

1. August 26, 2019 Council Agenda And Council Correspondence

Documents:

[AUGUST 26, 2019 COUNCIL INFORMATION.PDF](#)
[AUGUST 26, 2019 COUNCIL AGENDA.PDF](#)

1.1. August 26, 2019 Revised Agenda

Documents:

[AUGUST 26, 2019 COUNCIL AGENDA.PDF](#)

INFORMATIONAL CORRESPONDENCE - AUGUST 26, 2019

1.	S. & C. Martin – email dated August 10, 2019 Salmon Arm and increasing rat population	A
2.	S. Berger – letter dated August 11, 2019 – Canoe Beach Lots	N
3.	R. Matthews – email dated August 14, 2019 – Safe Place to Live	N
4.	L. Richards – email dated August 16, 2019 – Climate action plan	N
5.	M. Allbury – letter received August 16, 2019 – Cemetery adornments	N
6.	A. Channer – letter dated August 19, 2019 – Canoe beach Cottages	N
7.	R. Schumacher – email dated August 20, 2019 – Rats	N
8.	R. Williams, Event Coordinator, Vintage Car Club of Canada – Thank you for support of the 2019 Habrourfront Cruise Car Show	N
9.	D. McDonald – email dated August 13, 2019 – September 7, 2019 beach day	R
10.	T. Piccini, Josh Hunter Memorial Skate Jam Organizer – letter received August 2019 – Josh Hunter Memorial Skate Jam 2019 Sponsorship Request	A
11.	R.J. Haney Heritage Village and Museum – 22 nd Annual Harvest Celebration September 8, 2019	N
12.	Union of British Columbia Municipalities – letter dated August 7, 2019 – UBCM Group Benefits Plan – Notice of Plan Marketing Review	N
13.	S. Weber, President and CEO, C3 Alliance Corp. – letter dated August 8, 2019 – Invitation to the 6 th Annual Resource Breakfast Series – September 2019	N
14.	T. Faganello, Assistant Deputy Minister, Local Government Division, Ministry of Municipal Affairs and Housing and G. MacIsaac, Executive Director, Union of British Columbia Municipalities for Green Communities Committee – letter dated August 15, 2019 – 2018 Green House Gas Emissions	N
15.	L. Helps, Mayor, City of Victoria to M. Brodie, Mayor, City of Richmond – letter dated July 19, 2019 – Creating a Lobbying Registry	N
16.	A. Courtoreille, Mayor, District of Chetwynd to the Honourable Rob Fleming, Minister of Education – letter dated August 19, 2019 – Provincial Support for Libraries	N

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

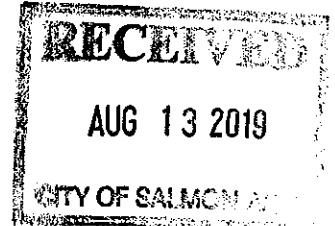
> _____
> From: Martin, Sylvia
> Sent: August 10, 2019 10:03 AM
> To: Alan Harrison
> Subject: Salmon Arm and increasing rat population
>
> Hello Alan,
>
> I am sure you are aware of the increasing rat problem in Salmon Arm. I am so very upset to have these vermin in my yard and want to know what we can do as a city to eradicate them before it is out of control. My husband and I are doing our part by hiring a trapper to come in and catch what they can. We have no food source - no outdoor composter, etc. - so the trapper thinks they are traveling through our yard to neighbors with food source. He has caught the majority of the rats around Salmon Arm in yards with outdoor composting areas and bins. With the city having the composting curbside, could we not as a city look at banning outdoor composting in yards. I know this has been done in other communities because of rat issues. I also don't think the majority of Salmon Arm residences are aware of the issue. They need to be educated and now. This is a problem that goes to any yard - rats don't look at income, value of home, etc., - it is not dirty, messy, junky yards that attract these vermin. They go to food source. I must correct myself here in regards to food source in our yard. Bird feeder. The rats do climb and we have seen them in our bird feeder. I need to find a way to have feeders that rats can get to. I love the birds and want them around but I hate rats more. There are community's that do not allow bird feeders for this very reason.
>
> I truly trust that you will take this seriously. Our Salmon Arm is worthy of the "Best Place to Live" but that will not hold if we are over run with rats.
>
> Thank you.
>
> Sylvia and Claude Martin
> 1411 18th St SE
> Salmon Arm, BC V1E 2E5



Sharen Berger
2061 – 10th Ave SE
Salmon Arm BC
V1E 2J4

August 11, 2019

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



Re: Canoe Beach Lots

I am writing this letter regarding the upcoming August 12, 2019 discussion of Canoe Beach lease lots. I wish to record my support of the City of Salmon Arm's Official Community Plan, which designates the area upon which the Canoe lease lots are located as future parkland, and of the Canoe Beach Master Plan, which envisions the area as an extension of the public beach.

Councilor Louise Wallace Richmond's points were well articulated and accurate. This is an area of publicly owned land, and the City of Salmon Arm (the City) owns very little waterfront property that is suitable for development for public use. It is inequitable to allow 28 leaseholders to have exclusive access to half of the beach area; this land should be developed as a beach for the enjoyment of all City residents and the many tourists and visitors who come each year.

There are those that argue that the City receives fees in the form of yearly lease rentals. However, when factoring in staff and legal costs for writing and administering contracts, tracking and ensuring leases are paid on time, removal of abandoned structures, etc. is there a significant financial gain for the City?

Termination of the leases should not come as a surprise to any of the lessees; when they signed the lease agreements in 2016 it was made clear that these were the final 5-year leases for the lots. In addition to the language in the 2016 lease documents advising that these were the final leases, for more than 10 years the City has advised lessees that it is the City's intent to terminate the leases in order to develop the land for public use. The City has been very conscientious in giving lessees notice of its' intent to terminate the leases. For lessees to now claim that it is a hardship to remove their improvements or to threaten to walk away from the cabins contrary to conditions set out in their leases, appears to be a tactic to sway councilors into further extending the leases.

I hope that the current Council remains committed to the final 2021 lease date, whether the funds for development of the park are available immediately or not. Knowing that the land will be vacant in 2021 will allow Council and staff to plan and budget for development of an expanded beach park, which will be a great amenity to our rapidly growing city.

Yours truly,


Sharen Berger

From: Rebecca Matthews
Sent: Wednesday, August 14, 2019 12:39 PM
To: cityhall@rossland.ca
Subject: Fwd: Safe Place to Live

Dear Mayor & Members of Council,

I am writing because I have been looking for a community that is "safe" from electromagnetic radiation pollution because I am electro-hypersensitive.

There is a blurb about that on the pamphlet I've included. I have serious symptoms from overexposure through the years that rendered me unable to work or live in electrified places beginning in 2014.

I am concerned that Mayors and Council members are not taking the safety of their citizens more seriously when it comes to these unnatural frequencies.

Unfortunately, we can't look to Health Canada or their standards to protect us as I believe from my experience that corporations, principally the Pharmaceutical companies who need us all sick so the Telecommunications companies can saturate us in harmful radiation, are running them.

We can't be silent while this massacre happens – bee colonies collapsing, children with ADHD and all other sorts of DNA damage. I have references to scientific and experiential material that proves the proliferation of these harmful frequencies are damaging our DNA and causing us to age and succumb to disease at a much higher and faster rate than normal.

Our circadian rhythm is in the same range as the earth and ground – 7.83 Hertz, the Schumann resonance. We operate at that frequency and we are being fried by these ultra-high frequencies. Science has proven this and Health Canada is ignoring the evidence.

Please know this is a serious issue not to be considered just as business as usual. More and more people are getting sick and what do we all have in common – radiation from all this electromagnetic smog. It's a carcinogen worse than tobacco.

Please proceed with caution and look around the world for safer alternatives for the sake of everything and everyone.

If you need more information, I would be happy to visit you and present the information I have.

For example, I could show you the readings from a meter measuring RF radiation near the cell tower and how far away you have to get before it's not affecting you. I also have a lot of answers for health problems based on energy since this stuff attacks us at the energy/electron level.

I look forward to your reply.

Rebecca Matthews

No Insurance Coverage?

***"Non-Thermal Effects Confirmed
Exposure Limits Challenged
Precaution Demanded . . .***

. . . All across Europe, the debate on exposure limits has flared up; insurance companies do not insure cell phone providers because of the incalculable health risks."

Austrian Insurance Company (AUVA)
report confirming health risks associated
with wireless technologies - July 21, 2009



Safeguarding the Public

- Germany warns citizens to avoid Wi-Fi due to health risks – September 2007
- Russian Radiation Protection Agency gives urgent warning to defend children's health from RF/MW - April 2008
- Five public libraries in Paris shut down Wi-Fi due to health concerns - May 2008
- European Parliament votes to bring in stricter radiation limits - September 2008
- City of Herouville St. Clair, France removes Wi-Fi from primary schools due to health risks - April 2009
- Teachers in UK call for immediate dismantling of Wi-Fi in schools due to health risks - April 2009
- Sorbonne University, Paris passes moratorium on Wi-Fi - May 2009
- Israeli Minister of Environment gives public warning on radiation emitting devices including Wi-Fi - July 2009
- The World Health Organization (W.H.O.) reclassifies radiofrequency electromagnetic fields as a Class 2B carcinogen, possible to cause human cancer. This includes emissions from ALL wireless devices - May 2011

We Believe a profound urgency exists to protect the unsuspecting public, especially children, from electropollution in our environment.

A growing percentage of our population experiences uncomfortable and damaging physical reactions to cellular and wireless technologies. We agree with thousands of scientists and doctors who now believe and assert in documented research studies that **Wi-Fi and its related technologies are NOT SAFE.**

Our goal is to raise awareness of this problem so that the public is empowered to protect themselves and their children while demanding reduced exposure to unsafe technologies.

What You Can Do

- Care enough to **share this information.**
- **Hardwire** your home computers.
- **Protect youth** by requesting that your **school/college** hardwire its computers.
- Request that **businesses** using Wi-Fi post **Radiation Exposure signs** that allow concerned individuals to **avoid involuntary exposure.**
- Request that all levels of **government** protect the public by enacting biological health standards as recommended in the **BioInitiative Report.**

Websites and Resources

www.centerforsaferwireless.org
www.weepinitiative.org
www.safeschool.ca
www.wifiinschools.org.uk
www.powerwatch.org.uk
www.magdahavas.com
www.radiationrescue.org
www.wiredchild.org
www.radiationeducation.org

- Public Health SOS: The Shadow Side of The Wireless Revolution - Magda Havas and Camilla Rees
- Wireless Radiation Rescue - Dr. Kerry Crofton
- Living Safely with EM Radiation - Jim Waugh
- Zapped - Ann Louise Gittleman
- Electromagnetic Fields - A Consumer's Guide to the Issues and How to Protect Ourselves - B. Blake Levitt

Wireless Is it Safe?



Who Are We?

Citizens For Safe Technology

is a not-for-profit educational society made up of parents, grandparents, teachers, business professionals, physicians, scientists, lawyers and politicians concerned about the exponential increase in public exposure to harmful wireless technologies.



www.citizensforsafetechnology.org

Untested and Unregulated

"Wi-Fi" is the term given to the **wireless** transmission of **internet signals**. It uses radio frequency microwave radiation (RF/MW) to operate and communicate. **Cell and portable phones, cell towers and antennae, laptops, wireless monitors and routers, Wii games, utility "smart" meters . . .** all emit and utilize similar **Radio-Frequency Radiation**.

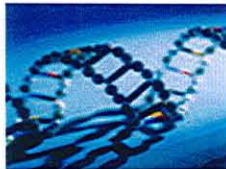
Damaging **health effects** are undeniable, and scientifically shown to occur at levels thousands of times below existing public safety limits.

Reputable scientists state that our **standards are obsolete** because they are based solely on thermal effects.

Radiation - Use with Caution

"Exposure to cell phone radiation is the largest human health experiment ever undertaken without informed consent."

Lloyd Morgan, Electronics Engineer (Ret.)
USA Bioelectromagnetics Society



"This is damage to the human genome, and can lead to mutations which can be inherited, or which can cause cancer, or both . . . The rapidly expanding development of new wireless technologies and the long latency for the development of such serious diseases as brain cancers means that failure to take immediate action to reduce risks may result in an epidemic of potentially fatal diseases in the future."

"Public Health Implications of Wireless Technologies"
Sage/Carpenter – Pathophysiology, 2009

Electrohypersensitivity

EHS is receiving **international recognition** as an emerging public health problem recognized in Sweden and Norway as a functional impairment.

The Canadian Human Rights Commission, the Americans with Disabilities Act and our Canadian Government now recognize EHS as an **Environmental Sensitivity**.

The **Power Watch Handbook** states that between 3% and 35% of our population are sensitive in some way to electromagnetic frequencies. The likelihood will only grow with continued **exposure and time**.



EHS - Sensitivity Symptoms

Neurological: headaches and migraines, difficulty concentrating, memory loss, dizziness, nausea, irritability, numbness, tingling, fatigue, hyperactivity, anxiety, stress reactions, depression, insomnia, tremors, muscle spasms, joint pain . . .

Respiratory: allergies, sinus infections, asthma, bronchitis, pneumonia . . .

Cardiac: pain or pressure in the chest, palpitations, shortness of breath, low or high blood pressure, arrhythmia . . .

Other: sleep disturbances, hormonal imbalances, altered immune response, tumors, infertility, digestive problems, blood sugar fluctuations, irritable bowel symptoms, skin rashes, flushing, night sweats, vertigo, nosebleeds, impaired sense of smell and/or taste, loss of appetite, tinnitus, hearing loss, deteriorating vision, mood changes, thyroid imbalances . . .

"Relief can be obtained by eliminating exposure to radiation emitting devices such as cell phones and other wireless technologies . . ."

EHS Awareness Proclamation, August 2009
Mayor of the City of Colwood, BC.

Health at Risk

All over the world, people of all ages are becoming ill when exposed to the pollution created by **everyday electromagnetic technologies**. These include cell phones and cell towers, wireless internet (Wi-Fi), portable home telephones, Wi-Max, utility "Smart" meters, microwave ovens, lighting, CFL light bulbs and other home and business devices and appliances.

"No scientific evidence has determined that wireless technology is safe . . . This exposure affects our whole body . . . Are we equipped to face this sort of radiation? Has evolution provided us with a shell that can protect us? And obviously the answer is no, we don't have that kind of protection, so we are left to pray and to hope that it isn't dangerous, but it's an empty hope."

Professor Olle Johansson, PhD
Royal Institute of Technology
Stockholm, Sweden



Over 3,000 Doctors Agree

" . . . One can no longer evade these pulsed microwaves. They heighten the risk of already present chemical/physical influences, stress the body's immune system, and can bring the body's still-functioning regulatory mechanisms to a halt. Pregnant women, children, adolescents, elderly and sick people are especially at risk."

Freiburger Appeal,
signed by over 3,000
German Medical Doctors

From: noreply@civicplus.com [<mailto:noreply@civicplus.com>]

Sent: Friday, August 16, 2019 11:05 AM

To: Alan Harrison; Chad Eliason; Debbie Cannon; Kevin Flynn; Louise Wallace-Richmond; Sylvia Lindgren; Tim Lavery; Carl Bannister; Erin Jackson

Subject: Online Form Submittal: Mayor and Council

Mayor and Council

First Name

Lawren

Last Name

Richards

Address:

6200 Tatlow Rd.

Return email address:

Subject:

Climate action plan

Body

I am writing in support of Councillor Lindgren's motion for a Climate Action Plan, and I would further encourage Council to direct the City to consider, in writing this plan, to use the framework of a minimal energy closed loop system for Salmon Arm within the more general framework of something like the CleanBC climate plan. Thinking about Salmon Arm as a potentially closed loop system would allow us to tailor general provincial recommendations to the specifics of the issues affecting our community.

In order for our climate to be healthy we need to operate within the parameters of a healthy ecosystem; a healthy ecosystem is a closed loop system which operates with a minimal of mechanical interference. A "minimal energy closed loop system" means that every output within the City be considered as an input for another system within the City, with minimal processing; in other words, an energy-efficient system. A key signature of when this is *not* being done well is when the City has a waste product (be it garbage, polluted air, floodwater, farm runoff, or any other problematic output) that requires time, money, and/or energy to process or ship elsewhere, or is a economic/health burden on the wider community in some way.

So when considering unwanted waste outputs, we should be asking two questions: Can this output be used as an input for another system? and if the answer is "no" then would should be asking "Do we need to regulate this process so that we no

4

longer produce this output?"

One example: The spring freshet invariably brings street flooding, an unwanted output. But if we were to use better techniques to capture water in the soil, that water would instead be slowly released over the course of the summer, reducing street flooding and helping to prevent summer drought. Floodwater is an output which can be easily utilized as an input elsewhere, likely at a cost savings for the City. ("Easily" meaning once passive mechanisms are put into place, there is no ongoing mechanical intervention.)

Another: Farm runoff is polluting the lake. We should be questioning the continued allowance of farming practices which produce runoff, and encouraging farm practices which 1) compost rather than liquefy animal waste 2) use no chemical inputs, which are damaging to the soil and a major contributor to greenhouse gases and 3) do not use toxins of any kind, as these are damaging to all natural systems including our own bodies.

I'm sure any of those of you on Council can think of many examples by simply looking at expense items in the budget: many of our monetary outflows are a signal that outputs are being treated as costly problems to be resolved rather than investments into other systems.

Respectfully,

~ Lawren Richards

Would you like a response:

No

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Email not displaying correctly? [View it in your browser.](#)

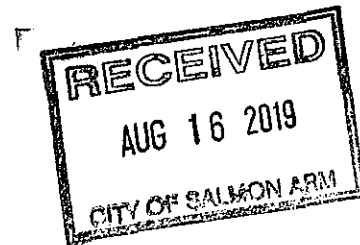
Salmon Arm City Council,

On August long weekend, I was terribly upset when I saw my personal ornaments were taken off the grave at the original Mt Ida Cemetery (an angel holding a puppy and a german shepherd looking on). I found the angel (not the german shepherd) and put it back on the site. The following Tuesday it was gone again. The grounds keeper said he had removed them and put them with others by the maintenance yard. There was a bylaw that came into effect August 1st, 2019 that didn't allow these items anymore and even potted plants, only cut flowers. Why do we have to be like everyone else? There was no advanced notice or signage from the powers to be at city hall. How disheartening! Apparently they are now being made up.

It would have been courteous to have some warning before hand so myself and others could have taken home our very personel items that meant something about our loved ones. Someone has taken my German shepherd ornament (that took months to find). The person/s obviously thought they needed it more than my husband who was laid to rest from all his pain and agony, just over a year ago.

Signage after the fact does not cut it. I will continue to visit with him every week even though the cemetery feels so lonely and impersonal, not peaceful as before.

Marilyn Allbury
Salmon Arm



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Qty. 3 - 12" x 18" Alupanel Signs

To be installed

Fresh Cut Flowers Only

March 15 to October 15

Fresh Cut Flowers & Artificial Flower Tributes

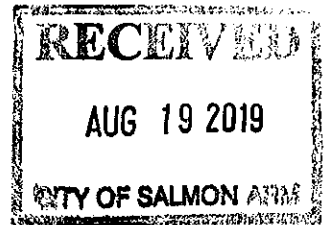
October 16 to March 14

**No Other Decorations, Adornments,
Mementos Are Permitted.**

Please refer to Bylaw No. 4280 for additional information.

CSA Bylaw No. 4280

CITY OF
SALMON ARM



Monday, August 19, 2019

Mayor and Council

City of Salmon Arm

Canoe beach Cottages.

In the 15 years I have been in the Shuswap the termination of the Canoe Beach leases has been vigorously and publicly discussed at least twice. No-one occupying the properties could have the slightest doubt that they did not own or have any right to own them or occupy them after the end of the leased term.

The frontage is worth millions. It is owned by the City and I think the City should be either obtaining value or creating value. I would hope that there is now no lingering feeling by Canoe people of resentment at being absorbed. A quick check of assessments for the properties in Canoe with lakeshore frontage may show the underlying value better.

There are many ways of obtaining value and increasing public park space with water access is one of them. New docks, another boat launch, expansion of the rowing and paddling club, perhaps other future uses developed in a public/private partnership after public input.

For those of us who wish to access Shuswap lake from within Salmon Arm and not having to travel along the treacherous #1 in the summer, it will be a water mecca. All over the world people enjoy beaches. Many do not have much development at all just the natural boundary between land and water.

Yours truly,

Arthur Channer.

A large, stylized handwritten signature in black ink, appearing to read "Arthur Channer".

A handwritten number "6" inside a circle, located in the bottom right corner of the page.

Erin Jackson

From: noreply@civicplus.com
Sent: Tuesday, August 20, 2019 11:13 AM
To: Alan Harrison; Chad Eliason; Debbie Cannon; Kevin Flynn; Louise Wallace-Richmond; Sylvia Lindgren; Tim Lavery; Carl Bannister; Erin Jackson
Subject: Online Form Submittal: Mayor and Council

Mayor and Council

First Name Rod

Last Name Schumacher

Address: 1111-15 St SE

Return email address:

Subject: Rats

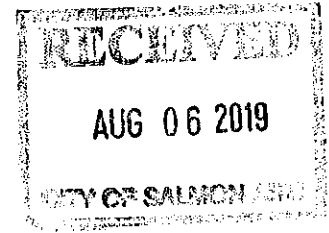
Body I have lived in SA, Hillcrest, on and off for close to 15 years and have never seen a rat, until this spring. Several friends, who have lived in the area much longer, have a similar experience. Our cat has killed two "roof" rats (smaller black rats) and friends have had common rats burrowing into their hot tub and eating from bird feeders. Does the city have data on rat populations? Consensus is they are coming in on rail grain cars. I'm hoping the city has a plan to control the spread while their numbers are relatively small.

Would you like a response: Yes

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Thank you again City Of Salmon Arm for your generous donation to the 2019 Harbourfront Cruise Car Show.

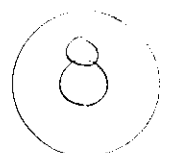
This year was the best show ever for the Vintage Car Club. There were 127 registered vehicles at the park, and many more who didn't register.

There were also a huge number of spectators throughout the day who came to enjoy the cars, the music, and the great weather.

Our advertising definitely paid off in attendance, giving perfect exposure to donors, sponsor's gifts, and businesses.

Sincerely,

Rick Williams
Event Coordinator



From: Debra McDonald
Sent: August 13, 2019 6:05 PM
To: Rob Niewenhuizen
Subject: September 7, 2019 beach day

We would like to ask approval to have this day for adaptable adventure

We require a responsible team to provide individuals with mobility issues an opportunity to enjoy the Shuswap waters.

We are having an event down at Canoe Beach see the attached poster for details

Volunteer jobs include event set up of a 10 x 10 tent and the paddleboard equipment at 9:45 AM and take down at 4:00 PM.

All inclusive day

CANOE 'CAN YOU' BEACH DAY

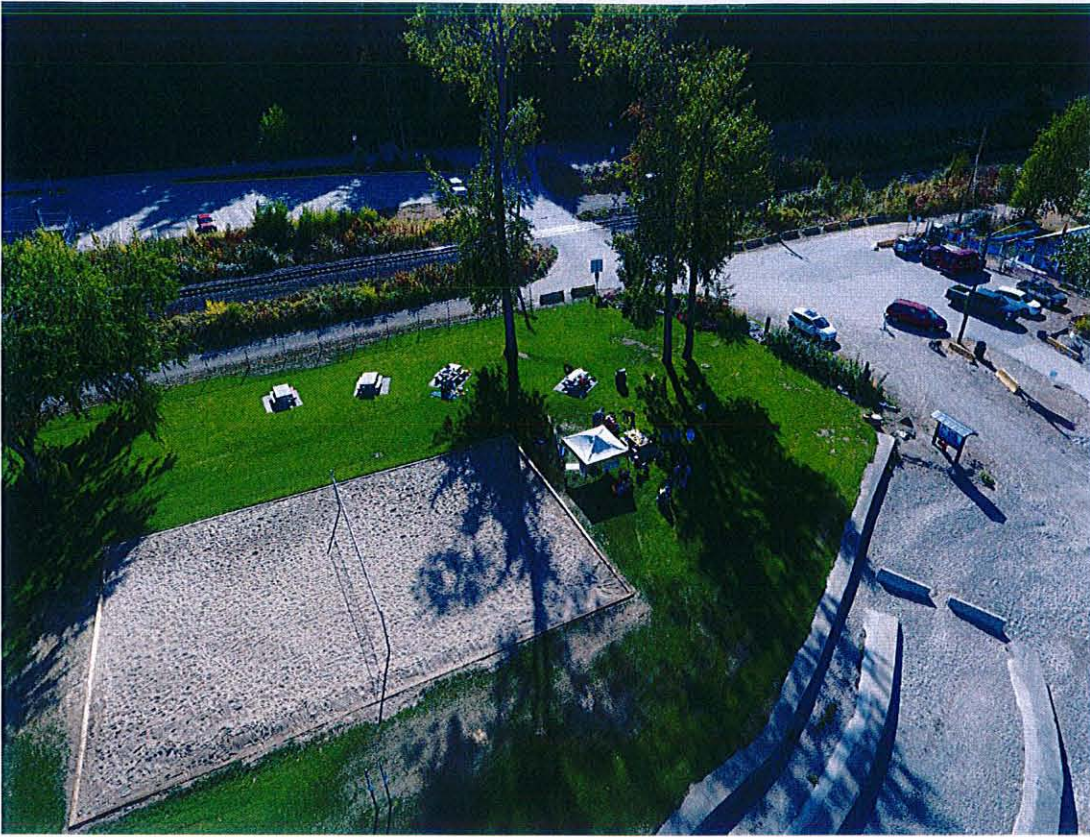
WITH THE
ONIT ABILITY
PADDLEBOARD

STAAS Shuswap TrailRider
Adaptive Adventure Society
with AR Access Revolution and
the City of Salmon Arm.

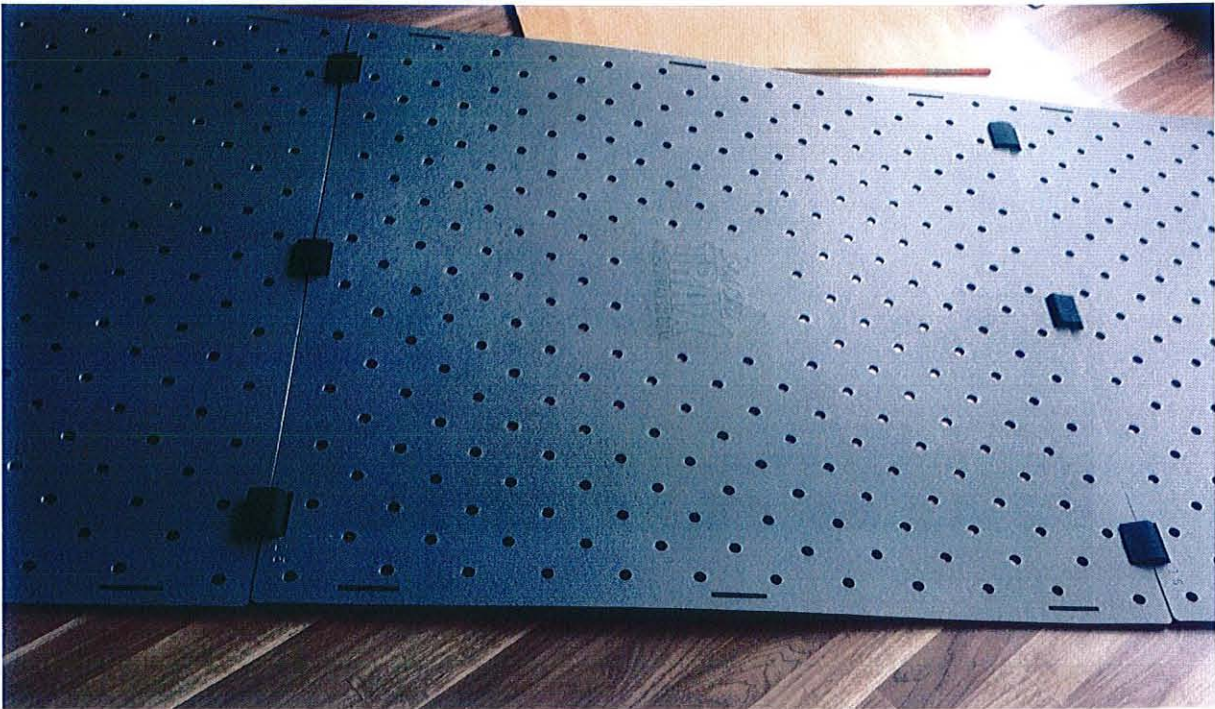
**SEPT 7, 2019
11AM TO 4PM**

Contact: debram2@telus.net





We also require two individuals To walk a wheelchair down the portable Beach trax Mat that we will place down along side the dirt boat launch to the paddleboard ramp. This will take place every half hour/hour. They will also secure the wheelchair onto the paddle board with direction from access revolution.



The fun stuff begins now. Depending on the capability of the wheelchair user they may need assistance paddling and may require tandem, on the board paddling with them. If the person on the wheelchair is capable of paddling themselves, we always use a buddy system and have others join them on the water. This event is about celebrating inclusion, so bring your boats and boards! It would be really nice to have extra paddlers in canoes/kayaks/SUPs



You can volunteer or paddle for the entire time or just a select time, please just let me know. We will require a waiver to be signed and if you already have your criminal checks that's a bonus!

Dress in layers for the weather. Non cotton fabrics are best when on the water. Hats, sunglasses and sunscreen are important

September 7, 2019
11 to 4

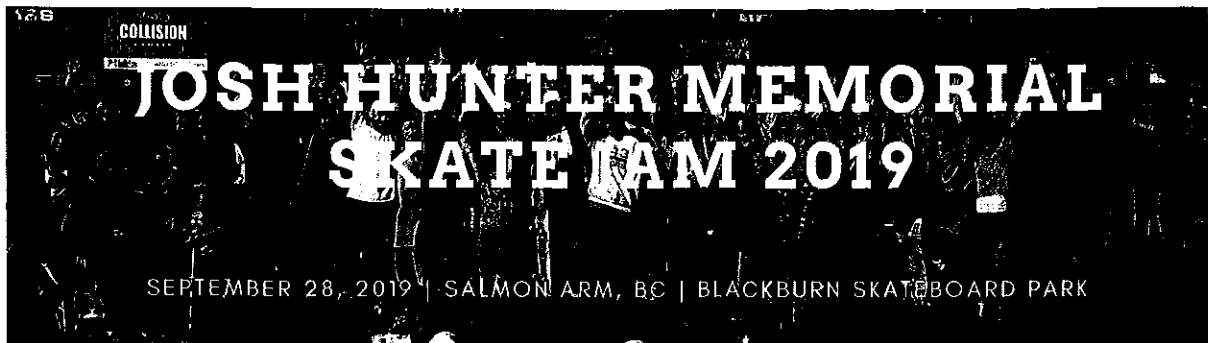
**HELP FUND
OUR NEW
ADVENTURE**

**LET'S GET
GRANDMA MY
MOM
PADDLING ON
THE SHUSWAP**



Don't forget to bring a blanket or lawn chair, lunch, a snack and water.

I'm still in the process of organizing snacks.



Exciting Sponsorship Opportunity!

Help us remember a fallen friend, while at the same time support and uplift the youth in our community!

In August 2018, we all lost a very dear friend, brother, nephew, son and grandson. Josh Hunter was taken from us far too early, and the news shocked the Salmon Arm Skateboard Alumni. Many of us had grown up working towards building the first Salmon Arm Skateboard Park at Fletcher Park, and we had spent countless hours, days, weeks and years making that space our second home.

Last September, we worked together and fund raised enough money to build the Josh Hunter Memorial Bench that was installed at the new Blackburn Skateboard Park. Approximately 150 people came to show their respects and honor the love and memories that Josh had gifted to us all.

It is our hope that we can continue to honor Josh's memory each year, while at the same time breathe new life into the Skateboarding Scene and Culture of Salmon Arm. We are holding an annual skateboard competition on September 28, 2019. We are planning on having 5 categories: Beginners, Intermediate, Advanced, Ladies and Best Trick.

We are hoping to award prize money and quality skateboard products to the top participants in each category. These awards can only be granted through the generosity of our community. We have created 5 levels of sponsorship so that your business or community group can decide the degree to which you would like to be involved. See the attached page for a breakdown of the sponsorship levels.

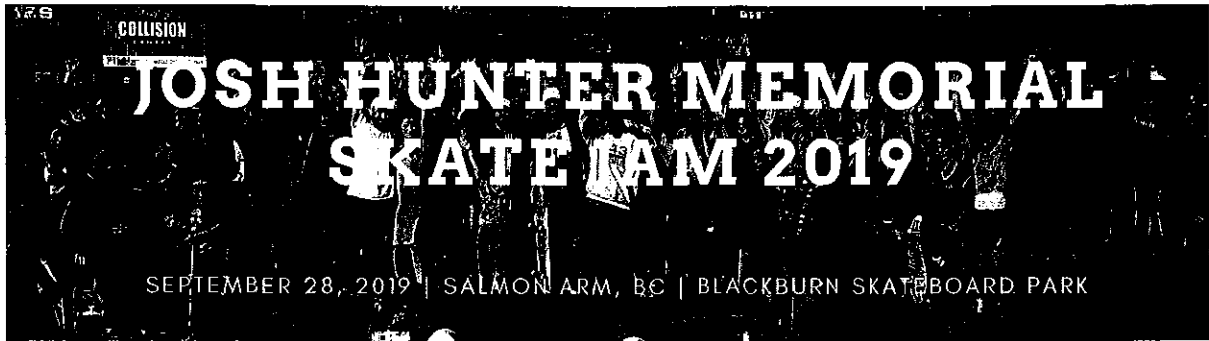
Best Regards,

Trevor Piccini

Josh Hunter Memorial Skate Jam Organizer

EMAIL: TREVORPICCINI@HOTMAIL.COM | PHONE: (250) 718-3382

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Sponsorship Levels

Platinum - \$1000

Platinum sponsors will receive naming rights to a specific category of the Skate Jam. Our program is divided into 5 categories that we can name after you. For example, the Beginners Category of the comp could have your name on it if you'd prefer to advertise to a younger demographic. You can put your own banner up on the road-facing side of the park fence, plus we will provide a second banner with your logo to be displayed inside the skatepark. You will also get a large sticker made and stuck to the surface of the park and you will be frequently recognized over the microphone at the Skate Jam. To top it off, your logo will be on our local event poster (poster deadline Aug 16/19).

Gold - \$750

Gold Sponsors will receive tailored promotion during the event. Details are negotiable, but depending on your organization, we can discuss catering a smaller promotion, towards you and your donation (i.e. a free board/shoes to the contestant riding the worst condition board/shoes at the park). You can place your banner up on the road-facing side of the park fence, plus we will provide a second banner with your logo to be displayed inside the skatepark. You will also get a large sticker made and stuck to the surface of the park. You will be recognized over the microphone at the comp. Your logo will be on our local event poster (poster deadline Aug 16/19).

Silver - \$500

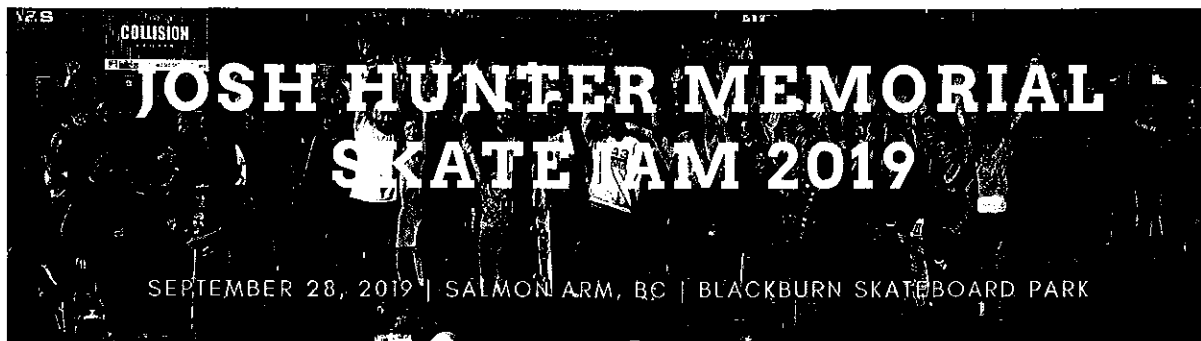
Silver Sponsors can put their own banner up on the road-facing side of the park fence, plus we will provide a second banner with your logo to be displayed inside the skatepark. Your name will be mentioned over the microphone at the event, and your logo will be on the local event poster (poster deadline Aug 16/19).

Bronze - \$250

Bronze sponsors will have their logo on a banner that we provide, visible at the competition. You will be mentioned over the microphone at the comp and your logo will be visible on our local event poster (poster deadline Aug 16/19).

Community - \$100

Community sponsors may provide their own banner to be displayed at the competition.



Sponsorship Application

Date of Application: _____

Name of Business or Individual: _____

Contact Person: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Email: _____ Phone: _____

Sponsorship Level:

Platinum: [] Gold: [] Silver: [] Bronze: [] Community: []

Total Sponsorship Amount: _____

All Sponsorship Levels are currently payable through Interac Money transfer.

Please contact Trevor Piccini at trevorpiccini@hotmail.com to arrange money transfer.

All Sponsorship Levels must be paid by Aug 16, 2019 to ensure printed material (i.e. promotional posters, skate contest banners and skate park stickers) can be completed in time.

EMAIL: TREVORPICCINI@HOTMAIL.COM | PHONE: (250) 718-3382

Celebrate a taste of the Shuswap at the 22nd Annual Harvest Celebration



The 22nd Annual Harvest Celebration at R.J. Haney Heritage Village & Museum will take place on Sunday, September 8, 2019, from 3:00pm – 6:00pm. Come and enjoy a taste of the Shuswap and treat yourself to a mixture of mouth-watering local cuisines that our region has to offer.

Tickets for this fall event are \$27.00 and include three tasty sample tickets. Additional tasty tickets can be purchased for \$3.00 each at Harvest Celebration, and you can use them to sample any of the food or beverage items being offered. Everything is sample-sized, so you can squeeze in as many scrumptious treats as you desire.

Size up your appetite and enjoy tasty samples from some of the best restaurants, cafes, bakeries, wineries, craft breweries, cheese makers and coffee brewers that the Shuswap has to offer! Joining the Harvest Celebration with their mouth-watering cuisine is Andiamo Ristorante Italiano, Askew's Foods, Barley Station Brew Pub, Blue Canoe Café, Chef David Colombe, Marjorie's Tea Room, Sand Bar Restaurant-Don Cherry's Sports Grill, Save-on-Foods, Shuswap Pie Company, Shuswap Grill Gourmet Burgers and Terroir Cheese. Enjoy craft-beer from Crannog Ales and the Barley Station Brew Pub. Offering samples of the Shuswap's finest wine will be Larch Hills Winery, Ovino Winery, Recline Ridge Vineyards & Winery and Sunnybrae Vineyard & Winery. If you are looking for a cup of local java, visit the Shuswap Coffee Company Ltd who only brew Certified Organic and Licensed Fair Trade coffee beans!

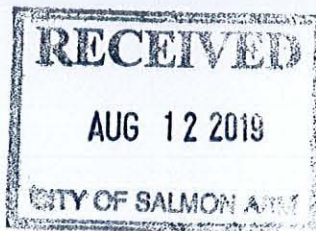
Harvest Celebration isn't just about food and drinks. You can explore the Village, Museum and beautiful gardens. Take a stroll on the deck of the Montebello Museum and discover our Salmon Arm history at Miss Puff's Millinery, The McGuire General Merchant, The Salmon Arm Telephone Exchange, the Montebello Museum Gallery Exhibit, the newly opened E.A. Palmer Butcher Shop and more. Check out the silent auction table and bid on items that have been donated by local businesses, individuals and participants.

Harvest Celebration welcomes local duo the "Green Room" featuring Elaine Holmes and Lawren Peter Clark. Elaine and Lawren Peter joined forces in 2015 and released their first album of original songs in 2017. "Opportunity Knocked" is a creative combining of Latin, Folk, Jazz and Pop influences with well-honed lyric content. Elaine's vocal power range and Lawren Peter's smooth instrumental is a perfect music recipe for a Sunday afternoon in the park.

Tickets sell out fast for this special fundraising event and can be purchased by calling 250-832-5243, or by visiting R.J. Haney Heritage Village at 751-Hwy 97B. No minors, please.

You won't want to miss this very special afternoon of food, drink and entertainment at R.J. Haney Heritage Village & Museum. For more information, you can visit our website at www.salmonarmmuseum.org, or call the Village at 250-832-5243. Sponsoring this event is Salmon Arm Observer, Castanet, EZ Rock Radio and Askew's Foods!





Date: August 7, 2019

To: All UBCM Members and Group Benefit Plan Participants

SUBJECT: UBCM GROUP BENEFITS PLAN – NOTICE OF PLAN MARKETING REVIEW

This notice will serve as the formal announcement that in October 2019 UBCM will be conducting a Plan Marketing Review of the UBCM Group Benefits Plan for insurance services. These services are currently provided by Pacific Blue Cross/BC Life and the purpose of our review is to ensure that we are providing our membership with the best service and pricing available in the market.

*Over the past few years, we have collected feedback from several of our groups regarding their experience within our program, and, although the majority of the comments received were positive, there were areas that could be improved to better serve our membership. It is also good plan governance to explore alternatives every five to ten years. This does **not** mean that any changes will necessarily be made to our program (i.e. transferring business to an alternate insurance carrier), but we want to ensure that full transparency is provided to our membership throughout this process.*

To our member groups who are **currently participating** in the UBCM Group Benefit Plan:

- Your current benefits plan with Pacific Blue Cross should not experience any disruption as a result of this review;
- There is no cost or action required of you at this time;
- If a change in carrier is recommended following our review, no aspect of your current program will change without discussion with you and your approval;
- We will keep you up-to-date on our review as it proceeds; and
- If you have any comments or concerns regarding your group benefits plan that you would like us to review during this marketing, **we would love to hear from you!**

To our members who are **not currently participating** in the UBCM Group Benefit Plan:

- We wish to extend you an invitation to leverage this marketing review and join in the process with us.

With group insurance, a general rule of thumb is that the larger a group the better the economies of scale achieved. This is due to lower negotiated insurer administration charges (resulting in lower insurance premiums). For the purpose of this marketing review we are collaborating with the Healthcare Benefit Trust, a public sector not-for-profit organization which provides and administers benefits for over 100,000 covered lives. UBCM's consultant, George & Bell Consulting, will be coordinating the market review for all participants.

We are one of several other public sector organizations who are working together as part of this process and, in aggregate, this initiative is expected to be one of the largest group benefit marketing exercises ever conducted in Canada.

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Challenges and issues navigating the group benefits industry include:

- Insurance companies charge expense factors based on individual group sizes which can limit the ability for groups to offer efficient programs;
- Without any leverage, employers are often forced to accept “insurance company standards” and are unable to achieve preferred financial terms or are limited in their plan designs;
- Employers are often engaged by brokers or consultants for redundant services conducted purely for their profit; and
- Employers generally aren’t aware of what’s “normal” to pay for group benefits or what options are available to them in the market.

Public sector organizations rarely work together to reduce costs. This marketing exercise is aimed at bringing more collaboration amongst organizations to reduce administration and costs, provide efficiencies **and** maintain the same coverage currently provided to members. Individually, we lack the leverage necessary to make meaningful change, however **collectively** we have size to negotiate lower costs and establish service commitments with insurance carriers on our terms and not theirs.

What is the cost to participate if you are not a current UBCM Group Plan member?

The cost varies by group size but is largely nominal and far less than you would pay to a broker or consulting firm to tender your business (whether through fee-for-service or embedded commissions). These costs are achieved through the economies of scale by working together with others in the public sector.

Group Size	Flat Fee*
<1,500 employees	\$1,500
1,500 to 5,000 employees	\$4,000
5,000 to 7,500 employees	\$7,000
>7,500 employees	\$10,000

Why should you participate?

- Group benefit programs represent a significant cost for municipal groups;
- Costs have been increasing at a higher rate than compensation levels or inflation for several years;
- Many organizations are looking to contain costs without reducing the level of benefit coverage provided to their employees; and
- As part of good governance, employers should be testing the market, therefore why not conduct your marketing review now when you can participate with a larger buying group, at a much lower cost and the process is being managed by professionals.

Advantage of participating even if you are not a current UBCM Group Plan member?

- By participating you would **not be committing to any change** but you would receive quotations to continue to operate under your current structure (i.e., a governance exercise you should undertake periodically anyway).
- The administrative obligations required from groups in order to participate is minimal and a streamlined data request would be provided to those that elect to participate.
- The opportunity to participate in a group buying arrangement that we expect could potentially save 10% to 20% of your current group benefit costs, without changing plan design **or giving up your autonomy**.
- At the end of this Group Benefits Marketing Review process you will be able to compare current costs of your group benefits plan (status quo) with the cost of moving to other insurers and with the cost of joining a pooled arrangement.

The process has been designed to satisfy procurement requirements through the use of public tendering sites to ensure all providers are given an opportunity to respond. At the end of the process, you would be under no obligation to change any aspect of your current program.

The deadline for members of UBCM not currently with the UBCM Group Plan to notify us of participation with this marketing review is October 2, 2019.

If you have any questions or you would like to discuss this initiative further, please don't hesitate to reach out to UBCM directly - Anna Wijesinghe or Kathleen Spalek for more information:

Anna Wijesinghe
Manager, Member & Association Services
phone 604-270-8226 ext 111
amwijesinghe@ubcm.ca

Kathleen Spalek, CPA, CGA
Chief Financial Officer
phone: 604-270-8226 ext 102
kspalek@ubcm.ca

Thank for your continued support of UBCM and the UBCM Group Benefits Plan.



RESOURCE BREAKFAST

SERIES

Mining - Energy - Forestry

Mayor and Council
City of Salmon Arm
500 - 2 Avenue NE
P.O. Box 40
Salmon Arm, BC
V1E 4N2



August 8, 2019

Dear Mayor and Council,

Re: Invitation to the 6th Annual Resource Breakfast Series – September 2019

It is my sincere pleasure to invite you to attend the 6th Annual *Resource Breakfast Series*. This popular event returns to the Terminal City Club in Vancouver, BC September 24th, 26th and 27th, 2019. The *Series* is not affiliated with the Union of BC Municipalities, but the event is conveniently hosted during the Annual Convention and offers a friendly and relaxed environment to discuss BC's natural resource sector and its importance to the communities and economy of the province. The breakfasts are a must-attend event each fall, featuring the mining, energy, and forestry sectors.

MINING SECTOR BREAKFAST	Tuesday, September 24, 2019
ENERGY SECTOR BREAKFAST	Thursday, September 26, 2019
FOREST SECTOR BREAKFAST	Friday, September 27, 2019

The *Breakfast Series* has become an unprecedented opportunity to meet collectively and network with an important group of leaders to present the latest news and developments related to the resource sectors. **Each breakfast in last year's Series attracted over 20 Ministers and MLAs, over 30 resource sector leaders, and almost 100 local government representatives from across BC.**

Event Details:

Time: 7:00 am-8:30 am
Style: Plated breakfast
Location: Terminal City Club (837 West Hastings St, Vancouver, BC V6C 1B6)

Price: \$27.00 + tax per breakfast
Dress: Business Casual
Registration: <https://resource-breakfast-series-2019.eventbrite.ca>

To support and encourage a broad spectrum of participation from leaders from across the Province, we are suggesting local government limit themselves to two tickets per Municipal Council or Regional District at each of the breakfasts.

We are pleased to announce a great line-up of speakers at each of the three breakfasts including:

Mining Sector Breakfast – Tuesday, September 24, 2019

- Hon. Michelle Mungall, Minister of Energy, Mines and Petroleum Resources, Government of BC
- Mayor Lisa Pasin, City of Trail
- Kendra Johnston President & CEO, Association for Mineral Exploration
- Moderator: Michael Goehring, President & CEO, Mining Association of BC

Energy Sector Breakfast – Thursday, September 26, 2019

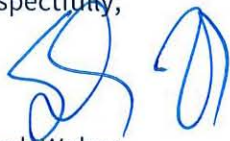
- Hon. Michelle Mungall, Minister of Energy, Mines and Petroleum Resources, Government of BC
- Mayor Phil Germuth, District of Kitimat
- Moderator: Bryan Cox, President & CEO, BC LNG Alliance

Forest Sector Breakfast – Friday, September 27, 2019

- Hon. Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development, Government of BC
- Mayor Lyn Hall, City of Prince George
- Susan Yurkovich, President & CEO, Council of Forest Industries BC
- Moderator: Susan Dolinski, Vice President, Corporate Affairs, Western Forest Products

If you have any questions, please email events@c3alliancecorp.ca. We look forward to seeing you at the 6th Annual Resource Breakfast Series.

Respectfully,



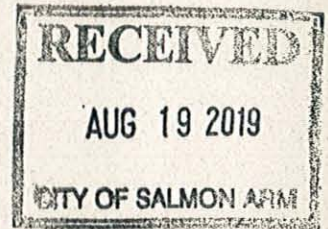
Sarah Weber
President & CEO
C3 Alliance Corp.

+20 Ministers and MLAs

+100 Local Government
Representatives

+30 Resource Sector
Leaders





Ref: 247227

August 15, 2019

His Worship Mayor Alan Harrison and Councillors
City of Salmon Arm
Box 40
Salmon Arm BC V1E 4N2

Dear Mayor Harrison and Councillors:

On behalf of the joint Provincial-Union of British Columbia Municipalities (UBCM) Green Communities Committee (GCC), we would like to extend our congratulations for your successful efforts to undertake significant corporate or community-wide climate action to reduce greenhouse gas (GHG) emissions in the 2018 reporting year.

As a signatory to the Climate Action Charter, you have demonstrated your commitment to work with the Province of British Columbia and UBCM to take action on climate change and to reduce GHG emissions in your community and through corporate operations.

The work that local governments are undertaking to reduce their corporate emissions demonstrates significant climate leadership and sets the stage for broader climate action in the community. Your leadership and commitment continues to be essential to ensuring the achievement of our collective climate action goals.

The GCC was established under the Charter to support local governments in achieving their climate goals. In acknowledgement of the efforts of local leaders, the GCC is again recognizing the progress and achievements of local governments such as yours through the multi-level Climate Action Recognition Program. A description of this program is enclosed for your reference.

As a Charter signatory who has achieved Level 1 and Level 2 recognition, and demonstrated significant climate action (corporately or community-wide) to reduce GHG emissions for the 2018 reporting year, you have been awarded Level 3 recognition – 'Accelerating Progress on Charter Commitments'.

.../2

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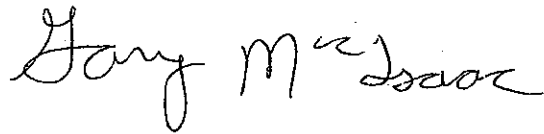
In recognition of your significant achievements, the GCC is pleased to provide you with climate action community branding for use on official websites and letterheads. An electronic file with the 2018 logo will be provided to your Chief Administrative Officer via email. Also enclosed is a *BC Climate Action Community 2018 – Climate Leader* window decal, for use on public buildings.

Congratulations again on your continually improving achievement. We applaud your leadership and wish you continued success in your ongoing commitment to the goal of corporate carbon neutrality, and your efforts to reduce emissions in the broader community.

Sincerely,



Tara Faganello
Assistant Deputy Minister
Local Government Division
Ministry of Municipal Affairs and Housing



Gary MacIsaac
Executive Director
Union of British Columbia Municipalities

Enclosures



GCC Communiqué on the Climate Action Recognition Program

B.C. local governments continue to play a critical role in reducing GHG emissions across the province. In acknowledgment of the ongoing efforts of B.C. local government leaders, the joint Provincial-UBCM Green Communities Committee (GCC) is pleased to continue the Climate Action Recognition Program (*Recognition Program*) for the 2018 reporting year. This multi-level program provides the GCC with an opportunity to review and publicly recognize, on an annual basis, the progress and achievements of each Climate Action Charter (*Charter*) signatory on their *Charter* commitments. Recognition is provided according to the following:

Level 1: Demonstrating Progress on Charter Commitments

Local governments who demonstrate progress on fulfilling one or more of their *Charter* commitments receive a letter from the GCC acknowledging their accomplishments.

Level 2: Measuring GHG Emissions

Local governments that achieve level 1, have completed a corporate carbon inventory for the reporting year and demonstrate that they are familiar with their [community's community energy and emissions inventory](#) receive a letter from the GCC and a 'BC Climate Action Community 2018' logo, for use on websites, letterhead, etc.

Level 3: Accelerating Progress on Charter Commitments

Local governments that achieve levels 1 and 2 and demonstrate significant corporate or community-wide climate action to reduce GHG emissions in the reporting year receive a letter from the GCC and a 'BC Climate Action Community 2018 – Climate Leader' logo, for use on websites, letterhead, etc.

Level 4: Achievement of Carbon Neutrality

Local governments that achieve [carbon neutrality](#) in the reporting year receive a letter from the GCC and a 'BC Climate Action Community 2018 – Climate Leader - Carbon Neutral' logo, for use on websites, letterhead, etc.

To be eligible for the *Recognition Program*, local governments must fulfill the public reporting requirements (including reporting progress to carbon neutrality) of the Climate Action Revenue Incentive Program (CARIP). Recognition levels for the *Recognition Program* are based on the information included in each local government's annual CARIP public report. For more information on CARIP and the public reporting requirements go to: <https://www2.gov.bc.ca/gov/content/governments/local-governments/grants-transfers/climate-action-revenue-incentive-program-carip>

THE CITY OF VICTORIA



OFFICE OF THE MAYOR

Mayor Malcolm Brodie
City of Richmond
6911 No. 3 Road
Richmond BC V6Y 2C1

July 19, 2019

Dear Mayor Brodie,

I am writing on behalf of Victoria City Council, to express support for a motion passed by Richmond City Council at its Regular Council meeting held on June 24, 2019, which reads:

Whereas the BC Lobbyists Registration Act (LRA) requires individuals and organizations who lobby public office holders and meet specific criteria to register their lobbying activities in an online public registry; and

Whereas the goal of the BC Lobbyists Registration Act (LRA) is to promote transparency in lobbying and government decision-making;

Therefore be it resolved that UBCM request that a lobbying regulation system for municipal government, similar to the provincial mechanism under the BC Lobbyists Registration Act, be established.

This resolution from Richmond City Council aligns with the City of Victoria's 2020 Strategic Priority of "Creating a Lobbying Registry".

Sincerely,

Lisa Helps
Victoria Mayor

cc The Union of British Columbia Municipalities (UBCM) Annual Convention



District of Chetwynd

Box 357
Chetwynd, BC
Canada V0C 1J0

tel: (250) 401-4100
fax: (250) 401-4101
email: d-chet@gochetwynd.com

August 19, 2019

The Honourable Rob Fleming
Minister of Education
P.O. Box 9045 Stn Prov Govt
Victoria, BC V8W 9E2

Via email: EDUC.Minister@gov.bc.ca

Dear Minister Fleming:

Re: Provincial Support for Libraries

At the Regular Council Meeting on August 12, 2019, the District of Chetwynd Council passed a resolution endorsing the City of Victoria's request for Provincial support for libraries.

Accordingly, District of Chetwynd Mayor and Council hereby respectfully request the Province of British Columbia's support and consideration to increase support to restore Provincial funding for libraries. District of Chetwynd Mayor and Council supports the restoration of library funding to a level that reflects both inflation cost increases since 2009 and the value of this system to the Province.

Sincerely,
DISTRICT OF CHETWYND


Allen Courtoreille
Mayor

cc: Premier John Horgan premier@gov.bc.ca
MP Bob Zimmer bob.zimmer.cla@parl.gc.ca
MLA Mike Bernier M.Bernier@leg.bc.ca
UBCM Member Municipalities

Vision Statement

Chetwynd exists in order that area residents have sustainable opportunities for
Security, Health, Safety and Prosperity
in surroundings that display the best of our natural environment.

AGENDA

City of Salmon Arm
Regular Council Meeting

Monday, August 26, 2019

1:30 p.m.

Room 100, City Hall

[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.	CONFIRMATION OF MINUTES
3 - 14	1.	Regular Council Meeting Minutes of August 12, 2019
	6.	COMMITTEE REPORTS
15 - 18	1.	Development and Planning Services Committee Meeting Minutes of August 19, 2019
19 - 22	2.	Community Heritage Commission Meeting Minutes of June 21, 2019
	7.	COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE
23 - 32	1.	Board in Brief – August, 2019
	8.	STAFF REPORTS
33 - 34	1.	Director of Corporate Services – Canada Day Fireworks
35 - 42	2.	Director of Corporate Services – Downtown Salmon Arm – Business Improvement Area Bylaw
43 - 46	3.	Director of Engineering and Public Works – Project Award – WPCC ATAD Cell 6 Upgrades
47 - 52	4.	Director of Development Services – Community Heritage Commission Appointments
53 - 56	5.	Director of Corporate Services – Supply of Bulk Aviation Fuels and Related Delivery Services
57 - 60	6.	Director of Corporate Services – Lease of Agricultural Land known as Harrington Farm/Minion Field 2191 – 30 Street SW

- 61 - 74 9. **INTRODUCTION OF BYLAWS**
1. City of Salmon Arm Zoning Amendment Bylaw No. 4350 [ZON-1155; McKibbin, L. & R.; 1411 9 Avenue SE; R-1 to R-8] – First and Second Readings
- 75 - 90 10. **RECONSIDERATION OF BYLAWS**
1. City of Salmon Arm Zoning Amendment Bylaw No. 4346 [ZON-1151; Gagnon, G.R. & Morgan, K.; 741 - 2 Avenue NE; R-1 to R-8] – Final Reading
- 91 - 92 11. **CORRESPONDENCE**
1. Informational Correspondence
12. **NEW BUSINESS**
- 93 - 94 13. **PRESENTATIONS / DELEGATIONS**
1. Presentation 4:00 - 4:15 p.m. (approximately)
Peter Robinson and Trish Dehnel, Community Energy Association - Climate Action/Partners for Climate
14. **COUNCIL STATEMENTS**
15. **SALMON ARM SECONDARY YOUTH COUNCIL**
16. **NOTICE OF MOTION**
17. **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**
- 95 - 96 18. **OTHER BUSINESS**
1. Councillor Lavery - Notice of Motion – FireSmart Curbside Chipping Program
- 97 - 100 2. Councillor Lindgren - Notice of Motion – Climate Action Strategy
- 101 - 102 3. Salmon Arm Fall Fair Parade Contribution
19. **QUESTION AND ANSWER PERIOD**

7:00 p.m.

