bylaw No. 4222, be read a third time.

CARRIED UNANIMOUSLY

23. QUESTION AND ANSWER PERIOD

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

24. ADJOURNMENT

0377-2017

Moved: Councillor Jamieson
Seconded: Councillor Lavery
THAT: the Regular Council Meeting of September 11, 2017, be adjourned.

CARRIED UNANIMOUSLY

CERTIFIED CORRECT:

The meeting adjourned at 7:18 p.m.

CORPORATE OFFICER

Adopted by Council the day of 2017.

MAYOR

Item 7.1

CITY OF SALMON ARM

Date: October 10, 2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee Meeting Minutes of October 2, 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, October 2, 2017.

PRESENT:

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

Chief Administrative Officer C. Bannister
Corporate Officer E. Jackson
Director of Planning and Development 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 5.1 due to a potential perceived pecuniary interest as he is a former employee of Tekamar Mortgage Fund Ltd.

4. PRESENTATIONS

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

5. REPORTS

1. Zoning Amendment Application No. ZON-1102 [Tekamar Mortgage Fund Ltd.; 3161 Okanagan Avenue NE; R-1 to R-8]

Moved: Councillor Lavery

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 1, Section 18, Township 20,

5. REPORTS - continued**1. Zoning Amendment Application No. ZON-1102 [Tekamar Mortgage Fund Ltd.; 3161 Okanagan Avenue NE; R-1 to R-8] - continued**

Range 9, W6M, KDYD, Plan EPP342 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone);

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

T. Arrowsmith, the applicant, explained the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

Councillor Eliason returned to the meeting at 8:10 a.m.

2. Zoning Amendment Application No. ZON-1105 [Jarvis, C.J. / Frankin Engineering Ltd.; 2810 - 15 Avenue NE; R-1 to R-4 & R-5]

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Parcel A (Plan B6059) of Lot 7, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1327 Except Plans 9125, KAP46137 & KAP84896 (2810 15 Avenue NE) from R-1 (Single Family Residential Zone) to R-4 (Medium Density Residential Zone) and R-5 (High Density Residential Zone) as shown on Schedule A of the Staff Report dated September 18, 2017;

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

J. Franklin, the agent, explained the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

3. Highway Closure Bylaw No. 4189 [1097792 BC Ltd. / Chahal, P.; Portion of 11 Avenue NE (Plans 1327, B6229, KAP45014 and KAP48555) and a Portion of 20 Street NE (Plans 1327, B6229 and KAP48555)]

Moved: Councillor Jamieson

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee recommends to Council that the City of Salmon Arm Highway Closure Bylaw No. 4189 proceed to first, second and third readings;

AND THAT: Authorization be granted for the sale of Closed Road, a Portion of 11 Avenue NE (Plans 1327, B6229, KAP45014 and KAP48555) and a Portion of 20 Street NE (Plans 1327, B6229 and KAP48555) Section 24, Township 20, Range 10, W6M, KDYD, as shown on Appendix 1 of the Staff Report dated September 26, 2017, to 1097792 BC Ltd. for the sum of \$40,000.00;

5. REPORTS – continued

3. Highway Closure Bylaw No. 4189 [1097792 BC Ltd. / Chahal, P.; Portion of 11 Avenue NE (Plans 1327, B6229, KAP45014 and KAP48555) and a Portion of 20 Street NE (Plans 1327, B6229 and KAP48555)] – continued

AND THAT: Final Reading of Salmon Arm Highway Closure Bylaw No. 4189 and the sale of the above noted lands be subject to the following:

1. 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).

CARRIED UNANIMOUSLY

6. IN CAMERA

0xxx-2017

Moved: Councillor Eliason

Seconded: Councillor Lavery

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

CARRIED UNANIMOUSLY

The Committee moved In-Camera at 8:40 a.m.

The Committee returned to Regular Session at 8:50 a.m.

7. FOR INFORMATION

No items

8. LATE ITEMS

No Items.

9. ADJOURNMENT

Moved: Councillor Harrison

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee meeting of October 2, 2017, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:51 a.m.

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

Mayor Nancy Cooper
Chair

Item 7.2

CITY OF SALMON ARM

Date: October 10, 2017

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the Downtown Parking Commission Meeting Minutes of July 18, 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, July 18, 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, July 18, 2017 at 8:00 a.m.

Present:

City of Salmon Arm
Representatives:

Vic Hamilton
Regan Ready
Bill Laird
Cathy Ingebrigtsen

Downtown Improvement Association
Representatives:

Gerald Foreman
Heather Finn

Resource Personnel:

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

Absent:

Jenn Wilson, Engineer
Jacquie Gaudreau
Matt Koivisto

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

1. Minutes of Meeting: June 20, 2017

Motion: G. Forman/H. Finn
To: Receive minutes as information

Carried Unanimously

2. Downtown Parking Strategic Plan

- Discussion on short / long term parking plans took place. M. Dalziel and C. Bannister to attend next meeting for further discussion
- Staff to research cost of the City of Kamloops / Prince George new parking enforcement tools

3. Correspondence

- DSA Street Parking Downtown Letter: DPC wishes to thank the DSA for their suggested improvement provided by their parking task force and will take this information into consideration during the review of the downtown parking strategic plan which is currently underway.

Received As Information

Minutes – Downtown Parking Commission
Page 2

4. Any Other Business

- None

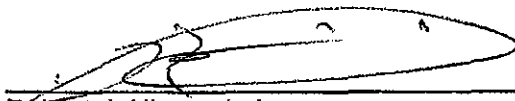
5. Adjournment

- Meeting Adjourned at 9:05 am

Motion: V. Hamilton / R. Ready

Meeting Adjourned

Certified Correct


Robert J. Niewenhuizen
Director of Engineering & Public Works

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

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

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Item 7.3

CITY OF SALMON ARM

Date: October 10, 2017

Moved: Councillor Lavery

Seconded: Councillor Harrison

THAT: the Environmental Advisory Committee Meeting Minutes of September 7, 2017 be received as information.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

Minutes of the Environmental Advisory Committee Meeting held in Council Chambers of City Hall, 500 – 2 Avenue NE on **Thursday, September 7, 2017** at 9:00 a.m.

PRESENT:

Councillor Tim Lavery
Mayor Nancy Cooper
Hugh Tyson
Barry Wilson
Warren Bell
Sherry Bowlby
Janet Pattinson
Luke Gubbels
David Harries
John McLeod
Judith Benson

Erin Jackson

City of Salmon Arm, Chair
City of Salmon Arm
Shuswap Environmental Action Society (SEAS)
Citizen at Large
WA:TER
Citizen at Large
Shuswap Naturalist Club
Canoe Forest Products
Salmon Arm Fish & Game
Salmon Arm Farmers Institute (SAFI)
Salmon Arm Bay Nature Enhancement Society (SABNES)
City of Salmon Arm, Recorder

ABSENT:

Louis Thomas
Gary Arsenault
Tim Dunne
Iva Jules
Jo McDermott

Neskonlith Indian Band
Shuswap Pro Development Association
Shuswap Construction Industry Professionals (SCIP)
Adams Lake Indian Band
Citizen at Large

GUEST:

Neil Caves

The meeting was called to order at 9:00 a.m.

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

Moved: David Harries

Seconded: Barry Wilson

THAT: the Environmental Advisory Committee Meeting Agenda of September 7, 2017 be approved as circulated.

CARRIED UNANIMOUSLY

4. **Approval of Minutes of April 6, 2017 Environmental Advisory Committee Meeting**

Moved: Janet Pattinson

Seconded: Sherry Bowlby

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

CARRIED UNANIMOUSLY

5. Old Business / Arising from minutes

- a) **Update of first Terms of Reference sub-committee discussion and next steps -**
Councillor Lavery provided a brief update with respect to the Terms of Reference sub-committee meeting. Two member organizations have discontinued their activities and will not be participating on the Committee. There is also one Citizen at Large that has been absent for many months. In light of these circumstances the sub-committee may suggest decreasing the number of members to 15 by decreasing the Citizen at Large positions to two and inviting one more organization or staying with 3 Citizens at Large and decreasing by the two inactive organizations. Another meeting will be held on October 5, 2018 at 8:00 am.

- b) **Alternate Energy Initiatives: discussion / suggestions for the City and budget process -**

This item was carried forward from the previous Agenda. Councillor Lavery advised that while many ideas have been brought forward a number of them may not be viable options for the City. The City has traditionally focused on the areas with the largest amount of emissions (primarily the pool and arena). Councillor Lavery handed out a sampling of UBCM Resolutions focusing on environmental initiatives and advised that the Committee could review the full 2017 Resolutions Book on the UBCM website. This item will be carried over to October and November meetings.

- c) **Fall EAC Meeting dates -**

Moved: Warren Bell

Seconded: David Harries

THAT: the fall 2017 meeting dates be accepted as follows:

- October 5, 2017;
- November 2, 2017; and
- December 7, 2017

CARRIED UNANIMOUSLY

- d) **MoTI environmental planning during construction (plans / strategies)**

Councillor Lavery provided an update with respect to the MoTI project and plans to have representatives present to Council. Warren Bell asked whether EAC members would have an opportunity to speak. There has been no commitment for a public input session.

Moved: Warren Bell

Seconded: Barry Wilson

THAT: the public be permitted to pose questions regarding environmental plans during construction at a future Ministry of Transportation and Infrastructure presentation to Council.

CARRIED UNANIMOUSLY

6. New Business

- a) **Sicamous / Armstrong rail corridor update** – Councillor Lavery advised that there was very little opposition to the Alternative Approval Process required to borrow the funds to purchase the corridor. An environmental investigations process is underway.
- b) **Tolko logging proposals** – Councillor Lavery summarized this item. There are legislative requirements for forest tenure holders to provide notification regarding cutting plans and this arose from complaints regarding lack of consultation. UBCM Resolution B31 is a request for comprehensive consultation with residents, local government and other stakeholders of potentially affected communities, when Forest Stewardship Plans are being renewed or amended.
- c) **Shuswap Watershed Council Annual Report** – The report was distributed with the Agenda and discussed by the Committee following an overview by Councillor Lavery.
- d) **Sewage Treatment Plant** – to be further discussed at October meeting.
- e) **Recent Drought** – to be carried over to October meeting.
- f) **Destruction of wildlife habitat on City boulevards** – Judith Benson advised that she is observing wildlife habitat being destroyed during residential construction and that it is extending beyond the property owner's lot and onto City property. To be carried over to October.

7. Other Business &/or Roundtable Updates

8. Next meeting – Thursday, October 5, 2017

Moved: Warren Bell

Seconded: Janet Pattinson

THAT: the Environmental Advisory Committee Meeting of September 7, 2017 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 10: 32 a.m.

Councillor Tim Lavery, Chair

Received for information by Council on the th day of , 2017

Item 7.4

CITY OF SALMON ARM

Date: October 10, 2017

Moved: Councillor Jamieson

Seconded: Councillor Wallace Richmond

THAT: the Agricultural Advisory Committee Meeting Minutes of September 13, 2017 be received as information.

Vote Record

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

Opposed:

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

AGRICULTURAL ADVISORY COMMITTEE

Minutes of a Meeting of the Agricultural Advisory Committee of the City of Salmon Arm held in Room 100 of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Wednesday, September 13, 2017.**

PRESENT:

Councillor Ken Jamieson, Chair
 Kirsten Bevandick
 James Hanna
 John McLeod
 James Olafson
 Joe Johnson, applicant (Item 5.1 ALC-371)
 Wesley Miles, Planning & Development Officer - staff/recorder (non-voting)

ABSENT: Lana Fitt, Bruce Cook, Don Syme, John Schut, Ron Ganert

1. Call to Order

Councillor Jamieson called the meeting to order at 3:04 p.m.

2. Declaration of Interest

n/a

3. Presentations / Delegations

n/a

4. Previous Meeting Minutes

n/a

5. Items

1. **Agricultural Land Commission Application No. ALC-371
 (Non-Farm Use – Covenant Amendment)
 1400 – 65 Street SW
 Owners: Brett and Bonnie Renaud
 Applicant: Joe Johnson, Browne Johnson Land Surveyors**

Moved: James Hanna
 Seconded: Jim Olafson

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

Unanimous

Staff provided a brief overview of the application and background on the existing covenant currently registered on title which restricts the building area for a single family dwelling to within 30 metres of 65 Street SW. The applicant explained the proposed amendment and change to the allowable building area. The proposed area will be a reduction in total allowable area and maintain close proximity to 65 Street SW. The Committee discussed the proposed change and staff clarified any further change in the future would have to be done through reapplication. In general, the Committee did not have any objections to the proposed amended covenant area.

2. Letter to Mayor & Council Re: Community Gardens – FOR DISCUSSION

The Chair gave a synopsis of the letter which was passed to the Committee by Council. The Committee discussed items including any previous contact members have had with the Ida Vista Cooperative, potential options for the garden, possible involvement of the City and potential for a member of the Committee to contact the Cooperative at a later date.

3. Memorandum of Understanding between the Shuswap Food Action Cooperative (SFAC) and the City of Salmon Arm – FOR INFORMATION


The Committee discussed the purpose of the agreement and potential benefits. The agreement outlines the structure for future grant opportunities and cooperation between the City and the SFAC. Discussion on the reporting and activity of the SFAC was also discussed.

6. Late Items

n/a

7. Adjournment

The meeting adjourned at 3:49 p.m.



Wesley Miles, Recording Secretary
(Endorsed By Meeting Chair)

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Item 7.5

CITY OF SALMON ARM

Date: October 10, 2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Social Impact Advisory Committee Meeting Minutes of June 13, 2017 be received as information.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM - SOCIAL IMPACT ADVISORY COMMITTEE

Social Impact Advisory Committee meeting held **Tuesday, June 13, 2017**, at 8:00 a.m. in Meeting Room 101, City Hall, Salmon Arm, British Columbia.

PRESENT:

Councillor Louise Wallace Richmond	City of Salmon Arm, Chair
Dawn Dunlop	Canadian Mental Health Association (CMHA)
June Stewart	Shuswap Children's Association
David Parmenter	Interior Health Association- Mental Health
Gudrun Malmquist	Shuswap Settlement Services
Patricia Thurston	Shuswap Family Resource & Referral Centre
Caylee Simmons	City of Salmon Arm, Recorder

ABSENT:

Kim Sinclair	Aspiral Youth Partners
Jane Shirley	Shuswap Area Family Emergency (SAFE) Society
Jo-Anne Crawford	Shuswap Association for Community Living (SACL)
Susan Cawsey	Okanagan College

The meeting was called to order at 8:00 a.m.

1. Call to Order
2. Introductions
3. Presentations
4. Approval/ Changes/ Additions to Agenda

Addition under item 6 (b) Input on Medicinal and Recreational Marijuana Zoning and Business Licencing

Addition under item 7 (a) BC Transit Study and (b) Okanagan Regional Library

5. Approval of Minutes of May 9, 2017

MOVED: Patricia Thurston

SECONDED: June Stewart

THAT: The minutes of the Social Impact Advisory Committee meeting of May 9, 2017, be approved as circulated.

CARRIED UNANIMOUSLY

6. Old Business/Arising from Minutes

(a) Affordable Housing/ Housing Strategy

The Committee discussed the need for a housing strategy in Salmon Arm and the continued requirement for the development of affordable housing.

MOVED: Dawn Dunlop

SECONDED: June Stewart

THAT: the Social Impact Advisory Committee recommend to Council that the City of Salmon Arm develop a housing strategy which builds on existing City of Salmon Arm policies and practices to address the continuum of housing needs in our community.

CARRIED UNANIMOUSLY

(b) Input on Medicinal and Recreational Marijuana Zoning and Business Licencing

Councillor Wallace Richmond reported that Council reviewed the Committees input on Medical and Recreational Marijuana Zoning and Business Licencing. Although, Council appreciates the valuable information provided they will not be sending letters to government authorities until such time as legislation has been implemented.

7. New Business

(a) BC Transit Study

Councillor Wallace Richmond reported that BC Transit provided an overview of ridership in Salmon Arm and service recommendations at the May 23, 2017 Regular Council Meeting. Council requested that BC Transit provide a report on the costs associated with the service recommendations.

(b) Okanagan Regional Library

Councillor Wallace Richmond reported that James Laitinen, Salmon Arm Branch Head Librarian has expressed interest in joining the Social Impact Advisory Committee.

MOVED: June Stewart

SECONDED: Gudrun Malmquist

THAT: the Social Impact Advisory Committee recommend to Council that James Laitinen, Salmon Arm Branch Head Librarian be appointed to the Social Impact Advisory Committee.

CARRIED UNANIMOUSLY

8. Next Regular Meeting

The next Regular Meeting will be held in September with time and date to be determined.

9. Adjournment

MOVED: Patricia Thurston

SECONDED: Gudrun Malmquist

THAT: the Social Impact Advisory Committee meeting of June 13, 2017 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:37 a.m.

Councillor Louise Wallace Richmond, Chair

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

Item 7.6

CITY OF SALMON ARM

Date: October 10, 2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: the Social Impact Advisory Committee Meeting Minutes of September 19, 2017 be received as information.

Vote Record

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

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

CITY OF SALMON ARM - SOCIAL IMPACT ADVISORY COMMITTEE

Social Impact Advisory Committee meeting held **Tuesday, September 19, 2017**, at 8:00 a.m. in Meeting Room 101, City Hall, Salmon Arm, British Columbia.

PRESENT:

Councillor Louise Wallace Richmond	City of Salmon Arm, Chair
Jo-Anne Crawford	Shuswap Association for Community Living (SACL)
Kim Sinclair	Aspiral Youth Partners
June Stewart	Shuswap Children's Association
David Parmenter	Interior Health Association- Mental Health
Gudrun Malmqvist	Shuswap Settlement Services
Patricia Thurston	Shuswap Family Resource & Referral Centre
James Laitinen	Okanagan Regional Library
Erin Jackson	City of Salmon Arm, Recorder

ABSENT:

Jane Shirley	Shuswap Area Family Emergency (SAFE) Society
Susan Cawsey	Okanagan College
Dawn Dunlop	Canadian Mental Health Association (CMHA)

The meeting was called to order at 8:00 a.m.

1. Call to Order

2. Introductions

New member James Laitinen was welcomed to the Committee.

3. Presentations

4. Approval/ Changes/ Additions to Agenda

Additions under item 7 e) Call for Volunteers – SAFE Society's Salmon Arm / Sicamous Police Based Victim Services Program, item 7 f) Civil Social Innovation, Urban Matters brochure, item 7 g) Input on Medicinal and Recreational Marijuana Zoning and Business Licencing and 7 h) Downtown Activity Centre Update.

5. Approval of Minutes of June 13, 2017

MOVED: Patricia Thurston

SECONDED: Gudrun Malmqvist

THAT: The minutes of the Social Impact Advisory Committee meeting of June 13, 2017, be approved as circulated.

CARRIED UNANIMOUSLY

6. Old Business/Arising from Minutes

7. New Business

a) Follow-up discussion with RCMP / DIA regarding homelessness and panhandling

Councillor Wallace Richmond provided a recap of recent meetings to discuss the issue of homelessness and panhandling in the Downtown and assist DIA members to understand what they can do and when to contact the RCMP. Many of the individuals in Salmon Arm are known to the RCMP and are connected with services.

Implementing an RCMP bicycle patrol, more lighting, extended transit services and public art may help to make negative space positive.

b) Priorities regarding prevention in upcoming budget discussion

The Committee discussed positive engagement strategies as a means of prevention.

MOVED: Patricia Thurston

SECONDED: Kim Sinclair

THAT: the Social Impact Advisory Committee recommends to Council that consideration be given to the preventative benefits of adding an RCMP Bike Patrol and other engagement strategies in 2018;

AND THAT: increased transit and additional lighting also be considered in the upcoming budget.

CARRIED UNANIMOUSLY

c) Possible UBCM meeting with CEO of BC Housing

Mayor Cooper and Councillor Wallace Richmond spoke with BC Housing and may meet with the CEO at the upcoming UBCM Convention. It is important that BC Housing is aware of what Salmon Arm is trying to do in order to help. The City doesn't have land available but Councillor Wallace Richmond will compile a list of groups and what they are planning to do and provide it to BC Housing.

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

This document was received for information with a brief explanation by Councillor Louise Wallace Richmond.

e) Call for Volunteers - SAFE Society Police Based Victims Services

Document was distributed to members.

f) **Civic Social Innovation**

Document was distributed to members.

g) **Marijuana Dispensaries**

June Stewart asked how dispensaries can exist within the City when the sale of marijuana in a storefront remains illegal. At present, the City has not issued business licences for the sale of marijuana and has expressly advised that it is not permitted. Municipalities are waiting to hear from the Province what the overarching legislation will be once it is legalized.

h) **Downtown Activity Centre Update**

Kim Sinclair advised that there is presently an agreement in principal for the School District to sell the DAC to Aspiral Youth Partners. The lease is in effect until 2018.

Next Regular Meeting

The next Regular Meeting will be held on October 24, 2017 at 8:30 am.

8. Adjournment

MOVED: Jo-Anne Crawford

SECONDED: Patricia Thurston

THAT: the Social Impact Advisory Committee meeting of September 19, 2017 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:23 a.m.

Councillor Louise Wallace Richmond, Chair

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

Item 7.7

CITY OF SALMON ARM

Date: October 10, 2017

Moved: Councillor Jamieson

Seconded: Councillor Wallace Richmond

THAT: the Greenways Liaison Committee Meeting Minutes of September 21, 2017, be received as information.

Vote Record

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

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

CITY OF SALMON ARM GREENWAYS LIAISON COMMITTEE

MEETING MINUTES

Thursday, September 21, 2017

3:00 p.m.

Room 100, City Hall

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

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

Guest: Anita Ely, Interior Health

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

Item 1: Respectful Workplace Policy & Committee Code of Conduct

The City's Respectful Workplace Policy and the Committee Code of Conduct were distributed to committee members for review.

Item 2: Update on Greenway Planning Initiatives and Projects

Shuswap Trail Alliance (STA) Updates

The STA provided a detailed "Project Overview 2017" binder comprised of various City of Salmon Arm greenway projects (~60 detailed project plans). It was noted that the Canoe Beach - Ball Diamonds Trail is a priority project. The GLC noted the large body of research and field work completed, and that there are a wide range of projects waiting for budget allocation.

Trail Naming – protocol for trail naming was discussed, with reference to the City's Parks Naming Policy being developed and discussed. It was noted that some thought should be given to trail naming through the wider City process.

Quick Fixes – two potential easy wins were discussed: Park Hill Road to 65th NE, and the Raven Connector. The GLC recommended support in both cases, moving that:

Moved by: Joe Johnson
 Seconded by: Brian Browning

THAT: The Greenways Liaison Committee advises Council that it supports the Park Hill Road to 65th NE Greenway project and encourages staff to complete the related brushing and signage work.

CARRIED UNANIMOUSLY

Moved by: Joe Johnson
Seconded by: Brian Browning

THAT: The Greenways Liaison Committee advises Council that it supports the Raven Connector Greenway project and encourages staff to consider exploring the related brushing and tread work.

CARRIED UNANIMOUSLY

City Initiatives

Staff reported on the Lakeshore Sidewalk project. The GLC responded positively, but hoped to be involved in future sidewalk project development.

Staff reported on two upcoming development proposals involving lands with proposed greenways (one near Park Hill Road to 65th NE, and the other close to SASS). In both cases, staff have emphasized the required greenways connections. The GLC supported this position, noting the importance of connective greenways as proposed at both locations.

Item 3: Other Items for Information

The recent Pick-Up-Sticks initiative at Park Hill was discussed. While the event was successful, typical channels (including the GLC and the Trail Alliance) were not followed creating some last minute scrambling. The GLC notes that fire fuel is a larger issue well beyond trail maintenance.

Item 4: Terms of Reference

In relation to the GLC Terms of Reference (TOR), membership and strategy review, the GLC discussed a shared interest to better integrate with wider active transportation initiatives. It was noted that new trends towards active transportation, Interior Health's Healthy Communities initiatives, recent parks planning initiatives, and grant opportunities have brought new perspectives into focus beyond trails.

Rob Bickford, Citizen at Large, left the meeting at 4:30: the GLC no longer achieved quorum.

In support of improving active transportation and having a broad positive impact throughout the City, the GLC suggests that Council consider the following:

That the City seek to facilitate an analysis of active transportation policy and approaches in order to take better advantage of funding opportunities towards achieving larger success implementing infrastructure projects, connecting sidewalks, trails and bike routes.

Item 5: Late Items

An "Age Friendly" initiative was briefly discussed, noting potential linkages to active transportation.

Item 6: Next Meeting - Thursday, November 9, 2017.

Item 7: Adjournment - The meeting adjourned at 4:55 p.m.


Ken Jamieson

:CL

ATTACHMENT 1: STA – 2017 Overview & Status - Project Update



City of Salmon Arm Greenways

2017 Overview & Status

Prepared by: Jacob 'Sutra' Brett

The Shuswap Trail Alliance

Updated Version: 19.09.2017

Purpose:

To provide up to date information on the status of Greenway projects within the City of Salmon arm

Project Goals

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

Completed Projects (12mths):

- Bastion Bypass - *Needs Official Name, waiting on signs*
- Little Mountain to 33rd - *Waiting on signs*
- Marrs trail (18th to 20th) - *Waiting on signs*
- Pileated woods sign plan - *Waiting on signs*
- RJ Haney Rootball fix - *Completed by volunteers*
- Spring Maintenance
- Rubberhead - Both Black dog - *Waiting on signs*
- Rubberhead - Double D - *Waiting on signs & 1x bridge install*

- South Canoe - Toby trot - *Waiting on signs*
- South Canoe - Betta Mo Buddha (Main) - *Waiting on signs*
- CSA Parks Spring Blowdown

Approved Projects (Active):

- Canoe Ball Diamond Trail - *Budget proposal in progress - 2017 Priority*
- Parkhill East 'Truck trail' - Volunteer Project
- Rifle range Cemetery trails - Volunteer Project
- South Canoe - Betta Mo Budda (NEW Lower Entry)
- City of Salmon Arm Bike Paths - *ongoing*
- City of Salmon Arm sign Plan - *ongoing*
- Rubberhead Master Plan - Submitted to Shuswap Cycling association, *ongoing*
- Rubberhead Sign Plan - *In Progress*
- SABNES/Foreshore Cleanup - *Development in progress with SABNES & CSA*
- Turner Creek (Podollan section) - *Submitted to Landowner for review, Some volunteer work was carried out this spring.*
- North Broadview (Upper Raven) trails - *Current Review and permissions with Landowners*
- Parkhill East Subdivision Reroute - Requires Plan (Quick win) **2017 Priority**

Project Plans - Budget Submitted:

- 20th to 22nd/5th - \$4,914.01, *Needs Official Name*
- Cress Creek Upgrades - \$16,192.70
- Doods trail Upgrades - \$9,566.06
- Gayle Creek west loop - \$8,670.80
- Hillcrest Heights subdivision Trail - \$21,744.59, *Needs Official Name (Arlene Brown trail)*
- Little Mountain to 10th Ave SE (Farley's Trail) - \$3,703.45
- Okanagan to 4th - \$20,552.56, *Needs Official Name*
- Rapattack Airport trail - \$5,777.47, *Needs Official Name*
- Rifle range cemetery Trails, Initial Signage - \$1,610.31, *Needs Official Names*
- South Canoe Master Plan - *Submitted to Rec Sites & Trails*
-

Project Plans - Recommendations submitted (pre-budget):

- Hoadly park - Plan developed, Requires Budget
- Laitinen - Plan developed, Requires Budget
- Lakeshore to 30th - Plan developed, Requires Budget, *Needs Official Name*
- Rj Haney Bridge replacement - Plan developed, Requires Budget
- S.A.S.S Bypass - Plan developed, Requires Budget, *Needs Official Name*
- Larch Hills Traverse - Ida View, Plan developed, Requires Budget
- Fall Maintenance - Plan developed, Requires Budget, Needs Review

Proposed:

- 11th St NE Easement (Raven) - Requires GLC review and Plan, (Quick win), *Needs Official Name*
- 9th to Lakeshore - Requires GLC review and plan, CSA is aware of this, *Needs Official Name*
- Badger Park - Existing Community Park, requires signage (Quick win)
- 65th to Parkhill Rd - Requires brushing and signage, (Quick win), *Needs Official Name*
- 27th to 30th (Shuswap Middle School) - Requires GLC review and Plan, *Needs Official Name*
- 30th St Connectors - Requires GLC review and discussion with stakeholders, *Needs Official Name*
- Elks Greenway - Require GLC review and further discussion with Landowners
- Hoadley Park - Requires GLC review and Plan, Changes in property lines, requires further review with CSA

Item 7.8

CITY OF SALMON ARM

Date: October 10, 2017

Moved: Councillor Harrison

Seconded: Councillor Lavery

THAT: the Shuswap Regional Airport Operations Committee Meeting Minutes of June 21, 2017, be received as information.

Vote Record

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

Opposed:

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



**SHUSWAP REGIONAL AIRPORT
OPERATIONS COMMITTEE
Wednesday, June 21, 2017
TIME: 3:00 P.M.
MEETING ROOM 101 - CITY HALL**

Minutes of the Airport Operations Committee Meeting held in Meeting Room 101, City Hall, 500 – 2 Avenue NE, Salmon Arm, BC on Wednesday, June 21, 2017

Present: Alan Harrison, Councillor
Mark Olson, Hangar Owner
Steve Raffel, Shuswap Air
Terry Rysz, District of Sicamous
Keith Watson, Airport Manager
Rob Hein, City of Salmon Arm
Robert Niewenhuizen, City of Salmon Arm

Absent: John McDermott, Lakeland Ultralights
No representative from Rapattack
Terry McGillivray, Hangar Owner
Doug Pearce, Salmon Arm Flying Club
Gord Newnes, Hangar Owner
Rob Hein, City of Salmon Arm

The meeting was called to order at 3:00 pm by Chairperson Alan Harrison

1. **Minutes of Meeting: Airport Operations Committee Meeting**
March 15, 2017 – to be brought forward to September 20, 2017 meeting

2. **Minutes of Meeting: Airport Safety Committee Meeting – March 14, 2017**

Motion: K. Watson / S. Raffel
To: Receive minutes as information

Discussion: M. Olson:

- No Drone Zone, Transport Canada guidelines, educations, signage, etc.
- City of Salmon Arm planning to put a link to Transport Canada website, Airport is a No-Fly for drones

Carried Unanimously

3. **Minutes of the Airport Safety Committee Special Meeting April 26, 2017**

Motion: K. Watson / M. Olson
To: Receive minutes as information

Carried Unanimously

Shuswap Regional Airport (Salmon Arm) Operations Committee - Minutes

4. Airport Manager Update

- Golf course tree removal complete
- Pinpoint Surveys reviewed tree heights – this resulted in runway 32 displacement being reduced to 80m.
- Frost heaves have settled on the runway
- Taxiway Bravo has been graded and packed
- Rapattack training in full swing
- Browne Johnson Surveyors pin hold the ground for future hangar site

Received As Information

5. BC Air Access Program Grant Update

- City has been approved to receive a grant for \$225,000.00, - 75% of total project cost - city staff will contact the grant administrator to obtain the funding agreement. Then proceed with the preparation of an RFP for the new fuel system

Received As Information

6. New Airport Hangar Locations

- Browne Johnson Surveyors pin hold the ground for future hangar site, discussion on how to proceed with development, city staff will work on preparing an expression of interest for proposal, advertising, costing for improvements.

Received As Information

7. Regulatory Review of Instrument Approach

- NAV Canada has notified numerous Airports that effective June 22, 2017, it will no longer provide support of instrument approach procedures (IAP).
- The Airports current IAP expires February 1, 2018
- Cormier Aviation Consultants designed the original approach for our Airport and are best suited to review the IAP
- Keith to contact Cormier to clarify the Flight Check requirements and confirm pricing
- S. Raffel and M. Olson offered to perform the flight check if it is acceptable to the consultant

Motion: T. Rysz / S. Raffel

To: Support the proposal from Cormier Aviation Consultants for the Regulatory Review of Instrument Approach and design of new RNAV (GNSS RWY 32 approach, total cost estimated at \$19,000.00 plus flight check staff and travel expenses

Carried Unanimously

Shuswap Regional Airport (Salmon Arm) Operations Committee - Minutes

8. Tree encroachment – Update

- R. Niewenhuizen provided an update on north end RWY 14

Received As Information

9. Correspondence

- none

9. Other Business

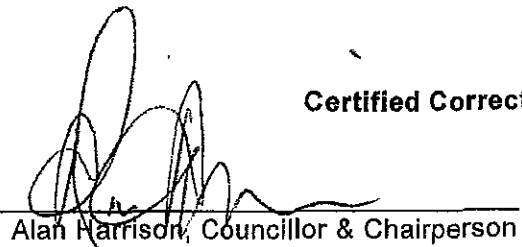
- none

10. Next Meeting

- September 20, 2017 @ 3:00 PM

11. Adjournment 3:55 PM

Certified Correct



Alan Harrison, Councillor & Chairperson

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

cc: Council Correspondence

Item 8.1

CITY OF SALMON ARM

Date: October 10, 2017

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4226, be read a first and second time;

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

[ZON-1102; Tekamar Mortgage Fund Ltd.; 3161 Okanagan Avenue NE; 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 Council

FROM: Development Services

DATE: September 21, 2017

SUBJECT: Rezoning Application File No. ZON.1102
 Lot 1, Plan EPP342, Sec. 18, Tp. 20, R. 9, W6M, KDYD
 3161 Okanagan Avenue NE
 Owner/Applicant: Tekamar Mortgage Fund Ltd.

Motion for Consideration

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

- 1) Rezone Lot 1, Plan EPP342, Sec. 18, Tp. 20, R. 9, W6M, KDYD from R-1 (Single Family Residential) to R-8 (Residential Suite).

Staff Recommendation

THAT: The Motion for Consideration be adopted.

Proposal

The subject property is located at the intersection of Okanagan Avenue E. and 31 Street NE. The property is approximately 0.2 hectare in size and contains a residence. The owner has received preliminary approval to subdivide the property into three parcels and is applying to have the property rezoned to R-8 (Secondary Suite). 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 Medium Density Residential in the Official Community Plan and is zoned R-1 (Single Family Residential). O.C.P. and zoning maps are attached as Appendices 4 and 5.

In 2007, the previous owner of the property applied for rezoning from R-1 (Single Family Residential) to R-4 (Medium Density Residential) to permit a nine unit townhouse development (File: ZON.864) which was subsequently amended to a six lot bare land strata subdivision. The zoning amendment bylaw received third reading but the owner never completed the requirements necessary for the bylaw to be considered final approval. The previous owner also proceeded with work that affected City infrastructure without obtaining any prior approvals or authorizations from the City and conducted other on-site work, including the removal of trees along the north boundary of the property. As the property has now changed hands, the previous application has been closed and the current owner has been working with City staff to ensure that the development proceeds in accordance with City standards.

