

1. October 26, 2020 Council Agenda And Correspondence

Documents:

[OCTOBER 26, 2020 COUNCIL AGENDA.PDF](#)
[OCTOBER 26, 2020 CORRESPONDENCE.PDF](#)



AGENDA

City of Salmon Arm Regular Council Meeting

Monday, October 26, 2020
1:30 p.m.

[Public Session Begins at 2:30 p.m.]
Council Chambers of City Hall
500 – 2 Avenue NE and by Electronic
means as authorized by Ministerial Order
M192

Page #	Item #	Description
	1.	CALL TO ORDER
1 - 2	2.	IN-CAMERA SESSION
	3.	ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY <i>We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.</i>
	4.	ADOPTION OF AGENDA
	5.	DISCLOSURE OF INTEREST
3 - 14	6.	CONFIRMATION OF MINUTES
	1.	Regular Council Meeting Minutes of October 13, 2020
15 - 18	7.	COMMITTEE REPORTS
	1.	Development and Planning Services Committee Meeting Minutes of October 19, 2020
19 - 22	2.	Active Transportation Task Force Meeting Minutes of October 19, 2020
	8.	COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE
	9.	STAFF REPORTS
23 - 26	1.	Director of Corporate Services – Lease and Operating Agreements for the SASCU Recreation Centre Facility, Shaw Centre Twin Sheet Arena Complex, SASCU Little Mountain Sports Complex Field House and Memorial Arena Sports Complex – April 1, 2020 to March 31, 2025

9. **STAFF REPORTS - continued**
 - 27 - 30 2. Director of Engineering & Public Works - LED Street Light Conversion - Downtown Phase II
 - 31 - 72 3. Director of Development Services - Agricultural Land Commission Application No. ALC-395 [Mountainview Baptist Church/Alberts, K.; Non-Farm Use]
 - 73 - 76 4. Director of Corporate Services - Visitor Information Services
 - 77 - 82 5. Director of Engineering and Public Works - Community Economic Recovery Infrastructure Program - Park and Walkway Lighting Project
10. **INTRODUCTION OF BYLAWS**
 - 83 - 102 1. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4410 [OCP4000-43; Kearn, R.; 1050 & 1091 18 Street NE; HR to HC] - First Reading
 - 103-106 2. City of Salmon Arm Zoning Amendment Bylaw No. 4411 [ZON-1184; Kearn, R.; 1050 and 1091 18 Street NE; R-5 to C-6] [See item 10.1 for Staff Report] - First Reading
 - 107-118 3. City of Salmon Arm Five Year Financial Plan Amendment Bylaw No. 4423 (2020 - 2024) - First, Second and Third Readings
11. **RECONSIDERATION OF BYLAWS**
 - 119-124 1. City of Salmon Arm Fee for Service Amendment Bylaw No. 4418 [Sewer Rates] - Final Reading
12. **CORRESPONDENCE**
 - 125-126 1. Informational Correspondence
13. **NEW BUSINESS**
14. **PRESENTATIONS / DELEGATIONS**
 - 127-140 1. Presentation 4:00 - 4:15 p.m. (approximately)
T. Kutschker, Director/Curator, Shuswap District Arts Council - Pride Project Update and Public Art Recommendation
 - 141-144 a. T. Kutschker, Director/Curator, Shuswap District Arts Council - letter dated September 10, 2020 - Salmon Arm Pride Project Committee Public Art Recommendation
15. **COUNCIL STATEMENTS**
16. **SALMON ARM SECONDARY YOUTH COUNCIL**
17. **NOTICE OF MOTION**
18. **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**
19. **OTHER BUSINESS**

20. QUESTION AND ANSWER PERIOD

7:00 p.m.

Page #	Item #	Description
	21.	DISCLOSURE OF INTEREST
	22.	HEARINGS
	23.	STATUTORY PUBLIC HEARINGS
145-158	1.	Zoning Amendment Application No. ZON-1186 [B. Neufeld; 1831 22 Street NE; R-1 to R-8]
159-168	2.	Zoning Amendment Application No. ZON-1187 [R. Wiens; 2830 25 Street NE; R-1 to R-8]
169-186	3.	Zoning Amendment Application No. ZON-1188 [K. & G. Lamb/1261694 BC Ltd.; 3510 20 Avenue NE; R1 to R8]
	24.	RECONSIDERATION OF BYLAWS
187-190	1.	City of Salmon Arm Zoning Amendment Bylaw No. 4407 [ZON-1186; B. Neufeld; 1831 22 Street NE; R-1 to R-8] – Third Reading
191-194	2.	City of Salmon Arm Zoning Amendment Bylaw No. 4412 [ZON-1187; R. Wiens; 2830 25 Street NE; R-1 to R-8] – Third Reading
195-198	3.	City of Salmon Arm Zoning Amendment Bylaw No. 4414 [ZON-1188; K. & G. Lamb/1261694 BC Ltd.; 3510 20 Avenue NE; R1 to R8] – Third Reading
	25.	QUESTION AND ANSWER PERIOD
199-200	26.	ADJOURNMENT

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Item 2.