Page #	Item #	Description
	20.	DISCLOSURE OF INTEREST
	21.	HEARINGS
	22.	STATUTORY PUBLIC HEARINGS
103 - 130	1.	Zoning Amendment Application No. ZON-1107 [Columbia Shuswap Regional District / Lawson Engineering & Development Services Ltd.; 4290 - 20 Avenue SE; P-2 to P-4]
131 - 132	2.	Official Community Plan Amendment Application No. OCP4000-33 [Columbia Shuswap Regional District / Lawson Engineering & Development Services Ltd.; 2750 - 40 Street SE; IND - INS] <i>[See item 21.1 for Staff Report]</i>
133 - 134	3.	Zoning Amendment Application No. ZON-1107 [Columbia Shuswap Regional District / Lawson Engineering & Development Services Ltd.; 2750 - 40 Street SE; A-2 to P-4] <i>[See item 21.1 for Staff Report]</i>
	23.	RECONSIDERATION OF BYLAWS
135 - 140	1.	City of Salmon Arm Zoning Amendment Bylaw No. 4264 [ZON-1107; Columbia Shuswap Regional District / Lawson Engineering & Development Services Ltd.; 4290 - 20 Avenue SE; Text Amendment and P-2 to P-4] - Third Reading
141 - 146	2.	City of Salmon Arm Official Community Plan Amendment Bylaw No. 4263 [OCP4000-33; Columbia Shuswap Regional District / Lawson Engineering & Development Services Ltd.; 2750 - 40 Street SE; IND - INS] - Third Reading
147 - 150	3.	City of Salmon Arm Zoning Amendment Bylaw No. 4265 [ZON-1107; Columbia Shuswap Regional District / Lawson Engineering & Development Services Ltd.; 2750 - 40 Street SE; A-2 to P-4] - Third Reading
	24.	QUESTION AND ANSWER PERIOD
151 - 152	25.	ADJOURNMENT

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Item 2.

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor Lindgren

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:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

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Item 5.1

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Regular Council Meeting Minutes of August 12, 2019, be adopted as circulated.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm commenced in Room 100 at 1:00 p.m. and reconvened in the Council Chamber at 2:30 p.m. of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia on **Monday, August 12, 2019.**

PRESENT:

Mayor A. Harrison
Councillor D. Cannon
Councillor C. Eliason
Councillor K. Flynn
Councillor T. Lavery
Councillor S. Lindgren

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

ABSENT:

Councillor L. Wallace Richmond

1. CALL TO ORDER

Mayor Harrison called the meeting to order at 1:00 p.m.

2. IN-CAMERA SESSION

0417-2019

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

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:00 p.m.
Council returned to Regular Session at 2:26 p.m.
Council recessed until 2:31 p.m.

3. REVIEW OF AGENDA

Addition of Item 11.2 S. Hecker, Manager of Wellness Programs and Innovation, Canadian Mental Health Association Shuswap-Revelstoke - letter dated August 9, 2019 - Forth Annual Lantern Walk

Addition of Item 11.3 D. & G. Martinuk - email dated August 9, 2019 - Canoe Beach rental/leases

Addition of Item 11.4 K. Norlin - email dated August 8, 2019 - Canoe Beach Park and Monday August 12th Council Meeting

Addition of Item 18.2 West Bay Trail Grant Application

4. DISCLOSURE OF INTEREST

5. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of July 22, 2019

0418-2019

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Regular Council Meeting Minutes of July 22, 2019, be adopted as circulated.

CARRIED UNANIMOUSLY

2. Special Council Meeting Minutes of August 1, 2019

0419-2019

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: the Special Council Meeting Minutes of August 1, 2019, be adopted as circulated.

CARRIED UNANIMOUSLY

6. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of August 6, 2019

0420-2019

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee Meeting Minutes of August 6, 2019 be received as information.

CARRIED UNANIMOUSLY

2. Downtown Parking Commission Meeting Minutes of July 16, 2019

0421-2019

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the Downtown Parking Commission Meeting Minutes of July 16, 2019 be received as information.

CARRIED UNANIMOUSLY

7. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

1. Board in Brief – July, 2019

Received for information.

8. STAFF REPORTS**1. Director of Development Services – Solar Feasibility Study**

0422-2019

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: Council receive the Solar PV Feasibility Review prepared by Riverside Energy Ltd.;

AND THAT: Council direct staff to proceed with a Request for Quotations or similar process to install a 10.2 kwpc demonstration roof top Solar PV system, as referenced in the Feasibility Review, at the Salmon Arm Arts Centre to be funded from the Climate Action Reserve to a maximum of \$30,000.00.

CARRIED UNANIMOUSLY

2. Director of Development Services – Body Gripping Animal Traps

Received for information.

3. Chief Administrative Officer – Canoe Beach Campsites – Rental Agreements (Previously provided July 11, 2016)

0423-2019

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: a Committee be developed, including City of Salmon Arm Mayor, one Council Member, two tenants, one Community Member at Large and one Staff Member to review and make recommendations for the future of the Canoe Beach Campsites.

DEFEATED

Councillors Cannon, Eliason and Lavery Opposed

4. Director of Engineering and Public Works – Award of Engineering Services (Phase 2.4) Ross Street Underpass Design and Tender Services

0424-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Engineering Services Contract for Phase 2.4 of the Ross Street Underpass Detailed Design be awarded to R.F. Binnie & Associates Ltd. for \$307,018.00 plus taxes as applicable;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in procurement of the additional Engineering Services relative to Project No. ENG2019-36 to authorize the sole sourcing of same to R.F. Binnie & Associates Ltd.

CARRIED UNANIMOUSLY

5. Chief Financial Officer – Policy No. 7.1 – Banking Services

0425-2019

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Banking Services Contract with Scotiabank be extended for the two (2) year term of January 1, 2020 to December 31, 2021.

CARRIED UNANIMOUSLY

8. STAFF REPORTS - continued

6. Director of Corporate Services - Telus Communications Inc. - Hazard Beacon H2 Lease Agreement

0426-2019

Moved: Councillor Cannon

Seconded: Councillor Eliason

THAT: the Mayor and Corporate Officer be authorized to execute the lease agreement for Hazard Beacon H2 with Telus Communications Inc. for a five (5) year term from May 1, 2020 to April 30, 2025, for \$1,750.00 plus applicable taxes, per year.

CARRIED UNANIMOUSLY

9. INTRODUCTION OF BYLAWS

10. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4341 [ZON-1152; Bennett, K. & S.; 1811 22 Street NE; R-1 to R-8] - Final Reading

0427-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4341 be read a final time.

CARRIED UNANIMOUSLY

11. CORRESPONDENCE

1. Informational Correspondence

2. S. Hecker, Manager of Wellness Programs and Innovation, Canadian Mental Health Association Shuswap-Revelstoke - letter dated August 9, 2019 - Forth Annual Lantern Walk

0428-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: Council approve the Canadian Mental Health Association Shuswap - Revelstoke Branch and the Safer Suicide Action Team to hold the fourth annual lantern walk on September 10, 2019 from 6:00 - 9:00 p.m. subject to the provision of adequate liability insurance;

AND THAT: staff be directed to adjust the washroom closures as requested in the letter dated August 9, 2019.

CARRIED UNANIMOUSLY

3. D. & G. Martinuk - email dated August 9, 2019 - Canoe Beach rental/leases

Received for information.

4. K. Norlin - email dated August 8, 2019 - Canoe Beach Park and Monday August 12th Council Meeting

Received for information.

12. NEW BUSINESS

15. SALMON ARM SECONDARY YOUTH COUNCIL

16. NOTICE OF MOTION

1. Councillor Lindgren – Climate Action Plan – Consideration at August 26, 2019 Regular Council Meeting

WHEREAS the British Columbia government declared a provincial state of emergency in 2018 over record-setting wildfires;

AND WHEREAS the Legislature of British Columbia and the House of Commons of Canada have acknowledged the growing crisis of climate breakdown by holding emergency debates following the release of the Intergovernmental Panel of Climate Change (IPCC) report;

AND WHEREAS Local governments worldwide are taking action to avoid the worst impacts of climate change and calling on senior levels of government for an urgent, emergency response;

AND WHEREAS the effects of Climate Change are already prevalent in the City of Salmon Arm;

AND WHEREAS the City of Salmon Arm has taken many important steps already, including:

- Implementation of curbside recycling and food waste programs;
- Geothermal heating and cooling at City Hall;
- Climate Leader, BC Climate Action Community 2016;
- Salmon Arm Landfill gas capture project (in conjunction with CSRD);
- Solar Feasibility Study;
- Purchase of hybrid vehicles for City fleet;
- Installation of LED and energy efficient boilers;
- Upgrades to Recreation Centre HVAC System (heating, ventilation and air conditioning);
- Installation of LED lighting at some key locations; and
- Adoption of a Pesticide Bylaw;

THEREFORE BE IT RESOLVED THAT Council direct staff to engage the Community Energy Association to prepare a Climate Action Plan for the City of Salmon;

AND THAT the Climate Action Plan Report be funded in the amount of \$15,000.00 from the Climate Action Reserve (approximate balance \$146,000.00 at December 2019);

AND THAT the City recognize this is a Strategic Priority to be considered in decision making and investment moving forward;

AND FURTHER THAT Council recognize the urgent need for a Climate Action Plan and corresponding action for the City of Salmon.

16. NOTICE OF MOTION – continued**2. Councillor Lavery – FireSmart Curbside Chipping Program – Consideration at August 26, 2019 Regular Council Meeting**

WHEREAS Salmon Arm is adopting a FireSmart approach to better protect our community from wildfires;

AND WHEREAS property owners are encouraged to take individual FireSmart actions to clear vegetation surrounding their own homes with the recognition that such preventative actions can make a big difference;

THEREFORE BE IT RESOLVED THAT staff prepare costs and funding options for a bi-annual 2020 curbside chipping program for consideration during the upcoming budget process.

3. Councillor Lavery – Active Transportation Plan: Let's Move Salmon Arm – Consideration at the October 21, 2019 Special Council Meeting

WHEREAS there are increasing opportunities and demands for Active Transportation for health, recreational, commuting and environmental reasons;

AND WHEREAS the City relies on the existing but dated Greenway Strategy as a key planning document for improving Active Transportation;

AND WHEREAS an updated comprehensive Active Transportation Plan is the best way for the community to renew a vision along with policies and actions to guide the development of safe, attractive and convenient active transportation options for people of all ages and abilities over the next 20 years:

THEREFORE BE IT RESOLVED THAT twenty thousand dollars (\$20,000.00) be allocated annually over the next 3 years to reserve, starting with the 2020 budget, to leverage potential Active Transportation funding opportunities from higher levels of government and for funding Active Transportation as part of the upcoming OCP review.

4. Councillor Lavery – Food and Urban Agricultural Plan: Let's Grow Salmon Arm – Consideration at the October 21, 2019 Special Council Meeting

WHEREAS Salmon Arm is an agricultural community that values farmland and food growers and producers as integral to a healthy food system, economy, and culture;

AND WHEREAS a Food and Urban Agricultural Plan would provide Salmon Arm with a coordinated approach for supporting agriculture and improving food security over the next 20 years including farming and food processing as economic drivers, urban agriculture and access to locally grown and produced food:

THEREFORE BE IT RESOLVED THAT ten thousand dollars (\$10,000.00) be allocated annually over the next 3 years to reserve, starting with the 2020 budget, to leverage potential Food and Urban Agricultural Plan funding opportunities from higher levels of government and for funding a Food and Urban Agricultural Plan as part of the upcoming OCP review.

16. NOTICE OF MOTION - continued

5. Councillor Lavery - Affordable Housing Reserve - Consideration at the October 21, 2019 Special Council Meeting

WHEREAS obtaining future affordable housing grants will likely depend on further financial contributions from the city;

AND WHEREAS a Salmon Arm Community Housing Strategy that will highlight policy options for the city to financially support future affordable housing will be developed but not in time for the upcoming 2020 budget process;

THEREFORE BE IT RESOLVED THAT Council add one hundred thousand dollars (\$100,000.00) to the Affordable Housing Reserve in the 2020 fall budget process.

17. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

18. OTHER BUSINESS

1. Disc Golf Proposal for 4380 10 Avenue SE

Received for information.

2. West Bay Trail Grant Application

0429-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: Council authorize submission of a grant application under the BC Rural Dividend Program single applicant funding stream for the West Bay Connector Trail project for the purpose of planning and design;

AND THAT: any shortfall in contribution be funded from the City's West Bay Connector Trail Reserve fund up to an amount of \$5,000.00.

CARRIED UNANIMOUSLY

The Meeting recessed at 3:51 p.m.

The Meeting reconvened at 3:58 p.m.

13. PRESENTATIONS

1. Staff Sergeant West, Salmon Arm RCMP Detachment - Quarterly Policing Report - April - June 2019

Staff Sergeant West, Salmon Arm RCMP Detachment provided the May to June 2019 Quarterly Policing Report and was available to answer questions from Council.

2. Lindsay Wong, Manager, Downtown Salmon Arm - Business Improvement Area Bylaw

R. Langridge, President, J. Broadwell, Membership Coordinator and L. Wong, Manager, Downtown Salmon Arm provided an overview of Downtown Salmon Arm and outlined the request to renew and expand the Business Improvement Area. They were available to answer questions from Council.

14. COUNCIL STATEMENTS

0430-2019

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: Council approve Councillor Lavery attending the Forestry Sector Renewal Workshop in Kamloops, B.C. to be funded from Council Expenses.

CARRIED UNANIMOUSLY

19. QUESTION AND ANSWER PERIOD

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

Councillor Lindgren left the meeting at 4:47 p.m.

0431-2019

Moved: Councillor Eliason

Seconded: Councillor Flynn

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

CARRIED UNANIMOUSLY

Council moved In-Camera at 4:49 p.m.

Council returned to Regular Session at 5:10 p.m.

Council recessed until 7:00 p.m.

PRESENT:

Mayor A. Harrison

Councillor D. Cannon

Councillor C. Eliason

Councillor K. Flynn

Councillor T. Lavery

Councillor S. Lindgren

Chief Administrative Officer C. Bannister

Director of Corporate Services E. Jackson

Director of Engineering & Public Works R. Niewenhuizen

Director of Development Services K. Pearson

Fire Chief B. Shirley

Recorder C. Simmons

ABSENT:

Councillor L. Wallace Richmond

20. DISCLOSURE OF INTEREST

21. HEARINGS

1. Development Variance Permit Application No. VP-499 [0924020 BC Ltd. (T-1 Enterprises) and Dinoflex Holdings Inc.; 5731 Auto Road SE and 5590 46 Avenue SE; Fire Hydrant Requirement]

0432-2019

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: Development Variance Permit Application No. VP-499 be authorized for issuance for Lot A, Section 5, Township 20, Range 9, W6M, KDYD, Plan 28401 and Lot 1, Section 5, Township 20, Range 9, W6M, KDYD, Plan KAP59849, which will vary Subdivision & Development Servicing Bylaw No. 4163 as follows:

1. Waive the requirement to install a fire hydrant to the minimum 90 metre spacing.

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

Submissions were called for at this time.

T. Boman the applicant, outlined the application and was available to answer questions from Council.

S. Presch, President/Owner, 386 306 BC Ltd. – letter dated August 7, 2019 – Development Variance Permit #VP-499 (Dinoflex).

Following three calls for submissions and questions from Council, the Hearing was closed at 7:26 p.m. and the motion was:

Amendment:

Moved: Councillor Lindgren

Seconded: Councillor Flynn

THAT: one fire hydrant on the corner of Auto Road and 48 Avenue SE be required.

DEFEATED

Mayor Harrison, Councillors Cannon, Eliason, Flynn and Lavery Opposed

Motion as Amended:

DEFEATED

Councillors Eliason, Flynn and Lavery Opposed

Councillor Eliason left the meeting at 7:49 p.m.

21. HEARINGS - continued**2. Development Variance Permit Application No. VP-500 [Cowan, W. & S./Arsenault, G.; 4340 20 Street NE; Retaining Wall & Fence]**

Councillor Eliason returned at 7:49 p.m.

0433-2019

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: Development Variance Permit Application No. VP-500 be authorized for issuance for Lot 17, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP90378, which will vary Zoning Bylaw No. 2303 as follows:

1. Section 4.12.1 (a) Fences and Retaining Walls - increase the maximum permitted height of a retaining wall from 2.0 m (6.5 ft) to 4.9 m (16 ft).

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

Submissions were called for at this time.

C. & S. Massey - email dated August 10, 2019 - Variance Hearing for 4340 20th St NE

B. & P. Kassa - letter dated July 11, 2019 - Development Variance Permit number 500

G. Arsenault, the applicant, outlined the application and was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:58 p.m. and the motion was:

CARRIED UNANIMOUSLY

22. STATUTORY PUBLIC HEARINGS**1. Zoning Amendment Application No. ZON-1151 [Gagnon, G.R. & Morgan, K.; 741 - 2 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.

G. Gagnon, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 8:02 p.m.

23. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4346 [ZON-1151; Gagnon, G.R. & Morgan, K.; 741 - 2 Avenue NE; R-1 to R-8] - Third Reading

00434-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4346 be read a third time.

CARRIED UNANIMOUSLY

24. QUESTION AND ANSWER PERIOD

25. ADJOURNMENT

0435-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Regular Council Meeting of August 12, 2019, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:04p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

Adopted by Council the day of , 2019.

MAYOR

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee Meeting Minutes of August 19, 2019 be received as information.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ 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 Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, August 19, 2019**.

PRESENT:

Mayor A. Harrison
Councillor T. Lavery
Councillor D. Cannon
Councillor C. Eliason (left the meeting at 8:40 a.m.)
Councillor L. Wallace Richmond
Councillor S. Lindgren

Chief Administrative Officer C. Bannister
Director of Engineering & Public Works R. Niewenhuizen
Planning Officer C. Larson
Recorder B. Puddifant

ABSENT:

Councillor K. Flynn

1. CALL TO ORDER

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

2. REVIEW OF THE AGENDA

3. DECLARATION OF INTEREST

4. REPORTS

1. Zoning Amendment Application No. ZON-1155 [McKibbon, L. & R.; 1411 9 Avenue SE; R-1 to R-8]

Moved: Councillor Eliason

Seconded: Councillor Lavery

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 3, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP85230 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

R. McKibbon, the applicant, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

5. PRESENTATIONS

1. C. Fudge, Senior Manager, Government Relations - Okanagan Region, BC Transit - 2018-19 BC Transit Annual Performance Summary

Chris Fudge, Senior Manager, Government Relations - Okanagan Region, BC Transit provided an overview of the 2018-19 BC Transit Annual Performance Summary and was available to answer questions from the Committee.

Councillor Eliason left the meeting at 8:40 a.m.

6. FOR INFORMATION

7. IN CAMERA

8. LATE ITEM

9. ADJOURNMENT

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee meeting of August 19, 2019, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:42 a.m.

Minutes received as information by Council
at their Regular Meeting of , 2019.

Mayor Alan Harrison
Chair

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Item 6.2

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: the Community Heritage Commission Meeting Minutes of June 21, 2019 be received as information.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

Minutes of the **Community Heritage Commission Meeting** held in Room 100 of City Hall, 500 - 2 Avenue NE, Salmon Arm, BC, on **Friday, June 21, 2019** at 2:00 p.m.

PRESENT:

Councillor Debbie Cannon, Chair
 Cindy Malinowski, R.J. Haney Heritage & Museum
 Linda Painchaud, R.J. Haney Heritage & Museum
 Pat Kassa, R.J. Haney Heritage & Museum
 Deborah Chapman
 Mary Landers
 Denise Ackerman, City of Salmon Arm Planner, Recorder

ABSENT:

GUESTS:

The meeting was called to order at 2:00 p.m.

1. **Introductions**
2. **Presentations**
3. **Approval / changes / additions to Agenda**

Moved:

Seconded:

THAT: the Community Heritage Commission Meeting Agenda of June 21, 2019, be approved as circulated.

CARRIED UNANIMOUSLY

4. **Approval of Minutes of April 26, 2019, Community Heritage Commission Meeting**

Moved:

Seconded:

THAT: the minutes of the Community Heritage Commission Meeting of April 26, 2019 be approved.

CARRIED UNANIMOUSLY

Minutes of the Community Heritage Commission of Friday, June 21, 2019

5. Old Business /Arising from minutes

a) Revised Plaque Update

An update on the status of the plaques was provided and there was a discussion of the timing of a press release for the unveiling of the plaques.

b) Heritage Inventory

The commission will continue to enter data to the inventory throughout July and August at Haney Heritage Museum. An updated inventory will be presented at the September meeting.

c) Residential Plaques

Heritage plaques in other communities of comparable size to Salmon Arm were discussed.

d) Heritage Week Posters

There was discussion of incorporating an interactive display at Heritage Week and the possibility of involving the Innovation Centre to assist. Councillor Cannon is going to reach out to the Innovation Centre to discuss the opportunity.

Implementing Recognition Certificates for preserved homes on the Heritage Inventory was discussed. It was decided that the certificates would be presented at Heritage Week. Mary Landers, Cindy Malinowski & Deborah Chapman will be the organizers of this project.

6. New Business

a) Heritage Meeting Schedule

There was discussion regarding meetings over the summer months. It was decided that the commission will not meet for the months of July and August.

7. Other Business &/or Roundtable Updates

a) Action Log Update

8. Next meeting - September 20, 2019

9. Adjournment

Moved: Pat Kassa

Seconded: Deborah Chapman

THAT: The meeting be adjourned at 2:37 p.m.

Debbie Cannon, Chair

Received for information by Council on the day of , 2019

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CITY OF SALMON ARM

Date: August 26, 2019

Board in Brief – August, 2019

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



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August 2019



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Highlights from the Regular Board Meeting

Adoption of Minutes

The Board adopted the minutes following a correction from Director Simpson to reflect that he voted in favour of Resolution No. 2019-0714 re: Request of Director Brooks-Hill for support to remove a portion of Area B from Building Inspection Service.



Business Arising from Minutes

Resolution from CSRD Board to support grant application to the BC Rural Dividend Fund, South Shuswap Transportation Project

The Board authorized the submission of a grant application to the BC Rural Dividend Program for the South Shuswap Transportation Project for a maximum amount of \$50,800 for the purchase of an electric vehicle. [View Press Release.](#)

Bylaws Approved and Alternative Approval Process to Proceed - Centennial Field Community Park Service and Loan Authorization

The Inspector of Municipalities has approved: Centennial Field Community Park Service Establishment Bylaw No. 5800, 2019 and Centennial Field Community Park Loan Authorization Bylaw No. 5801, 2019. The Alternative Approval Process for Electoral Area C begins on Friday, August 23, 2019 and the deadline to submit Elector Response Forms is Wednesday, October 2, 2019. [View Press Release](#)

Delegations

Kelli Rose on behalf of Electoral Area D residents

Kelli Rose, representing citizens of Electoral Area D, gave a brief report on their opposition to building regulation and inspection in Electoral Area D and presented the CSRD Board with two citizen petitions against the initiative. [View Press Release.](#)

Correspondence

Correspondence from Minister of Municipal Affairs - Sorrento Blind Bay Incorporation Study Funding Approved

The Board discussed a letter from Minister of Municipal Affairs Selina Robinson which awarded a \$100,000 restructure planning grant to the CSRD to fund a detailed overview of an incorporation option for Sorrento and Blind Bay in Electoral Area C. [View Letter.](#) [View Press Release.](#)

Correspondence from UBCM re: Housing Needs Program Funding Approved for

Electoral Areas C and F

The Board was informed that the UBCM Evaluation Committee approved a grant for Housing Needs Assessment Reports for Electoral Areas C and E in the amount of \$33,000. **[View Letter.](#)**

Correspondence from District of Sicamous - Sicamous Recycling Depot Location

The Board received a letter from the District of Sicamous for information and further discussion based on a staff report later in the meeting. **[View Letter.](#)**

Business General

Video Recording/Streaming of Board Meetings

The Board endorsed a recommendation not to proceed with recording of, or live-streaming, CSRD Board meetings at this time. **[View Report.](#)**

Professional Development Day Office Closure

The Board approved the closure of the CSRD office on Thursday, October 3, 2019 for an all-staff Professional Development Day. The last Professional Development Day was held on June 15, 2015. **[View Report.](#)**

Sicamous to Armstrong Rail Trail Project Procurement

The Board waived the provisions of CSRD Purchasing Policy No. F-32, Procurement of Goods and Services for remuneration paid by the CSRD directly to subcontractors hired by the Shuswap Trail Alliance, for services rendered in relation to the Sicamous to Armstrong Rail Trail engineering and design phase. **[View Report.](#)**

Downtown Sicamous Recycling Depot

The Board supported a delay in the relocation of the downtown Sicamous Recycling Depot until staff can have further consultation with the District of Sicamous regarding acceptable sites. **[View Report.](#)**

Scotch Creek/Lee Creek Mosquito Control

The Board instructed staff to make an appeal of the BC Parks decision to deny a permit for mosquito treatment in Shuswap Lake Provincial Park. The Board also supported writing a letter to the Little Shuswap Lake Indian Band Council requesting confirmation of support for continued nuisance mosquito control treatment in the Hilliam Road area of IR#4 in Scotch Creek. Without support from BC Parks and the Little Shuswap Lake Indian Band, it is recommended by staff that the Scotch Creek/Lee Creek Mosquito Control Program be discontinued. **[View Report.](#)**

Nicholson Aquifer Water Quality Monitoring Policy

At a previous Board meeting, concerns were raised regarding liability implications should residents in the Nicholson area of Electoral Area A become ill from the contaminated drinking water associated with the Nicholson Aquifer. In response, the

Board endorsed Policy W-13, Nicholson Aquifer Water Quality Monitoring and approved its inclusion into the CSRD Policy Manual. [View Report.](#) [View Policy.](#)

Electronic Sign Board – CSRD Facilities Policy A-62

In light of the purchase of additional electronic signs, the Board endorsed the amendment to Policy No. A-62, “Electronic Sign Board – CSRD Facilities” and approved its inclusion into the CSRD Policy Manual. [View Report.](#)

Community Works Funds Supplement Allocation

The Board referred the allocation of the 2019 one-time federal top-up funding payment of Community Works Funds in the amount of \$926,691 to the 10% All Area Community Works Funds to the upcoming Electoral Area Directors Meeting. [View Report.](#)

Sorrento-Blind Bay Incorporation Study

The Board unanimously approved motions to initiate the process for the study, approving the terms of reference, authorizing a cost-sharing agreement with the Province and conducting a recruitment campaign to allow interested residents from the proposed Sorrento-Blind Bay incorporation area to join a committee designed to oversee the process. It is anticipated that the project will begin this fall. [View Terms of Reference.](#) [View Map.](#) [View Press Release.](#)

Grant-in-Aid Requests

The Board approved allocations from the 2019 electoral grants-in-aid. [View Report.](#)

Area A Community Works Funds – Golden & District Search and Rescue

The Board approved up to \$80,000 including applicable taxes from the Area A Community Works Fund for the Golden & District Search and Rescue Service Bay insulation and electrical upgrade project. [View Report.](#) [View Press Release.](#)

Area C Community Works Funds – South Shuswap Transportation Society

The Board approved two motions to allow for the contribution of \$52,500 including applicable taxes from the Area C Community Works Fund to the South Shuswap Transportation Society for the purchase of an electrical vehicle charging station. [View Report.](#) [View Press Release.](#)

EOF Application – Golden/Area A – Community Economic Development

The Board approved funding from the Golden and Area A Economic Opportunity Fund to the Golden Community Social Services Co-op in the amount of \$150,000 annually for three years for Community Economic Development Services. This is subject to the ratification of the Social and Community Economic Development Services Agreement with the Golden Community Social Services Co-Op, who will be providing the services. [View Report.](#)

Eagle Bay Waterworks Local Service Amendment Bylaw No. 5796, 2019

Following approval from the Inspector of Municipalities, the Board adopted the Eagle Bay Waterworks Local Service Amendment Bylaw No. 5796, which allows for an increase to the requisition limit for this service. [View Bylaw.](#)

Saratoga Waterworks Service Amendment Bylaw No. 5797, 2019

Following approval from the Inspector of Municipalities, the Board adopted the Saratoga Waterworks Service Amendment Bylaw No. 579, which allows for an increase to the requisition limit for this service. [View Bylaw.](#)

Saratoga Waterworks Service Amendment Bylaw No. 5799, 2019

Following approval from the Inspector of Municipalities, the Board agreed to adopt the Saratoga Waterworks Service Amendment Bylaw No. 5799, which enlarges the area served by the water system. [View Bylaw.](#)



LAND USE MATTERS

Business General

Update to Policy P-11 Upland/Foreshore Use

The Board endorsed the revised Policy P-11, Consistent Use of Upland/Adjacent Foreshore and Aquatic Crown Land, and approved its inclusion into the CSRD Policy Manual. [View Report.](#)

Electoral Area D: Building Regulation Public Engagement Summary

A presentation was made to the Board regarding public input into a proposal to implement building regulation and inspection services in Electoral Area D. The vast

majority of people who attended open house events or submitted comments to the CSRD were against the plan. A majority of Directors voted against implementing building inspection services for Electoral Area D (Falkland, Silver Creek, Rancho, Deep Creek) in 2020. [View Report](#). [View Press Release](#).

Agricultural Land Commission (ALC) Applications

Electoral Area C: Agricultural Land Commission (ALC) Application Section 20(3) – Non-Farm Use in the Agricultural Land Reserve (ALR) LC2565C (Anderson, et al)

The owners of subject properties located at 3864 Pakka Road at White Lake in Electoral Area C require an ALC non-farm use application. The property currently has a new dwelling being constructed that will accommodate two families, a mobile home, and an original single-family dwelling that the owners intend to use as an accessory agricultural building for food preparation, processing, and storage hub for their proposed permaculture operation. The Board endorsed staff's recommendation for approval of the application and it will now be sent to the ALC for final decision. [View Report](#).

Development Permits (DP's) & Development Variance Permits (DVP's)

Electoral Area A: Development Variance Permit No. 641-36 (Greene)

The owner of the subject property at 4188 Spence Road, Parson made application for a three-lot subdivision of the subject property. The applicant would like to use an existing water license on Beards Creek to service Proposed Lot A, which requires a variance. The Board approved the issuance of the permit pending the registration of a Section 219 water quality covenant on title. [View Report](#).

Electoral Area D: Development Variance Permit No. 2500-18

The subject property is located at 2921 Chase-Falkland Road in Electoral Area D. The owner of the subject properties is in the process of a boundary-adjustment subdivision which would resolve a building encroachment and would also create an additional buildable lot. A DVP is required to address the setbacks of the existing house and garage with respect to the proposed new lot boundaries. The Board approved issuance of the DVP with registration of the permit on title being withheld until completion of the boundary adjustment subdivision. [View Report](#).

Electoral Area F: Development Variance Permit No. 641-35 (Okaview Estates Ltd.)

The properties are located at 5581 and 5587 Squilax-Anglemont Road, Celista. The applicant has applied for subdivision to create two new lots. The applicant has applied for a DVP to waive servicing requirements to allow both lots to be smaller than 1.0 ha and be serviced by an on-site sewage disposal system and an independent on-site water system. The Board approved the permit subject to a new onsite sewage disposal system being installed for each lot. [View Report](#).

Electoral Area F: Development Variance Permit No. 825-28 (Nevokschonoff)

The subject property is located at 2868 Squilax-Anglemont Road, Lee Creek. The property owners would like to demolish the existing accessory building and build a new, larger garage with a storage and recreation room area. The proposed location of the new accessory building requires a variance to the front parcel line setback from 4.5 m to 1 m. The Board approved the issuance of the permit. [View Report.](#)

Zoning, OCP and Land Use Amendments

Electoral Area B: Electoral Area B Zoning Amendment (Gagnon et al) Bylaw No. 851-16

The seven properties that are subject to this bylaw amendment application are part of Strata Plan located off Mt Begbie Road and accessed from the strata's common road Mt McPherson Drive, in Electoral Area B. The property owners of the seven residential strata lots propose to add bed and breakfast (maximum three bedrooms) as a permitted secondary use to the CDB1 Development Area 1 zone. For strata lot 6 only, it is proposed by the property owners that a vacation rental maximum five bedrooms) be a permitted use for the subject property. The Board gave first reading to the application and directed staff to refer the bylaw to applicable agencies and First Nations. [View Report.](#)

Electoral Area C: Lakes Zoning Amendment (Totem Pole Resort) Bylaw No. 900-20

The subject area is the foreshore adjacent to Totem Pole Resort, located at 7429 Sunnybrae-Canoe Point Road in the Bastion Bay area. The applicant has applied to amend the Foreshore Multi-Family 2 site-specific zone to permit a total density of 35 private mooring buoys, allowing the resort an additional 10 private mooring buoys. The Board approved third reading with adoption being withheld until documentation has been received confirming the tagging and final locations of buoys within the area. [View Report.](#)

Electoral Area D: Salmon Valley Land Use Amendment (Montgomery) Bylaw No. 2562

The subject property is located at 5777 Highway 97 in Falkland of Electoral Area D. The owner has applied to redesignate and rezone the property from C-Commercial to RS-Single and Two Family Residential in order to recognize the current residential use on the property. The Board approved second reading and delegation of a public hearing. [View Report.](#)

Electoral Areas C, E & F: Lakes Zoning Amendment (CSRD) Bylaw No. 900-25

The CSRD was proposing to amend the Lakes Zoning Bylaw No. 900 to increase the maximum allowable size of docks and walkways. The Ministry of Transportation and

Infrastructure has now given statutory approval and the Board adopted the bylaw.
[View Report.](#)

Electoral Area C: Electoral Area C Official Community Plan Amendment (1174355 BC Ltd.) Bylaw No. 725-16 and South Shuswap Zoning (1174355 BC Ltd.) Bylaw No. 701-94

The applicant would like to establish a cannabis production facility at 1336 Taylor Road, Notch Hill. They have applied to rezone a portion of the subject property from LH – Large Holdings to M2 – General Industrial and to rezone an area of the property currently zoned M2 to LH. Since the May 16, 2019 CSRD Board meeting, ownership of the subject property has changed from the previous Factory Direct Doors Ltd. to 1174355 BC Ltd. Accordingly, the amending bylaws have been renamed to recognize this change of ownership. As well, the bylaw has been amended to remove the special regulation on the property and add a new Cannabis Production (CP) Zone to South Shuswap Zoning Bylaw No. 701. The Board rescinded first reading of the previous bylaws and gave first and second reading to the updated bylaws. They also referred the application to a public hearing. [View Report.](#)

NEXT BOARD MEETING

The Regular CSRD Board Meeting will be held Thursday, September 19, 2019 at 9:30 AM at the CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm.



Columbia Shuswap Regional District
 555 Harbourfront Drive NE, PO Box 978
 Salmon Arm, BC V1E 4P1
www.csr.bc.ca | 250.832.8194

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Item 8.1

CITY OF SALMON ARM

Date: August 26, 2019

Director of Corporate Services - Canada Day Fireworks

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

TO: His Worship Mayor Harrison and Members of Council
DATE: August 19, 2019
SUBJECT: Canada Day Fireworks

MOTION FOR CONSIDERATION:

THAT: the shortfall of \$2,700.00 for 2019 Canada Day Fireworks be funded from 2019 Council Initiatives.

BACKGROUND:

In celebration of Canada 150 Council authorized a family picnic and fireworks to be held at Canoe Beach. The event was a resounding success and the following year, in 2018, Council also budgeted for a Canada Day fireworks show. These events were possible because of the many community minded individuals and businesses that volunteered to assist. Through the very generous donation of a barge to launch the fireworks from and a tug boat and operator to move it around, Landmark Solutions contributed significant resources during both the 2017 and 2018 events.

While Landmark graciously provided their barge in 2019, they were unable to spare a tug boat and operator to move the barge with. Hiring Shuswap Marine Freight to move the barge from Sicamous to Canoe added \$3,117.51 to the final cost, which is \$2,700.00 over the budgeted amount of \$10,000.00. It should be noted that Canoe Forest Products generously provided their tug boat and operator on the day of the event or this cost would be higher.

It is requested that the shortfall for 2019 Canada Day Fireworks be taken from 2019 Council Initiatives and that an additional \$7,000.00 be allocated in 2020 if Council chooses to hold this event.

Respectfully submitted,



Erin Jackson
Director of Corporate Services

Item 8.2

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor

Seconded: Councillor

THAT: Council authorize staff to undertake a Council Initiative process by giving notice of a petition against the proposed Downtown Salmon arm Business Improvement Area bylaw in accordance with section 94 of the Community Charter and by mailing notice to all owner of parcels that would be subject to the local service tax;

AND THAT: the notice include informat6ion about the proposed business improvement area including boundaries and estimated cost.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Members of Council
 DATE: August 19, 2019
 SUBJECT: Downtown Salmon Arm – Business Improvement Area Bylaw

MOTION FOR CONSIDERATION:

THAT: Council authorize staff to undertake a Council Initiative process by giving notice of a petition against the proposed Downtown Salmon Arm Business Improvement Area bylaw in accordance with section 94 of the *Community Charter* and by mailing notice to all owners of parcels that would be subject to the local service tax;

AND THAT: the notice include information about the proposed business improvement area including boundaries and estimated cost.

BACKGROUND:

Downtown Salmon Arm (DSA) administers the downtown business improvement area (BIA) established by bylaw, in which owners finance activities to promote business within the designated area. Activities such as removing graffiti, holding events and beautifying the area can improve the local economy and advance the social well-being of the community. There are currently over 70 BIAs in the Province of BC.

At the August 12, 2019 Regular Meeting of Council, DSA staff and Board members presented their proposal for a new seven (7) year term with an expanded boundary (APPENDIX A). It is worth noting that the BIA is similar to the Downtown Specified Parking Area, but slightly different.

The current bylaw will expire on December 31, 2019 and the DSA is requesting the following requisition amounts in each year of the new bylaw. The estimated associated levy per \$1,000.00 of assessed value is noted beside the applicable requisition amount:

Year	Proposed Requisition	Percentage Change	Levy Per \$1,000
2019 (current)	\$179,267.00	-	1.3933
2020	\$188,230.00	2.73%	1.4314
2021	\$195,759.00	4.00%	1.4886
2022	\$203,589.00	4.00%	1.5482

2023	\$211,733.00	4.00%	1.6101
2024	\$220,201.00	4.00%	1.6745
2025	\$229,009.00	4.00%	1.7415
2026	\$238,170.00	4.00%	1.8111

For reference, APPENDIX B provides an analysis completed by the Chief Financial Officer that demonstrates the impact for business properties assessed at various levels at the above noted levies. The lower portion of the schedule reflects the impact to business properties if the levy increase approximated that of the 2018 BC Consumer Price Index.

The authority for a municipality to create a BIA is provided by the *Community Charter*, which also sets out the rules for the establishment and operation of such an area. In Salmon Arm, downtown business promotion activities in the specified area are financed through a special tax levy on all Class 6 properties within the boundaries of the BIA. Essentially, the City levies and collects this tax revenue on behalf of and for the DSA. In exchange, the DSA Board must meet certain obligations such as producing an annual budget for the review of Council.

The BIA levy is calculated based on each owner's share of the total assessed value of properties in the area. The amount for each owner varies because of the difference in assessed values and it is possible that each property's share of the DSA budget may change from year to year because it is reapportioned annually according to the assessed value determined by the BC Assessment Authority. DSA's seven (7) year budget is attached as APPENDIX C.

There are two ways in which to move forward with the new BIA bylaw, should Council choose to do so. The first is a petition for service which is typically initiated by the local business owners. The petition must be signed by the owners of at least 50 percent of the parcels (a lot in single ownership or under single control usually considered a unit for purposes of development and may include strata lots located on a single common property) that would be subject to the local area tax and those persons must be the owners of parcels that in total represent at least 50 percent of the assessed value of land and improvements that would be subject to the local service tax.

The second is the Council Initiative process, whereby all property owners within the proposed BIA that are assessed Class 6 - Business/Other are provided details and are asked for opposition and comments. The *Community Charter* gives Council the authority to charge this extra levy unless the bylaw is opposed by more than 50% of the owners, representing at least 50% of the assessed value of the parcels liable to be charged and that this opposition be declared within 30 days after the second publication notice.

It is recommended that a Council Initiative (subject to petition against the proposed bylaw) be initiated as soon as practicable. Unless Council receives a sufficient petition

against within 30 days it can proceed with the adoption of the proposed new bylaw which will be included on the October 15, 2019 Agenda for consideration of three readings.

Respectfully submitted,





Erin Jackson
Director of Corporate Services

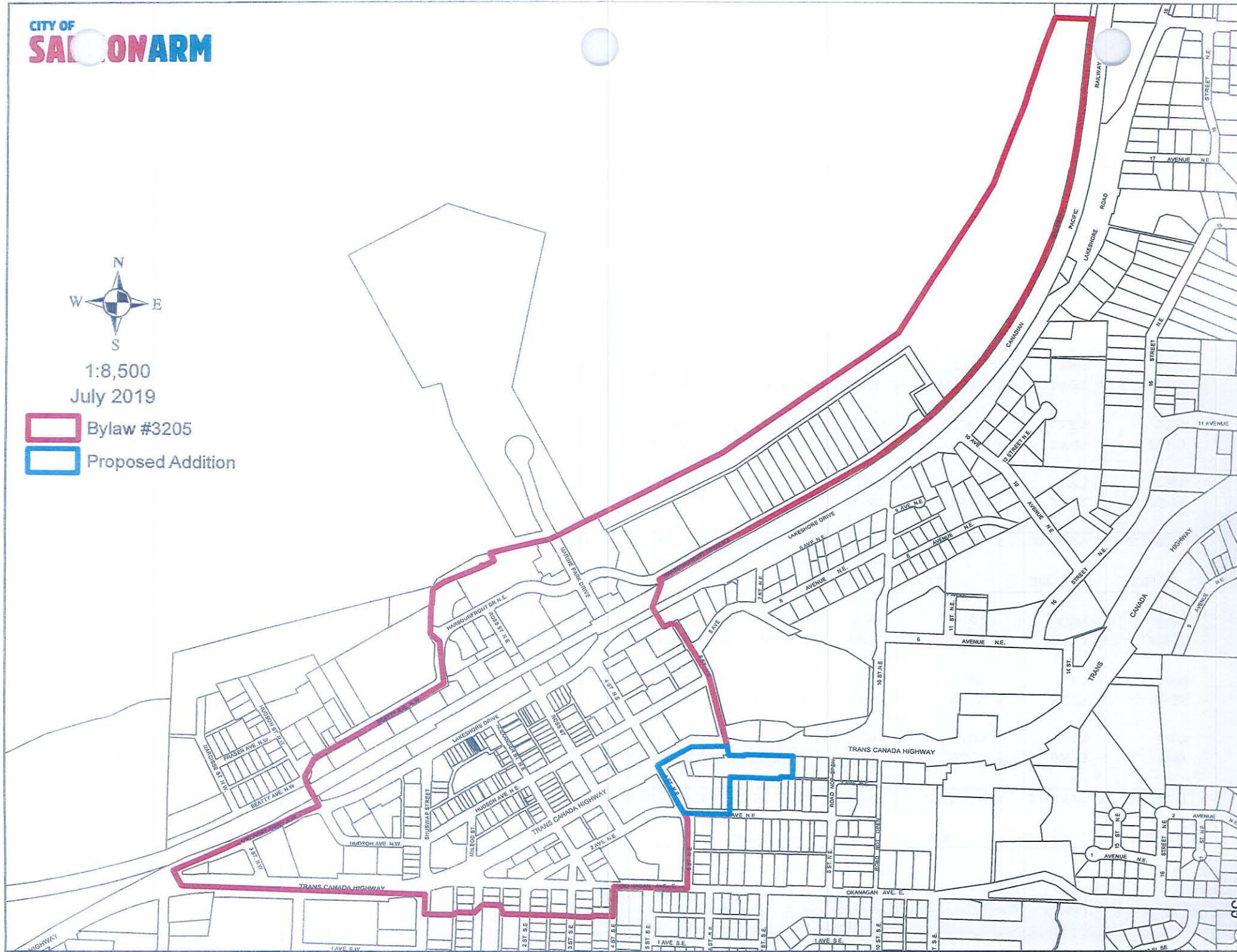
APPENDICES:

- A - Business Improvement Area Map
- B - Tax Analysis
- C - Downtown Salmon Arm Budget



1:8,500
July 2019

-  Bylaw #3205
-  Proposed Addition



Downtown Salmon Arm
2020 Business Improvement Area Renewal
Tax Analysis - Expanded Boundary

	2019 Existing	2020	2021	2022	2023 DIA Proposal	2024	2025	2026
DIA Proposal	\$ 179,267.00	\$ 188,230.00	\$ 195,759.00	\$ 203,589.00	\$ 211,733.00	\$ 220,201.00	\$ 229,009.00	\$ 238,170.00
Business - Assessed \$350,000.00	\$ 487.66	\$ 500.99 2.73%	\$ 521.01 4.00%	\$ 541.87 4.00%	\$ 563.54 4.00%	\$ 586.08 4.00%	\$ 609.53 4.00%	\$ 633.89 4.00%
Business - Assessed \$500,000.00	\$ 696.65	\$ 715.70 2.73%	\$ 744.30 4.00%	\$ 774.10 4.00%	\$ 805.05 4.00%	\$ 837.25 4.00%	\$ 870.75 4.00%	\$ 905.55 4.00%
Business - Assessed \$1,000,000.00	\$ 1,393.30	\$ 1,431.40 2.73%	\$ 1,488.60 4.00%	\$ 1,548.20 4.00%	\$ 1,610.10 4.00%	\$ 1,674.50 4.00%	\$ 1,741.50 4.00%	\$ 1,811.10 4.00%
	2019 Existing	2020	2021	2022	2023 Option No. 3 - 2.50%	2024	2025	2026
Option No. 3 - 2.50%	\$ 179,267.00	\$ 183,748.68	\$ 188,342.39	\$ 193,050.95	\$ 197,877.23	\$ 202,824.16	\$ 207,894.76	\$ 213,092.13
Business - Assessed \$350,000.00	\$ 487.66	\$ 489.06 0.29%	\$ 501.27 2.50%	\$ 513.80 2.50%	\$ 526.65 2.50%	\$ 539.81 2.50%	\$ 553.32 2.50%	\$ 567.14 2.50%
Business - Assessed \$500,000.00	\$ 696.65	\$ 698.65 0.29%	\$ 716.10 2.50%	\$ 734.00 2.50%	\$ 752.35 2.50%	\$ 771.15 2.50%	\$ 790.45 2.50%	\$ 810.20 2.50%
Business - Assessed \$1,000,000.00	\$ 1,393.30	\$ 1,397.30 0.29%	\$ 1,432.20 2.50%	\$ 1,468.00 2.50%	\$ 1,504.70 2.50%	\$ 1,542.30 2.50%	\$ 1,580.90 2.50%	\$ 1,620.40 2.50%

Downtown Salmon Arm
2020 Business Improvement Area Renewal
Proposed 7 Year Budget

	2020	2021	2022	2023	2024	2025	2026
<u>Revenue</u>							
BIA Levy	\$ 188,230	\$ 195,759	\$ 203,589	\$ 211,733	\$ 220,201	\$ 229,009	\$ 238,170
<u>Expenses - Promotional Events</u>							
Applefest	1,000	1,100	1,210	1,210	1,464	1,610	1,776
Downtown Live	3,500	4,400	7,400	4,840	4,840	6,324	5,324
Halloween Treat Trail	750	750	787	787	826	826	826
Christmas	13,000	15,750	16,537	17,364	17,364	17,364	18,232
Outdoor Movie	250	250	250	262	262	275	275
Salty Street Fest	400	400	440	440	440	882	484
Multicultural Day	800	800	840	840	840	882	882
Farmers Market	1,500	1,500	2,500	3,500	1,650	1,917	1,815
Community Clean-Up	500	500	550	550	605	665	665
Alexander Street Closure	2,000	4,000	3,400	3,400	5,400	4,000	8,700
Other Projects	-	-	4,638	5,404	2,381	6,782	4,839
	23,700	29,450	38,552	38,597	36,072	41,527	43,818
<u>Expenses - Beautification</u>							
Banners	3,000	3,000	4,830	1,830	1,830	2,830	5,830
Wayfinding Signage	500	1,500	1,500	4,550	4,550	3,050	1,150
Christmas Decorations	10,400	11,753	5,100	5,100	15,641	16,105	16,105
Grad Flower Bed	600	630	630	630	661	661	661
Graffiti Removal	300	300	330	330	330	363	363
Streetscapes/Sidewalks	1,000	1,000	1,000	4,000	1,100	1,100	2,710
	15,800	18,183	13,390	16,440	24,112	24,109	26,819
<u>Expenses - Membership Engagement</u>							
Membership Engagement	1,700	1,785	1,874	1,967	2,066	2,169	2,273
Downtown Dollars	1,590	1,590	2,473	2,547	2,623	2,702	2,783
	3,290	3,375	4,347	4,514	4,689	4,871	5,056
<u>Expenses - Administration</u>							
Annual General Meeting	700	757	757	757	794	836	833
Marketing & Advertising	9,000	9,900	9,900	10,890	11,979	11,979	11,979
Accounting & Legal	1,800	1,854	1,909	1,966	2,025	2,085	2,148
Bookkeeping	2,200	2,310	2,310	2,425	2,425	2,546	2,546
Insurance	2,000	2,040	2,080	2,122	2,164	2,207	2,251
Memberships	800	800	800	840	840	840	882
Communications	3,840	3,840	3,916	3,916	3,994	3,994	4,074
Website	5,000	1,575	1,575	1,653	1,653	1,735	1,735
Office Maintenance	1,200	1,260	1,260	1,323	1,323	1,389	1,389
Office Supplies & Expenses	3,500	3,500	3,850	3,850	4,235	4,235	4,235
Computer Upgrade	1,000	-	-	1,200	-	-	1,000
Awards & Gifts	700	735	735	735	771	771	771
Professional Development & Training	3,000	3,000	3,000	3,300	3,300	3,300	3,300
Rent	14,000	14,560	14,560	14,560	15,142	15,747	16,376
Sponsorships	700	700	770	770	770	847	847
Wages & Benefits	96,000	97,920	99,878	101,875	103,913	105,991	108,111
	145,440	144,751	147,300	152,182	155,328	158,502	162,477
Total Expenses	188,230	195,759	203,589	211,733	220,201	229,009	238,170
Surplus (Deficit)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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Item 8.3

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor

Seconded: Councillor

THAT: the Contract Works for Wastewater Pollution Control Centre - Atad Cell 6 Upgrades 2019 be awarded to Centrix Control Solutions (formerly Interior Instruments) in accordance with the total quoted price of \$43,300.00 plus taxes as applicable;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in procurement of the WPCC-Atad Cell 6 Upgrades to authorize sole sourcing of same to CENTRIX Control Solutions.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



File: 2019-10

TO: His Worship Mayor Harrison and Members of Council
 FROM: Robert Niewenhuizen, Director of Engineering and Public Works
 PREPARED BY: Tim Perepolkin, Capital Works Supervisor
 DATE: August 12, 2019
 SUBJECT: **PROJECT AWARD – WPCC ATAD CELL 6 UPGRADES**

STAFF RECOMMENDATION

THAT: The Contract Works for Wastewater Pollution Control Centre – Atad Cell 6 Upgrades 2019 be awarded to CENTRIX Control Solutions (formerly Interior Instruments) in accordance with the total quoted price of \$43,300.00 plus taxes as applicable;

AND THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement of the WPCC–Atad Cell 6 Upgrades to authorize sole sourcing of same to CENTRIX Control Solutions.

BACKGROUND

The City's Wastewater Pollution Control Centre (WWPC) utilizes Autothermal Thermophilic Aerobic Digestion (ATAD) technology. This process pasteurizes and reduces volatile solids in the bio-solids. The plant currently has 5 cells operating, the Cell 6 structure was constructed in 2004 for future capacity, but, no equipment was purchased at that time. Growth since 2004 is now requiring the addition of the 6th cell to increase capacity of the digester.

WPCC Instrumentation/Electrical Upgrades for Cell 6 was included in the 2019 budget. The quoted cost breakdown of all project components is as follows:

Quote 073019KH-001 – Instrumentation Equipment	\$ 7,200
Quote 073019KH-002 – Electrical and Instrumentation Material	\$ 5,700
Quote 073019KH-003 – Electrical and Instrumentation Labour	\$ 15,300
Quote 073019KH-004 – Engineering and Programming Services	\$ 15,100
Project Total	\$ 43,300

Three Capital Accounts will be utilized to fund this project. WPCC – Plant Improvements, WPCC Instrumentation Improvements and WPCC Electrical/Instrumentation Upgrade.

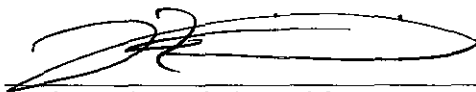
STAFF COMMENTS

Staff have reviewed the quotes provided and have determined the value to be reasonable for the scope of work required and recommend award of the WPCC Atad Cell 6 Upgrades to CENTRIX Control Solutions for the total quoted total price of \$43,300 plus taxes as applicable.

CENTRIX Control Solutions have a good working relationship with the City and staff are confident they have the required knowledge and resources to complete these upgrades efficiently and effectively.

Upgrade works are expected to be completed approximately 6-8 weeks from time of award.

Respectfully submitted,



Robert Niewenhuizen, ASCT
Director of Engineering and Public Works

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Item 8.4

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor

Seconded: Councillor

THAT: Council appoint seven (7) persons to the City of Salmon Arm Community Heritage Commission for a three (3) year term to expire on August 26, 2022, including:

- i) one (1) member from Council as follows: Councillor Cannon;
- ii) three (3) members from the R. J. Haney Heritage Village and Museum as follows: Patti Kassa, Deborah Chapman and Cindy Malinowski; and
- iii) three (3) members from the general public as follows: Linda Painchaud, Mary Landers and Maureen Shaffer.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



TO: His Worship Mayor Harrison and Members of Council

DATE: August 20, 2019

SUBJECT: Community Heritage Commission Appointments

Motion for Consideration

THAT: Council appoint seven (7) persons to the City of Salmon Arm Community Heritage Commission for a three (3) year term to expire on August 26, 2022, including:

- i) one (1) member from Council;
- ii) three (3) members from the R. J. Haney Heritage Village and Museum; and
- iii) three (3) members from the general public.

The current three year term for members of the Community Heritage Commission expires on August 26, 2019. Appointment of members for the next three year term, expiring on August 26, 2022, is presented for Council's consideration.

Community Heritage Commission Bylaw No. 3617 establishes the composition of the Commission as follows:

- i) A Councillor.
- ii) Three representatives from the R.J. Haney Heritage Village and Museum. A letter from Norma Harisch, President of the Salmon Arm Museum & Heritage Association, nominating three representatives is attached.
- iii) Three people from the general public (members at large). Two would like to be considered for re-appointment: Linda Painchaud and Mary Landers.

Advertisements seeking letters of interest from the general public were placed in the Salmon Arm Observer on July 10th and July 17th. One application for appointment was received from Maureen Shaffer, which is attached as Appendix 2.

The next scheduled Community Heritage Commission meeting is scheduled for September 20, 2019.

Kevin Pearson MCIP, RPP
Director of Development Services



SALMON ARM MUSEUM & HERITAGE ASSOCIATION AT
R.J. Haney Heritage Village & Museum

751 Hwy. 97B NE ♦ P.O. Box 1642 ♦ Salmon Arm, BC V1E 4P7

August 8, 2019

His Worship Mayor Alan Harrison
 City of Salmon Arm
 Box 40
 500- 2 Avenue NE
 Salmon Arm, B.C. V1E 4N2

Your Worship,

Re: Museum appointments to Community Heritage Commission

This is to notify you that Salmon Arm Museum and Heritage Association appoints:
 Salmon Arm Museum Vice President and Secretary Patti Kassa, Curator/Archivist Deborah Chapman, and
 Okanagan Historical Society - Salmon Arm Branch Vice President Dr. Cindy Malinowski to fill the three
 museum positions on the Community Heritage Commission. The three are keen to continue serving the
 community.

I trust this meets with your approval.

Sincerely,

Norma Harish
 President

It takes a community to build a village



Application for Appointment to the Community Heritage Commission

The City of Salmon Arm is seeking applications for three (3) Citizens at Large with an interest in serving on the Community Heritage Commission for a three (3) year term commencing August 26, 2019.

The Commission acts as an advisory body and resource group to City Council and Administration on heritage conservation matters and provides support for the benefit and advancement of heritage conservation in the City.

In order to assist the City Council in the selection and appointment of the Commission membership, prospective members are requested to forward this completed application form to City Hall by August 2, 2019 at 4:00 p.m. Applications can be mailed to Box 40, Salmon Arm, BC, V1E 4N2, faxed to 250-803-4042, sent by email to dackerman@salmonarm.ca or dropped off at City Hall, 500 - 2 Avenue NE.

Name Maureen Shaffer Number of years living in Salmon Arm 42 years

Civic address 1651 2nd Ave NE Salmon Arm, BC V1E 1P1

Mailing address (if different than above) _____

Email address hearts.haven14@gmail.com

Telephone Home 250-832-7850 Work _____ Cell _____

Occupation Retired

Community Affiliations/Memberships _____

1. (Past) Secretary, Dilkusha Heritage Society of BC (until the Society's dissolution May 16, 2019)
2. Shuswap Writers' Group
3. Salmon Arm Refugee Coalition
4. Research support for Okanagan Historical Society, Salmon Arm Branch, with submission, "History of Dilkusha" accepted for publication in OHS 2019 Report.

Reasons for seeking Appointment I have lived in the Ball family's 1910 Heritage Home, Heart's Haven, in Salmon Arm since 1977. As the second owner of this lovely home, I have come to know members of the Ball Family quite well. The only remaining heritage trees on what was a 10 acre orchard property until 1975, are right here in my yard. My home seems to anchor this subdivision, once called Uplands Estates.

While I am the owner of this home and property, I feel my role is that of caretaker: of the structure, the plantings, remaining artifacts and the stories. With my writing skills, interest in research and my love of local history and all things heritage, I believe a position with the Community Heritage Commission would enable me to impart some of my enthusiasm for local heritage to others in Salmon Arm. There is much opportunity for developing heritage strategy, incentives and programs and for promoting awareness of the importance of heritage preservation in this community.

I would love to be a contributing member of this type of engagement in Salmon Arm.

I, Mareen Shaffer, hereby signify that I am willing to accept an appointment to the Community Heritage Commission.

July 26, 2019
Date

M Shaffer
Signature

The purpose of this form is to provide information which will assist City Council in knowing each candidate better. The person whose name is being put forward as a candidate must sign this application in order to signify that he or she would be willing to accept the appointment should it be made.