As shown on Appendix 3, the subdivision currently proposed will create three lots of approximately 700 square metres each. In the R-8 Zone, the minimum parcel size for a residence or a residence with a secondary suite is 450 square metres and the minimum parcel size for a residence and a detached suite (without a lane or second street frontage) is 700 square metres. Should the rezoning application be approved, future owners could proceed with any of the three options - a residence, a residence with a suite or a residence with a detached suite.

The properties are within 800 metres of a Controlled Access Highway (TCH) and the approval of the Ministry of Transportation will be required prior to final reading of the zoning amendment bylaw. It should also be noted that the City Approving Officer has required that a new geotechnical report be submitted and approved before the proposed subdivision will be considered for final approval. The report must address any potential hazards on the property, such as site drainage, potential erosion and slope stability, and the impact of the previous tree removal.

Site Context:

North: Residential lots zoned R-1 (Single Family Residential)

South: Okanagan Avenue E; then a lot zoned P-1(Park & Recreation) and P-3 (Institutional) - City Public Works Yard

East: Residential lots zoned R-1 (Single Family Residential)

West: 31st Street NE; then residential lots zoned R-1 (Single Family Residential)

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

BC Hydro

No concerns.

FortisBC

No concerns.

Telus

No concerns

Ministry of Transportation and Infrastructure

See Appendix 6.

Building Department

No concerns.

Fire Department

No concerns.

Engineering Department

See Appendix 7.

Planning Department

The proposed zoning complies with the Official Community Plan and is therefore supported by staff.

The proposed three lot subdivision is consistent with existing residential development in this area and the new parcels are of sufficient size to accommodate all R-8 uses, including the required off-street parking.

A new geotechnical report will be provided in conjunction with the subdivision application and all new construction will be subject to the findings and recommendations of the report as well as the requirements of the BC Building Code and the zoning bylaw.


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. Sketch plan of proposed zoning
7. Engineering Dept. comments.



Subject Property

Location Map



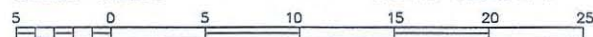
Subject Property

Ortho

Sketch Plan of Proposed Subdivision of Lot 1, Sec 18, Tp 20, R 9, W6M, KDYD, Plan EPP342

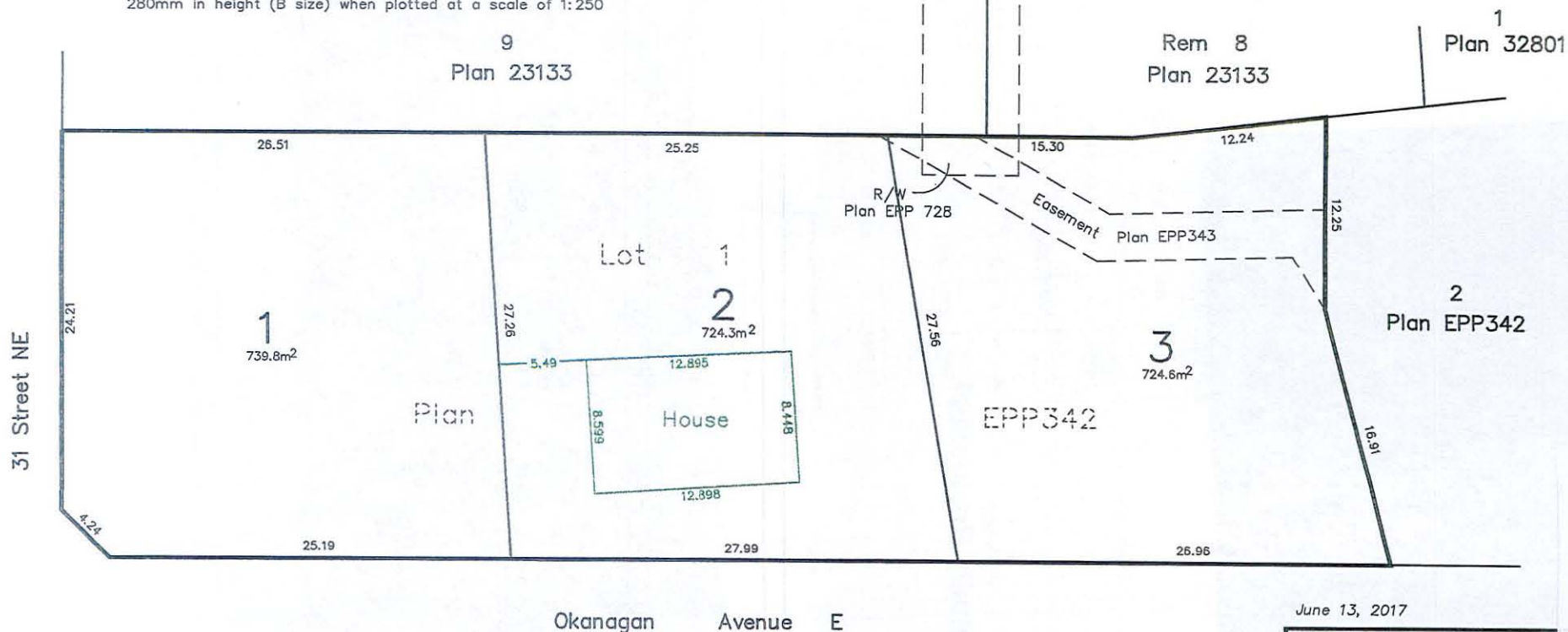
Scale 1:250

BCGS 82L.074



All distances are in metres.

The intended plot size of this plan is 432mm in width by
280mm in height (B size) when plotted at a scale of 1:250



Okanagan Avenue E

June 13, 2017

BROWNE JOHNSON LAND SURVEY
B.C. AND CANADA LANDS
SALMON ARM, B.C. Ph.250-832-
File: 262-17



Subject Property



Subject Property

Zoning



PRELIMINARY BYLAW
COMMUNICATION

Your File #: ZON-1102
eDAS File #: 2017-04325
Date: July 5, 2017

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

Attention: City of Salmon Arm Development Services

**Re: Proposed Zoning Amendment Bylaw for:
Lot 1, Section 18, Township 20, Range 9 W6M, KDYD, Plan 342
3161 Okanagan Avenue E, Salmon Arm, BC**

Preliminary Approval is granted for the rezoning for one year pursuant to section 52(3)(a) of the *Transportation Act*.

If you have any questions please feel free to call Salmon Arm Development Approvals at (250) 503-3664.

Yours truly,

Rob Bitte
District Development Technician

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



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

To: Kevin Pearson, Director of Development Services
 Date: July 6, 2017
 Prepared by: Darin Gerow, Engineering Assistant
 Subject: Proposed Rezoning Application ZON-1102E
 Legal: Lot 1, Section 18, Township 20, Range 9, W6M, KDYD, Plan EPP342
 Civic: 3161 – Okanagan Avenue NE
 Owner: Tekamar Mortgage Fund Ltd., Box 1903, Salmon Arm, BC, V1E 1K0
 Applicant: Owner

Further to your referral dated July 4, 2017, the Engineering Department has thoroughly reviewed the site and has no objections to the proposed rezoning.

All servicing requirements shall be met during the subdivision process.

Darin Gerow, ASCT
Engineering Assistant

Rob Niewenhuizen, ASCT
Director of Engineering & Public Works

CITY OF SALMON ARM

BYLAW NO. 4226

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 October 23, 2017 at the hour of 7:00 p.m. was published in the September 27, 2017 and October 4, 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 1, Section 18, Township 20, Range 9, W6M, KDYD, Plan EPP342 from R-1 Single Family Residential Zone to R-8 Residential Suite Zone as shown on Schedule "A" attached hereto and forming part of this bylaw.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4226"

READ A FIRST TIME THIS DAY OF 2017

READ A SECOND TIME THIS DAY OF 2017

READ A THIRD TIME THIS DAY OF 2017

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

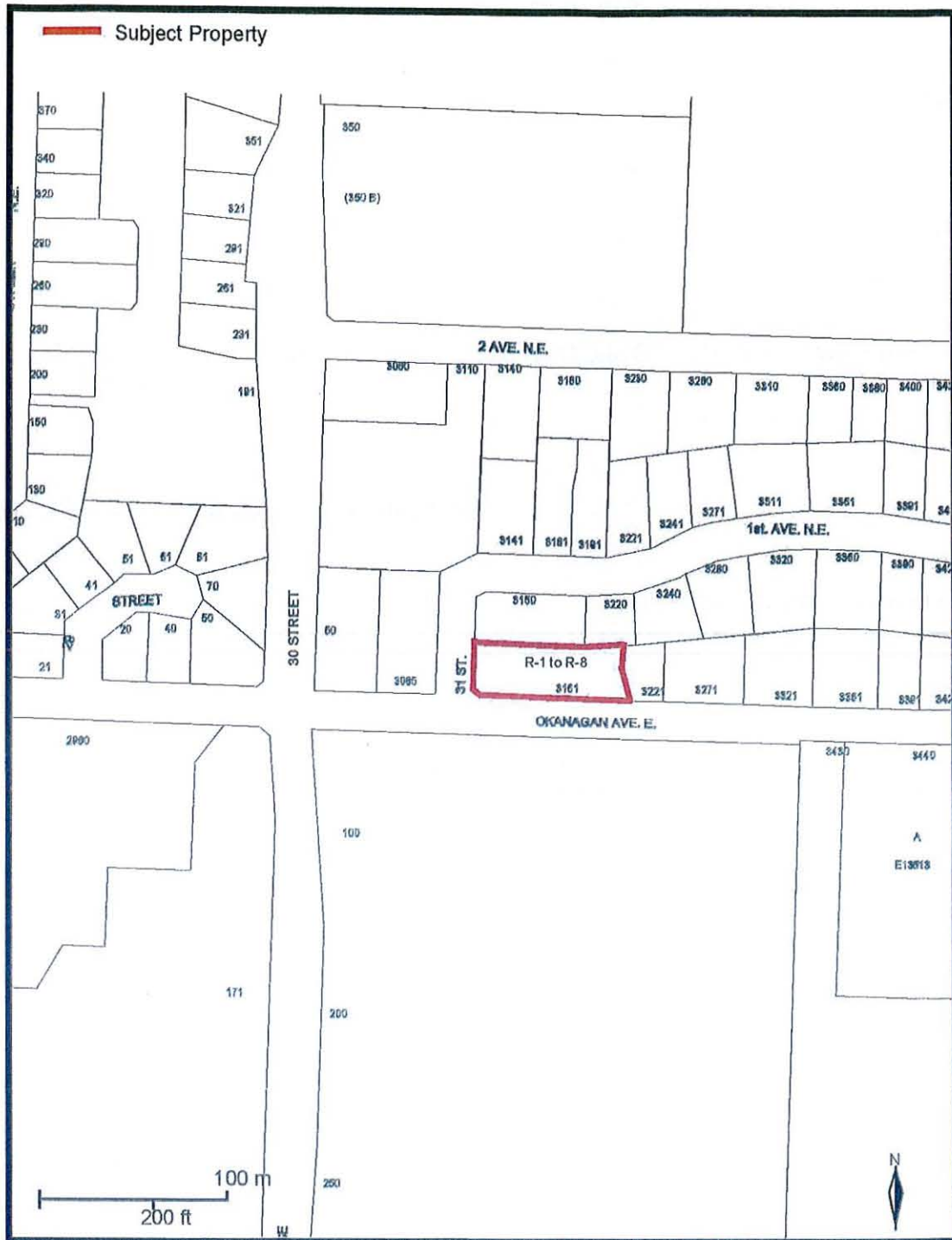
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 8.2

CITY OF SALMON ARM

Date: October 10, 2017

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4227, be read a first and second time;

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

[ZON-1105; Jarvis, C.J. / Franklin Engineering Ltd.; 2810 - 15 Avenue NE; R-1 to R-4 & R-5]

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: September 18, 2017

Subject: Zoning Bylaw Amendment Application No. 1105

Legal: Parcel A (Plan B6059) of Lot 7, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1327 Except Plans 9125, KAP46137 & KAP84896

Civic: 2810 - 15 Avenue NE

Owner: Jarvis, C. J.

Applicant: Franklin Engineering Ltd.

MOTION FOR CONSIDERATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Parcel A (Plan B6059) of Lot 7, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1327 Except Plans 9125, KAP46137 & KAP84896 (2810 - 15 Avenue NE) from R-1 (Single Family Residential Zone) to R-4 (Medium Density Residential Zone) and R-5 (High Density Residential Zone), as shown on Schedule A;

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

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

BACKGROUND

Schedule A illustrates the intended zone boundaries attached as Appendix 1. The subject parcel is located at 2810 - 15 Avenue NE (Appendix 2 and 3), designated Residential – High Density (HD) in the City's Official Community Plan (OCP), zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 4 and 5), and is currently vacant (site photos attached as Appendix 6).

A Project Outline (Appendix 7) has been submitted to detail the proposal, outlining a development concept featuring nine multi-family buildings, 7 buildings on the R-4 portion and 2 on the R-5 portion of land. Note the maximum height (without amenity bonus) in the R-5 zone is 12 metres (39.4 feet), while the maximum height permitted on R-4 zoned parcels is 10 metres (32.8 feet).

The Zoning Map attached shows the mix of zones in the immediate area, predominantly Residential (R-1 and R-4), with Institutional, Commercial and Agricultural zones further beyond. Land uses adjacent to the subject parcel include the following:

South: Single-Family (R-1) parcel, with Multi-Family Residential parcel (R-4) beyond
 North: Road, 15 Avenue, with multi-family residential parcels (P-3 and R-4) beyond
 West: Single-Family (R-1) parcels
 East: Single-Family (R-1) and Multi-Family Residential parcels (R-4)

If rezoned as proposed, prior to development a form and character residential development permit application would be required to address building, site, lot grading and landscaping designs. A

Development Permit application would be reviewed by City staff, the Design Review Panel, and then by Council for consideration of approval.

OCP POLICY

The subject parcel is designated High Density Residential in the OCP, and is within Residential Development Area A, the highest priority area for development.

While the proposed mix of R-4 Medium Density and R-5 High Density zoning is certainly of higher density than the current R-1 zoning, the inclusion of R-4 zoning is somewhat less dense than envisioned by the High Density land use designation over the entire property. In terms of managing growth, the long-term consequence of developing High Density designated lands at a Medium Density would be future pressure to expand the Urban Containment Boundary. However, the proposed mixed zoning could allow the proposal to better align with OCP Policy 4.4.3, which encourages all growth to be sensitively integrated with neighbouring land uses.

Furthermore, the proposed zoning aligns with the Urban Residential Objectives of Section 8.2 and Urban Residential Policies listed in Section 8.3, including providing a variety of housing types, providing housing options, and supporting compact communities. In terms of siting, the proposal appears to meet OCP Siting Policies under Section 8.3.19, including good access to transportation routes, recreation, community services, and utility servicing.

Additionally, OCP Map 11.2 designates proposed greenways crossing over the subject property (Appendix 7 – see Page 3 of this report for further discussion).

COMMENTS

Ministry of Transportation and Infrastructure

Preliminary approval has been granted.

Engineering Department

While not conditions of rezoning, full municipal services are required, including upgrades to 15 Avenue NE. Comments attached as Appendix 8.

Building Department

No concerns. Building designs proposed are subject to professional design and review.

Fire Department

No Fire Department concerns.

Planning Department

The surrounding neighbourhood has been generally undergoing slow development with a mix of older, single family housing and newer condominium, commercial and institutional development, most significantly the uptown SASCU / Askew's location and the 21 Street NE underpass. The subject parcel is located in an area well-suited for higher density residential development featuring developed sidewalks, greenways, bike and transit routes, being within close walking distance of the commercial node to the south, the recreation centre and arena, schools (including Okanagan College), as well as the City Centre and hospital further to the west. Continued development, including future roads to support access and circulation, is anticipated to proceed at a similar pace into the future (Appendix 9).

As noted, the Residential – High Density (HD) designation in the City's Official Community Plan (OCP) supports the proposed development scenario. While staff suggest that the multi-family development as proposed aligns with broad OCP policies, staff note that many details have yet to be determined. Specific details regarding building design including heights, and site planning including greenways, the requisite screened refuse/recycling area, fencing and landscaping have not yet been determined.

The maximum residential density permitted under R-5 zoning is 100 dwelling units per hectare of land. As the portion of the subject property proposed to be R-5 is 0.48 hectares in area, the maximum permitted density would be 48 dwelling units assuming: 1) the proposed gross area of the subject parcel; and 2) no density bonus. With an amenity bonus under R-5 zoning, the maximum density is 130 units per hectare, or 62 units on 0.48 hectares, with a height increase to 15 m. The minimum residential density permitted under R-5 zoning is 3 units in the form of a *triplex*. The applicant is currently proposing a concept involving 2 multi-unit buildings, subject to a development permit application.

Table 1 – R-5 Zoning Analysis (0.48 hectare area)

	R-5 Permitted/Required	R-5 with Bonus	Proposed
Density	48 units	62 units	tbd
Height	12 m	15 m	tbd
Parcel Coverage	55 %	70 %	tbd
Setback – north (road)	5 m	5 m	tbd
Setback – east	2.4 m	2.4 m	tbd
Setback – south	5 m	5 m	tbd
Setback - west	2.4 m	2.4 m	tbd
Parking	60	78	tbd
Small Car Spaces	20 % (12)	20 % (15)	tbd

The maximum residential density permitted under R-4 (Medium Density) zoning is 40 dwelling units per hectare of land. As the proposed R-4 portion of the subject property is 0.96 hectares in area, the maximum permitted density under R-4 would be 38 dwelling units assuming: 1) some form of strata development; 2) the present gross areas of the subject parcel; and 3) no density bonus. With an amenity bonus under R-4 zoning, the maximum density is 50 units per hectare, or 48 units on 0.96 hectares, with a height increase to 13 m. The applicant is currently proposing a concept involving 26 units divided between 7 separate buildings (triplex, four-plex, and five-plex buildings), subject to a development permit application.

Table 1 – R-4 Zoning Analysis (0.96 hectare area)

	R-4 Permitted/Required	R-4 with Density Bonus	Proposed
Density	38	48 units	26 units
Height	10 m	13 m	tbd
Parcel Coverage	40 %	55 %	34.5 %
Setback – north (road)	5 m	5 m	5 m
Setback – east	1.8 m	1.8 m	2 m
Setback – south	5 m	5 m	2 m
Setback - west	1.8 m	1.8 m	n/a
Parking	57	72	52 (39 required)
Small Car Spaces	20 % (8)	20 % (14)	15 % (7)

Considering the proposed development concept, the provision of on-site parking appears practical and necessary, as the opportunity for on-street parking at this site relative to the development proposed is very limited. The parking requirements would be addressed at the Development Permit stage.

OCP Map 11.2 proposes greenway connections across this property, while frontage improvements including sidewalk are required. The applicant has included a reference to a pathway in their site plan. Staff emphasize the importance of pedestrian walkways at this location, in proximity to schools to the west and north, as well as commercial lands to the south. Given the need for field work associated with determining appropriate trail alignments and in the absence of any development proposed for the parcel to the west, staff would suggest a right-of-way for a future trail be deferred at this rezoning stage, to be established appropriately as a condition at time of subdivision (stratification).

As previously noted, if rezoned as proposed, a form and character development permit application would be required prior to development and would clarify the inclusion of elements discussed above. Detailed site plans, building renderings, a landscape plan provided by a landscape architect, and a lot grading plan submitted at the development permit stage are all required to illustrate how the applicant's proposal would address various requirements. Staff have discussed these matters with the applicant and as such, staff

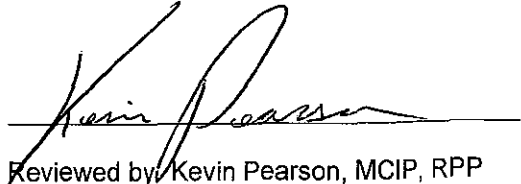
are comfortable with the concept as proposed at this stage, with the expectation that more detailed designs will be forthcoming.

CONCLUSION

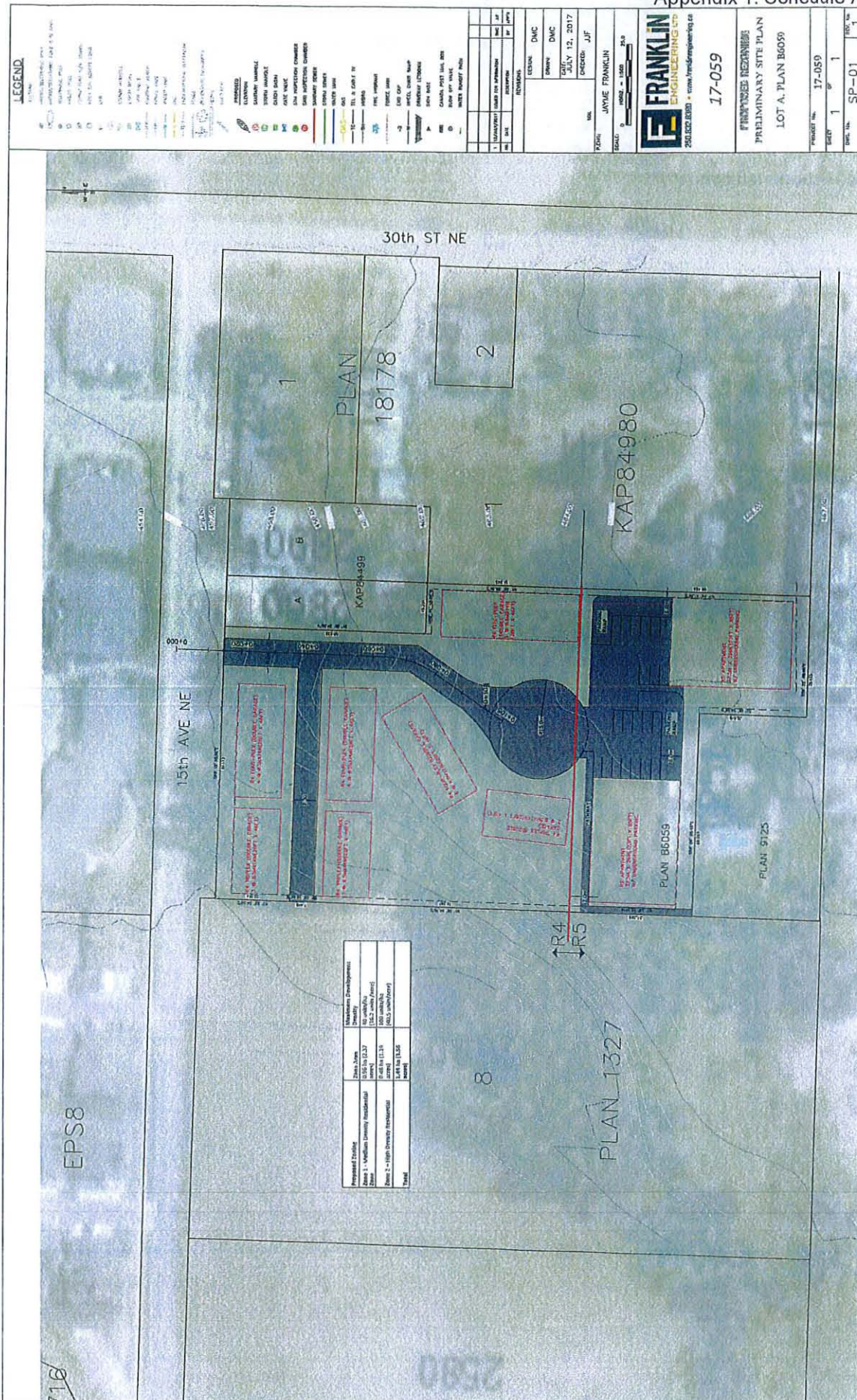
The proposed R-4 and R-5 zoning of the subject property is consistent with OCP residential policy and is therefore supported by staff.

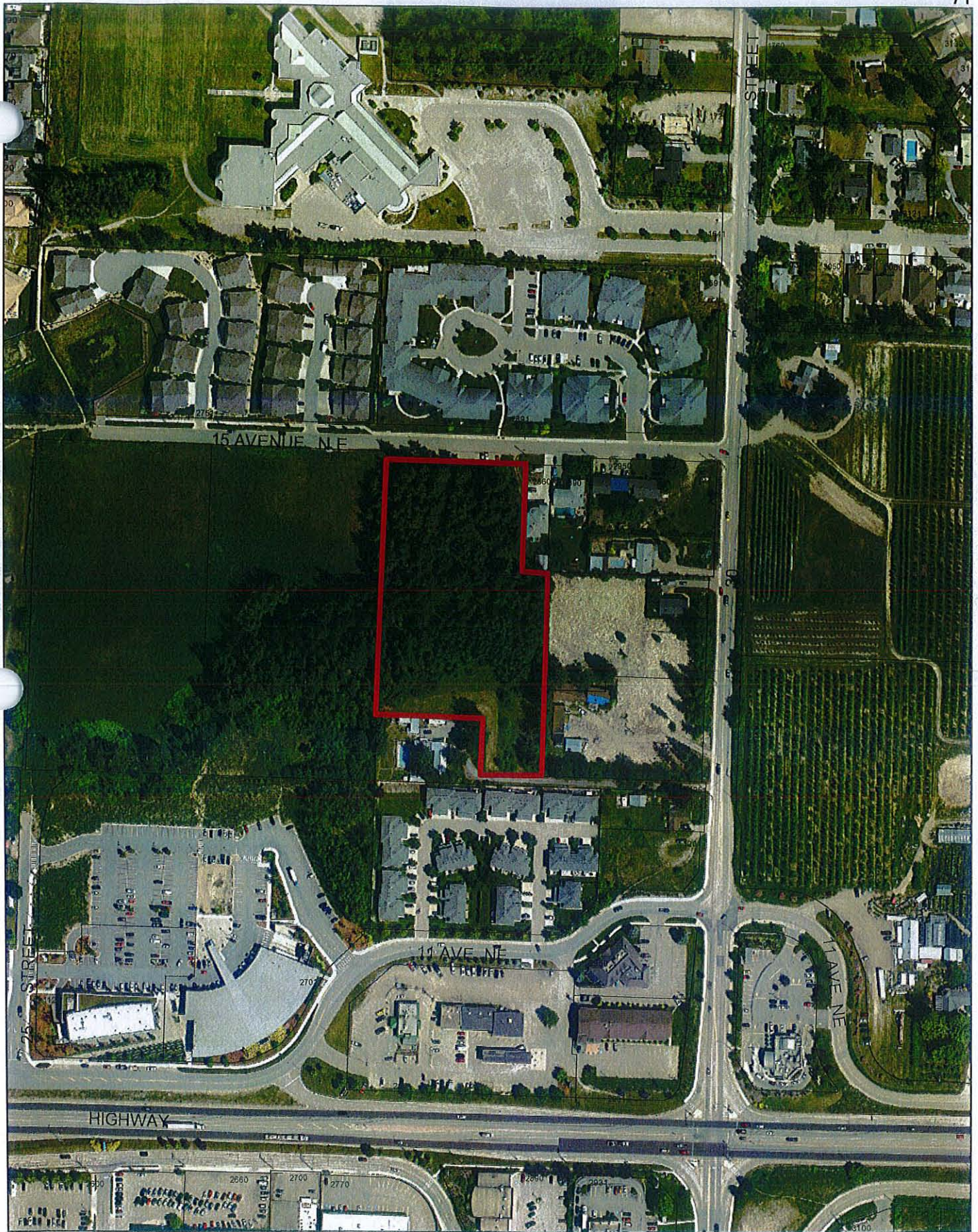


Prepared by: Chris Larson, MCP
Planning and Development Officer



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

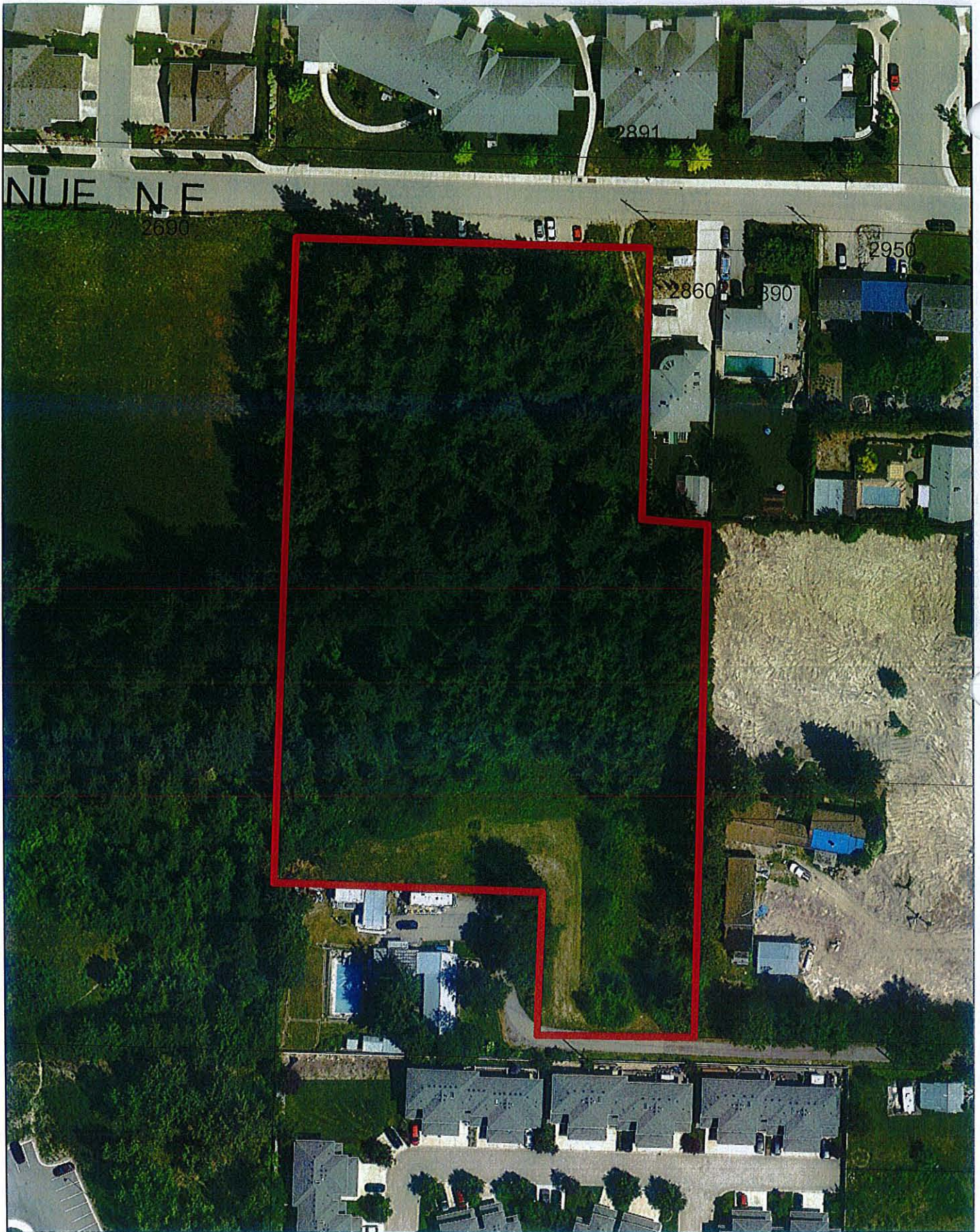




0 30 60 120 180 240 Meters



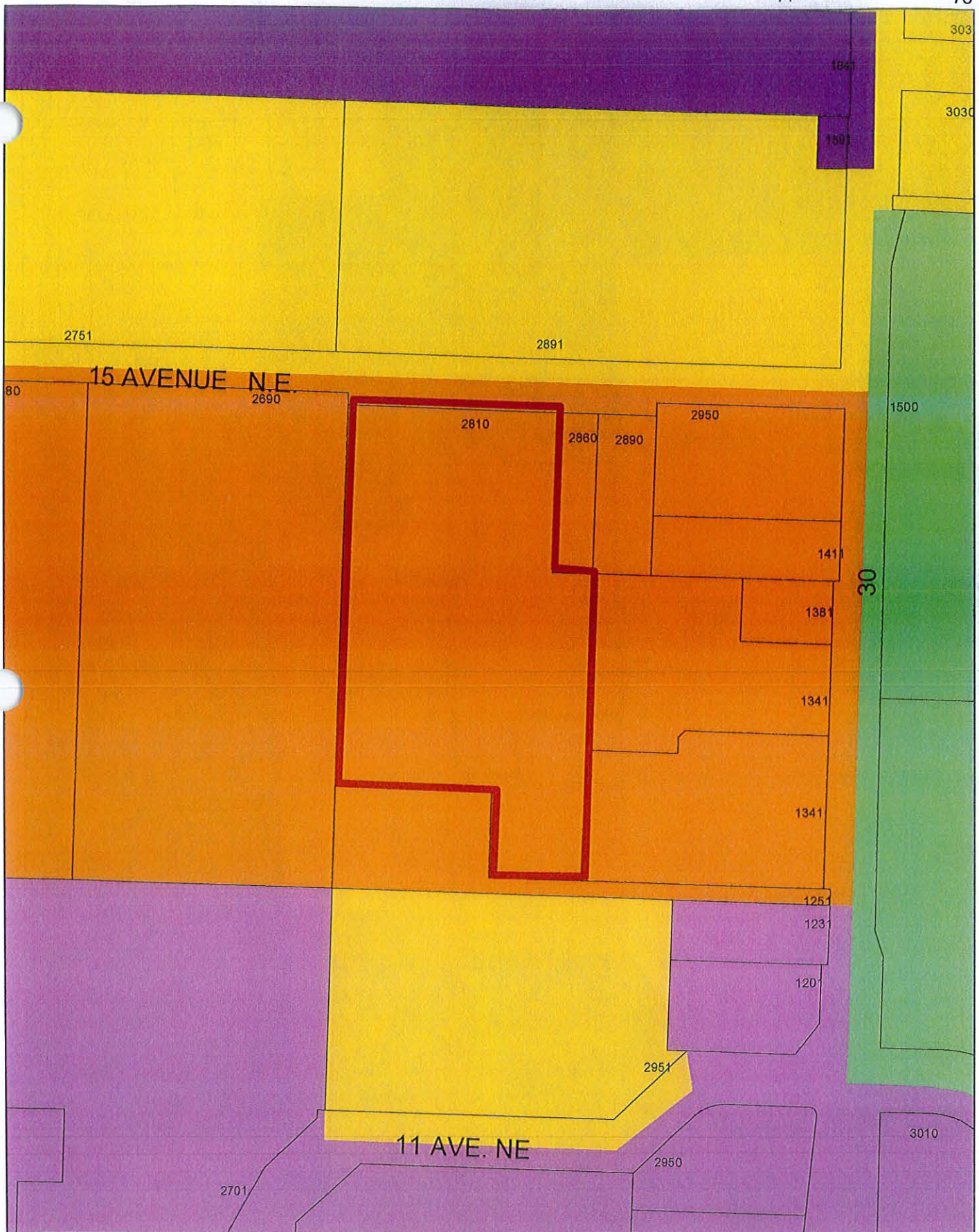
Subject Parcels



0 12.5 25 50 75 100 Meters



Subject Parcels



0 5 10 20 30 40
Meters



High Density Residential



Medium Density Residential



Highway Service/Tourist Commercial



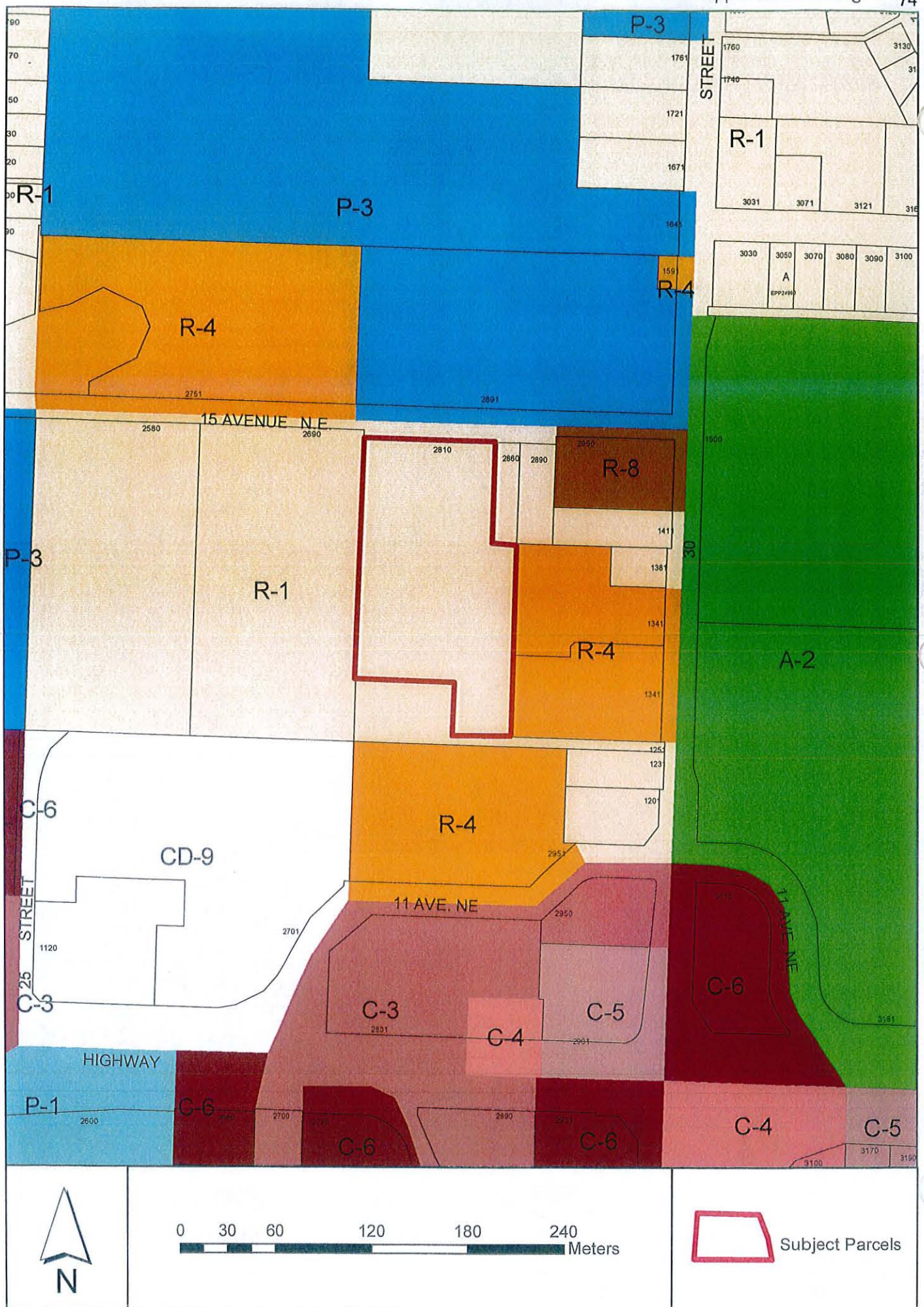
Acreage Reserve



Institutional



Subject Parcel





View west of subject property frontage on 15 Avenue NE.