CITY OF SALMON ARM

Date: October 26, 2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

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 6.1

CITY OF SALMON ARM

Date: October 26, 2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: the Regular Council Meeting Minutes of October 13, 2020, 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 the Council Chambers and by electronic means as authorized by Ministerial Order M192, at 1:30 p.m. and reconvened at 2:30 p.m. of the City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia on Tuesday, October 13, 2020.

PRESENT:

Mayor A. Harrison
 Councillor D. Cannon
 Councillor C. Eliason (participated remotely)
 Councillor K. Flynn
 Councillor T. Lavery (participated remotely)
 Councillor L. Wallace Richmond (participated remotely) (entered the meeting at 2:31 p.m.)

Chief Administrative Officer C. Bannister
 Director of Engineering & Public Works R. Niewenhuizen
 Director of Corporate Services E. Jackson
 Director of Development Services K. Pearson
 Acting Chief Financial Officer T. Tulak (participated remotely)
 Recorder C. Simmons

ABSENT:

Councillor S. Lindgren

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0437-2020 Moved: Councillor Lavery
 Seconded: Councillor Flynn
 THAT: pursuant to Section 90(1) of the Community Charter, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:30 p.m.
 Council returned to Regular Session at 2:13 p.m.
 Council recessed until 2:31 p.m.

Councillor Wallace Richmond entered the meeting at 2:31 p.m.

3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

Mayor Harrison read the following statement: "We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together."

4. REVIEW OF AGENDA

Addition under item 12.3 H. Belt, Executive Director, Salmon Arm Branch 62 Legion – letter received October 9, 2020 – Letter of Support for New Horizon's Grant

5. DISCLOSURE OF INTEREST

6. CONFIRMATION OF MINUTES

1. Special Council Meeting Minutes of September 28, 2020

0438-2020

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: the Special Council Meeting Minutes of September 28, 2020, be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of October 5, 2020

0439-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee Meeting Minutes of October 5, 2020, be received as information.

CARRIED UNANIMOUSLY

2. Active Transportation Task Force Meeting Minutes of October 5, 2020

0440-2020

Moved: Councillor Lavery

Seconded: Mayor Harrison

THAT: the Active Transportation Task Force Meeting Minutes of October 5, 2020, be received as information.

CARRIED UNANIMOUSLY

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

9. STAFF REPORTS

1. Director of Corporate Services - 2021 Council Meeting and Development and Planning Services Committee Meeting Schedule

0441-2020

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: Council approve the 2021 Council Meeting Schedule and the 2021 Development and Planning Services Committee Meeting Schedule, as attached to the staff report dated September 30, 2020.

CARRIED UNANIMOUSLY

2. Acting Chief Financial Officer – Property Tax Collection – For Information

Received for information.

3. Director of Engineering and Public Works – Snow & Ice On-Street Parking Restriction

0442-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: Council permit Public Works to restrict on street parking during winter months (November 1 through March 31) on the following streets:

- 2 Street SE
- Harbourfront Drive NE
- 23 Street SE, 24 Street SE, 14 Avenue NE, 15 Avenue NE (Hillcrest Subdivisions)
- 24 Street NE (Maplewoods Subdivision)

To ensure the safe passage of travelling public, emergency vehicles and snow plow equipment.

CARRIED UNANIMOUSLY

4. Director of Engineering and Public Works – 47 Avenue NE Sanitary Upgrade Budget Amendment

0443-2020

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: the 2020 Budget contained in the 2020 to 2024 Financial Plan be amended to reflect funding for the 47 Avenue NE Sanitary Upgrade project in the amount of \$44,000.00 to be transferred from the TCH Sanitary Upgrading 4-10 Street NE project.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS

1. City of Salmon Arm Fee for Service Amendment Bylaw No. 4418 [Sewer Rates] – First, Second and Third Readings

0444-2020

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4418 be read a first, second and third time.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Zoning Amendment Bylaw No. 4405 [ZON-1182; Cornerstone Christian Reformed Church/J. Roodzant; 1191 22 Street NE; P-3 to C-6] – First and Second Readings

0445-2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4405 be read a first and second time;

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

Amendment:

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: Council require a Traffic Impact Assessment prior to Public Hearing with the applicant being responsible for all associated costs.

DEFEATED

Mayor Harrison, Councillors Cannon and Flynn Opposed

Amendment:

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: a Section 219 Covenant be registered on title of the subject property requiring a Traffic Impact Assessment prior to development of the property.

DEFEATED

Mayor Harrison, Councillors Cannon and Flynn Opposed

Amendment:

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4405 be read a first time.