In order to be considered, this application must be returned to City Hall prior to 4:00 p.m. on August 2, 2019.

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Item 8.5

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor

Seconded: Councillor

THAT: Council accept the proposal from Petro Value Products Canada Inc. at their quoted unit prices and authorize the Mayor and Corporate Officer to execute a contract for Supply of Bulk Aviation Fuels and Related Delivery Services for a term of two (2) years, commencing September 1, 2019.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

DATE: August 19, 2019

SUBJECT: Supply of Bulk Aviation Fuels and Related Delivery Services

RECOMMENDATION:

THAT: Council accept the proposal from PetroValue Products Canada Inc. at their quoted unit prices and authorize the Mayor and Corporate Officer to execute a contract for Supply of Bulk Aviation Fuels and Related Delivery Services for a term of two (2) years, commencing September 1, 2019.

BACKGROUND:

The current contract for the Supply of Bulk Aviation Fuels and Related Delivery Services will expire on August 31, 2019. As such, a Request for Proposals (RFP) was issued on Thursday, July 18, 2019. The proposal package was advertised on the City's website and sent directly to five (5) known suppliers of aviation fuel.

The RFP closed on Thursday, August 8, 2019, at which time two proposals were received and opened by staff. Staff have reviewed and evaluated the proposals based on price and conformance with the RFP documents. Both proponents submitted their pricing in accordance with the quotation documents.

The cost summary is as follows:

Contractor	Base Mark-up Price AvGas 100LL	Service and Delivery Charges	Other Charges	Total (before taxes)
Flight Fuels B.C. Ltd. Edmonton, Alberta	\$0.070/litre	\$0.000/litre	\$0.040/litre*	\$0.1100/litre
PetroValue Products Canada Inc. Surrey, BC	\$0.020/litre	\$0.0975/litre	\$0.000/litre	\$0.1175/litre

* Additional charge for deliveries under 50,000 litres.

Supply of Bulk Aviation Fuels and Related Delivery Services

Page 2

Contractor	Base Mark-up Price Jet A1 -FSII	Service and Delivery Charges	Other Charges	Total (before taxes)
Flight Fuels B.C. Ltd. Edmonton, Alberta	\$0.115/litre	\$0.000/litre	\$0.040/litre*	\$0.1550/litre
PetroValue Products Canada Inc. Surrey, BC	\$0.015/litre	\$0.0740/litre	\$0.000/litre	\$0.0890/litre

* Additional charge for deliveries under 50,000 litres.

Fuel Type	AvGas 100LL	Jet A1 -FSII
Average Delivery Volume	20,000 to 25,000 litres	30,000 to 35,000 litres

The cost of bulk fuel (rack rate) is highly variable because it is based on crude oil prices and is established by the refineries on a weekly basis. The proposals identified each of the vendor's mark-up prices, service and delivery costs and other charges, which will be added to the rack rate and then invoiced to the City following delivery. The successful vendor will be required to provide the City with proof of actual per litre bulk aviation fuel cost when the vendor invoices the City.

Both proposals demonstrated a commitment to meeting the fuel supply demands of the Shuswap Regional Airport in a safe and responsive manner; however, based on the historical delivery volumes (as indicated above) the proposal submitted by PetroValue Products Canada Inc. provides the lowest cost option overall. The City has been purchasing fuel from PetroValue since the last RFP was issued in 2015 and staff have no concerns with awarding the contract to this company again.

Based on the evaluation of staff, it is recommended that the contract be awarded to PetroValue Products Canada Inc., in accordance with their proposal, for a term of two (2) years, with the option to renew for an additional two (2) years.

Respectfully Submitted,


Erin Jackson
Director of Corporate Services

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Item 8.6

CITY OF SALMON ARM

Date: August 26, 2019

Director of Corporate Services – Lease of Agricultural Land known as
Harrington Farm/Minion Field 2191 – 30 Street SW

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

DATE: August 21, 2019

SUBJECT: Lease of Agricultural Land known as Harrington Farm/Minion Field
2191 - 30 Street SW

MOTION FOR CONSIDERATION:

THAT: Council authorize the Mayor and Corporate Officer to execute a Lease Agreement for the North ½ of the Southeast ¼ of Section 9, Township 20, Range 10, W6M, KDYD (2191 - 30 Street SW) for the term of April 1, 2020 to October 31, 2022 (for use April 1 to October 31 of each year) for an annual fee of \$22,000.00 (plus applicable taxes) with Farmcrest Foods Ltd. subject to *Community Charter* notification requirements.

BACKGROUND

The subject property is designated Salmon Valley Agriculture in the Official Community Plan, zoned A-1 (Agriculture Zone) and is located in the Agricultural Land Reserve. The location of the property is shown in APPENDIX 1.

The City of Salmon Arm purchased the property in 1975. The intent of the purchase was to the use the property for a spray irrigation project using effluent from the Wastewater Pollution Control Centre (WPCC). The spray irrigation project did not proceed. The Liquid Waste Management Plan identifies the property as a site to accept biosolids from the WPCC. Since 1981, the property has been leased to local farmers to be used for the production of forage and/or cereal crops.

The City issued a Request For Quotation (RFQ) from October 23 to 2:00 p.m. November 15, 2013. The RFQ sought a competent and experienced Lessee to lease, cultivate and maintain a parcel of vacant agricultural land comprising of approximately eighty (80) acres located at 2191 - 30 Street SW for a term commencing April 1, 2014 and ending October 31, 2016. One quotation was received and accepted.

Lease of Agricultural Land known as Harrington Farm/Minion Field

2191 - 30 Street SW

April 1, 2020 to October 31, 2022

Page 2


In 2016, Farmcrest Foods advised that they had obtained a GMO Fee land status on the property and requested a three year renewal, which Council granted.

The conditions of the lease agreement that will expire on October 31, 2019 are the same as the proposed lease agreement, with the exception of the lease fee, which staff recommends be increased to \$22,000.00 for each of the three (3) growing and harvesting seasons. Generally, the Lessee shall use the land for the production of forage and/or cereal crops, the City reserves the right to apply bio-solids to all or part of the Lands, and the agreement may be terminated with six (6) months' written notice from either party

RECOMMENDATION

Farmcrest Foods Ltd. has been the Lessee of the subject property since 2005 and has been a good tenant. It is recommended that the Motion of Consideration be approved by Council.

Respectfully submitted,

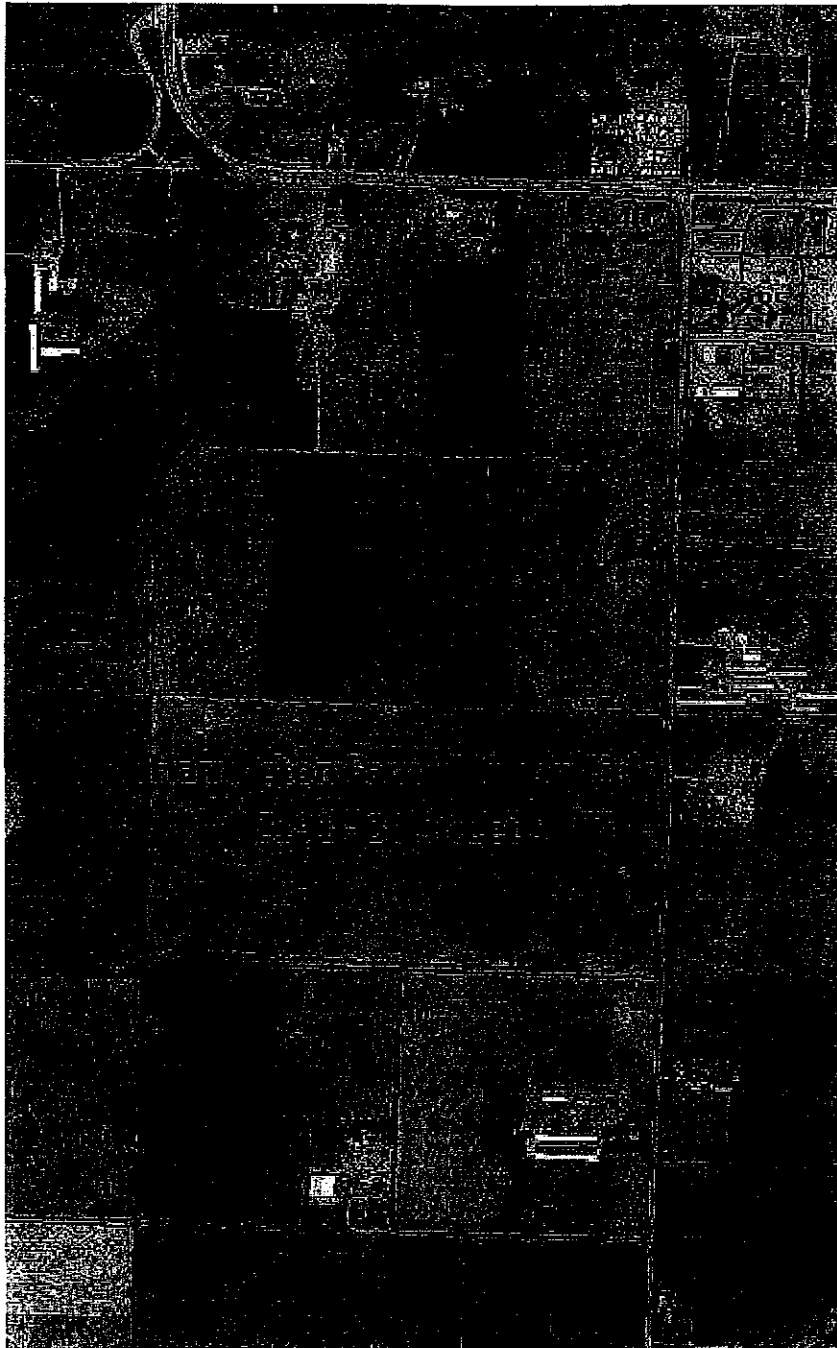


Erin Jackson
Director of Corporate Services

Appendices:

Appendix 1 - Location map.

Location Map



Item 9.1

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4350 be read a first and second time.

[ZON-1155; McKibbin, L. & R.; 1411 9 Avenue SE; R-1 to R-8]

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: August 14, 2019

Subject: Zoning Bylaw Amendment Application No. 1155

Legal: Lot 3, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP85230

Civic: 1411 9 Avenue SE

Owner/Applicant: McKibbin, L. & R.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 3, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP85230 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 1411 9 Avenue SE (Appendix 1 and 2) and is currently under development. The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the construction and use of a *secondary suite* within a single family dwelling.

BACKGROUND

The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4). The subject parcel is located in a residential area of the City west of the "Hillcrest" neighbourhood, largely comprised of parcels containing single family dwellings and associated accessory buildings, with 11 R-8 zoned parcels presently within the vicinity of the subject parcel.

The subject parcel was created in 2007 as part of a 7 lot subdivision accessed by the 9 Avenue SE cul-de-sac. The subject parcel meets the conditions as specified to permit a secondary suite within the proposed R-8 zone, and at 957 square metres it is potentially large enough for a detached suite, subject to a suitable building site and topographic conditions (there are steep slopes around the north and west portions of the parcel). Site photos are attached as Appendix 5. The intent of the applicant is to develop a conforming *secondary suite* within the basement of the single family dwelling currently being built, as shown in the plans attached (Appendix 6).

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel area and width, the subject property has potential to meet the conditions for the development of a *secondary suite* (or a *detached suite*), including sufficient space for an additional off-street parking stall, as shown in the site plans attached (Appendix 6).

COMMENTSEngineering Department

No engineering concerns.

Building Department

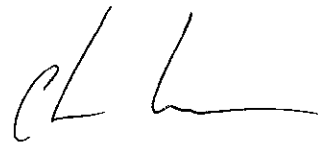
BC Building Code will apply. No concerns with proposed zoning.

Fire Department

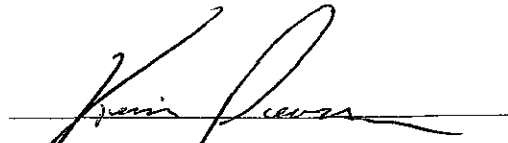
No concerns.

Planning Department

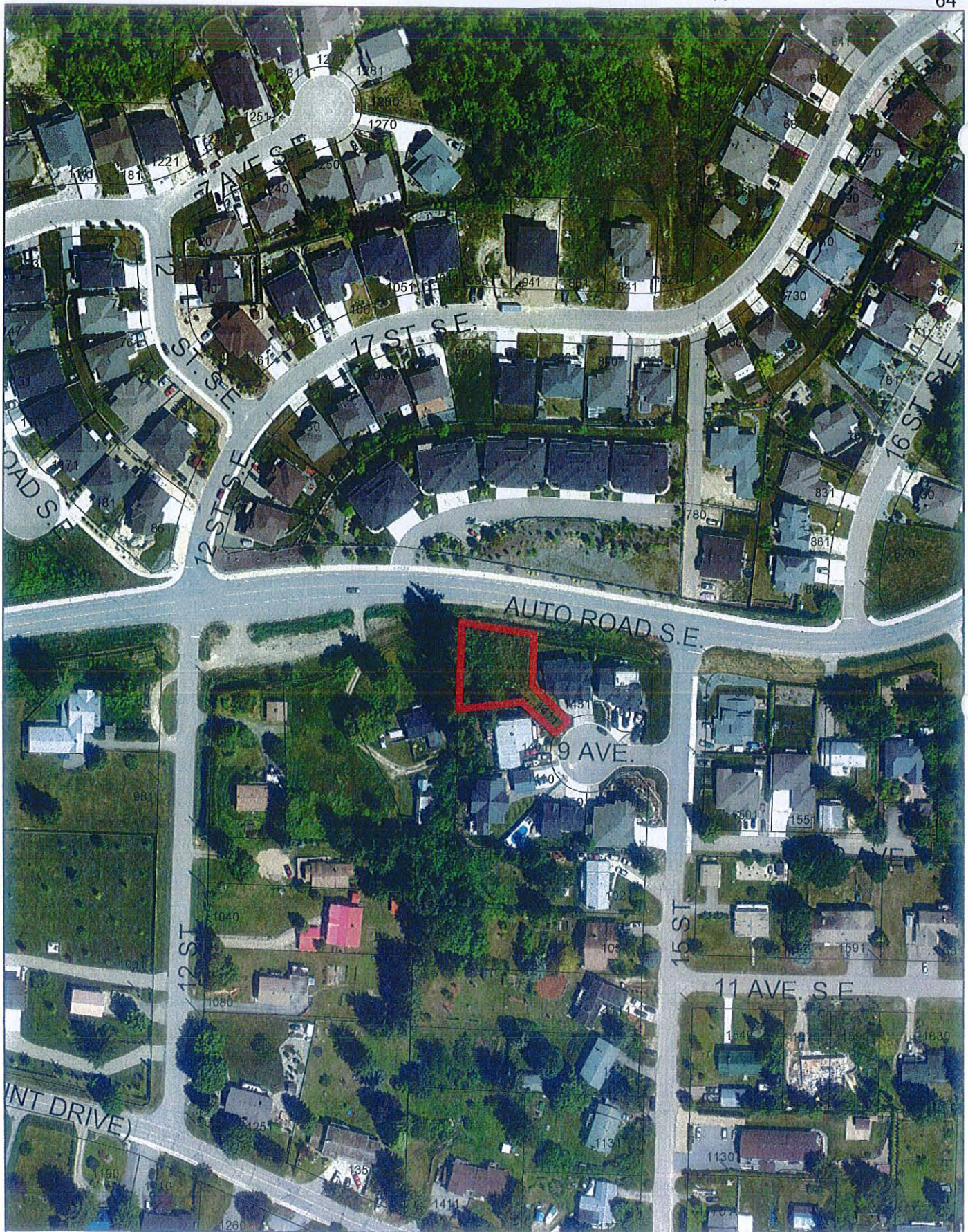
The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The plans submitted indicate that all R-8 Zone requirements can be met, including the provision of onsite parking, and that the building currently under construction substantially aligns with development patterns in the area. Development of a secondary suite would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.



Prepared by: Chris Larson, MCP
Planner, Development Services



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



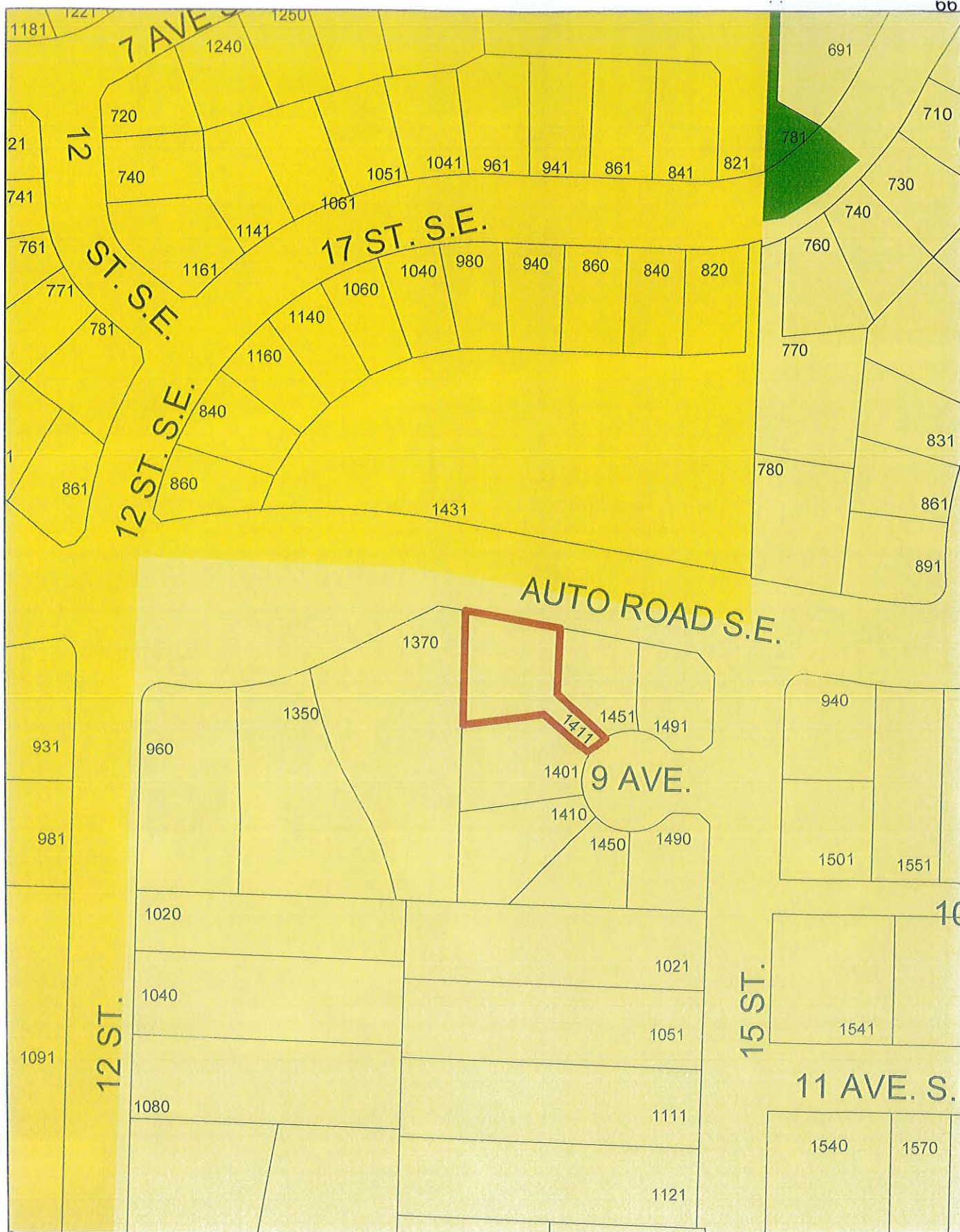
Subject Parcel







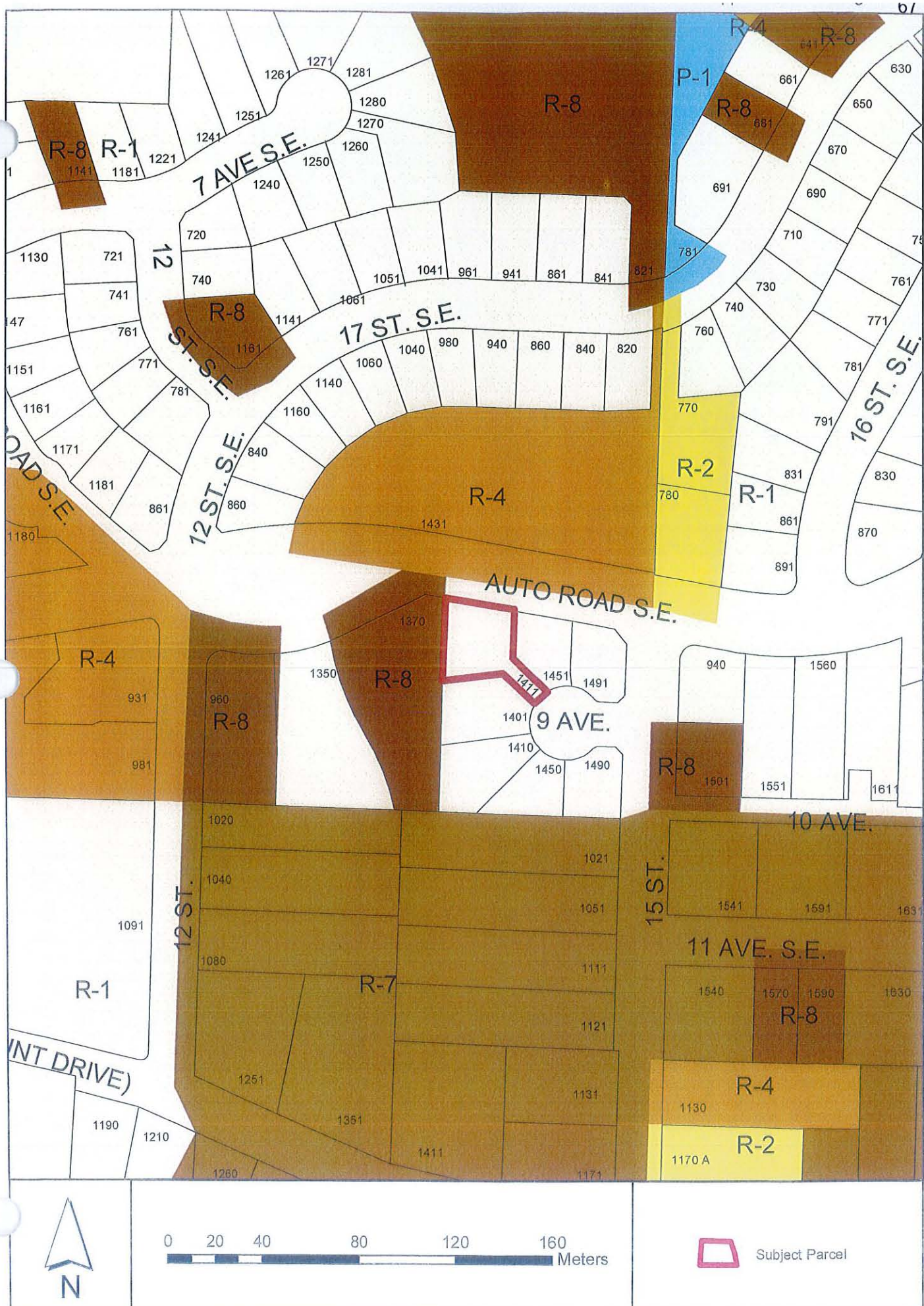
0 5 10 20 30 40 Meters



Subject Parcel



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

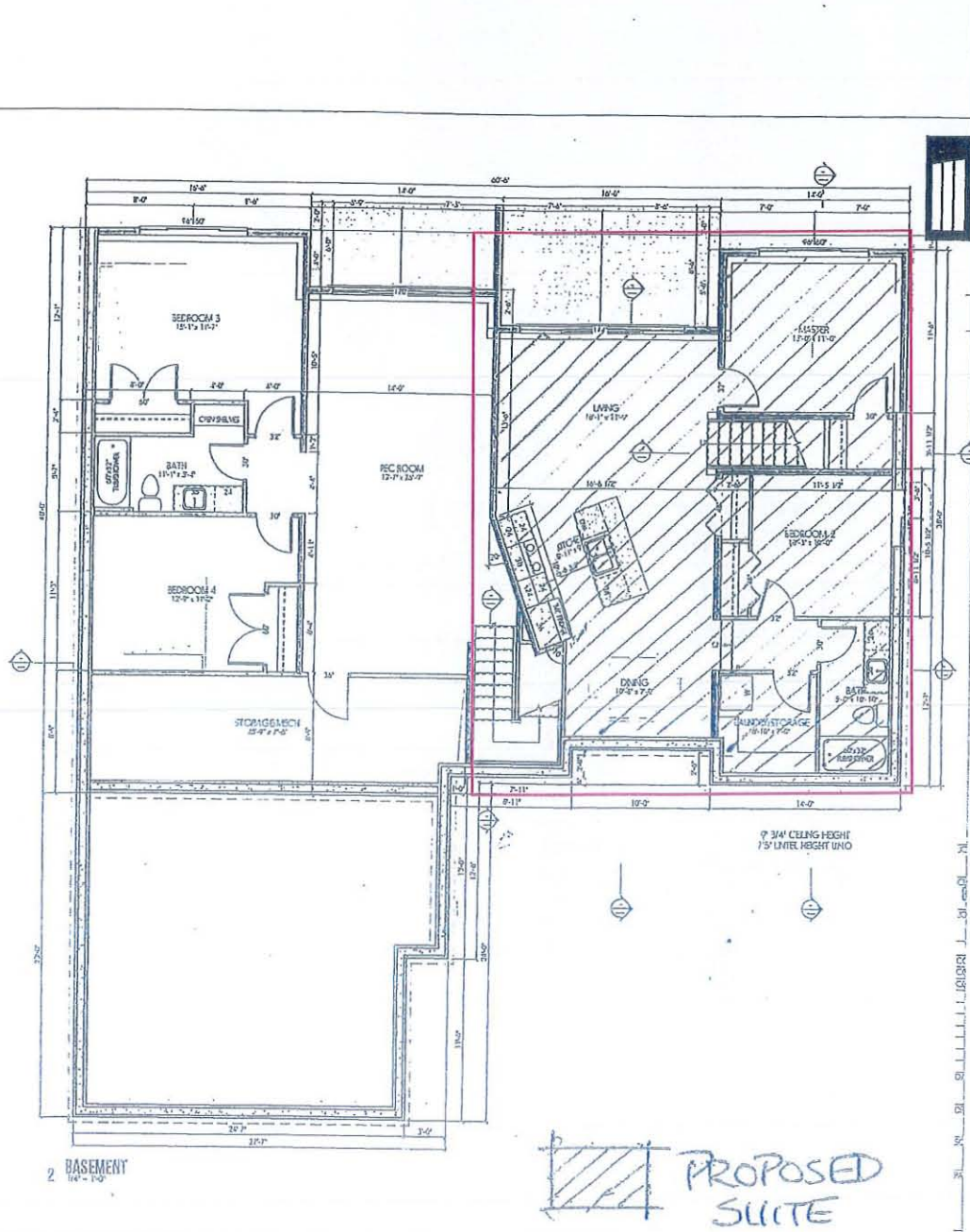


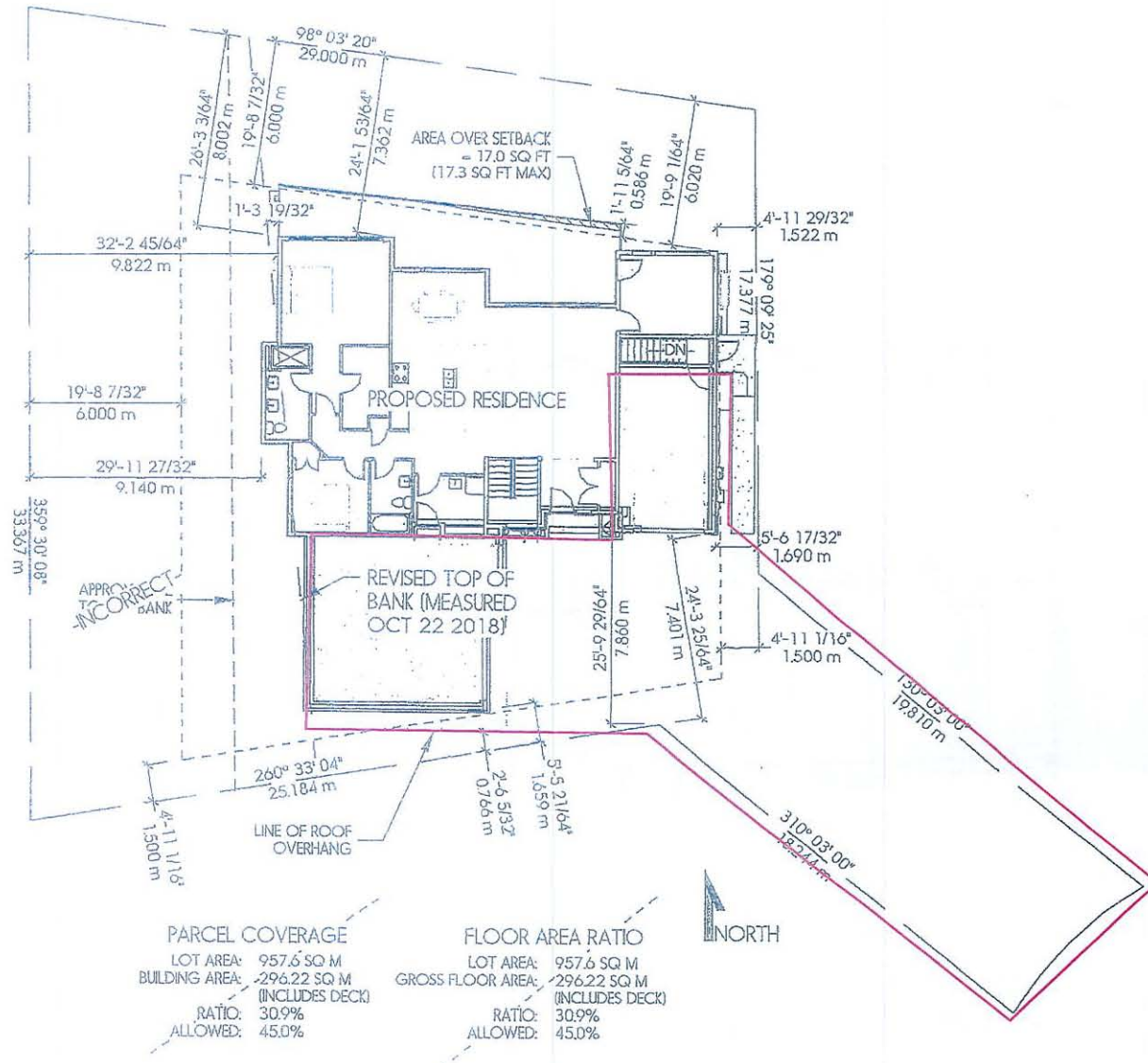


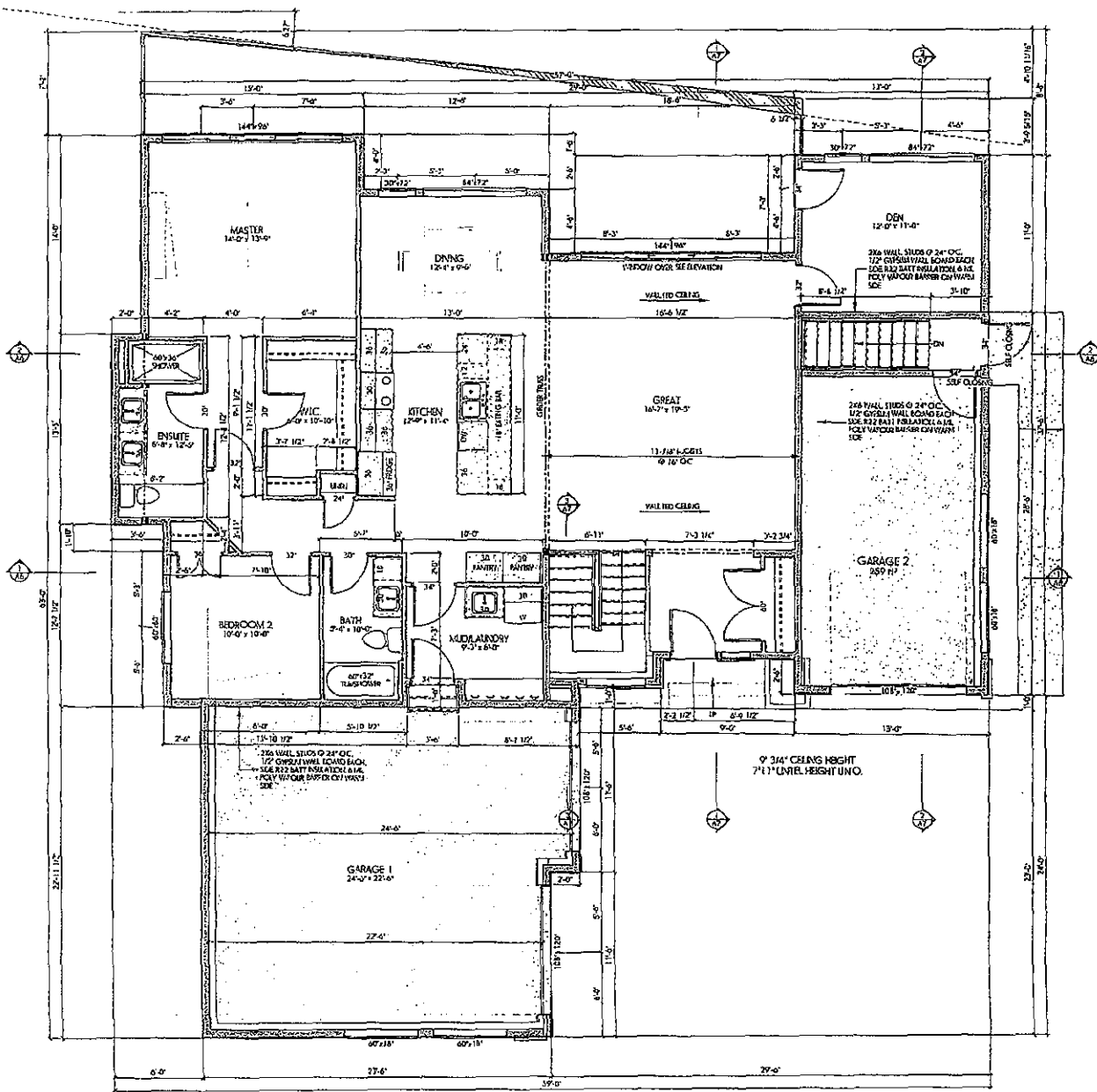
View of subject parcel (at centre) northwest from 9 Avenue SE showing neighbouring parcels.



View of subject parcel (right of centre) southeast from Auto Road SE.







CITY OF SALMON ARM

BYLAW NO. 4350

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 Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on _____, 2019 at the hour of 7:00 p.m. was published in the _____ and _____, 2019 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 3, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP85230, from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone), attached as Schedule "A".

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. 4350"**

READ A FIRST TIME THIS DAY OF 2019

READ A SECOND TIME THIS DAY OF 2019

READ A THIRD TIME THIS DAY OF 2019

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 10.1

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4346 be read a final time.

[ZON-1151; Gagnon, G.R. & Morgan, K.; 741 – 2 Avenue NE; R-1 to R-8]

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: July 8, 2019

Subject: Zoning Bylaw Amendment Application No. 1151

Legal: Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP47149

Civic: 741 – 2 Avenue NE

Owner/Applicant: G.R. Gagnon & K. Morgan

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP47149 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone);

AND THAT: Final Reading of the Zoning Amendment Bylaw be withheld subject to Ministry of Transportation and Infrastructure approval.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 741 – 2 Avenue NE (Appendix 1 and 2). The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit a *secondary suite* within a *single family dwelling*.

BACKGROUND

The subject parcel is designated High Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4). The subject parcel is located in a residential neighbourhood just bordering the commercial area along the Trans Canada Highway. There is presently one R-8 zoned parcel nearby and a number of R-4 (Medium Density Residential) zoned parcels within the vicinity of the subject parcel.

This property was created via a three lot subdivision in 2015 and parcel width variances were also issued to reduce the minimum parcel width from 14.0 m (45.9 ft) to 12.7 m (41.6 ft) for the three lots. The subject property is long and narrow, approximately 58 m (164 ft) long by 13 m (43 ft) wide with an area of approximately 0.18 acres. The subject parcel is currently vacant, see site photos in Appendix 5. The applicant wishes to build a house with a secondary suite on the lower floor. The suite is proposed to be 89 m² (964 ft²), see Appendix 6. The plans indicate a double car garage and a driveway width of 7.3 m (24 ft). The minimum dimensions of a parking space are 5.8 m (19 ft) x 2.6 m (8.5 ft); thus, the driveway can easily accommodate two cars, in addition to the garage parking. Overall, the subject parcel meets the specifications to permit a *secondary suite* within the proposed R-8 zone.

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of *secondary suites* in High Density Residential designated areas subject to compliance with the Zoning Bylaw and the BC Building Code.

COMMENTSMinistry of Transportation & Infrastructure

MOTI has granted preliminary approval.

Engineering Department

Only one 6 m wide access is permitted. Dedicated onsite parking for the *secondary suite* is required.

Building Department

BC Building Code will apply. No concerns with proposed zoning.

Fire Department

No concerns.

Planning Department

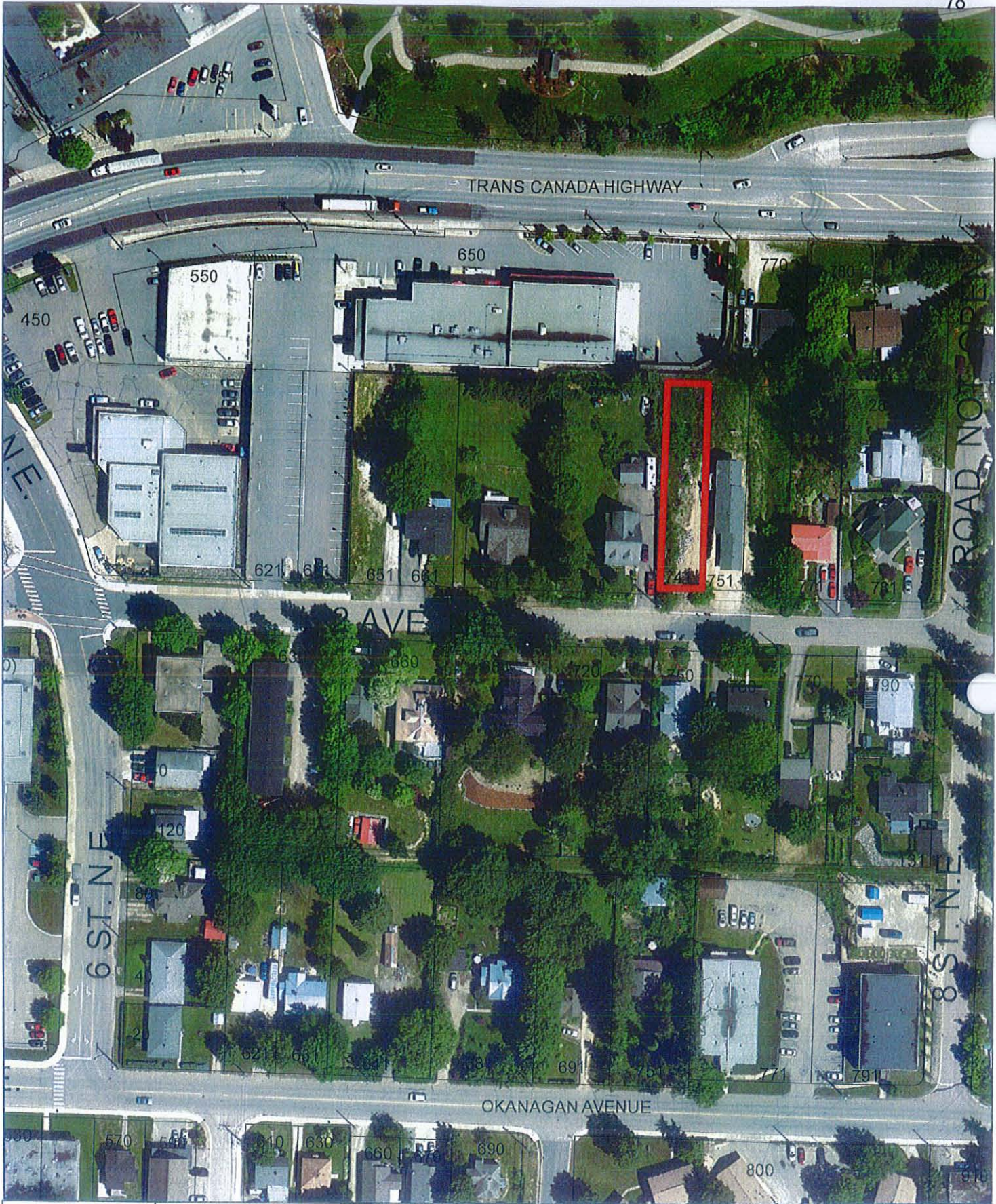
The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The site plan provided indicates that the R-8 Zone requirements can be met, including the provision of onsite parking. Any development of a *secondary suite* requires a building permit and is subject to meeting Zoning Bylaw and BC Building Code regulations.



Prepared by: Denise Ackerman
Planner, Development Services



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



ROAD NOT OPEN



0 510 20 30 40
Meters

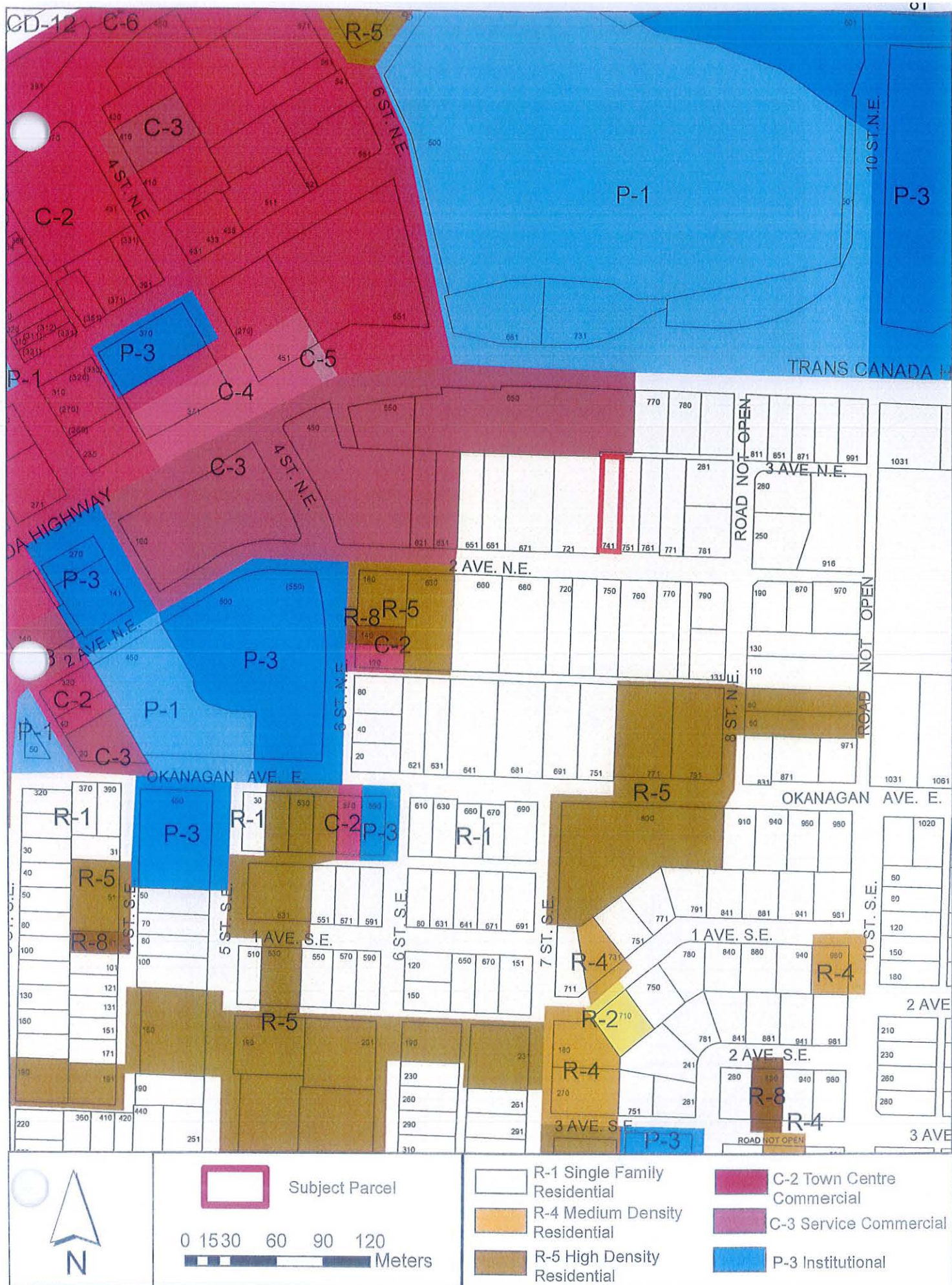


Subject Parcel



	<p>01.73.5 7 10.5 14</p>  <p>Meters</p>	 <p>Subject Parcel</p>
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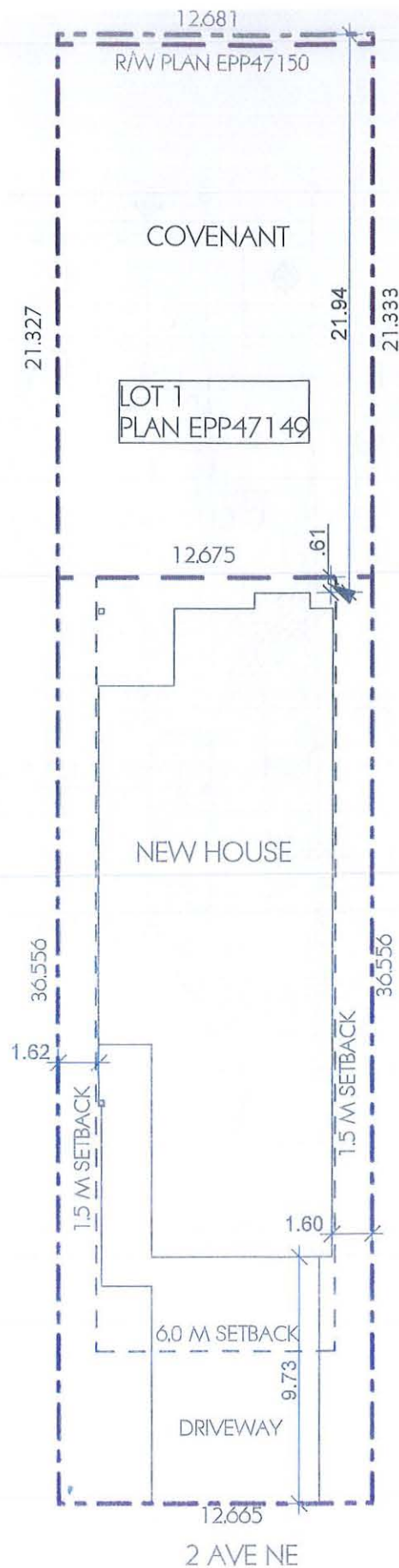
APPENDIX 5: Site Photos



View facing north towards the rear parcel line.



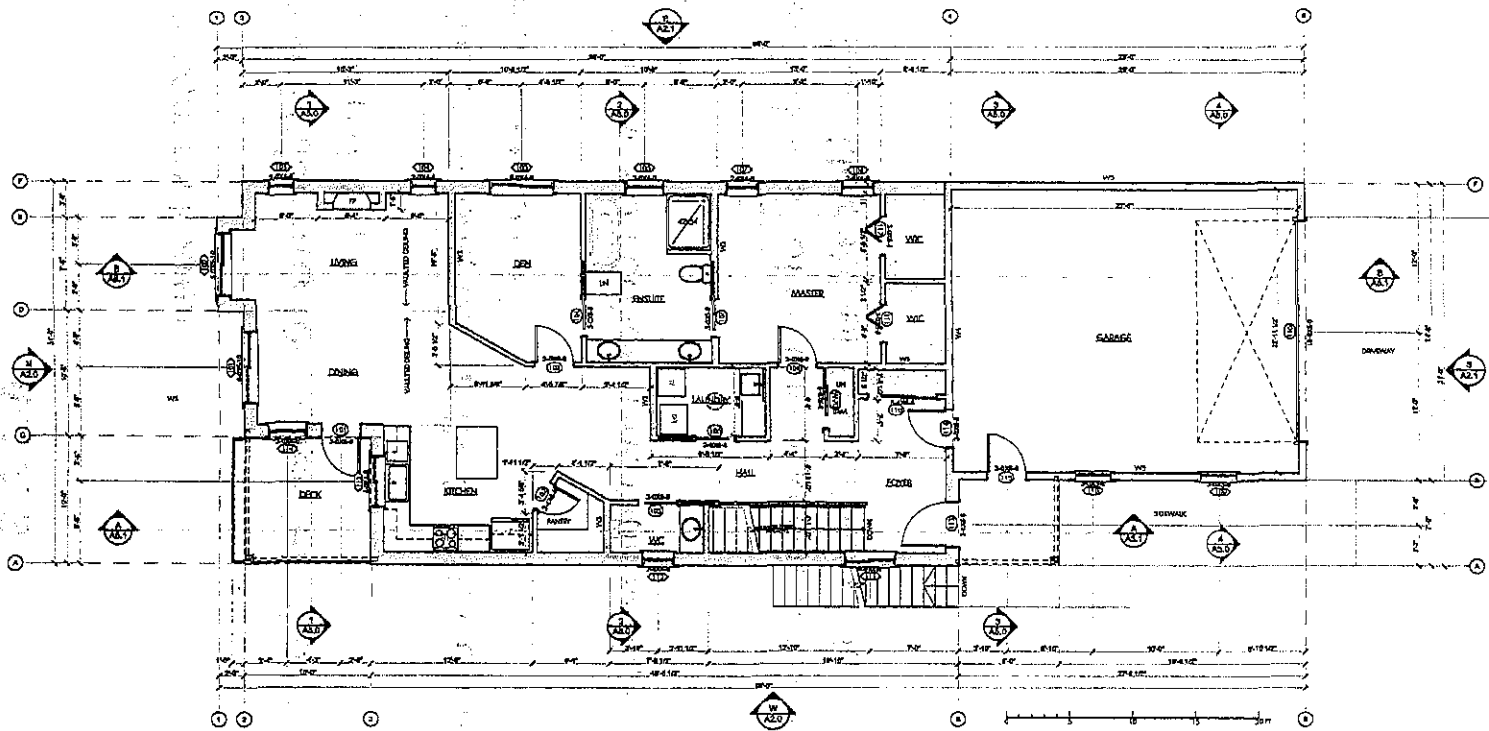
View facing south towards the front parcel line.



①

GAGNON SITE PLAN

SCALE: 1:250



1 MAIN FLOOR PLAN
SCALE: 1/4" = 1'-0"

WALLNOTES

- W1 - TYPICAL EXTERIOR WALL UND-
MINI SIDING
1/2" OC
1/2" OC
- W2 - TYPICAL EXTERIOR WALL UND-
MINI SIDING
1/2" OC
1/2" OC
- W3 - 1/2" OC
2x6 W/ 1/2" OC
1/2" OC
- W4 - GARAGE TO HOUSE
1/2" OC
2x6 W/ 1/2" OC W/ 1/2" OC
1/2" OC
- W5 - DETAIL 8 GARAGE
WALL SIDING
1/2" OC
2x6 W/ 1/2" OC W/ 1/2" OC
1/2" OC
- W6 - 1/2" OC
2x6 W/ 1/2" OC
1/2" OC

AREA SCHEDULE	
AREA NAME	SQFT
MAIN FLOOR	1,603
GARAGE	672
WALK-OUT PORCH	138
WALK-OUT PORCH	36
LOWER FLOOR	763
ROOF	624
LOWER FLOOR	112
ELIM FOOTPRINT	2,440
LOT	7,891

KHM DESIGN
3200 28 ST NE
SALMON ARM, BC
V1E 5W7
TEL: (250) 517-0711
www.khmdesign.ca
info@khmdesign.ca

PROJECT
GAGNON RESIDENCE
741 2 AVE NE
SALMON ARM, BC
V1E 1H0

DATE
4/27/2010

DATE
4/27/2010
DRAWN
KHM

A1.0

①

SCALE: 1/4" = 1'-0"

W1	WIPK, BOSTON WMAE, LIND- 1:27 PM 2ND WMAE 12:30 PM WMAE 12:30 PM 1:27 PM	W2	2ND WMAE 12:30 PM WMAE 12:30 PM 1:27 PM 2ND 2:47 PM WMAE 12:30 PM 1:27 PM
W2	WIPK, BOSTON WMAE, LIND- 1:27 PM 2ND 2:47 PM WMAE 12:30 PM 1:27 PM	W3	2ND 2:47 PM WMAE 12:30 PM 1:27 PM
W3	1:27 PM 2ND 2:47 PM WMAE 12:30 PM 1:27 PM	W4	2ND 2:47 PM WMAE 12:30 PM 1:27 PM
W4	WIPK, BOSTON WMAE, LIND- 1:27 PM 2ND 2:47 PM WMAE 12:30 PM 1:27 PM	W5	2ND 2:47 PM WMAE 12:30 PM 1:27 PM

AREA SCHEDULE	
AREA NAME	SQFT
MAIN FLOOR	1,620
BASEMENT	672
MAIN FLOOR DECK	110
MAIN FLOOR PORCH	20
LOWER FLOOR	781
SUITE	884
LOWER PAD	110
TOTAL FOOTPRINT	2,460
TOT	2,801

LOWER FLOOR PLAN

THESE DESIGNS AND DRAWINGS ARE THE EXCLUSIVE PROPERTY OF KVA DESIGN AND MAY NOT BE USED OR REPRODUCED WITHOUT CONSENT

DATE	4/27/2019
DRAWN	1044
308	

A1.1

GAGNON RESIDENCE

741 2 AVE NE
SALMON ARM, BC
V1E 1H2

KHM DESIGN
3200 28 ST NE
SALMON ARIZ, BC
V1E 3G7
TEL : (250) 517-7151
www.khmdesign.ca
info@khmdesign.ca

22. **STATUTORY PUBLIC HEARINGS**

1. **Zoning Amendment Application No. ZON-1151 [Gagnon, G.R. & Morgan, K.; 741 - 2 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.

G. Gagnon, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 8:02 p.m.

CITY OF SALMON ARM

BYLAW NO. 4346

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 Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on August 12, 2019 at the hour of 7:00 p.m. was published in the July 31 and August 7, 2019 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 14, Township 20, Range 10, W6M, KDYD, Plan EPP47149 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone), attached as Schedule "A".

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.

City of Salmon Arm
Zoning Amendment Bylaw No. 4346

5. CITATION

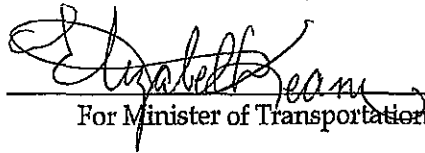
This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4346"

READ A FIRST TIME THIS 22 DAY OF July 2019

READ A SECOND TIME THIS 22 DAY OF July 2019

READ A THIRD TIME THIS 12 DAY OF August 2019

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 19th DAY OF August 2019


For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



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INFORMATIONAL CORRESPONDENCE – AUGUST 26, 2019

- | | | |
|-----|---|---|
| 1. | S. & C. Martin – email dated August 10, 2019 Salmon Arm and increasing rat population | A |
| 2. | S. Berger – letter dated August 11, 2019 – Canoe Beach Lots | N |
| 3. | R. Matthews – email dated August 14, 2019 – Safe Place to Live | N |
| 4. | L. Richards – email dated August 16, 2019 – Climate action plan | N |
| 5. | M. Allbury – letter received August 16, 2019 – Cemetery adornments | N |
| 6. | A. Channer – letter dated August 19, 2019 – Canoe beach Cottages | N |
| 7. | R. Schumacher – email dated August 20, 2019 – Rats | N |
| 8. | R. Williams, Event Coordinator, Vintage Car Club of Canada – Thank you for support of the 2019 Habrourfront Cruise Car Show | N |
| 9. | D. McDonald – email dated August 13, 2019 – September 7, 2019 beach day | R |
| 10. | T. Piccini, Josh Hunter Memorial Skate Jam Organizer – letter received August 2019 – Josh Hunter Memorial Skate Jam 2019 Sponsorship Request | A |
| 11. | R.J. Haney Heritage Village and Museum – 22 nd Annual Harvest Celebration September 8, 2019 | N |
| 12. | Union of British Columbia Municipalities – letter dated August 7, 2019 – UBCM Group Benefits Plan – Notice of Plan Marketing Review | N |
| 13. | S. Weber, President and CEO, C3 Alliance Corp. – letter dated August 8, 2019 – Invitation to the 6 th Annual Resource Breakfast Series – September 2019 | N |
| 14. | T. Faganello, Assistant Deputy Minister, Local Government Division, Ministry of Municipal Affairs and Housing and G. MacIsaac, Executive Director, Union of British Columbia Municipalities for Green Communities Committee – letter dated August 15, 2019 – 2018 Green House Gas Emissions | N |
| 15. | L. Helps, Mayor, City of Victoria to M. Brodie, Mayor, City of Richmond – letter dated July 19, 2019 – Creating a Lobbying Registry | N |
| 16. | A. Courtoreille, Mayor, District of Chetwynd to the Honourable Rob Fleming, Minister of Education – letter dated August 19, 2019 – Provincial Support for Libraries | N |

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

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Item 13.1

CITY OF SALMON ARM

Date: August 26, 2019

Presentation 4:00 p.m. (approximately)

NAME: Peter Robinson and Trish Dehnel, Community Energy Association

TOPIC: Climate Action/Partners for Climate

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

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Item 18.1

CITY OF SALMON ARM

Date: August 26, 2019

Notice of Motion from August 12, 2019 Councillor Lavery – FireSmart Curbside Chipping Program

Moved: Councillor Lavery

Seconded: Councillor

WHEREAS Salmon Arm is adopting a FireSmart approach to better protect our community from wildfires;

AND WHEREAS property owners are encouraged to take individual FireSmart actions to clear vegetation surrounding their own homes with the recognition that such preventative actions can make a big difference;

THEREFORE BE IT RESOLVED THAT staff prepare costs and funding options for a bi-annual 2020 curbside chipping program for consideration during the upcoming budget process.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

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Item 18.2

CITY OF SALMON ARM

Date: August 26, 2019

Notice of Motion from August 12, 2019 Councillor Lindgren – Climate Action Strategy

Moved: Councillor Lindgren

Seconded: Councillor

WHEREAS the British Columbia government declared a provincial state of emergency in 2018 over record-setting wildfires;

AND WHEREAS the Legislature of British Columbia and the House of Commons of Canada have acknowledged the growing crisis of climate breakdown by holding emergency debates following the release of the Intergovernmental Panel of Climate Change (IPCC) report;

AND WHEREAS Local governments worldwide are taking action to avoid the worst impacts of climate change and calling on senior levels of government for an urgent, emergency response;

AND WHEREAS the effects of Climate Change are already prevalent in the City of Salmon Arm;

AND WHEREAS the City of Salmon Arm has taken many important steps already, including:

- Implementation of curbside recycling and food waste programs;
- Geothermal heating and cooling at City Hall;
- Climate Leader, BC Climate Action Community 2016;
- Salmon Arm Landfill gas capture project (in conjunction with CSRD);
- Solar Feasibility Study;
- Purchase of hybrid vehicles for City fleet;

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

Item 18.2- Continued

CITY OF SALMON ARM

Date: August 26, 2019

- Installation of LED and energy efficient boilers;
- Upgrades to Recreation Centre HVAC System (heating, ventilation and air conditioning);
- Installation of LED lighting at some key locations; and
- Adoption of a Pesticide Bylaw;

THEREFORE BE IT RESOLVED THAT Council direct staff to engage the Community Energy Association to prepare a Climate Action Plan for the City of Salmon;

AND THAT the Climate Action Plan Report be funded in the amount of \$15,000.00 from the Climate Action Reserve (approximate balance \$146,000.00 at December 2019);

AND THAT the City recognize this is a Strategic Priority to be considered in decision making and investment moving forward;

AND FURTHER THAT Council recognize the urgent need for a Climate Action Plan and corresponding action for the City of Salmon.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

- Community Emergency Preparedness Fund (to be assessed?) this helps build up capacity in the community for emergency response to events caused by climate change. Some examples below:
 - Funding for structural flood mitigation (Oct 25, 2019)
 - Flood risk assessment, flood mapping and flood mitigation planning (Jan 24, 2020)
 - Emergency support services (Feb 14, 2020)
 - Emergency operation centre and training (Mar 13, 2020)
- Community Resiliency Investment. Related to FireSmart funding and supports (Oct 18 2019)

Federation of Canadian Municipalities (FCM)

- Municipalities for Climate innovation program.
 - This is a useful page to link up with partners/ collaborators for adaptation
 - Government of Canada funds this through grants- \$2.4 million
 - List of Partners examples of ones that have already partnered with BC municipalities -Fraser Basin Council, ICLEI Canada, Selkirk College, Smart Prosperity Institute, WaterCanada
- Climate and Asset Management Network
 - Look at asset management under climate change lens then undertake project reflective of new framework.
- Green Municipal Fund – this can fall under mitigation or adaptation depending on the project. - **federal funds** fall into 4 broad categories:
 - Sustainable Affordable Housing Innovation Fund
 - Community EcoEfficiency Acceleration Fund
 - LC3-FCM Collaboration on Community Climate Action
 - Municipal Asset Management Capacity Fund

Other areas to explore for funding opportunities in the FCM are Infrastructure, and Public Transit.