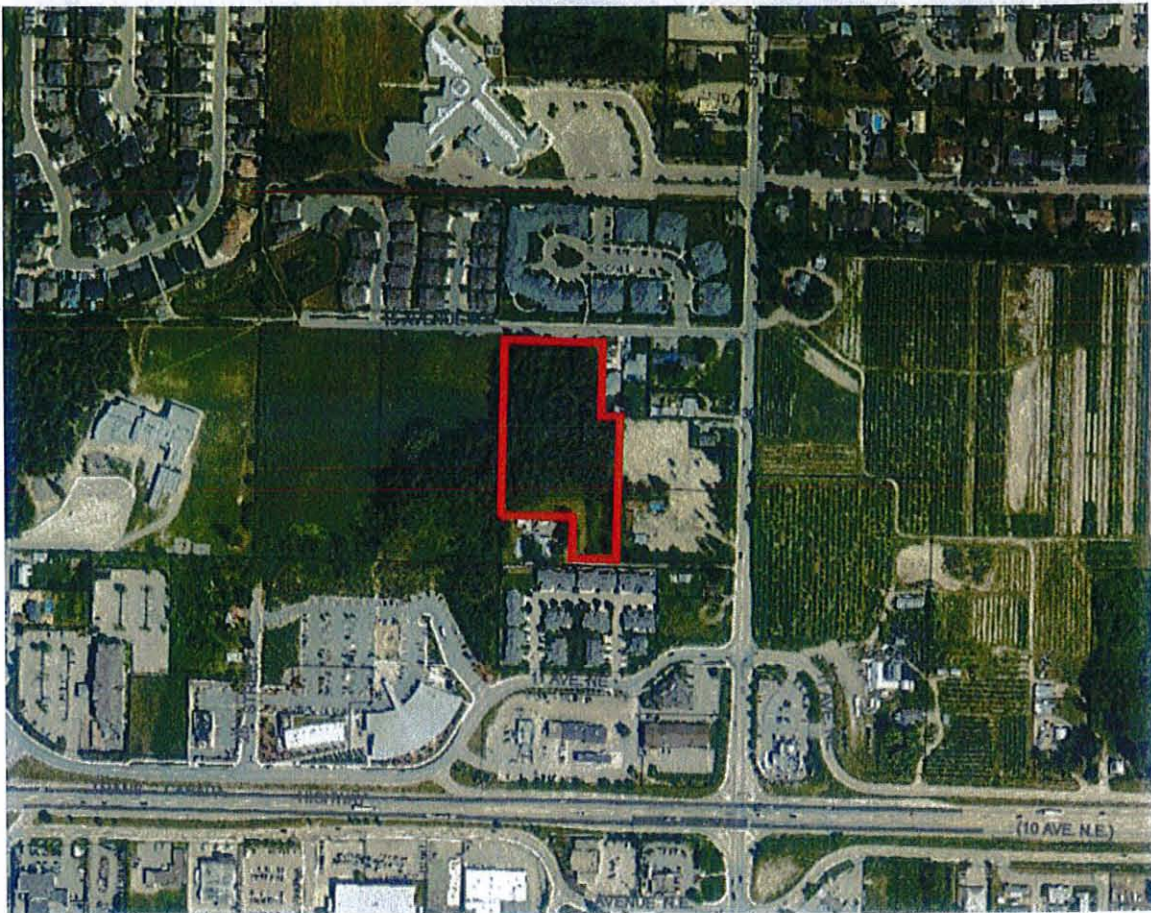


View east of subject property frontage on 15 Avenue NE.

City of Salmon Arm 2810 2810 15th Ave NE



Project Outline for Rezoning Application



Franklin Engineering Ltd.

1. Executive Summary

This report outlines the proposed rezoning for a medium/high density residential development, located at 2810 15th Ave NE in Salmon Arm.

The proposed rezoning aligns with the OCP, which identifies the site for high density residential land use. Further, the use of a variety of lot sizes and a range of housing options is expected to create affordable housing and rental housing for local residents, in accordance with the policies and objectives in the OCP.

A preliminary servicing assessment for the proposed development has concluded that servicing will be feasible. Further investigations will be undertaken during detailed design.

Franklin Engineering Ltd.

Contents

1. Executive Summary.....	i
2. Introduction	2
3. Proposed Zoning Amendments.....	2
4. Site description	3
5. Affordable housing.....	3
6. Visual character.....	3
7. Parking, Access and Egress.....	3
8. Servicing	4
8.1. Water supply.....	4
8.2. Wastewater.....	4
8.3. Stormwater Management.....	4
9. Conclusions	4
Appendix 1: Preliminary Site Plan.....	5

Franklin Engineering Ltd.

2. Introduction

This report outlines the proposed rezoning of a medium/high density residential development, located at 2810 15th Ave NE in Salmon Arm.

The proposed development has a total area of 1.44 ha (3.56 acres). The legal descriptions and areas of the development parcels are shown in Table 1 below.

Table 1: Development Lots Legal Description and Parcel Area

Legal Description	Parcel Area
Lot 7, Plan B6059	1.44 ha (3.56 acres)

The City of Salmon Arm (CoSA) Official Community Plan (OCP), Agricultural Land Reserve (ALR) and zoning designations are summarized in Table 2.

Table 2: Existing Land use designation

OCP Designation	ALR Designation	Zoning Designation
Residential - High Density	No	Residential 1 (R1) (minimum allowable parcel size 450m ²)

The OCP land use designation for the site is for high density residential; however the existing zoning designation permits only low residential R1 housing. The land is not part of the ALR.

Further details of the proposed development are described in this report.

3. Proposed Zoning Amendments

Following consultation with the CoSA, the Ministry of Transportation and Infrastructure (MOTI) and other stakeholders, it is proposed that the property is rezoned to allow an increased density residential development in accordance with the OCP land use designations.

The parcel will be split into a Medium Density Residential Zone and a High Density Residential Zone, each with a maximum development density as displayed in Table 3 below and represented in the scheme plan attached with this report in Appendix 3:

Table 3: Proposed CD Zoning

Proposed Zoning	Zone Area	Maximum Development Density
Zone 1 - Medium Density Residential Zone	0.96 ha (2.37 acres)	40 units/ha (16.2 units /acre)
Zone 2 – High Density Residential	0.48 ha (1.19 acres)	100 units/ha (40.5 units/acre)
Total	1.44 ha (3.56 acres)	

Franklin Engineering Ltd.

4. Site description

The site slopes from south to north towards 15th Ave NE. A steep ridgeline runs along the north western corner of the property forming a gently sloping, elevated upper platform for the greater south eastern portion of the property. From a preliminary assessment, the average grade for the site is approximately 7% with a maximum grade of approximately 36%.

The site is largely vegetated with established forest, although the southern portion of the site has been cleared and is grassed. No dwellings currently exist onsite.

The Shuswap Lakes Soil Survey¹ broadly indicates the site is a mix of moderately well drained silty clay loam, and well drained silt loam. No on site soil testing has yet been completed.

5. Affordable housing

The development was developed to align with the OCP 'Urban Residential Objectives'² that aims to create diverse housing types and densities in appropriate locations. The proposed residential zone is expected to provide a range of affordable housing and rental housing to help meet the current major supply shortage within Salmon Arm and the Shuswap.

6. Visual character

The development intent is to create an aesthetically pleasing development, including shared and amenity space with suitable landscaping.

7. Parking, Access and Egress

The proposed site access is directly from 15th Ave NE which is accessed directly from a collector road at 30th Ave SE which in turn connects directly to the Trans-Canada Highway. During consultation with MOTI, they advised that they had no initial significant concerns resulting from the proposed development.

Through previous subdivisions of this parcel, the land adjacent to the roadway has previously been dedicated to provide a 20m width roadway along 15th Ave NE.

An important part of the development will be integrating pedestrian routes into the layout design. This is particularly important considering the proximity to local schools and shopping centers. The site plan provided shows preliminary access routes which will be developed further throughout the detailed design process.

¹ http://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/agriculture-and-seafood/agricultural-land-and-environment/soil-nutrients/610000-6_soil_mgmt_handbook_okanagan.pdf#Page=33

² Section 8.2. Urban Residential Objectives, Page 53, CoSA OCP 4000

Franklin Engineering Ltd.

A 15m roadway width has been proposed with sufficient width to provide off-street parking. The preliminary site plan utilizes multi-family housing; including double garages throughout the medium density zone. The high density apartments will include underground parking to increase car parking capacity and allow for more efficient land use. Through a preliminary review the proposed development would provide suitable space for parking. The parking requirements will be examined more closely during the development permit process.

8. Servicing

8.1. Water supply

An existing 400mm asbestos cement community water main is located on 15h Ave NE which will provide water supply for the development. It is anticipated that the community water system will provide adequate pressure and volume for the installation of fire protection as required.

8.2. Wastewater

An existing 200mm PVC sanitary main is located on 15th Ave NE. It is anticipated that this should have sufficient capacity for the proposed development.

8.3. Stormwater Management

A stormwater management system will be constructed that provides quality and quantity treatment in accordance with best design practice. An existing 600mm diameter PVC storm main is located on 15th Ave NE. It is anticipated that this will have capacity for pre-development flow rates.

9. Conclusions

This report described the proposed rezoning of 1.44 ha of R1 land, into a Medium Density (R4) and High Density (R5) Zone. The proposed rezoning of the land is in accordance with the high density residential land use designation in the OCP and aims to provide affordable housing options suitable for this location. Through consultation with the City of Salmon Arm Development Services staff, it has been established that proposed development aligns with their preferred land use for the area.

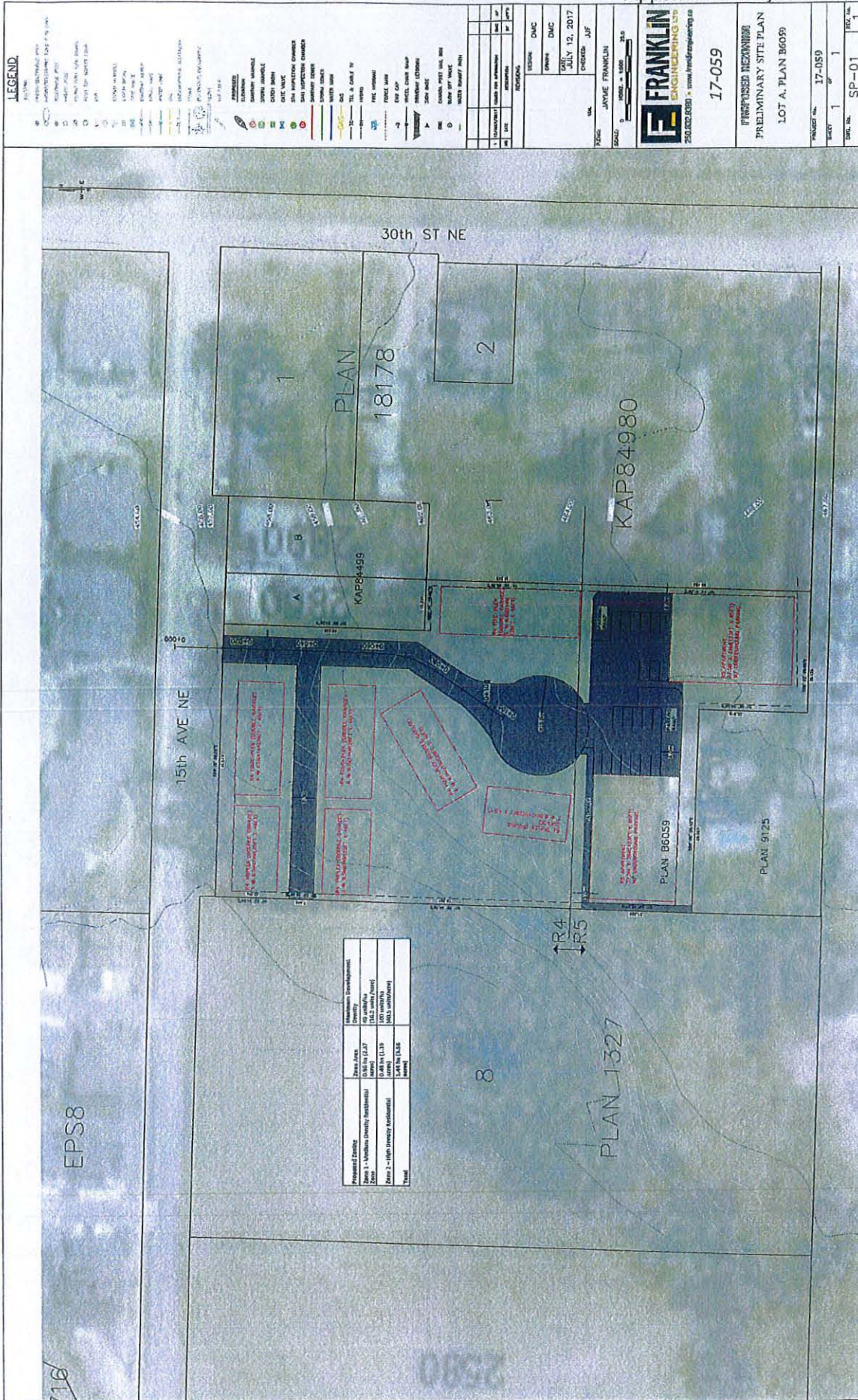
A preliminary assessment shows that the existing municipal services on 15th Ave NE should be suitable to service the proposed development.

Further details of the proposed development will be provided with the development permit application.

Franklin Engineering Ltd.

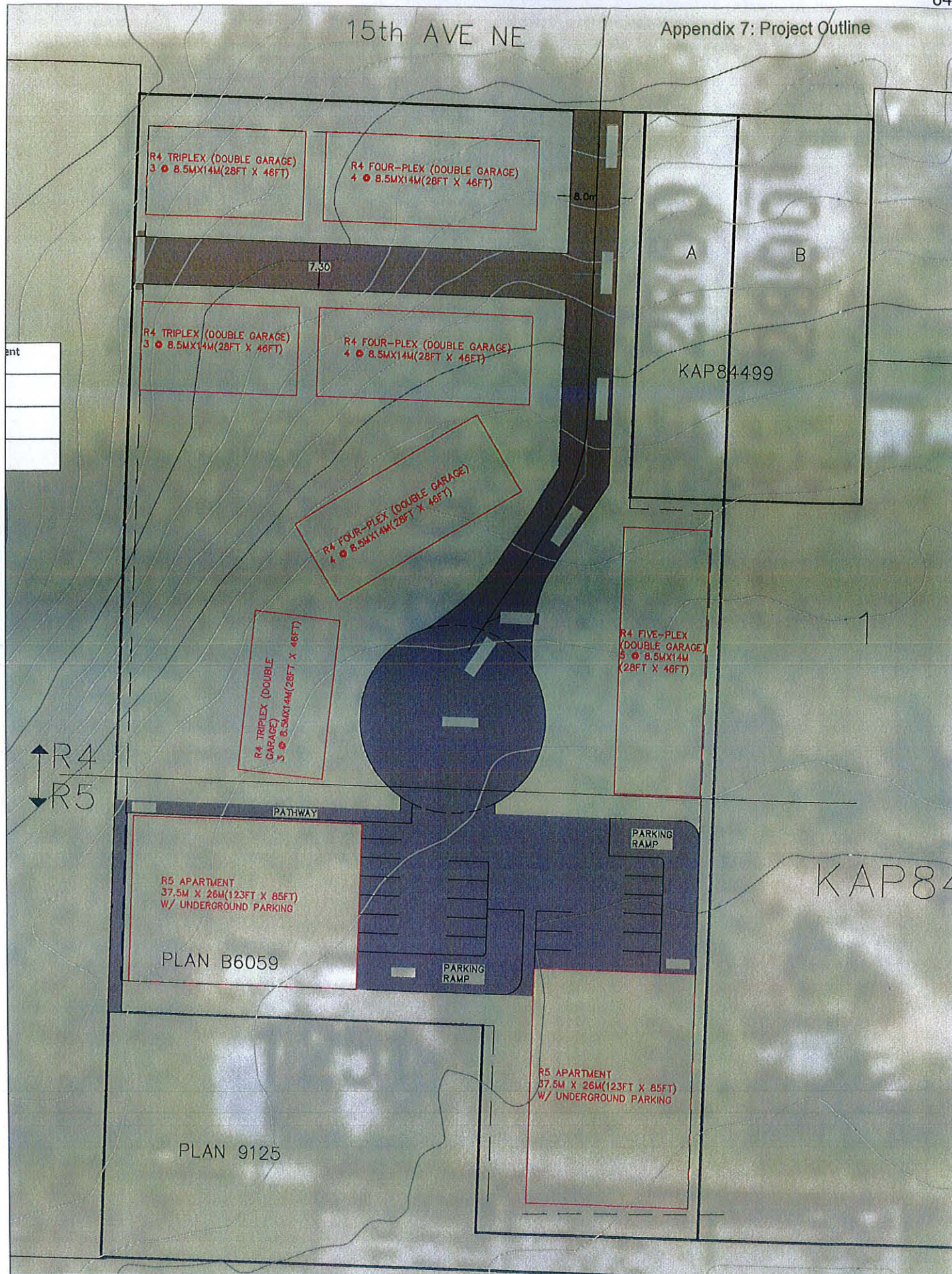
Appendix 1: Preliminary Site Plan

Appendix 7: Project Outline



15th AVE NE

Appendix 7: Project Outline





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

TO: Kevin Pearson, Director of Development Services
 DATE: 21 August, 2017
 PREPARED BY: Chris Moore, Engineering Assistant
 OWNER: Carmen Jarvis, 298 Channel Ridge Drive, Saltspring Island, BC V8K 1G6
 APPLICANT/AGENT: Franklin Engineering Ltd. / Sean Husband, 420A – 4 Street NE,
 Salmon Arm, BC V1E 4R5
 SUBJECT: **ZONING AMENDMENT APPLICATION FILE NO. ZON-1105E**
 LEGAL: Parcel A (Plan B6059) of Lot 7, Section 24, Township 20, Range 10,
 W6M, KDYD, Plan 1327, Except Plans 9125, KAP46137 & KAP84896
 CIVIC: **2810 – 15 Avenue NE**

Further to your referral dated August 2, 2017, we provide the following servicing information. **The following comments and servicing requirements are not conditions for the rezoning; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages. These comments are generalized; more specific servicing requirements will be identified at a future stage:**

General:

1. Full municipal services are required as noted herein. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Development properties to be serviced completely by underground electrical and telecommunications wiring.
4. Properties under the control and jurisdiction of the municipality shall be reinstated to City of Salmon satisfaction.
5. Owner/developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. Erosion and Sediment Control measures will be required at time of construction. ESC Plans to be approved by the City of Salmon Arm

ZONING AMENDMENT APPLICATION FILE NO. ZON-1105E
21 August, 2017
Page 2

7. The applicant will be required to submit for City review and approval a detailed site servicing/lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.
8. The applicant will be required to submit for City review and approval an engineered design (plan/profile) for any off-site improvements or works within City owned lands. Design must be prepared and submitted by a qualified professional engineer. Refer to the sections below for more information. The applicant is requested to contact the Engineering Department should additional information be required. Securities equal to 125% of the estimated off-site servicing costs will be required as a condition of development.

Roads/Access:

1. 15 Ave NE on the subject property's north boundary is designated as an Urban Local Road, requiring a road right of way dedication of 20.0 meters (10.0 meters on either side of road centerline). Based on review of existing records, no road dedication is required (to be confirmed by BCLS).

15 Ave NE is currently constructed to an interim Urban Local Road standard. Upgrading to the Urban Local Road Standard (RD-2) will be required. Upgrades may include, but are not limited to sidewalk, boulevard, curb and gutter, streetlights and road drainage.

2. Internal roadways are recommended to be a minimum of 7.3m measured from face of curb (per City standard RD-12). Truck turning movements shall be properly analysed to ensure internal road network will allow emergency and service vehicle access.

Water:

1. The site fronts a 400mm watermain (Zone 2) on 15 Ave NE on the north property line. No upgrades are anticipated at this time.
2. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012). However, the subject property climbs by 10m from the north to the south and the developer's engineer should give due consideration to water pressure on multi-story dwellings on the southern half of the property. Depending on the height of these properties, available water pressure may fall below 40psi at higher levels.
3. Fire protection requirements to be confirmed with the Building and Fire Departments.
4. Fire Hydrant spacing is insufficient; developer is responsible for installing hydrants as needed to meet the spacing requirements.

ZONING AMENDMENT APPLICATION FILE NO. ZON-1105E

21 August, 2017

Page 3

-
5. The property shall be serviced by single metered water service connection (as per Specification Drawings No. W-10) adequately sized to satisfy the servicing requirements for the proposed use. Water meters will be provided by the City at the owner/developers cost.
 6. Strata developments with ground oriented access have the option of a bulk water meter at property line with invoicing to the Strata Corporation or individual strata lot metering with invoicing to each strata lot (currently on an annual flat rate). To qualify for the second option each unit requires a separate outside water service shut-off connected to the onsite private water main. Contact Engineering Department for more information. All meters will be provided at time of building permit by the City, at the owner/developers cost.
 7. Records indicate that the subject property is currently un-serviced. All existing inadequate/unused services must be abandoned at the main. Owner/Developer is responsible for all associated costs.

Sanitary Sewer:

1. The site fronts a 200mm diameter sanitary main on 15 Ave NE. No upgrades are anticipated at this time.
2. Property to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Records indicate that the existing lot is currently un-serviced. All existing inadequate/unused services must be abandoned at the main. Owner/Developer is responsible for all associated costs.

Drainage:

1. The site fronts a 600mm diameter storm main on 15 Ave NE. No upgrades are anticipated at this time.
2. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided. Should discharge into the City Storm Sewer be part of the ISMP, owner/developers engineer is required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development.
3. Subject to item 2, the proposed lots may be serviced by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Records indicate that the existing lot is currently un-serviced. All existing inadequate/unused services must be abandoned at the main. Owner/Developer is responsible for all associated costs.

ZONING AMENDMENT APPLICATION FILE NO. ZON-1105E

21 August, 2017

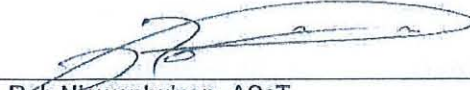
Page 4

Geotechnical:

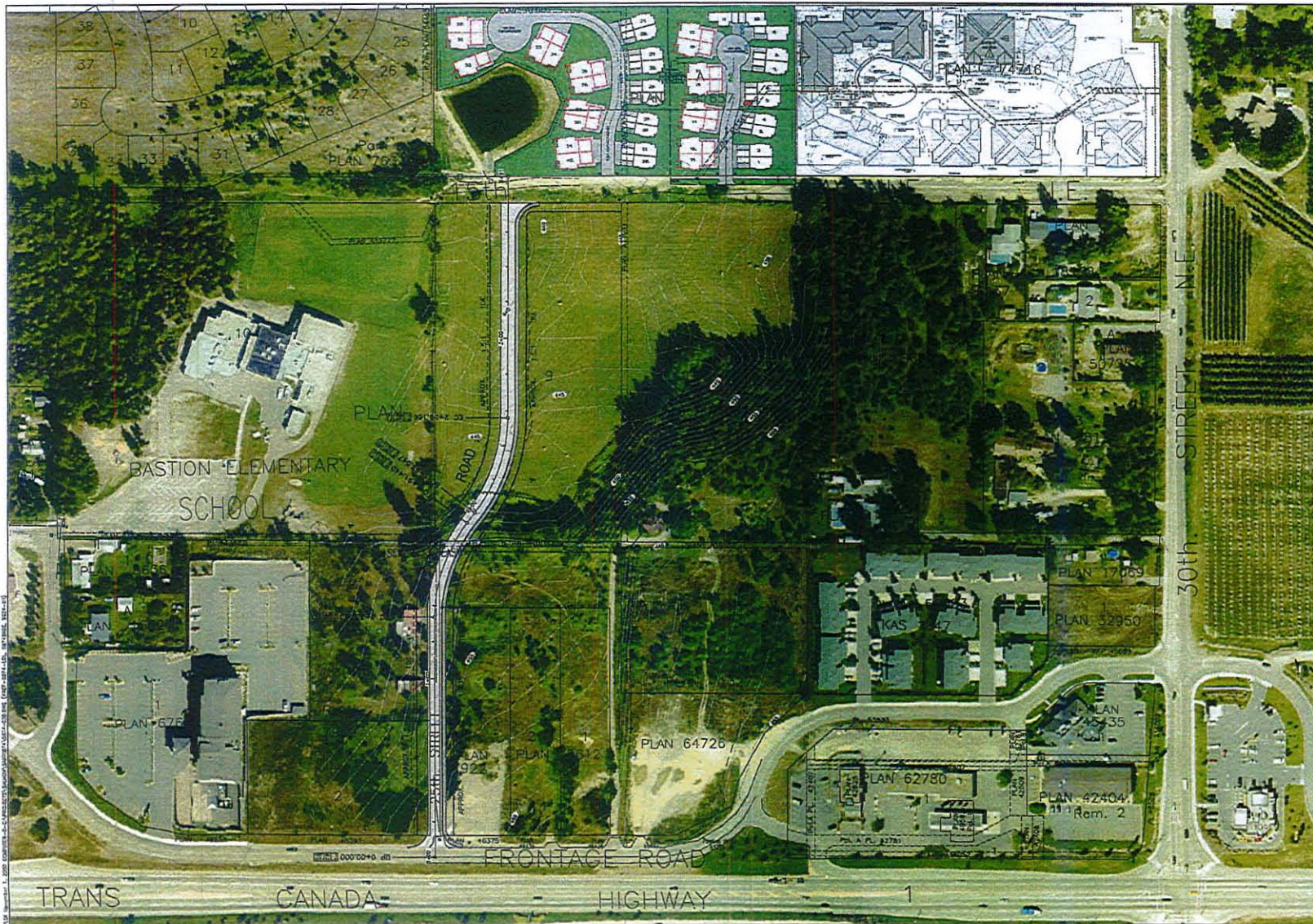
1. A geotechnical report in accordance with the Engineering Departments Geotechnical Study Terms of Reference Category A (Building Foundation and Site Drainage) and Category B (Pavement Structural Design) is required.



Chris Moore
Engineering Assistant



Rob Nieuwenhuizen, ASCT
Director of Engineering and Public Works



LEGEND

EXISTING

- HYDRO/TELEPHONE POLE
- HYDRO/TELEPHONE POLE C/W GUY
- TELEPHONE POLE
- HYDRO POLE
- HYDRO POLE C/W TANK
- POLL TOP STREET LIGHT
- STORMY MANHOLE
- STORMY MANHOLE
- CATCHMENT
- DATE VALVE
- STORMY SEWER
- STORMY SEWER
- WATER MAIN
- DATE
- UNDERGROUND TELEPHONE
- POLE
- DECOMMISSIONED

PROPOSED

- STORMY MANHOLE
- STORMY MANHOLE
- CATCHMENT
- DATE VALVE
- STORMY SEWER
- STORMY SEWER
- WATER MAIN
- WATER/OUTLET HEADWALL
- END CAP
- WHEEL CHAIR RAMP
- STORMY LAYOUT
- STW BELL

NOTES:

- 1) CONTRACTOR TO VERIFY LOCATION OF ALL EXISTING UTILITIES WITH ALL UTILITY COMPANIES PRIOR TO DIGGING.
- 2) CONTRACTOR TO CO-ORDINATE UTILITY RELOCATION WORKS WITH UTILITY COMPANIES AS REQUIRED.
- 3) ALL CONSTRUCTION TO BE IN ACCORDANCE WITH CITY OF SALMON ARM SUBORDINATE AND DEVELOPMENT REGULATIONS PLAN NO. 200.

NO.	DATE	DESCRIPTION	BY	APP'D
REVISIONS				
		DESIGN	DAR	
		DRAWN	DAR	
	DATE 07-NOV-01	CHECKED	BMJ	

PLAN
SCALE
HORIZ. = 1:1000
VERT. = 1:100

GENTECH ENGINEERING INC.
CIVIL ENGINEERING

CITY OF SALMON ARM
CONCEPTUAL PLAN
25TH ST. NE
CONNECTOR
15TH AVE TO
FRONTAGE Rd
PLAN OPT - 4

OPTION 4 ROAD A
PROJECT NO. SA07-0874
SHEET 1 OF 4
C-1

Appendix 9: Future Road

CITY OF SALMON ARM

BYLAW NO. 4227

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 October 23, 2017 at the hour of 7:00 p.m. was published in the September 27, 2017 and October 4, 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 Parcel A (Plan B6059) of Lot 7, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1327 from R-1 Single Family Residential Zone to R-4 Medium Density Residential Zone and to R-5 High Density Residential 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. 4227**"

READ A FIRST TIME THIS DAY OF 2017

READ A SECOND TIME THIS DAY OF 2017

READ A THIRD TIME THIS DAY OF 2017

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

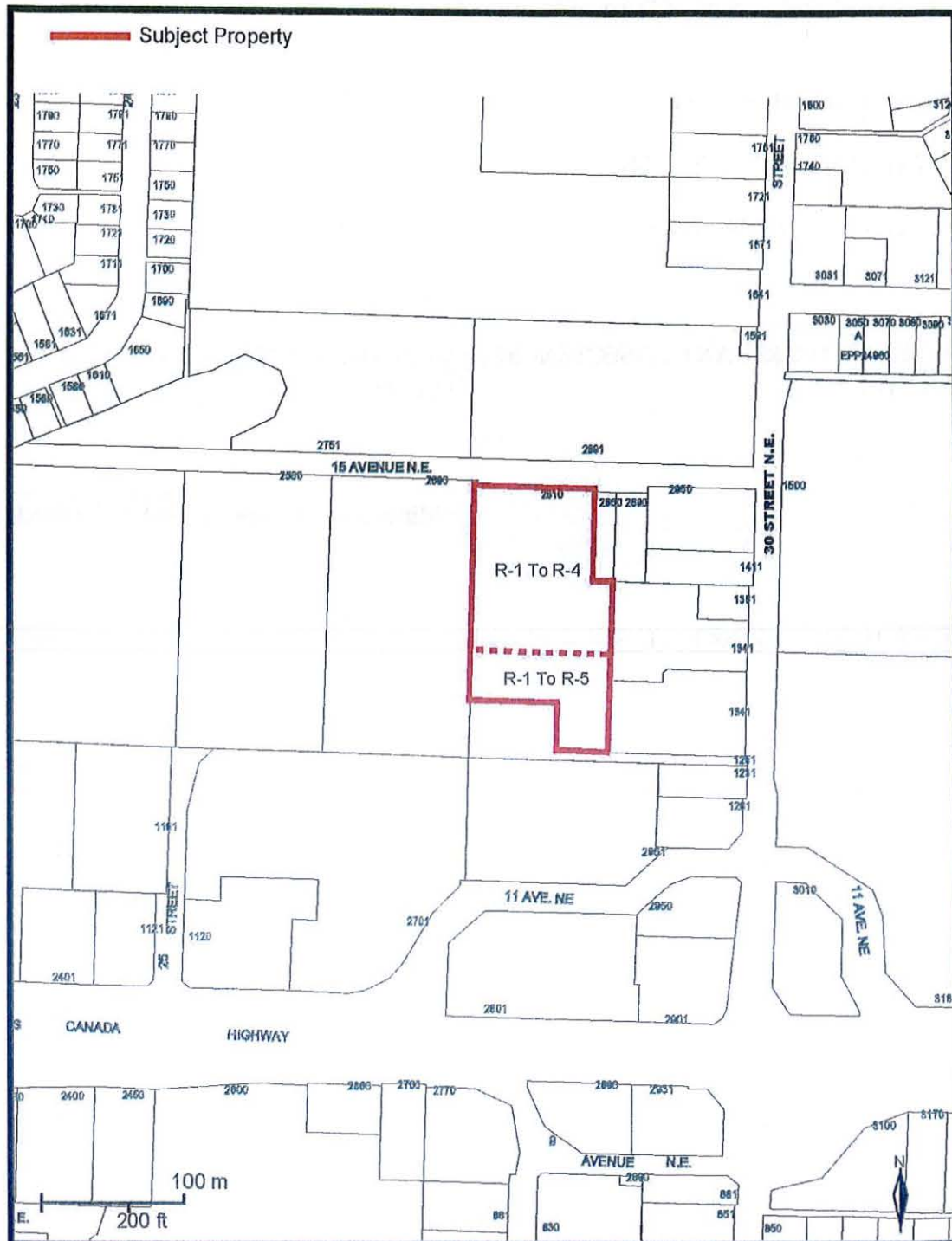
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 8.3

CITY OF SALMON ARM

Date: October 10, 2017

Moved: Councillor Harrison

Seconded: Councillor Jamieson

THAT: the bylaw entitled City of Salmon Arm Highway Closure No. 4189 be read a first, second and third time;

AND THAT: Authorization be granted for the sale of Closed Road, a Portion of 11 Avenue NE (Plans 1327, B6229, KAP45014 and KAP48555) and a Portion of 20 Street NE (Plans 1327, B6229 and KAP48555), Section 24, Township 20, Range 10, W6M, KDYD, as shown on Appendix 1 of the Staff Report dated October 2, 2017, to 1097792 BC Ltd. for the sum of \$40,000.00;

AND THAT: Final Reading of City of Salmon Arm Highway Closure Bylaw No. 4189 and the sale of the above noted lands be subject to the following:

1. 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); and
2. Approval of the Bylaw by the Ministry of Transportation and Infrastructure.