CARRIED

Councillors Cannon and Flynn Opposed

Motion as Amended:

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS – continued

3. City of Salmon Arm Zoning Amendment Bylaw No. 4406 [ZON-1183; Edelweiss Properties Inc./TSL Developments; 700 30 Street NE; R-1 to R-4] – First and Second Readings

0446-2020

Moved: Councillor Cannon
Seconded: Councillor Wallace Richmond
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4406 be read a first and second time;

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

Amendment:

Moved: Councillor Eliason
Seconded: Councillor Lavery
AND THAT: Council require a Traffic Impact Assessment prior to Public Hearing with the applicant being responsible for all associated costs.

CARRIED UNANIMOUSLY

Motion as amended:

CARRIED UNANIMOUSLY

4. City of Salmon Arm Zoning Amendment Bylaw No. 4407 [ZON-1186; B. Neufeld; 1831 22 Street NE; R-1 to R-8] – First and Second Readings

0447-2020

Moved: Councillor Eliason
Seconded: Councillor Wallace Richmond
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4407 be read a first and second time;

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

CARRIED UNANIMOUSLY

5. City of Salmon Arm Zoning Amendment Bylaw No. 4412 [ZON-1187; R. Wiens; 2830 25 Street NE; R-1 to R-8] – First and Second Readings

0448-2020

Moved: Councillor Cannon
Seconded: Councillor Flynn
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4412 be read a first and second time;

AND THAT: final reading be withheld subject to confirmation that the proposed secondary suite in the existing single family dwelling meets Zoning Bylaw and BC Building Code requirements.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS – continued

6. City of Salmon Arm Zoning Amendment Bylaw No. 4414 [ZON-1188; K. & G. Lamb/1261694 BC Ltd.; 3510 20 Avenue NE; R1 to R8] – First and Second Readings

0449-2020

Moved: Councillor Cannon

Seconded: Councillor Lavery

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4414 be read a first and second time;

AND THAT: final reading be withheld subject to Ministry of Transportation and Infrastructure approval;

AND FURTHER THAT: Council support the proposed dedication of that portion of Plan B413 shown on Plan A15226 (1,871m²) and a 150m² portion of Plan B413 along the south east property line of the subject property to satisfy the requirement to provide a 5% Parkland Dedication in the subdivision.

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Permissive Tax Exemption Bylaw No. 4415 – Final Reading

0450-2020

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Permissive Tax Exemption Bylaw No. 4415 be read a final time.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE

1. Informational Correspondence

8. B. Byers, Poppy Chair, Royal Canadian Legion #62 – letter dated September 21, 2020 – Annual Poppy Campaign and Remembrance Day Ceremony

0451-2020

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: Council approve the Royal Canadian Legion #62 to conduct the Annual Poppy Campaign and public canvassing for funds from October 30 to November 10, 2020, subject to the provision of adequate liability insurance and adherence to Provincial Health Guidelines.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE – continued1. Informational Correspondence – continued

Councillor Cannon declared a conflict of interest as the letter writer is a family member and left the meeting at 3:57 p.m.

9. P. Cannon, Family Support Worker/Early Years Family Navigator, Shuswap Children's Association – letter dated September 28, 2020 – Spooky StoryWalk

0452-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: Council approve the Shuswap Children's Association Spooky StoryWalk at Blackburn Park on October 29, 2020 from 10:00 am to 4:00pm; subject to the provision of adequate liability insurance and adherence to Provincial Health Guidelines.

CARRIED UNANIMOUSLY

Councillor Cannon returned the meeting at 3:58 p.m.

11. J. Durocher, Fair General Manager, The Salmon Arm and Shuswap Lake Agricultural Association – letter dated October 5, 2020 – Shuswap Santa Parade

0453-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: Council approve the Shuswap Santa Parade on December 5, 2020 as outlined in the letter dated October 5, 2020, subject to the provision of adequate liability insurance and adherence to Provincial Health Guidelines.

DEFEATED

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

6. B. Blair – email dated October 4, 2020 – Ecosystem Impacts

0454-2020

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: Council direct staff to prepare a report on the banning of rodenticides in other local jurisdictions.

DEFEATED

Mayor Harrison, Councillors Cannon, Eliason, Flynn and Wallace Richmond Opposed

12. CORRESPONDENCE – continued**1. Informational Correspondence – continued**

- 12. S. Mackie, General Manager, R.J. Haney Heritage Village & Museum – email dated October 7, 2020 – Request for letter of support for R.J. Haney Heritage Village & Museum CERIP Funding**

Councillor Wallace Richmond left the meeting at 4:27 p.m. and returned at 4:33 p.m.

- 2. L. Fitt, Manager, Salmon Arm Economic Development – letter dated October 8, 2020 – Province of BC Community Economic Recovery Infrastructure Program**

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: Council provide letters of support to community groups applying for the Community Economic Recovery Infrastructure Program grant;

AND THAT: Council authorize the submission of a joint application between the City of Salmon Arm and Salmon Arm Economic Development Society to the Community Economic Recovery Infrastructure Program under the Destination Development funding stream, as outlined in the letter dated October 8, 2020.