Universities and School with partnership opportunities

- The Pacific Institute for Climate Solutions PICS
- Funding opportunities for up to \$250 000/ year in collaboration with UBC, SFU, or UNBC. Letter of intent must come from a faculty member from one of those schools
 - some funding must go to a graduate student/post-doc.
- The Intact Centre on Climate Adaptation ICCA
- Training and guides through the University of Waterloo for
 - Home Flood protection program
 - Infrastructure adaptation program
 - Corporate-specific adaptation program.
- SFU's ACT group, the Adaptation to Climate Change Team, a policy planning initiative which is part of the Faculty of Science. The City of Vernon' climate leadership group has received non-financial support from this, with links to the Real Estate Foundation funding. <https://act-adapt.org/about-sfu-new/>

Government of Canada

Disaster Mitigation and Adaptation Fund

- \$2 billion fund for large scale infrastructure projects.
 - Minimal eligibility expenditure must have projects >\$20 million. Will share up to 40% of costs.

Adaptation and / or Mitigation?

Foundations

Real Estate Foundation of BC “REFBC grants support projects that address current land use challenges and help communities to plan for the future.” See

<https://www.refbc.com/sites/default/files/Info-GeneralGrants.pdf> Local governments are eligible; the Foundation funds up to 50% of the cash costs of a project. Partnerships and collaborations are encouraged.

Hewlett Foundation

<https://hewlett.org/qa-with-anand-gopal-tackling-climate-change-through-transportation-solutions/>

A focus on vehicle electrification:

“We have found that real, scalable climate successes have been difficult to achieve through urban planning and public transportation alone, so over the next five years, our strategy will favor vehicle electrification over planning approaches at the city level.”

Ivey Foundation

All proposals must be submitted from a registered Canadian charitable organization.

Partnerships with a local charitable organization will be essential.

The primary focus for the Foundation’s resources is the **Economy and Environment Program**.

<http://www.ivey.org/program/>

Canadian Environmental Grantmakers Network

See <http://www.cegn.org/about/members/>

Item 18.3

CITY OF SALMON ARM

Date: August 26, 2019

Salmon Arm Fall Fair Parade

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

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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 Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, August 26, 2019 at 7:00 p.m.**

1) Proposed Amendment to Zoning Bylaw No 2303:

Text Amendment: Addition of Section 27 - P-4 - Institutional Waste Management Zone.

Rezone Lot 1, Section 7, Township 20, Range 9, W6M, KDYD, Plan KAP45716 from P-2 (Airport Zone) to P-4 (Institutional Waste Management Zone).

Civic Address: 4290 20 Avenue SE

Location: End of 20 Avenue SE; adjacent to the Airport

Present Use: Landfill

Proposed Use: Landfill

Owner/Applicant: Columbia Shuswap Regional District/
Lawson Engineering & Development Services Ltd.

Reference: ZON-1107/ Bylaw No. 4264



The files for the proposed bylaws are available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from August 13 and 26, 2019 both inclusive, in the office of the Corporate Officer at City Hall, 500 - 2 Avenue NE.

Those who deem their interest affected by the proposed bylaws are urged to review the file available in the Development Services Department (or telephone 250-803-4010) to obtain the facts of the proposal prior to the Public Hearing.

Erin Jackson, Director of Corporate Services



To: His Worship Mayor Harrison and Members of Council

Date: June 6, 2019

Subject: Official Community Plan Amendment Application No. OCP4000-33
Zoning Amendment Application No. 1107

PROPOSAL

The purpose of this application is to redesignate and rezone the two parcels to a new P-4 Waste Management Zone to support the CSRD's current and future Salmon Arm Landfill operations as discussed in the associated staff report to Council dated April 10, 2018.

BACKGROUND

At their meeting on April 23, 2018, Council granted first reading to the associated OCP and Zoning amendments.

Pursuant to Section 477 (3) (a) of the *Local Government Act*, Subsequent to First Reading and Prior to Second Reading, Council must consider the proposed OCP amendment in conjunction with:

- 1) The Financial Plans of the City of Salmon Arm;
- 2) The Liquid Waste Management Plan of the City of Salmon Arm;
- 3) The City's Solid Waste Policies (OCP) and the Solid Waste Management Agreement between the City and the Columbia-Shuswap Regional District (CSRD);
- 4) The CSRD's amended 2018 Solid Waste Management Plan; and
- 5) Confirmation of any necessary approvals and/or Permits required by the Ministry of Environment (MOE) relating to the CSRD's Solid Waste Management Plan Amendment, and any Contaminated Sites Regulation requirements.

The CSRD's Solid Waste Management Plan Amendment was sent to MOE on April 4, 2018, and MOE has responded as of June 3, 2019 with approval (Appendix 1). The applications may now proceed to second reading, and through the application process as appropriate.

Final approval of the zoning amendment is subject to approval of the Ministry of Transportation and Infrastructure, which noted in preliminary comments that they consider their interests to be unaffected.

A handwritten signature in blue ink, appearing to be "CL", written over a horizontal line.

Prepared by: Chris Larson, MCP
Planner, Development Services

A handwritten signature in blue ink, appearing to be "Kevin Pearson", written over a horizontal line.

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

Kevin Pearson

From: Downie, AJ ENV:EX [AJ.Downie@gov.bc.ca]
Sent: June 3, 2019 4:30 PM
To: Lachance, Luc ENV:EX; Phair, Kirk ENV:EX
Subject: 2019-06-03 CSRD 2018 Solid Waste Management Plan Amendment - Letter from Minister
Attachments: 04Apr2018 Letter to Minister of Env from Board Chair.pdf; Final Report CSRD SWMP Land Acquisition Amendment.pdf

Importance: High

FYI

A.J. Downie

Director, Authorizations - South
 Environmental Protection Division
 Ministry of Environment and Climate Change Strategy
 phone: (250) 751-3176
 email: AJ.Downie@gov.bc.ca

Waste Discharge Authorizations Website

From: Minister, ENV ENV:EX
Sent: Monday, June 3, 2019 3:54 PM
To: 'rmartin@csrd.bc.ca'
Cc: Downie, AJ ENV:EX; 'rnlewenhuizen@salmonarm.ca'; 'lshykora@csrd.bc.ca'
Subject: RE: CSRD 2018 Solid Waste Management Plan Amendment - Letter to Minister
Importance: High

Reference: 315309
 X-Reference: 10400-60/SWMP CSRD

June 3, 2019

Rhona Martin, Chair
 and Directors
 Columbia Shuswap Regional District
 Email: rmartin@csrd.bc.ca

Dear Chair Martin and Directors:

I am pleased to respond to your submission of an amendment to the Solid Waste Management Plan (SWMP) for the Columbia Shuswap Regional District (CSRD).

Ministry staff have reviewed your amendment, consultation report and accompanying documentation. The amendment is a testament to your continued efforts to provide cost effective solid waste solutions for the citizens of the CSRD. I recognize and appreciate how this additional space supports the Zero Waste approach adopted by your regional district and provides significant cost savings to your citizens.

I have noted that your consultation process has revealed both moderate general support for the proposed expansion of the Salmon Arm landfill and strong opposition from the residents living closest to the facility. I

commend the wide-ranging approach taken to public consultation on this amendment and your willingness to hear all concerns. I am satisfied that adequate public consultation has been conducted.

I also note that the amendment recognizes areas in which consultation could be enhanced and discusses strategies to improve relationships with stakeholders by sharing more information with the community and operating your facilities according to best practices. I trust that, under your leadership, executing these strategies will help improve the community's view of the CSRD's approach to waste management.

The Ministry of Environment and Climate Change Strategy would like to take this opportunity to strengthen your plan by encouraging your commitment to best practices through the setting of dates for you to submit SWMP components that are recommended by the Province's guidelines but are currently absent from your plan. Therefore, pursuant to Section 24(5) of the *Environmental Management Act*, I hereby approve the waste management plan amendment entitled *Columbia Shuswap Regional District Solid Waste Management Plan Amendment: Salmon Arm Landfill Acquisition and Property Acquisition Guidelines*, dated March 2018, with the following additional requirements:

1. By August 24, 2021, the CSRD will submit to the director Landfill Criteria Conformance Reviews, for the following landfills:
 - Golden Landfill with the site-specific authorization Operational Certificate 17006;
 - Revelstoke Landfill with the site-specific authorization Operational Certificate 15821; and
 - Salmon Arm Landfill with the site-specific authorization Operational Certificate MR-05479.

The Landfill Criteria Conformance Reviews must be in accordance with the *Landfill Criteria for Municipal Solid Waste*, second edition, June 2016, (Landfill Criteria) Section 2.2 Conformance of Existing Landfills and include:

- (a) a comparison and evaluation of the conformance status of each landfill with all applicable sections of the Landfill Criteria, and;
 - (b) if non-conformance(s) with the Landfill Criteria are identified, Landfill Criteria Upgrading Plan(s), including action plan(s) and schedule(s) for all proposed upgrades to conform to the Landfill Criteria, and technical and environmental justification for any proposed exceptions from the Landfill Criteria.
2. The CSRD shall develop a dispute resolution process in accordance with Section C.1.1 of *A Guide to Solid Waste Management Planning*, September 2016. The Columbia Shuswap Regional District must:
 - (a) consult with the Ministry of Environment and Climate Change Strategy, Regional Operations Branch; and
 - (b) engage in meaningful consultation with potentially affected stakeholders in accordance with sections 25(4) and 27(1) of the *Environmental Management Act*.

The final version of the dispute resolution process must be submitted to the director by March 31, 2023.

3. In accordance with Section C.3 of *A Guide to Solid Waste Management Planning*, September 2016 (Guide), the CSRD shall submit, to the satisfaction of the director, a Five-Year Effectiveness Review in accordance with Section C.3.3 of the Guide by March 31, 2023. In addition to the items listed in Section C.3.3 of the Guide, the review must also include any waste composition studies completed during the plan's implementation.
4. The CSRD shall submit a full plan renewal to the Minister of Environment and Climate Change Strategy by December 31, 2028 or earlier, as applicable.

For clarity I would like to mention that the approval of the *Columbia Shuswap Regional District Solid Waste Management Plan Amendment: Salmon Arm Landfill Acquisition and Property Acquisition Guidelines*, dated March 2018, does not replace the *2009 Regional Solid Waste Management Plan* that achieved ministerial approval on July 8, 2009 and was updated on March 20, 2015, by the document entitled *Columbia Shuswap Regional District Solid Waste Management Plan Review and Update*. Until your SWMP is replaced by a full plan renewal, all three of these reports remain active pieces of this living and dynamic document.

In closing, I commend the Board and staff of the Columbia Shuswap Regional District on their proactive approach to solid waste management and your renewed commitment to improved consultation strategies and best operational practices.

Sincerely,

George Heyman
Minister

cc: AJ Downie, Regional Director, Authorizations South, Environmental Protection Division, Ministry of Environment and Climate Change Strategy
Robert Niewenhuizen, Director of Engineering and Public Works, City of Salmon Arm
Lynda Shykora, Deputy Manager, Corporate Administration Services, Columbia Shuswap Regional District

From: Minister, ENV ENV:EX
Sent: Tuesday, June 12, 2018 1:35 PM
To: 'RMartin@csrd.bc.ca'
Cc: 'lshykora@csrd.bc.ca'; Lachance, Luc ENV:EX
Subject: RE: CSRD 2018 Solid Waste Management Plan Amendment - Letter to Minister
Importance: High

Reference: 315312i
X-Reference: 10400-60/CSRD SWMP

June 12, 2018

Rhona Martin, Chair
and Directors
Columbia Shuswap Regional District
Email: RMartin@csrd.bc.ca

Dear Chair Martin and Directors:

Thank you for your email of April 4, 2018, regarding Columbia Shuswap Regional District Solid Waste Management Plan.

This email is to confirm the receipt of your correspondence and to inform you that it has been forwarded to Ministry of Environment and Climate Change Strategy staff in the Environmental Protection Division for their review.

Staff will conduct their review as quickly as possible.

Thank you again for your submission.

Sincerely,

George Heyman
Minister

cc: Lynda Shykora, Deputy Manager, Columbia Shuswap Regional District (lsykora@csrd.bc.ca)
Luc Lachance, Authorizations Section Head, Ministry of Environment and Climate Change Strategy
(Luc.Lachance@gov.bc.ca)

From: Lynda Shykora [<mailto:LShykora@csrd.bc.ca>]

Sent: Wednesday, April 4, 2018 1:43 PM

To: Minister, ENV ENV:EX

Cc: Director Martin; Ben Van Nostrand; Darcy Mooney; Phaedra Turner; Jennifer Graham; Charles Hamilton

Subject: FW: CSRD 2018 Solid Waste Management Plan Amendment - Letter to Minister

Importance: High

Good afternoon,

This email message is being sent on behalf of Chair Rhona Martin, Columbia Shuswap Regional District. The email message includes a letter to Minister of Environment, George Heyman, along with the Final Report CSRD SWMP Land Acquisition Amendment document.

Regards,

Lynda Shykora | Deputy Manager

Corporate Administration Services

Columbia Shuswap Regional District

T: 250.833.5939 | F: 250.832.3375 | TF: 1.888.248.2773

E: lsykora@csrd.bc.ca | W: www.csrd.bc.ca



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This e-mail is CONFIDENTIAL. If you are not the intended recipient, please notify me immediately and delete this communication, attachment or any copy. Thank you.



City of Salmon Arm

Development Services Department Memorandum

TO: Her Worship Mayor Cooper and Members of Council

DATE: April 10, 2018

SUBJECT: Official Community Plan Amendment Application No. OCP4000-33
Zoning Amendment Application No. 1107

Legal: The West ½ of Legal Subdivision 2 of Section 7, Township 20, Range 9, W6M, KDYD & Lot 1, Section 7, Township 20, Range 9, W6M, KDYD, Plan KAP45716

Civic: 4290 – 20 Avenue SE & 2750 – 40 Street SE

Owner: Mounce Construction Ltd. & Columbia-Shuswap Regional District

Applicant: Lawson Services Ltd. & Columbia-Shuswap Regional District

MOTION FOR CONSIDERATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Official Community Plan (OCP) Bylaw No. 4000 as follows:

- 1) Redesignate the West ½ of Legal Subdivision 2 of Section 7, Township 20, Range 9, W6M, KDYD (2750 40 Street SE) as shown in Schedule A from IND (Industrial General) to INS (Institutional); and
- 2) Amend OCP Map 14.1 to identify the West ½ of Legal Subdivision 2 of Section 7, Township 20, Range 9, W6M, KDYD (2750 40 Street SE) as "CSRD Regional Landfill".

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

AND THAT: Subsequent to First Reading and Prior to Second Reading, and Pursuant to Section 477 (3) (a) of the *Local Government Act*, Council has considered the proposed OCP amendment in conjunction with:

- 1) The Financial Plans of the City of Salmon Arm;
- 2) The Liquid Waste Management Plan of the City of Salmon Arm;
- 3) The City's Solid Waste Policies (OCP) and the Solid Waste Management Agreement between the City and the Columbia-Shuswap Regional District (CSRD);
- 4) The CSRD's amended 2018 Solid Waste Management Plan; and
- 5) Confirmation of any necessary approvals and/or Permits required by the Ministry of Environment relating to the CSRD's Solid Waste Management Plan Amendment, and any Contaminated Sites Regulation requirements.

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

- 1) Add "Section 27 – P-4 – Waste Management Zone" as outlined in this report and renumber the remaining sections accordingly; and

- 2) **Rezone Lot 1, Section 7, Township 20, Range 9, W6M, KDYD, Plan KAP45716 (4290 20 Avenue SE) from P-2 (Airport Zone) to P-4 (Regional Waste Management Zone).**

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

- 1) **Rezone The West ½ of Legal Subdivision 2 of Section 7, Township 20, Range 9, W6M, KDYD (2750 40 Street SE) from A-2 (Rural Holding Zone) to P-4 (Regional Waste Management Zone).**

AND THAT: The Zoning Amendment Bylaw for The West ½ of Legal Subdivision 2 of Section 7, Township 20, Range 9, W6M, KDYD (2750 40 Street SE) receive First Reading only, with Second Reading withheld subject to approval of Second Reading of the associated OCP Amendment Bylaw.

AND THAT: Final Readings of the OCP Amendment Bylaw and the associated Zoning Amendment Bylaw each under consideration for the West ½ of Legal Subdivision 2 of Section 7, Township 20, Range 9, W6M, KDYD (2750 40 Street SE) be withheld subject to Public Hearing and approval of Third Readings;

AND FURTHER THAT: Final Reading of the Zoning Amendment Bylaw for Lot 1, Section 7, Township 20, Range 9, W6M, KDYD, Plan KAP45716 (4290 20 Avenue SE) be withheld subject to Public Hearing and approval of Third Reading.

STAFF RECOMMENDATION

It is recommended that the motion for consideration be adopted.

PROPOSAL

The two subject parcels are located to the south-west of the airport: the 20 Avenue parcel contains the CSRD's existing Salmon Arm landfill, while the 40 Street parcel contains a semi-industrial construction staging area with a landfill for demolition materials (Appendix 1 & 2). The purpose of this application is to redesignate and rezone the two parcels to a new P-4 Waste Management Zone to support the CSRD's current and future Salmon Arm Landfill operations. Proposed P-4 regulations are attached (Appendix 3).

A letter of intent and conceptual site plan has been provided by the applicant (Appendix 4).

In order to support the proposed zoning for the 40 Street parcel, an Official Community Plan (OCP) amendment from Industrial to Institutional designation is required (the 20 Avenue parcel is designated Institutional), which would match the designation of the 20 Avenue parcel.

As discussed further, while waste management falls under Provincial jurisdiction as per BC's *Environmental Management Act*, with both existing landfills operating under permit from MOE in non-conformance with current zoning, the proposed rezoning is being considered to offer transparency, conformance, and to clarify municipal policy.

BACKGROUND

The current OCP land use designations are General Industrial and Institutional (Appendix 5), while a zoning map of the immediate area is attached (Appendix 6). The area is generally characterized by transition between rural residential, rural farmland, industrial and institutional uses.

Adjacent OCP land use designations, zoning and current land uses include the following:

	OCP	Zoning	Present Uses
North:	Industrial	A-2 (Rural Holding)	rural residential / farm
East:	Landfill/Airport	P-2 (Airport)	landfill / airport
West:	Acreage Reserve	A-2 (Rural Holding)	road & rural residential
South:	Industrial	M-1 & M-6	general industrial & industrial holding (with accessory residential use)

The present CSRD landfill on 20 Avenue SE has been identified in municipal policy at this location dating back to the City's first OCP adopted in 1979. The CSRD's Salmon Arm landfill was owned and operated by the City of Salmon Arm (previously the District of Salmon Arm), with a transfer of ownership to the CSRD occurring in 1992. The CSRD has proven to be a responsible steward of the site completing many improvements over time to align with evolving standards, including a gas capture system and bird management system.

The 40 Avenue parcel has hosted permitted landfill operations on site dating back to 1993: Mounce Construction Ltd. is authorized to discharge refuse to the ground as a "select waste landfill" through Provincial Permit 11191. Characteristics of the discharge must be equivalent to that of typical demolition, land-clearing, and construction (DLC) debris.

Legislative Authority

Waste management ultimately falls under the jurisdiction of the Provincial government pursuant to BC's *Environmental Management Act*. The Ministry of Environment (MOE) is the Provincial agency with the authority to issue approvals for waste management operations. While local governments are responsible for managing solid waste in their area, ultimately it is beyond the power of a local authority to impose additional obligations in the area of waste management. To some extent, this explains how landfills are currently able to use each subject parcel under an operating certificate issued by the Province (and may do so without expiry into the future), without being directly supported by the Zoning Bylaw.

MOE has established the obligation for proponents to meet a range of requirements for their sites, recently updating their "*BC Landfill Criteria for Municipal Solid Waste*" in June 2016. Additional regulations which currently exist include the *Organic Matter Recycling Regulations of BC* relating to composting operations, as well as the *Recycling Regulation*. These criteria are subject to update as standards progress over time, with operations expected to move towards meeting the new, more stringent criteria. MOE recognizes that while existing landfills are generally included in the recommended practices of these policies, existing landfills may be excluded from some emerging siting and design requirements that are not feasible or implementable.

MOE requires proponents to complete a Solid Waste Management Plan (SWMP), which the CSRD has continually done for their sites. The potential acquisition of the neighbouring 40 Street parcel by the CSRD is considered an alteration to the current solid waste management system of the CSRD by MOE, triggering the need for an SWMP amendment. The CSRD has completed the amendment process which has involved public review and consultation, and has submitted the amendment to MOE for the Minister's approval, as per MOE requirements. Copies have been provided to City Council and staff (executive summary attached as Appendix 7).

As per MOE staff, an amendment to a SWMP requires several phases each with varied timeframes. At this stage, Ministry staff will review the plan and provide the Minister with recommendations. The decision whether to approve the plan rests with the Minister. If the SWMP is approved, a request will be made to the CSRD to apply for related amendments to the operational certificates or permits of the sites affected. A supported outcome is signified by the issuance of operational certificates (or permits).

This SWMP review process involves direct communication between the CSRD and MOE, and does not involve City staff. City staff will not be providing additional review of the SWMP or CSRD operations with respect to MOE criteria, and City staff are not in a position to debate or clarify applicable MOE criteria with respect to possibly related scientific studies or other sources of information.

Official Community Plan

As noted, presently the OCP land use designations for the subject parcels are for General Industrial (40 Street) and Institutional land use (20 Avenue). Land use designations allow for a wide range of uses, and include some overlap, such as accessory residential use, scrap yards or recycling depots on industrial lands, as well as public use or public utilities. Being part of a regional government managed operation, the regional landfill use is considered to be institutional, as it is currently designated. The Institutional land use designation supports the current landfill use (dating back to Salmon Arm's original 1979 OCP). To avoid any question of interpretation, the applicant has requested an OCP amendment from General Industrial to Institutional for the 40 Street parcel.

In terms of general policy, solid waste is discussed under two sections of the OCP: Section 13 – Utilities and Infrastructure, as well as Section 15 - Community Services. OCP Policy 13.3.35 states that it is a policy of the OCP to: *"continue to use the landfill in the City managed by the CSRD, which is expected to exceed the life of this plan."*

Policy 13.3.36 states that the City will continue to work cooperatively with the CSRD regarding operation and management of the landfill and implementation of the CSRD SWMP. Supportive collaboration with the CSRD could include the consideration of an applicable zone for the CSRD landfill.

Further to OCP Section 13, OCP Policy 15.3.1 of the OCP and the associate Map 14 identifies the current regional landfill as a community service. Staff note that OCP policy 15.3.3 allows for institutional use and zoning to be considered without an amendment to the land use designation. However, as previously noted for transparency and clarity, alignment between the proposed use, Zoning Bylaw, and the OCP land use designation is being proposed by the applicant.

Zoning Bylaw

The Zoning Bylaw presently does not have a zone that permits a landfill as a specific use: the present CSRD Salmon Arm landfill could be considered legally non-conforming with respect to the City's zoning regulations. In terms of landfill operations, local zoning is not of ultimate significance, as previously discussed waste management falls under the ultimate jurisdiction of the provincial government (MOE) pursuant to BC's *Environmental Management Act*. However alignment with local bylaws is ideal. Under OCP policy, an amendment to the zoning bylaw would be supportive of our Regional partner.

The Zoning Bylaw contains the following relevant land use categories and definitions:

Sanitary Landfill – means the deposit resulting from the disposal of solid waste by spreading it in layers and covering it with soil to control vectors, odours and wind blown litter and may include a recycling depot.

Recycling Collection Site – means a site at which the Regional Government Recycling Program provides bins for recyclable products, the scope of which is determined by that government body.

Recycling Depot – means a building or structure in which used material is separated and processed prior to shipment to others who will use those materials to manufacture new products.

The creation of a new P-4 (Regional Waste Management) Zone to support these defined uses would clarify the City's policy regarding these land uses at this location. Proposed P-4 zone regulations are attached (Appendix 3) for reference.

COMMENTS

Ministry of Environment

City staff note that MOE will review the CSRD's proposal in detail relative to their guidelines as previously described in this staff report. With respect to the "contaminated sites" element of the Mounce parcel,

MOE has indicated they are not concerned until such time as landfilling ceases and remediation is required or complete.

Ministry of Transportation and Infrastructure

MOTI considers their interests to be unaffected by this application.

Neskonlith Indian Band

No comments received to date.

Adams Lake Indian Band

No comments received to date.

IHA

No comments received to date.

Engineering Department

No concerns with rezoning. Engineering staff note that the Zoning amendment is advantageous to the City as it protects the long term viability of existing landfill locations. Any relocation of the landfill may have cost implications to the City's Curbside Collection Program.

Comments attached (Appendix 8).

Fire Department

No Fire Department concerns.

Building Department

No concerns with rezoning. Buildings on the 40 Street property were constructed without building permit.

Planning Department

Planning staff support the zoning amendment of the 20 Avenue parcel for the existing Salmon Arm landfill. This use has been clearly supported by OCP policy going back to 1979.

The intended use of subject parcels under application is a continuation of landfill use, albeit at an increased intensity at the 40 Street location (Staff would like to note the difference between the demolition waste - demolition, land-clearing, and construction (DLC) debris - presently deposited and the regional landfill operation). The ultimate intent is to utilize the properties as a single landfill operation under the proposed land use designation and zoning.

Regarding the proposed change to the OCP land use designation for the 40 Street parcel from General Industrial to Institutional with respect to the City's industrial land base, the proposal would result in a small reduction of potential industrial land, with the 20 acre 40 Street parcel being utilized for P-4 zone uses. As the OCP designates a total of 971 acres of industrial land, the amendment of the 20 acre parcel under application would represent a 2% reduction of potential general industrial land should this application move forward. When adopted, the OCP did not designate any new industrial lands, stating that the remaining capacity of designated industrial land would be sufficient. As industrial use has to date been unconstrained by a lack of supply, a reduction of this size is not deemed by staff to be significant.

Furthermore, staff note a range of permitted uses on industrial lands includes several uses potentially complimentary to a landfill, including recycling depot, warehousing, and storage yard. Considering past and current use as well as OCP policy, staff support the proposed OCP amendment for this parcel.

Planning staff support the zoning amendment for the 40 Street parcel, given the amount of land presently designated for industrial use and in support of the CSRD landfill. Furthermore, staff consider the requirements of MOE (should an amended SWMP be accepted) to be significant improvement in reducing potential impacts on adjacent parcels and the area in general relative to what is permitted under the current operating certificate. Over time the CSRD has proven to be a positive custodian of the Salmon Arm landfill parcel. Staff note the various benefits of having a well managed landfill site in close proximity to the population, including reduced fuel cost/use for disposal service (as note by the Engineering Department, the cost of hauling municipal waste materials is the responsibility of the City) and ease of household waste disposal (including yard waste), factors which likely contribute to reduced illegal dumping.

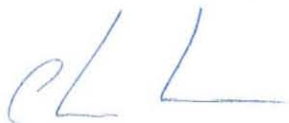
40 Street SE is designated as a "Rural Collector Street" in the OCP. Development would trigger a requirement to upgrade the frontage of 2750 40 Street SE to the RD-8 Rural Collector Standard. At present, 40 Street is 10 metres wide and the CSRD has agreed to dedicate 10 metres to achieve the 20 metre width requirement.

As an additional point of information, staff notes the present Industrial OCP land use designation would directly support rezoning the 40 Street parcel to M-1 – General Industrial. The range of permitted uses could allow for related use by the CSRD which may be operationally beneficial.

Staff is aware of opposition to this proposal by landowners adjacent to and near the subject parcels. The residential density of the area consists of 14 known residential dwellings within 500 m of the current CSRD landfill site, and 17 dwellings within the same distance to both parcels. A consideration with respect to homes on industrial zoned land is that residences are permitted as an accessory use, meaning that a primary industrial use is needed on a parcel for any accessory residential use to be conforming. Industrial lands are intended for industrial use, with residential use only permitted as an accessory use.

CONCLUSION

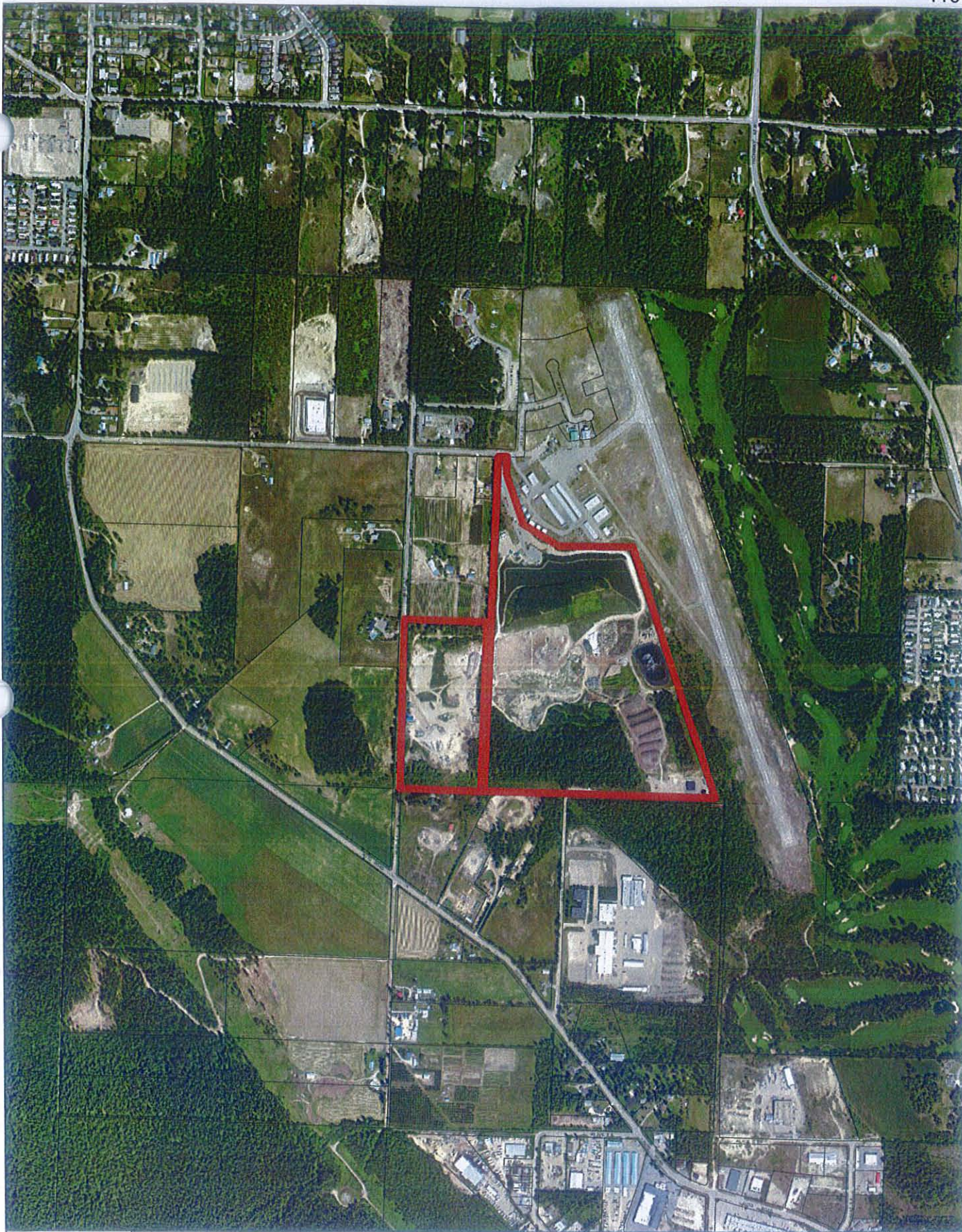
OCP policy identifies the landfill and supports working with the CSRD to support its operations. In terms of land use, the landfill use is both historic and present at both locations. This proposal will further enable the responsible management of solid waste within the City. Increasing the capacity of the present Salmon Arm landfill while bringing an existing private landfill under the management of the CSRD are viewed as positive by staff. The proposed OCP amendment of the 40 Street parcel and the P-4 – Waste Management zoning of both subject properties is supported by staff.



Chris Larson, MCP
Planning and Development Officer



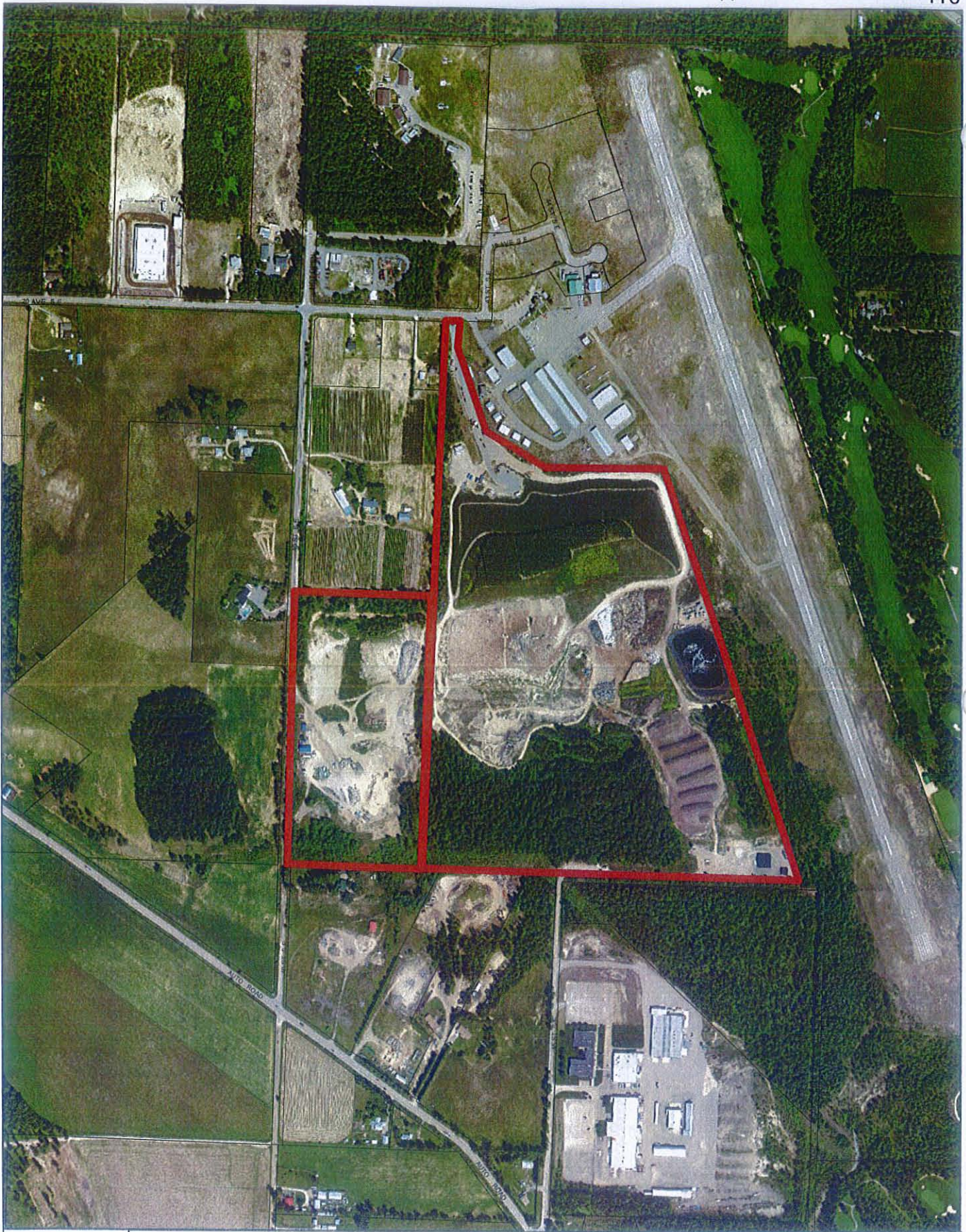
Kevin Pearson, MCIP, RPP
Director of Development Services



0 115 230 460 690 920 Meters



Subject Parcels



0 70 140 280 420 560 Meters



Subject Parcels

SECTION 27 - P-4 - INSTITUTIONAL WASTE MANAGEMENT ZONE

Purpose

- 55.1 The P-4 Zone is primarily intended to accommodate the regional landfill operated in accordance with applicable Provincial regulations.

Regulations

- 55.2 On a *parcel zoned P-4*, no *building or structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the P-4 Zone or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 55.3 The following uses and no others are permitted in the P-4 Zone:
- .1 *sanitary landfill* in accordance with Provincial regulations;
 - .2 *recycling beverage container return centre*;
 - .3 *recycling collection site*;
 - .4 *recycling depot* in accordance with Provincial regulations;
 - .6 *composting and composting facility* in accordance with Provincial regulations;
 - .7 *landfill gas capture* in accordance with Provincial regulations;
 - .8 *public use*;
 - .9 *private utility*;
 - .10 *public utility*; and
 - .11 *accessory use*, including *offices*.

Maximum Height of Principal and Accessory Buildings

- 55.4 The maximum *height* of *principal* or *accessory buildings* shall be 10.0 metres (62.3 feet).

Minimum Parcel Size or Site Area

- 55.5 The minimum *parcel size* or *site area* shall be 8.0 hectares (19.8 acres).

Minimum Parcel or Site Width

- 55.6 The minimum *parcel* or *site width* shall be 400 metres (1,312.3 feet).

Minimum Setback of Principal and Accessory Buildings

- 55.7 The minimum *setback* of all *buildings* associated with waste management operations shall be:
- .1 *Interior parcel line*
 - adjacent to a parcel not zoned
Industrial shall be 50.0 metres (164.1 feet)
 - all other cases shall be 30.0 metres (98.5 feet)
 - .2 *Exterior parcel line* shall be 30.0 metres (98.5 feet)

Parking and Loading

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

Screening and Landscaping

- 55.9 Screening and Landscaping shall be required as per applicable Provincial requirements.



#203 – 270 Hudson Avenue NE
PO Box 106
Salmon Arm, BC V1E 4N2

Monday, January 09, 2017

Kevin Pearson, Approving Officer
City of Salmon Arm
500 2 Avenue NE
Salmon Arm, BC V1E 4N2

RE: Re-Zoning of 2750 40th Street SE Salmon Arm, BC

Attention: Mr. Kevin Pearson

Introduction

Lawson Engineering and Development Services Ltd. (LEDS) was retained by the Columbia Shuswap Regional District (CSRD) to prepare a re-zoning application and necessary documents to facilitate the re-zoning process for the property at 2750 40th Street SE in Salmon Arm (Mounce property). In addition, the CSRD is proposing that the property owned by the CSRD, at 4290 20th Ave SE, be rezoned as a part of this application to better reflect the existing use (CSRD's Salmon Arm landfill).

The key objectives of this proposal are to:

1. Outline the rationale for expanding the landfill to this property;
2. Outline the intended / anticipated short and long-term uses and developments on the land;
3. Identify a conceptual site plan showing the layout of the uses and development;
4. Outline the screening and landscaping proposed for the sites perimeter, where appropriate;
5. Provide background on the Ministry of Environments requirements for a landfill on the property and the steps that have and will be taken to meet these requirements; and
6. Update existing zoning and uses to better reflect current land use activities.

The intent of this proposal is to outline in general terms the objectives above for staff and council review, and not to provide a detailed overview of each objective specifically.

Site History

The site is currently owned by Wayne Mounce of Mounce Construction Ltd. and has been since 2000. This property is currently zone A-2 (Agricultural Zone) where the OCP indicates the property has General Industrial Use Potential. The property is a 20 acre parcel of which approximately 4 – 5 acres are utilized (or have historically been utilized) for a sand pit and have been subsequently backfilled with demolition material. Another 5 acres consists of an active sand pit area and the remaining 10 acres is used for industrial / residential purposes. Landfilling operations have historically taken place in the northern 4-5 acre portion of the property. The landfilling activities are regulated under an operating Permit No. PR11191, which allows 7,500 m³ of compacted waste per calendar year. Although the permit is still active, landfilling ceased in 2015.

The site is currently primarily used as an equipment yard and landfilling site for construction materials. The surrounding area is largely cleared agricultural land, and it borders the west side of the current Salmon Arm landfill operation. There are nearby residential dwellings on agricultural land to the north and south of the property, as well as the municipal airport just east of the Salmon Arm landfill.



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Salmon Arm, BC V1E 4N2

Pre-Existing Reports and Monitoring

The CSRD and Mounce Construction began discussions regarding the property purchase in 2015, which resulted in the need to engage the services of two consulting agencies to deliver professional opinions on this property. Sperling Hanson Associates was retained to complete a preliminary site investigation, risk management outlook and feasibility analysis based on the CSRD's interest in the potential purchase of the property.

Western Water Associates Ltd. was retained by Mounce Construction to install a monitoring well on the northern boundary of the property and to provide an overview of groundwater sample results, with a focus on identifying the risk of offsite migration of contaminants. Both reports have been attached to this report.

Landfill Expansion

With the acquisition of this property the CSRD intends to expand on its operation both in terms of service levels and landfilling capacity. The Sperling Hansen Associates report provides a development concept for the CSRD associated with the purchase of this property. However, the CSRD does not wish to restrict themselves in the re-zoning stage to one specific operational plan. The development concept in this report is to provide several options for the CSRD development plans, and they wish to make it clear that this is conceptual and that operational tactics may change during operations. In summary potential uses for this specific parcel of land may include:

- Landfilling;
- Eco-Depo and u-bay style diversion area for public drop off;
- Upgrading of z-block tipping bays for the public including separate bins for MSW;
- The existing office building could provide onsite infrastructure for CSRD landfill staff, front end staff and appropriate employee parking;
- Improved site access for the public and the potential to relocate and upgrade the scale facility;
- Contractor parking area as well as existing large industrial building for maintenance, storage, etc.;
- New composting area that would not sterilize future expansion of the existing landfill;
- Access to additional soil for landfill operational cover.

Short and Long-Term Uses and Development

The Sperling Hanson Report outlines the anticipated lifespan of the current facility and improved lifespan with the acquisition of this property. In general terms the CSRD would intend to phase the development of this site as well.

Upon acquisition the current intention of the CSRD would be to utilize the space for landfilling purposes. The next phase of landfilling at their current site proceeds towards the Mounce property. With this acquisition, the 50m buffer between the CSRD and Mounce property could be eliminated providing further landfill potential for the CSRD landfill site. In the short term, the CSRD would intend to use this old buffer zone and extend into the Mounce property for landfilling.

In time the CSRD may look to utilize the remainder of the Mounce property to provide operational and service improvements to the site. Although timing is not established at this time. The CSRD would in time implement some of the additional uses outlined above to improve the service levels and operational requirements.



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PO Box 106
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Screening and Landscaping of the Site Perimeter

The screening and landscaping of this site is regulated by the BC Ministry of Environment and the "BC Landfill Criteria for Municipal Solid Waste – Second Edition" published in June of 2016. Section 3.4 of this document outlines the requirements of the "buffer zone" and states:

"The buffer zone between the landfill footprint and the landfill site boundary shall be a minimum of 50m, of which the 30m closest to the landfill site boundary shall be reserved for natural or landscaped screening (berms and/or vegetative screens). Only the 20m buffer closest to the landfill footprint shall be used for access roads, surface water management works, leachate management, landfill gas management and monitoring works, firebreaks, and other ancillary works as required."

This requirement restricts the landfill potential of this site and provides the neighboring properties with a requirement that protects and likely improves the integrity of their property. In addition to the "buffer zone" outlined above, landfill security fencing is required to discourage unauthorized access to the facility. This security fencing is required around the entire perimeter of the operational footprint of the landfill.

Regulatory Agency Requirements

Further to the screening and landscaping requirements outlined above, the BC Ministry of Environment also provides requirements for additional nuisance controls. Apart from local government nuisance bylaws, the BC Landfill Criteria for Municipal Solid Waste outlines nuisance control measures for:

- Dust Control
- Noise Control
- Litter Control
- Odour Control

A complaint response procedure is required to be developed and posted on-site for responding to any nuisance complaints.

Through this rezoning process the CSR Contaminated Sites Process is triggered which would require a Certificate of Compliance. When a local government receives an application for subdivision, zoning, development, demolition of a structure or soil removal, a site profile is generally required of those sites that were used for any commercial or industrial activities. A site profile is a four-page information form that details the following: past and current industrial/commercial uses; waste disposal activities; legal/regulatory actions or constraints; and any areas of potential concern for a particular site. Based on this site profile, if a director suspects that a site may be contaminated or contains substances that may cause or threaten to cause adverse effects on human health or the environment, the director may order the owner of the site to prepare, at their expense, a preliminary or detailed site investigation. If the site is deemed contaminated, a director may issue a remediation order. Once the director is satisfied that the site has been remediated, or that the site is not contaminated the director can issue a "certificate of compliance".

Conclusions

With the acquisition of the Mounce Property the CSRD could potentially add a significant amount of service life to the current landfill location. The increase in potential long-term landfilling capacity within the Mounce property and added to the current landfill site would be a significant advantage to both the CSRD and the City of Salmon Arm. If the CSRD were to take over the Mounce property the environmental monitoring requirements of the BC MOE would be significantly increased. Furthermore, the strict guidelines around buffering zones, landscaping and site operations would further improve the esthetic appeal from neighboring lands. Finally, rezoning the existing Salmon Arm landfill is a house keeping



#203 – 270 Hudson Avenue NE
PO Box 106
Salmon Arm, BC V1E 4N2

measure to reflect current use.

It is for this reason that we are applying for the rezoning of the land from the current A-2 zoning to a new M-Zone identified as a "Landfill – Waste Management Zone". The details of this specific zoning will be presented by the City of Salmon Arm staff.

We trust that this assessment satisfies your present requirements. Should you have any questions or comments, please contact our office at you convenience.

Best Regards,

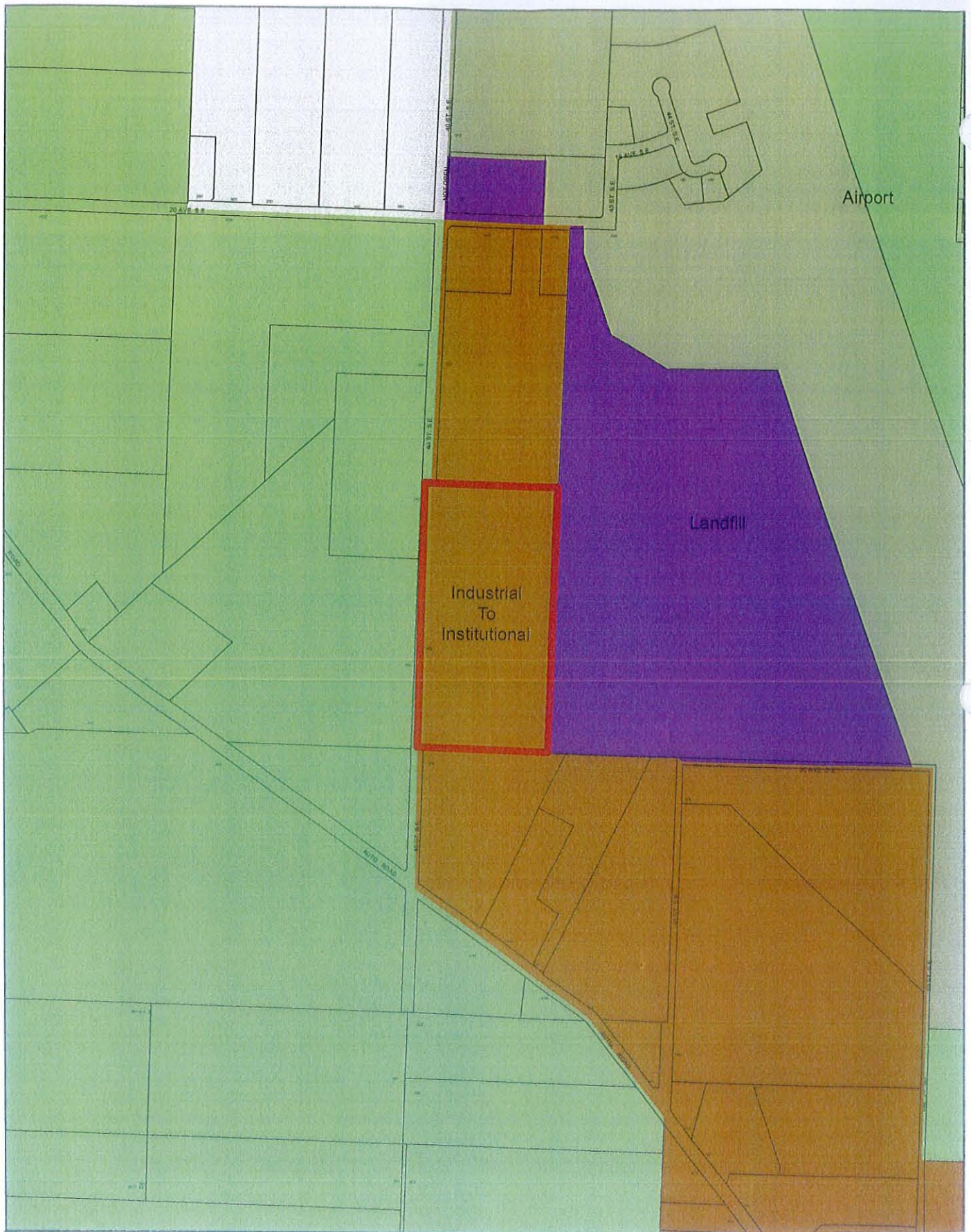
Lawson Engineering and Development Services Ltd.

A handwritten signature in black ink, appearing to read "BLM", is written over the printed name of Blake Lawson.

Blake Lawson, P.Eng
Project Engineer
blake@lawsondevelopments.com

Attachments:

- *Sperling Hansen Associates – Mounce Property (2750 – 40th Street SE Salmon Arm, BC)
Economic Analysis*
- *Western Water Associates Ltd. – Well Drilling and Completion Report: Mounce Construction Site
WPN 40121*



0 3060 120 180 240
Meters



Subject Parcel

Institutional

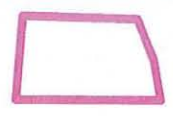
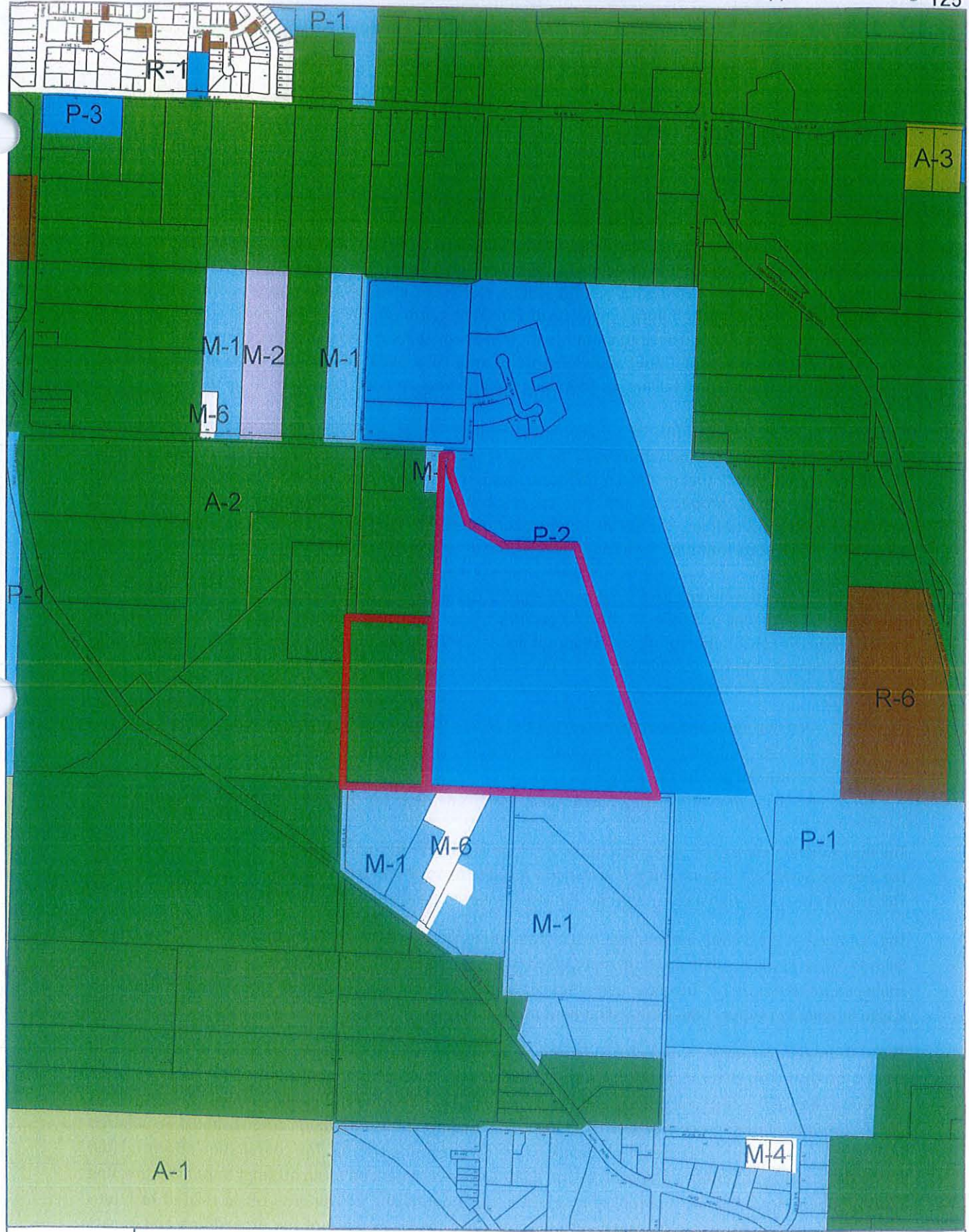
Industrial - General



Acreage Reserve

Industrial - Airside

Industrial - Light



Subject Parcels

Executive Summary

The Columbia Shuswap Regional District (CSRD) Board has authorized the CSRD to enter into a Purchase Agreement with Mounce Construction Ltd. for a 20-acre parcel of land located at 2750 40 Street NE in Salmon Arm, BC (subject property). The subject property acquisition represents a rare opportunity to obtain land for future landfilling needs adjacent to an active landfill, especially in consideration of the subject property being land that is currently permitted as a private landfill for waste management purposes. The approval to purchase, which facilitates the future expansion of the Salmon Arm Landfill site, is conditional on the subject property being successfully rezoned to comply with the City of Salmon Arm's Official Community Plan (OCP) and Ministry of Environment (MoE) requirements related to a Solid Waste Management Plan (SWMP) amendment. The acquisition deadline, as defined in the purchase agreement, is June 30, 2018.

Since the CSRD does not currently face challenges related to "finding more landfill space" the CSRD's SWMP provides little guidance on matters related to land acquisition. The CSRD has therefore developed an amendment to the SWMP that enabled broad scale community consultation and feedback with respect to the purchase of the subject property as well as to request community guidance related to future waste-related land acquisition opportunities. The SWMP amendment process focused on the elements necessary to satisfy broad and sufficient consultation required to receive the endorsement of the MoE.