[Highway Closure Bylaw No. 4189 – Portion of 11 Avenue NE and Portion of 20 Street NE]

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: October 2, 2017

SUBJECT: Proposed Road Closure and Disposal – Part of 11 Avenue NE and 20 Street NE
 Proposed Sale of Municipal Property: Portion of 11 Avenue NE (Plans 1327, B6229, KAP45014 and KAP48555) and a Portion of 20 Street NE (Plans 1327, B6229 and KAP48555), Section 24, Township 20, Range 10, W6M, KDYD
 Applicant: 1097792 BC Ltd., Parmjit Chahal

MOTION FOR CONSIDERATION

THAT: City of Salmon Arm Highway Closure Bylaw No. 4189 proceed to first, second and third readings;

AND THAT: Authorization be granted for the sale of Closed Road, a Portion of 11 Avenue NE (Plans 1327, B6229, KAP45014 and KAP48555) and a Portion of 20 Street NE (Plans 1327, B6229 and KAP48555), Section 24, Township 20, Range 10, W6M, KDYD, as shown on APPENDIX 1, to 1097792 BC Ltd. for the sum of \$ 40,000.00;

AND THAT: Final Reading of City of Salmon Arm Highway Closure Bylaw No. 4189 and the sale of the above noted lands be subject to the following:

1. 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);

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The identified area in the Motion for Consideration is adjacent to 1141 – 11 Avenue NE and 1181 – 20 Street NE which is currently under application for subdivision. The purpose of the road closure and disposition is to incorporate the currently dedicated, unconstructed piece of road into the two properties and future development. A location map, orthophoto and copy of Bylaw No. 4189 are attached as APPENDICES 1, 2 and 3 respectively.

BACKGROUND

The area identified for the road closure and disposition is 0.165 ha (0.4 acres) in size on the west side of the intersection of 11 Avenue NE and 20 Street NE. The area is currently unconstructed and not required for future road construction. The proposed closure was requested by the adjoining property owners 109772 BC Ltd., Parmjit Chahal and will be consolidated into the adjacent parcels to the west. This land will then be incorporated into a proposed strata development.

Based on an appraisal provided by Cosh Property Appraisals the proposed portion of road to be closed has a value of \$40,000.00. Council agreed in principle to the sale price and the applicants' proposal subject to the road closure bylaw, referral to outside agencies, public notification, approval under the Contaminated Sites regulations, and the applicant being responsible for all associated costs.

More specifically, the raising of title of the road and proposed land transfer, assuming the adoption of Bylaw No. 4189 would not be considered by the City's Approving Officer until the following conditions have been completed:

1. The subject lands being consolidated with Lot 2, Plan 14376 and Lot 1, Plan KAP64666 congruently with the proposed subdivision;
2. Registration of a statutory right of way, as shown in APPENDIX 2, for the protection of City utility mains;
3. Registration of a statutory right of way, as required by Fortis BC, for protection of the existing gas main;
4. Registration of a statutory right of way, as required by BC Hydro, for the protection of existing infrastructure;
5. All associated costs being the responsibility of 1097792 BC Ltd.

COMMENTS

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

Ministry of Transportation & Infrastructure

No concerns. Preliminary Approval granted.

BC Hydro

BC Hydro has existing infrastructure within the area of proposed road closure. Registration of a statutory right of way will be required.

FortisBC

FortisBC has an existing gas main within the area of proposed road closure. Registration of a statutory right of way will be required.

Building Department

No concerns.

Fire Department

No concerns.

Engineering Department

No concerns, subject to registration of statutory right of way for protection of City utility mains.

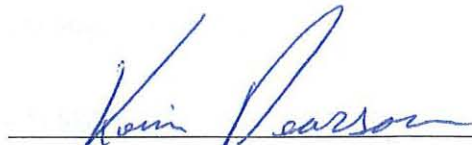
Planning Department

Staff are in support of the road closure and disposition as proposed for the following reasons:

1. The dedicated road is not required for future road networks plans. Enough dedication will be maintained for future ultimate road widths and intersection.
2. Staff is of the opinion that the proposal will benefit the adjoining development and provide a use for a vacant piece of unused City property.
3. The assessed value of the land will provide fair compensation to the City and has been confirmed through third party appraisal.



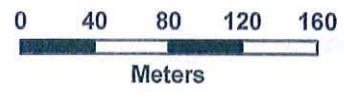
Prepared by: Wesley Miles, MCIP, RPP
Planning and Development Officer



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



Location Map



 Subject Parcel

Orthophoto

20 STREET NW

Rem.

25

PLAN B7832

12

KAP75930

2081

PLAN 48555

PLAN 53754

Proposed
Closed Road

PLAN 64666

1141

PLAN 45014

PLAN 46073

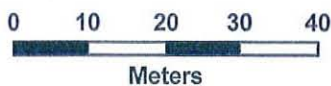
1910

KAP50780

PLAN 1064

PLAN 4081

KAP48954



Subject Parcel

CITY OF SALMON ARM

BYLAW NO. 4189

Being a Bylaw to Close to Traffic, Remove the Dedication as Highway and Dispose of a Portion of 11th Avenue NE (Plans 1327, B6229, KAP45014 and KAP48555) and a Portion of 20th Street NE (Plans 1327, B6229 and KAP48555) Section 24, 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 0.165 hectares dedicated at the Kamloops Land Title Office by (Plans 1327, B6229, KAP45014 and KAP48555) Section 24, Township 20, Range 10, W6M, KDYD and by (Plans 1327, B6229 and KAP48555) Section 24, Township 20, Range 10, W6M, KDYD which is shown outlined in bold black ("Closed Road") on the Reference Plan prepared by Browne Johnson Land Surveyors, on July 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 1097792 BC Ltd.;

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 1097792 BC Ltd.
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 0.165 hectares dedicated at the Kamloops Land title Office by (Plans 1327, B6229, KAP45014 and KAP48555) Section 24, Township 20, Range 10, W6M, KDYD and by (Plans 1327, B6229 and KAP48555) Section 24, 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. 4189".

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 41 (3) OF THE COMMUNITY CHARTER ON
THE DAY OF , 2017

For Minister of Transportation and Infrastructure

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

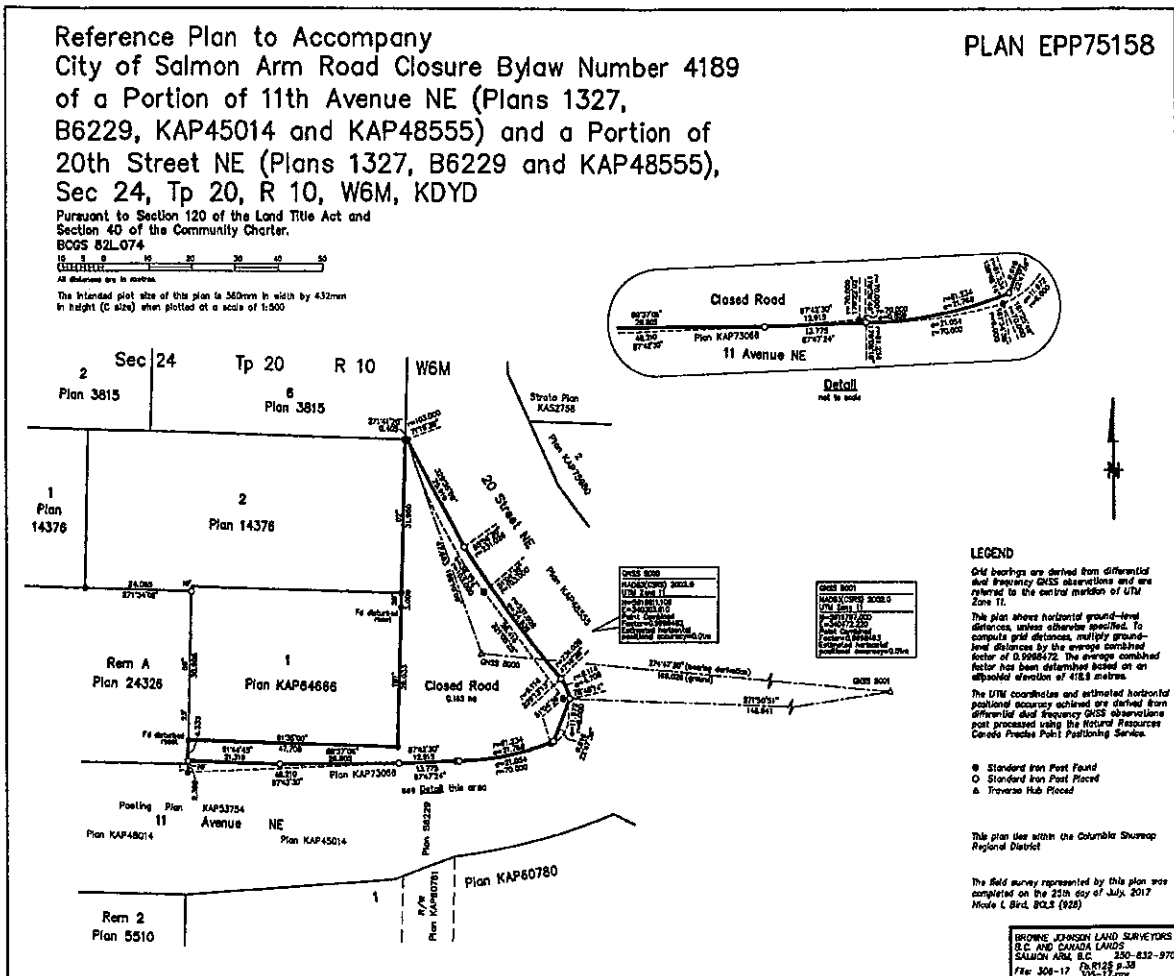
PUBLIC INPUT PROVIDED ON THIS DAY OF 2017

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

SCHEDULE A



DISTRICT OF SALMON ARM

BYLAW NO. 3156

A bylaw to stop up and close to traffic, a portion of 11th Avenue NE and 20th Street NE

WHEREAS a municipality may, by bylaw, pursuant to Section 527 of the Local Government Act, R.S.B.C. 1996, c. 323, close a highway, or a portion of it, to traffic;

AND WHEREAS the following described portion of highway in the District of Salmon Arm is not required by the District of Salmon Arm:

Part of 11th Avenue NE and part of 20th Street NE, Section 24, Township 20, Range 10, W6M, K.D.Y.D. as outlined on the plan attached hereto and forming part of this bylaw.

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

1. That part of highway known and described as that certain parcel or tract of land situate in the District of Salmon Arm and Province of British Columbia, more particularly described as closed road being part of 11th Avenue NE [Plans 1327, B6229, KAP45014 and KAP48555] and part of 20th Street NE [Plans 1327, B6229 and KAP48555], Section 24, Township 20, Range 10, W6M, K.D.Y.D. shown on the plan attached hereto and forming part of this bylaw is hereby stopped up and closed.
2. This bylaw shall be advertised in two consecutive issues of the Salmon Arm Observer prior to the adoption thereof.
3. This bylaw may be cited as "**District of Salmon Arm Stopping Up and Closure Bylaw No. 3156**".

READ A FIRST TIME THIS 28th DAY OF January 2002

READ A SECOND TIME THIS 28th DAY OF January 2002

READ A THIRD TIME THIS 28th DAY OF January 2002

ADOPTED BY COUNCIL THIS 8th DAY OF April 2002

"C.N. MAYES"
 MAYOR

"D.B. LAGORE"
 CLERK

PLAN KAP_____

Reference Plan of Part of
11th Avenue N.E. (Plans 1327, B6229, KAP45014
and KAP48555) and Part of
20th Street N.E. (Plans 1327, B6229 and KAP48555),
Sec.24, Tp.20, R.10, W6M, K.D.Y.D.

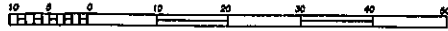
Deposited in the Land Title Office at Kamloops, B.C.
this day of 2001

Regist.

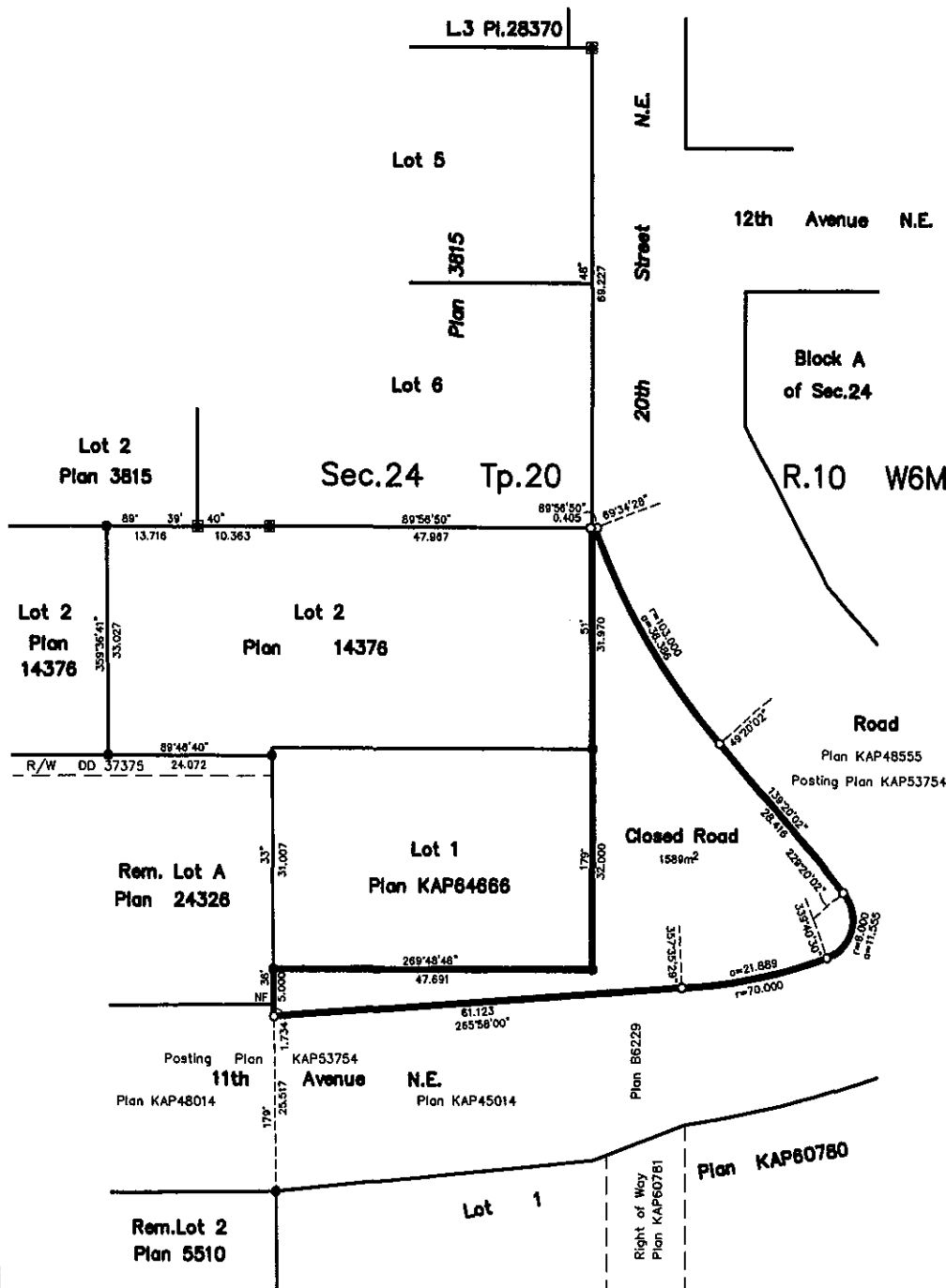
To accompany District of Salmon Arm Road Closure Bylaw #3158.

Scale 1:500

B.C.G.S. 82L.074



All distances are in metres.



LEGEND

Bearings are astronomic and are derived fr.
Plan KAP64666.

- Standard Iron Post Found
- Standard Iron Post Placed
- Non-Standard Round Iron Post Found

This plan lies within Columbia-Shuswap
Regional District.

I, J. C. Johnson, a British Columbia land surveyor,
of the District of Salmon Arm, in British Columbia,
certify that I was present at and personally super-
intended the survey represented by this plan, and
that the survey and plan are correct. The survey
was completed on the 20th day of December, 2001.

B.C.L.

BROWNE JOHNSON LAND SURVEYORS
B.C. AND CANADA LANDS
SALMON ARM, B.C. Ph.832-9701
File: 24-00 Fb.435 p.14-16

CITY OF SALMON ARM

BYLAW NO. 4189

Being a Bylaw to Close to Traffic, Remove the Dedication as Highway and Dispose of a Portion of 11th Avenue NE (Plans 1327, B6229, KAP45014 and KAP48555) and a Portion of 20th Street NE (Plans 1327, B6229 and KAP48555) Section 24, 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 0.165 hectares dedicated at the Kamloops Land Title Office by (Plans 1327, B6229, KAP45014 and KAP48555) Section 24, Township 20, Range 10, W6M, KDYD and by (Plans 1327, B6229 and KAP48555) Section 24, Township 20, Range 10, W6M, KDYD which is shown outlined in bold black ("Closed Road") on the Reference Plan prepared by Browne Johnson Land Surveyors, on July 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 1097792 BC Ltd.;

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 1097792 BC Ltd.
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 0.165 hectares dedicated at the Kamloops Land title Office by (Plans 1327, B6229, KAP45014 and KAP48555) Section 24, Township 20, Range 10, W6M, KDYD and by (Plans 1327, B6229 and KAP48555) Section 24, 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 AND REPEAL

10. "District of Salmon Arm Stopping Up and Closure Bylaw No. 3156" and all amendments thereto are hereby repealed.
11. This Bylaw may be cited for all purposes as the "City of Salmon Arm Highway Closure Bylaw No. 4189".

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 41 (3) OF THE COMMUNITY CHARTER ON
THE DAY OF , 2017

For Minister of Transportation and Infrastructure

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

PUBLIC INPUT PROVIDED ON THIS DAY OF 2017

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER



Item 8.4

CITY OF SALMON ARM

Date: October 10, 2017

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm 2017 to 2021 Financial Plan Amendment Bylaw No. 4228 be read a first, second and third time.

Vote Record

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

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



City of Salmon Arm

Memorandum from the Chief Financial Officer

Date: September 29, 2017
 To: Mayor Cooper and Members of Council
 Subject: 2017 Amended Budget

Recommendation

That: Bylaw No. 4288 cited as "City of Salmon Arm 2017 to 2021 Financial Plan Amendment Bylaw No. 4288" be given 3 readings.

Background

The 2017 Final Budget requires an amendment to reflect Council resolutions and to redirect allocations between budget accounts.

General Fund

Revenue

Fire Protection – Wildfire Cost Recovery (Redirected to FF Payroll and Apparatus Reserve)	\$ 96,500.00
Police Protection – Closed Caption Video Surveillance Equip. (To reflect recovery)	10,000.00
Building Permit Revenue (As resolved by Council)	60,000.00
Traffic Fine Revenue Sharing Grant (To reflect actual. Grant based on previous year's traffic fines and City's related police protection expenditures – both decreased in 2016)	(45,000.00)
Transfer from Reserve – Unexpended Capital (As resolved by Council & portion redirected to Flood Control expenditures)	44,315.00
Transfer from Reserve – Future Expenditure (As resolved by Council)	2,000.00
Transfer from Reserve – Canada Day Celebrations (As resolved by Council)	5,000.00
Transfer from Reserve – Civic Building – Debt Reserve (As resolved by Council – Debt Strategy)	60,130.00
Transfer from Reserve – Records Management (As resolved by Council – Debt Strategy)	50,000.00
Transfer from Reserve – Photocopier Replacement (As resolved by Council – Debt Strategy)	25,000.00
Transfer from Reserve – Office Equipment & Furniture (As resolved by Council – Debt Strategy)	50,000.00
Transfer from Reserve – Ortho Project (As resolved by Council – Debt Strategy & Storm Event)	120,000.00
Transfer from Reserve – Electronic Ticket Writer (As resolved by Council – Debt Strategy)	20,000.00
Transfer from Reserve – Paid on Call FF Remuneration Review (As resolved by Council)	5,000.00
Transfer from Reserve – 20 Ave/20 St Intersection Realignment (To correct allocation)	4,750.00
Transfer from Reserve – CPR Crossing (To correct allocation)	(4,750.00)
Transfer from Reserve – 10 Ave SW Road Project (As resolved by Council – Debt Strategy)	134,000.00
Transfer from Reserve – 4 St Connector (As resolved by Council)	60,000.00
Transfer from Reserve – Canoe Beach - Reclamation (As resolved by Council)	26,080.00
Transfer from Reserve – RCMP Chair Replacement (As resolved by Council)	7,000.00

Transfer from Reserve - Wharf - Dredging (To amalgamate reserves to one account. Offsets with expenditure for same)	503,640.00
Transfer from Reserve - Wharf - Major Maintenance (To amalgamate reserves to one account. Offsets with expenditure for same)	379,160.00
Transfer from Reserve - Wharf - Float Replacement (To amalgamate reserves to one account. Offsets with expenditure for same)	203,760.00
School Tax Requisition - Residential (Provision to reflect actual - Requisition received after Final Budget adoption in April/2017 - Offsets with expenditure for same)	(40,000.00)
School Tax Requisition - Non-Residential (Provision to reflect actual - Requisition received after Final Budget adoption in April/2017 - Offsets with expenditure for same)	(170,000.00)
Regional Hospital District Tax Requisition (Provision to reflect actual - Requisition received after Final Budget adoption in April/2017 - Offsets with expenditure for same)	40,000.00
BC Assessment Authority Tax Requisition (Provision to reflect actual - Requisition received after Final Budget adoption in April/2017 - Offsets with expenditure for same)	(21,300.00)
Regional District Tax Requisition (Provision to reflect actual - Requisition received after Final Budget adoption in April/2017 - Offsets with expenditure for same)	2,635.00
MFA Tax Requisition (Provision to reflect actual - Requisition received after Final Budget adoption in April/2017 - Offsets with expenditure for same)	45.00

Expenses

Civic Building - Contracted Service (As resolved by Council)	\$ 1,000.00
Civic Building - Leased Area (To reflect actual)	(2,500.00)
Wages and Benefits (To reflect vacancies)	(80,000.00)
Other Wages (To reflect actual)	(5,000.00)
Communications - Contracted Services (Provision for communication initiatives)	25,000.00
Staff Training (To reflect actual - Redirected to GST Audit)	(10,000.00)
Conferences and Seminars (To reflect actual)	(2,500.00)
Contracted Services (To reflect actual - Financial Services Assistance - Attributed to Dept. vacancy)	5,000.00
Labour Relations (Redirected to Investigations - Contracted Services and Communications Strategy)	(25,000.00)
Council/Staff Orientation/Retreat (Redirected to Communications Strategy)	(5,000.00)
Office Furniture and Equipment (To reflect actual)	(2,500.00)
Video Training Library (To reflect actual)	(500.00)
Workplace Initiatives - Lunch & Learn (To reflect actual)	(1,500.00)
GST Audit (To reflect GST Audit results for 2015, 2016 and 2017. GST on Franchise Fee erroneously processed as revenue in 2015 and Canoe Beach Rental Agreements, Airport Ground Rentals, Sea Dog Lease, Subdivision Inspection Fees are subject to GST - Procedures have been changed to reflect same)	40,000.00
Workplace Investigations - Contracted Services (Provision for two (2) workplace investigations)	20,000.00
IT - Publications and Memberships (To reflect actual)	(500.00)
IT - Training and Development (To reflect actual)	(2,000.00)
IT - Computer Supplies (To reflect actual)	(5,000.00)
IT - Server Rentals (To reflect actual - Server rollover project repayment less than anticipated)	(5,000.00)
GIS - Wages and Benefits (To reflect actual - a portion of wages allocated to Police Services Budget)	(5,000.00)
GIS - Training and Development (To reflect actual)	(2,500.00)
GIS - Contracted Services (To reflect actual)	(5,000.00)
Professional Development (To reflect actual)	(5,000.00)
Grant - Scholarship (Due to family issues - student will attend in 2018)	(500.00)
Grant - SILGA Gift Basket Grant (As resolved by Council)	100.00
Grant - EDS - Community Branding Project (As resolved by Council)	14,500.00
Fire Department - Insurance/Benefits (As resolved by Council)	5,000.00
Fire Department - Fire Fighter - Wildfire Remuneration (To reflect actual)	25,000.00

Fire Department – Wages and Benefits (Redirected to Contracted Services for same)	(20,000.00)
Fire Department – Contracted Services (Redirected from above)	20,000.00
Police Services – RCMP Force (As resolved by Council)	(200,000.00)
Police Services – Front Counter Modifications (Redirected to Capital)	(18,000.00)
Law Enforcement – Vandalism Reward (To reflect actual)	(3,000.00)
Transportation – Land – 720 – 22 St NE Maintenance (As resolved by Council and provision for property taxes and insurance)	45,000.00
Transportation – Asphalt Patching (Redirected from Weed Control – see below)	15,000.00
Transportation – Weed Control (Sidewalks) (Savings attributed to use of student)	(15,000.00)
Transportation – Road Allowances (Redirected to Flood Control Maintenance)	(6,185.00)
Transportation – Flood Control (Attributed to weather and emergency flood events)	65,500.00
Transportation – Transit Shelters (Redirected to Shoemaker Hill/ Auto Road Extension Reserve in conjunction with Capital Plan)	(5,000.00)
Transportation – Outfall Rehabilitation/Cleaning (Redirected to Shoemaker Hill/ Auto Road Extension Reserve in conjunction with Capital Plan)	(5,000.00)
Transportation – Agricultural Ditching (Redirected to Safeway Fields Maintenance)	(7,000.00)
Transportation – Restoration of Gravel Roads (Redirected to Shoemaker Hill/ Auto Road Extension Reserve in conjunction with Capital Plan and Parks – Storm Event)	(15,000.00)
Transportation – Traffic Calming Device (As resolved by Council)	15,000.00
Transportation – Storm Event – May 23, 2017 (As resolved by Council)	40,000.00
Downtown Parking – Legion Parking Lot (Provision for snow removal)	3,300.00
Environmental Studies (As resolved by Council)	(10,000.00)
Inashiki, Japan – Twining (To reflect actual)	(2,500.00)
Parks – Greenhouse Maintenance (Redirected to Mosquito Park Washroom Maintenance)	(1,900.00)
Parks – Canoe Beach Maintenance (Redirected to Canoe Wharf Maintenance)	(3,300.00)
Parks – Canoe Wharf Maintenance (Provision for damages during the high water and wind storm event.)	3,300.00
Parks – Safeway Fields Maintenance (Provision for replacement of missing section of fence along 3 Street frontage – safety issue)	7,000.00
Parks – Other Park Maintenance (Redirected to Lawn Bowling Maintenance)	(400.00)
Parks – Lawn Bowling Maintenance (Provision for new greens contract)	400.00
Parks – Canoe Beach Rental Lots (As resolved by Council)	26,080.00
Parks – Mosquito Park Washroom Maintenance (Provision for additional opening/closing)	1,900.00
Parks – Bike Rack Repair Station (As resolved by Council)	900.00
Parks – Peoples Corner – Landscape Upgrade (Deferred to 2018 – Redirected to Reserve)	(30,000.00)
Parks – Storm Event – May 23, 2017 (As resolved by Council)	40,000.00
Canada Day Celebrations (As resolved by Council)	5,000.00
Council Initiatives (As resolved by Council)	(11,500.00)
Transfer to Reserve – Communication Plan (Redirected to Communication Plan – Toolkit development)	5,000.00
Transfer to Reserve – GPS (As resolved by Council – Debt Strategy)	(5,000.00)
Transfer to Reserve – Ortho (As resolved by Council – Debt Strategy)	(15,000.00)
Transfer to Reserve – Records Management (As resolved by Council – Debt Strategy)	(5,000.00)
Transfer to Reserve – Bylaw – Electronic Ticket Writer (As resolved by Council – Debt Strategy)	(2,000.00)
Transfer to Reserve – Shoemaker Hill/ Auto Road Extension (As resolved by Council Debt Strategy)	62,000.00
Transfer to Reserve – 20 Ave/20 St Intersection Realignment (As resolved by Council – Debt Strategy)	203,630.00
Transfer to Reserve – Downtown (General) Parking (As resolved by Council – Debt Strategy)	255,000.00
Transfer to Reserve – Peoples Corner – Landscape Upgrade (Deferred to 2018 Budget)	40,000.00

Transfer to Reserve - Wharf – Float Replacement (To amalgamate reserves to one account. Offsets with expenditure for same)	(50,000.00)
Transfer to Reserve - Wharf – Major Maintenance (To amalgamate reserves to one account. Offsets with expenditure for same)	(25,000.00)
Transfer to Reserve - Wharf – Dredging (To amalgamate reserves to one account. Offsets with expenditure for same)	(5,000.00)
Transfer to Reserve - Wharf/Float – Major Maintenance (To amalgamate reserves to one account. Offsets with expenditure for same)	1,166,560.00
Transfer to Reserve - Emergency Apparatus (Attributed to wildfire cost recovery)	71,500.00
Transfer to Reserve - Downtown Specified Area Parking Lot (Redirected to Legion Parking Lot Maintenance – see above)	(3,300.00)
School Tax Requisition – Residential (Provision to reflect actual – Requisition received after Final Budget adoption in April/2017 – Offsets with expenditure for same)	(40,000.00)
School Tax Requisition – Non-Residential (Provision to reflect actual – Requisition received after Final Budget adoption in April/2017 – Offsets with expenditure for same)	(170,000.00)
Regional Hospital District Tax Requisition (Provision to reflect actual – Requisition received after Final Budget adoption in April/2017 – Offsets with expenditure for same)	40,000.00
Regional District Tax Requisition (Provision to reflect actual – Requisition received after Final Budget adoption in April/2017 – Offsets with expenditure for same)	2,935.00
BC Assessment Authority Tax Requisition (Provision to reflect actual – Requisition received after Final Budget adoption in April/2017 – Offsets with expenditure for same)	(21,300.00)
MFA Tax Requisition (Provision to reflect actual – Requisition received after Final Budget adoption in April/2017 – Offsets with expenditure for same)	45.00

Capital

General – Council Chambers – Audio/Visual Upgrade (As resolved by Council)	\$ 175,000.00
Fire - Fire Engine (As resolved by Council - Funded from Reserve)	15,500.00
Police Building – Front Counter Modifications (Redirected from o & m and additional Funds required due to redesign to meet service needs - Funded from Reserve)	35,000.00
Police Building – Hazardous Chemicals Equipment & Room Construction (Provision for a dedicated Negative Pressure Fume Hood and ION Scanner and construction of safe handling room for identification and handling of hazardous chemicals i.e. Fentanyl, etc. Funded from Reserve)	75,000.00
Transportation – Drainage - Storm Water Master Plan (To reflect funding change from Drainage Reserve Fund to Drainage Reserve Account - No budget impact)	90,000.00
Transportation – Roads – Lakeshore Road (Appleyard – 20 St NE (As resolved by Council)	50,000.00
Transportation – Roads – Lakeshore Road (26 Ave – 20 St NE) – Design (As resolved by Council)	(30,000.00)
Transportation – Canoe Beach Relocation – Detailed Design (Reallocated to Flood Control)	(59,315.00)
Transportation – Foothills Road (Hobson Creek) (As resolved by Council)	171,000.00
Transportation – 42 St NW (Gleneden Creek) (As resolved by Council)	117,000.00
Transportation – 50 St NW (Gayle Creek) (As resolved by Council)	49,000.00
Transportation – 6000 Block of Okanagan Ave (East Canoe Creek) (As resolved by Council)	98,000.00
Transportation – Underpass – Construction (As resolved by Council)	10,500,000.00
Transportation – Equipment – 2 Underplows for Unit No. 62 and 57 (Funded from Equipment Replacement Reserve Fund. No budget impact)	30,000.00
Parks – Alain Boucher Memorial Park – Playground Equip. (As resolved by Council)	15,000.00
Parks – SAGA Building – Canada 150 Art Gallery Plaza (Unsuccessful grant application. No budget impact)	(35,000.00)

Water Fund

Revenues

Transfer from Prior Years Surplus (Provision for WTP - Chemicals & 1860 Pump Station repairs) \$26,500.00

Expenditures

Water Treatment Plant - Chemicals (Provision for additional chemicals due to high significant
 Water consumption during summer months and the issues associated with Metford Dam) \$20,000.00

1860 Pump Station Maintenance (Provision for to rebuild Pump No. 2 which failed this past Spring) 6,500.00

Capital

2 St SE (10 Ave – 5 Ave) Construction (As resolved by Council) \$ 31,950.00

2 St SE (10 Ave – 5 Av) Design (As resolved by Council) (5,010.00)

10 Ave NE (50 St – 300 m East) (As resolved by Council) (160,000.00)

Metford Dam – Flooding (As resolved by Council) 330,000.00

Metford Dam – Toe Berm - Construction (As resolved by Council) (130,000.00)

SCADA – Programming (Provision for carry forward project) 15,000.00

Zone 5 Booster Station – Construction (Provision for grant application – As resolved by Council) 1,950,000.00

Sewer Fund

Expenditures

Biosolids – Handling (Redirected to Shuswap Watershed Program) \$(10,000.00)

Shuswap Watershed Program (Erroneously missed during budget preparation) 10,000.00

Capital

2 St SE (10 Ave – 5 Ave) Construction (As resolved by Council. No budget impact) \$ 52,350.00

2 St SE (10 Ave – 5 Av) Design (As resolved by Council. No budget impact) (46,000.00)

SCADA – Programming (Provision for carry forward project. No budget impact) (15,000.00)

WPCC – Pieralisi Centrifuge – Repairs (As resolved by Council. No budget impact) 55,000.00



Monica Dalziel, CPA, CMA

CITY OF SALMON ARM

BYLAW NO. 4228

A bylaw to amend the 2017 to 2021 Financial Plan

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

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

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

1. "Schedule "A" of "City of Salmon Arm 2017 to 2021 Financial Plan Bylaw No. 4205" is hereby deleted in its entirety and replaced with Schedule "A" attached hereto and forming part of this bylaw.
2. "Schedule "B" of "City of Salmon Arm 2017 to 2021 Financial Plan Bylaw No. 4205" is hereby deleted in its entirety and replaced with Schedule "B" attached hereto and forming part of this bylaw.