The motion was split:

0455-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: Council provide letters of support to community groups applying for the Community Economic Recovery Infrastructure Program grant.

CARRIED

Councillor Lavery Opposed

0456-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: Council authorize the submission of a joint application between the City of Salmon Arm and Salmon Arm Economic Society to the Community Economic Recovery Infrastructure Program under the Destination Development funding stream, as outlined in the letter dated October 8, 2020.

CARRIED UNANIMOUSLY

- 3. H. Belt, Executive Director, Salmon Arm Branch 62 Legion – letter received October 9, 2020 – Letter of Support for New Horizon's Grant**

0457-2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: Council provide a letter of support to the Salmon Arm Legion Branch 62 for the New Horizon's Grant.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE – continued

1. Informational Correspondence – continued

7. T. Kutschker, Director/Curator, Shuswap District Arts Council – letter dated September 10, 2020 – Salmon Arm Pride Project Committee Public Art Recommendation

To be brought forward to the October 26, 2020 Regular Council Meeting.

13. NEW BUSINESS

14. PRESENTATIONS

1. Staff Sergeant West, Salmon Arm RCMP Detachment – Quarterly Policing Report July – September 2020

Staff Sergeant West, Salmon Arm RCMP Detachment provided an overview of the July – September 2020 quarterly policing report and was available to answer questions from Council.

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

1. Councillor Lindgren’s Request for Leave of Absence

0458-2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: Council accept Councillor Lindgren’s request for an unpaid leave of absence from October 5 to October 24, 2020.

CARRIED UNANIMOUSLY

20. QUESTION AND ANSWER PERIOD

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

21. ADJOURNMENT

0459-2020

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the Regular Council Meeting of October 13, 2020, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 5:32 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

MAYOR

Adopted by Council the day of , 2020.

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Item 7.1

CITY OF SALMON ARM

Date: October 26, 2020

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee Meeting Minutes of October 19, 2020, 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 and by electronic means by Ministerial Order M192, on Monday, October 19, 2020.

PRESENT:

Mayor A. Harrison
 Councillor T. Lavery (participated remotely)
 Councillor L. Wallace Richmond (participated remotely)
 Councillor C. Eliason (participated remotely)
 Councillor D. Cannon (participated remotely)
 Councillor K. Flynn (participated remotely)

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

ABSENT:

Councillor S. Lindgren

1. **CALL TO ORDER**

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

2. **ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY**

Mayor Harrison read the following statement: "We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together."

3. **REVIEW OF THE AGENDA**

4. **DISCLOSURE OF INTEREST**

5. **REPORTS**

1. **Official Community Plan Amendment Application No. OCP4000-43 [Clarke, H. & D./Northern Propane Ltd./Kearl, R.; 1050 & 1091 18 Street NE; HR to HC**

Moved: Councillor Cannon
 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 Official Community Plan Bylaw No. 4000 by redesignating Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 5510, Except Plan KAP47370

5. REPORTS - continued

1. Official Community Plan Amendment Application No. OCP4000-43 [Clarke, H. & D./Northern Propane Ltd./Kearl, R.; 1050 & 1091 18 Street NE; HR to HC - continued

and Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan 13130, Except plan KAP54559 from Residential High Density to Highway Service/Tourist Commercial.

CARRIED UNANIMOUSLY

2. Zoning Amendment Application No. ZON-1184 [Clarke, H. & D./Northern Propane Ltd./Kearl, R.; 1050 & 1091 18 Street NE; R-5 to C-6]

Moved: Councillor Eliason

Seconded: Councillor Cannon

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 24, Township 20, Range 10, W6M, KDYD, Plan 5510, Except Plan KAP47370 and Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan 13130, Except Plan KAP54559 from R-5 (High Density Residential) to C-6 (Tourist/Recreation Commercial Zone);

AND THAT: Final reading of the Zoning Amendment Bylaw be withheld subject to:

- 1) Ministry of Transportation and Infrastructure approval; and
- 2) Adoption of the associated Official Community Plan Amendment Bylaw

CARRIED UNANIMOUSLY

3. Agricultural Land Commission Application No. ALC-395 [Mountainview Baptist Church/Alberts, K.; Non-Farm Use]

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee recommends to Council that Agricultural Land Commission Application No. ALC-395 be authorized for submission to the Agricultural Land Commission.

M. Fredlund and E. Wiebe, the applicants were available to answer questions from the Committee.

CARRIED
Councillor Eliason Opposed

6. PRESENTATIONS

7. FOR INFORMATION8. CORRESPONDENCE9. ADJOURNMENT

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee meeting of October 19, 2020, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:24 a.m.

Mayor Alan Harrison
Chair

Minutes received as information by Council
at their Regular Meeting of _____, 2020.

Item 7.2

CITY OF SALMON ARM

Date: October 26, 2020

Moved: Councillor Lavery

Seconded: Mayor Harrison

THAT: the Active Transportation Task Force Meeting Minutes of October 19, 2020, 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 Meeting of the **Active Transportation Task Force** held by electronic means on Monday, **October 19, 2020** at 10:00 a.m.