For the purposes of developing a SWMP amendment for the acquisition of the subject property as well as the establishment of guiding principles to consider for future acquisition opportunities, the CSRD has undertaken a comprehensive consultation process. To support decision making and the development of the amendment, the CSRD engaged in public consultation using the same strategies undertaken when the 2014 SWMP review was conducted in 2014, including:

- Ongoing input and commentary from the CSRD's Plan Monitoring Advisory Committee (PMAC);
- A series of four open house sessions in each member municipality (Salmon Arm, Sicamous, Revelstoke and Golden), and;
- An online or e-survey to gain additional input from the entire Solid Waste Management Plan area.

The Plan Amendment will be appended to the 2014 SWMP and is drafted in a manner that is consistent with the existing SWMP document and the province's *A Guide to Solid Waste Management Planning* document. This report concludes with a concise proposed amendment to be appended to the 2014 SWMP.

The approval of the SWMP amendment will initiate an application for an OCP amendment with the City of Salmon Arm and will result in an additional consultation process specific to the City of Salmon Arm's OCP and zoning approval processes. Development of the SWMP amendment and the related stakeholder consultation is also intended to support the OCP amendment process.

The stakeholder consultation undertaken to amend the SWMP related to the development of guidance and criteria on future property acquisitions in the CSRD resulted in a level of confusion by some respondents related to the CSRD evaluation criteria and the MoE Landfill Criteria. Several public comments registered as part of the consultation process suggested that the MoE requirements for landfill criteria should be adhered to in its entirety and the CSRD should not develop their own separate criteria. The consultation efforts related to the development of criteria proposed by the CSRD was never intended as an attempt to reinvent existing MoE Landfill Criteria but were proposed to assist in decision-making and priority rating related to future property acquisition for waste management purposes given the significance of the expenditure and impact on the community.

Appendix 7: SWMP Amendment Executive Summary

The CSRD can correct this perception by providing additional detail to the public about how the CSRD criteria relates to the application of MoE Landfill Criteria to property acquisition, and that post-purchase there will be direct engagement with the MoE regarding updates of permits and the site Design and Operation Plan (D & O Plan).

The CSRD recognizes the Ministry of Environment's "Landfill Criteria" as being the guidance document for siting new landfills or expanding existing ones: The CSRD's interest in the proposed land acquisition is an opportunity to also explore broader considerations for future land acquisition opportunities.

Overall, results from the community consultation revealed a moderate level of support for the acquisition of the subject property as well as guidance around proposed criteria, although some divisions were evident in the community over these issues. These divisions generally aligned with the physical or geographical proximity to the site, whereas those residing closest to the subject property were the most vocally opposed to the acquisition and criteria. These results emphasize a continuing obligation by the CSRD to be transparent in their decision making and to address concerns expressed by neighbours related to the acquisition and future management of the site. The consultation process has resulted in the confirmation and prioritization of a number of criteria that should be considered for land acquisitions. These criteria have been incorporated into the proposed SWMP amendment.



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

To: Kevin Pearson, Director of Development Services
 Date: December 18, 2017
 Prepared by: Darin Gerow, Engineering Assistant
 Subject: **Official Community Plan Amendment Application No. OCP4000-33E**
 Civic: 2750 – 40 Street SE
 Legal: The West ½ of Legal Subdivision 2 of Section 7, Township 20, Range 9, W6M, KDYD
 Owner: Mounce Construction Ltd., Box 814, Salmon Arm, BC, V1E 4N9
 Applicant: Columbia Shuswap Regional District, Box 978, Salmon Arm, BC, V1E 4N9

Further to your referral dated December 14, 2017, we provide the following servicing information. **The following comments and servicing requirements are not conditions for OCP amendment; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:**

Engineering Department does not have any concerns related to the OCP Amendment and recommends that they be granted

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 by electrical and telecommunications wiring.
4. Properties under the control and jurisdiction of the municipality shall be reinstated to City of Salmon Arm 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 as per Subdivision and Development Servicing Bylaw No. 4163 – Schedule B, Part 1, Section 3.1. 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.

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. 40 Street SE on the subject property's west boundary is designated as a Rural Collector Street within the Industrial Development Area, requiring an ultimate road right of way dedication of 20.0 meters (10.0 meters on either side of road centerline). Based on review of existing records, 10.0 meters of road dedication is required (to be confirmed by BCLS).

40 Street SE is currently constructed to an interim gravel Rural Local Road standard. Upgrading to the Industrial Area Road Standard will be required (RD-6A). Upgrades may include, but are not limited to road widening and construction, asphalt paving, shouldering, ditching, and boulevard construction.

2. Accesses shall be approved by City Engineer prior to construction.
3. All boulevards shall be graded towards roadway at minimum 2.0 %.

Water:

1. The site fronts a 200mm diameter watermain (Zone 5) along 40 Street. Minimum watermain size within The Industrial Development Area is 250mm diameter. Upgrading all fronting watermain to 250mm diameter will be required, or as required in the paragraph below.

City of Salmon Arm is proposing to install a supply 'trunk main' along 40 Street frontage in the near future. Owner/developer is required to upgrade/install this watermain at the diameter provided by the City. City of Salmon Arm will enter into a cost share with the owner/developer and will cover pipe material costs over 250mm diameter.

2. The available fire flows are not satisfactory according to the 2011 Water Study (Opus Dayton Knight 2012). Owner/developers authorized Engineer is to complete a flow test on the closes fire hydrant to confirm the existing watermain servicing the property is adequately sized to provide fire flows (Industrial requirement of 225 l/s with 20 psi residual pressure). Should fire flows be inadequate, a water system upgrade will be required to achieve these fire flows. Owner/developer will be responsible for all associated costs.
3. Fire hydrant spacing shall meet the Industrial Area spacing of 90 meters. It appears that two (2) fire hydrants will be required along the property frontage.

Official Community Plan Amendment Application No. OCP4000-33E

CSRD

Page 3

4. Fire protection requirements to be confirmed with the Building and Fire Departments.
5. The property shall be serviced by single metered water service connection (as per Specification Drawings No. W-12) adequately sized to satisfy the servicing requirements for the proposed use. Our records show the property is currently serviced with a metered 50mm diameter service from 40 Street SE. All unused services shall be terminated at the main. Water meters, if required, will be provided by the City at the owner/developers cost

Sanitary Sewer:

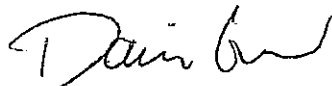
1. The subject property does not front on a City sanitary sewer main. Subject to the required approvals from Interior Health Authority, a private on-site disposal system will be required.

Drainage:

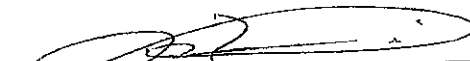
1. The subject property does not front on an enclosed storm sewer system. Site drainage is by overland and ditch draining systems. Drainage issues related to a development to be addressed at time of building permit.

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.



Darin Gerow, ASCT
Engineering Assistant



Rob Nieuwenhuizen, ASCT
Director of Engineering & Public Works

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 Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, August 26, 2019 at 7:00 p.m.**

2) Proposed Amendment to Official Community Plan Bylaw No. 4000:

Redesignate the west ½ of Legal Subdivision 2 of Section 7, Township 20, Range 9, W6M, KDYD from Industrial General to Institutional.

Civic Address: 2750 40 Street SE

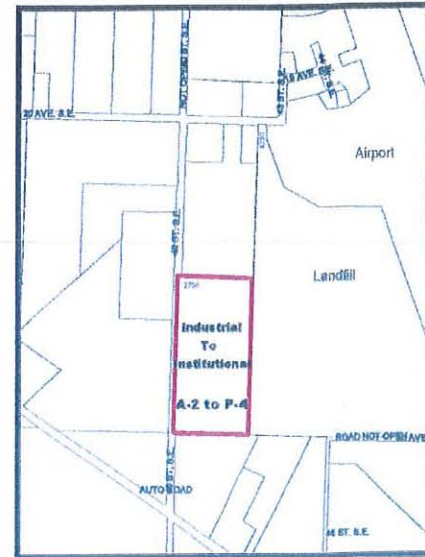
Location: North of the intersection of Auto Road SE and 40 Street SE; south-west of the Airport

Present Use: DLC (demolition, land-clearing and construction) Landfill

Proposed Use: To facilitate future expansion of the CSRD Landfill

Owner/Applicant: Columbia Shuswap Regional District/
Lawson Engineering & Development Services Ltd.

Reference: OCP4000-33/Bylaw No. 4363



The files for the proposed bylaws are available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from August 13 and 26, 2019 both inclusive, in the office of the Corporate Officer at City Hall, 500 - 2 Avenue NE.

Those who deem their interest affected by the proposed bylaws are urged to review the file available in the Development Services Department (or telephone 250-803-4010) to obtain the facts of the proposal prior to the Public Hearing.

Erin Jackson, Director of Corporate Services

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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 Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Monday, August 26, 2019 at 7:00 p.m.

3) Proposed Amendment to Zoning Bylaw No 2303:

Rezone the west ½ of Legal Subdivision 2 of Section 7, Township 20, Range 9, W6M, KDYD from A-2 (Rural Holding Zone) to P-4 (Institutional Waste Management Zone).

Civic Address: 2750 40 Street SE

Location: North of the intersection of Auto Road SE and 40 Street SE; south-west of the Airport

Present Use: DLC (demolition, land-clearing and construction) Landfill

Proposed Use: To facilitate future expansion of the CSRD Landfill

Owner/Applicant: Columbia Shuswap Regional District/
Lawson Engineering & Development Services Ltd.

Reference: ZON-1107/ Bylaw No. 4265



The files for the proposed bylaws are available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from August 13 and 26, 2019 both inclusive, in the office of the Corporate Officer at City Hall, 500 - 2 Avenue NE.

Those who deem their interest affected by the proposed bylaws are urged to review the file available in the Development Services Department (or telephone 250-803-4010) to obtain the facts of the proposal prior to the Public Hearing.

Erin Jackson, Director of Corporate Services

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Item 23.1

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4264 be read a third time.

[ZON-1107; Columbia Shuswap Regional District / Lawson Engineering & Development Services Ltd.; 4290 - 20 Avenue SE; Text Amendment and P-2 to P-4]

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

BYLAW NO. 4264

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 Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on , 2019 at the hour of 7:00 p.m. was published in the August 14 and 21, 2019 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) Add the following:

Section 27 – P-4 – Institutional Waste Management Zone as defined in Schedule "A" attached hereto and forming part of this bylaw; and

- 2) Rezone Lot 1, Section 7, Township 20, Range 9, W6M, KDYD, Plan KAP45716 from P-2 Airport Zone to P-4 Institutional Waste Management Zone as shown on Schedule "B" attached hereto and forming part of this bylaw.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4264"**

READ A FIRST TIME THIS 23 DAY OF April 2018

READ A SECOND TIME THIS 10 DAY OF June 2019

READ A THIRD TIME THIS DAY OF 2019

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF , 2019

For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

SCHEDULE "A"

SECTION 27 - P-4 - INSTITUTIONAL WASTE MANAGEMENT ZONE

Purpose

- 55.1 The P-4 *Zone* is primarily intended to accommodate the regional landfill operated in accordance with applicable Provincial regulations.

Regulations

- 55.2 On a *parcel zoned P-4*, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the P-4 *Zone* or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 55.3 The following uses and no others are permitted in the P-4 *Zone*:
- .1 *sanitary landfill* in accordance with Provincial regulations;
 - .2 *recycling beverage container return centre*;
 - .3 *recycling collection site*;
 - .4 *recycling depot* in accordance with Provincial regulations;
 - .6 *composting and composting facility* in accordance with Provincial regulations;
 - .7 *landfill gas capture* in accordance with Provincial regulations;
 - .8 *public use*;
 - .9 *private utility*;
 - .10 *public utility*; and
 - .11 *accessory use*, including *offices*.

Maximum Height of Principal and Accessory Buildings

- 55.4 The maximum *height* of *principal* or *accessory buildings* shall be 10.0 metres (62.3 feet).

Minimum Parcel Size or Site Area

- 55.5 The minimum *parcel* size or *site* area shall be 8.0 hectares (19.8 acres).

Minimum Parcel or Site Width

- 55.6 The minimum *parcel* or *site* width shall be 400 metres (1,312.3 feet).

Minimum Setback of Principal and Accessory Buildings

55.7 The minimum *setback* of all *buildings* associated with waste management operations shall be:

- .1 *Interior parcel line*
 - adjacent to a parcel not zoned
Industrial shall be 50.0 metres (164.1 feet)
 - *all other cases shall be* 30.0 metres (98.5 feet)
- .2 *Exterior parcel line* shall be 30.0 metres (98.5 feet)

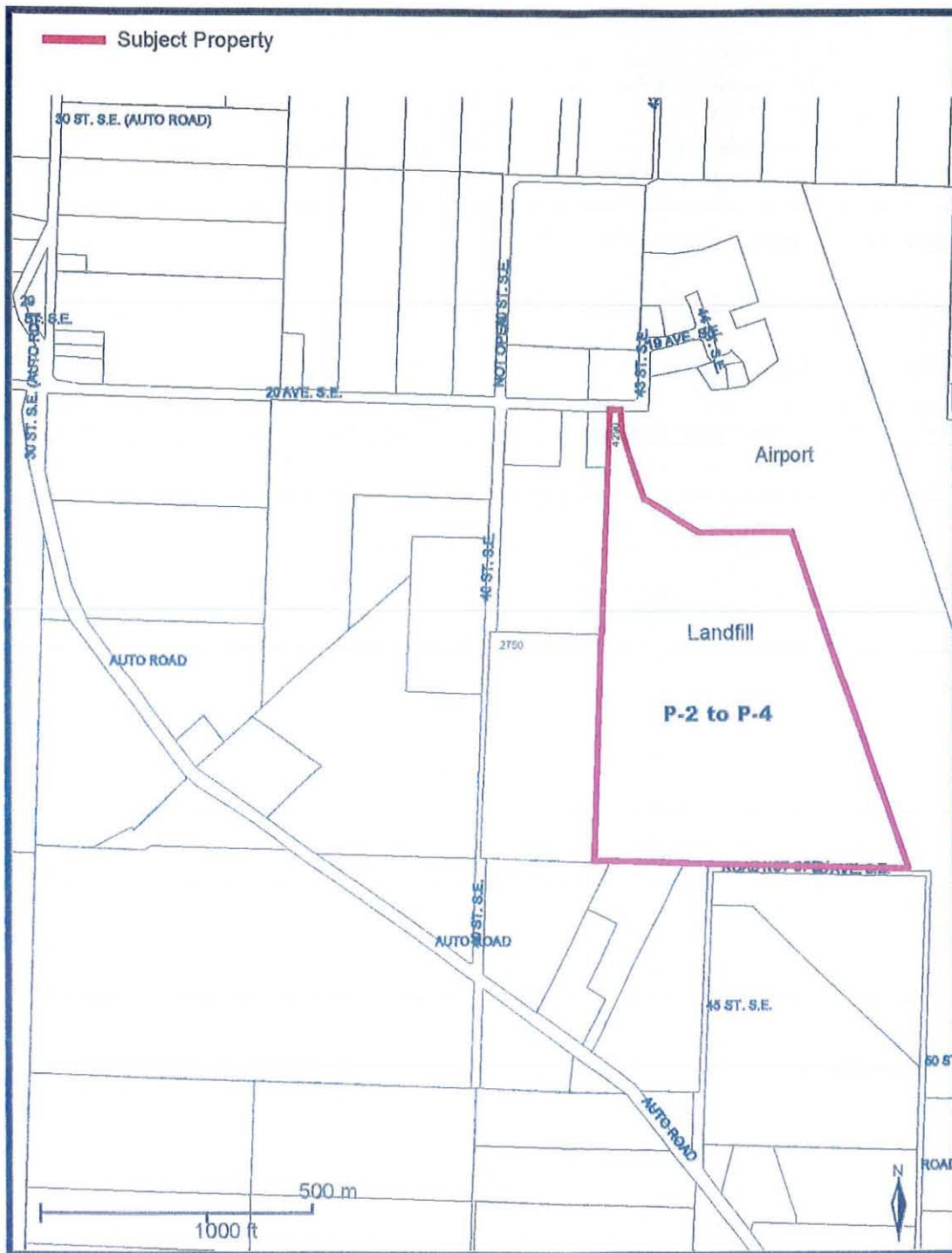
Parking and Loading

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

Screening and Landscaping

55.9 Screening and Landscaping shall be required as per applicable Provincial requirements.

SCHEDULE "B"



Item 23.2

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4263 be read a third time.

[OCP4000-33; Columbia Shuswap Regional District / Lawson Engineering & Development Services Ltd.; 2750 - 40 Street SE; IND - INS]

Vote Record

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

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

BYLAW NO. 4263

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on , 2019 at the hour of 7:00 p.m. was published in the August 14 and 21, 2019 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. "City of Salmon Arm Official Community Plan Bylaw No. 4000" is hereby amended as follows:
 1. Re-designate The West ½ of Legal Subdivision 2 of Section 7, Township 20, Range 9, W6M, KDYD "Industrial General" to "Institutional", on the Land Use Maps A-1 and A-1b as shown on Schedule "A" attached hereto and forming part of this bylaw; and
 2. Amend Map 14.1 to identify the West ½ of Legal Subdivision 1 of Section 7, Township 20, Range 9, W6M, KDYD (2750 – 40 Street SE) as "CSRD Regional Landfill" as shown on Schedule "B" attached hereto and forming part of this bylaw.
2. SEVERABILITY

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

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

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

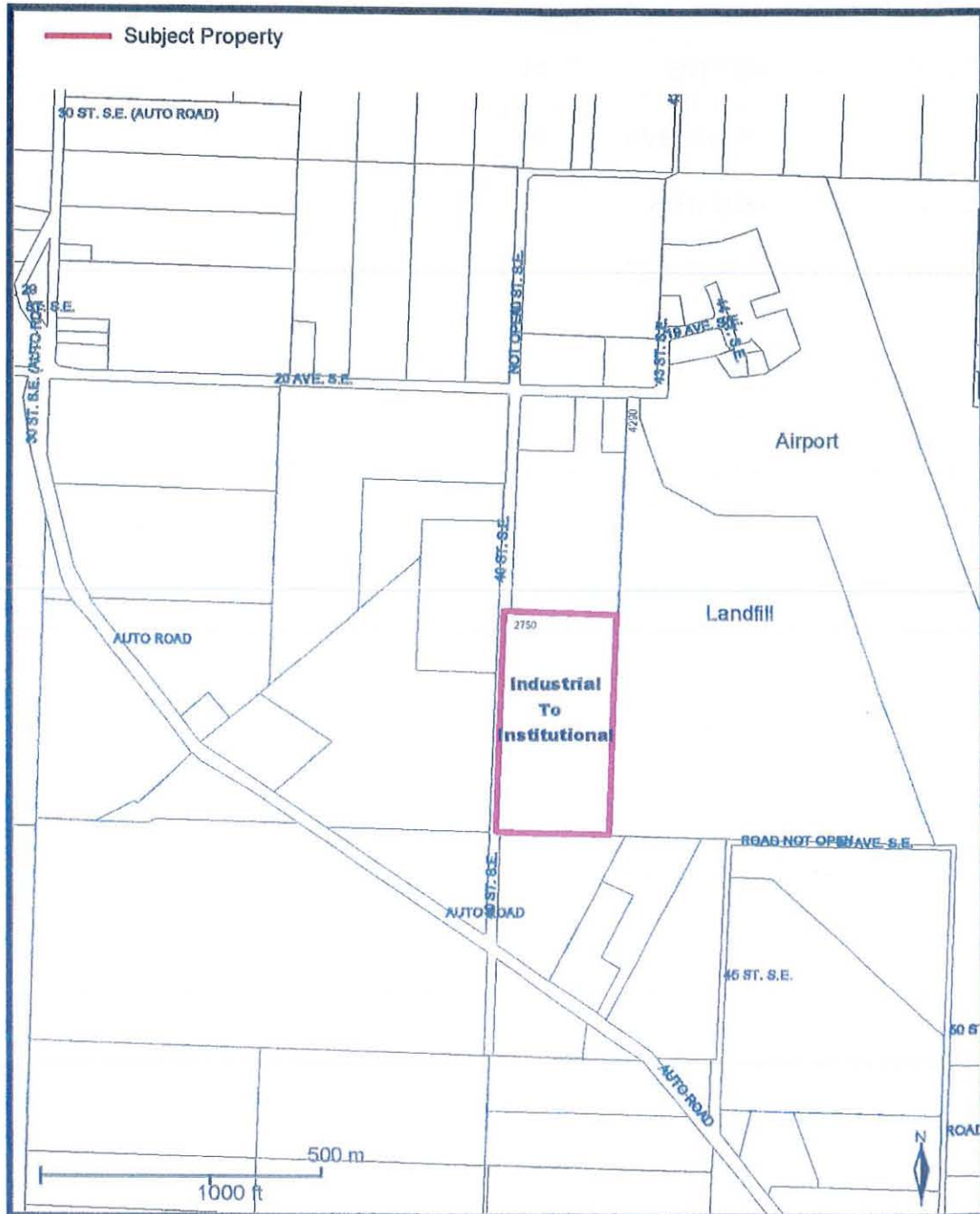
5. CITATION

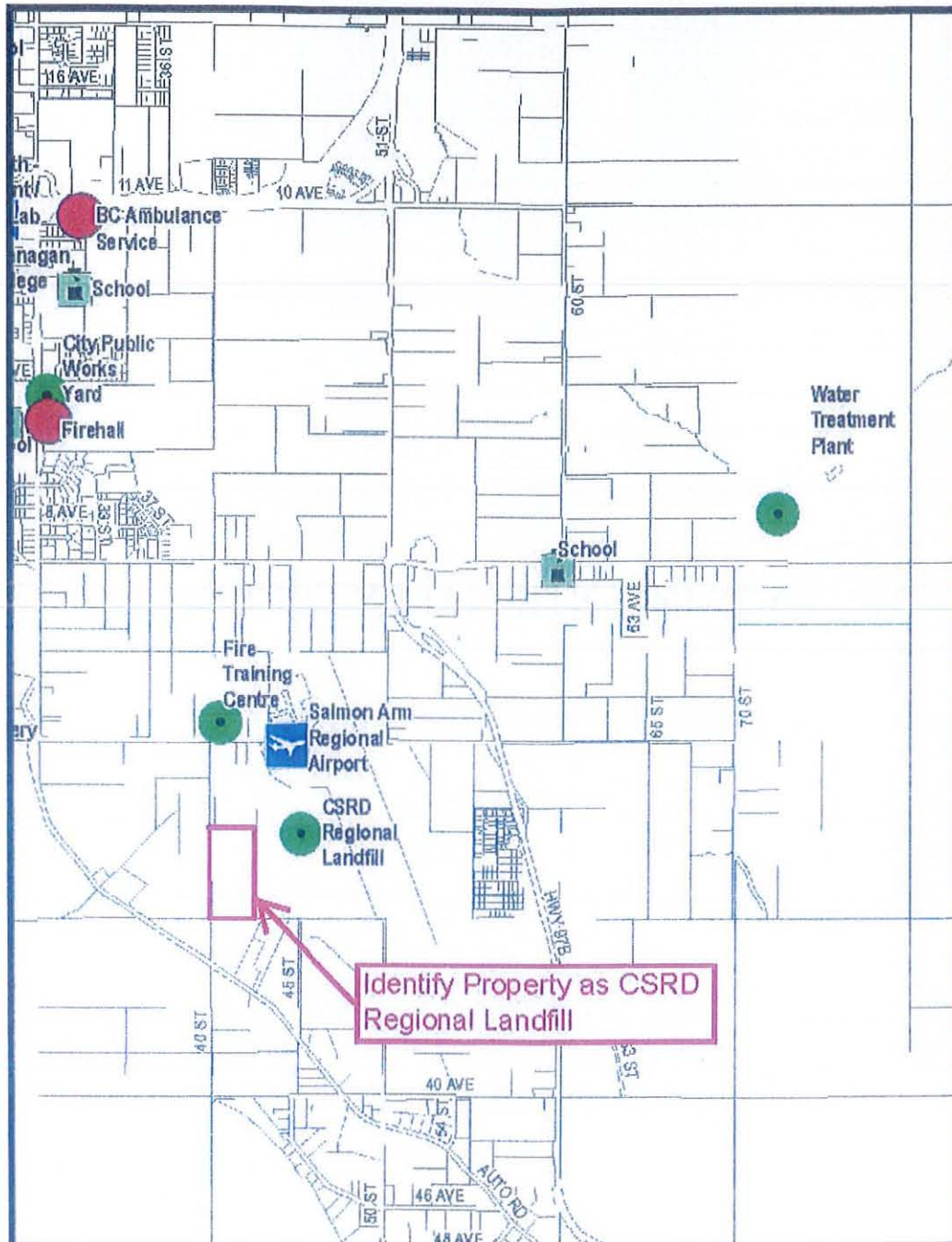
This bylaw may be cited as “City of Salmon Arm Official Community Plan Amendment Bylaw No. 4263”.

READ A FIRST TIME THIS	23	DAY OF	April	2018
READ A SECOND TIME THIS	10	DAY OF	June	2019
READ A THIRD TIME THIS		DAY OF		2019
ADOPTED BY COUNCIL THIS		DAY OF		2019

MAYOR

CORPORATE OFFICER





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Item 23.3

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4265 be read a third time.

[ZON-1107; Columbia Shuswap Regional District / Lawson Engineering & Development Services Ltd.; 2750 - 40 Street SE; A-2 to P-4]

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

BYLAW NO. 4265

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 Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on , 2019 at the hour of 7:00 p.m. was published in the August 14 and 21, 2019 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 the West ½ of Legal Subdivision 2 of Section 7, Township 20, Range 9, W6M, KDYD from A-2 Rural Holding Zone to P-4 Institutional Waste Management 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. 4265**"

READ A FIRST TIME THIS 23 DAY OF April 2018

READ A SECOND TIME THIS 10 DAY OF June 2019

READ A THIRD TIME THIS DAY OF 2019

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF , 2019

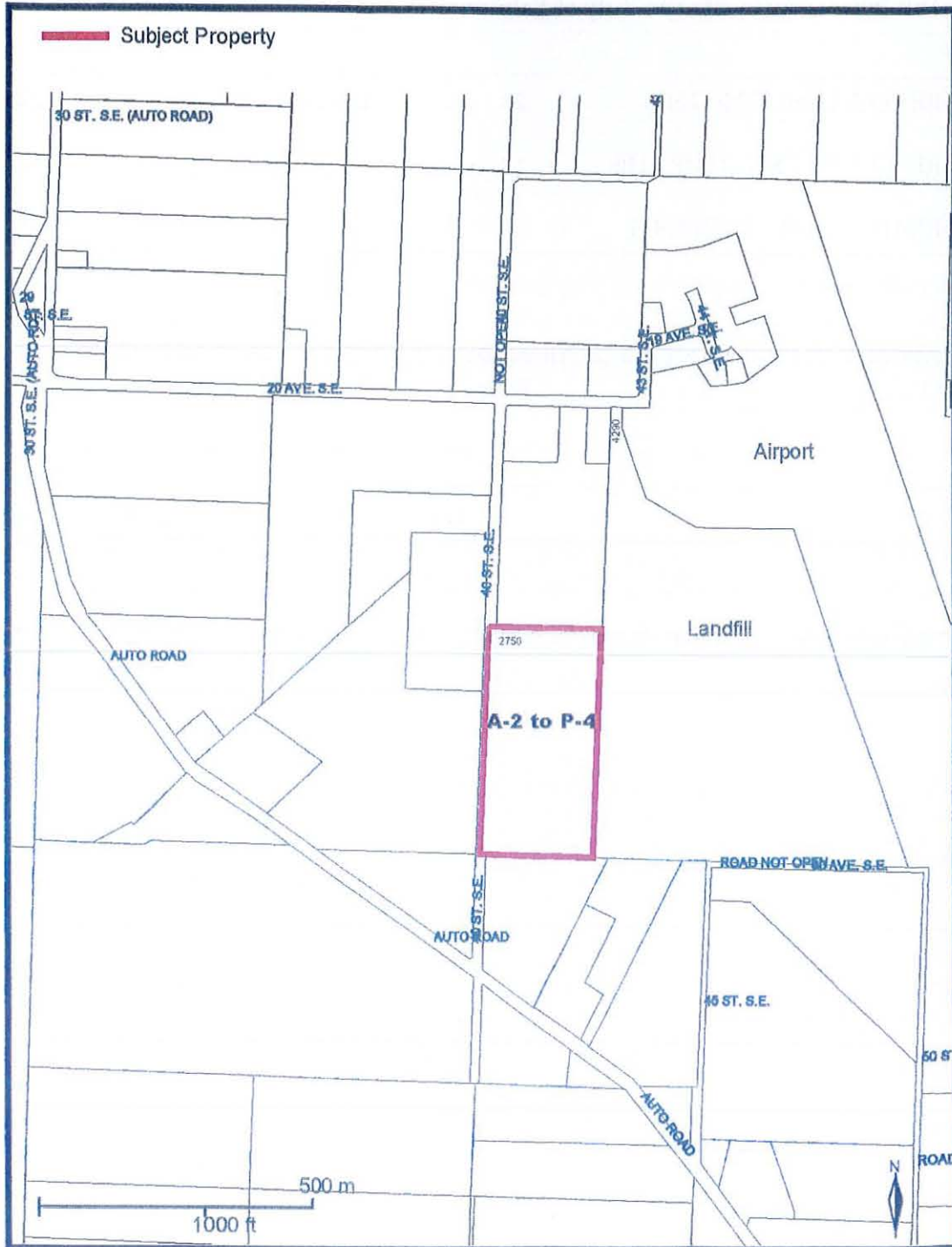
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 25.

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of August 26, 2019, be adjourned.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

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AGENDA

City of Salmon Arm
Regular Council Meeting

Monday, August 26, 2019

1:30 p.m.

Room 100, City Hall

[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.	CONFIRMATION OF MINUTES
3 - 14	1.	Regular Council Meeting Minutes of August 12, 2019
	6.	COMMITTEE REPORTS
15 - 18	1.	Development and Planning Services Committee Meeting Minutes of August 19, 2019
19 - 22	2.	Community Heritage Commission Meeting Minutes of June 21, 2019
	7.	COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE
23 - 32	1.	Board in Brief – August, 2019
	8.	STAFF REPORTS
33 - 34	1.	Director of Corporate Services – Canada Day Fireworks
35 - 42	2.	Director of Corporate Services – Downtown Salmon Arm – Business Improvement Area Bylaw
43 - 46	3.	Director of Engineering and Public Works – Project Award – WPCC ATAD Cell 6 Upgrades
47 - 52	4.	Director of Development Services – Community Heritage Commission Appointments
53 - 56	5.	Director of Corporate Services – Supply of Bulk Aviation Fuels and Related Delivery Services
57 - 60	6.	Director of Corporate Services – Lease of Agricultural Land known as Harrington Farm/Minion Field 2191 – 30 Street SW

- 61 - 74 9. **INTRODUCTION OF BYLAWS**
1. City of Salmon Arm Zoning Amendment Bylaw No. 4350 [ZON-1155; McKibbin, L. & R.; 1411 9 Avenue SE; R-1 to R-8] – First and Second Readings
- 75 - 90 10. **RECONSIDERATION OF BYLAWS**
1. City of Salmon Arm Zoning Amendment Bylaw No. 4346 [ZON-1151; Gagnon, G.R. & Morgan, K.; 741 - 2 Avenue NE; R-1 to R-8] – Final Reading
- 91 - 92 11. **CORRESPONDENCE**
1. Informational Correspondence
12. **NEW BUSINESS**
- 93 - 94 13. **PRESENTATIONS / DELEGATIONS**
1. Presentation 4:00 - 4:15 p.m. (approximately)
Peter Robinson and Trish Dehnel, Community Energy Association - Climate Action/Partners for Climate
14. **COUNCIL STATEMENTS**
15. **SALMON ARM SECONDARY YOUTH COUNCIL**
16. **NOTICE OF MOTION**
17. **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**
- 95 - 96 18. **OTHER BUSINESS**
1. Councillor Lavery - Notice of Motion – FireSmart Curbside Chipping Program
- 97 - 100 2. Councillor Lindgren - Notice of Motion – Climate Action Strategy
- 101 - 102 3. Salmon Arm Fall Fair Parade Contribution
19. **QUESTION AND ANSWER PERIOD**

7:00 p.m.

Page #	Item #	Description
	20.	DISCLOSURE OF INTEREST
	21.	HEARINGS
	22.	STATUTORY PUBLIC HEARINGS
103 - 130	1.	Zoning Amendment Application No. ZON-1107 [Columbia Shuswap Regional District / Lawson Engineering & Development Services Ltd.; 4290 - 20 Avenue SE; P-2 to P-4]
131 - 132	2.	Official Community Plan Amendment Application No. OCP4000-33 [Columbia Shuswap Regional District / Lawson Engineering & Development Services Ltd.; 2750 - 40 Street SE; IND - INS] <i>[See item 21.1 for Staff Report]</i>
133 - 134	3.	Zoning Amendment Application No. ZON-1107 [Columbia Shuswap Regional District / Lawson Engineering & Development Services Ltd.; 2750 - 40 Street SE; A-2 to P-4] <i>[See item 21.1 for Staff Report]</i>
	23.	RECONSIDERATION OF BYLAWS
135 - 140	1.	City of Salmon Arm Zoning Amendment Bylaw No. 4264 [ZON-1107; Columbia Shuswap Regional District / Lawson Engineering & Development Services Ltd.; 4290 - 20 Avenue SE; Text Amendment and P-2 to P-4] - Third Reading
141 - 146	2.	City of Salmon Arm Official Community Plan Amendment Bylaw No. 4263 [OCP4000-33; Columbia Shuswap Regional District / Lawson Engineering & Development Services Ltd.; 2750 - 40 Street SE; IND - INS] - Third Reading
147 - 150	3.	City of Salmon Arm Zoning Amendment Bylaw No. 4265 [ZON-1107; Columbia Shuswap Regional District / Lawson Engineering & Development Services Ltd.; 2750 - 40 Street SE; A-2 to P-4] - Third Reading
	24.	QUESTION AND ANSWER PERIOD
151 - 152	25.	ADJOURNMENT

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Item 2.

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor Lindgren

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:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

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Item 5.1

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Regular Council Meeting Minutes of August 12, 2019, be adopted as circulated.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm commenced in Room 100 at 1:00 p.m. and reconvened in the Council Chamber at 2:30 p.m. of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia on **Monday, August 12, 2019.**

PRESENT:

Mayor A. Harrison
Councillor D. Cannon
Councillor C. Eliason
Councillor K. Flynn
Councillor T. Lavery
Councillor S. Lindgren

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

ABSENT:

Councillor L. Wallace Richmond

1. CALL TO ORDER

Mayor Harrison called the meeting to order at 1:00 p.m.

2. IN-CAMERA SESSION

0417-2019

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

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:00 p.m.
Council returned to Regular Session at 2:26 p.m.
Council recessed until 2:31 p.m.

3. REVIEW OF AGENDA

Addition of Item 11.2 S. Hecker, Manager of Wellness Programs and Innovation, Canadian Mental Health Association Shuswap-Revelstoke - letter dated August 9, 2019 - Forth Annual Lantern Walk

Addition of Item 11.3 D. & G. Martinuk - email dated August 9, 2019 - Canoe Beach rental/leases

Addition of Item 11.4 K. Norlin - email dated August 8, 2019 - Canoe Beach Park and Monday August 12th Council Meeting

Addition of Item 18.2 West Bay Trail Grant Application

4. DISCLOSURE OF INTEREST

5. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of July 22, 2019

0418-2019

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Regular Council Meeting Minutes of July 22, 2019, be adopted as circulated.

CARRIED UNANIMOUSLY

2. Special Council Meeting Minutes of August 1, 2019

0419-2019

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: the Special Council Meeting Minutes of August 1, 2019, be adopted as circulated.

CARRIED UNANIMOUSLY

6. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of August 6, 2019

0420-2019

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee Meeting Minutes of August 6, 2019 be received as information.

CARRIED UNANIMOUSLY

2. Downtown Parking Commission Meeting Minutes of July 16, 2019

0421-2019

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the Downtown Parking Commission Meeting Minutes of July 16, 2019 be received as information.

CARRIED UNANIMOUSLY

7. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

1. Board in Brief – July, 2019

Received for information.

8. STAFF REPORTS**1. Director of Development Services – Solar Feasibility Study**

0422-2019

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: Council receive the Solar PV Feasibility Review prepared by Riverside Energy Ltd.;

AND THAT: Council direct staff to proceed with a Request for Quotations or similar process to install a 10.2 kwpc demonstration roof top Solar PV system, as referenced in the Feasibility Review, at the Salmon Arm Arts Centre to be funded from the Climate Action Reserve to a maximum of \$30,000.00.

CARRIED UNANIMOUSLY

2. Director of Development Services – Body Gripping Animal Traps

Received for information.

3. Chief Administrative Officer – Canoe Beach Campsites – Rental Agreements (Previously provided July 11, 2016)

0423-2019

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: a Committee be developed, including City of Salmon Arm Mayor, one Council Member, two tenants, one Community Member at Large and one Staff Member to review and make recommendations for the future of the Canoe Beach Campsites.

DEFEATED

Councillors Cannon, Eliason and Lavery Opposed

4. Director of Engineering and Public Works – Award of Engineering Services (Phase 2.4) Ross Street Underpass Design and Tender Services

0424-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Engineering Services Contract for Phase 2.4 of the Ross Street Underpass Detailed Design be awarded to R.F. Binnie & Associates Ltd. for \$307,018.00 plus taxes as applicable;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in procurement of the additional Engineering Services relative to Project No. ENG2019-36 to authorize the sole sourcing of same to R.F. Binnie & Associates Ltd.

CARRIED UNANIMOUSLY

5. Chief Financial Officer – Policy No. 7.1 – Banking Services

0425-2019

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Banking Services Contract with Scotiabank be extended for the two (2) year term of January 1, 2020 to December 31, 2021.

CARRIED UNANIMOUSLY

8. STAFF REPORTS - continued

6. Director of Corporate Services - Telus Communications Inc. - Hazard Beacon H2 Lease Agreement

0426-2019

Moved: Councillor Cannon

Seconded: Councillor Eliason

THAT: the Mayor and Corporate Officer be authorized to execute the lease agreement for Hazard Beacon H2 with Telus Communications Inc. for a five (5) year term from May 1, 2020 to April 30, 2025, for \$1,750.00 plus applicable taxes, per year.

CARRIED UNANIMOUSLY

9. INTRODUCTION OF BYLAWS

10. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4341 [ZON-1152; Bennett, K. & S.; 1811 22 Street NE; R-1 to R-8] - Final Reading

0427-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4341 be read a final time.

CARRIED UNANIMOUSLY

11. CORRESPONDENCE

1. Informational Correspondence

2. S. Hecker, Manager of Wellness Programs and Innovation, Canadian Mental Health Association Shuswap-Revelstoke - letter dated August 9, 2019 - Forth Annual Lantern Walk

0428-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: Council approve the Canadian Mental Health Association Shuswap - Revelstoke Branch and the Safer Suicide Action Team to hold the fourth annual lantern walk on September 10, 2019 from 6:00 - 9:00 p.m. subject to the provision of adequate liability insurance;

AND THAT: staff be directed to adjust the washroom closures as requested in the letter dated August 9, 2019.

CARRIED UNANIMOUSLY

3. D. & G. Martinuk - email dated August 9, 2019 - Canoe Beach rental/leases

Received for information.

4. K. Norlin - email dated August 8, 2019 - Canoe Beach Park and Monday August 12th Council Meeting

Received for information.

12. NEW BUSINESS

15. SALMON ARM SECONDARY YOUTH COUNCIL

16. NOTICE OF MOTION

1. Councillor Lindgren – Climate Action Plan – Consideration at August 26, 2019 Regular Council Meeting

WHEREAS the British Columbia government declared a provincial state of emergency in 2018 over record-setting wildfires;

AND WHEREAS the Legislature of British Columbia and the House of Commons of Canada have acknowledged the growing crisis of climate breakdown by holding emergency debates following the release of the Intergovernmental Panel of Climate Change (IPCC) report;

AND WHEREAS Local governments worldwide are taking action to avoid the worst impacts of climate change and calling on senior levels of government for an urgent, emergency response;

AND WHEREAS the effects of Climate Change are already prevalent in the City of Salmon Arm;

AND WHEREAS the City of Salmon Arm has taken many important steps already, including:

- Implementation of curbside recycling and food waste programs;
- Geothermal heating and cooling at City Hall;
- Climate Leader, BC Climate Action Community 2016;
- Salmon Arm Landfill gas capture project (in conjunction with CSRD);
- Solar Feasibility Study;
- Purchase of hybrid vehicles for City fleet;
- Installation of LED and energy efficient boilers;
- Upgrades to Recreation Centre HVAC System (heating, ventilation and air conditioning);
- Installation of LED lighting at some key locations; and
- Adoption of a Pesticide Bylaw;

THEREFORE BE IT RESOLVED THAT Council direct staff to engage the Community Energy Association to prepare a Climate Action Plan for the City of Salmon;

AND THAT the Climate Action Plan Report be funded in the amount of \$15,000.00 from the Climate Action Reserve (approximate balance \$146,000.00 at December 2019);

AND THAT the City recognize this is a Strategic Priority to be considered in decision making and investment moving forward;

AND FURTHER THAT Council recognize the urgent need for a Climate Action Plan and corresponding action for the City of Salmon.

16. NOTICE OF MOTION – continued**2. Councillor Lavery – FireSmart Curbside Chipping Program – Consideration at August 26, 2019 Regular Council Meeting**

WHEREAS Salmon Arm is adopting a FireSmart approach to better protect our community from wildfires;

AND WHEREAS property owners are encouraged to take individual FireSmart actions to clear vegetation surrounding their own homes with the recognition that such preventative actions can make a big difference;

THEREFORE BE IT RESOLVED THAT staff prepare costs and funding options for a bi-annual 2020 curbside chipping program for consideration during the upcoming budget process.

3. Councillor Lavery – Active Transportation Plan: Let's Move Salmon Arm – Consideration at the October 21, 2019 Special Council Meeting

WHEREAS there are increasing opportunities and demands for Active Transportation for health, recreational, commuting and environmental reasons;

AND WHEREAS the City relies on the existing but dated Greenway Strategy as a key planning document for improving Active Transportation;

AND WHEREAS an updated comprehensive Active Transportation Plan is the best way for the community to renew a vision along with policies and actions to guide the development of safe, attractive and convenient active transportation options for people of all ages and abilities over the next 20 years:

THEREFORE BE IT RESOLVED THAT twenty thousand dollars (\$20,000.00) be allocated annually over the next 3 years to reserve, starting with the 2020 budget, to leverage potential Active Transportation funding opportunities from higher levels of government and for funding Active Transportation as part of the upcoming OCP review.

4. Councillor Lavery – Food and Urban Agricultural Plan: Let's Grow Salmon Arm – Consideration at the October 21, 2019 Special Council Meeting

WHEREAS Salmon Arm is an agricultural community that values farmland and food growers and producers as integral to a healthy food system, economy, and culture;

AND WHEREAS a Food and Urban Agricultural Plan would provide Salmon Arm with a coordinated approach for supporting agriculture and improving food security over the next 20 years including farming and food processing as economic drivers, urban agriculture and access to locally grown and produced food:

THEREFORE BE IT RESOLVED THAT ten thousand dollars (\$10,000.00) be allocated annually over the next 3 years to reserve, starting with the 2020 budget, to leverage potential Food and Urban Agricultural Plan funding opportunities from higher levels of government and for funding a Food and Urban Agricultural Plan as part of the upcoming OCP review.

16. NOTICE OF MOTION - continued

5. Councillor Lavery - Affordable Housing Reserve - Consideration at the October 21, 2019 Special Council Meeting

WHEREAS obtaining future affordable housing grants will likely depend on further financial contributions from the city;

AND WHEREAS a Salmon Arm Community Housing Strategy that will highlight policy options for the city to financially support future affordable housing will be developed but not in time for the upcoming 2020 budget process;

THEREFORE BE IT RESOLVED THAT Council add one hundred thousand dollars (\$100,000.00) to the Affordable Housing Reserve in the 2020 fall budget process.

17. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

18. OTHER BUSINESS

1. Disc Golf Proposal for 4380 10 Avenue SE

Received for information.

2. West Bay Trail Grant Application

0429-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: Council authorize submission of a grant application under the BC Rural Dividend Program single applicant funding stream for the West Bay Connector Trail project for the purpose of planning and design;

AND THAT: any shortfall in contribution be funded from the City's West Bay Connector Trail Reserve fund up to an amount of \$5,000.00.

CARRIED UNANIMOUSLY

The Meeting recessed at 3:51 p.m.

The Meeting reconvened at 3:58 p.m.

13. PRESENTATIONS

1. Staff Sergeant West, Salmon Arm RCMP Detachment - Quarterly Policing Report - April - June 2019

Staff Sergeant West, Salmon Arm RCMP Detachment provided the May to June 2019 Quarterly Policing Report and was available to answer questions from Council.

2. Lindsay Wong, Manager, Downtown Salmon Arm - Business Improvement Area Bylaw

R. Langridge, President, J. Broadwell, Membership Coordinator and L. Wong, Manager, Downtown Salmon Arm provided an overview of Downtown Salmon Arm and outlined the request to renew and expand the Business Improvement Area. They were available to answer questions from Council.

14. COUNCIL STATEMENTS

0430-2019

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: Council approve Councillor Lavery attending the Forestry Sector Renewal Workshop in Kamloops, B.C. to be funded from Council Expenses.

CARRIED UNANIMOUSLY

19. QUESTION AND ANSWER PERIOD

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

Councillor Lindgren left the meeting at 4:47 p.m.

0431-2019

Moved: Councillor Eliason

Seconded: Councillor Flynn

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

CARRIED UNANIMOUSLY

Council moved In-Camera at 4:49 p.m.

Council returned to Regular Session at 5:10 p.m.

Council recessed until 7:00 p.m.

PRESENT:

Mayor A. Harrison
Councillor D. Cannon
Councillor C. Eliason
Councillor K. Flynn
Councillor T. Lavery
Councillor S. Lindgren

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

ABSENT:

Councillor L. Wallace Richmond

20. DISCLOSURE OF INTEREST

21. HEARINGS

1. Development Variance Permit Application No. VP-499 [0924020 BC Ltd. (T-1 Enterprises) and Dinoflex Holdings Inc.; 5731 Auto Road SE and 5590 46 Avenue SE; Fire Hydrant Requirement]

0432-2019

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: Development Variance Permit Application No. VP-499 be authorized for issuance for Lot A, Section 5, Township 20, Range 9, W6M, KDYD, Plan 28401 and Lot 1, Section 5, Township 20, Range 9, W6M, KDYD, Plan KAP59849, which will vary Subdivision & Development Servicing Bylaw No. 4163 as follows:

1. Waive the requirement to install a fire hydrant to the minimum 90 metre spacing.

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

Submissions were called for at this time.

T. Boman the applicant, outlined the application and was available to answer questions from Council.

S. Presch, President/Owner, 386 306 BC Ltd. – letter dated August 7, 2019 – Development Variance Permit #VP-499 (Dinoflex).

Following three calls for submissions and questions from Council, the Hearing was closed at 7:26 p.m. and the motion was:

Amendment:

Moved: Councillor Lindgren

Seconded: Councillor Flynn

THAT: one fire hydrant on the corner of Auto Road and 48 Avenue SE be required.

DEFEATED

Mayor Harrison, Councillors Cannon, Eliason, Flynn and Lavery Opposed

Motion as Amended:

DEFEATED

Councillors Eliason, Flynn and Lavery Opposed

Councillor Eliason left the meeting at 7:49 p.m.

21. HEARINGS - continued**2. Development Variance Permit Application No. VP-500 [Cowan, W. & S./Arsenault, G.; 4340 20 Street NE; Retaining Wall & Fence]**

Councillor Eliason returned at 7:49 p.m.

0433-2019

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: Development Variance Permit Application No. VP-500 be authorized for issuance for Lot 17, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP90378, which will vary Zoning Bylaw No. 2303 as follows:

1. Section 4.12.1 (a) Fences and Retaining Walls - increase the maximum permitted height of a retaining wall from 2.0 m (6.5 ft) to 4.9 m (16 ft).

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

Submissions were called for at this time.

C. & S. Massey - email dated August 10, 2019 - Variance Hearing for 4340 20th St NE

B. & P. Kassa - letter dated July 11, 2019 - Development Variance Permit number 500

G. Arsenault, the applicant, outlined the application and was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:58 p.m. and the motion was:

CARRIED UNANIMOUSLY

22. STATUTORY PUBLIC HEARINGS**1. Zoning Amendment Application No. ZON-1151 [Gagnon, G.R. & Morgan, K.; 741 - 2 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.

G. Gagnon, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 8:02 p.m.

23. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4346 [ZON-1151; Gagnon, G.R. & Morgan, K.; 741 - 2 Avenue NE; R-1 to R-8] - Third Reading

00434-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4346 be read a third time.

CARRIED UNANIMOUSLY

24. QUESTION AND ANSWER PERIOD

25. ADJOURNMENT

0435-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Regular Council Meeting of August 12, 2019, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:04p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

Adopted by Council the day of , 2019.

MAYOR

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee Meeting Minutes of August 19, 2019 be received as information.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ 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 Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, August 19, 2019**.

PRESENT:

Mayor A. Harrison
Councillor T. Lavery
Councillor D. Cannon
Councillor C. Eliason (left the meeting at 8:40 a.m.)
Councillor L. Wallace Richmond
Councillor S. Lindgren

Chief Administrative Officer C. Bannister
Director of Engineering & Public Works R. Niewenhuizen
Planning Officer C. Larson
Recorder B. Puddifant

ABSENT:

Councillor K. Flynn

1. CALL TO ORDER

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

2. REVIEW OF THE AGENDA

3. DECLARATION OF INTEREST

4. REPORTS

1. Zoning Amendment Application No. ZON-1155 [McKibbon, L. & R.; 1411 9 Avenue SE; R-1 to R-8]

Moved: Councillor Eliason

Seconded: Councillor Lavery

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 3, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP85230 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

R. McKibbon, the applicant, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

5. PRESENTATIONS

1. C. Fudge, Senior Manager, Government Relations - Okanagan Region, BC Transit - 2018-19 BC Transit Annual Performance Summary

Chris Fudge, Senior Manager, Government Relations - Okanagan Region, BC Transit provided an overview of the 2018-19 BC Transit Annual Performance Summary and was available to answer questions from the Committee.

Councillor Eliason left the meeting at 8:40 a.m.

6. FOR INFORMATION

7. IN CAMERA

8. LATE ITEM

9. ADJOURNMENT

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee meeting of August 19, 2019, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:42 a.m.

Minutes received as information by Council
at their Regular Meeting of , 2019.

Mayor Alan Harrison
Chair

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Item 6.2

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: the Community Heritage Commission Meeting Minutes of June 21, 2019 be received as information.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

Minutes of the **Community Heritage Commission Meeting** held in Room 100 of City Hall, 500 - 2 Avenue NE, Salmon Arm, BC, on **Friday, June 21, 2019** at 2:00 p.m.

PRESENT:

Councillor Debbie Cannon, Chair
 Cindy Malinowski, R.J. Haney Heritage & Museum
 Linda Painchaud, R.J. Haney Heritage & Museum
 Pat Kassa, R.J. Haney Heritage & Museum
 Deborah Chapman
 Mary Landers
 Denise Ackerman, City of Salmon Arm Planner, Recorder

ABSENT:

GUESTS:

The meeting was called to order at 2:00 p.m.

1. **Introductions**
2. **Presentations**
3. **Approval / changes / additions to Agenda**

Moved:

Seconded:

THAT: the Community Heritage Commission Meeting Agenda of June 21, 2019, be approved as circulated.

CARRIED UNANIMOUSLY

4. **Approval of Minutes of April 26, 2019, Community Heritage Commission Meeting**

Moved:

Seconded:

THAT: the minutes of the Community Heritage Commission Meeting of April 26, 2019 be approved.

CARRIED UNANIMOUSLY

Minutes of the Community Heritage Commission of Friday, June 21, 2019

5. Old Business /Arising from minutes

a) Revised Plaque Update

An update on the status of the plaques was provided and there was a discussion of the timing of a press release for the unveiling of the plaques.

b) Heritage Inventory

The commission will continue to enter data to the inventory throughout July and August at Haney Heritage Museum. An updated inventory will be presented at the September meeting.

c) Residential Plaques

Heritage plaques in other communities of comparable size to Salmon Arm were discussed.

d) Heritage Week Posters

There was discussion of incorporating an interactive display at Heritage Week and the possibility of involving the Innovation Centre to assist. Councillor Cannon is going to reach out to the Innovation Centre to discuss the opportunity.

Implementing Recognition Certificates for preserved homes on the Heritage Inventory was discussed. It was decided that the certificates would be presented at Heritage Week. Mary Landers, Cindy Malinowski & Deborah Chapman will be the organizers of this project.

6. New Business

a) Heritage Meeting Schedule

There was discussion regarding meetings over the summer months. It was decided that the commission will not meet for the months of July and August.

7. Other Business &/or Roundtable Updates

a) Action Log Update

8. Next meeting - September 20, 2019

9. Adjournment

Moved: Pat Kassa

Seconded: Deborah Chapman

THAT: The meeting be adjourned at 2:37 p.m.

Debbie Cannon, Chair

Received for information by Council on the day of , 2019

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CITY OF SALMON ARM

Date: August 26, 2019

Board in Brief – August, 2019

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



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August 2019



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Highlights from the Regular Board Meeting

Adoption of Minutes

The Board adopted the minutes following a correction from Director Simpson to reflect that he voted in favour of Resolution No. 2019-0714 re: Request of Director Brooks-Hill for support to remove a portion of Area B from Building Inspection Service.



Business Arising from Minutes

Resolution from CSRD Board to support grant application to the BC Rural Dividend Fund, South Shuswap Transportation Project

The Board authorized the submission of a grant application to the BC Rural Dividend Program for the South Shuswap Transportation Project for a maximum amount of \$50,800 for the purchase of an electric vehicle. [View Press Release.](#)

Bylaws Approved and Alternative Approval Process to Proceed - Centennial Field Community Park Service and Loan Authorization

The Inspector of Municipalities has approved: Centennial Field Community Park Service Establishment Bylaw No. 5800, 2019 and Centennial Field Community Park Loan Authorization Bylaw No. 5801, 2019. The Alternative Approval Process for Electoral Area C begins on Friday, August 23, 2019 and the deadline to submit Elector Response Forms is Wednesday, October 2, 2019. [View Press Release](#)

Delegations

Kelli Rose on behalf of Electoral Area D residents

Kelli Rose, representing citizens of Electoral Area D, gave a brief report on their opposition to building regulation and inspection in Electoral Area D and presented the CSRD Board with two citizen petitions against the initiative. [View Press Release.](#)

Correspondence

Correspondence from Minister of Municipal Affairs - Sorrento Blind Bay Incorporation Study Funding Approved

The Board discussed a letter from Minister of Municipal Affairs Selina Robinson which awarded a \$100,000 restructure planning grant to the CSRD to fund a detailed overview of an incorporation option for Sorrento and Blind Bay in Electoral Area C. [View Letter.](#) [View Press Release.](#)

Correspondence from UBCM re: Housing Needs Program Funding Approved for

Electoral Areas C and F

The Board was informed that the UBCM Evaluation Committee approved a grant for Housing Needs Assessment Reports for Electoral Areas C and E in the amount of \$33,000. **[View Letter.](#)**

Correspondence from District of Sicamous - Sicamous Recycling Depot Location

The Board received a letter from the District of Sicamous for information and further discussion based on a staff report later in the meeting. **[View Letter.](#)**

Business General

Video Recording/Streaming of Board Meetings

The Board endorsed a recommendation not to proceed with recording of, or live-streaming, CSRD Board meetings at this time. **[View Report.](#)**

Professional Development Day Office Closure

The Board approved the closure of the CSRD office on Thursday, October 3, 2019 for an all-staff Professional Development Day. The last Professional Development Day was held on June 15, 2015. **[View Report.](#)**

Sicamous to Armstrong Rail Trail Project Procurement

The Board waived the provisions of CSRD Purchasing Policy No. F-32, Procurement of Goods and Services for remuneration paid by the CSRD directly to subcontractors hired by the Shuswap Trail Alliance, for services rendered in relation to the Sicamous to Armstrong Rail Trail engineering and design phase. **[View Report.](#)**

Downtown Sicamous Recycling Depot

The Board supported a delay in the relocation of the downtown Sicamous Recycling Depot until staff can have further consultation with the District of Sicamous regarding acceptable sites. **[View Report.](#)**

Scotch Creek/Lee Creek Mosquito Control

The Board instructed staff to make an appeal of the BC Parks decision to deny a permit for mosquito treatment in Shuswap Lake Provincial Park. The Board also supported writing a letter to the Little Shuswap Lake Indian Band Council requesting confirmation of support for continued nuisance mosquito control treatment in the Hilliam Road area of IR#4 in Scotch Creek. Without support from BC Parks and the Little Shuswap Lake Indian Band, it is recommended by staff that the Scotch Creek/Lee Creek Mosquito Control Program be discontinued. **[View Report.](#)**

Nicholson Aquifer Water Quality Monitoring Policy

At a previous Board meeting, concerns were raised regarding liability implications should residents in the Nicholson area of Electoral Area A become ill from the contaminated drinking water associated with the Nicholson Aquifer. In response, the

Board endorsed Policy W-13, Nicholson Aquifer Water Quality Monitoring and approved its inclusion into the CSRD Policy Manual. [View Report.](#) [View Policy.](#)

Electronic Sign Board – CSRD Facilities Policy A-62

In light of the purchase of additional electronic signs, the Board endorsed the amendment to Policy No. A-62, “Electronic Sign Board – CSRD Facilities” and approved its inclusion into the CSRD Policy Manual. [View Report.](#)

Community Works Funds Supplement Allocation

The Board referred the allocation of the 2019 one-time federal top-up funding payment of Community Works Funds in the amount of \$926,691 to the 10% All Area Community Works Funds to the upcoming Electoral Area Directors Meeting. [View Report.](#)

Sorrento-Blind Bay Incorporation Study

The Board unanimously approved motions to initiate the process for the study, approving the terms of reference, authorizing a cost-sharing agreement with the Province and conducting a recruitment campaign to allow interested residents from the proposed Sorrento-Blind Bay incorporation area to join a committee designed to oversee the process. It is anticipated that the project will begin this fall. [View Terms of Reference.](#) [View Map.](#) [View Press Release.](#)

Grant-in-Aid Requests

The Board approved allocations from the 2019 electoral grants-in-aid. [View Report.](#)

Area A Community Works Funds – Golden & District Search and Rescue

The Board approved up to \$80,000 including applicable taxes from the Area A Community Works Fund for the Golden & District Search and Rescue Service Bay insulation and electrical upgrade project. [View Report.](#) [View Press Release.](#)

Area C Community Works Funds – South Shuswap Transportation Society

The Board approved two motions to allow for the contribution of \$52,500 including applicable taxes from the Area C Community Works Fund to the South Shuswap Transportation Society for the purchase of an electrical vehicle charging station. [View Report.](#) [View Press Release.](#)

EOF Application – Golden/Area A – Community Economic Development

The Board approved funding from the Golden and Area A Economic Opportunity Fund to the Golden Community Social Services Co-op in the amount of \$150,000 annually for three years for Community Economic Development Services. This is subject to the ratification of the Social and Community Economic Development Services Agreement with the Golden Community Social Services Co-Op, who will be providing the services. [View Report.](#)

Eagle Bay Waterworks Local Service Amendment Bylaw No. 5796, 2019

Following approval from the Inspector of Municipalities, the Board adopted the Eagle Bay Waterworks Local Service Amendment Bylaw No. 5796, which allows for an increase to the requisition limit for this service. [View Bylaw.](#)

Saratoga Waterworks Service Amendment Bylaw No. 5797, 2019

Following approval from the Inspector of Municipalities, the Board adopted the Saratoga Waterworks Service Amendment Bylaw No. 579, which allows for an increase to the requisition limit for this service. [View Bylaw.](#)

Saratoga Waterworks Service Amendment Bylaw No. 5799, 2019

Following approval from the Inspector of Municipalities, the Board agreed to adopt the Saratoga Waterworks Service Amendment Bylaw No. 5799, which enlarges the area served by the water system. [View Bylaw.](#)



LAND USE MATTERS

Business General

Update to Policy P-11 Upland/Foreshore Use

The Board endorsed the revised Policy P-11, Consistent Use of Upland/Adjacent Foreshore and Aquatic Crown Land, and approved its inclusion into the CSRD Policy Manual. [View Report.](#)

Electoral Area D: Building Regulation Public Engagement Summary

A presentation was made to the Board regarding public input into a proposal to implement building regulation and inspection services in Electoral Area D. The vast

majority of people who attended open house events or submitted comments to the CSRD were against the plan. A majority of Directors voted against implementing building inspection services for Electoral Area D (Falkland, Silver Creek, Rancho, Deep Creek) in 2020. [View Report](#). [View Press Release](#).