3. SEVERABILITY

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

4. ENACTMENT

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

5. EFFECTIVE DATE

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

6. CITATION

This bylaw may be cited for all purposes as "City of Salmon Arm 2017 to 2021 Financial Plan Amendment Bylaw No. 4228".

READ A FIRST TIME THIS DAY OF 2017

READ A SECOND TIME THIS DAY OF 2017

READ A THIRD TIME THIS DAY OF 2017

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

Schedule "A" - Bylaw #4228

City of Salmon Arm

2017 - 2021 Financial Plan

	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Consolidated Revenues					
Property and MRDT Taxes - Net	\$ 17,397,850	\$ 17,745,807	\$ 18,100,723	\$ 18,462,738	\$ 18,831,992
Frontage & Parcel Taxes	3,246,090	3,311,012	3,377,232	3,444,777	3,513,672
Sales of Service	7,676,060	7,829,581	7,986,173	8,145,896	8,308,814
Revenue From Own Sources	2,322,139	2,368,582	2,415,953	2,464,272	2,513,558
Rentals	776,485	792,015	807,855	824,012	840,492
Federal Government Transfers	-	-	-	-	-
Provincial Government Transfers	348,200	355,164	362,267	369,513	376,903
Other Government Transfers	210,160	214,363	218,650	223,023	227,484
Transfer From Prior Year Surplus	975,226	994,731	1,014,625	1,034,918	1,055,616
Transfer From Reserve Accounts	2,373,965	2,421,444	2,469,873	2,519,271	2,569,656
Transfer From Reserve Funds	12,810	12,810	12,810	12,810	12,810
Total Consolidated Revenues	\$35,338,985	\$36,045,509	\$ 36,766,162	\$ 37,501,230	\$ 38,250,998
Consolidated Expenditures					
General Government Services	\$ 3,406,955	\$ 3,475,095	\$ 3,544,596	\$ 3,615,489	\$ 3,687,799
Protective Services	5,425,145	5,533,648	5,644,321	5,757,207	5,872,351
Transportation Services	5,063,260	5,164,525	5,267,816	5,373,172	5,480,635
Environmental Health Services	47,777	48,733	49,707	50,701	51,715
Environmental Development Service	2,521,145	2,571,568	2,622,999	2,675,459	2,728,968
Recreation and Cultural Services	4,158,510	4,241,680	4,326,514	4,413,044	4,501,305
Fiscal Services - Interest	1,643,138	1,676,001	1,709,521	1,743,711	1,778,585
Fiscal Services - Principal	1,509,660	1,539,853	1,570,650	1,602,063	1,634,105
Capital Expenditures	2,917,735	2,717,440	2,684,154	3,021,834	2,943,280
Transfer to Surplus	-	-	-	-	-
Transfer to Reserve Accounts	3,452,480	3,779,923	3,942,900	3,737,505	3,950,989
Transfer to Reserve Funds	1,079,380	1,100,968	1,122,987	1,145,447	1,168,356
Water Services	2,176,245	2,219,770	2,264,165	2,309,449	2,355,638
Sewer Services	1,937,555	1,976,306	2,015,832	2,056,149	2,097,272
Total Consolidated Expenditures	\$35,338,985	\$36,045,509	\$ 36,766,162	\$ 37,501,230	\$ 38,250,998

Schedule "A" - Bylaw #4228

2017 - 2021 Financial Plan

City of Salmon Arm

2017	2018	2019	2020	2021
Budget	Budget	Budget	Budget	Budget

Capital Projects

Finances Acquired

General Operating Fund	\$ 2,051,160	\$ 1,882,440	\$ 1,959,154	\$ 1,896,834	\$ 1,953,280
Water Operating Fund	465,500	460,000	250,000	450,000	490,000
Sewer Operating Fund	401,075	375,000	475,000	675,000	500,000
Federal Government Grants	7,418,000	-	25,000	190,000	-
Provincial Government Grants	7,351,280	-	-	190,000	-
Prior Year Surplus	438,990	-	-	-	510,000
Reserve Accounts	5,797,595	90,000	629,700	875,000	690,000
Reserve Funds	1,605,500	725,000	1,287,500	698,500	2,808,750
Development Cost Charges	115,000	2,215,000	2,450,000	2,125,000	2,307,500
Short Term Debt	-	-	-	-	-
Long Term Debt	1,071,000	-	-	-	-
Developer Contributions	1,163,300	40,000	40,000	40,000	40,000

Total Funding Sources

\$ 27,878,400	\$ 5,787,440	\$ 7,116,354	\$ 7,140,334	\$ 9,299,530
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Finances Applied

Transportation Infrastructure	\$ 16,329,785	\$ 3,462,000	\$ 3,692,000	\$ 5,079,500	\$ 4,222,000
Buildings	4,537,985	165,300	335,476	117,000	197,000
Land	-	-	-	-	-
IT Infrastructure	1,179,665	180,000	115,000	125,000	721,500
Machinery and Equipment	1,534,260	550,140	656,378	383,834	1,192,780
Vehicles	125,000	130,000	-	90,000	35,000
Parks Infrastructure	665,265	495,000	322,500	260,000	966,250
Utility Infrastructure	3,506,440	805,000	1,995,000	1,085,000	1,965,000

Total Capital Expense

\$ 27,878,400	\$ 5,787,440	\$ 7,116,354	\$ 7,140,334	\$ 9,299,530
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Departmental Summary:

2017	2018	2019	2020	2021
Budget	Budget	Budget	Budget	Budget

General Government Services	\$ 974,500	\$ 183,500	\$ 108,500	\$ 108,500	\$ 193,500
Protective Services	859,500	380,000	55,000	145,000	805,000
Transportation Services	17,504,645	3,770,000	3,875,000	5,376,000	4,523,500
Environmental Health Services	60,295	25,000	-	12,500	2,500
Environmental Development Services	-	-	-	-	-
Recreation and Cultural Services	1,000,195	553,940	1,012,854	333,334	1,235,030
Water Services	4,235,555	500,000	1,590,000	490,000	2,040,000
Sewer Services	3,243,710	375,000	475,000	675,000	500,000

Total by Department

\$ 27,878,400	\$ 5,787,440	\$ 7,116,354	\$ 7,140,334	\$ 9,299,530
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03/10/2017

2017-2021.xls FP Bylaw (Cap)

Schedule "B" – Bylaw #4228
2017 Revenue Policy Disclosure

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

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

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

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

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

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

Schedule "B" – Bylaw #4228
2017 Revenue Policy Disclosure

Table 1: Proportions of Total Revenue

Revenue Source	Percentage to Total Revenue Includes Conditional Government Transfers	Percentage to Total Revenue Excludes Conditional Government Transfers
Property Taxes	35.52%	52.98%
Parcel Taxes	6.63%	9.89%
User Fees, Charges and Interest Income	22.00%	32.81%
Other Sources	33.66%	1.06%
Proceeds From Borrowing	2.19%	3.26%
	100.00%	100.00%

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

The City reviewed the property tax multiple structure and equalized the general municipal property tax rate and associated multiple for Class 5 (Light Industry) and Class 6 (Business) by shifting \$174,700.69 in general municipal property taxes from Class 5 (Light Industry) to Class 6 (Business) commencing in 2017. This property tax stability strategy is in keeping with its objective to maintain tax stability while maintaining equality between property classifications.

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

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

Schedule "B" – Bylaw #4228
2017 Revenue Policy Disclosure

Table 2: Distribution of Property Taxes Between Property Classes

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

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

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

Table 3: Permissive Tax Exemptions

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

Schedule "B" – Bylaw #4228
2017 Revenue Policy Disclosure

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

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

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

Table 4: Revitalization Tax Exemptions

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

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

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

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

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

Schedule "B" – Bylaw #4228
2017 Revenue Policy Disclosure

Table 5: Revitalization Tax Exemptions

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

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Item 9.1

CITY OF SALMON ARM

Date: October 10, 2017

Moved: Councillor Jamieson

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4222 be read a final time.

[ZON-1093; BC Transportation Financing Authority / Ministry of Transportation & 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 28th DAY OF August 2017

READ A SECOND TIME THIS 28th DAY OF August 2017

READ A THIRD TIME THIS 11th DAY OF September 2017

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 15th DAY OF September 2017

"R. BITTE"

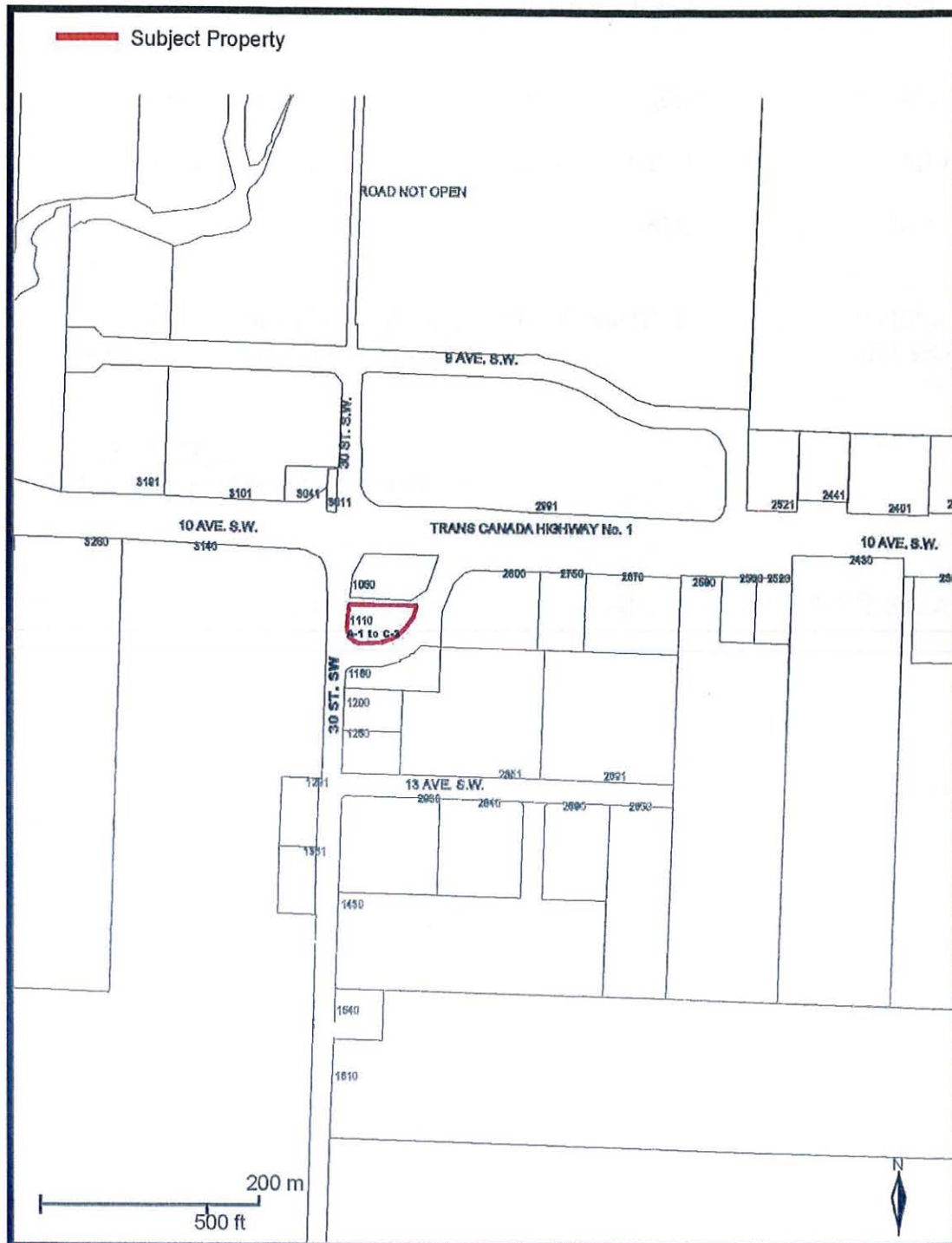
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 9.2

CITY OF SALMON ARM

Date: October 10, 2017

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the bylaw entitled Highway Closure Bylaw No. 4203 be read a final time.

[Highway Closure Bylaw No. 4203 - Part of Road, Plan EPP947]

Vote Record

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

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

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 28th DAY OF August 2017

READ A SECOND TIME THIS 28th DAY OF August 2017

READ A THIRD TIME THIS 28th DAY OF August 2017

APPROVED PURSUANT TO SECTION 41 (3) OF THE COMMUNITY CHARTER ON
THE 15 DAY OF Sep, 2017



For Minister of Transportation and Infrastructure

PUBLIC NOTICE OF INTENTION TO PROCEED ADVERTISED IN THE SALMON ARM
OBSERVER ON THE 13th DAY OF SEPTEMBER, 2017 AND THE 20th DAY OF
SEPTEMBER, 2017.

PUBLIC INPUT PROVIDED ON THIS 11th DAY OF OCTOBER, 2017

ADOPTED BY COUNCIL THIS DAY OF 2017

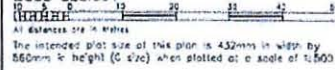
MAYOR

CORPORATE OFFICER

SCHEDULE A

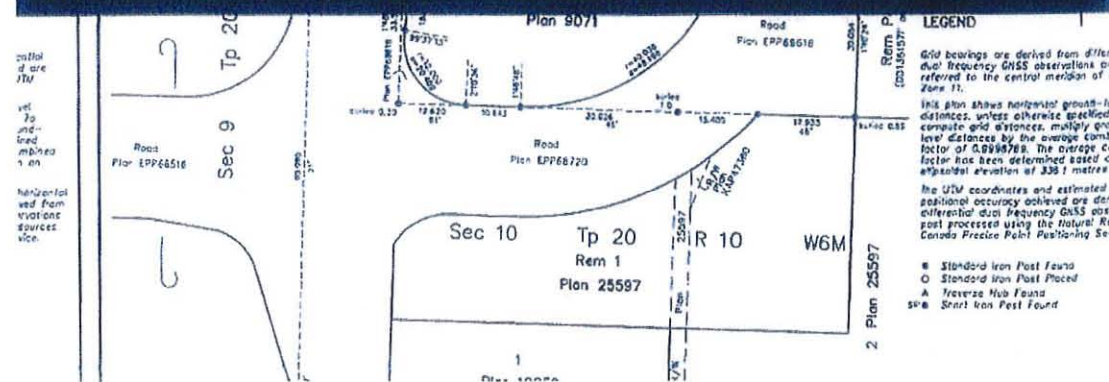
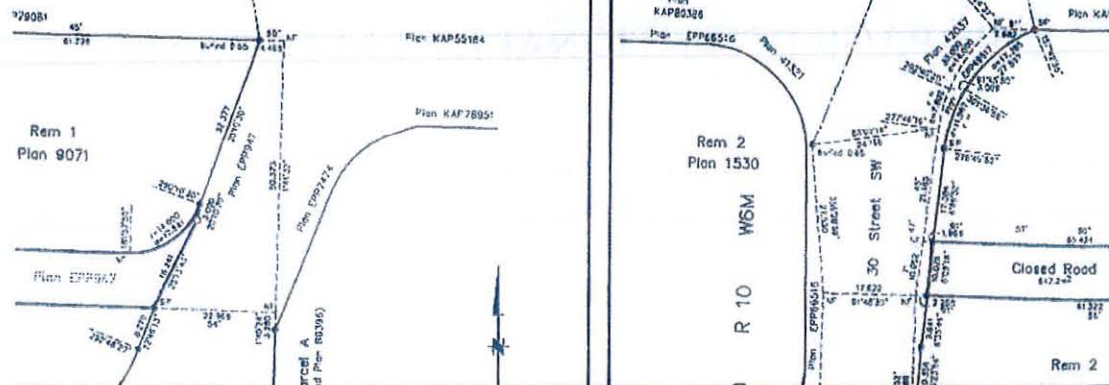
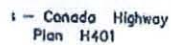
Reference Plan to Accompany
City of Salmon Arm Road Closure Bylaw Number 4203
of a Portion of Road, Sec 10, Tp 20, R 10,
W6M, KDYD, Plan EPP947

Pursuant to Section 120 of the Land Title Act and
Section 40 of the Community Charter.

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INFORMATIONAL CORRESPONDENCE - OCTOBER 10, 2017

1. Building Department - Building Statistics -- August 2017
2. Building Department - Building Permits - Yearly Statistics
3. R. Niewenhuizen, Director of Engineering and Public Works - letter dated September 25, 2017 - Annual Poppy Campaign / Remembrance Day Services / Parade
4. C. & B. Carter, C. Sinclair, R. Skinner, E. Wright, M. Agar, R. & J. McNally, S. Kowalchek, D. Larson, D. Spooner, M. Bootsma and Eagle Home Sales (Salmon Arm) Ltd. - letter dated August 27, 2017 - Canoe Beach campsites
5. C. Carter - letter dated September 5, 2017 - debris on Lot 10, Canoe Beach campsite
6. T. Walters - email dated September 6, 2017 - Seeking support for fundraising work
7. S. LaRocque - letter dated September 7, 2017 - memorial bench in Raven park
8. T. Jobe - letter received September 13, 2017 - Lakeshore Drive improvements
9. H. & L. Williamson - letter dated September 14, 2017 - CSRD landfill expansion
10. B. Revel - letter received September 18, 2017 - A growing threat to your property
11. D. Smith, Vice-President, The Adams River Salmon Society - letter dated September 12, 2017 - Proclaiming October as Month of the Returning Salmon
12. R. McLaren, Citizens for Safe Technology, Shuswap-North Okanagan - email dated September 16, 2017 - UBCM Microcells and 5G
13. D. Smith, Vice President, The Adams River Salmon Society - letter dated September 18, 2017 - Letter to Council to Proclaim October 2017 as Month of the Returning Salmon
14. Poppy Chairman, Legion, British Columbia/Yukon Command - Annual Poppy Campaign
15. R. Marshall, Executive Director, Community Futures Shuswap - letter dated September 20, 2017 - Shuswap Labour Market Assessment & Action Planning Project
16. R. Vanderfluit, Registrar, Youth Parliament of B.C. Alumni Society - letter dated September 18, 2017 - British Columbia Youth Parliament, 89th Parliament
17. School District 83 - North Okanagan-Shuswap Synopsis - Highlights of the September 12, 2017 School District 83 Board Meeting
18. Interior Health - newsletter dated September 2017 - Healthy Communities Update
19. Greyhound - letter dated September 13, 2017 - application to B.C. Passenger Transportation Board
20. Kelowna International Airport - email dated September 11, 2017 - News Release
21. M. Dextrase, Plant Manager, Soda Creek Lumber Division, Tolko Industries Ltd., Williams Lake - letter dated August 28, 2017 - thank you letter
22. J. Hoffman - email dated September 25, 2017 - Give me a Minute & I'll give you News

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Item 11.1

CITY OF SALMON ARM

Date: October 10, 2017

Moved: Councillor Jamieson

Seconded: Councillor Wallace Richmond

THAT: the Policy No. 7.28 cited as "Annual Grants" be adopted as presented.

Vote Record

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

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



City of Salmon Arm

Memorandum from the Chief Financial Officer

Date: October 3, 2017
To: Mayor Cooper and Members of Council
Subject: Annual Grants – Policy No. 7.28

Recommendation:

That: the Policy No. 7.28 cited as “Annual Grants” adopted as presented.

Background:

Please find attached a letter (Appendix A) from the Shuswap Community Foundation (Foundation) who administers the annual grant application process for the City of Salmon Arm. The Foundation has requested that the Annual Grant – Application Parameters be amended to reflect increased accountability on the part of the grant recipient.

The change does not materially affect the intent of Council with respect to the eligibility criteria. It is recommended that the revised Annual Grant Guidelines and Application be amended as requested. A copy of the Annual Grant Policy is attached as Appendix B.


Monica Dalziel, CPA, CMA

Appendix A
Shuswap Community Foundation
Letter of Request

September 27, 2017.

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

Dear Mayor and Council,

Please find attached a revised version of the City of Salmon Arm's Grants-in-Aid parameters for consideration.

The Shuswap Community Foundation's Adjudication Committee has been working with the City of Salmon Arm's Grants-in-Aid parameters for some time and would like to implement two revisions. The items we would like to introduce are:

- Unless a change of spending is pre-approved, non-profit groups must use the awarded funds as was outlined in the original application, and
- If a project or sponsored event does not take place, the award must be returned.

This amended document requests that recipients use the funding awarded for what it was intended. The second change is a remedy and requests unspent funds be repaid. The remainder of the document has been edited for flow but is virtually unchanged in content.

The members of the Adjudication Committee feel that groups awarded City of Salmon Arm funds should be accountable.

Sincerely yours,



Deborah Chapman
Chair, Grants-in-Aid Committee
Chair, Grant Adjudication Committee

City of Salmon Arm

Policy No. 7.28

Topic: Annual Grants

Reason: To outline a policy statement for annual grants.

Policy: The City of Salmon Arm may support voluntary non-profit organizations within limits set by the Annual Operating Budget by providing an annual contribution to the Shuswap Community Foundation under the following terms and conditions.

1. The Shuswap Community Foundation may award annual grants as follows:
 - a) by providing grants for City owned and operated facilities at no charge or a subsidized rental rate or;
 - b) by providing grants in-lieu-taxes to non-profit organizations who provide facilities for public use or;
 - c) by providing cash grants for annual operating costs.

Grants given for the purpose of offsetting City owned facility rentals that fall short of the grant awarded shall be the responsibility of the grant recipient. The Shuswap Community Foundation shall award cash grant towards the payment of such facility rentals.

Notwithstanding the level of support given to any voluntary non-profit organization in any year, all grants shall be provided on a once only basis and are subject to annual eligibility reviews by the Shuswap Community Foundation.

2. The annual grant provision will be established by Council annually.
3. Grant applications shall be completed by each applicant requesting a grant.
4. The Shuswap Community Foundation shall establish a committee to review and subsequently award annual grants.
5. The Mayor of the City of Salmon Arm shall sit on the committee established under Section 4.
6. The Shuswap Community Foundation shall be compensated an administrative fee equal to 5% of the annual grant provision with a minimum of \$2,500.00.

Such amount shall be deducted from the annual grant provision submitted by the City to the Shuswap Community Foundation.

7. The City shall notify and remit to the Shuswap Community Foundation the annual grant provision for the ensuing year no later than January 1st.
8. Grants shall be awarded no later than March 31st of the grant year.
9. A summary of grant recipients shall be provided to the City no later than March 31st of the grant year.
10. Requests for annual grants shall be directed to the Shuswap Community Foundation at the address below:

Shuswap Community Foundation
Box 624
Salmon Arm, BC V1E 4N7

Council shall not approve grants to applicants whose application has been denied or reduced from its original request by the Shuswap Community Foundation.

11. The Shuswap Community Foundation shall implement the City of Salmon Arm's Annual Grant guidelines and attached application as contained herein.

Application Parameters:

The Shuswap Community Foundation (the "Foundation"), on behalf of the City of Salmon Arm, will entertain applications for financial assistance from non-profit organizations, subject to the following conditions:

- a) All applications must be submitted to Shuswap Community Foundation, P.O. Box 624, Salmon Arm, BC V1E 4N7. Applications must be received no later than December 15 of the preceding year. The prescribed application form is available online at: www.shuswapfoundation.ca. Applicants are encouraged to contact the office of the Foundation at 250.832.5428 for assistance.
- b) All applications must state the aims and objectives of the applicant and must provide details of the proposed project for which financial assistance is requested, including anticipated commencement and completion dates.
- c) All applications must be accompanied by the applicant's current financial statements, including a revenue and expenditure budget statement for the ensuing year.
- d) Applicants must explain the intended use of any cash on hand or retained earnings shown on financial statements and must provide an explanation as to why such monies cannot be used to fund the proposed project.
- e) All applications must provide details of financial assistance provided by other organizations or levels of government in the previous year together with details of current applications made or intended to be made to other organizations or levels of government.
- f) Any application which indicates an intention to provide all or any portion of any financial assistance provided by the Foundation to any third party or which indicates an intention to utilize any such assistance for fund-raising purposes is ineligible.
- g) Applicants requesting financial assistance to cover rental costs must include an explanation as to how that rental will benefit the Salmon Arm community.
- h) Requests for financial assistance from applicants operating outside of the boundaries of the City will not be considered unless its members are largely resident in the City and it is clear that there will be a benefit to the Salmon Arm community.
- i) Applicants seeking financial assistance for travel to regional or national events will be considered on an exceptional basis.
- j) Any financial assistance received from the Foundation must be spent by the applicant in substantial compliance with the details of the project stated in its application, including the anticipated commencement and completion dates, unless the Foundation has first provided written authorization to the applicant to amend its application.
- k) Any financial assistance received from the Foundation which has not been spent within the time frame stated in the application must be repaid to the Foundation no later than December 15 of the year in which the application is approved.
- l) Applicants, in order to qualify for future financial assistance from the Foundation, must, on or before December 15 of the year in which financial assistance is received from the Foundation, provide a final report and accounting to the Foundation.

Policy No. 7.28

Page 3

Prepared by Director of Finance	Date: November 26, 1998
Approved by Council:	Date: December 8, 1998
Amended [application form]:	Date: November 26, 2001
Amended [final page]	Date: February 24, 2003
Amended	Date: July, 3, 2008
Approved by Council:	Date: July 14, 2008
Amended [application form]:	Date: May 25, 2015
Amended [dates]	Date: December 12, 2016
Amended [application parameters]	Date: October 10, 2017

City of Salmon Arm
Grants-in-Aid Program
Application for Annual Grant

Name of Group: _____

Address: _____ Postal Code: _____

Registered Society Number: _____

President: _____ Telephone Number: _____

Contact Person: _____ Telephone Number: _____

Contact Person's E-mail address: _____

No. of Paid Staff: _____ No. of Members/Persons Served: _____

Objectives or Aims of the Group: _____

How long has your group been in Salmon Arm? _____

Amount Requested from the City of Salmon Arm: \$ _____

How will this grant be used by your organization? _____

City of Salmon Arm Application for Annual Grant – Page 2

Will City of Salmon Arm facilities be used? (give details) _____

How will the community and/or participants benefit? _____

What other grants have you received this year? List amounts and names of granting organizations.

\$ _____

\$ _____

\$ _____

What are your other sources of funding? (e.g. membership fees, bottle drives, etc.)
How much do you raise from each source?

_____ \$ _____

_____ \$ _____

_____ \$ _____

List any other information that would assist in the evaluation of your request.

City of Salmon Arm Application for Annual Grant – Page 3

Applicants must read the attached parameters/guidelines to determine eligibility for receiving a City of Salmon Arm grant.

Applications must be accompanied by the following supporting information:

- a. The organization's most recent Financial Statements.
- b. The organization's projected Budget for the upcoming calendar or fiscal year.

Mail application **before December 15th** to:

Shuswap Community Foundation
Box 624
Salmon Arm BC V1E 4N7

Office location: #3 - 450 Lakeshore Drive NE

ON BEHALF OF THE ORGANIZATION, I/WE DECLARE THAT ALL THE INFORMATION PRESENTED WITH THIS APPLICATION IS TRUE AND CORRECT.

DATED AT SALMON ARM, B.C. THIS _____ DAY OF _____, 20__

NAME: _____

SIGNATURE: _____

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Item 11.2

CITY OF SALMON ARM

Date: October 10, 2017

Communications Strategy

Vote Record

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

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



City of Salmon Arm

Memorandum from the Chief Administrative Officer

TO: Her Worship Mayor Cooper and Council

DATE: September 28, 2017

SUBJECT: Communications Strategy

BACKGROUND:

During the extensive consultation process that was undertaken during the preparation of the City of Salmon Arm's Corporate Strategic Plan (Plan), it was acknowledged that the City should move towards adopting a Communications Strategy that would facilitate:

- Improved community relations;
- Proactive issues management;
- Increased efficiency;
- Better quality communications;
- Improved public awareness and education;
- Reduced risk; and
- Improved internal communications between staff and across departments.

The implementation of a Communications Strategy was identified as a Short Term (less than 5 years) priority; however, at the time that the Plan was being developed, staff were keenly aware of the challenges and constraints that completion and execution of a formal Strategy would present, not the least of which was cost.

Over the last few years, staff and Council have been cognizant of the need for improved communications and have undertaken a number of actions that have moved the City toward the desired outcome. These include, but are not limited to:

- More frequent issuing of Press Releases (e.g. Foreshore Sanitary Sewer Project, New Cemetery, 720 – 22nd Street NE Property Acquisition);
- Increased hosting of Public Input Sessions (e.g. Marijuana Dispensaries, Dogs on Foreshore Trail, Cell Towers) / Open Houses (e.g. TCH Safety, Orchard House, Canoe Beach and Klahani Park Master Plans, and Budget and Underpass to follow);
- Increased Social Media presence (e.g. Mayor's Blog, Twitter, Facebook);
- Redevelopment of the Annual Report;

- Holding Council Meetings in locations outside of City Hall (e.g. North Canoe Hall, SAS, Prestige, 5th Avenue Senior's Centre);
- Management Meetings that ensure senior staff are apprised of the results of Council Meetings and that action items are implemented. These meetings also provide an opportunity for management to discuss issues and projects their departments are currently working on;
- Enhanced internal communications. Examples include Customer Service Centre meetings, regular internal emails advising staff of upcoming events on public lands (that have been approved by Council) and advertising notices so that Customer Service staff are better informed and able to provide information to the public; and
- Enhanced communication with Shuswap Emergency Program (SEP) coordinator to ensure that emergency information is being shared appropriately and in a timely fashion, including development of a Social Media protocol; and
- Release of Recycling Coach application.

This increasingly proactive approach to communications and engagement has helped to foster trust and goodwill within the community. It has also allowed the City to come out ahead of issues and provide accurate information upfront. These actions have increased efficiency as staff are aware of what is going on and are able to respond accordingly.

Since the Plan was released, staff have had time to reflect on existing communication practices and gain insights regarding areas of strength and areas of possible improvement. While the City currently communicates through many existing channels and means, some are likely more effective than others. Each department develops their own messaging depending on the project / issue and although this is often sufficient, it is not ideal. By hiring a part-time, Social Media Coordinator, the City can be better positioned to utilize the most up to date methods of communicating with the public in a consistent and timely fashion. It is envisioned that this contract, part-time position would be responsible for content development (in conjunction with the appropriate department), advertising, press releases, and open house materials with the goal of increasing public awareness and education and making the most effective use of staff resources. It is proposed that the 2018 Budget include an allocation of \$15,000.00 to \$20,000.00 for this initiative.

In addition, staff plan to engage Urban Systems to develop a tool kit that will identify key messages and communication best practices which will help staff and Council to communicate quickly and confidently, both internally and externally. Communication strategies often include templates, checklists and process maps that help to streamline internal and external communications. Having these resources available will help to ensure the most efficient and effective use of limited financial and human resources. The 2017 budget allocation for this initiative is \$5,000.00.

Taking a systematic approach to public engagement increases the likelihood of successful project outcomes. For this reason, the staff have begun discussions with Therese Zulinick from Urban Systems to assist with the Communications and Engagement Strategy for the Ross Street Underpass. She will develop a full-scale strategy that will include:

- Project-specific community engagement process;

- Media relations;
- Social media; and
- Other communications and engagement topics relevant to the organization (i.e. employee communications).

It is envisioned that the Social Media Coordinator will work alongside Urban Systems and senior staff to assist during the process. The budget allocation for this component is proposed to be \$10,000.00.

At the direction of Council, the Annual Budget process will become more participatory. In an effort to educate the public, staff are planning a presentation prior to the 2018 Budget Meeting on November 20, 2017. The presentation will encompass an education component (i.e. revenue streams available to municipalities, expenditures, capital vs. o & m, etc.), the role of Council, ratepayers, staff and community as it pertains to the budgeting process and an overall summary of the financial picture of the City. Staff will be working with Urban Systems to develop this presentation which will be advertised through various channels. In 2018, it is envisioned that this will take place on the evening of the public budget input session in September in an Open House format prior to the budget input session. The budget allocation for this will be \$10,000.00.

In conclusion, staff recommend moving forward with the above noted initiatives which will enable the City to achieve its identified priority of implementing a Communications Strategy. The Administration Department will continue to oversee corporate communications and is committed to working with internal and external stakeholders to ensure that it is successful.

Respectfully Submitted,


Carl Bannister, MCIP, RPP

Item 11.3

CITY OF SALMON ARM

Date: October 10, 2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: Council approve the purchase of a new Trackless MT7 Municipal Tractor and attachments, including: front plow, snow blower and salt/sand spreader, from Williams Machinery LP of Vernon, BC for the quoted amount of \$173,691.00 plus taxes;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in procurement of this equipment and authorize the sole sourcing to Williams Machinery LP.

Vote Record

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

Opposed:

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



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

File: ENG2017- Equipment

TO: Her Worship Mayor Cooper and Members of Council

FROM: Rob Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Rob Hein, Manager of Roads & Parks

DATE: October 3, 2017

SUBJECT: **Purchase Recommendation for Replacement of Unit # 34 – Trackless Sidewalk Tractor**

RECOMMENDATION:

THAT: Council approve the purchase of a new Trackless MT7 Municipal Tractor and attachments, including; front plow, snow blower and salt/sand spreader, from Williams Machinery LP of Vernon, BC for the quoted amount of \$173,691.00 plus taxes.

AND THAT: The City's Purchasing Policy No.7.13 be waived in procurement of this equipment and authorize the sole sourcing to Williams Machinery LP.