PRESENT:

Mayor Alan Harrison
Councillor Tim Lavery
Phil McIntyre-Paul
Craig Newnes
Marianne VanBuskirk
Anita Ely
David Major
Joe Johnson
Kristy Smith
Lana Fitt
Blake Lawson
Steve Fabro
Camilla Papadimitropoulos
Gary Gagnon
Jenn Wilson
Chris Larson
Barb Puddifant

City of Salmon Arm, Chair (left the meeting at 10:45 a.m.)
City of Salmon Arm, Chair
Shuswap Trail Alliance
Downtown Salmon Arm
School District No. 83
Interior Health
Shuswap Cycling Club
Greenways Liaison Committee
Social Impact Advisory Committee
Salmon Arm Economic Development Society
Citizen at Large
Citizen at Large
Citizen at Large
Citizen at Large
City of Salmon Arm, City Engineer
City of Salmon Arm, Senior Planner
City of Salmon Arm, Recorder

ABSENT:

Gina Johnny
Louis Thomas
Kathy Atkin

Councillor, Adams Lake Indian Band
Councillor, Neskonlith Indian Band
Citizen at Large

GUESTS:

The meeting was called to order at 10:00 a.m.

1. Call to Order, Introductions and Welcome

2. Acknowledgement of Traditional Territory

Mayor Harrison read the following statement: "We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together."

3. Approval of Agenda and Additional Items

Addition of Item 7. (d) Whats Next – for discussion

The Agenda with above addition for the October 5, 2020 Active Transportation Task Force Meeting was approved by general consensus of the Task Force members.

4. Approval of minutes from October 5, 2020

The minutes of the Active Transportation Committee Meeting of October 5, 2020 were approved by general consensus of the Task Force Members.

5. Presentations

6. Old Business / Arising from Minutes

- a) City of Salmon Arm current Active Transportation Municipal Governance and Funding presentation – follow up questions and discussion

Jenn Wilson, City Engineer and Chris Larson, Senior Planner were available to answer questions from the Task Force.

7. New Business

- a) Shuswap Trails and City of Salmon Arm initiatives

Phil McIntyre-Paul, Shuswap Trail Alliance presented information on research, reporting and research links on transportation initiatives within the City and was available to answer questions from the Task Force.

- b) High Level perspectives on Active Transportation – deferred to November 2, 2020 meeting
- c) ATTF interim graphic – deferred to November 2, 2020 meeting
- d) Whats Next – for discussion – deferred to November 2, 2020 meeting

8. Other Business &/or Roundtable Updates, Ideas and Questions

9. Next Meeting – November 2, 2020 – 10:00 a.m.

10. Adjournment

The Active Transportation Task Force Meeting of October 19, 2020 be adjourned by general consensus of the Task Force Members.

CARRIED UNANIMOUSLY

The meeting adjourned at 11:01 a.m.

Mayor Alan Harrison, Co-Chair

Councillor Tim Lavery, Co-Chair

Received for information by Council the day of , 2020.

Item 9.1

CITY OF SALMON ARM

Date: October 26, 2020

Moved: Councillor

Seconded: Councillor

THAT: the Mayor and Corporate Officer be authorized to execute Lease and Operating Agreements with the Shuswap Recreation Society for the SASCU Recreation Centre Facility, Shaw Centre Twin Sheet Arena Complex, SASCU Little Mountain Sports Complex Field House and Memorial Arena Sports Complex, each for five (5) year terms commencing April 1, 2020, subject to Community Charter Advertising Requirements.

Vote Record

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

Opposed:

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



Date: October 19, 2020
To: His Worship Mayor Harrison and Members of Council
Subject: Lease and Operating Agreements for the SASCU Recreation Centre Facility, Shaw Centre Twin Sheet Arena Complex, SASCU Little Mountain Sports Complex Field House and Memorial Arena Sports Complex- April 1, 2020 to March 31, 2025

MOTION FOR CONSIDERATION

THAT: the Mayor and Corporate Officer be authorized to execute Lease and Operating Agreements with the Shuswap Recreation Society for the Recreation Centre Facility, Twin Sheet Arena Complex, Little Mountain Sports Complex Field House and Memorial Arena Sports Complex, each for five (5) year terms commencing April 1, 2020, subject to Community Charter Advertising Requirements.

BACKGROUND

The Shuswap Recreation Society (SRS) has been successfully managing and operating the Recreation Centre Facility, Twin Sheet Arena Complex and Little Mountain Sports Complex Field House on behalf of the City of Salmon Arm for many years in a professional and cost effective manner. In 2018, the City purchased the Memorial Arena Sports Complex and added that facility to the others operated by SRS.

On March 31, 2020, the Lease and Operating Agreements, which outline the terms and conditions that govern operation and management of the four (4) City owned facilities, expired. Due to the disruption caused by the global pandemic, the renewal of these agreements was put on hold until regular business resumed at these facilities.