Agricultural Land Commission (ALC) Applications

Electoral Area C: Agricultural Land Commission (ALC) Application Section 20(3) – Non-Farm Use in the Agricultural Land Reserve (ALR) LC2565C (Anderson, et al)

The owners of subject properties located at 3864 Pakka Road at White Lake in Electoral Area C require an ALC non-farm use application. The property currently has a new dwelling being constructed that will accommodate two families, a mobile home, and an original single-family dwelling that the owners intend to use as an accessory agricultural building for food preparation, processing, and storage hub for their proposed permaculture operation. The Board endorsed staff's recommendation for approval of the application and it will now be sent to the ALC for final decision. [View Report](#).

Development Permits (DP's) & Development Variance Permits (DVP's)

Electoral Area A: Development Variance Permit No. 641-36 (Greene)

The owner of the subject property at 4188 Spence Road, Parson made application for a three-lot subdivision of the subject property. The applicant would like to use an existing water license on Beards Creek to service Proposed Lot A, which requires a variance. The Board approved the issuance of the permit pending the registration of a Section 219 water quality covenant on title. [View Report](#).

Electoral Area D: Development Variance Permit No. 2500-18

The subject property is located at 2921 Chase-Falkland Road in Electoral Area D. The owner of the subject properties is in the process of a boundary-adjustment subdivision which would resolve a building encroachment and would also create an additional buildable lot. A DVP is required to address the setbacks of the existing house and garage with respect to the proposed new lot boundaries. The Board approved issuance of the DVP with registration of the permit on title being withheld until completion of the boundary adjustment subdivision. [View Report](#).

Electoral Area F: Development Variance Permit No. 641-35 (Okaview Estates Ltd.)

The properties are located at 5581 and 5587 Squilax-Anglemont Road, Celista. The applicant has applied for subdivision to create two new lots. The applicant has applied for a DVP to waive servicing requirements to allow both lots to be smaller than 1.0 ha and be serviced by an on-site sewage disposal system and an independent on-site water system. The Board approved the permit subject to a new onsite sewage disposal system being installed for each lot. [View Report](#).

Electoral Area F: Development Variance Permit No. 825-28 (Nevokschonoff)

The subject property is located at 2868 Squilax-Anglemont Road, Lee Creek. The property owners would like to demolish the existing accessory building and build a new, larger garage with a storage and recreation room area. The proposed location of the new accessory building requires a variance to the front parcel line setback from 4.5 m to 1 m. The Board approved the issuance of the permit. [View Report.](#)

Zoning, OCP and Land Use Amendments

Electoral Area B: Electoral Area B Zoning Amendment (Gagnon et al) Bylaw No. 851-16

The seven properties that are subject to this bylaw amendment application are part of Strata Plan located off Mt Begbie Road and accessed from the strata's common road Mt McPherson Drive, in Electoral Area B. The property owners of the seven residential strata lots propose to add bed and breakfast (maximum three bedrooms) as a permitted secondary use to the CDB1 Development Area 1 zone. For strata lot 6 only, it is proposed by the property owners that a vacation rental maximum five bedrooms) be a permitted use for the subject property. The Board gave first reading to the application and directed staff to refer the bylaw to applicable agencies and First Nations. [View Report.](#)

Electoral Area C: Lakes Zoning Amendment (Totem Pole Resort) Bylaw No. 900-20

The subject area is the foreshore adjacent to Totem Pole Resort, located at 7429 Sunnybrae-Canoe Point Road in the Bastion Bay area. The applicant has applied to amend the Foreshore Multi-Family 2 site-specific zone to permit a total density of 35 private mooring buoys, allowing the resort an additional 10 private mooring buoys. The Board approved third reading with adoption being withheld until documentation has been received confirming the tagging and final locations of buoys within the area. [View Report.](#)

Electoral Area D: Salmon Valley Land Use Amendment (Montgomery) Bylaw No. 2562

The subject property is located at 5777 Highway 97 in Falkland of Electoral Area D. The owner has applied to redesignate and rezone the property from C-Commercial to RS-Single and Two Family Residential in order to recognize the current residential use on the property. The Board approved second reading and delegation of a public hearing. [View Report.](#)

Electoral Areas C, E & F: Lakes Zoning Amendment (CSRD) Bylaw No. 900-25

The CSRD was proposing to amend the Lakes Zoning Bylaw No. 900 to increase the maximum allowable size of docks and walkways. The Ministry of Transportation and

Infrastructure has now given statutory approval and the Board adopted the bylaw.
[View Report.](#)

Electoral Area C: Electoral Area C Official Community Plan Amendment (1174355 BC Ltd.) Bylaw No. 725-16 and South Shuswap Zoning (1174355 BC Ltd.) Bylaw No. 701-94

The applicant would like to establish a cannabis production facility at 1336 Taylor Road, Notch Hill. They have applied to rezone a portion of the subject property from LH – Large Holdings to M2 – General Industrial and to rezone an area of the property currently zoned M2 to LH. Since the May 16, 2019 CSRD Board meeting, ownership of the subject property has changed from the previous Factory Direct Doors Ltd. to 1174355 BC Ltd. Accordingly, the amending bylaws have been renamed to recognize this change of ownership. As well, the bylaw has been amended to remove the special regulation on the property and add a new Cannabis Production (CP) Zone to South Shuswap Zoning Bylaw No. 701. The Board rescinded first reading of the previous bylaws and gave first and second reading to the updated bylaws. They also referred the application to a public hearing. [View Report.](#)

NEXT BOARD MEETING

The Regular CSRD Board Meeting will be held Thursday, September 19, 2019 at 9:30 AM at the CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm.



Columbia Shuswap Regional District
 555 Harbourfront Drive NE, PO Box 978
 Salmon Arm, BC V1E 4P1
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Item 8.1

CITY OF SALMON ARM

Date: August 26, 2019

Director of Corporate Services - Canada Day Fireworks

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

TO: His Worship Mayor Harrison and Members of Council
DATE: August 19, 2019
SUBJECT: Canada Day Fireworks

MOTION FOR CONSIDERATION:

THAT: the shortfall of \$2,700.00 for 2019 Canada Day Fireworks be funded from 2019 Council Initiatives.

BACKGROUND:

In celebration of Canada 150 Council authorized a family picnic and fireworks to be held at Canoe Beach. The event was a resounding success and the following year, in 2018, Council also budgeted for a Canada Day fireworks show. These events were possible because of the many community minded individuals and businesses that volunteered to assist. Through the very generous donation of a barge to launch the fireworks from and a tug boat and operator to move it around, Landmark Solutions contributed significant resources during both the 2017 and 2018 events.

While Landmark graciously provided their barge in 2019, they were unable to spare a tug boat and operator to move the barge with. Hiring Shuswap Marine Freight to move the barge from Sicamous to Canoe added \$3,117.51 to the final cost, which is \$2,700.00 over the budgeted amount of \$10,000.00. It should be noted that Canoe Forest Products generously provided their tug boat and operator on the day of the event or this cost would be higher.

It is requested that the shortfall for 2019 Canada Day Fireworks be taken from 2019 Council Initiatives and that an additional \$7,000.00 be allocated in 2020 if Council chooses to hold this event.

Respectfully submitted,



Erin Jackson
Director of Corporate Services

Item 8.2

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor

Seconded: Councillor

THAT: Council authorize staff to undertake a Council Initiative process by giving notice of a petition against the proposed Downtown Salmon arm Business Improvement Area bylaw in accordance with section 94 of the Community Charter and by mailing notice to all owner of parcels that would be subject to the local service tax;

AND THAT: the notice include informat6ion about the proposed business improvement area including boundaries and estimated cost.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Members of Council
 DATE: August 19, 2019
 SUBJECT: Downtown Salmon Arm – Business Improvement Area Bylaw

MOTION FOR CONSIDERATION:

THAT: Council authorize staff to undertake a Council Initiative process by giving notice of a petition against the proposed Downtown Salmon Arm Business Improvement Area bylaw in accordance with section 94 of the *Community Charter* and by mailing notice to all owners of parcels that would be subject to the local service tax;

AND THAT: the notice include information about the proposed business improvement area including boundaries and estimated cost.

BACKGROUND:

Downtown Salmon Arm (DSA) administers the downtown business improvement area (BIA) established by bylaw, in which owners finance activities to promote business within the designated area. Activities such as removing graffiti, holding events and beautifying the area can improve the local economy and advance the social well-being of the community. There are currently over 70 BIAs in the Province of BC.

At the August 12, 2019 Regular Meeting of Council, DSA staff and Board members presented their proposal for a new seven (7) year term with an expanded boundary (APPENDIX A). It is worth noting that the BIA is similar to the Downtown Specified Parking Area, but slightly different.

The current bylaw will expire on December 31, 2019 and the DSA is requesting the following requisition amounts in each year of the new bylaw. The estimated associated levy per \$1,000.00 of assessed value is noted beside the applicable requisition amount:

Year	Proposed Requisition	Percentage Change	Levy Per \$1,000
2019 (current)	\$179,267.00	-	1.3933
2020	\$188,230.00	2.73%	1.4314
2021	\$195,759.00	4.00%	1.4886
2022	\$203,589.00	4.00%	1.5482

2023	\$211,733.00	4.00%	1.6101
2024	\$220,201.00	4.00%	1.6745
2025	\$229,009.00	4.00%	1.7415
2026	\$238,170.00	4.00%	1.8111

For reference, APPENDIX B provides an analysis completed by the Chief Financial Officer that demonstrates the impact for business properties assessed at various levels at the above noted levies. The lower portion of the schedule reflects the impact to business properties if the levy increase approximated that of the 2018 BC Consumer Price Index.

The authority for a municipality to create a BIA is provided by the *Community Charter*, which also sets out the rules for the establishment and operation of such an area. In Salmon Arm, downtown business promotion activities in the specified area are financed through a special tax levy on all Class 6 properties within the boundaries of the BIA. Essentially, the City levies and collects this tax revenue on behalf of and for the DSA. In exchange, the DSA Board must meet certain obligations such as producing an annual budget for the review of Council.

The BIA levy is calculated based on each owner's share of the total assessed value of properties in the area. The amount for each owner varies because of the difference in assessed values and it is possible that each property's share of the DSA budget may change from year to year because it is reapportioned annually according to the assessed value determined by the BC Assessment Authority. DSA's seven (7) year budget is attached as APPENDIX C.

There are two ways in which to move forward with the new BIA bylaw, should Council choose to do so. The first is a petition for service which is typically initiated by the local business owners. The petition must be signed by the owners of at least 50 percent of the parcels (a lot in single ownership or under single control usually considered a unit for purposes of development and may include strata lots located on a single common property) that would be subject to the local area tax and those persons must be the owners of parcels that in total represent at least 50 percent of the assessed value of land and improvements that would be subject to the local service tax.

The second is the Council Initiative process, whereby all property owners within the proposed BIA that are assessed Class 6 - Business/Other are provided details and are asked for opposition and comments. The *Community Charter* gives Council the authority to charge this extra levy unless the bylaw is opposed by more than 50% of the owners, representing at least 50% of the assessed value of the parcels liable to be charged and that this opposition be declared within 30 days after the second publication notice.

It is recommended that a Council Initiative (subject to petition against the proposed bylaw) be initiated as soon as practicable. Unless Council receives a sufficient petition

against within 30 days it can proceed with the adoption of the proposed new bylaw which will be included on the October 15, 2019 Agenda for consideration of three readings.

Respectfully submitted,



Erin Jackson
Director of Corporate Services

APPENDICES:

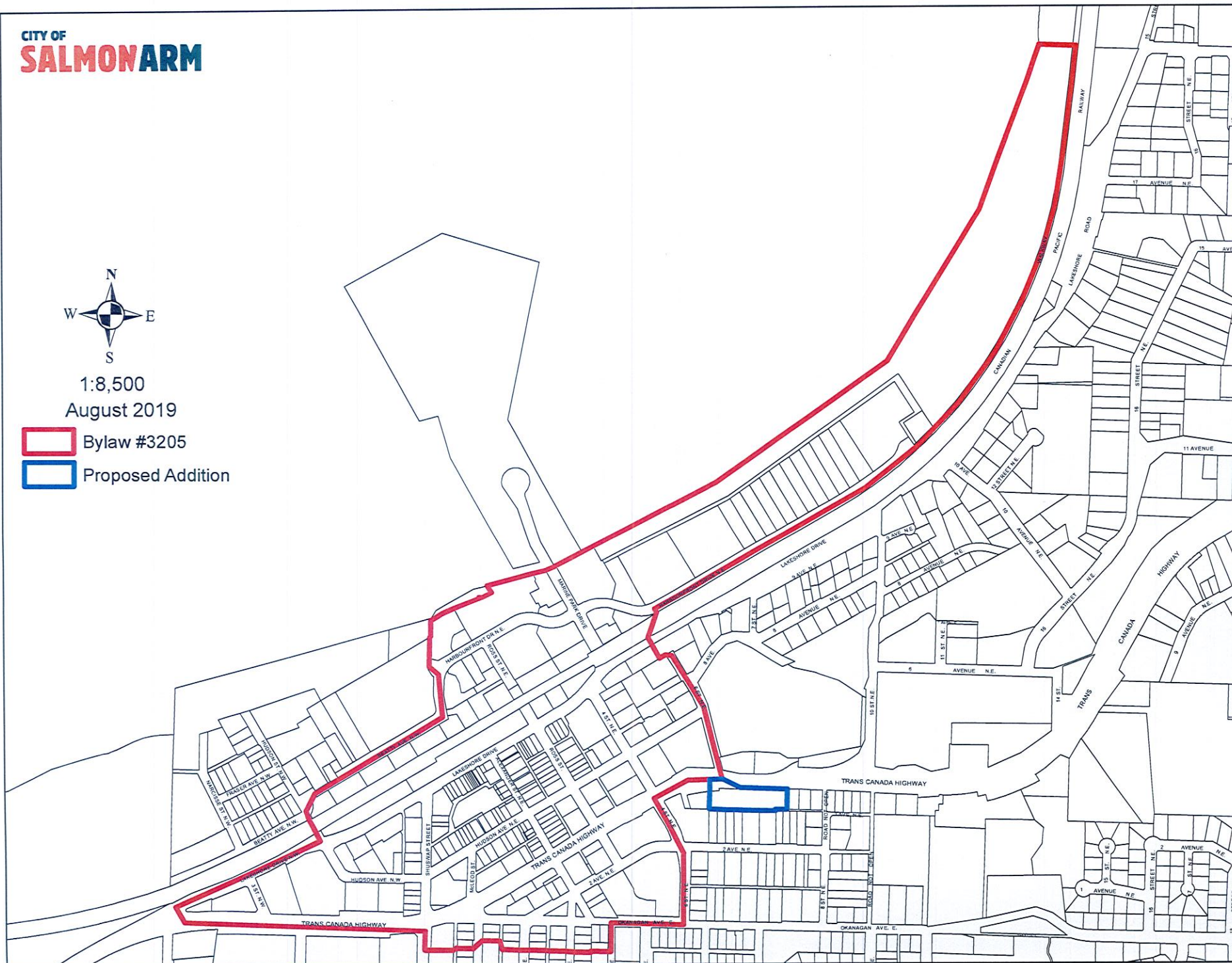
- A - Business Improvement Area Map
- B - Tax Analysis
- C - Downtown Salmon Arm Budget



1:8,500

August 2019

- Bylaw #3205
- Proposed Addition



Downtown Salmon Arm
2020 Business Improvement Area Renewal
Tax Analysis - Expanded Boundary

	2019 Existing	2020	2021	2022	2023	2024	2025	2026
DIA Proposal	\$ 179,267.00	\$ 188,230.00	\$ 195,759.00	\$ 203,589.00	\$ 211,733.00	\$ 220,201.00	\$ 229,009.00	\$ 238,170.00
Business - Assessed \$350,000.00	\$ 487.66	\$ 500.99 2.73%	\$ 521.01 4.00%	\$ 541.87 4.00%	\$ 563.54 4.00%	\$ 586.08 4.00%	\$ 609.53 4.00%	\$ 633.89 4.00%
Business - Assessed \$500,000.00	\$ 696.65	\$ 715.70 2.73%	\$ 744.30 4.00%	\$ 774.10 4.00%	\$ 805.05 4.00%	\$ 837.25 4.00%	\$ 870.75 4.00%	\$ 905.55 4.00%
Business - Assessed \$1,000,000.00	\$ 1,393.30	\$ 1,431.40 2.73%	\$ 1,488.60 4.00%	\$ 1,548.20 4.00%	\$ 1,610.10 4.00%	\$ 1,674.50 4.00%	\$ 1,741.50 4.00%	\$ 1,811.10 4.00%
Option No. 3 - 2.50%	\$ 179,267.00	\$ 183,748.68	\$ 188,342.39	\$ 193,050.95	\$ 197,877.23	\$ 202,824.16	\$ 207,894.76	\$ 213,092.13
Business - Assessed \$350,000.00	\$ 487.66	\$ 489.06 0.29%	\$ 501.27 2.50%	\$ 513.80 2.50%	\$ 526.65 2.50%	\$ 539.81 2.50%	\$ 553.32 2.50%	\$ 567.14 2.50%
Business - Assessed \$500,000.00	\$ 696.65	\$ 698.65 0.29%	\$ 716.10 2.50%	\$ 734.00 2.50%	\$ 752.35 2.50%	\$ 771.15 2.50%	\$ 790.45 2.50%	\$ 810.20 2.50%
Business - Assessed \$1,000,000.00	\$ 1,393.30	\$ 1,397.30 0.29%	\$ 1,432.20 2.50%	\$ 1,468.00 2.50%	\$ 1,504.70 2.50%	\$ 1,542.30 2.50%	\$ 1,580.90 2.50%	\$ 1,620.40 2.50%

Downtown Salmon Arm
2020 Business Improvement Area Renewal
Proposed 7 Year Budget

	2020	2021	2022	2023	2024	2025	2026
<u>Revenue</u>							
BIA Levy	\$ 188,230	\$ 195,759	\$ 203,589	\$ 211,733	\$ 220,201	\$ 229,009	\$ 238,170
<u>Expenses - Promotional Events</u>							
Applefest	1,000	1,100	1,210	1,210	1,464	1,610	1,776
Downtown Live	3,500	4,400	7,400	4,840	4,840	6,324	5,324
Halloween Treat Trail	750	750	787	787	826	826	826
Christmas	13,000	15,750	16,537	17,364	17,364	17,364	18,232
Outdoor Movie	250	250	250	262	262	275	275
Salty Street Fest	400	400	440	440	440	882	484
Multicultural Day	800	800	840	840	840	882	882
Farmers Market	1,500	1,500	2,500	3,500	1,650	1,917	1,815
Community Clean-Up	500	500	550	550	605	665	665
Alexander Street Closure	2,000	4,000	3,400	3,400	5,400	4,000	8,700
Other Projects	-	-	4,638	5,404	2,381	6,782	4,839
	23,700	29,450	38,552	38,597	36,072	41,527	43,818
<u>Expenses - Beautification</u>							
Banners	3,000	3,000	4,830	1,830	1,830	2,830	5,830
Wayfinding Signage	500	1,500	1,500	4,550	4,550	3,050	1,150
Christmas Decorations	10,400	11,753	5,100	5,100	15,641	16,105	16,105
Grad Flower Bed	600	630	630	630	661	661	661
Graffiti Removal	300	300	330	330	330	363	363
Streetscapes/Sidewalks	1,000	1,000	1,000	4,000	1,100	1,100	2,710
	15,800	18,183	13,390	16,440	24,112	24,109	26,819
<u>Expenses - Membership Engagement</u>							
Membership Engagement	1,700	1,785	1,874	1,967	2,066	2,169	2,273
Downtown Dollars	1,590	1,590	2,473	2,547	2,623	2,702	2,783
	3,290	3,375	4,347	4,514	4,689	4,871	5,056
<u>Expenses - Administration</u>							
Annual General Meeting	700	757	757	757	794	836	833
Marketing & Advertising	9,000	9,900	9,900	10,890	11,979	11,979	11,979
Accounting & Legal	1,800	1,854	1,909	1,966	2,025	2,085	2,148
Bookkeeping	2,200	2,310	2,310	2,425	2,425	2,546	2,546
Insurance	2,000	2,040	2,080	2,122	2,164	2,207	2,251
Memberships	800	800	800	840	840	840	882
Communications	3,840	3,840	3,916	3,916	3,994	3,994	4,074
Website	5,000	1,575	1,575	1,653	1,653	1,735	1,735
Office Maintenance	1,200	1,260	1,260	1,323	1,323	1,389	1,389
Office Supplies & Expenses	3,500	3,500	3,850	3,850	4,235	4,235	4,235
Computer Upgrade	1,000	-	-	1,200	-	-	1,000
Awards & Gifts	700	735	735	735	771	771	771
Professional Development & Training	3,000	3,000	3,000	3,300	3,300	3,300	3,300
Rent	14,000	14,560	14,560	14,560	15,142	15,747	16,376
Sponsorships	700	700	770	770	770	847	847
Wages & Benefits	96,000	97,920	99,878	101,875	103,913	105,991	108,111
	145,440	144,751	147,300	152,182	155,328	158,502	162,477
Total Expenses	188,230	195,759	203,589	211,733	220,201	229,009	238,170
Surplus (Deficit)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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Item 8.3

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor

Seconded: Councillor

THAT: the Contract Works for Wastewater Pollution Control Centre - Atad Cell 6 Upgrades 2019 be awarded to Centrix Control Solutions (formerly Interior Instruments) in accordance with the total quoted price of \$43,300.00 plus taxes as applicable;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in procurement of the WPCC-Atad Cell 6 Upgrades to authorize sole sourcing of same to CENTRIX Control Solutions.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



File: 2019-10

TO: His Worship Mayor Harrison and Members of Council
 FROM: Robert Niewenhuizen, Director of Engineering and Public Works
 PREPARED BY: Tim Perepolkin, Capital Works Supervisor
 DATE: August 12, 2019
 SUBJECT: **PROJECT AWARD – WPCC ATAD CELL 6 UPGRADES**

STAFF RECOMMENDATION

THAT: The Contract Works for Wastewater Pollution Control Centre – Atad Cell 6 Upgrades 2019 be awarded to CENTRIX Control Solutions (formerly Interior Instruments) in accordance with the total quoted price of \$43,300.00 plus taxes as applicable;

AND THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement of the WPCC–Atad Cell 6 Upgrades to authorize sole sourcing of same to CENTRIX Control Solutions.

BACKGROUND

The City's Wastewater Pollution Control Centre (WWPC) utilizes Autothermal Thermophilic Aerobic Digestion (ATAD) technology. This process pasteurizes and reduces volatile solids in the bio-solids. The plant currently has 5 cells operating, the Cell 6 structure was constructed in 2004 for future capacity, but, no equipment was purchased at that time. Growth since 2004 is now requiring the addition of the 6th cell to increase capacity of the digester.

WPCC Instrumentation/Electrical Upgrades for Cell 6 was included in the 2019 budget. The quoted cost breakdown of all project components is as follows:

Quote 073019KH-001 – Instrumentation Equipment	\$ 7,200
Quote 073019KH-002 – Electrical and Instrumentation Material	\$ 5,700
Quote 073019KH-003 – Electrical and Instrumentation Labour	\$ 15,300
Quote 073019KH-004 – Engineering and Programming Services	<u>\$ 15,100</u>
Project Total	\$ 43,300

Three Capital Accounts will be utilized to fund this project. WPCC – Plant Improvements, WPCC Instrumentation Improvements and WPCC Electrical/Instrumentation Upgrade.

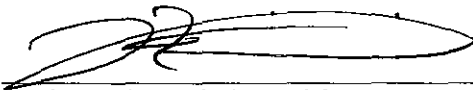
STAFF COMMENTS

Staff have reviewed the quotes provided and have determined the value to be reasonable for the scope of work required and recommend award of the WPCC Atad Cell 6 Upgrades to CENTRIX Control Solutions for the total quoted total price of \$43,300 plus taxes as applicable.

CENTRIX Control Solutions have a good working relationship with the City and staff are confident they have the required knowledge and resources to complete these upgrades efficiently and effectively.

Upgrade works are expected to be completed approximately 6-8 weeks from time of award.

Respectfully submitted,



Robert Niewenhuizen, ASCT
Director of Engineering and Public Works

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Item 8.4

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor

Seconded: Councillor

THAT: Council appoint seven (7) persons to the City of Salmon Arm Community Heritage Commission for a three (3) year term to expire on August 26, 2022, including:

- i) one (1) member from Council as follows: Councillor Cannon;
- ii) three (3) members from the R. J. Haney Heritage Village and Museum as follows: Patti Kassa, Deborah Chapman and Cindy Malinowski; and
- iii) three (3) members from the general public as follows: Linda Painchaud, Mary Landers and Maureen Shaffer.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



TO: His Worship Mayor Harrison and Members of Council

DATE: August 20, 2019

SUBJECT: Community Heritage Commission Appointments

Motion for Consideration

THAT: Council appoint seven (7) persons to the City of Salmon Arm Community Heritage Commission for a three (3) year term to expire on August 26, 2022, including:

- i) one (1) member from Council;
- ii) three (3) members from the R. J. Haney Heritage Village and Museum; and
- iii) three (3) members from the general public.


The current three year term for members of the Community Heritage Commission expires on August 26, 2019. Appointment of members for the next three year term, expiring on August 26, 2022, is presented for Council's consideration.

Community Heritage Commission Bylaw No. 3617 establishes the composition of the Commission as follows:

- i) A Councillor.
- ii) Three representatives from the R.J. Haney Heritage Village and Museum. A letter from Norma Harisch, President of the Salmon Arm Museum & Heritage Association, nominating three representatives is attached.
- iii) Three people from the general public (members at large). Two would like to be considered for re-appointment: Linda Painchaud and Mary Landers.

Advertisements seeking letters of interest from the general public were placed in the Salmon Arm Observer on July 10th and July 17th. One application for appointment was received from Maureen Shaffer, which is attached as Appendix 2.

The next scheduled Community Heritage Commission meeting is scheduled for September 20, 2019.


Kevin Pearson MCIP, RPP
Director of Development Services



SALMON ARM MUSEUM & HERITAGE ASSOCIATION AT
R.J. Haney Heritage Village & Museum

751 Hwy. 97B NE ♦ P.O. Box 1642 ♦ Salmon Arm, BC V1E 4P7

August 8, 2019

His Worship Mayor Alan Harrison
 City of Salmon Arm
 Box 40
 500- 2 Avenue NE
 Salmon Arm, B.C. V1E 4N2

Your Worship,

Re: Museum appointments to Community Heritage Commission

This is to notify you that Salmon Arm Museum and Heritage Association appoints:
 Salmon Arm Museum Vice President and Secretary Patti Kassa, Curator/Archivist Deborah Chapman, and
 Okanagan Historical Society - Salmon Arm Branch Vice President Dr. Cindy Malinowski to fill the three
 museum positions on the Community Heritage Commission. The three are keen to continue serving the
 community.

I trust this meets with your approval.

Sincerely,

Norma Harish
 President

It takes a community to build a village



Application for Appointment to the Community Heritage Commission

The City of Salmon Arm is seeking applications for three (3) Citizens at Large with an interest in serving on the Community Heritage Commission for a three (3) year term commencing August 26, 2019.

The Commission acts as an advisory body and resource group to City Council and Administration on heritage conservation matters and provides support for the benefit and advancement of heritage conservation in the City.

In order to assist the City Council in the selection and appointment of the Commission membership, prospective members are requested to forward this completed application form to City Hall by August 2, 2019 at 4:00 p.m. Applications can be mailed to Box 40, Salmon Arm, BC, V1E 4N2, faxed to 250-803-4042, sent by email to dackerman@salmonarm.ca or dropped off at City Hall, 500 - 2 Avenue NE.

Name Maureen Shaffer Number of years living in Salmon Arm 42 years

Civic address 1651 2nd Ave NE Salmon Arm, BC V1E 1P1

Mailing address (if different than above) _____

Email address hearts.haven14@gmail.com

Telephone Home 250-832-7850 Work _____ Cell _____

Occupation Retired

Community Affiliations/Memberships _____

1. (Past) Secretary, Dilkusha Heritage Society of BC (until the Society's dissolution May 16, 2019)
2. Shuswap Writers' Group
3. Salmon Arm Refugee Coalition
4. Research support for Okanagan Historical Society, Salmon Arm Branch, with submission, "History of Dilkusha" accepted for publication in OHS 2019 Report.

Reasons for seeking Appointment I have lived in the Ball family's 1910 Heritage Home, Heart's Haven, in Salmon Arm since 1977. As the second owner of this lovely home, I have come to know members of the Ball Family quite well. The only remaining heritage trees on what was a 10 acre orchard property until 1975, are right here in my yard. My home seems to anchor this subdivision, once called Uplands Estates.

While I am the owner of this home and property, I feel my role is that of caretaker: of the structure, the plantings, remaining artifacts and the stories. With my writing skills, interest in research and my love of local history and all things heritage, I believe a position with the Community Heritage Commission would enable me to impart some of my enthusiasm for local heritage to others in Salmon Arm. There is much opportunity for developing heritage strategy, incentives and programs and for promoting awareness of the importance of heritage preservation in this community.

I would love to be a contributing member of this type of engagement in Salmon Arm.

I, Mareen Shaffer, hereby signify that I am willing to accept an appointment to the Community Heritage Commission.

July 26, 2019
Date

M Shaffer
Signature

The purpose of this form is to provide information which will assist City Council in knowing each candidate better. The person whose name is being put forward as a candidate must sign this application in order to signify that he or she would be willing to accept the appointment should it be made.

In order to be considered, this application must be returned to City Hall prior to 4:00 p.m. on August 2, 2019.

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Item 8.5

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor

Seconded: Councillor

THAT: Council accept the proposal from Petro Value Products Canada Inc. at their quoted unit prices and authorize the Mayor and Corporate Officer to execute a contract for Supply of Bulk Aviation Fuels and Related Delivery Services for a term of two (2) years, commencing September 1, 2019.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

DATE: August 19, 2019

SUBJECT: Supply of Bulk Aviation Fuels and Related Delivery Services

RECOMMENDATION:

THAT: Council accept the proposal from PetroValue Products Canada Inc. at their quoted unit prices and authorize the Mayor and Corporate Officer to execute a contract for Supply of Bulk Aviation Fuels and Related Delivery Services for a term of two (2) years, commencing September 1, 2019.

BACKGROUND:

The current contract for the Supply of Bulk Aviation Fuels and Related Delivery Services will expire on August 31, 2019. As such, a Request for Proposals (RFP) was issued on Thursday, July 18, 2019. The proposal package was advertised on the City's website and sent directly to five (5) known suppliers of aviation fuel.

The RFP closed on Thursday, August 8, 2019, at which time two proposals were received and opened by staff. Staff have reviewed and evaluated the proposals based on price and conformance with the RFP documents. Both proponents submitted their pricing in accordance with the quotation documents.

The cost summary is as follows:

Contractor	Base Mark-up Price AvGas 100LL	Service and Delivery Charges	Other Charges	Total (before taxes)
Flight Fuels B.C. Ltd. Edmonton, Alberta	\$0.070/litre	\$0.000/litre	\$0.040/litre*	\$0.1100/litre
PetroValue Products Canada Inc. Surrey, BC	\$0.020/litre	\$0.0975/litre	\$0.000/litre	\$0.1175/litre

* Additional charge for deliveries under 50,000 litres.

Supply of Bulk Aviation Fuels and Related Delivery Services

Page 2

Contractor	Base Mark-up Price Jet A1 -FSII	Service and Delivery Charges	Other Charges	Total (before taxes)
Flight Fuels B.C. Ltd. Edmonton, Alberta	\$0.115/litre	\$0.000/litre	\$0.040/litre*	\$0.1550/litre
PetroValue Products Canada Inc. Surrey, BC	\$0.015/litre	\$0.0740/litre	\$0.000/litre	\$0.0890/litre

* Additional charge for deliveries under 50,000 litres.

Fuel Type	AvGas 100LL	Jet A1 -FSII
Average Delivery Volume	20,000 to 25,000 litres	30,000 to 35,000 litres

The cost of bulk fuel (rack rate) is highly variable because it is based on crude oil prices and is established by the refineries on a weekly basis. The proposals identified each of the vendor's mark-up prices, service and delivery costs and other charges, which will be added to the rack rate and then invoiced to the City following delivery. The successful vendor will be required to provide the City with proof of actual per litre bulk aviation fuel cost when the vendor invoices the City.

Both proposals demonstrated a commitment to meeting the fuel supply demands of the Shuswap Regional Airport in a safe and responsive manner; however, based on the historical delivery volumes (as indicated above) the proposal submitted by PetroValue Products Canada Inc. provides the lowest cost option overall. The City has been purchasing fuel from PetroValue since the last RFP was issued in 2015 and staff have no concerns with awarding the contract to this company again.

Based on the evaluation of staff, it is recommended that the contract be awarded to PetroValue Products Canada Inc., in accordance with their proposal, for a term of two (2) years, with the option to renew for an additional two (2) years.

Respectfully Submitted,


Erin Jackson
Director of Corporate Services

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Item 8.6

CITY OF SALMON ARM

Date: August 26, 2019

Director of Corporate Services – Lease of Agricultural Land known as
Harrington Farm/Minion Field 2191 – 30 Street SW

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

DATE: August 21, 2019

SUBJECT: Lease of Agricultural Land known as Harrington Farm/Minion Field
2191 - 30 Street SW

MOTION FOR CONSIDERATION:

THAT: Council authorize the Mayor and Corporate Officer to execute a Lease Agreement for the North ½ of the Southeast ¼ of Section 9, Township 20, Range 10, W6M, KDYD (2191 - 30 Street SW) for the term of April 1, 2020 to October 31, 2022 (for use April 1 to October 31 of each year) for an annual fee of \$22,000.00 (plus applicable taxes) with Farmcrest Foods Ltd. subject to *Community Charter* notification requirements.

BACKGROUND

The subject property is designated Salmon Valley Agriculture in the Official Community Plan, zoned A-1 (Agriculture Zone) and is located in the Agricultural Land Reserve. The location of the property is shown in APPENDIX 1.

The City of Salmon Arm purchased the property in 1975. The intent of the purchase was to the use the property for a spray irrigation project using effluent from the Wastewater Pollution Control Centre (WPCC). The spray irrigation project did not proceed. The Liquid Waste Management Plan identifies the property as a site to accept biosolids from the WPCC. Since 1981, the property has been leased to local farmers to be used for the production of forage and/or cereal crops.

The City issued a Request For Quotation (RFQ) from October 23 to 2:00 p.m. November 15, 2013. The RFQ sought a competent and experienced Lessee to lease, cultivate and maintain a parcel of vacant agricultural land comprising of approximately eighty (80) acres located at 2191 - 30 Street SW for a term commencing April 1, 2014 and ending October 31, 2016. One quotation was received and accepted.


In 2016, Farmcrest Foods advised that they had obtained a GMO Fee land status on the property and requested a three year renewal, which Council granted.

The conditions of the lease agreement that will expire on October 31, 2019 are the same as the proposed lease agreement, with the exception of the lease fee, which staff recommends be increased to \$22,000.00 for each of the three (3) growing and harvesting seasons. Generally, the Lessee shall use the land for the production of forage and/or cereal crops, the City reserves the right to apply bio-solids to all or part of the Lands, and the agreement may be terminated with six (6) months' written notice from either party

RECOMMENDATION

Farmcrest Foods Ltd. has been the Lessee of the subject property since 2005 and has been a good tenant. It is recommended that the Motion of Consideration be approved by Council.

Respectfully submitted,

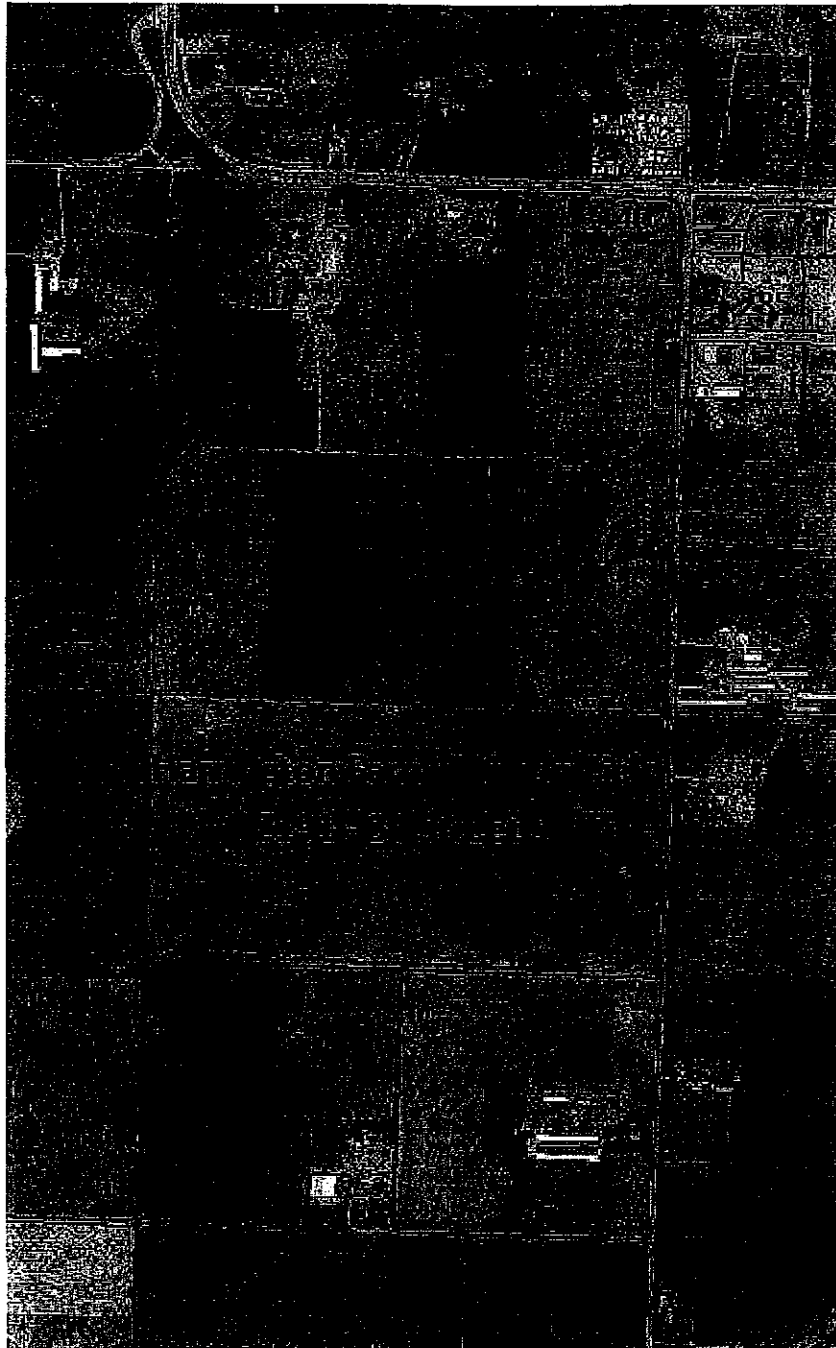


Erin Jackson
Director of Corporate Services

Appendices:

Appendix 1 - Location map.

Location Map



Item 9.1

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4350 be read a first and second time.

[ZON-1155; McKibbin, L. & R.; 1411 9 Avenue SE; R-1 to R-8]

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: August 14, 2019

Subject: Zoning Bylaw Amendment Application No. 1155

Legal: Lot 3, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP85230

Civic: 1411 9 Avenue SE

Owner/Applicant: McKibbin, L. & R.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 3, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP85230 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 1411 9 Avenue SE (Appendix 1 and 2) and is currently under development. The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the construction and use of a *secondary suite* within a single family dwelling.

BACKGROUND

The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4). The subject parcel is located in a residential area of the City west of the "Hillcrest" neighbourhood, largely comprised of parcels containing single family dwellings and associated accessory buildings, with 11 R-8 zoned parcels presently within the vicinity of the subject parcel.

The subject parcel was created in 2007 as part of a 7 lot subdivision accessed by the 9 Avenue SE cul-de-sac. The subject parcel meets the conditions as specified to permit a secondary suite within the proposed R-8 zone, and at 957 square metres it is potentially large enough for a detached suite, subject to a suitable building site and topographic conditions (there are steep slopes around the north and west portions of the parcel). Site photos are attached as Appendix 5. The intent of the applicant is to develop a conforming *secondary suite* within the basement of the single family dwelling currently being built, as shown in the plans attached (Appendix 6).

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel area and width, the subject property has potential to meet the conditions for the development of a *secondary suite* (or a *detached suite*), including sufficient space for an additional off-street parking stall, as shown in the site plans attached (Appendix 6).

COMMENTSEngineering Department

No engineering concerns.

Building Department

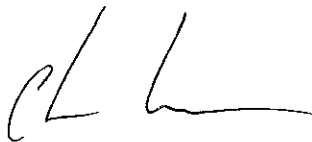
BC Building Code will apply. No concerns with proposed zoning.

Fire Department

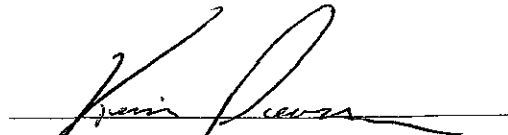
No concerns.

Planning Department

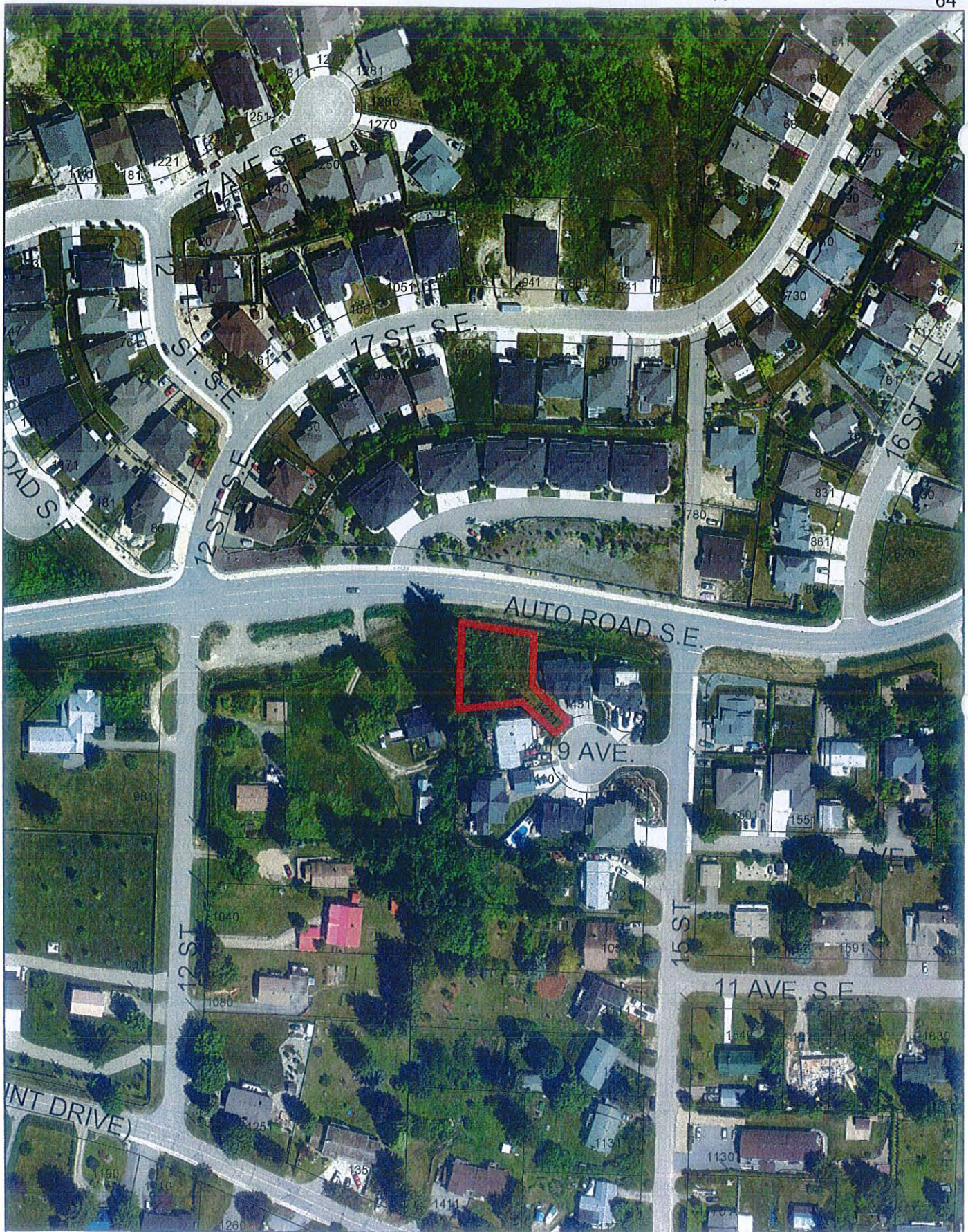
The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The plans submitted indicate that all R-8 Zone requirements can be met, including the provision of onsite parking, and that the building currently under construction substantially aligns with development patterns in the area. Development of a secondary suite would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.



Prepared by: Chris Larson, MCP
Planner, Development Services

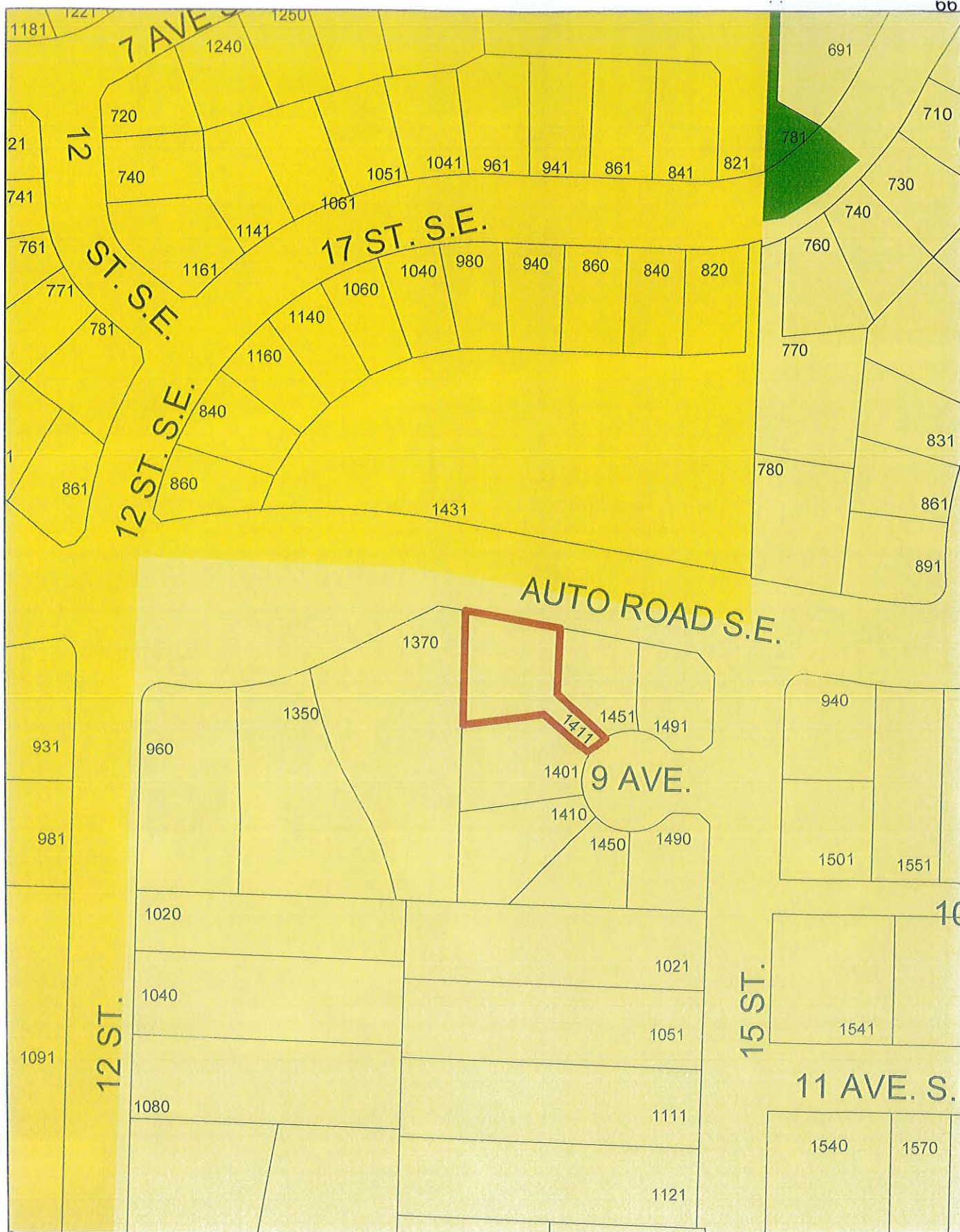


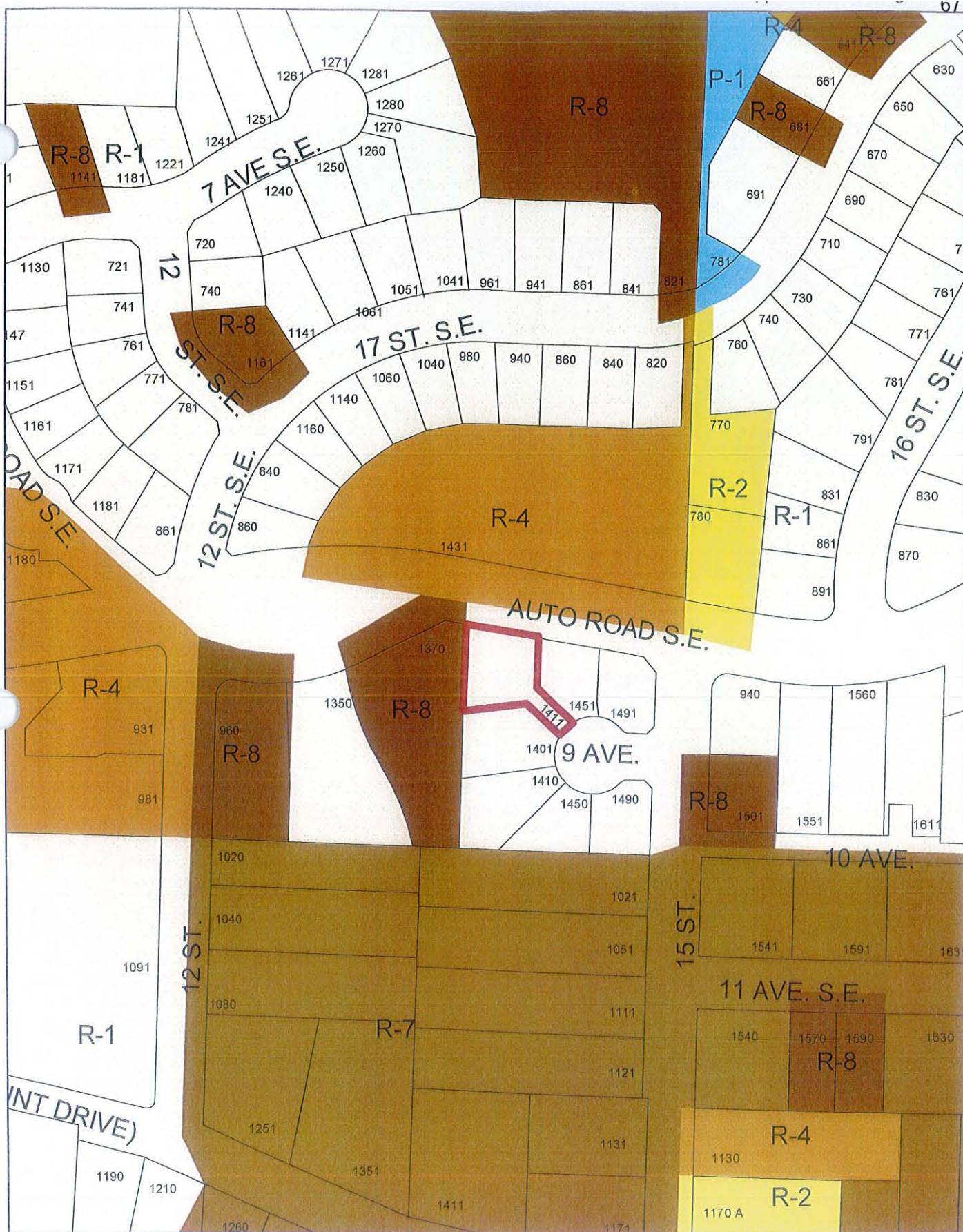
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