BACKGROUND:

The Trackless is the City's primary sidewalk snow clearing machine during the winter months. Spring time it operates as a broom for road and sidewalk cleaning and in summer as a flail mower along roadways throughout the City.

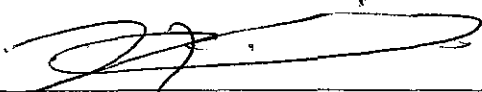
Staff looked at three (3) machines designed specifically for these municipal tasks. The comparable machines that were reviewed are the Trackless MT7, MacLean Engineering MV4 and the Willie Tractor. The Willie models impressed us the most but the bottom model is too small for our intended uses and the next larger unit the 265 is too wide for our sidewalks. The MacLean Engineering MV4 in our judgment may be equivalent to the Trackless in many respects but will require purchase of an entire new set of attachments if we were to go that route which would put its total price outside our available budget. We have a sizable investment in trackless attachments which are not interchangeable with the MV4. We also have some concerns with maintenance on a new type of machine with which we have no previous experience with. The Trackless MT7 is much improved over our current model although it retains the same basic configuration and functionality which we are familiar with. Seeing no substantial advantage to changing to the MV4 we are recommending that we stay with the Trackless brand and purchase the current model MT7.

Williams Machinery LP (Vernon, BC), is the nearest local dealer and has quoted us a price with the basic snow clearing attachments of \$173,691.00 plus taxes and tire levy.

Purchase Recommendation for Replacement of Unit # 34 – Trackless Sidewalk Tractor
Page 2

The approved funding for this purchase is \$190,000.00 from the 2017 Machinery & Equipment Capital budget.

Respectfully Submitted,



Rob Niewenhuizen
Director of Engineering and Public Works

cc Monica Dalziel, CFO

X:\Operations Dept\Engineering Services\2017 Capital Works and Studies\2017-00 Equipment\Trackless MT17\HWM 2017-00 - Trackless MT7.docx

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BOARD IN BRIEF

September 2017



Tweet



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HIGHLIGHTS

Consideration of Support for Provincial Government Governance Study Funding, Electoral Area F

Director Morgan expressed to the Board, after observing the Electoral Area C Governance Study process, that it would be appropriate to consider the pursuit of Provincial Government funding support for a Governance Study in Electoral Area F. The Board supported the request in principle and directed CSRD Administration to raise and discuss the potential of Governance Study Funding for Electoral Area F with the Ministry of Municipal Affairs and Housing staff at the scheduled meeting during the UBCM 2017 Conference.



Trail Consulting, Construction and Maintenance Services Agreement

The Board empowered the authorized signatories to enter into an agreement with the Shuswap Trail Alliance for trail consulting maintenance and construction services within Electoral Areas C, D, E and F for a five year term. [View Report.](#)

Tolko Industries Ltd. Presentation

Tom Hoffman, Manager of External and Stakeholder Relations, Michael Bragg, Southern Interior Woodlands Manager and Ray Crampton, Regional Executive Director from the Ministry of Forests, Lands Natural Resource Operations, and Rural Development attended to present on Tolko Industries harvesting practices and plans for the Southern Interior, particularly those relevant to the catchment area of the CSRD. [View Presentation.](#)

South Okanagan-Similkameen Conservation Program Presentation

Bryn White, Program Coordinator of the South Okanagan-Similkameen Conservation Program, gave an informational presentation to the Board on their conservation program.

Electoral Area Grant-in-Aids

The Board approved the following allocations from the 2017 electoral grant-in-aids [\(View Report\)](#):

Area A

\$1,100 Kicking Horse Country Chamber of Commerce (event sponsorship)

Area C

\$3,500 White Lake Fire Department (Halloween event)
 \$26,460 Sorrento Drop-In Society (parking lot repairs)
 \$4,000 Tappen Sunnybrae Fire Department (Halloween event)
 \$12,450 South Shuswap Health Services Society (equipment for Wellness Centre)

Area E

\$3,500 Eagle Valley Rescue Society (crew training and operational funding)
 \$5,500 Malakwa Learning Academy (cooking and nutrition program)
 \$4,000 Malakwa Playschool Society (operational funding)
 \$1,000 Eagle Valley Seniors Meals Society (operational funding).

Area F

\$2,000 Scotch Creek/Lee Creek Fire Department (Halloween event)
 \$2,000 Scotch Creek/Lee Creek Community Hall (Halloween event)

Revelstoke/Area B: Farwell Splash Park

The Board authorized, with the concurrence of the City of Revelstoke and the Electoral Area B Director, approved funding from the Revelstoke and Area B Economic Opportunity Fund in the amount of \$50,000 to assist with the development of a new splash park in Revelstoke. [View Report.](#)

Electoral Area D: Salmon Valley Senior Citizens Branch 107

The Board authorized access to the Community Works Fund of up to \$26,000, plus applicable taxes, from the Electoral Area D Community Works Fund for a new water well at

the Salmon Valley Senior Citizens Hall. [View Report.](#)

Electoral Area E: Malakwa Community Park

The Board authorized access to the Community Works Fund of up to \$140,000, plus applicable taxes from the Electoral Area E Community Works Fund for park construction at Malakwa Community Park. [View Report.](#)

Crown Land Tenure – Don Fink Community Park – Seymour Arm

The Board authorized the renewal of a licence of occupation for a term of ten years from the Province of British Columbia for the continuation of operation and maintenance of Don Fink Community Park. [View Report.](#)

Sunnybrae Waterworks Water Main Upgrade Contract Award

The Board authorized the CSRD enter into an agreement with BL Chapman Construction Ltd. to construct and commission the Sunnybrae Waterworks Water Main Upgrade project for a total cost of \$733,900, plus applicable taxes. [View Report.](#)

Proposed Noise Bylaw No. 5754 Consultation Results

Development Services staff shared the results of the public consultation in regard to the proposed Noise Bylaw No. 5754. The Board directed staff to make further amendments and bring forward to the Board at a future meeting. [View Report.](#)



LAND USE MATTERS

Electoral Areas B, E, and F: Building Regulation Public Engagement Summary

Development Services staff presented a report on the public engagement and open houses in Electoral Areas B, E and F regarding implementation of building inspection services. The Board adopted a resolution to confirm Electoral Areas B, E and the existing service area of Area F will move forward with implementation or continuation of building inspection beginning January 2018. [View Report.](#)

Agricultural Land Reserve (ALR) Applications

Electoral Area D: Agricultural Land Commission (ALC) Application Section 21(2) - Subdivision and Section 17(3) – Inclusion (LC2538 and LC2539)

The applicants has applied to subdivide the ~63.99 ha property, located at 2972 and 3020 Yankee Flats Road in Electoral Area D, into two parcels of approximately 10 ha and a

remainder of 53.99 ha. Further, if the ALC approves the subdivision, the applicants would like to include approximately 4.42 ha of the property into the Agricultural Land Reserve (ALR). The Board's recommendation of approval of the application will be forwarded to the Agricultural Land Commission for their consideration. [View Report](#).

Development Permit (DP), Development Variance Permit (DVP) and Temporary User Permit (TUP) Applications

Electoral Area C: Form and Character DP 725-110 (Blind Bay Hideaway Ltd.)

The applicant is constructing 4 additional weekly vacation rental cabins (cabins #6-9) on the subject property, which currently has 5 such existing cabins. The subject property is designated commercial and therefore a Commercial Form and Character Development Permit is required. The Board issued the Development Permit. [View Report](#).

Electoral Area C: Development Variance Permit No. 900-4 (CSRD)

The subject property is located in the Sunnybrae area of Electoral Area C at 3580 Sunnybrae-Canoe Point Road (Sunnybrae Community Park). The CSRD has applied to replace the existing plastic swim platform at Sunnybrae Community Park with a larger fiberglass swim platform (formerly used as a dock and currently in storage). The Board authorized issuance of the Development Variance Permit. [View report](#).

Electoral Area F: Development Permit No. 830-215 (Rogers –Smith)

The subject property is located in Lee Creek of Electoral Area F at 1218 Beatrice Road and is located in the Electoral Area F Official Community Plan Bylaw No. 830 area that establishes a Development Permit (DP) Area. The owner would like to replace an old 44.58 m² floating dock with a new 27.87 m² ecofriendly floating dock in Shuswap Lake, which requires a Foreshore and Water Development Permit (DP). The proposed dock size is more than a 10% variance and therefore requires Board review and approval. The Board issued the Development Permit. [View report](#).

Changes to the Provincial Private Moorage Program Update

Development Services staff provided the Board with a verbal update on the status of the recommendations to communicate and remind the public of the Lakes Zoning Bylaw No. 900 and the CSRD bylaw requirements for docks, buoys and other foreshore structures. CSRD staff advised the Board that newspaper ads were published in Electoral Areas C, E and F and CSRD social media was utilized. Letters were sent to companies that are known to complete dock and buoy work in the Columbia and Shuswap areas. The Board will send a letter to the provincial government to request that Shuswap and Mara Lakes be designated as an application-only area for private moorage.

Zoning and Official Community Plan (OCP) Amendments

Electoral Areas C, E, and F: Housekeeping Amendments – Floodplain Management, Intersection Sightlines, and Panhandle Lots (CSRD Zoning Bylaws)

The Board read a third time and adopted the bylaws to amend the floodplain management provisions of Anglemont Zoning Bylaw No. 650, Magna Bay Zoning Bylaw No. 800, Scotch Creek/Lee Creek Zoning Bylaw No. 825, Rural Sicamous Land Use Bylaw No. 2000, and South Shuswap Zoning Bylaw No. 701. The amendments change the location of measurement for floodplain setbacks from the natural boundary of Shuswap Lake to the 348.3 m GSC datum and edit the list of exemptions for structures that are not required to meet the floodplain setback and flood construction level in all of the bylaws so that the regulations are consistent for all areas. Additionally, general housekeeping amendments were made to plain management sections of these bylaws. [View report](#).

Electoral Area F: Scotch Creek/Lee Creek Zoning Amendment (Ted and Lucille Tash) Bylaw No. 825-37

The applicant is planning to rebuild a new single family dwelling on Strata Lot 1, Section 27, Township 22, Range 11, West of 6th Meridian, KDYD, Strata Plan K227. The proposed

building exceeds the parcel coverage for the R1 zone. The applicant is proposing a site specific amendment to the R1 zone to allow for a parcel coverage of 75.24%, as well as setback relaxations that will permit the proposed house to be constructed on the subject property. The Board gave Bylaw No. 825-37 first reading at the October 15, 2015 regular meeting and directed staff to utilize the simple consultation process. Staff has referred the bylaws to affected Ministries, agencies and First Nations and comments received have been summarized in the report. The Board gave second reading of Bylaw No. 825-37 and delegated the holding of the necessary public hearing. [View report.](#)

UPCOMING MEETINGS/EVENTS

Revelstoke and Area Economic Development Committee Meeting

Wednesday, October 4, 2017 4:00 PM
301 Victoria Road, Revelstoke, BC

Next Board Meeting

Thursday, October 19, 2017 at 8:30 AM
Note different start time – Committee of the Whole/Policy Session
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 17.1

CITY OF SALMON ARMDate: October 10, 2017

E. Morgan, President, Salmon Arm Pickleball Club
- email dated June 20, 2017 - Permission to install
Container at the
Klahani Park Fenced Pickleball Courts

Vote Record

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

Opposed:

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

10. CORRESPONDENCE1. Informational Correspondence

For information.

5. E. Morgan, President, Salmon Arm Pickleball Club- email dated June 20, 2017
- Request Permission to Install Storage Container at Klahani Park Courts

0302-2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: Council authorize Salmon Arm Pickleball Club to place a metal storage locker at Klahani Park, at a location to be determined by the Supervisor of Parks and Recreation, subject to execution of an agreement for same.

0303-2017

Moved: Councillor Harrison

Seconded: Councillor Wallace Richmond

THAT: motion 0302-2017 be deferred to October 1, 2017.

CARRIED UNANIMOUSLY

Hello Robert

Would you please attach the photo of the container that we showed you at the meeting. We would prefer the larger container, if we can get permission to install the unit. Sorry for the change of mind.

Thank you

Ernie

Sent from Windows Mail

From: Robert Niewenhuizen

Sent: Tuesday, June 20, 2017 12:44 PM

To: Ernie Morgan


Good afternoon Ernie

I will forward this on to Erin Jackson the City's Corporate officer to have your email placed on the next available Council Correspondence for their review and consideration.

Would it be alright if I took the liberty to attached the photo of the container that you had showed us during our meeting last week (see attached), so that Council has a better idea of the container size?

thank you

Robert Niewenhuizen | Director of Engineering & Public Works | City of Salmon Arm
Box 40, 500-2nd Avenue NE, Salmon Arm, BC, V1E 4N2 | P 250.803.4017 | F 250.803.4041
E rniewenhuizen@salmonarm.ca W www.salmonarm.ca

 Please consider the environment when printing this email

From: Ernie Morgan [<mailto:ernie.morgan@hotmail.com>]

Sent: June 20, 2017 11:52 AM

To: Rob Niewenhuizen

Subject: Permission

Hello Rob

Salmon Arm Pickleball Club is requesting permission to purchase and have installed a lockable metal container within the Klahani Park fenced pickleball courts. We would like to house and protect a first aid kit, AED, balls, brooms, and squeegees. We will clean and maintain the metal container on a regular bases.

We are concerned about theft and vandalism. Would it be possible to have the city attach the container to the fence.

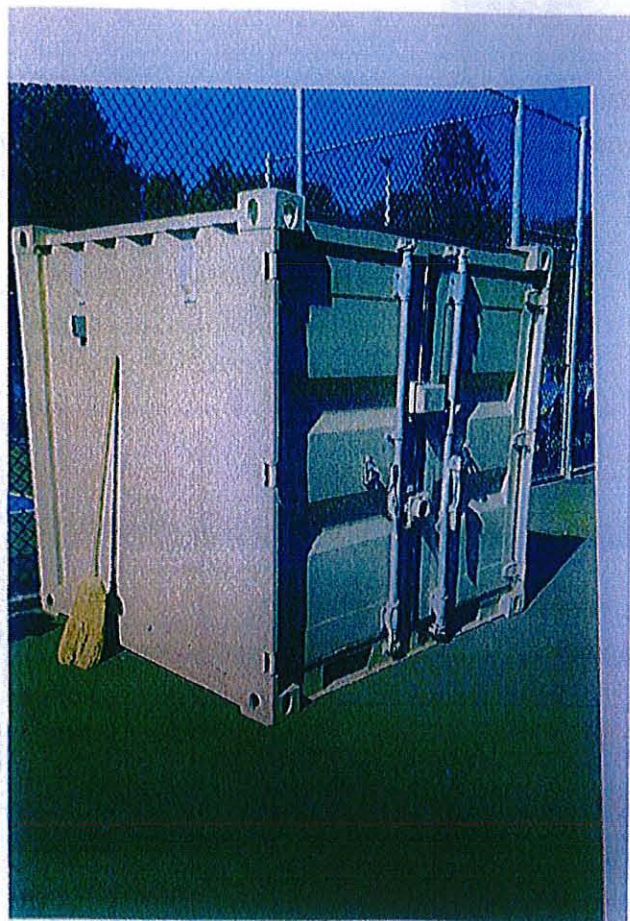
The container we are looking at is a Wardrobe Cabinet - 36 x 24 x 72 inches. Made of heavy gauge steel construction with locking doors.

Thank you

Ernie Morgan - President Pickleball Club

Sent from Windows Mail





Item 17.2

CITY OF SALMON ARM

Date: October 10, 2017

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

Vote Record

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

Opposed:

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

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

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



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

File: ENG2017-51

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

RECOMMENDATION:

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

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

BACKGROUND:

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

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

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

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

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

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

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

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

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

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

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

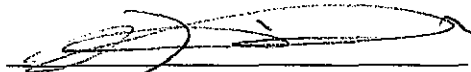
The City has received correspondence from all of the interested parties (Appendix C). In summary there is a general consensus that some improvements must be made to improve the corridor safety; however, the common concern is moving the signal lights from Ross Street to the 4 Street NE intersection and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

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

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

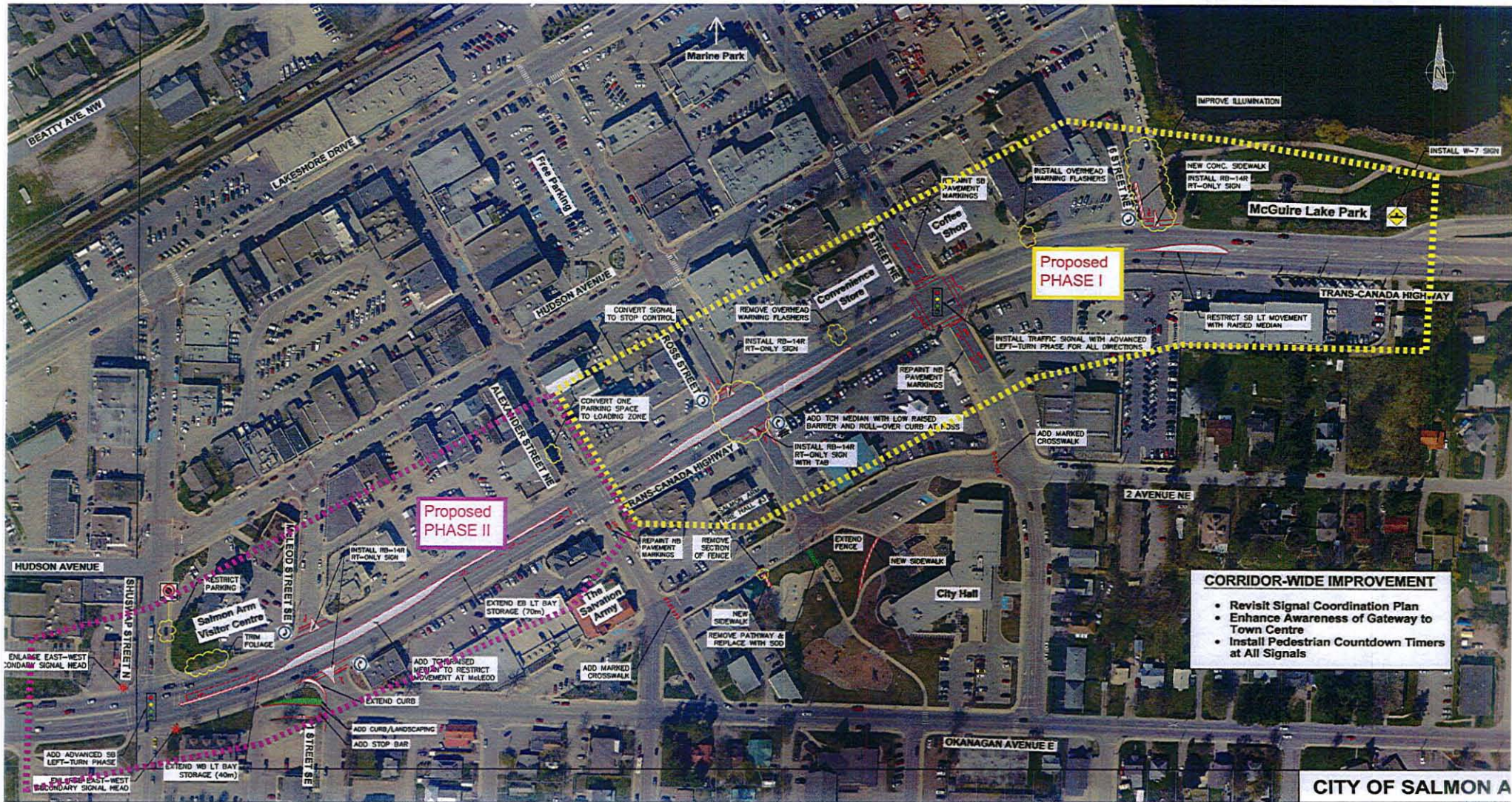
From Staff's perspective, if the goal is to improve the safety of the TCH corridor and the access and egress of the downtown core we support the recommendations of the study in a phased approach.

Respectfully submitted



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

cc Monica Dalziel, Chief Financial Officer



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

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



July 6th 2017

City of Salmon Arm Staff, Councillors and Mayor

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

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

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

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

Proposed Traffic Light at 4th Street NE

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

Overall Access Concerns

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



Box 430, SALMON ARM, B.C. V1E 4N6
Phone (250) 832-2101 • Fax (250) 832-8310

Box 1330, REVELSTOKE, B.C. V0E 2S0
Phone (250) 837-5284 • Fax (250) 837-2229

www.jacobsonford.com

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

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

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

Sincerely,

Mike Vandermeer

Jacobson Ford Sales

Mark Schneider

Jacobson Ford Sales

Your way ahead



BC TRUCKING ASSOCIATION

100 – 20111 93A Avenue
Langley, BC V1M 4A9
e bcta@bc trucking.com
t 604 888 5319 f 604 888 2941
toll free 1 800 565 2282

bc trucking.com

June 28, 2017

Robert Niewenhuizen
Director of Engineering and Public Works
City of Salmon Arm
via email: rniewenhuizen@salmonarm.ca

Dear Mr. Niewenhuizen:

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

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

Sincerely,

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

Louise Yako
President & CEO

cc. Mayor Cooper, City of Salmon Arm

June 29, 2017

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

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

Dear Robert Niewenhuizen,

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

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

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

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

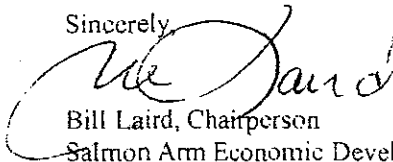
**it's happening
here**

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

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

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

Sincerely,

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

Bill Laird, Chairperson

Salmon Arm Economic Development Society



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

June 20, 2017

Dear: Mayor Cooper and Members of Council:

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

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

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

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

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

Motion, Moved: Bill Laird Seconded: Jacquie Gaudreau

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

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

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

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

Carried Unanimously

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

Respectfully submitted
 City of Salmon Arm
 Downtown Parking Commission



June 28, 2017

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

Dear Mayor & Council:

Re: Proposed TCH Improvements – Phase 1 & Beyond

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

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

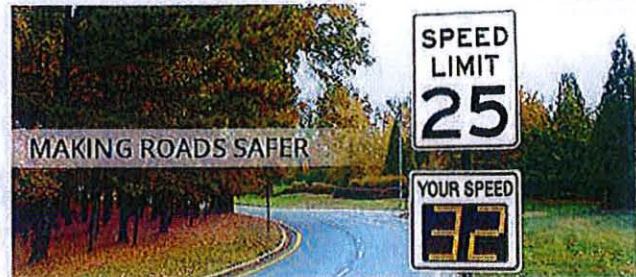
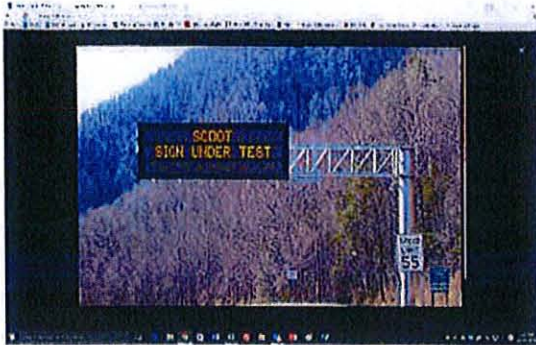
To assist the City in collecting data from the business population, the Chamber conducted a survey to determine local positions on the proposed TCH improvements from the ISL Engineering Study. We also encouraged our members to attend the TCH Open House in May to see first-hand the highway improvement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

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

Four significant survey points are noted below:

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

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



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

Yours truly,

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

/ceg
Encl.

downtown SALMON ARM

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

June 19, 2017

Dear Mayor and Council

Re: TCH Corridor Safety Study 2013

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

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

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

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

General Comments

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

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

downtown SALMON ARM

Phase 1

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

Phase 2

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

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

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

downtown SALMON ARM

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

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


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

Thank you for considering our feedback.

Regards

Ron Langridge

President

 LINDSAY WONG
FOR.

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

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CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing in the Council Chamber of the City Hall, 500 - 2 Avenue NE, Salmon Arm, BC, on Tuesday, October 10, 2017, at 7:00 p.m.

1. **Proposed Zoning Bylaw Text Amendments:**

1) Section 2 - Definitions - Add the following:

BUILDING AREA means the greatest horizontal area of a building above grade within the outside surface of exterior walls or within the outside surface of exterior walls and the centre lines of firewalls.

2) Sections 34 (A-1 Zone), 35 (A-2 Zone), 36 (A-3 Zone), 41 (CD-3 Zone), and 56 (CD-18) - Add the following:

Maximum Residential Building Area

The maximum combined *building area* for all *dwelling units* (single family dwelling, detached suite and farm help) shall be no greater than 500 m² (5,382 ft²).

Applicant: City of Salmon Arm

Reference: ZON-1101 / Bylaw No. 4223

The file for the proposed bylaw is available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from September 26, 2017 to October 10, 2017, both inclusive, in the office of the Corporate Officer at the City of Salmon Arm, 500 - 2 Avenue NE.

Those who deem their interest affected by the proposed bylaw are urged to review the file available in the Development Services Department (or telephone 250-803-4021) to obtain the facts of the proposal prior to the Public Hearing.

Erin Jackson
Corporate Officer

Advertise Salmon Arm Observer: Sept 27 and Oct 4, 2017



City of Salmon Arm
Memorandum from the Director of Development Services

TO: Her Worship Mayor Cooper and Council

DATE: August 28, 2017

SUBJECT: Zoning Amendment Application No. ZON – 1101 (City of Salmon Arm)
 Farm Home Plate Regulations

STAFF RECOMMENDATION

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

1. Section 2 – Definitions – Add the following:

BUILDING AREA means the greatest horizontal area of a building above grade within the outside surface of exterior walls or within the outside surface of exterior walls and the centre lines of firewalls.

2. Sections 34 (A-1 Zone), 35 (A-2 Zone), 36 (A-3 Zone), 41 (CD-3 Zone), and 56 (CD-18) – Add the following:

Maximum Residential Building Area

The maximum combined *building area* for all *dwelling units* (single family dwelling, detached suite and farm help) shall be no greater than 500 m² (5,382 ft²).

PURPOSE

The intent of this report is to recommend amendments to the agricultural zones of Zoning Bylaw No. 2303 which would restrict the maximum size of a principle dwelling and detached suites on agricultural lands both inside and outside of the Agricultural Land Reserve (ALR).

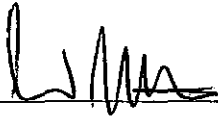
BACKGROUND

Staff review of Farm Home Plate (FHP) regulations began in early 2017 after Council directed staff to provide an informational report on the siting and size of residential buildings on agricultural land. An informational report was provided to Council (APPENDIX 1) at the Regular Council Meeting of June 12, 2017 where Council made a motion requesting staff to draft bylaw amendments for size and footprint of farm residential uses in conjunction with Ministry of Agriculture's recommended standards and similar BC local governments for all lands zoned for agriculture (A-1, A-2, A-3, CD-3, and CD-18 Zone), including lands in the ALR.

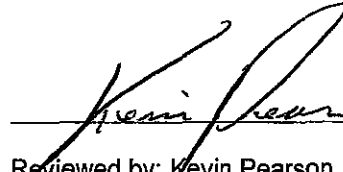
PLANNING

Staff are recommending simplified bylaw amendments to limit the footprint or building area of residential dwellings on agricultural land. The term building area, instead of footprint, was chosen as it is consistent with the BC Building Code and is intended to provide greater clarity. The term footprint can be used in multiple contexts which can cause confusion. The recommended building area for all permitted dwellings units on a subject property is suggested to be limited to 500 m² (5,382 ft²). Other FHP regulations that are recommended by the Ministry of Agriculture include setbacks and total footprint of all residential buildings and uses on a property. Staff do not recommend using these regulations for the following reasons:

1. Enforcement of a FHP area can be difficult due to landscaping, accessory buildings, driveways, pools etc. being included in the regulated area. Proper evaluation would require detailed information including site plans and all uses to be identified and outlined by the applicant.
2. Siting and setbacks of residential structures from a public road or highway would also involve greater level of staff review based on specific site characteristics, based on the premise of protecting the most capable agricultural soils. Determination of suitable building locations may involve reporting from a registered professional Agrologist at the applicant's expense.
3. The building area of dwelling units, as recommended, can be easily determined at the time of Building Permit and enforced through the issuance of the permit. This is intended to be a simple and efficient method of regulating residential impacts on agricultural land.



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



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



City of Salmon Arm
Memorandum from the Director of Development Services

TO: Her Worship Mayor Cooper and Council
 FROM: Development Services Department
 DATE: May 17, 2017
 SUBJECT: Informational Report - Farm Home Plate Regulations

FOR INFORMATION

PURPOSE

At the regular Planning and Development Services Meeting of March 6, 2017 the Committee made a motion requesting staff to provide an information report on the siting and size of residential buildings on agricultural land. The purpose of this report is to provide Council with an overview of existing guidelines and potential regulations regarding residential and accessory residential buildings on agricultural lands commonly referred to as Farm Home Plate (FHP) regulations.

BACKGROUND

Currently, the City of Salmon Arm does not regulate the siting and size of residential buildings within the Agricultural Land Reserve (ALR) or agriculturally zoned lands beyond standard zoning setbacks. Further, the Agricultural Land Commission (ALC) and the BC Ministry of Agriculture also does not currently regulate the siting and size of residential buildings within the ALR. However, the Ministry has drafted documents which provide guideline standards (*Regulating the Siting and Size of Residential Uses in the ALR, September 2011* and *Guide for Bylaw Development in Farming Areas, 2015*). These documents provide the 'Ministers' Bylaw Standards' for local governments to implement and promote consistency for BC communities, without going as far as to implement them within provincial legislation.

COMMENTS

Agricultural Advisory Committee

The Report was reviewed by the Agricultural Advisory Committee (AAC) at its meeting of May 10, 2017. The Committee adopted the following resolution:

THAT: the Agricultural Advisory Committee believes it is important that we create a stable environment for the farming community to encourage long-term commitment and investment. The Committee recommends to Council that it adopt the Ministry of Agriculture's guidelines for farm residential use siting, footprint, and size with exemptions allowing for the use of poor agricultural land where appropriate.

Minutes from the May 10, 2017 AAC meeting are attached as APPENDIX 3.

Planning

The goal of implementing FHP regulations is to limit the impact of residential development on agricultural land. The Ministry of Agriculture recommends the following means to achieve this:

1. Regulating the siting of residential uses;
2. Restricting the size of the farm residential footprint; and
3. Restricting the size of the farm residence.

Farm residential uses include but are not exclusive to; farm residences, detached garages or carports, decorative landscaping, recreational facilities (i.e. swimming pools & tennis courts), and related infrastructure (i.e. sewage septic systems & residential water well systems).

Siting of Farm Residential Uses

The maximum setback of residential uses from a public road or highway is recommended to be restricted by Ministry standards. This would set maximum setbacks from the front parcel and exterior parcel line (when located on a parcel with multiple road frontages). The recommended setback for the FHP is 60 m, with the back of the dwelling restricted to 50 m to allow for a 10 m backyard. In the circumstance of a narrow lot width the maximum FHP is suggested to be extended to 100 m in depth from the road for accessory residential buildings however the maximum setback to the rear of the dwelling is maintained at 50 m.

Farm Residential Footprint

The Ministry's preferred approach to residential footprint is for the local government to establish farm residential footprint size be commensurate with urban or suburban lot areas. However, it is understood that the urban lot areas may be much smaller than what could be deemed appropriate for larger agricultural lots. City of Salmon Arm Zoning Bylaw No. 2303 requires a minimum lot size based on the residential zone as listed in the table below:

Zoning Bylaw No. 2303 Residential Zones	Minimum Lot Area M ²	Minimum Lot Area Ft ²
Medium Family (R-4)	300 m ²	3,229 ft ²
Single Family (R-1)	450 m ²	4,843 ft ²
Duplex Residential (R-2)	800 m ²	8,611 ft ²
Large Lot Single Family (R-7)	1,330 m ²	14,316 ft ²
Estate (R-9)	4,046 m ²	43,550 ft ²
<i>*Ministry of Agriculture Recommended Maximum Footprint</i>	<i>2,000m²</i>	<i>21,527 ft²</i>

The suggested maximum footprint area or FHP is 2,000 m² (21,527 ft²) plus 1,000 m² (10,763 ft²) for each additional dwelling unit permitted and another 35 m² (376 ft²) for farm worker accommodation. An example diagram of the Ministry of Agriculture's recommended residential footprint and maximum setbacks are shown in APPENDIX 1.

Size of Farm Residence

The Ministry's suggested maximum floor areas are 500 m² (5,382 ft²) for the principle farm residence, 300 m² (3,229 ft²) for each additional dwelling unit, and 15 m² (161.5 ft²) for additional farm worker accommodation. Residential footprint size statistics for Salmon Arm are not available; however staff estimates that the largest homes within the City have had footprints of approximately 278 m² or 3,000 ft², with some exceeding that size.

In review of other BC local governments there are approximately six or seven which have implemented similar FHP regulations and are concentrated mostly in the Lower Mainland. A list of known local governments who have adopted such regulations is shown below:

Local Government	Siting (Maximum Setback)	Footprint (Farm Home Plate)	Residence Size
Corporation of Delta	*60 m	3,600 m ²	330 m ² < 8 ha 465 m ² > 8 ha
District of Kent	*60 m	2,023 m ²	370 m ² < 8 ha 465 m ² > 8 ha
City of Surrey	*60 m	2,000 m ²	None
Port Coquitlam	*60 m	10 % of lot area or 2,000 m ² Max	500 m ²
City of Richmond	*60 m	None (Currently Under Review)	0.60 floor area ratio
Township of Spallumcheen	100 m (Properties < 5 ha)	None	None
City of Kelowna	**Farm Protection Development Permit	**Farm Protection Development Permit	**Farm Protection Development Permit
*Ministry of Agriculture Recommended Minimums	60 m	2,000 m ²	500 m ²

* Maximum Setback for the principle farm residence is 50 m with a 10 m backyard.

** The Farm Protection Development Permit involves application process, extensive guidelines (incorporated in the OCP) and staff review for all farm properties unless specifically excluded.

Local Government Act, Nonconforming Uses and Variances

As per the Local Government Act, any bylaw adopted by Council to further regulate the siting and size of residential farm buildings would come into effect immediately after adoption and apply to any new development. Any existing residential farm buildings which do not comply with the amended bylaws would be considered legal non-conforming. The structures would be permitted in their current state however bylaw changes could carry significant implications to future development and potentially external concerns such as home insurance, mortgage availability, reduced land value, etc.

In an overview analysis of existing agricultural properties in Salmon Arm, it is evident that a significant number of farm residences would be made legal non-conforming by adopting such regulations. Example mapping of existing rural areas including the Salmon Valley, Gleneden and North Broadview are shown in APPENDIX 2. In the scenario where existing or new development could not meet FHP regulations, an application for Development Variance Permit to reduce or waive those requirements could be made and would be subject to Council approval.