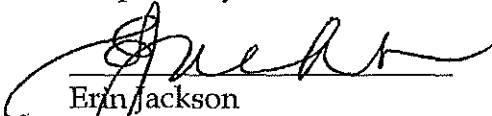
Leading up to the previous renewal in 2015, staff worked collaboratively with the Society to modernize the agreements. Neither the SRS Board nor the staff of SRS or the City had any changes to make for this proposed term.

Key features of the agreements remain as follows:

- the Chief Administrative Officer (CAO), (or such other designate as is appointed by the CAO from time to time) will monitor and provide advice, approvals and suggestions for the management and operation of the facilities;
- the CAO or designate shall sit on the Society's Board as the Secretary;
- the Society shall annually submit, for review and approval by the City, the proposed operating and capital budget and the resulting operating deficit (which shall be underwritten by the City); the City may make amendments at its sole discretion;
- the City shall reserve the final right of approval with respect to the determination of user fees and rates for all facilities;
- special event user rates and fees shall be evaluated and established by the Society after careful consideration of the costs associated with holding the special event, however, the City may veto such rates and fees as it deems appropriate;
- the Society shall provide, sublease or license space to third parties to provide all food and beverage services including the provision of alcohol products at the Twin Sheet Arena Complex;
- the Society shall obtain the approval of the City prior to entering into any sublease agreements; and
- the Society shall be responsible for regular maintenance and repair of the facilities, while all major capital expenditures and major structural repairs shall be the responsibility of the City and are subject to approval prior to commencement.

Staff are satisfied that these agreements reflect the continued commitment of both parties to provide outstanding recreation services to the community and recommend that the Mayor and Corporate Officer be authorized to execute the agreements with SRS for lease and operation of the four (4) facilities for a five (5) year term, from April 1, 2020 to March 31, 2025.

Respectfully submitted,


Erin Jackson
Director of Corporate Services

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Item 9.2

CITY OF SALMON ARM

Date: October 26, 2020

Moved: Councillor

Seconded: Councillor

THAT: the 2020 Budget contained in the 2020 to 2024 Financial Plan be amended to include the LED Street Light Conversion Downtown Project (Project No. ENG2020-55) for \$30,000.00 funded from the reallocation of funds from the Hudson Avenue Revitalization Project in the amount of \$30,000.00;

AND THAT: Council award the purchase of LED Street Light fixtures to EECOL Electric Kelowna, in accordance with the terms and conditions of their supplier quote in the amount of \$21,600.00 plus taxes as applicable.

Vote Record

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

Opposed:

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



File: 2020-55

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: October 20, 2020
SUBJECT: **LED STREET LIGHT CONVERSION – DOWNTOWN PHASE II**

STAFF RECOMMENDATION

THAT: The 2020 Budget contained in the 2020 to 2024 Financial Plan be amended to include the LED Street Light Conversion Downtown Project (Project No. ENG2020-55) for \$ 30,000.00 funded from the reallocation of funds from the Hudson Avenue Revitalization Project in the amount of \$30,000.00.

AND THAT: Council award the purchase of LED Street Light fixtures to EECOL Electric Kelowna., in accordance with terms and conditions of their supplier quote in the amount of \$21,600.00 plus taxes as applicable.

BACKGROUND

In 2019 Council approved reallocation of funds from the Hudson Avenue Revitalization Project for the downtown LED Street Light Conversions. The project included replacement of 87 Town Centre Style lights on the north side of the Trans Canada Highway (TCH) in the Town Centre Development Area.

Currently 32 old HPS Town Centre Style lights remain on the south side of the TCH within the Town Centre Development Area. Replacing with LED's would result in an annual estimated energy savings of \$1,035 per year (32 100W HPS \$4.60 – 54W LED \$1.90), excluding maintenance savings.

Since the project completion staff have received positive comments about the new lights and maintenance costs have been eliminated. Staff have also been working with supplier's for direct pricing rather than distributor pricing to achieve the best value with LED supply moving forward. Additional savings are achieved by purchasing direct rather than thru a contractor and/or distributor that include handling and profit markup.

The Hudson Revitalization project was completed under budget, staff are seeking Council approval for replacement of all remaining HPS fixtures in the downtown area with LED's utilizing a portion of the surplus funds.