Subject Parcel







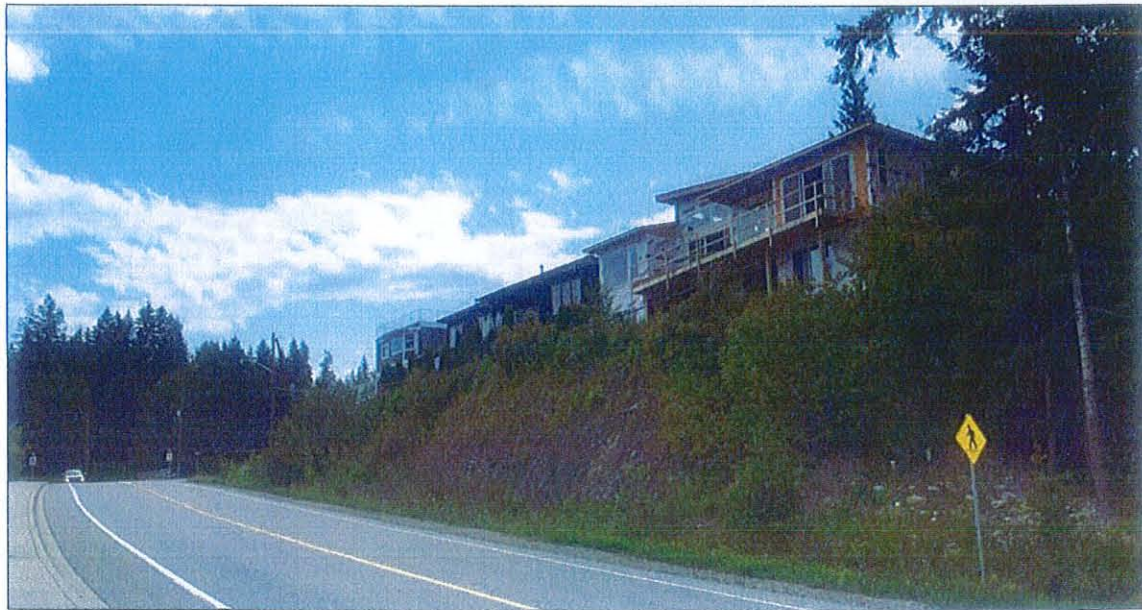
0 20 40 80 120 160 Meters



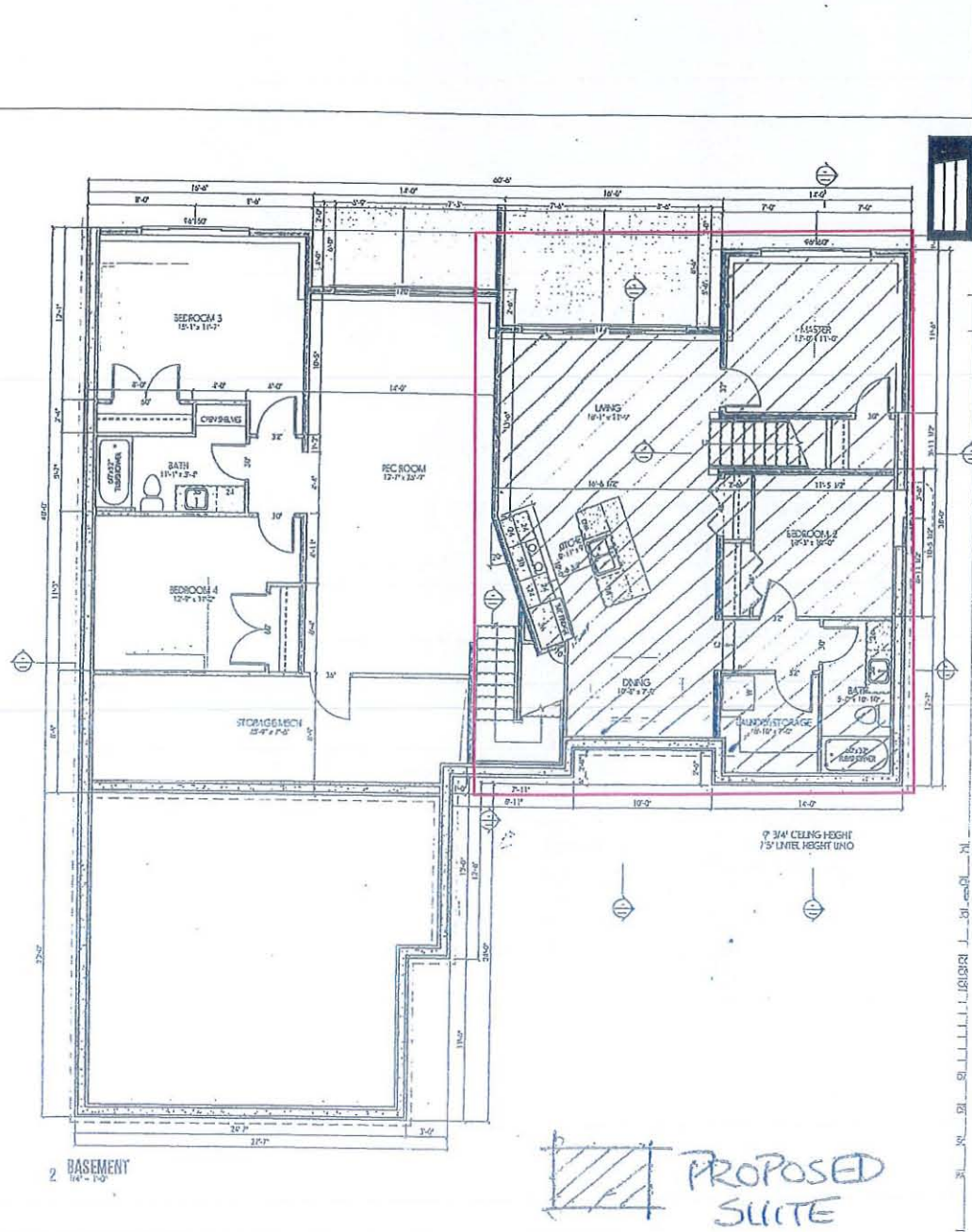
Subject Parcel

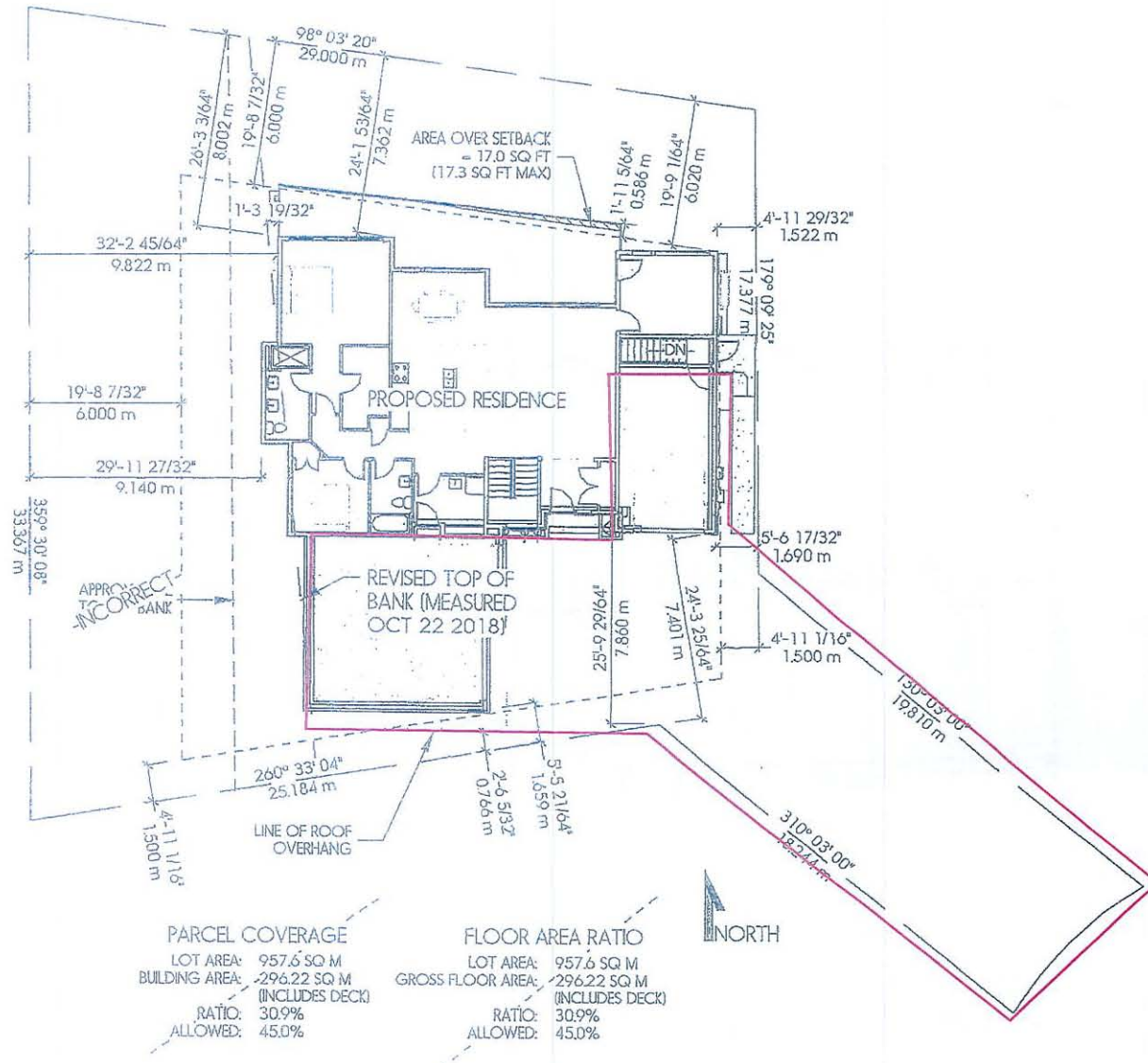


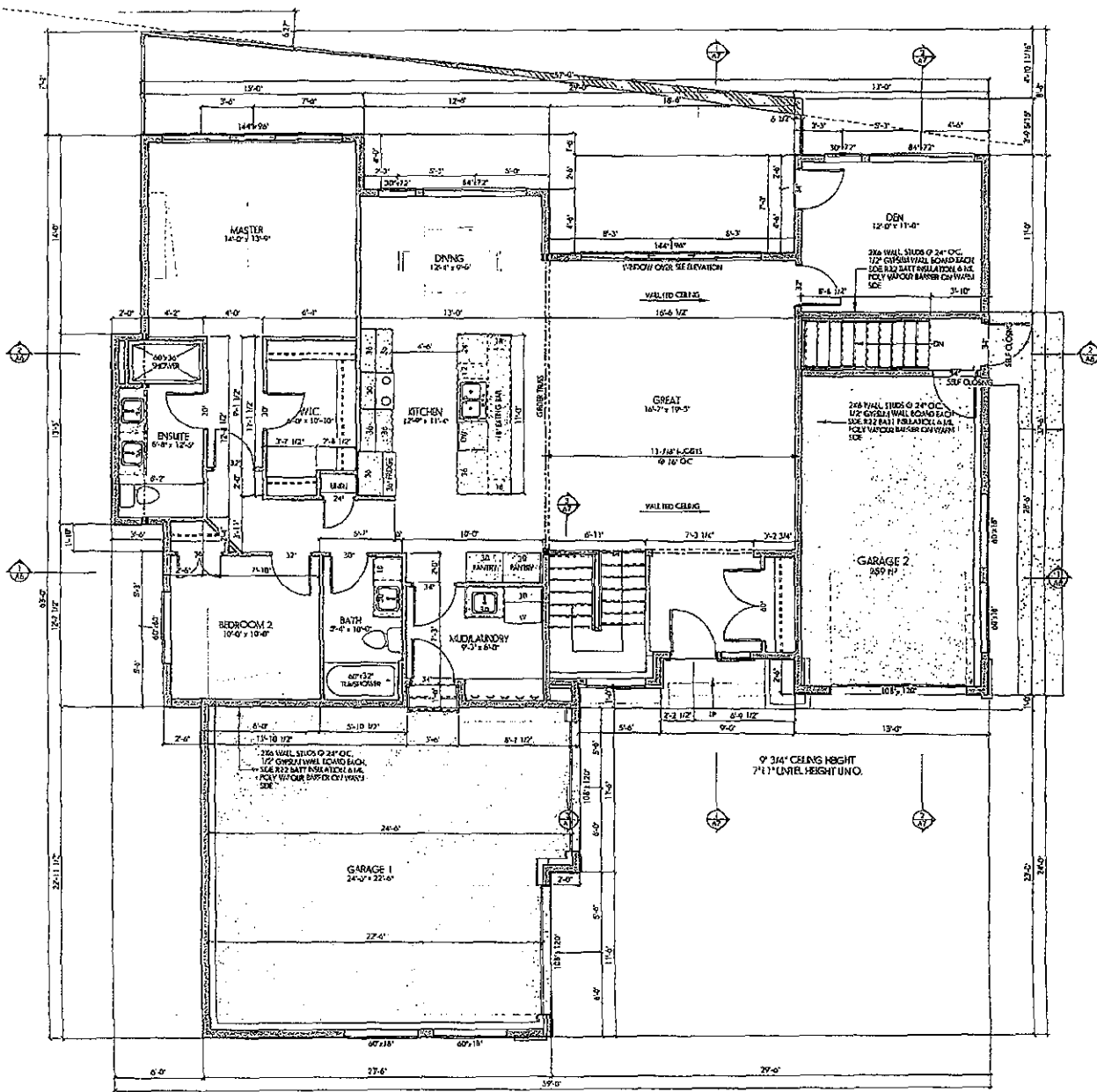
View of subject parcel (at centre) northwest from 9 Avenue SE showing neighbouring parcels.



View of subject parcel (right of centre) southeast from Auto Road SE.







CITY OF SALMON ARM

BYLAW NO. 4350

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 Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on _____, 2019 at the hour of 7:00 p.m. was published in the _____ and _____, 2019 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 3, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP85230, from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone), attached as Schedule "A".

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. 4350**”

READ A FIRST TIME THIS DAY OF 2019

READ A SECOND TIME THIS DAY OF 2019

READ A THIRD TIME THIS DAY OF 2019

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 10.1

CITY OF SALMON ARMDate: August 26, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4346 be read a final time.

[ZON-1151; Gagnon, G.R. & Morgan, K.; 741 – 2 Avenue NE; R-1 to R-8]

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: July 8, 2019

Subject: Zoning Bylaw Amendment Application No. 1151

Legal: Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP47149

Civic: 741 – 2 Avenue NE

Owner/Applicant: G.R. Gagnon & K. Morgan

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP47149 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone);

AND THAT: Final Reading of the Zoning Amendment Bylaw be withheld subject to Ministry of Transportation and Infrastructure approval.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 741 – 2 Avenue NE (Appendix 1 and 2). The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit a *secondary suite* within a *single family dwelling*.

BACKGROUND

The subject parcel is designated High Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4). The subject parcel is located in a residential neighbourhood just bordering the commercial area along the Trans Canada Highway. There is presently one R-8 zoned parcel nearby and a number of R-4 (Medium Density Residential) zoned parcels within the vicinity of the subject parcel.

This property was created via a three lot subdivision in 2015 and parcel width variances were also issued to reduce the minimum parcel width from 14.0 m (45.9 ft) to 12.7 m (41.6 ft) for the three lots. The subject property is long and narrow, approximately 58 m (164 ft) long by 13 m (43 ft) wide with an area of approximately 0.18 acres. The subject parcel is currently vacant, see site photos in Appendix 5. The applicant wishes to build a house with a secondary suite on the lower floor. The suite is proposed to be 89 m² (964 ft²), see Appendix 6. The plans indicate a double car garage and a driveway width of 7.3 m (24 ft). The minimum dimensions of a parking space are 5.8 m (19 ft) x 2.6 m (8.5 ft); thus, the driveway can easily accommodate two cars, in addition to the garage parking. Overall, the subject parcel meets the specifications to permit a *secondary suite* within the proposed R-8 zone.

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of *secondary suites* in High Density Residential designated areas subject to compliance with the Zoning Bylaw and the BC Building Code.

COMMENTSMinistry of Transportation & Infrastructure

MOTI has granted preliminary approval.

Engineering Department

Only one 6 m wide access is permitted. Dedicated onsite parking for the *secondary suite* is required.

Building Department

BC Building Code will apply. No concerns with proposed zoning.

Fire Department

No concerns.

Planning Department

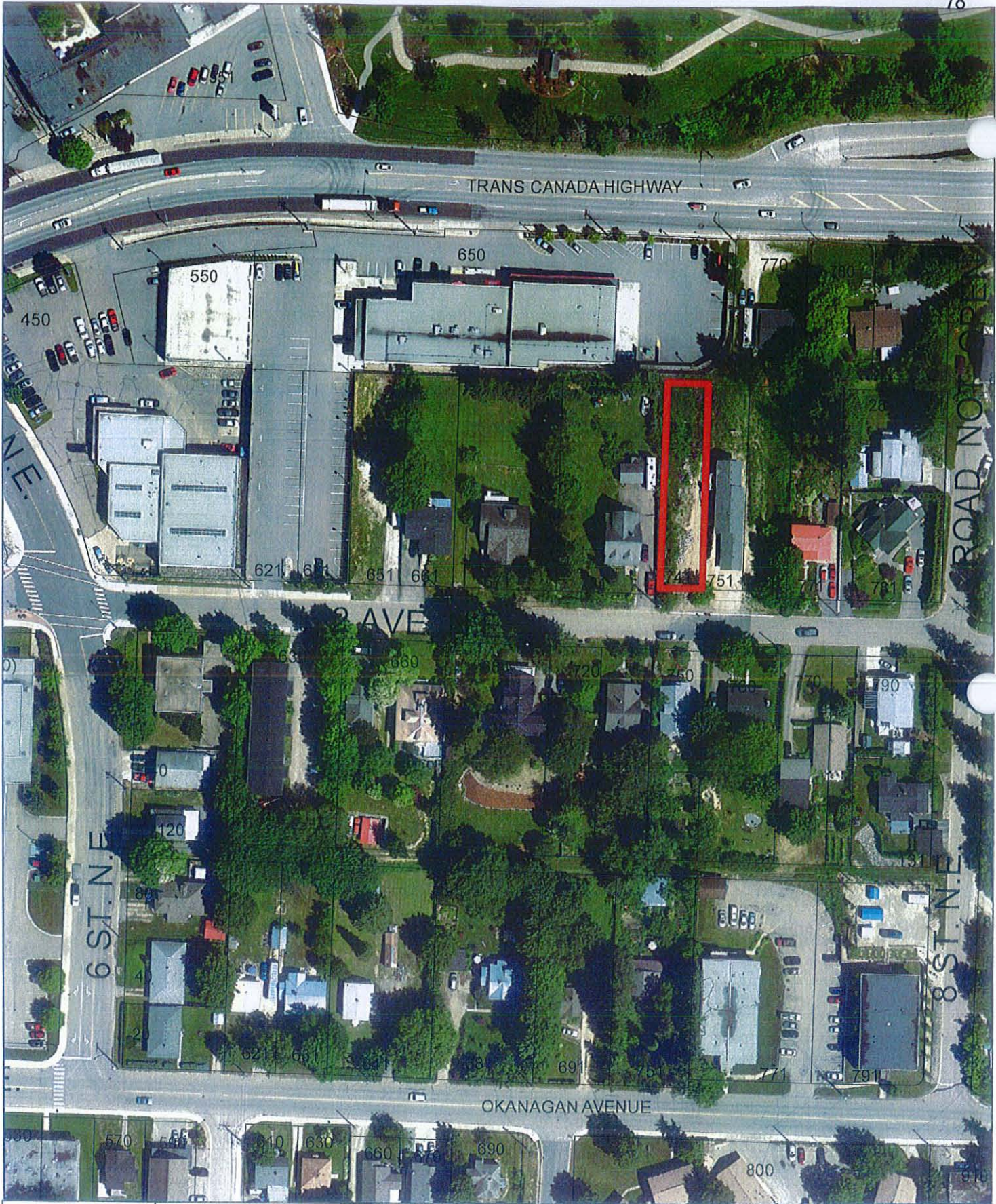
The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The site plan provided indicates that the R-8 Zone requirements can be met, including the provision of onsite parking. Any development of a *secondary suite* requires a building permit and is subject to meeting Zoning Bylaw and BC Building Code regulations.



Prepared by: Denise Ackerman
Planner, Development Services



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



ROAD NOT OPEN



0 510 20 30 40
Meters



Subject Parcel



	<p>01.73.5 7 10.5 14</p>  <p>Meters</p>	 <p>Subject Parcel</p>
---	--	--



Subject Parcel

0 15 30 60 90 120
Meters

High Density Residential

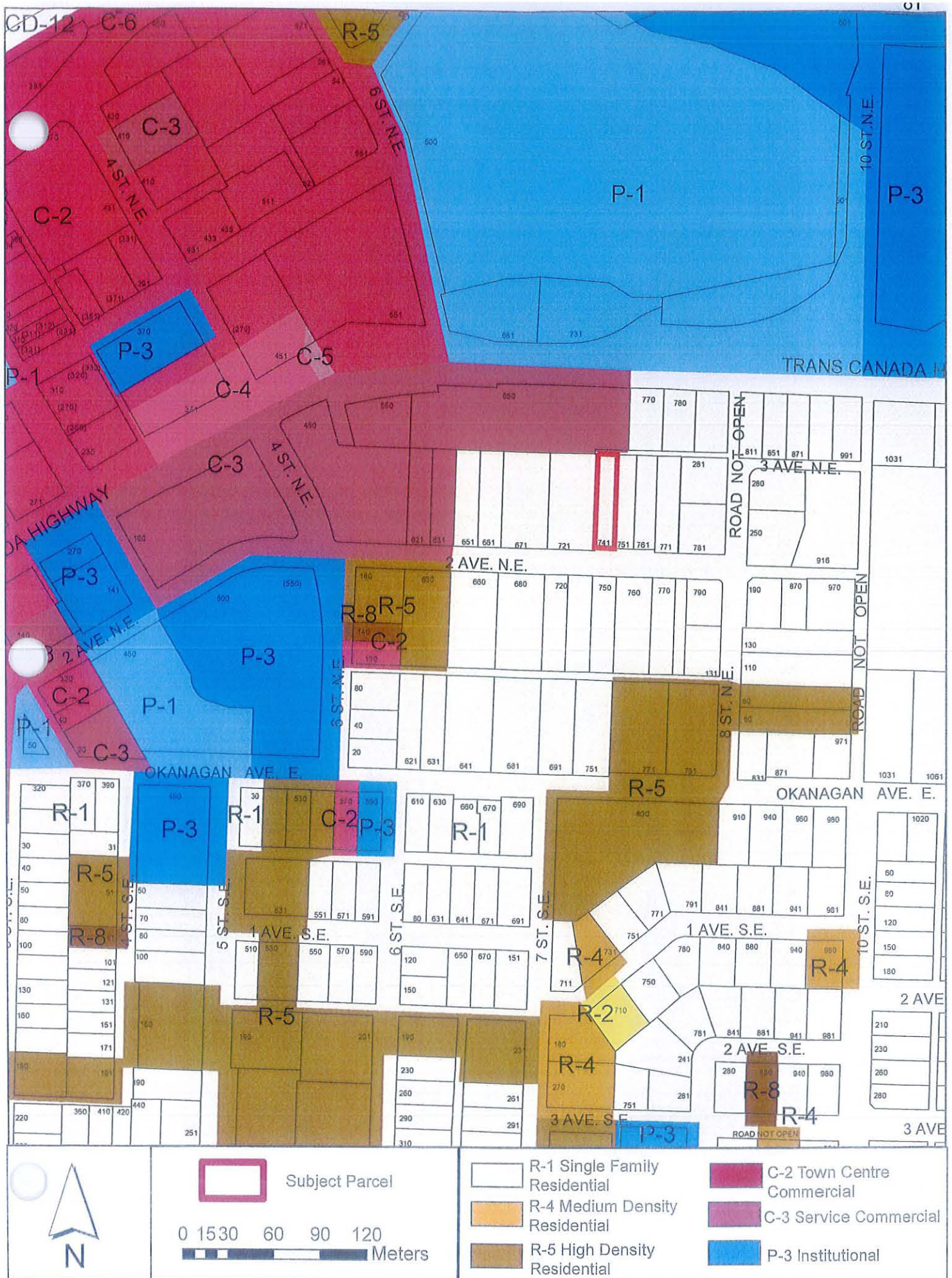
Medium Density Residential

Park

City Centre Commercial

Highway Service/
Tourist Commercial

Institutional



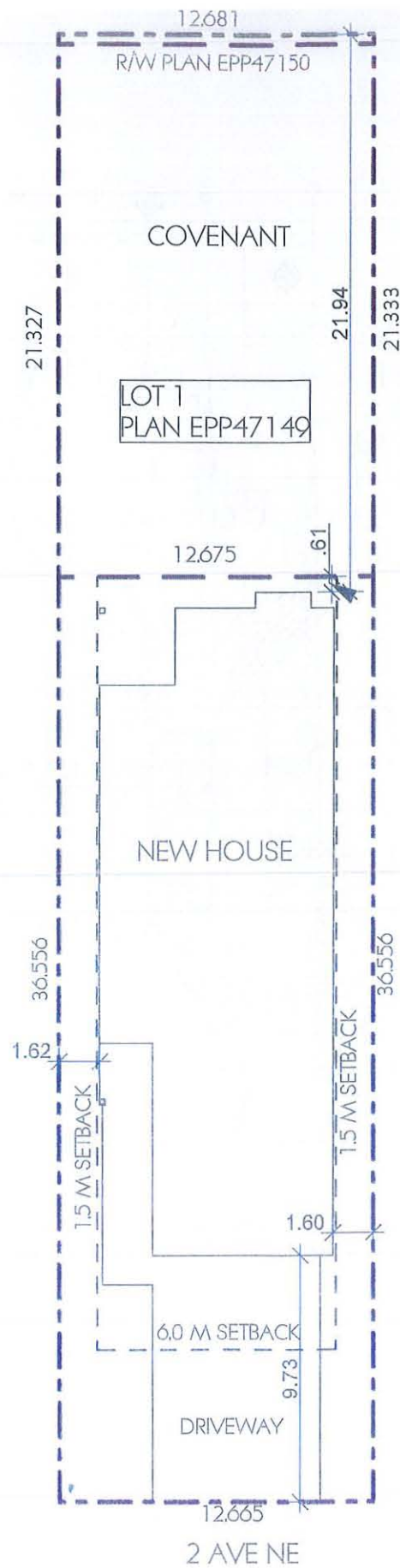
APPENDIX 5: Site Photos



View facing north towards the rear parcel line.



View facing south towards the front parcel line.

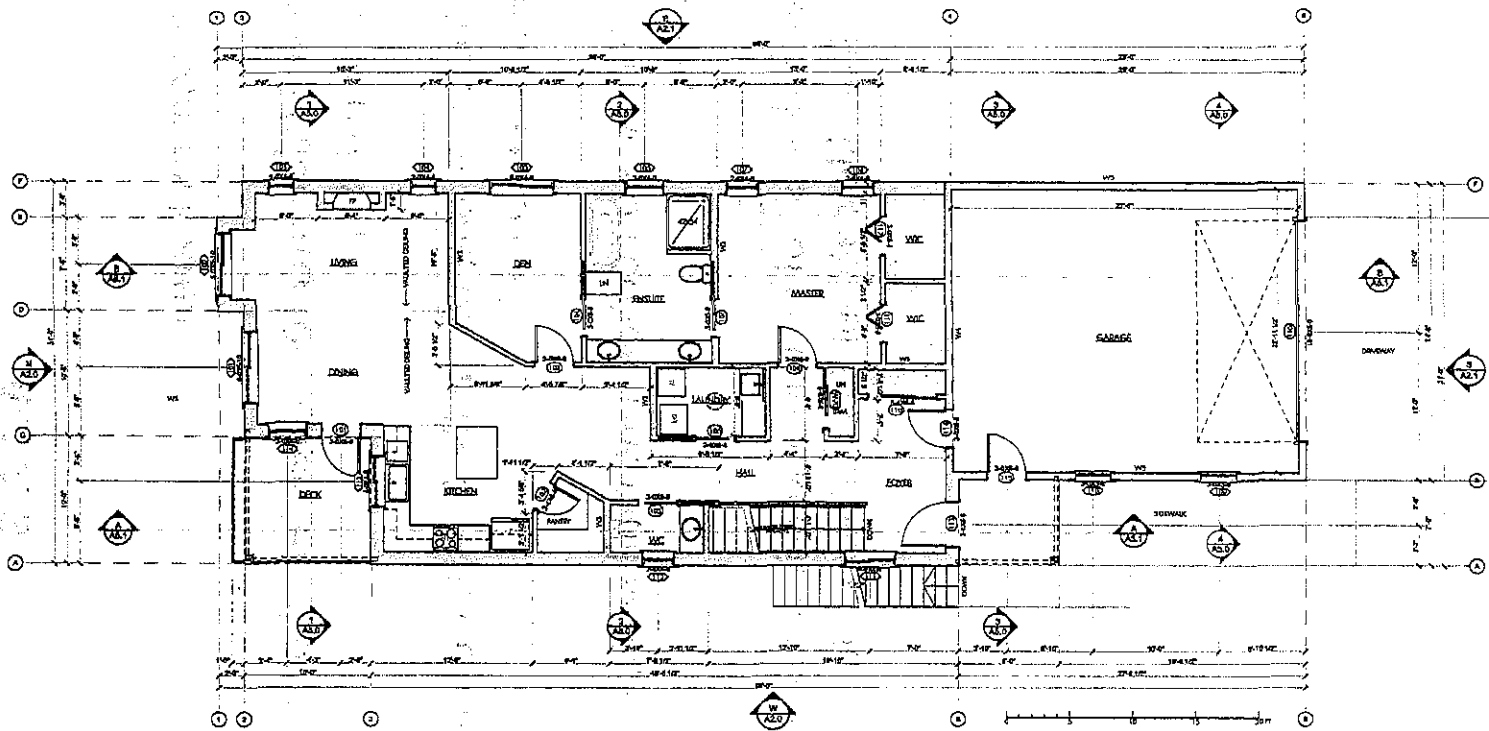


2 AVE NE

⑦

GAGNON SITE PLAN

SCALE: 1:250



1 MAIN FLOOR PLAN
SCALE: 1/4" = 1'-0"

WALLNOTES

- W1 - TYPICAL EXTERIOR WALL UND-
MINI SIDING
1/2" OC
1/2" OC
- W2 - TYPICAL EXTERIOR WALL UND-
MINI SIDING
1/2" OC
1/2" OC
- W3 - 1/2" OC
2x6 W/ 1/2" OC
1/2" OC
- W4 - GARAGE TO HOUSE
1/2" OC
2x6 W/ 1/2" OC W/ 1/2" OC
1/2" OC
- W5 - DETAIL 8 GARAGE
WALL SIDING
1/2" OC
2x6 W/ 1/2" OC W/ 1/2" OC
1/2" OC
- W6 - 1/2" OC
2x6 W/ 1/2" OC
1/2" OC

AREA SCHEDULE	
AREA NAME	SQFT
MAIN FLOOR	1,603
BATH	272
MAIN FLOOR PORCH	138
MAIN FLOOR PORCH	36
LOWER FLOOR	763
LOFT	624
LOWER FLOOR	110
LOFT FOOTPRINT	2,440
LOFT	7,891

KHM DESIGN
3200 28 ST NE
SALMON ARM, BC
V1E 5W7
TEL: (250) 517-0711
www.khmdesign.ca
info@khmdesign.ca

PROJECT
GAGNON RESIDENCE
741 2 AVE NE
SALMON ARM, BC
V1E 1H0

DATE: 4/27/2010
DRAWN: KHM
CHECKED: KHM
DATE: 4/27/2010
DRAWN: KHM
CHECKED: KHM

A1.0

Proposed Suite
89.5 m² (964 ft²)[illegible]

AREA SCHEDULE	
AREA NAME	SQFT
MAIN FLOOR	1,620
BASEMENT	672
MAIN FLOOR DECK	110
MAIN FLOOR PORCH	20
LOWER FLOOR	781
SUITE	884
LOWER PAD	110
TOTAL FOOTPRINT	2,460
TOT	2,801

LOWER FLOOR PLAN

THESE DESIGNS AND DRAWINGS ARE THE EXCLUSIVE PROPERTY OF KVA DESIGN AND MAY NOT BE USED OR REPRODUCED WITHOUT CONSENT

DATE	4/27/2019
DRAWN	1044
308	

A1.1

GAGNON RESIDENCE

741 2 AVE NE
SALMON ARM, BC
V1E 1H2

KHM DESIGN
3200 28 ST NE
SALMON ARIZ, BC
V1E 3G7
TEL : (250) 517-7151
www.khmdesign.ca
info@khmdesign.ca

22. **STATUTORY PUBLIC HEARINGS**

1. **Zoning Amendment Application No. ZON-1151 [Gagnon, G.R. & Morgan, K.; 741 - 2 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.

G. Gagnon, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 8:02 p.m.

CITY OF SALMON ARM

BYLAW NO. 4346

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 Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on August 12, 2019 at the hour of 7:00 p.m. was published in the July 31 and August 7, 2019 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 14, Township 20, Range 10, W6M, KDYD, Plan EPP47149 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone), attached as Schedule "A".

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.

City of Salmon Arm
Zoning Amendment Bylaw No. 4346

5. CITATION

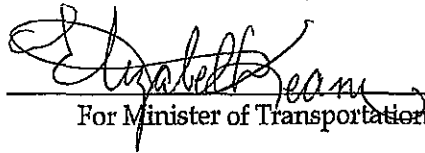
This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4346"

READ A FIRST TIME THIS 22 DAY OF July 2019

READ A SECOND TIME THIS 22 DAY OF July 2019

READ A THIRD TIME THIS 12 DAY OF August 2019

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 19th DAY OF August 2019



For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



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INFORMATIONAL CORRESPONDENCE – AUGUST 26, 2019

- | | | |
|-----|---|---|
| 1. | S. & C. Martin – email dated August 10, 2019 Salmon Arm and increasing rat population | A |
| 2. | S. Berger – letter dated August 11, 2019 – Canoe Beach Lots | N |
| 3. | R. Matthews – email dated August 14, 2019 – Safe Place to Live | N |
| 4. | L. Richards – email dated August 16, 2019 – Climate action plan | N |
| 5. | M. Allbury – letter received August 16, 2019 – Cemetery adornments | N |
| 6. | A. Channer – letter dated August 19, 2019 – Canoe beach Cottages | N |
| 7. | R. Schumacher – email dated August 20, 2019 – Rats | N |
| 8. | R. Williams, Event Coordinator, Vintage Car Club of Canada – Thank you for support of the 2019 Habrourfront Cruise Car Show | N |
| 9. | D. McDonald – email dated August 13, 2019 – September 7, 2019 beach day | R |
| 10. | T. Piccini, Josh Hunter Memorial Skate Jam Organizer – letter received August 2019 – Josh Hunter Memorial Skate Jam 2019 Sponsorship Request | A |
| 11. | R.J. Haney Heritage Village and Museum – 22 nd Annual Harvest Celebration September 8, 2019 | N |
| 12. | Union of British Columbia Municipalities – letter dated August 7, 2019 – UBCM Group Benefits Plan – Notice of Plan Marketing Review | N |
| 13. | S. Weber, President and CEO, C3 Alliance Corp. – letter dated August 8, 2019 – Invitation to the 6 th Annual Resource Breakfast Series – September 2019 | N |
| 14. | T. Faganello, Assistant Deputy Minister, Local Government Division, Ministry of Municipal Affairs and Housing and G. MacIsaac, Executive Director, Union of British Columbia Municipalities for Green Communities Committee – letter dated August 15, 2019 – 2018 Green House Gas Emissions | N |
| 15. | L. Helps, Mayor, City of Victoria to M. Brodie, Mayor, City of Richmond – letter dated July 19, 2019 – Creating a Lobbying Registry | N |
| 16. | A. Courtoreille, Mayor, District of Chetwynd to the Honourable Rob Fleming, Minister of Education – letter dated August 19, 2019 – Provincial Support for Libraries | N |

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

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Item 13.1

CITY OF SALMON ARM

Date: August 26, 2019

Presentation 4:00 p.m. (approximately)

NAME: Peter Robinson and Trish Dehnel, Community Energy Association

TOPIC: Climate Action/Partners for Climate

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

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Item 18.1

CITY OF SALMON ARM

Date: August 26, 2019

Notice of Motion from August 12, 2019 Councillor Lavery – FireSmart Curbside Chipping Program

Moved: Councillor Lavery

Seconded: Councillor

WHEREAS Salmon Arm is adopting a FireSmart approach to better protect our community from wildfires;

AND WHEREAS property owners are encouraged to take individual FireSmart actions to clear vegetation surrounding their own homes with the recognition that such preventative actions can make a big difference;

THEREFORE BE IT RESOLVED THAT staff prepare costs and funding options for a bi-annual 2020 curbside chipping program for consideration during the upcoming budget process.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

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Item 18.2

CITY OF SALMON ARM

Date: August 26, 2019

Notice of Motion from August 12, 2019 Councillor Lindgren – Climate Action Strategy

Moved: Councillor Lindgren

Seconded: Councillor

WHEREAS the British Columbia government declared a provincial state of emergency in 2018 over record-setting wildfires;

AND WHEREAS the Legislature of British Columbia and the House of Commons of Canada have acknowledged the growing crisis of climate breakdown by holding emergency debates following the release of the Intergovernmental Panel of Climate Change (IPCC) report;

AND WHEREAS Local governments worldwide are taking action to avoid the worst impacts of climate change and calling on senior levels of government for an urgent, emergency response;

AND WHEREAS the effects of Climate Change are already prevalent in the City of Salmon Arm;

AND WHEREAS the City of Salmon Arm has taken many important steps already, including:

- Implementation of curbside recycling and food waste programs;
- Geothermal heating and cooling at City Hall;
- Climate Leader, BC Climate Action Community 2016;
- Salmon Arm Landfill gas capture project (in conjunction with CSRD);
- Solar Feasibility Study;
- Purchase of hybrid vehicles for City fleet;

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

Item 18.2- Continued

CITY OF SALMON ARM

Date: August 26, 2019

- Installation of LED and energy efficient boilers;
- Upgrades to Recreation Centre HVAC System (heating, ventilation and air conditioning);
- Installation of LED lighting at some key locations; and
- Adoption of a Pesticide Bylaw;

THEREFORE BE IT RESOLVED THAT Council direct staff to engage the Community Energy Association to prepare a Climate Action Plan for the City of Salmon;

AND THAT the Climate Action Plan Report be funded in the amount of \$15,000.00 from the Climate Action Reserve (approximate balance \$146,000.00 at December 2019);

AND THAT the City recognize this is a Strategic Priority to be considered in decision making and investment moving forward;

AND FURTHER THAT Council recognize the urgent need for a Climate Action Plan and corresponding action for the City of Salmon.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

- Community Emergency Preparedness Fund (to be assessed?) this helps build up capacity in the community for emergency response to events caused by climate change. Some examples below:
 - Funding for structural flood mitigation (Oct 25, 2019)
 - Flood risk assessment, flood mapping and flood mitigation planning (Jan 24, 2020)
 - Emergency support services (Feb 14, 2020)
 - Emergency operation centre and training (Mar 13, 2020)
- Community Resiliency Investment. Related to FireSmart funding and supports (Oct 18 2019)

Federation of Canadian Municipalities (FCM)

- Municipalities for Climate innovation program.
 - This is a useful page to link up with partners/ collaborators for adaptation
 - Government of Canada funds this through grants- \$2.4 million
 - List of Partners examples of ones that have already partnered with BC municipalities -Fraser Basin Council, ICLEI Canada, Selkirk College, Smart Prosperity Institute, WaterCanada
- Climate and Asset Management Network
 - Look at asset management under climate change lens then undertake project reflective of new framework.
- Green Municipal Fund – this can fall under mitigation or adaptation depending on the project. - **federal funds** fall into 4 broad categories:
 - Sustainable Affordable Housing Innovation Fund
 - Community EcoEfficiency Acceleration Fund
 - LC3-FCM Collaboration on Community Climate Action
 - Municipal Asset Management Capacity Fund

Other areas to explore for funding opportunities in the FCM are Infrastructure, and Public Transit.

Universities and School with partnership opportunities

- The Pacific Institute for Climate Solutions PICS
- Funding opportunities for up to \$250 000/ year in collaboration with UBC, SFU, or UNBC. Letter of intent must come from a faculty member from one of those schools
 - some funding must go to a graduate student/post-doc.
- The Intact Centre on Climate Adaptation ICCA
- Training and guides through the University of Waterloo for
 - Home Flood protection program
 - Infrastructure adaptation program
 - Corporate-specific adaptation program.
- SFU's ACT group, the Adaptation to Climate Change Team, a policy planning initiative which is part of the Faculty of Science. The City of Vernon' climate leadership group has received non-financial support from this, with links to the Real Estate Foundation funding. <https://act-adapt.org/about-sfu-new/>

Government of Canada

Disaster Mitigation and Adaptation Fund

- \$2 billion fund for large scale infrastructure projects.
 - Minimal eligibility expenditure must have projects >\$20 million. Will share up to 40% of costs.

Adaptation and / or Mitigation?

Foundations

Real Estate Foundation of BC “REFBC grants support projects that address current land use challenges and help communities to plan for the future.” See

<https://www.refbc.com/sites/default/files/Info-GeneralGrants.pdf> Local governments are eligible; the Foundation funds up to 50% of the cash costs of a project. Partnerships and collaborations are encouraged.

Hewlett Foundation

<https://hewlett.org/qa-with-anand-gopal-tackling-climate-change-through-transportation-solutions/>

A focus on vehicle electrification:

“We have found that real, scalable climate successes have been difficult to achieve through urban planning and public transportation alone, so over the next five years, our strategy will favor vehicle electrification over planning approaches at the city level.”

Ivey Foundation

All proposals must be submitted from a registered Canadian charitable organization.

Partnerships with a local charitable organization will be essential.

The primary focus for the Foundation’s resources is the **Economy and Environment Program**.

<http://www.ivey.org/program/>

Canadian Environmental Grantmakers Network

See <http://www.cegn.org/about/members/>

Item 18.3

CITY OF SALMON ARM

Date: August 26, 2019

Salmon Arm Fall Fair Parade

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

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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 Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, August 26, 2019 at 7:00 p.m.**

1) Proposed Amendment to Zoning Bylaw No 2303:

Text Amendment: Addition of Section 27 - P-4 - Institutional Waste Management Zone.

Rezone Lot 1, Section 7, Township 20, Range 9, W6M, KDYD, Plan KAP45716 from P-2 (Airport Zone) to P-4 (Institutional Waste Management Zone).

Civic Address: 4290 20 Avenue SE

Location: End of 20 Avenue SE; adjacent to the Airport

Present Use: Landfill

Proposed Use: Landfill

Owner/Applicant: Columbia Shuswap Regional District/
Lawson Engineering & Development Services Ltd.

Reference: ZON-1107/ Bylaw No. 4264



The files for the proposed bylaws are available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from August 13 and 26, 2019 both inclusive, in the office of the Corporate Officer at City Hall, 500 - 2 Avenue NE.

Those who deem their interest affected by the proposed bylaws are urged to review the file available in the Development Services Department (or telephone 250-803-4010) to obtain the facts of the proposal prior to the Public Hearing.

Erin Jackson, Director of Corporate Services



To: His Worship Mayor Harrison and Members of Council

Date: June 6, 2019

Subject: Official Community Plan Amendment Application No. OCP4000-33
Zoning Amendment Application No. 1107

PROPOSAL

The purpose of this application is to redesignate and rezone the two parcels to a new P-4 Waste Management Zone to support the CSRD's current and future Salmon Arm Landfill operations as discussed in the associated staff report to Council dated April 10, 2018.

BACKGROUND

At their meeting on April 23, 2018, Council granted first reading to the associated OCP and Zoning amendments.

Pursuant to Section 477 (3) (a) of the *Local Government Act*, Subsequent to First Reading and Prior to Second Reading, Council must consider the proposed OCP amendment in conjunction with:

- 1) The Financial Plans of the City of Salmon Arm;
- 2) The Liquid Waste Management Plan of the City of Salmon Arm;
- 3) The City's Solid Waste Policies (OCP) and the Solid Waste Management Agreement between the City and the Columbia-Shuswap Regional District (CSRD);
- 4) The CSRD's amended 2018 Solid Waste Management Plan; and
- 5) Confirmation of any necessary approvals and/or Permits required by the Ministry of Environment (MOE) relating to the CSRD's Solid Waste Management Plan Amendment, and any Contaminated Sites Regulation requirements.

The CSRD's Solid Waste Management Plan Amendment was sent to MOE on April 4, 2018, and MOE has responded as of June 3, 2019 with approval (Appendix 1). The applications may now proceed to second reading, and through the application process as appropriate.

Final approval of the zoning amendment is subject to approval of the Ministry of Transportation and Infrastructure, which noted in preliminary comments that they consider their interests to be unaffected.

A handwritten signature in blue ink, appearing to be "CL", written over a horizontal line.

Prepared by: Chris Larson, MCP
Planner, Development Services

A handwritten signature in blue ink, appearing to be "Kevin Pearson", written over a horizontal line.

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

Kevin Pearson

From: Downie, AJ ENV:EX [AJ.Downie@gov.bc.ca]
Sent: June 3, 2019 4:30 PM
To: Lachance, Luc ENV:EX; Phair, Kirk ENV:EX
Subject: 2019-06-03 CSRD 2018 Solid Waste Management Plan Amendment - Letter from Minister
Attachments: 04Apr2018 Letter to Minister of Env from Board Chair.pdf; Final Report CSRD SWMP Land Acquisition Amendment.pdf

Importance: High

FYI

A.J. Downie

Director, Authorizations - South
 Environmental Protection Division
 Ministry of Environment and Climate Change Strategy
 phone: (250) 751-3176
 email: AJ.Downie@gov.bc.ca

[Waste Discharge Authorizations Website](#)

From: Minister, ENV ENV:EX
Sent: Monday, June 3, 2019 3:54 PM
To: 'rmartin@csrd.bc.ca'
Cc: Downie, AJ ENV:EX; 'rnlwenhuizen@salmonarm.ca'; 'lshykora@csrd.bc.ca'
Subject: RE: CSRD 2018 Solid Waste Management Plan Amendment - Letter to Minister
Importance: High

Reference: 315309
 X-Reference: 10400-60/SWMP CSRD

June 3, 2019

Rhona Martin, Chair
 and Directors
 Columbia Shuswap Regional District
 Email: rmartin@csrd.bc.ca

Dear Chair Martin and Directors:

I am pleased to respond to your submission of an amendment to the Solid Waste Management Plan (SWMP) for the Columbia Shuswap Regional District (CSRD).

Ministry staff have reviewed your amendment, consultation report and accompanying documentation. The amendment is a testament to your continued efforts to provide cost effective solid waste solutions for the citizens of the CSRD. I recognize and appreciate how this additional space supports the Zero Waste approach adopted by your regional district and provides significant cost savings to your citizens.

I have noted that your consultation process has revealed both moderate general support for the proposed expansion of the Salmon Arm landfill and strong opposition from the residents living closest to the facility. I

commend the wide-ranging approach taken to public consultation on this amendment and your willingness to hear all concerns. I am satisfied that adequate public consultation has been conducted.

I also note that the amendment recognizes areas in which consultation could be enhanced and discusses strategies to improve relationships with stakeholders by sharing more information with the community and operating your facilities according to best practices. I trust that, under your leadership, executing these strategies will help improve the community's view of the CSRD's approach to waste management.

The Ministry of Environment and Climate Change Strategy would like to take this opportunity to strengthen your plan by encouraging your commitment to best practices through the setting of dates for you to submit SWMP components that are recommended by the Province's guidelines but are currently absent from your plan. Therefore, pursuant to Section 24(5) of the *Environmental Management Act*, I hereby approve the waste management plan amendment entitled *Columbia Shuswap Regional District Solid Waste Management Plan Amendment: Salmon Arm Landfill Acquisition and Property Acquisition Guidelines*, dated March 2018, with the following additional requirements:

1. By August 24, 2021, the CSRD will submit to the director Landfill Criteria Conformance Reviews, for the following landfills:
 - Golden Landfill with the site-specific authorization Operational Certificate 17006;
 - Revelstoke Landfill with the site-specific authorization Operational Certificate 15821; and
 - Salmon Arm Landfill with the site-specific authorization Operational Certificate MR-05479.

The Landfill Criteria Conformance Reviews must be in accordance with the *Landfill Criteria for Municipal Solid Waste*, second edition, June 2016, (Landfill Criteria) Section 2.2 Conformance of Existing Landfills and include:

- (a) a comparison and evaluation of the conformance status of each landfill with all applicable sections of the Landfill Criteria, and;
 - (b) if non-conformance(s) with the Landfill Criteria are identified, Landfill Criteria Upgrading Plan(s), including action plan(s) and schedule(s) for all proposed upgrades to conform to the Landfill Criteria, and technical and environmental justification for any proposed exceptions from the Landfill Criteria.
2. The CSRD shall develop a dispute resolution process in accordance with Section C.1.1 of *A Guide to Solid Waste Management Planning*, September 2016. The Columbia Shuswap Regional District must:
 - (a) consult with the Ministry of Environment and Climate Change Strategy, Regional Operations Branch; and
 - (b) engage in meaningful consultation with potentially affected stakeholders in accordance with sections 25(4) and 27(1) of the *Environmental Management Act*.

The final version of the dispute resolution process must be submitted to the director by March 31, 2023.

3. In accordance with Section C.3 of *A Guide to Solid Waste Management Planning*, September 2016 (Guide), the CSRD shall submit, to the satisfaction of the director, a Five-Year Effectiveness Review in accordance with Section C.3.3 of the Guide by March 31, 2023. In addition to the items listed in Section C.3.3 of the Guide, the review must also include any waste composition studies completed during the plan's implementation.
4. The CSRD shall submit a full plan renewal to the Minister of Environment and Climate Change Strategy by December 31, 2028 or earlier, as applicable.

For clarity I would like to mention that the approval of the *Columbia Shuswap Regional District Solid Waste Management Plan Amendment: Salmon Arm Landfill Acquisition and Property Acquisition Guidelines*, dated March 2018, does not replace the *2009 Regional Solid Waste Management Plan* that achieved ministerial approval on July 8, 2009 and was updated on March 20, 2015, by the document entitled *Columbia Shuswap Regional District Solid Waste Management Plan Review and Update*. Until your SWMP is replaced by a full plan renewal, all three of these reports remain active pieces of this living and dynamic document.

In closing, I commend the Board and staff of the Columbia Shuswap Regional District on their proactive approach to solid waste management and your renewed commitment to improved consultation strategies and best operational practices.

Sincerely,

George Heyman
Minister

cc: AJ Downie, Regional Director, Authorizations South, Environmental Protection Division, Ministry of Environment and Climate Change Strategy
Robert Niewenhuizen, Director of Engineering and Public Works, City of Salmon Arm
Lynda Shykora, Deputy Manager, Corporate Administration Services, Columbia Shuswap Regional District

From: Minister, ENV ENV:EX
Sent: Tuesday, June 12, 2018 1:35 PM
To: 'RMartin@csrd.bc.ca'
Cc: 'lshykora@csrd.bc.ca'; Lachance, Luc ENV:EX
Subject: RE: CSRD 2018 Solid Waste Management Plan Amendment - Letter to Minister
Importance: High

Reference: 315312i
X-Reference: 10400-60/CSRD SWMP

June 12, 2018

Rhona Martin, Chair
and Directors
Columbia Shuswap Regional District
Email: RMartin@csrd.bc.ca

Dear Chair Martin and Directors:

Thank you for your email of April 4, 2018, regarding Columbia Shuswap Regional District Solid Waste Management Plan.

This email is to confirm the receipt of your correspondence and to inform you that it has been forwarded to Ministry of Environment and Climate Change Strategy staff in the Environmental Protection Division for their review.

Staff will conduct their review as quickly as possible.

Thank you again for your submission.

Sincerely,

George Heyman
Minister

cc: Lynda Shykora, Deputy Manager, Columbia Shuswap Regional District (lsykora@csrd.bc.ca)
Luc Lachance, Authorizations Section Head, Ministry of Environment and Climate Change Strategy
(Luc.Lachance@gov.bc.ca)

From: Lynda Shykora [<mailto:LShykora@csrd.bc.ca>]

Sent: Wednesday, April 4, 2018 1:43 PM

To: Minister, ENV ENV:EX

Cc: Director Martin; Ben Van Nostrand; Darcy Mooney; Phaedra Turner; Jennifer Graham; Charles Hamilton

Subject: FW: CSRD 2018 Solid Waste Management Plan Amendment - Letter to Minister

Importance: High

Good afternoon,

This email message is being sent on behalf of Chair Rhona Martin, Columbia Shuswap Regional District. The email message includes a letter to Minister of Environment, George Heyman, along with the Final Report CSRD SWMP Land Acquisition Amendment document.

Regards,

Lynda Shykora | Deputy Manager

Corporate Administration Services

Columbia Shuswap Regional District

T: 250.833.5939 | F: 250.832.3375 | TF: 1.888.248.2773

E: lsykora@csrd.bc.ca | W: www.csrd.bc.ca



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This e-mail is CONFIDENTIAL. If you are not the intended recipient, please notify me immediately and delete this communication, attachment or any copy. Thank you.



City of Salmon Arm

Development Services Department Memorandum

TO: Her Worship Mayor Cooper and Members of Council

DATE: April 10, 2018

SUBJECT: Official Community Plan Amendment Application No. OCP4000-33
Zoning Amendment Application No. 1107

Legal: The West ½ of Legal Subdivision 2 of Section 7, Township 20, Range 9, W6M, KDYD & Lot 1, Section 7, Township 20, Range 9, W6M, KDYD, Plan KAP45716

Civic: 4290 – 20 Avenue SE & 2750 – 40 Street SE

Owner: Mounce Construction Ltd. & Columbia-Shuswap Regional District

Applicant: Lawson Services Ltd. & Columbia-Shuswap Regional District

MOTION FOR CONSIDERATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Official Community Plan (OCP) Bylaw No. 4000 as follows:

- 1) Redesignate the West ½ of Legal Subdivision 2 of Section 7, Township 20, Range 9, W6M, KDYD (2750 40 Street SE) as shown in Schedule A from IND (Industrial General) to INS (Institutional); and
- 2) Amend OCP Map 14.1 to identify the West ½ of Legal Subdivision 2 of Section 7, Township 20, Range 9, W6M, KDYD (2750 40 Street SE) as "CSRD Regional Landfill".

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

AND THAT: Subsequent to First Reading and Prior to Second Reading, and Pursuant to Section 477 (3) (a) of the *Local Government Act*, Council has considered the proposed OCP amendment in conjunction with:

- 1) The Financial Plans of the City of Salmon Arm;
- 2) The Liquid Waste Management Plan of the City of Salmon Arm;
- 3) The City's Solid Waste Policies (OCP) and the Solid Waste Management Agreement between the City and the Columbia-Shuswap Regional District (CSRD);
- 4) The CSRD's amended 2018 Solid Waste Management Plan; and
- 5) Confirmation of any necessary approvals and/or Permits required by the Ministry of Environment relating to the CSRD's Solid Waste Management Plan Amendment, and any Contaminated Sites Regulation requirements.

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

- 1) Add "Section 27 – P-4 – Waste Management Zone" as outlined in this report and renumber the remaining sections accordingly; and

- 2) **Rezone Lot 1, Section 7, Township 20, Range 9, W6M, KDYD, Plan KAP45716 (4290 20 Avenue SE) from P-2 (Airport Zone) to P-4 (Regional Waste Management Zone).**

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

- 1) **Rezone The West ½ of Legal Subdivision 2 of Section 7, Township 20, Range 9, W6M, KDYD (2750 40 Street SE) from A-2 (Rural Holding Zone) to P-4 (Regional Waste Management Zone).**

AND THAT: The Zoning Amendment Bylaw for The West ½ of Legal Subdivision 2 of Section 7, Township 20, Range 9, W6M, KDYD (2750 40 Street SE) receive First Reading only, with Second Reading withheld subject to approval of Second Reading of the associated OCP Amendment Bylaw.

AND THAT: Final Readings of the OCP Amendment Bylaw and the associated Zoning Amendment Bylaw each under consideration for the West ½ of Legal Subdivision 2 of Section 7, Township 20, Range 9, W6M, KDYD (2750 40 Street SE) be withheld subject to Public Hearing and approval of Third Readings;

AND FURTHER THAT: Final Reading of the Zoning Amendment Bylaw for Lot 1, Section 7, Township 20, Range 9, W6M, KDYD, Plan KAP45716 (4290 20 Avenue SE) be withheld subject to Public Hearing and approval of Third Reading.

STAFF RECOMMENDATION

It is recommended that the motion for consideration be adopted.

PROPOSAL

The two subject parcels are located to the south-west of the airport: the 20 Avenue parcel contains the CSRD's existing Salmon Arm landfill, while the 40 Street parcel contains a semi-industrial construction staging area with a landfill for demolition materials (Appendix 1 & 2). The purpose of this application is to redesignate and rezone the two parcels to a new P-4 Waste Management Zone to support the CSRD's current and future Salmon Arm Landfill operations. Proposed P-4 regulations are attached (Appendix 3).

A letter of intent and conceptual site plan has been provided by the applicant (Appendix 4).

In order to support the proposed zoning for the 40 Street parcel, an Official Community Plan (OCP) amendment from Industrial to Institutional designation is required (the 20 Avenue parcel is designated Institutional), which would match the designation of the 20 Avenue parcel.

As discussed further, while waste management falls under Provincial jurisdiction as per BC's *Environmental Management Act*, with both existing landfills operating under permit from MOE in non-conformance with current zoning, the proposed rezoning is being considered to offer transparency, conformance, and to clarify municipal policy.

BACKGROUND

The current OCP land use designations are General Industrial and Institutional (Appendix 5), while a zoning map of the immediate area is attached (Appendix 6). The area is generally characterized by transition between rural residential, rural farmland, industrial and institutional uses.

Adjacent OCP land use designations, zoning and current land uses include the following:

	OCP	Zoning	Present Uses
North:	Industrial	A-2 (Rural Holding)	rural residential / farm
East:	Landfill/Airport	P-2 (Airport)	landfill / airport
West:	Acreage Reserve	A-2 (Rural Holding)	road & rural residential
South:	Industrial	M-1 & M-6	general industrial & industrial holding (with accessory residential use)

The present CSRD landfill on 20 Avenue SE has been identified in municipal policy at this location dating back to the City's first OCP adopted in 1979. The CSRD's Salmon Arm landfill was owned and operated by the City of Salmon Arm (previously the District of Salmon Arm), with a transfer of ownership to the CSRD occurring in 1992. The CSRD has proven to be a responsible steward of the site completing many improvements over time to align with evolving standards, including a gas capture system and bird management system.

The 40 Avenue parcel has hosted permitted landfill operations on site dating back to 1993: Mounce Construction Ltd. is authorized to discharge refuse to the ground as a "select waste landfill" through Provincial Permit 11191. Characteristics of the discharge must be equivalent to that of typical demolition, land-clearing, and construction (DLC) debris.

Legislative Authority

Waste management ultimately falls under the jurisdiction of the Provincial government pursuant to BC's *Environmental Management Act*. The Ministry of Environment (MOE) is the Provincial agency with the authority to issue approvals for waste management operations. While local governments are responsible for managing solid waste in their area, ultimately it is beyond the power of a local authority to impose additional obligations in the area of waste management. To some extent, this explains how landfills are currently able to use each subject parcel under an operating certificate issued by the Province (and may do so without expiry into the future), without being directly supported by the Zoning Bylaw.

MOE has established the obligation for proponents to meet a range of requirements for their sites, recently updating their "*BC Landfill Criteria for Municipal Solid Waste*" in June 2016. Additional regulations which currently exist include the *Organic Matter Recycling Regulations of BC* relating to composting operations, as well as the *Recycling Regulation*. These criteria are subject to update as standards progress over time, with operations expected to move towards meeting the new, more stringent criteria. MOE recognizes that while existing landfills are generally included in the recommended practices of these policies, existing landfills may be excluded from some emerging siting and design requirements that are not feasible or implementable.

MOE requires proponents to complete a Solid Waste Management Plan (SWMP), which the CSRD has continually done for their sites. The potential acquisition of the neighbouring 40 Street parcel by the CSRD is considered an alteration to the current solid waste management system of the CSRD by MOE, triggering the need for an SWMP amendment. The CSRD has completed the amendment process which has involved public review and consultation, and has submitted the amendment to MOE for the Minister's approval, as per MOE requirements. Copies have been provided to City Council and staff (executive summary attached as Appendix 7).

As per MOE staff, an amendment to a SWMP requires several phases each with varied timeframes. At this stage, Ministry staff will review the plan and provide the Minister with recommendations. The decision whether to approve the plan rests with the Minister. If the SWMP is approved, a request will be made to the CSRD to apply for related amendments to the operational certificates or permits of the sites affected. A supported outcome is signified by the issuance of operational certificates (or permits).

This SWMP review process involves direct communication between the CSRD and MOE, and does not involve City staff. City staff will not be providing additional review of the SWMP or CSRD operations with respect to MOE criteria, and City staff are not in a position to debate or clarify applicable MOE criteria with respect to possibly related scientific studies or other sources of information.

Official Community Plan

As noted, presently the OCP land use designations for the subject parcels are for General Industrial (40 Street) and Institutional land use (20 Avenue). Land use designations allow for a wide range of uses, and include some overlap, such as accessory residential use, scrap yards or recycling depots on industrial lands, as well as public use or public utilities. Being part of a regional government managed operation, the regional landfill use is considered to be institutional, as it is currently designated. The Institutional land use designation supports the current landfill use (dating back to Salmon Arm's original 1979 OCP). To avoid any question of interpretation, the applicant has requested an OCP amendment from General Industrial to Institutional for the 40 Street parcel.

In terms of general policy, solid waste is discussed under two sections of the OCP: Section 13 – Utilities and Infrastructure, as well as Section 15 - Community Services. OCP Policy 13.3.35 states that it is a policy of the OCP to: *"continue to use the landfill in the City managed by the CSRD, which is expected to exceed the life of this plan."*

Policy 13.3.36 states that the City will continue to work cooperatively with the CSRD regarding operation and management of the landfill and implementation of the CSRD SWMP. Supportive collaboration with the CSRD could include the consideration of an applicable zone for the CSRD landfill.