Detached Suites in the ALR

At the Regular Meeting of March 27, 2017 Council adopted OCP and Zoning Bylaw amendments to allow for detached suites in the ALR in accordance with Policy #8 and the ALCA and Regulations. Staff expect to enforce the size of any Detached Suite based on the 90 m² (968 ft²) permitted habitable space similarly to properties outside of the ALR. The location of the Detached Suites is not regulated outside of standard Zoning Bylaw setbacks. Generally, in staff's opinion, suites and accessory residential buildings are built in close proximity to the principle dwelling for driveway access and servicing reasons (sewer, water, power

etc.). However, this may not always be the case. Regulations to restrict accessory residential structures could be reviewed to mandate secondary dwellings to be located in close proximity to the principle dwelling.

OPTIONS

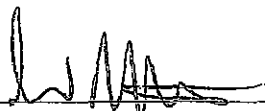
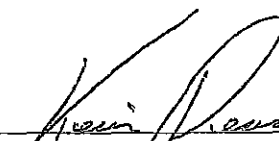
Based on the information provided staff present the following three options to Council:

1. Direct staff to draft bylaw amendments for siting, size and footprint of farm residential uses in conjunction with Ministry of Agriculture's recommended standards and similar BC local governments for all lands zoned for agriculture (A-1, A-2, A-3 and CD-3 Zone) including lands within the ALR.
2. Direct staff to draft bylaw amendments for siting, size and footprint on a more limited scale, such as limiting distance from a principle dwelling to a secondary dwelling (i.e. Detached Suite, Second Dwelling for Farm Help).
3. Determine that Council does not wish to proceed with consideration of any bylaw amendments and maintain the current regulatory scheme.

STAFF RECOMMENDATION

Due to relatively low levels of residential farm development pressure in Salmon Arm compared to the lower mainland and the restrictiveness of FHP regulations; staff does not support implementing further regulatory schemes. Staff understands the objective of the FHP regulations to protect agricultural land and capable soils, however believe the requirements would be too restrictive for local farmers and land owners. An increase in Development Variance Permit applications for non-conforming structures and new development would be anticipated, in addition to an increase to staff time to manage related issues.

If Council chose to proceed with implementation, staff could draft bylaw amendments for review and adoption by Council. In review of other jurisdictions, staff have noted that a number of other local governments have proposed FHP regulations and in some cases have received strong public opposition, and in particular from rural land and farm owners. Further public input, specifically from the agricultural community and rural land owners would be recommended.


Prepared by: Wesley Miles, MCIP, RPP
Planning and Development Officer
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services

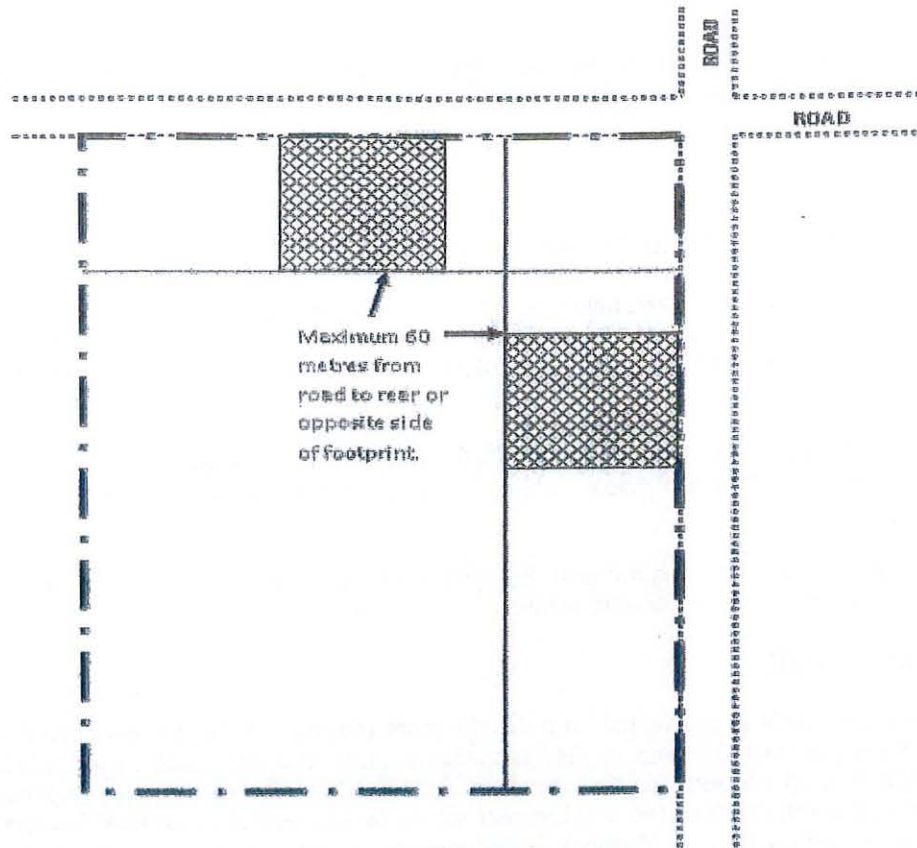


Figure 1: Example maximum setback - 60 metre for residential footprint.

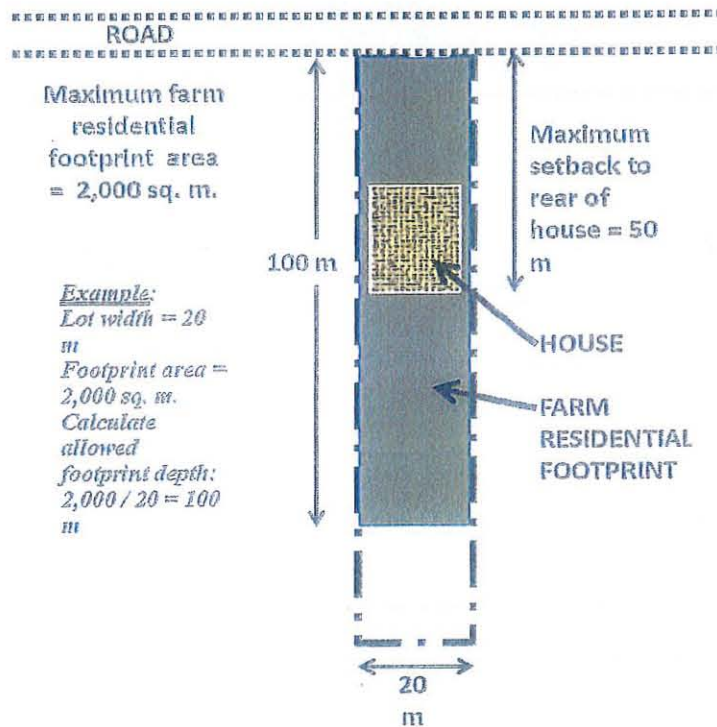
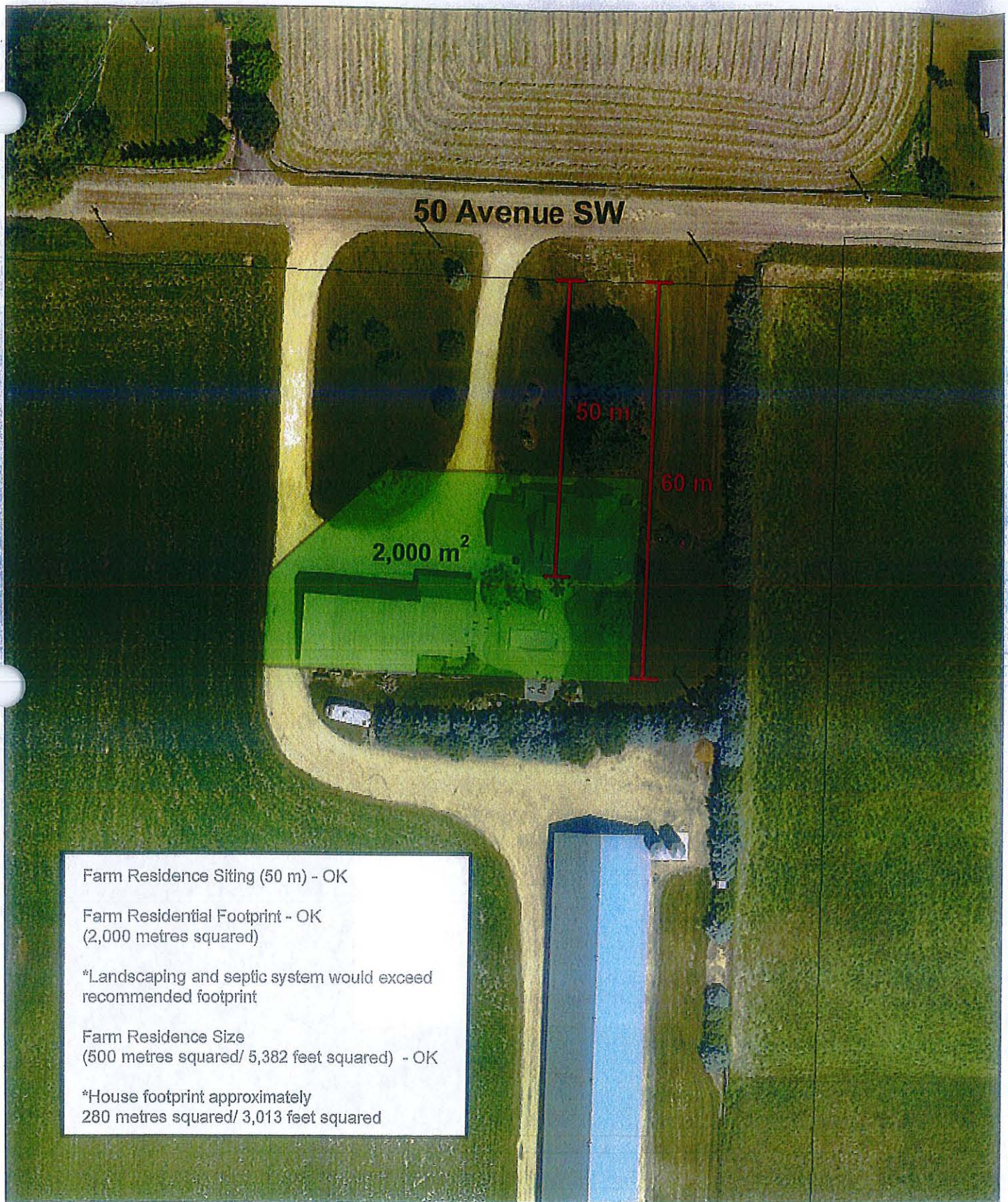
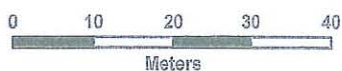


Figure 2: Example maximum setback for a narrow lot (< 33 metre width) - 50 metre dwelling setback.

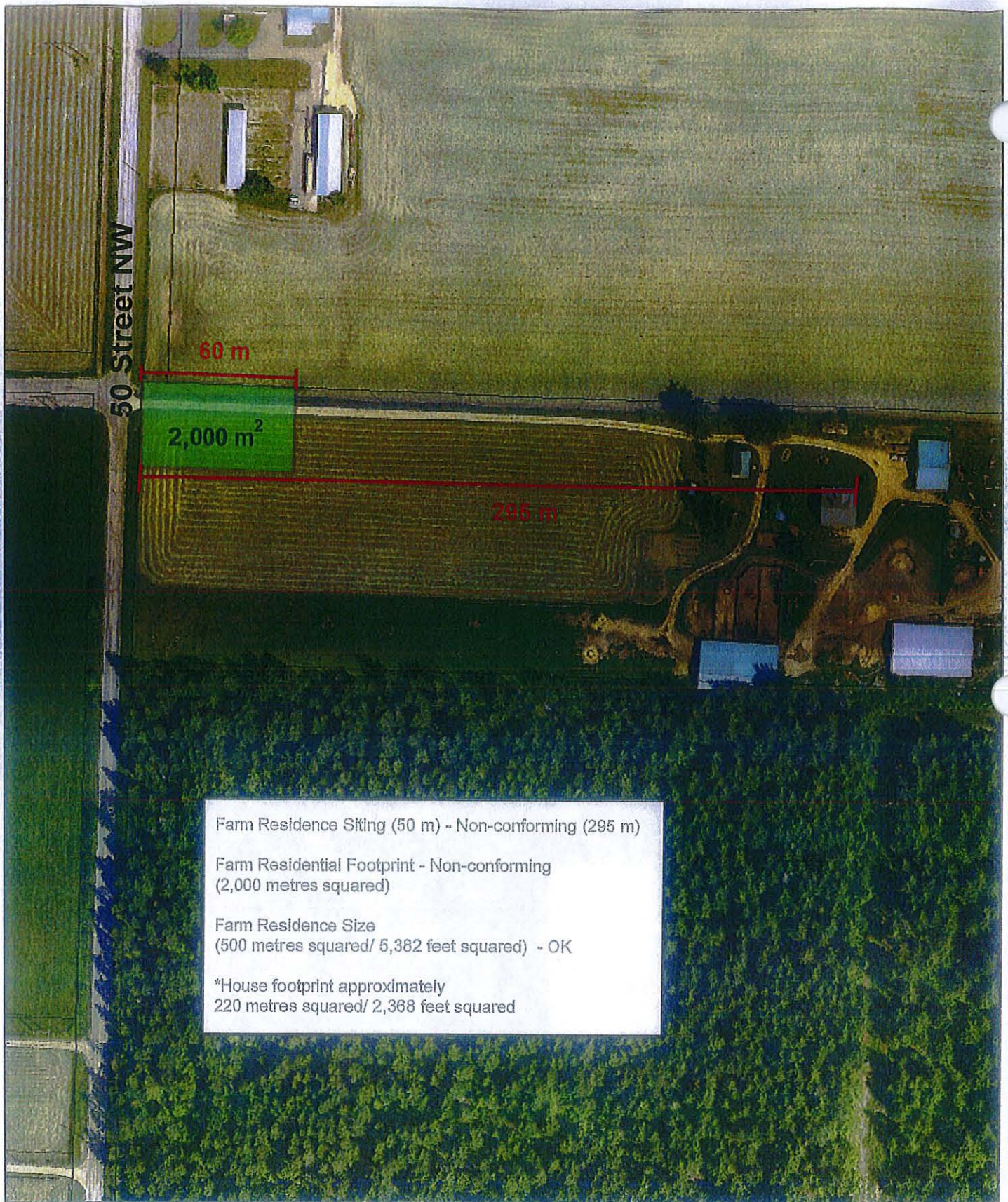


**Farm Home Plate - Example Map
Salmon Valley**



 Recommended Farm Residential Footprint

*This map was created for explanatory purposes only and is not intended for any other use.



**Farm Home Plate - Example Map
Gleneden**



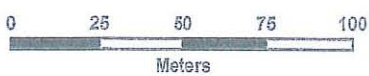
Recommended Farm Residential Footprint



*This map was created for explanatory purposes only and is not intended for any other use.



Farm Home Plate - Example Map
North Broadview



Status
Setback to Rear of Farm Residence
Length (m)

*This map was created for explanatory purposes only and is not intended for any other use.

AGRICULTURAL ADVISORY COMMITTEE

Minutes of a Meeting of the Agricultural Advisory Committee of the City of Salmon Arm held in Room 100 of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Wednesday, May 10, 2017.**

PRESENT:

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

ABSENT: Lana Fitt, Ernest Moniz, John Schut, James Olafson, Ron Ganert

1. Call to Order

Councillor Jamieson called the meeting to order at 3:02 p.m.

2. Declaration of Interest

n/a

3. Presentations / Delegations

n/a

4. Previous Meeting Minutes

n/a

5. Items

1. Farm Home Plate Regulations – Informational Report to Council

Moved: James Hanna
 Seconded: Don Syme

THAT: the Agricultural Advisory Committee believes it is important that we create a stable environment for the farming community to encourage long-term commitment and investment. The Committee recommends to Council that it adopt the Ministry of Agriculture's guidelines for farm residential use siting, footprint, and size with exemptions allowing for the use of poor agricultural land were appropriate.

Carried

Opposed: John McLeod

Staff outlined the purpose of the report which was requested by Council for information. Staff explained the details of the report including the Ministry of Agriculture's guidelines and provided information on other local governments who have implemented similar regulations. The potential implications to farmers and landowners from Farm Home Plate regulations were also outlined. The Committee discussed items such as: development pressures in Salmon Arm versus the Lower Mainland, potential for lack of regulation to leave the door open for further development, past applications for additional farm worker residences, appropriate size and footprint of farm residences, flexibility in siting of residential buildings to use land with poorer soil conditions, potential implications for existing and non-conforming structures, and potential for even greater regulation through a more extensive farm bylaw.

2. Crannog Ales Support Letter – FOR INFORMATION

Staff distributed a letter from the Agricultural Land Commission to the owners of Crannog Ales in regards to their farm business. The Committee discussed its general support for Crannog Ales and noted that, as per its letter, the ALC would permit the business to operate under its current ownership and size however it could not be expanded without further permission.

6. Late Items

1. Committee Membership

Staff noted that the terms for all Committee Members are up at the end of May and distributed application forms. The applications will be made available to the public and advertisements would be made in the Salmon Arm Observer. Deadline for applications is June 16, 2017.

7. Adjournment

The meeting adjourned at 4:15 p.m.

Wesley Miles, Recording Secretary
(Endorsed By Meeting Chair)

11. STAFF REPORTS**1. Director of Development Services - Farm Home Plate Regulations**

0252-2017

Moved: Councillor Harrison

Seconded: Councillor Eliason

THAT: Council direct staff to draft bylaw amendments for size and footprint of farm residential uses in conjunction with Ministry of Agriculture's recommended standards and similar BC local governments for all lands zoned for agriculture (A-1, A-2, A-3 and CD-3 Zone), including lands within the ALR.

CARRIED UNANIMOUSLY

CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing in meeting Room 100 of the City Hall, 500 - 2 Avenue NE, Salmon Arm, BC, on Tuesday, October 10, 2017 at 7:00 p.m.

1) Proposed Amendment to Zoning Bylaw No 2303:

Proposed Rezoning of Lot 2, Section 13 & 14, Township 20, Range 10, W6M, KDYD, Plan KAP87228 from R-1 (Single Family Residential Zone) to R-4 (Medium Density Residential Zone).

Civic Address: 1017 - 10 Avenue SE

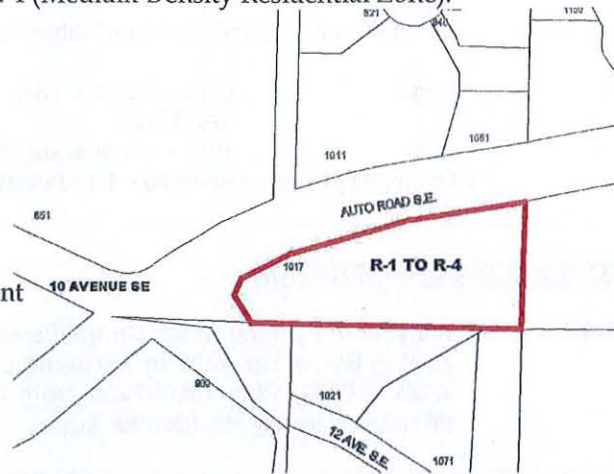
Location: Southeast of the intersection of Auto Road and 12 Avenue SE

Present Use: Vacant property

Proposed Use: To facilitate future development

Owner / Applicant: Arsenault, I.L. & Browne Johnson Land Surveyors

Reference: ZON-1104/ Bylaw No. 4224



The file for the proposed bylaw is available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from September 26, 2017 to October 10, 2017, both inclusive, in the office of the Corporate Officer at the City of Salmon Arm, 500 - 2 Avenue NE.

Those who deem their interest affected by the proposed bylaw are urged to review the file available in the Development Services Department (or telephone 250-803-4021) to obtain the facts of the proposal prior to the Public Hearing.

Erin Jackson, Corporate Officer

Salmon Arm Observer: September 27 and October 4



City of Salmon Arm

Development Services Department Memorandum

To: Her Worship Mayor Cooper and Members of Council

Date: August 21, 2017

Subject: Zoning Bylaw Amendment Application No. 1104

Legal: Lot 2, Section 13 & 14, Township 20, Range 10, W6M, KDYD, Plan KAP87228

Civic: 1017 – 10 Avenue SE

Owner/Applicant: Arsenault, I. L. / Browne Johnson Land Surveyors

MOTION FOR CONSIDERATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 13 & 14, Township 20, Range 10, W6M, KDYD, Plan KAP87228 from R-1 (Single Family Residential Zone) to R-4 (Medium Density Residential Zone).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

BACKGROUND

The 0.508 hectare triangular subject parcel is located at 1017 – 10 Avenue SE. The proposal is to rezone the parcel from R-1 (Single Family Residential Zone) to R-4 (Medium Density Residential Zone) to facilitate an 8-unit development.

The subject parcel is designated Medium Density Residential in the City's Official Community Plan (OCP) as shown in Appendix 3, and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 4). This area is comprised of a mix of residential zoned parcels (R-1, R-4, and R-6), generally containing single family dwellings. The parcel is currently undeveloped.

Land uses adjacent to the subject parcel include the following:

North: Road (Auto Road SE), with Single-Family Residential (R-1) parcels beyond,
 South: Single-Family Residential (R-1) parcels,
 East: Medium Density (R-4) parcels, and
 West: Road, with Mobile Home (R-6) and Park (P-1) parcels beyond.

A conceptual site plan illustrating a total of 8 lots has been provided (Appendix 5). Site photos are attached as Appendix 6.

OCP POLICY

The subject parcel is designated Medium Density Residential in the OCP, and is within Residential Development Area A, the highest priority area for development. The proposal appears to align with OCP Policy 4.4.3, which encourages all growth to be sensitively integrated with neighbouring land uses. Furthermore, the proposed zoning aligns with the Urban Residential Objectives of Section 8.2 and Urban Residential Policies listed in Section 8.3, including providing a variety of housing types, providing housing options, and supporting compact communities.

In terms of siting, the proposal appears to match with OCP Siting Policies under Section 8.3.19, including good access to transportation routes, recreation, community services, and utility servicing. OCP Map 11.2 designates a pedestrian corridor (greenway / sidewalk) along the Auto Road frontage of the subject property, while OCP Map 12.2 also designates a bike route along this frontage.

As per OCP residential policy, a multi-family development is subject to a future Development Permit application, however single family homes on strata lots as proposed are exempt from the DP process.

COMMENTS

Engineering Department

While not conditions of rezoning, full municipal services are required, including frontage improvements to Auto Road SE, as well as sanitary sewer main and storm sewer main extensions. The attached comments have been provided to the applicant (Appendix 7).

Building Department

No concerns with rezoning. Potential grade concerns: retaining walls may be necessary. Further review may be required at time of development.

Fire Department

No Fire Department concerns.

Planning Department

Keeping in mind the Medium Density Residential OCP designation, the subject parcels are located in an area well-suited for medium density residential development with R-4 zoning as proposed, within a reasonable walking distance to the City Centre. The maximum residential density permitted under R-4 (Medium Density) zoning is 40 dwelling units per hectare of land. As the subject property is 0.508 hectares in area, the maximum permitted density under R-4 would be 20 dwelling units assuming: 1) some form of strata development; 2) the present gross areas of the subject parcel; and 3) no density bonus. The minimum parcel area for a single family dwelling is 300 square metres. 8 units are proposed each on its own lot in a bare-land strata configuration, with a minimum lot size of 377 square metres.

While from a growth management perspective, the best use and density would be a slightly more dense form of multi-family development, it is the opinion of Staff that the proposal represents a reasonable balance between growth management principles while respecting existing land uses: the proposed density (8 units) appears sensitive to established neighbouring land uses, while representing an increase in present density.

As Auto Road is a Designated Urban Arterial Road, frontage improvements along the subject property are an important consideration, including sidewalk facilities. Staff note the significant length of frontage, almost 150 metres.


In terms of a future development scenario, the shape and grade of the parcel presents some challenges. The site presents some potential concerns relative to snow clearance, emergency access and turn-around traffic, not to mention the feasibility of building envelopes on the proposed strata lots 6 and 7. Opportunity for on-street parking at this site is very limited, thus it is important that the proposed development meet (or exceed) parking requirements. Additionally, a screened refuse/recycling area is required. Review at later stages of development (Development Permit and/or Building Permit) will be required to illustrate how the applicant's proposed development would address such requirements relative to the subject parcel.

As previously noted, if rezoned to R-4, a form and character development permit application may be required prior to development to demonstrate how the proposed buildings, lot grading, site and landscape designs will address the various requirements. Review of such an application would proceed through City staff, the Design Review Panel, and Council for consideration of approval.

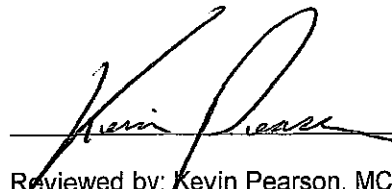
Staff note that single family homes on strata lots as proposed are exempt from the DP process. Should development proceed as proposed, City staff will review the proposal at the Building Permit stage to ensure that the various requirements previously discussed are met.

CONCLUSION

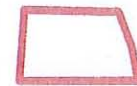
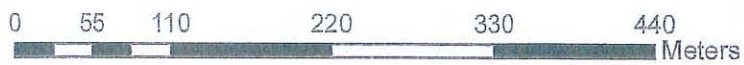
The proposed R-4 zoning of the subject property is supported by OCP policy and is therefore supported by staff.



Prepared by: Chris Larson, MCP
Planning and Development Officer



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



Subject Parcels



0 12.5 25 50 75 100 Meters

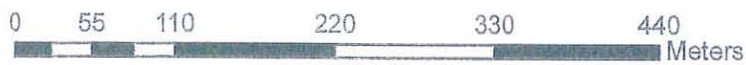
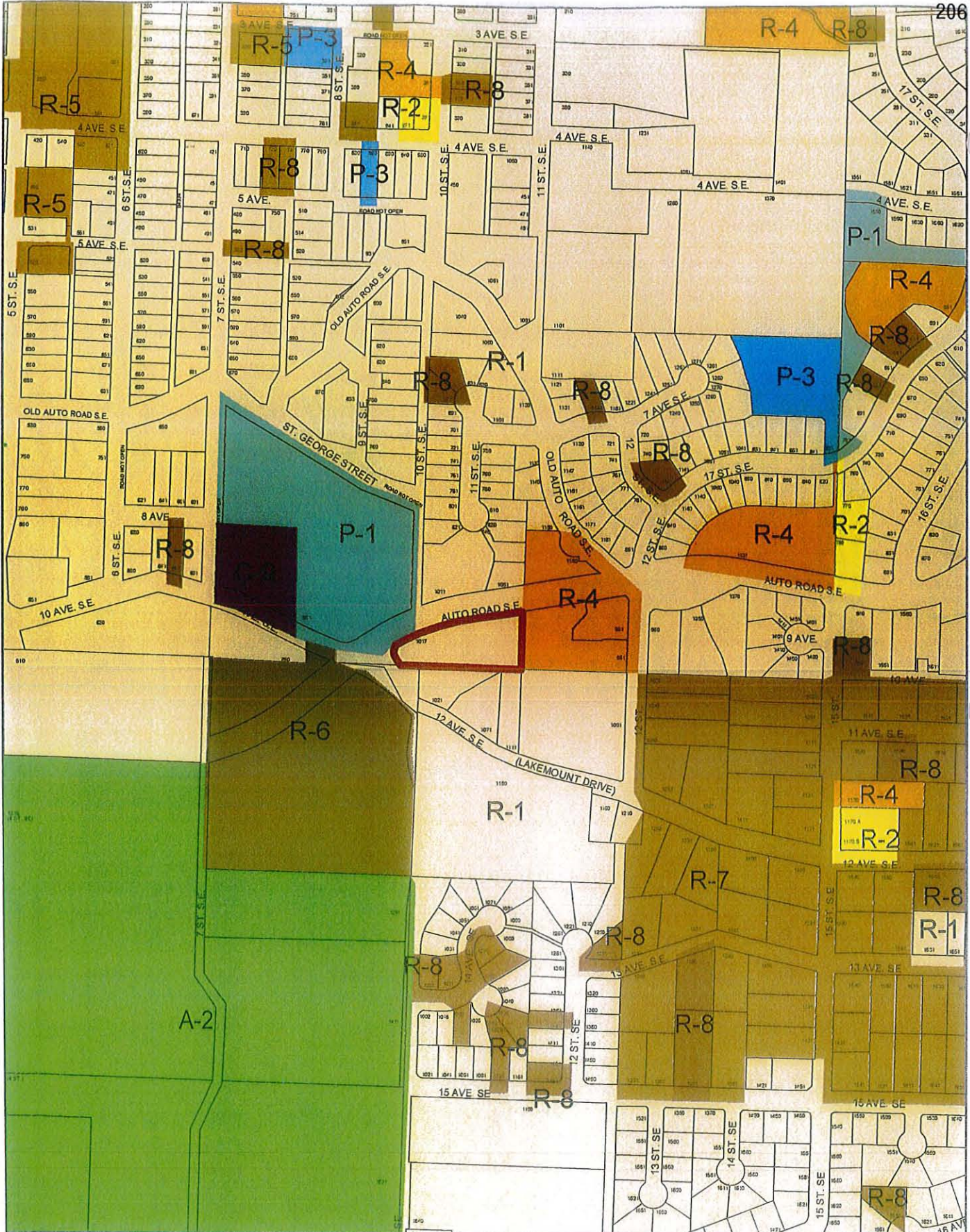


Subject Parcels

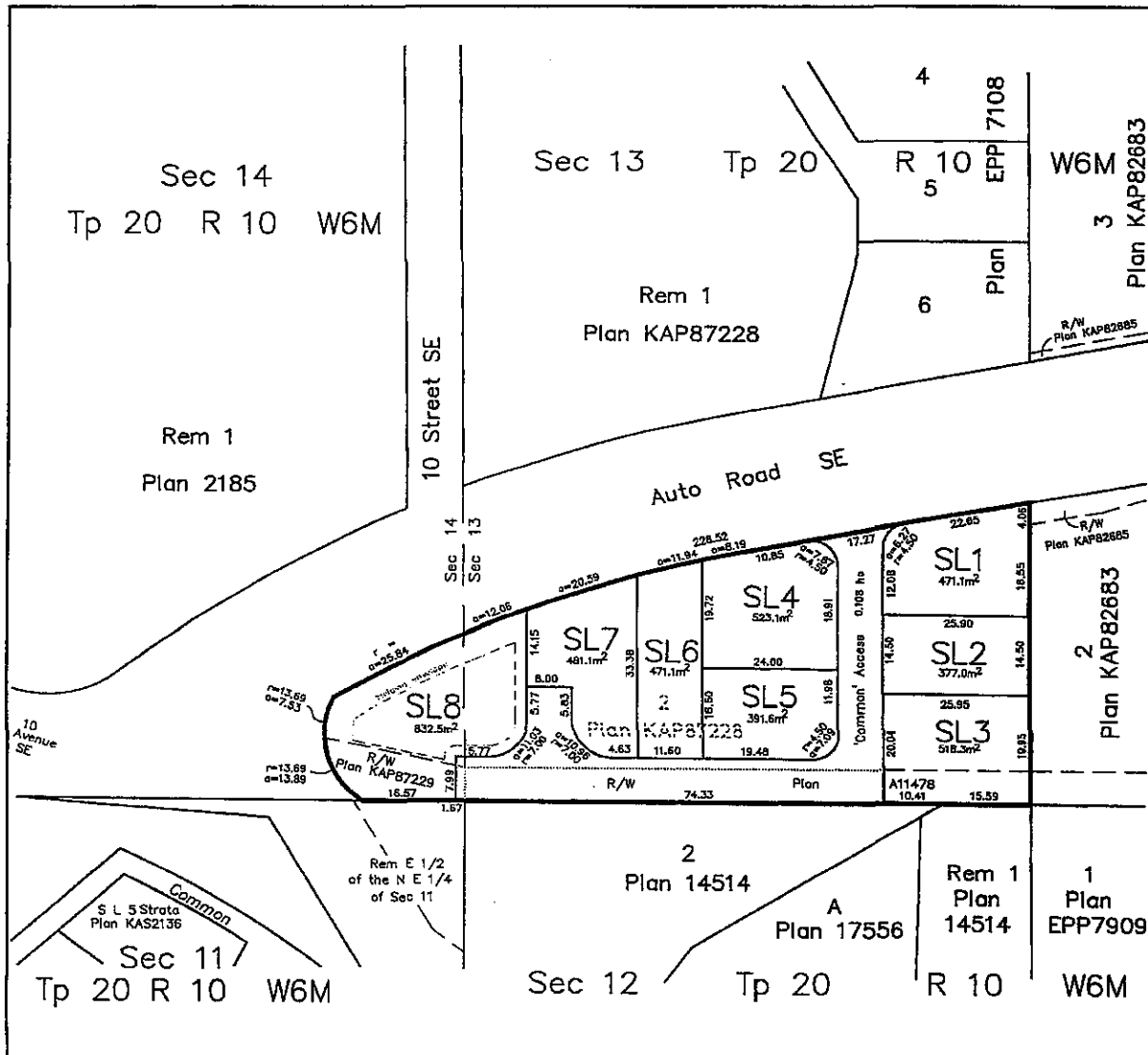


0 25 50 100 150 200 Meters

- High Density Residential
- Medium Density Residential
- Low Density Residential
- Park
- Subject Parcel



Subject Parcels



May 29, 2017

BROWNE JOHNSON LAND SURVEYORS
B.C. AND CANADA LANDS
SALMON ARM, B.C. Ph.250-832-9701
File: 235-17



View east of subject property from 10 Avenue SE.



View east of subject property along Auto Road SE.



View west of forested subject property along Auto Road SE.



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

TO: Kevin Pearson, Director of Development Services
 DATE: 18 August, 2017
 PREPARED BY: Chris Moore, Engineering Assistant
 OWNER: Arsenault, Ida, Via Poggio Pudano 9, Crotone, Italy 88900
 APPLICANT: Browne Johnson Land Surveyors, Box 362, Salmon Arm, BC V1E 4N5
 SUBJECT: **ZONING AMENDMENT APPLICATION FILE NO. ZON-1104E**
 LEGAL: Lot 2, Sections 13 & 14, Township 20, Range 10, W6M, KDYD, Plan KAP87228
 CIVIC: **1017 – 10 Avenue SE**

Further to your referral dated July 27, 2017, we provide the following servicing information. **The following comments and servicing requirements are not conditions for the rezoning; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages. These comments are generalized; more specific servicing requirements will be identified at a future stage:**

General:

1. Full municipal services are required as noted herein. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Development properties to be serviced completely by underground electrical and telecommunications wiring.
4. Properties under the control and jurisdiction of the municipality shall be reinstated to City of Salmon satisfaction.
5. Owner/developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. Erosion and Sediment Control measures will be required at time of construction. ESC Plans to be approved by the City of Salmon Arm
7. The applicant will be required to submit for City review and approval a detailed site servicing/lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

ZONING AMENDMENT APPLICATION FILE NO. ZON-1104E

18 August, 2017

Page 2

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

Roads/Access:

1. Auto Road SE on the subject property's north boundary is designated as an Urban Arterial Road, requiring an ultimate road right of way dedication of 25.0 meters (12.5 meters on either side of road centerline). Based on review of existing records, no road dedication is required (to be confirmed by BCLS).