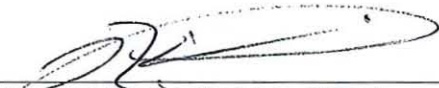
A select invitation to Quote for LED Fixture Supply was issued on September 11, 2020. Two approved product suppliers provided quotes available thru local distributor's with results as follows:

Product (Supplier) – Local Distributor	Quote Amount (excluding applicable taxes)
American Electric (Halophane) – EECOL Electric Kelowna	\$ 21,600.00
General Electric (MAC'S II Agencies) – City Electric Salmon Arm	\$ 25,568.00

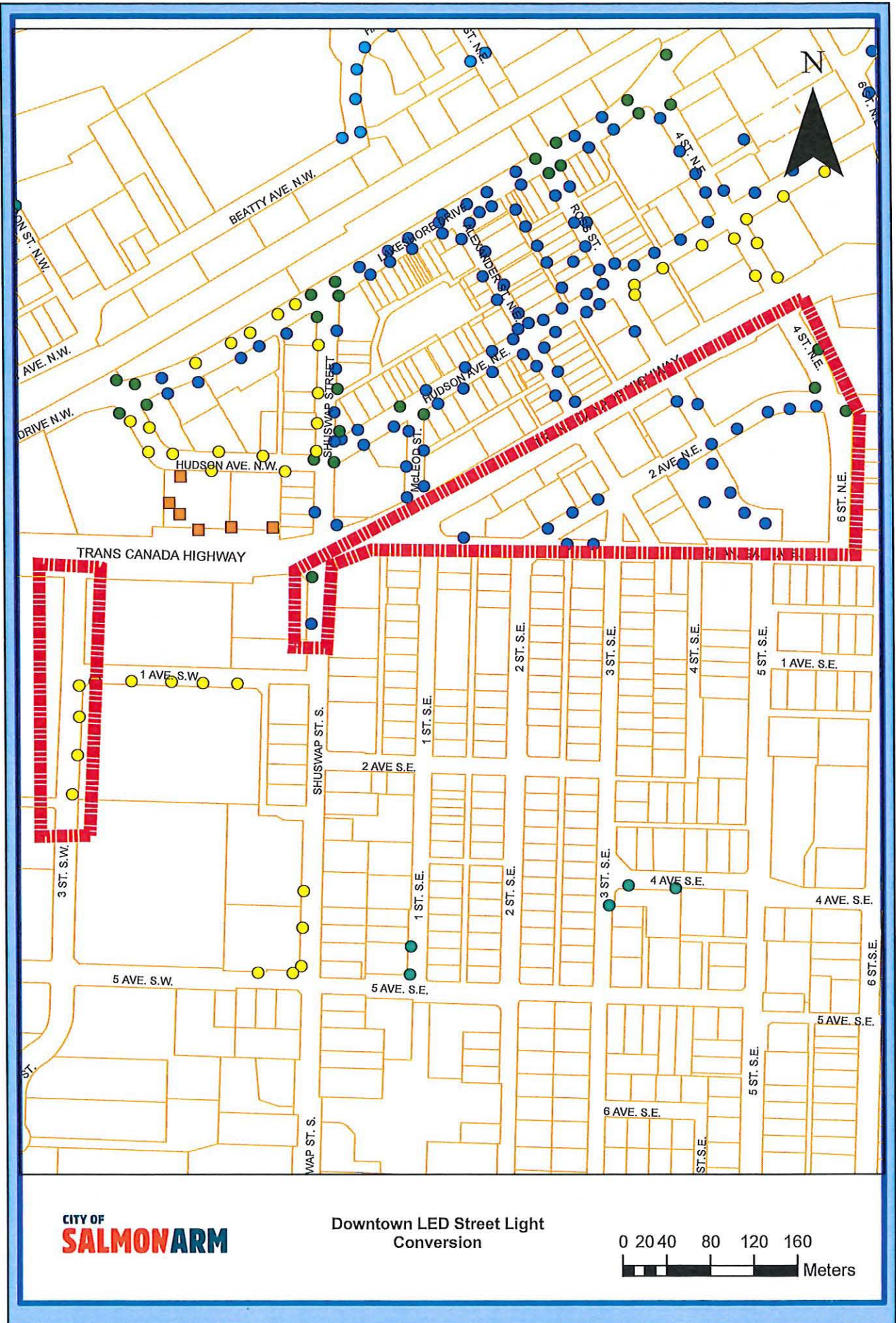
Staff are recommending award for supply of Town Centre Style LED Fixtures to EECOL Electric Kelowna for a total quote amount of \$ 21,600.00, funded from surplus available from the Hudson Revitalization project budget.

We anticipate the new LED fixtures to be 4-6 week delivery upon award/order. Once materials delivered, staff will hire local electrical contractor for installation work. All work is expected to be completed by the end of 2020.

Respectfully submitted,



Robert Niewenhuizen, AScT
Director of Engineering and Public Works



Item 9.3

CITY OF SALMON ARM

Date: October 26, 2020

Director of Development Services - Agricultural Land Commission
Application No. ALC-395 [Mountainview Baptist Church/ Alberts, K.; Non-Farm Use]

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: September 23, 2020

Subject: Agricultural Land Commission Application No. ALC-395
Agricultural Land Commission Application ID. 61122 (Non-Farm Use)

Applicant / Owner: Mountainview Baptist Church

Agent: Kurt Alberts

Legal: Lot 1, Section 30, Township 20, Range 9, W6M, KDYD, Plan 11195

STAFF RECOMMENDATION

THAT: Non-Farm Use Application No. ALC-395 be forwarded to the Agricultural Land Commission with a Resolution of support by City Council.