Further to OCP Section 13, OCP Policy 15.3.1 of the OCP and the associate Map 14 identifies the current regional landfill as a community service. Staff note that OCP policy 15.3.3 allows for institutional use and zoning to be considered without an amendment to the land use designation. However, as previously noted for transparency and clarity, alignment between the proposed use, Zoning Bylaw, and the OCP land use designation is being proposed by the applicant.

Zoning Bylaw

The Zoning Bylaw presently does not have a zone that permits a landfill as a specific use: the present CSRD Salmon Arm landfill could be considered legally non-conforming with respect to the City's zoning regulations. In terms of landfill operations, local zoning is not of ultimate significance, as previously discussed waste management falls under the ultimate jurisdiction of the provincial government (MOE) pursuant to BC's *Environmental Management Act*. However alignment with local bylaws is ideal. Under OCP policy, an amendment to the zoning bylaw would be supportive of our Regional partner.

The Zoning Bylaw contains the following relevant land use categories and definitions:

Sanitary Landfill – means the deposit resulting from the disposal of solid waste by spreading it in layers and covering it with soil to control vectors, odours and wind blown litter and may include a recycling depot.

Recycling Collection Site – means a site at which the Regional Government Recycling Program provides bins for recyclable products, the scope of which is determined by that government body.

Recycling Depot – means a building or structure in which used material is separated and processed prior to shipment to others who will use those materials to manufacture new products.

The creation of a new P-4 (Regional Waste Management) Zone to support these defined uses would clarify the City's policy regarding these land uses at this location. Proposed P-4 zone regulations are attached (Appendix 3) for reference.

COMMENTS

Ministry of Environment

City staff note that MOE will review the CSRD's proposal in detail relative to their guidelines as previously described in this staff report. With respect to the "contaminated sites" element of the Mounce parcel,

MOE has indicated they are not concerned until such time as landfilling ceases and remediation is required or complete.

Ministry of Transportation and Infrastructure

MOTI considers their interests to be unaffected by this application.

Neskonlith Indian Band

No comments received to date.

Adams Lake Indian Band

No comments received to date.

IHA

No comments received to date.

Engineering Department

No concerns with rezoning. Engineering staff note that the Zoning amendment is advantageous to the City as it protects the long term viability of existing landfill locations. Any relocation of the landfill may have cost implications to the City's Curbside Collection Program.

Comments attached (Appendix 8).

Fire Department

No Fire Department concerns.

Building Department

No concerns with rezoning. Buildings on the 40 Street property were constructed without building permit.

Planning Department

Planning staff support the zoning amendment of the 20 Avenue parcel for the existing Salmon Arm landfill. This use has been clearly supported by OCP policy going back to 1979.

The intended use of subject parcels under application is a continuation of landfill use, albeit at an increased intensity at the 40 Street location (Staff would like to note the difference between the demolition waste - demolition, land-clearing, and construction (DLC) debris - presently deposited and the regional landfill operation). The ultimate intent is to utilize the properties as a single landfill operation under the proposed land use designation and zoning.

Regarding the proposed change to the OCP land use designation for the 40 Street parcel from General Industrial to Institutional with respect to the City's industrial land base, the proposal would result in a small reduction of potential industrial land, with the 20 acre 40 Street parcel being utilized for P-4 zone uses. As the OCP designates a total of 971 acres of industrial land, the amendment of the 20 acre parcel under application would represent a 2% reduction of potential general industrial land should this application move forward. When adopted, the OCP did not designate any new industrial lands, stating that the remaining capacity of designated industrial land would be sufficient. As industrial use has to date been unconstrained by a lack of supply, a reduction of this size is not deemed by staff to be significant.

Furthermore, staff note a range of permitted uses on industrial lands includes several uses potentially complimentary to a landfill, including recycling depot, warehousing, and storage yard. Considering past and current use as well as OCP policy, staff support the proposed OCP amendment for this parcel.

Planning staff support the zoning amendment for the 40 Street parcel, given the amount of land presently designated for industrial use and in support of the CSRD landfill. Furthermore, staff consider the requirements of MOE (should an amended SWMP be accepted) to be significant improvement in reducing potential impacts on adjacent parcels and the area in general relative to what is permitted under the current operating certificate. Over time the CSRD has proven to be a positive custodian of the Salmon Arm landfill parcel. Staff note the various benefits of having a well managed landfill site in close proximity to the population, including reduced fuel cost/use for disposal service (as noted by the Engineering Department, the cost of hauling municipal waste materials is the responsibility of the City) and ease of household waste disposal (including yard waste), factors which likely contribute to reduced illegal dumping.

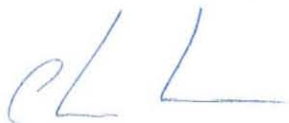
40 Street SE is designated as a "Rural Collector Street" in the OCP. Development would trigger a requirement to upgrade the frontage of 2750 40 Street SE to the RD-8 Rural Collector Standard. At present, 40 Street is 10 metres wide and the CSRD has agreed to dedicate 10 metres to achieve the 20 metre width requirement.

As an additional point of information, staff notes the present Industrial OCP land use designation would directly support rezoning the 40 Street parcel to M-1 – General Industrial. The range of permitted uses could allow for related use by the CSRD which may be operationally beneficial.

Staff is aware of opposition to this proposal by landowners adjacent to and near the subject parcels. The residential density of the area consists of 14 known residential dwellings within 500 m of the current CSRD landfill site, and 17 dwellings within the same distance to both parcels. A consideration with respect to homes on industrial zoned land is that residences are permitted as an accessory use, meaning that a primary industrial use is needed on a parcel for any accessory residential use to be conforming. Industrial lands are intended for industrial use, with residential use only permitted as an accessory use.

CONCLUSION

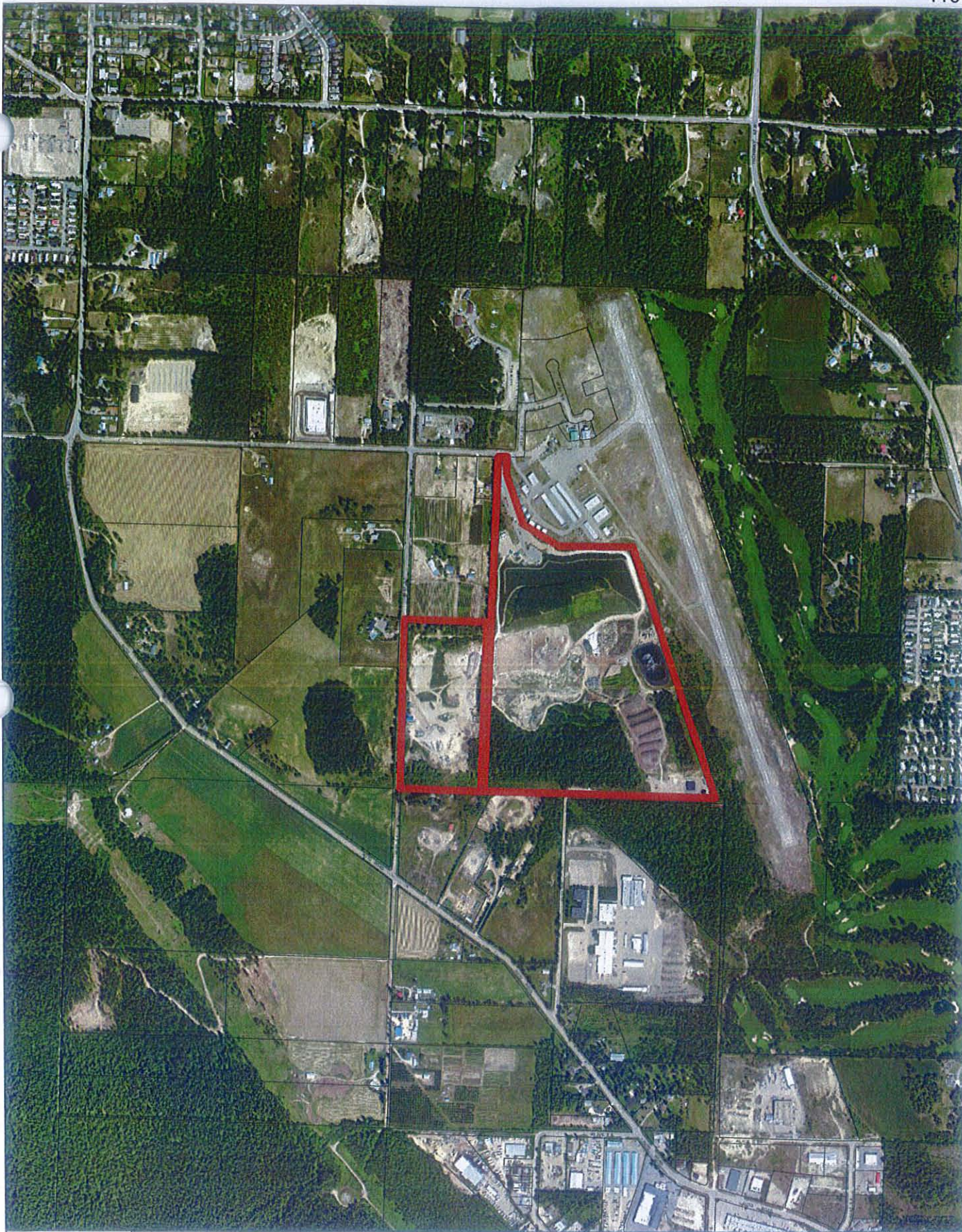
OCP policy identifies the landfill and supports working with the CSRD to support its operations. In terms of land use, the landfill use is both historic and present at both locations. This proposal will further enable the responsible management of solid waste within the City. Increasing the capacity of the present Salmon Arm landfill while bringing an existing private landfill under the management of the CSRD are viewed as positive by staff. The proposed OCP amendment of the 40 Street parcel and the P-4 – Waste Management zoning of both subject properties is supported by staff.



Chris Larson, MCP
Planning and Development Officer



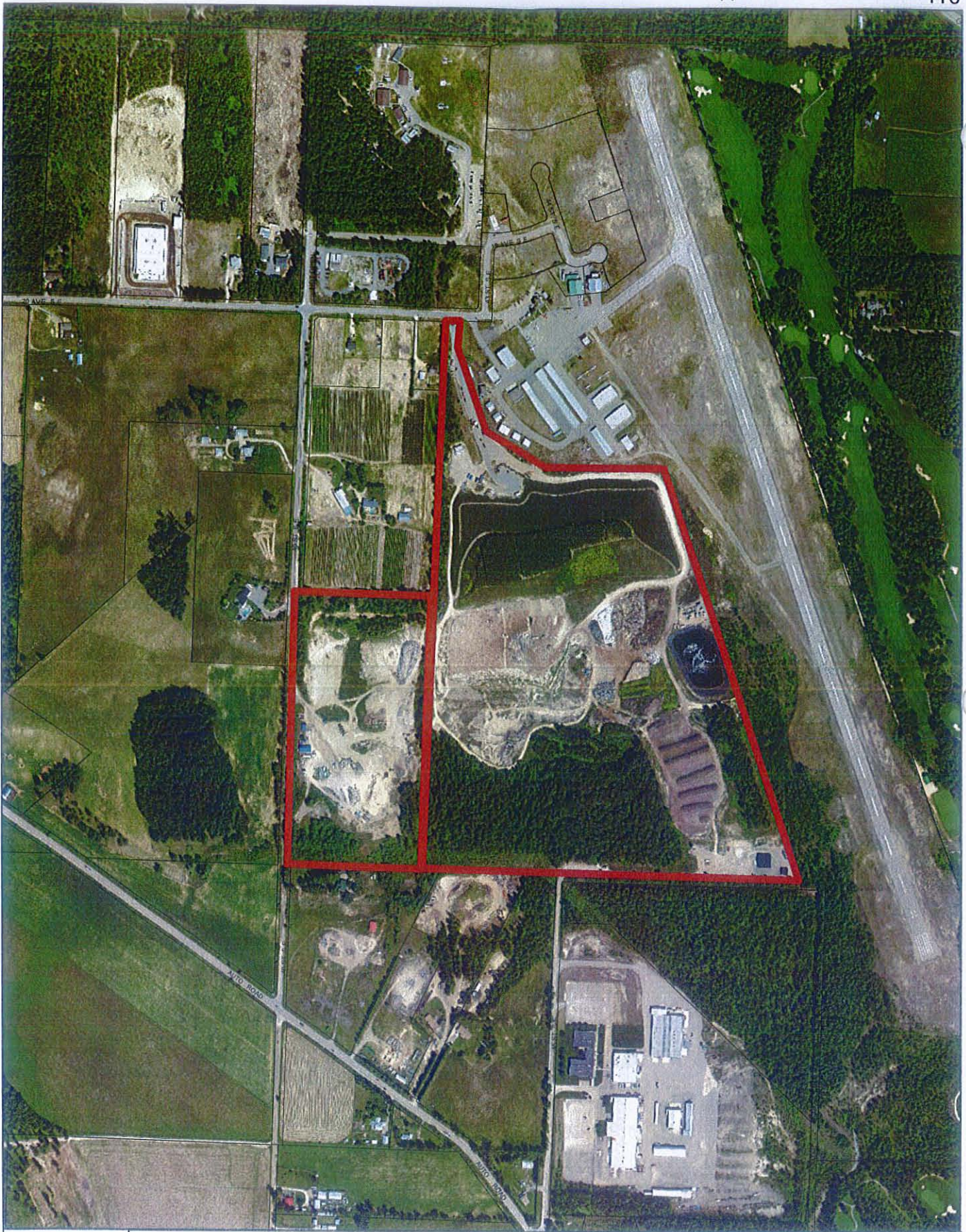
Kevin Pearson, MCIP, RPP
Director of Development Services



0 115 230 460 690 920 Meters



Subject Parcels



0 70 140 280 420 560 Meters



Subject Parcels

SECTION 27 - P-4 - INSTITUTIONAL WASTE MANAGEMENT ZONE

Purpose

- 55.1 The P-4 Zone is primarily intended to accommodate the regional landfill operated in accordance with applicable Provincial regulations.

Regulations

- 55.2 On a *parcel zoned P-4*, no *building or structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the P-4 Zone or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 55.3 The following uses and no others are permitted in the P-4 Zone:
- .1 *sanitary landfill* in accordance with Provincial regulations;
 - .2 *recycling beverage container return centre*;
 - .3 *recycling collection site*;
 - .4 *recycling depot* in accordance with Provincial regulations;
 - .6 *composting and composting facility* in accordance with Provincial regulations;
 - .7 *landfill gas capture* in accordance with Provincial regulations;
 - .8 *public use*;
 - .9 *private utility*;
 - .10 *public utility*; and
 - .11 *accessory use*, including *offices*.

Maximum Height of Principal and Accessory Buildings

- 55.4 The maximum *height of principal or accessory buildings* shall be 10.0 metres (62.3 feet).

Minimum Parcel Size or Site Area

- 55.5 The minimum *parcel size or site area* shall be 8.0 hectares (19.8 acres).

Minimum Parcel or Site Width

- 55.6 The minimum *parcel or site width* shall be 400 metres (1,312.3 feet).

Minimum Setback of Principal and Accessory Buildings

- 55.7 The minimum *setback* of all *buildings* associated with waste management operations shall be:
- .1 *Interior parcel line*
 - adjacent to a parcel not zoned
 - Industrial* shall be 50.0 metres (164.1 feet)
 - *all other cases* shall be 30.0 metres (98.5 feet)
 - .2 *Exterior parcel line* shall be 30.0 metres (98.5 feet)

Parking and Loading

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

Screening and Landscaping

- 55.9 Screening and Landscaping shall be required as per applicable Provincial requirements.



#203 – 270 Hudson Avenue NE
PO Box 106
Salmon Arm, BC V1E 4N2

Monday, January 09, 2017

Kevin Pearson, Approving Officer
City of Salmon Arm
500 2 Avenue NE
Salmon Arm, BC V1E 4N2

RE: Re-Zoning of 2750 40th Street SE Salmon Arm, BC

Attention: Mr. Kevin Pearson

Introduction

Lawson Engineering and Development Services Ltd. (LEDS) was retained by the Columbia Shuswap Regional District (CSRD) to prepare a re-zoning application and necessary documents to facilitate the re-zoning process for the property at 2750 40th Street SE in Salmon Arm (Mounce property). In addition, the CSRD is proposing that the property owned by the CSRD, at 4290 20th Ave SE, be rezoned as a part of this application to better reflect the existing use (CSRD's Salmon Arm landfill).

The key objectives of this proposal are to:

1. Outline the rationale for expanding the landfill to this property;
2. Outline the intended / anticipated short and long-term uses and developments on the land;
3. Identify a conceptual site plan showing the layout of the uses and development;
4. Outline the screening and landscaping proposed for the sites perimeter, where appropriate;
5. Provide background on the Ministry of Environments requirements for a landfill on the property and the steps that have and will be taken to meet these requirements; and
6. Update existing zoning and uses to better reflect current land use activities.

The intent of this proposal is to outline in general terms the objectives above for staff and council review, and not to provide a detailed overview of each objective specifically.

Site History

The site is currently owned by Wayne Mounce of Mounce Construction Ltd. and has been since 2000. This property is currently zone A-2 (Agricultural Zone) where the OCP indicates the property has General Industrial Use Potential. The property is a 20 acre parcel of which approximately 4 – 5 acres are utilized (or have historically been utilized) for a sand pit and have been subsequently backfilled with demolition material. Another 5 acres consists of an active sand pit area and the remaining 10 acres is used for industrial / residential purposes. Landfilling operations have historically taken place in the northern 4-5 acre portion of the property. The landfilling activities are regulated under an operating Permit No. PR11191, which allows 7,500 m³ of compacted waste per calendar year. Although the permit is still active, landfilling ceased in 2015.

The site is currently primarily used as an equipment yard and landfilling site for construction materials. The surrounding area is largely cleared agricultural land, and it borders the west side of the current Salmon Arm landfill operation. There are nearby residential dwellings on agricultural land to the north and south of the property, as well as the municipal airport just east of the Salmon Arm landfill.



#203 – 270 Hudson Avenue NE
PO Box 106
Salmon Arm, BC V1E 4N2

Pre-Existing Reports and Monitoring

The CSRD and Mounce Construction began discussions regarding the property purchase in 2015, which resulted in the need to engage the services of two consulting agencies to deliver professional opinions on this property. Sperling Hanson Associates was retained to complete a preliminary site investigation, risk management outlook and feasibility analysis based on the CSRD's interest in the potential purchase of the property.

Western Water Associates Ltd. was retained by Mounce Construction to install a monitoring well on the northern boundary of the property and to provide an overview of groundwater sample results, with a focus on identifying the risk of offsite migration of contaminants. Both reports have been attached to this report.

Landfill Expansion

With the acquisition of this property the CSRD intends to expand on its operation both in terms of service levels and landfilling capacity. The Sperling Hansen Associates report provides a development concept for the CSRD associated with the purchase of this property. However, the CSRD does not wish to restrict themselves in the re-zoning stage to one specific operational plan. The development concept in this report is to provide several options for the CSRD development plans, and they wish to make it clear that this is conceptual and that operational tactics may change during operations. In summary potential uses for this specific parcel of land may include:

- Landfilling;
- Eco-Depo and u-bay style diversion area for public drop off;
- Upgrading of z-block tipping bays for the public including separate bins for MSW;
- The existing office building could provide onsite infrastructure for CSRD landfill staff, front end staff and appropriate employee parking;
- Improved site access for the public and the potential to relocate and upgrade the scale facility;
- Contractor parking area as well as existing large industrial building for maintenance, storage, etc.;
- New composting area that would not sterilize future expansion of the existing landfill;
- Access to additional soil for landfill operational cover.

Short and Long-Term Uses and Development

The Sperling Hanson Report outlines the anticipated lifespan of the current facility and improved lifespan with the acquisition of this property. In general terms the CSRD would intend to phase the development of this site as well.

Upon acquisition the current intention of the CSRD would be to utilize the space for landfilling purposes. The next phase of landfilling at their current site proceeds towards the Mounce property. With this acquisition, the 50m buffer between the CSRD and Mounce property could be eliminated providing further landfill potential for the CSRD landfill site. In the short term, the CSRD would intend to use this old buffer zone and extend into the Mounce property for landfilling.

In time the CSRD may look to utilize the remainder of the Mounce property to provide operational and service improvements to the site. Although timing is not established at this time. The CSRD would in time implement some of the additional uses outlined above to improve the service levels and operational requirements.



#203 – 270 Hudson Avenue NE
PO Box 106
Salmon Arm, BC V1E 4N2

Screening and Landscaping of the Site Perimeter

The screening and landscaping of this site is regulated by the BC Ministry of Environment and the "BC Landfill Criteria for Municipal Solid Waste – Second Edition" published in June of 2016. Section 3.4 of this document outlines the requirements of the "buffer zone" and states:

"The buffer zone between the landfill footprint and the landfill site boundary shall be a minimum of 50m, of which the 30m closest to the landfill site boundary shall be reserved for natural or landscaped screening (berms and/or vegetative screens). Only the 20m buffer closest to the landfill footprint shall be used for access roads, surface water management works, leachate management, landfill gas management and monitoring works, firebreaks, and other ancillary works as required."

This requirement restricts the landfill potential of this site and provides the neighboring properties with a requirement that protects and likely improves the integrity of their property. In addition to the "buffer zone" outlined above, landfill security fencing is required to discourage unauthorized access to the facility. This security fencing is required around the entire perimeter of the operational footprint of the landfill.

Regulatory Agency Requirements

Further to the screening and landscaping requirements outlined above, the BC Ministry of Environment also provides requirements for additional nuisance controls. Apart from local government nuisance bylaws, the BC Landfill Criteria for Municipal Solid Waste outlines nuisance control measures for:

- Dust Control
- Noise Control
- Litter Control
- Odour Control

A complaint response procedure is required to be developed and posted on-site for responding to any nuisance complaints.

Through this rezoning process the CSR Contaminated Sites Process is triggered which would require a Certificate of Compliance. When a local government receives an application for subdivision, zoning, development, demolition of a structure or soil removal, a site profile is generally required of those sites that were used for any commercial or industrial activities. A site profile is a four-page information form that details the following: past and current industrial/commercial uses; waste disposal activities; legal/regulatory actions or constraints; and any areas of potential concern for a particular site. Based on this site profile, if a director suspects that a site may be contaminated or contains substances that may cause or threaten to cause adverse effects on human health or the environment, the director may order the owner of the site to prepare, at their expense, a preliminary or detailed site investigation. If the site is deemed contaminated, a director may issue a remediation order. Once the director is satisfied that the site has been remediated, or that the site is not contaminated the director can issue a "certificate of compliance".

Conclusions

With the acquisition of the Mounce Property the CSRD could potentially add a significant amount of service life to the current landfill location. The increase in potential long-term landfilling capacity within the Mounce property and added to the current landfill site would be a significant advantage to both the CSRD and the City of Salmon Arm. If the CSRD were to take over the Mounce property the environmental monitoring requirements of the BC MOE would be significantly increased. Furthermore, the strict guidelines around buffering zones, landscaping and site operations would further improve the esthetic appeal from neighboring lands. Finally, rezoning the existing Salmon Arm landfill is a house keeping



#203 – 270 Hudson Avenue NE
PO Box 106
Salmon Arm, BC V1E 4N2

measure to reflect current use.

It is for this reason that we are applying for the rezoning of the land from the current A-2 zoning to a new M-Zone identified as a "Landfill – Waste Management Zone". The details of this specific zoning will be presented by the City of Salmon Arm staff.

We trust that this assessment satisfies your present requirements. Should you have any questions or comments, please contact our office at you convenience.

Best Regards,

Lawson Engineering and Development Services Ltd.

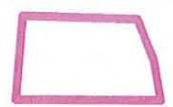
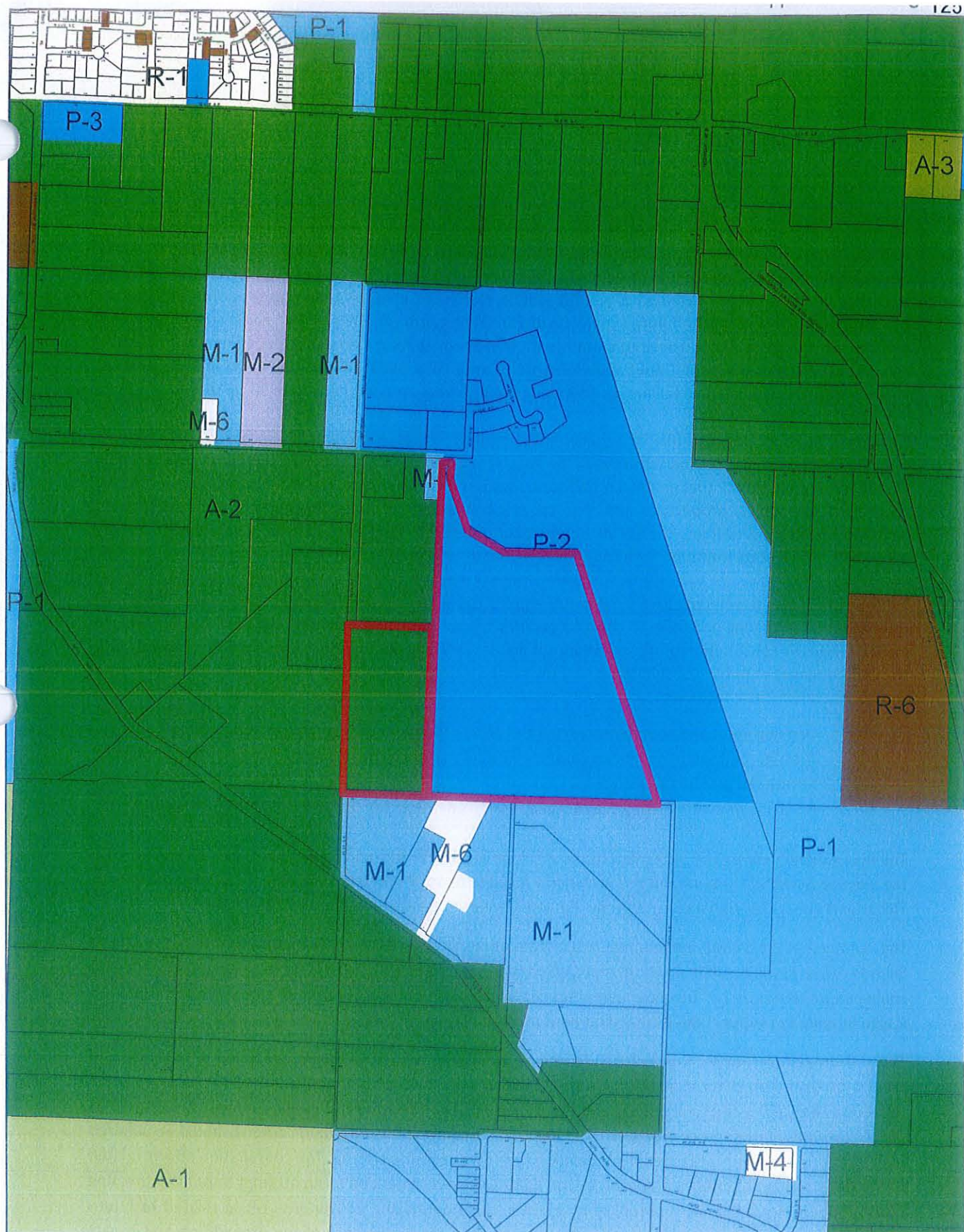
A handwritten signature in black ink, appearing to read "BLW", is positioned above the printed name and contact information.

Blake Lawson, P.Eng
Project Engineer
blake@lawsondevelopments.com

Attachments:

- *Sperling Hansen Associates – Mounce Property (2750 – 40th Street SE Salmon Arm, BC)
Economic Analysis*
- *Western Water Associates Ltd. – Well Drilling and Completion Report: Mounce Construction Site
WPN 40121*





Subject Parcels

Executive Summary

The Columbia Shuswap Regional District (CSRD) Board has authorized the CSRD to enter into a Purchase Agreement with Mounce Construction Ltd. for a 20-acre parcel of land located at 2750 40 Street NE in Salmon Arm, BC (subject property). The subject property acquisition represents a rare opportunity to obtain land for future landfilling needs adjacent to an active landfill, especially in consideration of the subject property being land that is currently permitted as a private landfill for waste management purposes. The approval to purchase, which facilitates the future expansion of the Salmon Arm Landfill site, is conditional on the subject property being successfully rezoned to comply with the City of Salmon Arm's Official Community Plan (OCP) and Ministry of Environment (MoE) requirements related to a Solid Waste Management Plan (SWMP) amendment. The acquisition deadline, as defined in the purchase agreement, is June 30, 2018.

Since the CSRD does not currently face challenges related to "finding more landfill space" the CSRD's SWMP provides little guidance on matters related to land acquisition. The CSRD has therefore developed an amendment to the SWMP that enabled broad scale community consultation and feedback with respect to the purchase of the subject property as well as to request community guidance related to future waste-related land acquisition opportunities. The SWMP amendment process focused on the elements necessary to satisfy broad and sufficient consultation required to receive the endorsement of the MoE.

For the purposes of developing a SWMP amendment for the acquisition of the subject property as well as the establishment of guiding principles to consider for future acquisition opportunities, the CSRD has undertaken a comprehensive consultation process. To support decision making and the development of the amendment, the CSRD engaged in public consultation using the same strategies undertaken when the 2014 SWMP review was conducted in 2014, including:

- Ongoing input and commentary from the CSRD's Plan Monitoring Advisory Committee (PMAC);
- A series of four open house sessions in each member municipality (Salmon Arm, Sicamous, Revelstoke and Golden), and;
- An online or e-survey to gain additional input from the entire Solid Waste Management Plan area.

The Plan Amendment will be appended to the 2014 SWMP and is drafted in a manner that is consistent with the existing SWMP document and the province's *A Guide to Solid Waste Management Planning* document. This report concludes with a concise proposed amendment to be appended to the 2014 SWMP.

The approval of the SWMP amendment will initiate an application for an OCP amendment with the City of Salmon Arm and will result in an additional consultation process specific to the City of Salmon Arm's OCP and zoning approval processes. Development of the SWMP amendment and the related stakeholder consultation is also intended to support the OCP amendment process.

The stakeholder consultation undertaken to amend the SWMP related to the development of guidance and criteria on future property acquisitions in the CSRD resulted in a level of confusion by some respondents related to the CSRD evaluation criteria and the MoE Landfill Criteria. Several public comments registered as part of the consultation process suggested that the MoE requirements for landfill criteria should be adhered to in its entirety and the CSRD should not develop their own separate criteria. The consultation efforts related to the development of criteria proposed by the CSRD was never intended as an attempt to reinvent existing MoE Landfill Criteria but were proposed to assist in decision-making and priority rating related to future property acquisition for waste management purposes given the significance of the expenditure and impact on the community.

Appendix 7: SWMP Amendment Executive Summary

The CSRD can correct this perception by providing additional detail to the public about how the CSRD criteria relates to the application of MoE Landfill Criteria to property acquisition, and that post-purchase there will be direct engagement with the MoE regarding updates of permits and the site Design and Operation Plan (D & O Plan).

The CSRD recognizes the Ministry of Environment's "Landfill Criteria" as being the guidance document for siting new landfills or expanding existing ones: The CSRD's interest in the proposed land acquisition is an opportunity to also explore broader considerations for future land acquisition opportunities.

Overall, results from the community consultation revealed a moderate level of support for the acquisition of the subject property as well as guidance around proposed criteria, although some divisions were evident in the community over these issues. These divisions generally aligned with the physical or geographical proximity to the site, whereas those residing closest to the subject property were the most vocally opposed to the acquisition and criteria. These results emphasize a continuing obligation by the CSRD to be transparent in their decision making and to address concerns expressed by neighbours related to the acquisition and future management of the site. The consultation process has resulted in the confirmation and prioritization of a number of criteria that should be considered for land acquisitions. These criteria have been incorporated into the proposed SWMP amendment.



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

To: Kevin Pearson, Director of Development Services
 Date: December 18, 2017
 Prepared by: Darin Gerow, Engineering Assistant
 Subject: **Official Community Plan Amendment Application No. OCP4000-33E**
 Civic: 2750 – 40 Street SE
 Legal: The West ½ of Legal Subdivision 2 of Section 7, Township 20, Range 9, W6M, KDYD
 Owner: Mounce Construction Ltd., Box 814, Salmon Arm, BC, V1E 4N9
 Applicant: Columbia Shuswap Regional District, Box 978, Salmon Arm, BC, V1E 4N9

Further to your referral dated December 14, 2017, we provide the following servicing information. **The following comments and servicing requirements are not conditions for OCP amendment; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:**

Engineering Department does not have any concerns related to the OCP Amendment and recommends that they be granted

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 by electrical and telecommunications wiring.
4. Properties under the control and jurisdiction of the municipality shall be reinstated to City of Salmon Arm 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 as per Subdivision and Development Servicing Bylaw No. 4163 – Schedule B, Part 1, Section 3.1. 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.

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. 40 Street SE on the subject property's west boundary is designated as a Rural Collector Street within the Industrial Development Area, requiring an ultimate road right of way dedication of 20.0 meters (10.0 meters on either side of road centerline). Based on review of existing records, 10.0 meters of road dedication is required (to be confirmed by BCLS).

40 Street SE is currently constructed to an interim gravel Rural Local Road standard. Upgrading to the Industrial Area Road Standard will be required (RD-6A). Upgrades may include, but are not limited to road widening and construction, asphalt paving, shouldering, ditching, and boulevard construction.

2. Accesses shall be approved by City Engineer prior to construction.
3. All boulevards shall be graded towards roadway at minimum 2.0 %.

Water:

1. The site fronts a 200mm diameter watermain (Zone 5) along 40 Street. Minimum watermain size within The Industrial Development Area is 250mm diameter. Upgrading all fronting watermain to 250mm diameter will be required, or as required in the paragraph below.

City of Salmon Arm is proposing to install a supply 'trunk main' along 40 Street frontage in the near future. Owner/developer is required to upgrade/install this watermain at the diameter provided by the City. City of Salmon Arm will enter into a cost share with the owner/developer and will cover pipe material costs over 250mm diameter.

2. The available fire flows are not satisfactory according to the 2011 Water Study (Opus Dayton Knight 2012). Owner/developers authorized Engineer is to complete a flow test on the closes fire hydrant to confirm the existing watermain servicing the property is adequately sized to provide fire flows (Industrial requirement of 225 l/s with 20 psi residual pressure). Should fire flows be inadequate, a water system upgrade will be required to achieve these fire flows. Owner/developer will be responsible for all associated costs.
3. Fire hydrant spacing shall meet the Industrial Area spacing of 90 meters. It appears that two (2) fire hydrants will be required along the property frontage.

Official Community Plan Amendment Application No. OCP4000-33E
CSRD
Page 3

4. Fire protection requirements to be confirmed with the Building and Fire Departments.
5. The property shall be serviced by single metered water service connection (as per Specification Drawings No. W-12) adequately sized to satisfy the servicing requirements for the proposed use. Our records show the property is currently serviced with a metered 50mm diameter service from 40 Street SE. All unused services shall be terminated at the main. Water meters, if required, will be provided by the City at the owner/developers cost

Sanitary Sewer:

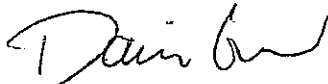
1. The subject property does not front on a City sanitary sewer main. Subject to the required approvals from Interior Health Authority, a private on-site disposal system will be required.

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 building permit.

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.



Darin Gerow, ASCT
Engineering Assistant



Rob Nieuwenhuizen, ASCT
Director of Engineering & Public Works

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 Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, August 26, 2019 at 7:00 p.m.**

2) Proposed Amendment to Official Community Plan Bylaw No. 4000:

Redesignate the west ½ of Legal Subdivision 2 of Section 7, Township 20, Range 9, W6M, KDYD from Industrial General to Institutional.

Civic Address: 2750 40 Street SE

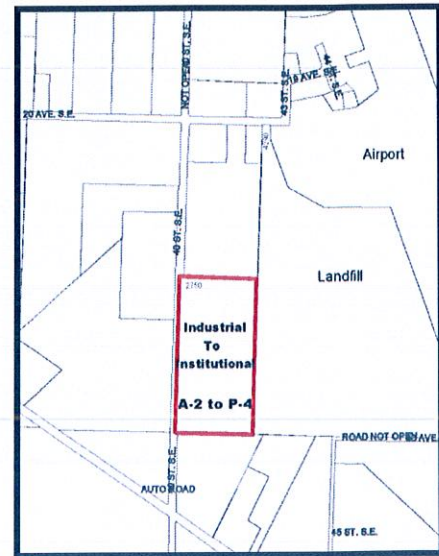
Location: North of the intersection of Auto Road SE and 40 Street SE; south-west of the Airport

Present Use: DLC (demolition, land-clearing and construction) Landfill

Proposed Use: To facilitate future expansion of the CSRD Landfill

Owner/Applicant: Columbia Shuswap Regional District/
Lawson Engineering & Development Services Ltd.

Reference: OCP4000-33/Bylaw No. 4263



The files for the proposed bylaws are available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from August 13 and 26, 2019 both inclusive, in the office of the Corporate Officer at City Hall, 500 - 2 Avenue NE.

Those who deem their interest affected by the proposed bylaws are urged to review the file available in the Development Services Department (or telephone 250-803-4010) to obtain the facts of the proposal prior to the Public Hearing.

Erin Jackson, Director of Corporate Services

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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 Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Monday, August 26, 2019 at 7:00 p.m.

3) Proposed Amendment to Zoning Bylaw No 2303:

Rezone the west ½ of Legal Subdivision 2 of Section 7, Township 20, Range 9, W6M, KDYD from A-2 (Rural Holding Zone) to P-4 (Institutional Waste Management Zone).

Civic Address: 2750 40 Street SE

Location: North of the intersection of Auto Road SE and 40 Street SE; south-west of the Airport

Present Use: DLC (demolition, land-clearing and construction) Landfill

Proposed Use: To facilitate future expansion of the CSRD Landfill

Owner/Applicant: Columbia Shuswap Regional District/
Lawson Engineering & Development Services Ltd.

Reference: ZON-1107/ Bylaw No. 4265



The files for the proposed bylaws are available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from August 13 and 26, 2019 both inclusive, in the office of the Corporate Officer at City Hall, 500 - 2 Avenue NE.

Those who deem their interest affected by the proposed bylaws are urged to review the file available in the Development Services Department (or telephone 250-803-4010) to obtain the facts of the proposal prior to the Public Hearing.

Erin Jackson, Director of Corporate Services

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Item 23.1

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4264 be read a third time.

[ZON-1107; Columbia Shuswap Regional District / Lawson Engineering & Development Services Ltd.; 4290 - 20 Avenue SE; Text Amendment and P-2 to P-4]

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

BYLAW NO. 4264

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 Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on , 2019 at the hour of 7:00 p.m. was published in the August 14 and 21, 2019 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) Add the following:

Section 27 – P-4 – Institutional Waste Management Zone as defined in Schedule "A" attached hereto and forming part of this bylaw; and

- 2) Rezone Lot 1, Section 7, Township 20, Range 9, W6M, KDYD, Plan KAP45716 from P-2 Airport Zone to P-4 Institutional Waste Management Zone as shown on Schedule "B" attached hereto and forming part of this bylaw.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4264"**

READ A FIRST TIME THIS 23 DAY OF April 2018

READ A SECOND TIME THIS 10 DAY OF June 2019

READ A THIRD TIME THIS DAY OF 2019

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF , 2019

For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

SCHEDULE "A"

SECTION 27 - P-4 - INSTITUTIONAL WASTE MANAGEMENT ZONE

Purpose

- 27.1 The P-4 Zone is primarily intended to accommodate the regional landfill operated in accordance with applicable Provincial regulations.

Regulations

- 27.2 On a *parcel zoned P-4*, no *building or structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the P-4 Zone or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 27.3 The following uses and no others are permitted in the P-4 Zone:
- .1 *sanitary landfill* in accordance with Provincial regulations;
 - .2 *recycling beverage container return centre*;
 - .3 *recycling collection site*;
 - .4 *recycling depot* in accordance with Provincial regulations;
 - .6 *composting and composting facility* in accordance with Provincial regulations;
 - .7 *landfill gas capture* in accordance with Provincial regulations;
 - .8 *public use*;
 - .9 *private utility*;
 - .10 *public utility*; and
 - .11 *accessory use, including offices*.

Maximum Height of Principal and Accessory Buildings

- 27.4 The maximum *height of principal or accessory buildings* shall be 10.0 metres (62.3 feet).

Minimum Parcel Size or Site Area

- 27.5 The minimum *parcel size or site area* shall be 8.0 hectares (19.8 acres).

Minimum Parcel or Site Width

- 27.6 The minimum *parcel or site width* shall be 400 metres (1,312.3 feet).

Minimum Setback of Principal and Accessory Buildings

27.7 The minimum *setback* of all *buildings* associated with waste management operations shall be:

- | | | |
|----|--------------------------------------|--------------------------|
| .1 | <i>Interior parcel line</i> | |
| | - adjacent to a parcel not zoned | |
| | <i>Industrial</i> shall be | 50.0 metres (164.1 feet) |
| | - <i>all other cases</i> shall be | 30.0 metres (98.5 feet) |
| .2 | <i>Exterior parcel line</i> shall be | 30.0 metres (98.5 feet) |

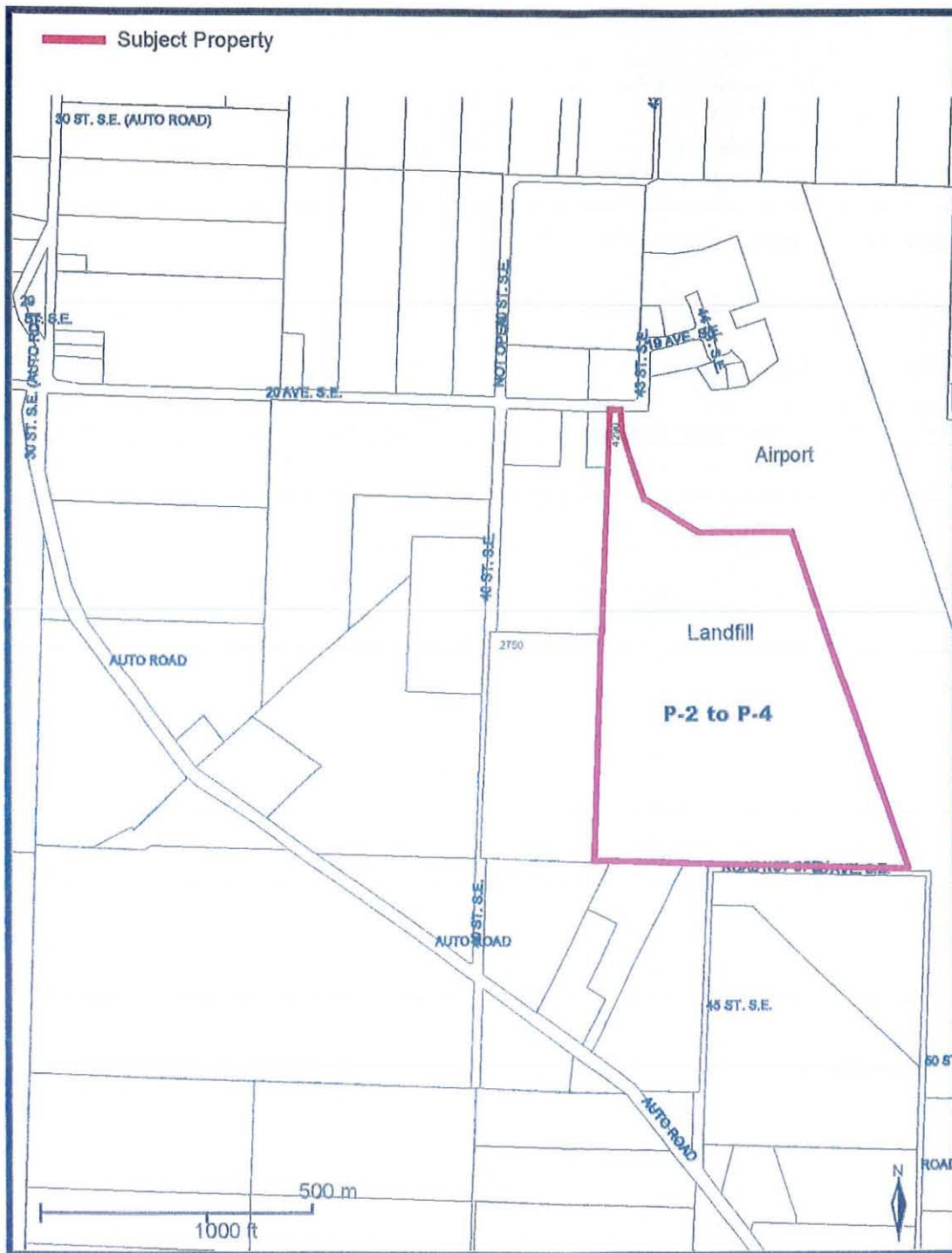
Parking and Loading

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

Screening and Landscaping

27.9 Screening and Landscaping shall be required as per applicable Provincial requirements.

SCHEDULE "B"



Item 23.2

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4263 be read a third time.

[OCP4000-33; Columbia Shuswap Regional District / Lawson Engineering & Development Services Ltd.; 2750 - 40 Street SE; IND - INS]

Vote Record

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

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

BYLAW NO. 4263

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on , 2019 at the hour of 7:00 p.m. was published in the August 14 and 21, 2019 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. "City of Salmon Arm Official Community Plan Bylaw No. 4000" is hereby amended as follows:
 1. Re-designate The West ½ of Legal Subdivision 2 of Section 7, Township 20, Range 9, W6M, KDYD "Industrial General" to "Institutional", on the Land Use Maps A-1 and A-1b as shown on Schedule "A" attached hereto and forming part of this bylaw; and
 2. Amend Map 14.1 to identify the West ½ of Legal Subdivision 1 of Section 7, Township 20, Range 9, W6M, KDYD (2750 - 40 Street SE) as "CSRD Regional Landfill" as shown on Schedule "B" attached hereto and forming part of this bylaw.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

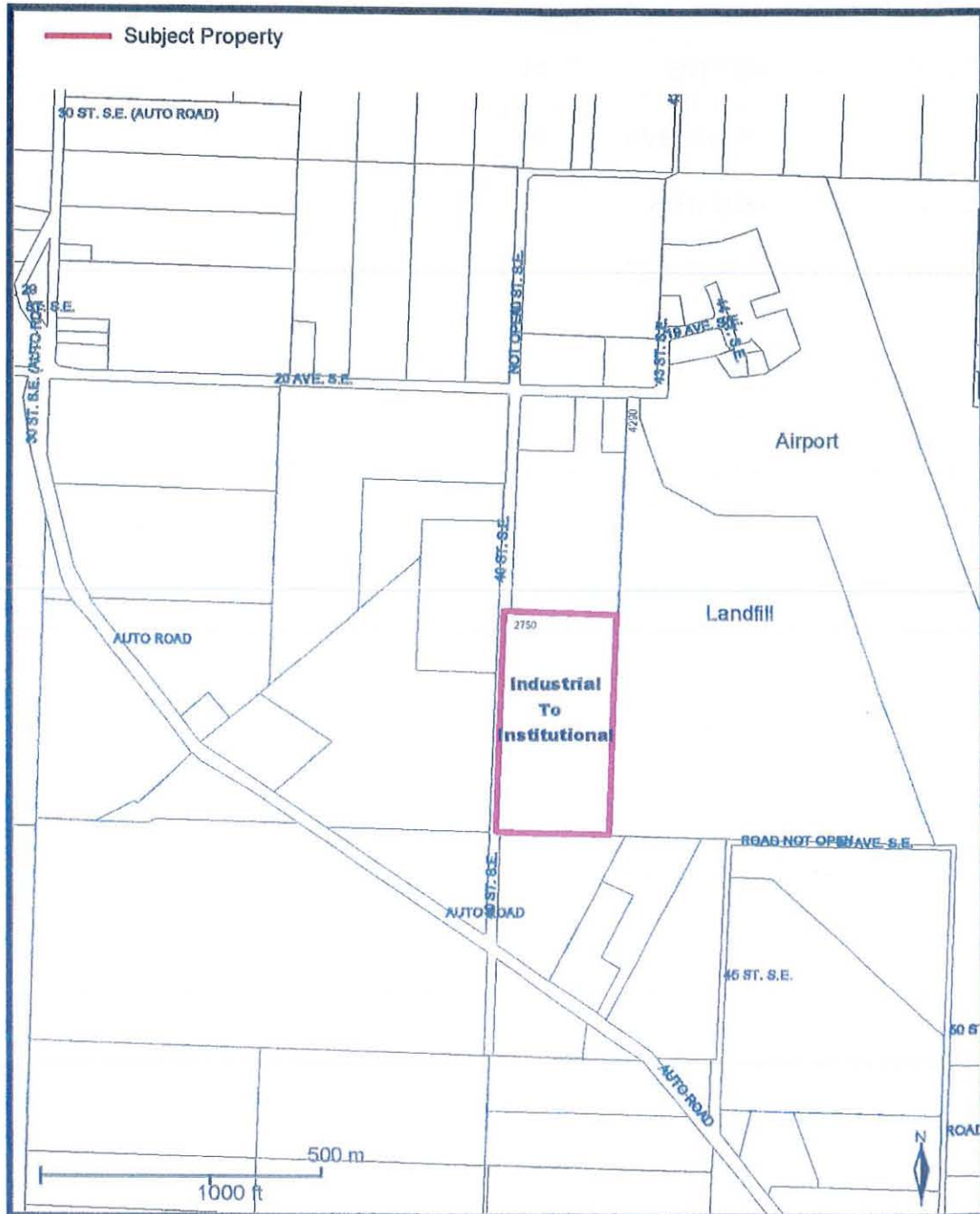
5. CITATION

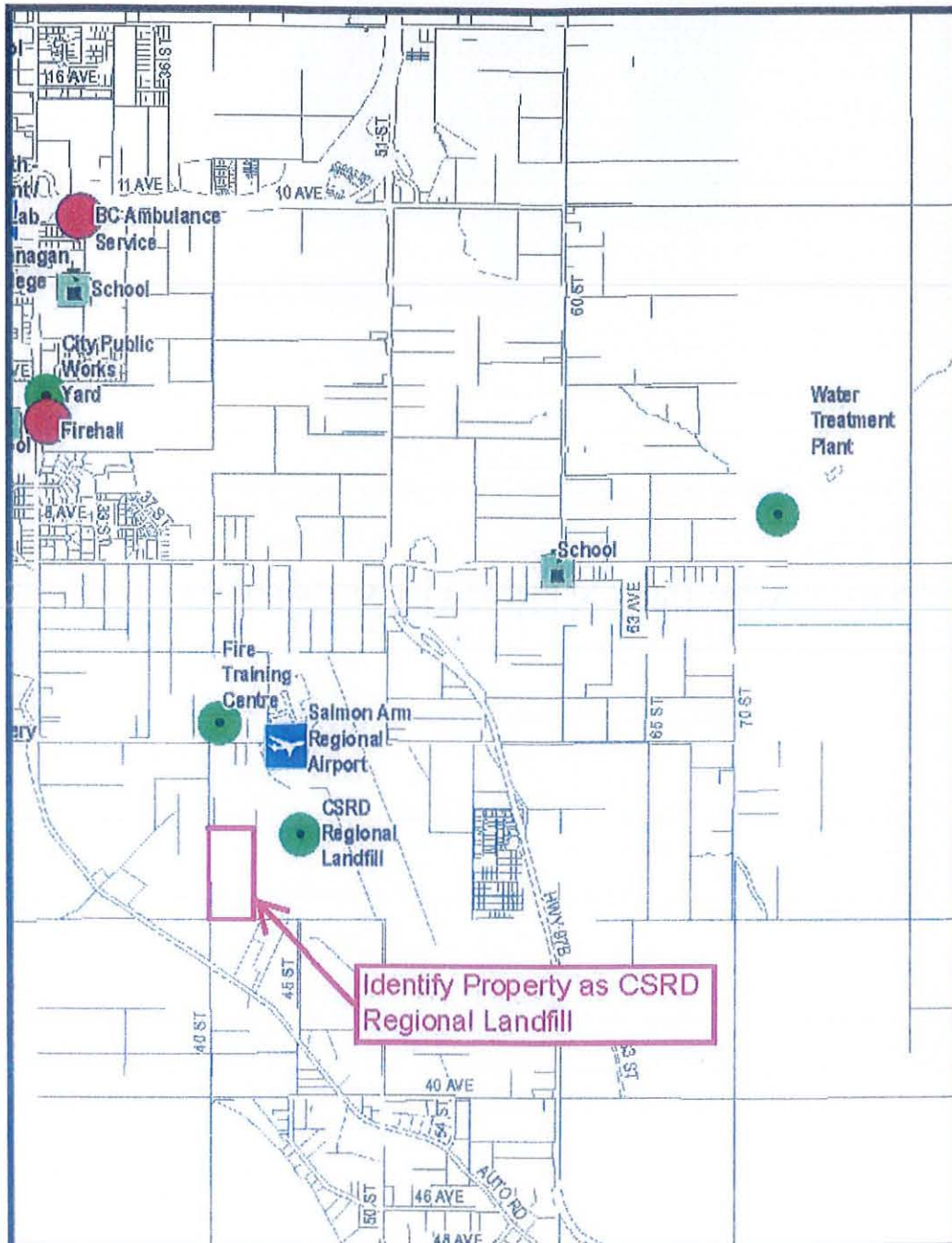
This bylaw may be cited as “City of Salmon Arm Official Community Plan Amendment Bylaw No. 4263”.

READ A FIRST TIME THIS	23	DAY OF	April	2018
READ A SECOND TIME THIS	10	DAY OF	June	2019
READ A THIRD TIME THIS		DAY OF		2019
ADOPTED BY COUNCIL THIS		DAY OF		2019

MAYOR

CORPORATE OFFICER





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Item 23.3

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4265 be read a third time.

[ZON-1107; Columbia Shuswap Regional District / Lawson Engineering & Development Services Ltd.; 2750 - 40 Street SE; A-2 to P-4]

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

BYLAW NO. 4265

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 Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on , 2019 at the hour of 7:00 p.m. was published in the August 14 and 21, 2019 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 the West ½ of Legal Subdivision 2 of Section 7, Township 20, Range 9, W6M, KDYD from A-2 Rural Holding Zone to P-4 Institutional Waste Management 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. 4265**"

READ A FIRST TIME THIS 23 DAY OF April 2018

READ A SECOND TIME THIS 10 DAY OF June 2019

READ A THIRD TIME THIS DAY OF 2019

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF , 2019

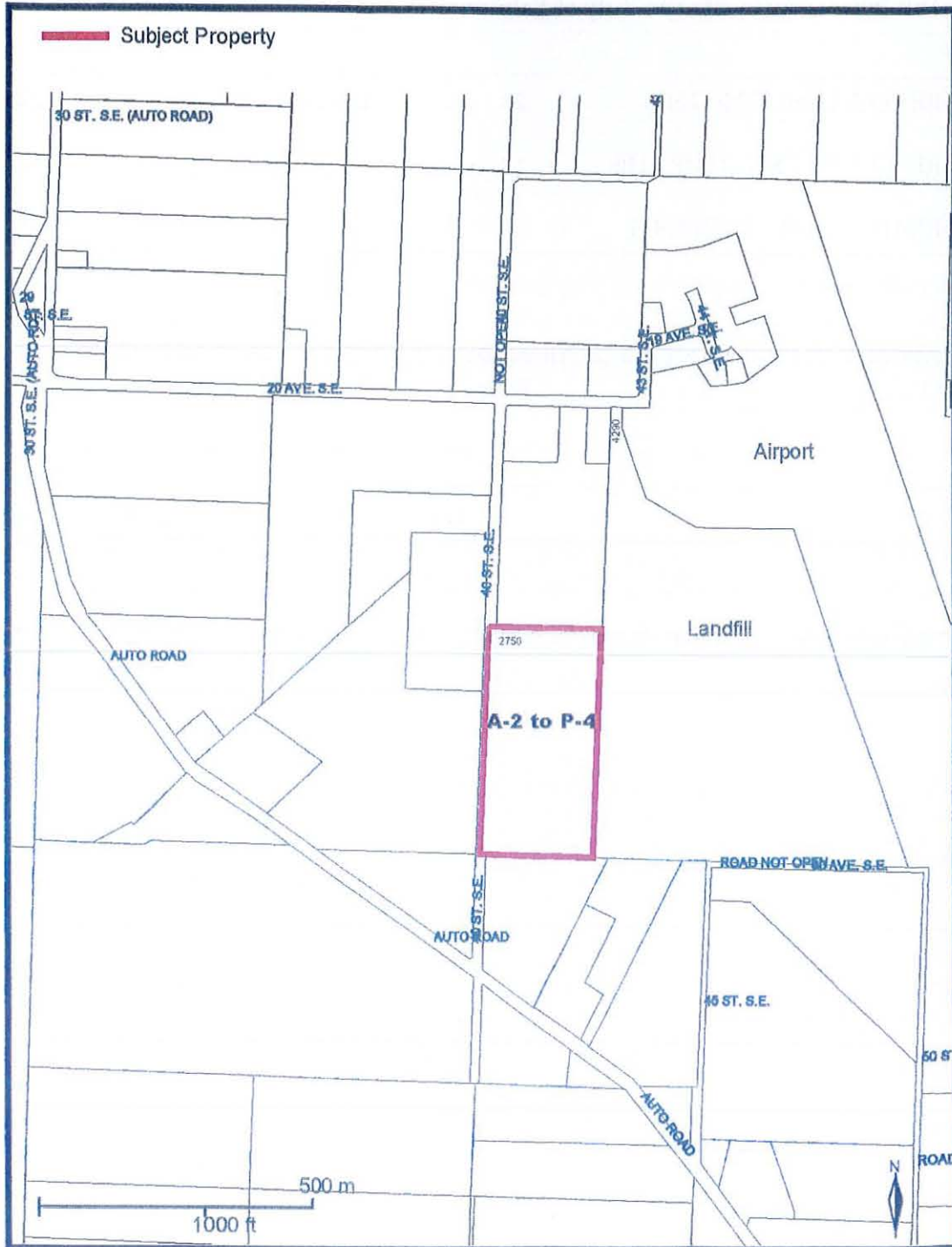
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 25.

CITY OF SALMON ARM

Date: August 26, 2019

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of August 26, 2019, be adjourned.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

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