Auto Road SE is currently constructed to an interim Urban Arterial Road standard. Upgrading to the Urban Arterial Road Standard will be required (RD-4). Upgrades may include, but are not limited to sidewalk, boulevard, curb and gutter, streetlights and road drainage.

2. 10 Avenue SE on the subject property's west boundary is designated as an Urban Local Road and requires an ultimate road right of way dedication of 20.0 meters (10.0 meters from centerline). Available records indicate that further dedication is not required from the subject property.

10 Avenue SE is currently constructed to an interim Urban Local Road standard. Upgrading to the Urban Local Road Standard will be required. Upgrades may include, but are not limited to sidewalk, boulevard, curb and gutter, streetlights and road drainage.

3. Internal roadways are recommended to be a minimum of 7.3m measured from face of curb (per City standard RD-12). Truck turning movements shall be properly analysed to ensure internal road network will allow emergency and service vehicle access.

Water:

1. The site fronts a 250mm watermain (Zone 2) in a right of way along the south property line. No upgrades are anticipated at this time.
2. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
3. Fire protection requirements to be confirmed with the Building and Fire Departments.
4. Fire Hydrant spacing is insufficient; developer is responsible for installing hydrants as needed to meet the spacing requirements.

ZONING AMENDMENT APPLICATION FILE NO. ZON-1104E**18 August, 2017****Page 3**

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5. The property shall be serviced by single metered water service connection (as per Specification Drawings No. W-10) adequately sized to satisfy the servicing requirements for the proposed use. Water meters will be provided by the City at the owner/developers cost.
 6. Strata developments with ground oriented access have the option of a bulk water meter at property line with invoicing to the Strata Corporation or individual strata lot metering with invoicing to each strata lot (currently on an annual flat rate). To qualify for the second option each unit requires a separate outside water service shut-off connected to the onsite private water main. Contact Engineering Department for more information. All meters will be provided at time of building permit by the City, at the owner/developers cost.
 7. Records indicate that the existing property is currently serviced by a single 19mm service. All existing inadequate/unused services must be abandoned at the main. Owner/Developer is responsible for all associated costs.

Sanitary Sewer:

1. The site fronts a 200mm diameter sanitary main which terminates at the west property line. The sanitary sewer shall be extended along the frontage of the development on Auto Road SE to the east property line. Owner/Developer is responsible for all associated costs.
2. Property to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Records indicate that the existing lot is currently un-serviced. All existing inadequate/unused services must be abandoned at the main. Owner/Developer is responsible for all associated costs.

Drainage:

1. The site fronts a 450mm diameter storm main which terminates at an inlet structure at the north-west corner of the property. The storm sewer shall be extended along the frontage of the development on Auto Road SE to the east property line to collect the road drainage from Auto Road. Owner/Developer is responsible for all associated costs.
2. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided. Should discharge into the City Storm Sewer be part of the ISMP, owner/developers engineer is required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development
3. Subject to item 2, the proposed lots may be serviced by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Records indicate that the existing lot is currently un-serviced. All existing inadequate/unused services must be abandoned at the main. Owner/Developer is responsible for all associated costs.

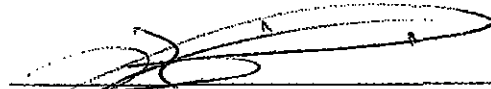
ZONING AMENDMENT APPLICATION FILE NO. ZON-1104E
18 August, 2017
Page 4

Geotechnical:

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



Chris Moore
Engineering Assistant



Rob Nieuwenhuizen, ASCT
Director of Engineering and Public Works

From: Jason Pufferhill [<mailto:hotrodmonza@msn.com>]
Sent: Wednesday, October 04, 2017 7:39 PM
To: Carl Bannister; Erin Jackson; Darin Gerow
Subject: Salmon Arm City Council:

Thank you for the notice regarding the proposed zoning changes. Please respond to this email so that I know its been received by the right people. I just want to make sure its received before I show up to the hearing on October 10th.

October 4, 2017
6:48 PM

Salmon Arm City Council:

In response to the letter I received from the City of Salmon Arm regarding the proposed rezoning of 1017 10th Ave NE;

I have reviewed the file and understand the intention of the owner/applicant is to change the zoning of this property from R1 to R4.

I do not object to the proposed changes, but, as the owner of the neighbouring property to the south (1021 12th Ave SE) I do have some concerns. Firstly, the natural landscape of the property would require some changes (ie: excavating a large portion of the property) in order to build the proposed 8 unit strata. This will leave the need for a retaining wall of some sort, and impose a considerable hazard to my family as our driveway follows our northern property line. Secondly, I can only assume that all of the trees on the property will need to be removed in order to build on it and this would completely remove all of the privacy from our home and back yard. I would like to see the owner of 1017 10th Ave NE erect a privacy fence along the length of their southern property line to maintain the safety of my family and our privacy as well as for the future residents of the strata that has been proposed.

Thank you for taking time to view my letter and consider my concerns. I look forward to attending the public hearing on October 10th, 2017 at 19:00 hrs.

Kind regards,

Jason Puffer Hill
1021 12th Ave SE
250 515 1447
jasonpufferhill@gmail.com

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CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing in meeting Room 100 of the City Hall, 500 - 2 Avenue NE, Salmon Arm, BC, on **Tuesday, October 10, 2017 at 7:00 p.m.**

1) Proposed Amendment to Zoning Bylaw No 2303:

Proposed Rezoning of Lot 4, Section 6, Township 20, Range 9, W6M, KDYD, Plan 14760 from A-2 (Rural Holding Zone) to M-1 (General Industrial Zone).

Civic Address: 4641 – 40 Avenue SE

Location: At the intersection of Auto Road SE and 40 Avenue SE

Present Use: Single family dwelling

Proposed Use: To permit the construction of an industrial building

Owner / Applicant: S.J. Parrell

Reference: ZON-1106/ Bylaw No. 4225



The file for the proposed bylaw is available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from September 26, 2017 to October 10, 2017, both inclusive, in the office of the Corporate Officer at the City of Salmon Arm, 500 - 2 Avenue NE.

Those who deem their interest affected by the proposed bylaw are urged to review the file available in the Development Services Department (or telephone 250-803-4021) to obtain the facts of the proposal prior to the Public Hearing.

Erin Jackson, Corporate Officer

Salmon Arm Observer: September 27 and October 4



City of Salmon Arm
Development Services Department Memorandum

TO: Her Worship Mayor Cooper and Council

FROM: Development Services Department

DATE: August 17, 2017

SUBJECT: Zoning Amendment Application No. ZON.1106
Lot 4, Plan 14760, Sec. 6, Tp. 20, R. 9, W6M, KDYD
4641 - 40 Avenue SE
Owner/Applicant: S. J. Parrell

Motion for Consideration

THAT:

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

1. Rezone Lot 4, Plan 14760, Sec. 6, Tp. 20, R. 9, W6M, KDYD from A-2 (Rural Holding) Zone to M-1 (General Industrial) Zone.

Staff Recommendation

THAT: The Motion for Consideration be adopted.

Proposal

The subject property is located at the intersection of Auto Road SE and 40 Avenue SE. The owner is applying to have the property rezoned to permit construction of an industrial building for the use of a workshop. A location map and ortho photo are attached as Appendices 1 and 2.

Background

The subject property is designated Industrial in the Official Community Plan and is currently zoned A-2 (Rural Holding). The property is approximately 0.6 hectare in size and contains a residence. O.C.P. and Zoning map are attached as Appendices 3 and 4.

The property is within the Agricultural Land Reserve but is not subject to the restrictions of the A.L.C. Act as it was created in 1964 and is only 0.6 ha. in size. Section 23(1) of the A.L.C. Act exempts parcels that were in existence prior to December 21, 1972 and were less than 2 acres (0.8 ha.) in size. In addition, the Agricultural Land Commission has approved the City's Official Community Plan which as previously noted, designates the property for industrial use. An A.L.R. map is attached as Appendix 5.

Site Context:

North: Rural residential parcel designated Industrial and zoned A-2 (Rural Holding)
South: 40 Avenue SE; then parcels designated and zoned M-1 (General Industrial)
East: Auto Road SE; then parcels designated Industrial and zoned A-2 (Rural Holding)
West: Rural agricultural/residential parcel designated Acreage Reserve and zoned A-2 (Rural Holding)

Staff have reviewed the proposal and provide the following:

Building Department

No concerns.

Fire Department

No concerns.

Engineering Department


See Appendix 6.

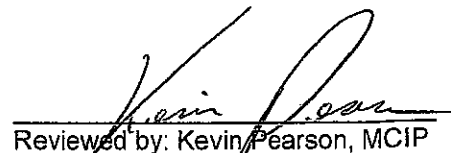
Planning Department

The proposed zoning complies with the Official Community Plan and the intended expansion of the Industrial Park northward along Auto Road SE to 45 Street SE.

The application will make additional land available for industrial development and is consistent with existing industrial development in the area.

The property can be serviced to City standards and has good access for industrial vehicles.


Prepared by: Jon Turlock
Planning & Development Officer


Reviewed by: Kevin Pearson, MCIP
Director of Development Services

Appendices

1. Location map
2. Ortho photo
3. OCP map
4. Zoning map
5. A.L.R. map
6. Engineering Dept. comments



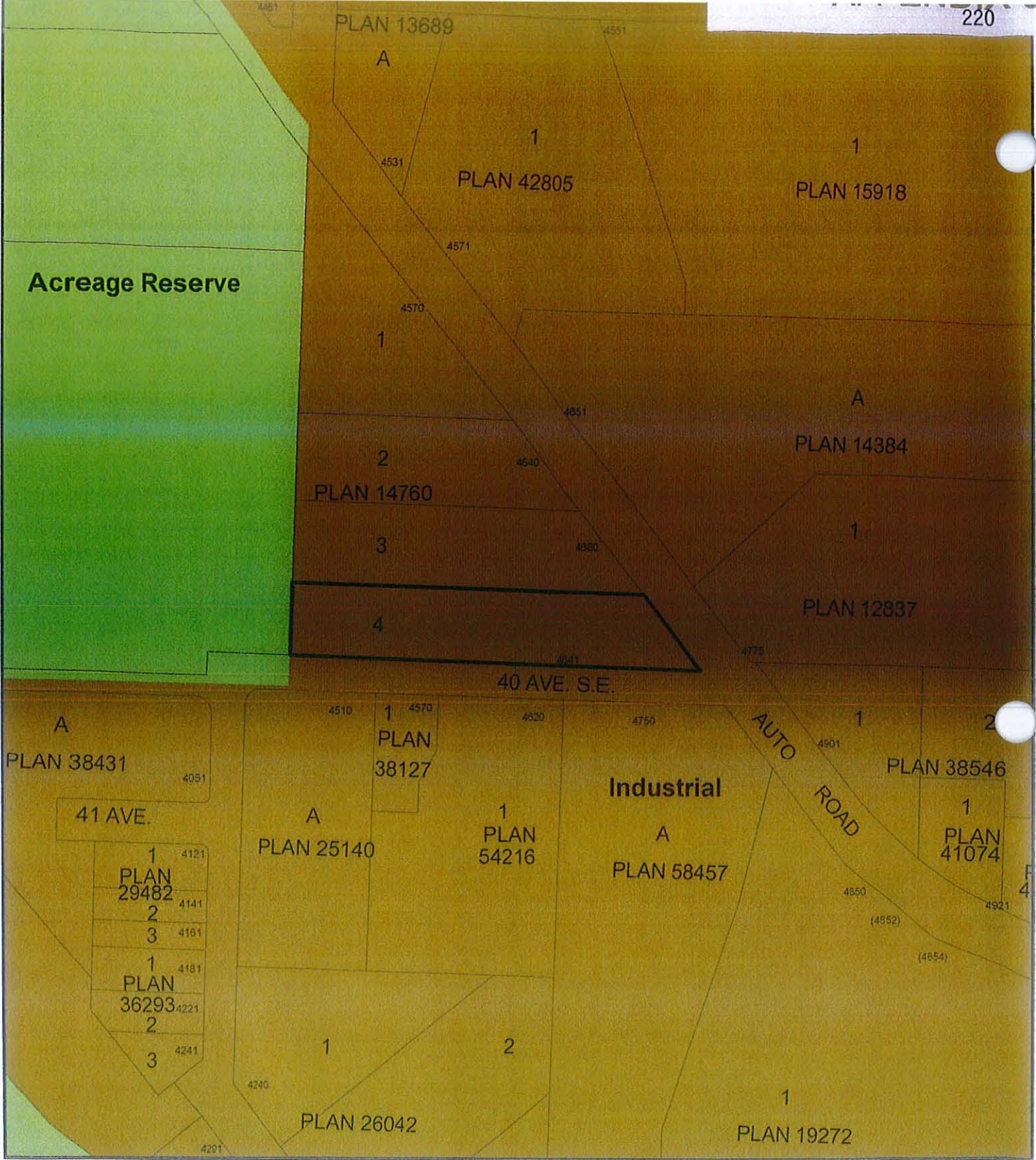
Subject Property



N

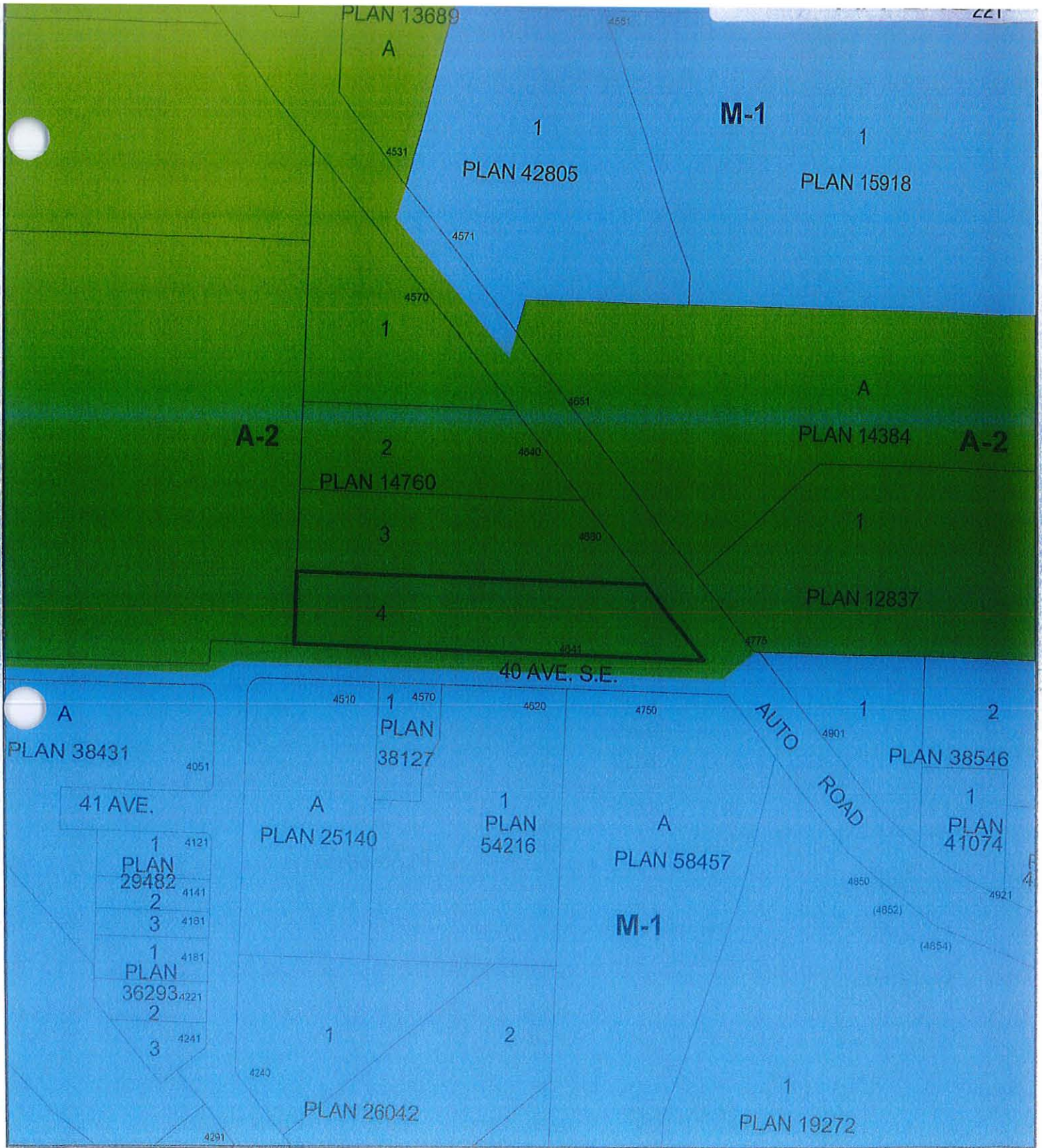


Subject Property

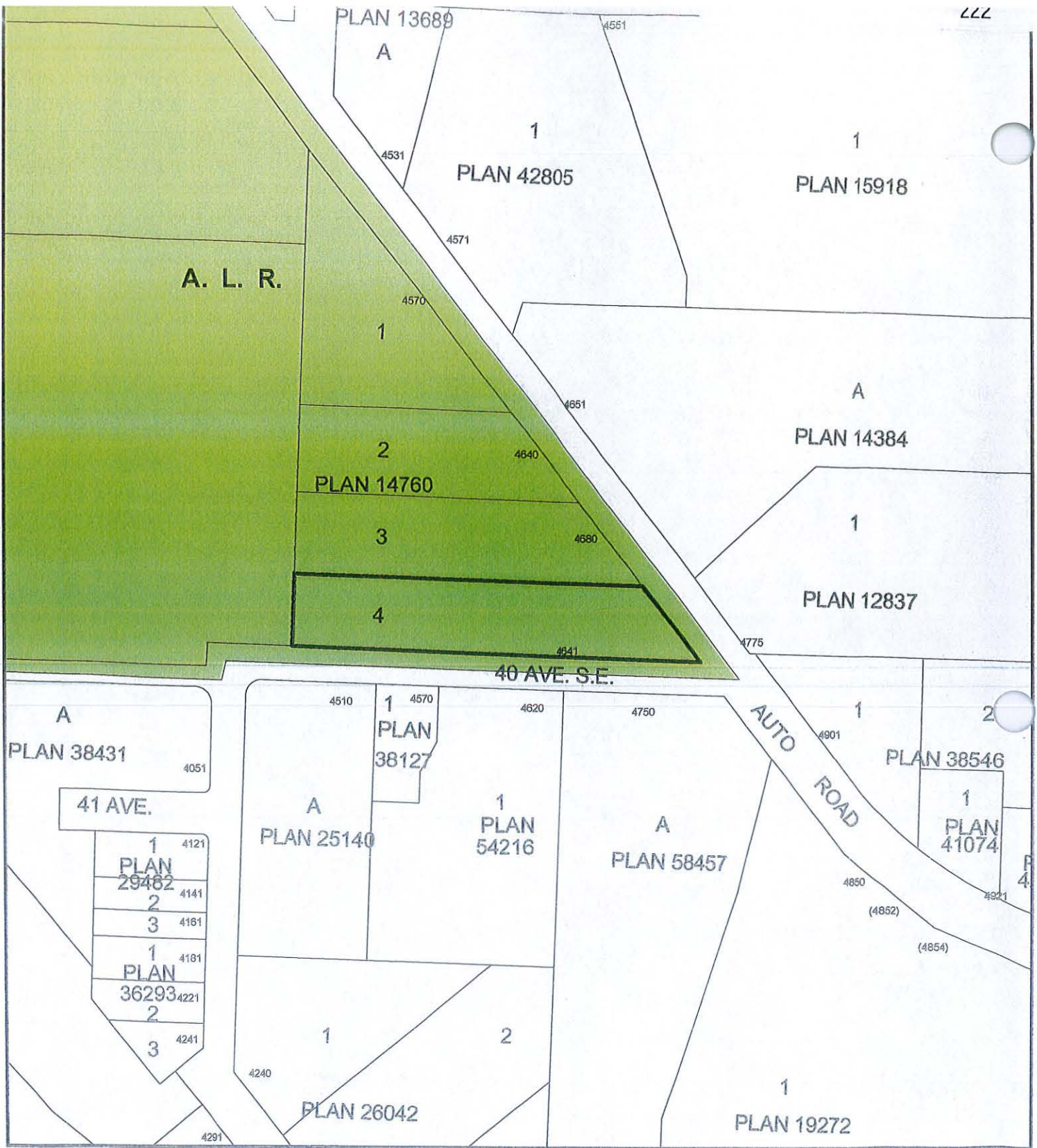


Subject Property

O.C.P.



Zoning



Subject Property

A.L.R.



223

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

To: Kevin Pearson, Director of Development Services
Date: August 9, 2017
Prepared by: Darin Gerow, Engineering Assistant
Subject: Proposed Rezoning Application ZON-1106E
Legal: Lot 4, Section 6, Township 20, Range 9, W6M, KDYD, Plan 14760
Civic: 4641 – 40 Avenue SE
Owner: Sheldon Parrell, 4641 – 40 Avenue SE, Salmon Arm, BC, V1E 4M3
Applicant: Owner

Further to your referral dated July 31, 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:

General:

1. Full municipal services are required as noted herein. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Development properties to be serviced completely by underground electrical and telecommunications wiring.
4. Properties under the control and jurisdiction of the municipality shall be reinstated to City of Salmon satisfaction.
5. Owner/developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. Erosion and Sediment Control measures will be required at time of construction. ESC plans to be approved by the City of Salmon Arm.
7. The applicant will be required to submit for City review and approval a detailed site servicing/lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

Proposed Rezoning Application ZON-1106E
 August 9, 2017
 Page 2

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

Roads/Access:

1. Auto Road SE on the subject properties east boundary is designated as a Rural Arterial Street and requires an ultimate 25.0 meters dedication (12.5 meters from centerline). Although the City only requires an interim total of 20 meters of dedication at this time (10.0 meters on either side of road centerline), all building setbacks will be required to conform to the ultimate 25.0 meter cross section. No additional dedication is required.

Auto Road SE is currently constructed to an interim Rural Arterial Road. Upgrading the property's frontage to Rural Arterial Standard (RD-9) is required. Upgrading may include, but not limited to, road widening, bike lane and boulevard construction.

2. 40 Avenue SE on the subject properties south boundary is designated as an Industrial Area Road, requiring a 20.0 meter road dedication (10.0 meters from centerline). Available records indicate that additional dedication is required, to be confirmed with BCLS.

40 Avenue SE is currently constructed to a Rural Local Road standard. Upgrading the property's frontage to an Industrial Area Road Standard (RD-6A) is required. Upgrading may include, but not limited to, road widening, shouldering, ditching and boulevard construction.

3. Access to the subject lot shall be in accordance with the Subdivision and Development Servicing Bylaw No. 4163, Section 4.13, multiple accesses may be considered to an industrial lot, provided the distance between accesses is greater than 10.0 meters and there are no safety issues created. Each access shall have an approved culvert supplied and placed by the City of Salmon Arm at the owners expense.
4. A 5.0m x 5.0m corner cut is required at the intersection of Auto Road SE and 40 Avenue SE.

Water:

1. The subject property fronts on a 350mm and partially a 150mm diameter (Zone 5) watermain on 40 Avenue SE and a 250mm diameter (Zone 5) watermain on Auto Road SE. No upgrades are anticipated at this time.
2. The subject property is in an area with sufficient fire flows and pressures according to the 2011 water Study (OD&K 2012)

Proposed Rezoning Application ZON-1106E

August 9, 2017

Page 3

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3. All fire protection requirements to be confirmed with the Fire and Building Inspection Departments.
 4. Subject lot is to be serviced by single metered water service connection (as per Specification Drawing No. W-10) adequately sized (minimum 25mm) to satisfy the proposed use. Existing records indicate that the existing lot currently has a 19mm diameter water service installed in 1973. Upgrading existing water service will be required. All existing inadequate/unused services must be abandoned at the main. Owner/developer is responsible for all associated costs.

Sanitary Sewer:

1. The subject property does not front on a City sanitary sewer main. Subject to the required approvals from Interior Health Authority, private on-site disposal system will be required

Drainage:

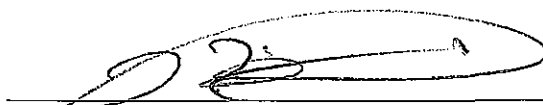
1. The subject property does not front on an enclosed storm sewer system. Site drainage is by overland and ditch draining systems. Drainage issues related to a development to be addressed at time of development.

Geotechnical:

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



Darin Gerow, ASCT
Engineering Assistant



Rob Niewenhuizen, ASCT
Director of Engineering & Public Works

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Item 23.1

CITY OF SALMON ARM

Date: October 10, 2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: Zoning Amendment Bylaw No. 4223 be read a third and final time.

[City of Salmon Arm; Text Amendment]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4223

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chamber of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on October 10, 2017 at the hour of 7:00 p.m. was published in the September 27, 2017 and October 4, 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:

- 1) Section 2 - Definitions - Add the following:

BUILDING AREA means the greatest horizontal area of a building above grade within the outside surface of exterior walls or within the outside surface of exterior walls and the centre lines of firewalls.

- 2) Sections 34 (A-1 Zone), 35 (A-2 Zone), 36 (A-3 Zone), 41 (CD-3 Zone), and 56 (CD-18) - Add the following:

Maximum Residential Building Area

The maximum combined *building area* for all *dwelling units* (single family dwelling, detached suite and farm help) shall be no greater than 500 m² (5,382 ft²).

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. 4223**".

READ A FIRST TIME THIS	11th	DAY OF	September	2017
READ A SECOND TIME THIS	11th	DAY OF	September	2017
READ A THIRD TIME THIS		DAY OF		2017
ADOPTED BY COUNCIL THIS		DAY OF		2017

MAYOR

CORPORATE OFFICER

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Item 23.2

CITY OF SALMON ARM

Date: October 10, 2017

Moved: Councillor Lavery

Seconded: Councillor Jamieson

THAT: Zoning Amendment Bylaw No. 4224 be read a third time and final time.

[Arsenault, I.L. / Browne Johnson Land Surveyors; 1017 - 10 Avenue SE; R-1 to R-4]

Vote Record

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

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

CITY OF SALMON ARM

BYLAW NO. 4224

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 October 10, 2017 at the hour of 7:00 p.m. was published in the September 27, 2017 and October 4, 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 13 & 14, Township 20, Range 10, W6M, KDYD, Plan KAP87228 from R-1 Single Family Residential Zone to R-4 Medium Density Residential 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. 4224**"

READ A FIRST TIME THIS 11th DAY OF September 2017

READ A SECOND TIME THIS 11th DAY OF September 2017

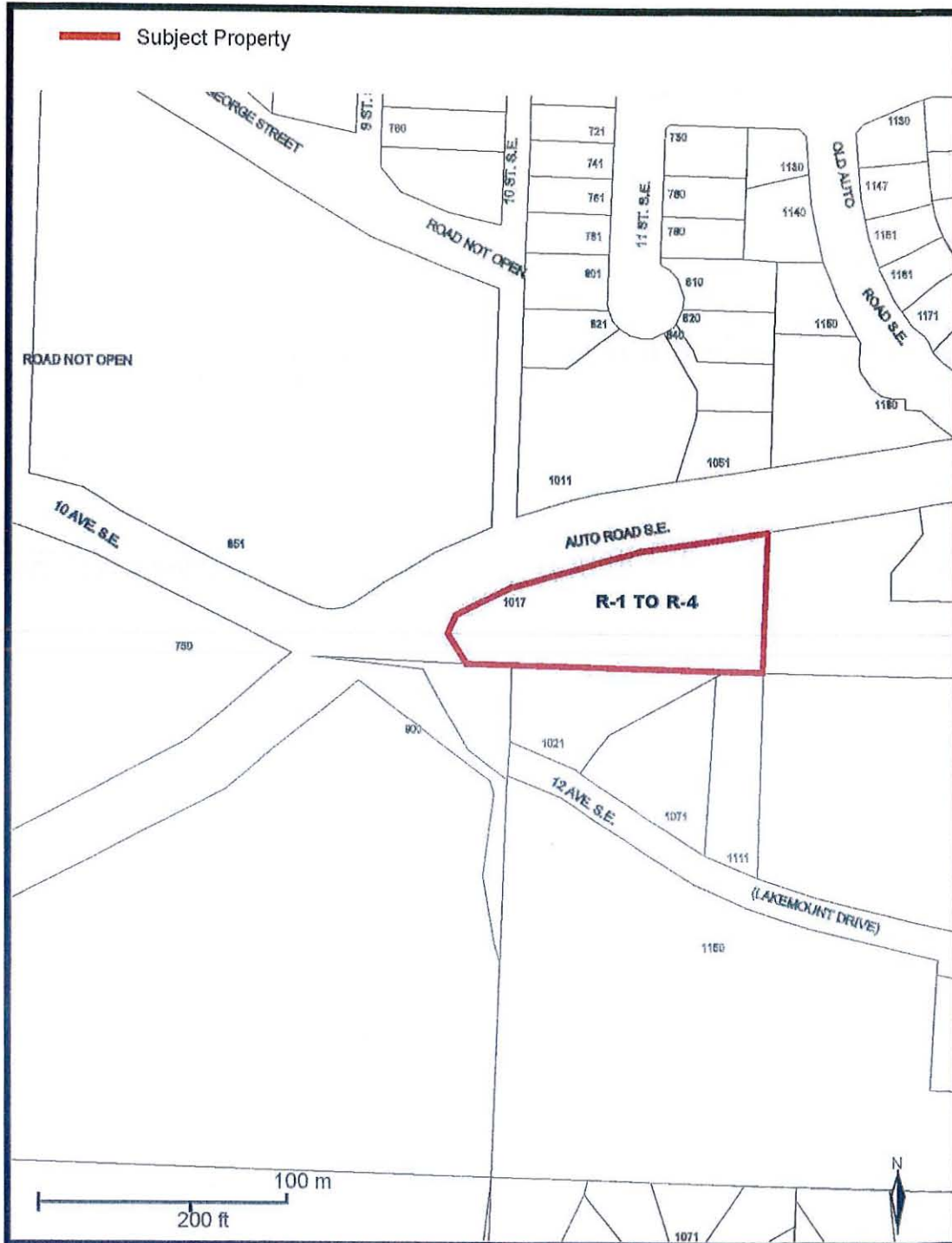
READ A THIRD TIME THIS DAY OF 2017

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 23.3

CITY OF SALMON ARM

Date: October 10, 2017

Moved: Councillor Harrison

Seconded: Councillor Eliason

THAT: Zoning Amendment Bylaw No. 4225 be read a third and final time.

[Parrell, S.J.; 4641 - 40 Avenue SE; A-2 to M-1]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4225

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 October 10, 2017 at the hour of 7:00 p.m. was published in the September 27, 2017 and October 4, 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 4, Section 6, Township 20, Range 9, W6M, KDYD, Plan 14760 from A-2 Rural Holding Zone to M-1 General Industrial 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. 4225"

READ A FIRST TIME THIS 11th DAY OF September 2017

READ A SECOND TIME THIS 11th DAY OF September 2017

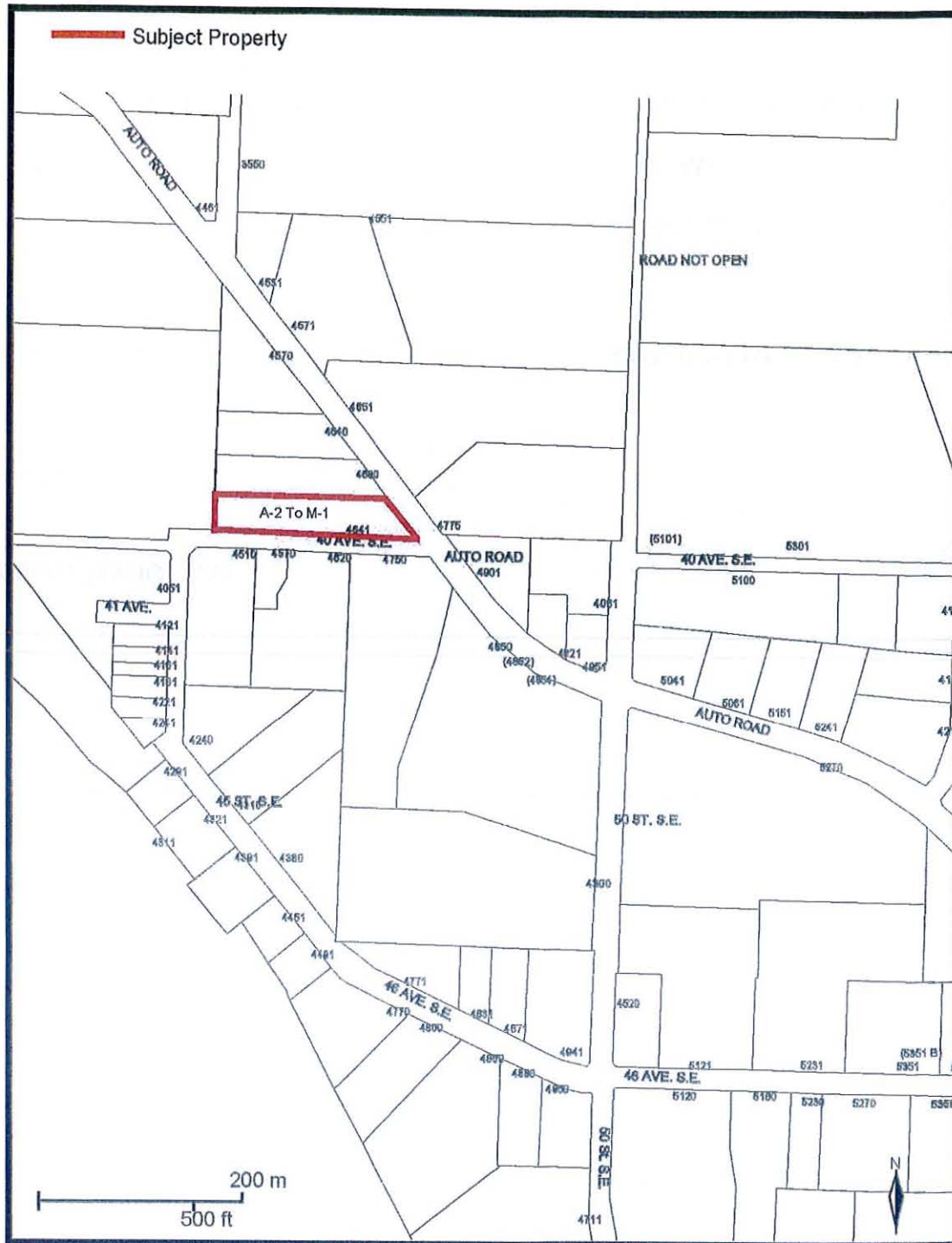
READ A THIRD TIME THIS DAY OF 2017

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 26.

CITY OF SALMON ARM

Date: October 10, 2017

Moved: Councillor Lavery

Seconded: Councillor Jamieson

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

Vote Record

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

Opposed:

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

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