PROPOSAL

The subject property is located at 4480 – 30 Street NE as shown in Appendices 1 and 2. The property is 12,060 m² (2.98 ac) in size and the current use on the property is a church. The applicant's proposal includes a 186 m² (2,002 ft²) addition to the existing church building. Included with the ALC application, the applicant has submitted an extensive Letter of Rationale and an Agricultural Assessment, see Appendix 3.

BACKGROUND

Historically, the property has been used for public assembly. Dating back to 1918, the property was used as a school; and, since the school use ceased in 2005, the property has been used as a church. Currently, there is no agriculture use on the property.

The property is completely in the Agricultural Land Reserve (ALR), designated "Acreage Reserve" in the Official Community Plan (OCP) and zoned A-2, Rural Holding Zone, see Appendices 4, 5 and 6, respectively.

As previously mentioned, the property has been used as a church since 2005, and at that time the property was still owned by the School District. The present owner, Mountainview Baptist Church purchased the property in 2014. In 2013, City Staff advised representatives of the Mountainview Baptist Church that the ALR designation, OCP designation and zoning did not support church or assembly use. In 2016, the church applied for a permissive tax exemption. The application was denied due to the non-permitted use occurring on the property.

Mountainview Baptist Church made a recent Non-Farm Use ALC application in September of 2018. The previous application proposed constructing a new church whereas this application proposes an addition to the existing church. The previous application was denied by the ALC and the Reasons for Decision (ALC Resolution #7/2019) is attached as Appendix 7. In October of 2019, the applicant filed a reconsideration request, this request was denied by the ALC, see Appendix 8.

SITE CONTEXT

The property is located in an area that is predominantly rural, surrounded by properties with the same A-2 zoning and within the ALR. Adjacent zoning and land uses include the following:

North: Rural Holding Zone (A-2) / hay field & residential
South: Rural Holding Zone (A-2) / orchard
East: Rural Holding Zone (A-2) / forested
West: Rural Holding Zone (A-2) / residential

SOIL CAPABILITY

The property has an Improved Soil Capability Rating of 60% Class 2 (X) and 40% Class 3 (TM) with topography (T) and low moisture holding capacity (M) being the limiting factors, see Appendix 9. Improved soil classifications range from Class 1, arable land with no significant limitations, to Class 7, non-arable land with significant limiting factors.

AGRICULTURAL ADVISORY COMMITTEE

Due to the COVID-19 pandemic and committees not convening, the application was not referred to the AAC for comment. The AAC supported the previous application in 2018.

PLANNING DEPARTMENT

Since at least 1976, the property has been designated Acreage Reserve and zoned A-2. Both the OCP designation and zoning do not support the use of a church. The appropriate OCP designation and zoning to support church use is "Institutional" and P-3 zoning. Should this application be approved by Council for submission to the ALC and, subsequently approved by the ALC, an OCP and rezoning application would be required for review and approval by Council to rectify the non-conforming church use.

Although, OCP Policy 15.3.3 does not support institutional use in the Rural Area of the City, staff note there are similar uses north and south of the subject property. North of the subject property on 60 Avenue NE there is Seventh Day Adventists Church, which has P-3 zoning and was approved by the ALC (Resolution #4483/72) in 1974. South of the subject property on 30 Street NE is the Elks Hall & Park, which has P-1 (Park & Recreation) and P-3 (Institutional) zoning.

As noted previously, Staff and Council were supportive of Mountainview Baptist Church's previous ALC application to build a new 400 m² church proposed to be sited in between the existing building and 30 Street NE. This application is for a 180 m² addition onto the rear of the existing church building. The area where the addition is proposed is currently an asphalt surface, once used as a basketball court. This new proposal would occupy a smaller footprint on the property than the previously proposal. In addition, the church use would be limited to the western portion of the property including all parking, which was also a consideration in 2018.

Currently, there is a gravel parking lot between the front of the building and 30th Street NE. With the addition on the rear of the existing building, the existing gravel parking area can be still be utilized which keeps within the same footprint, apart from the 180m² addition which is proposed over an already asphalt surfaced area. The offstreet parking requirements as per the Zoning Bylaw for a church / Chapel or other Religious Institution is as follows:

The greater of:

- a) 1 per 4.5 seats or 3.0 m² of gross floor area of worship assemble area, whichever is greater, or
- b) 1 per 15 m² of gross floor area of entire church building including worship area.

CONCLUSION

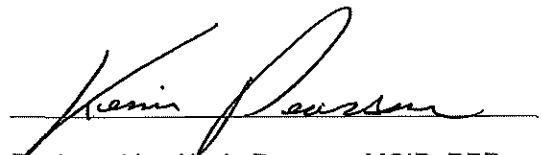
Staff supports this application for the following reasons:

1. The property has historically been used to some degree for school and/or assembly use since 1918.
2. The proposal is conducive to limiting the non-farm use to the southwest portion of the property, which if the ALC approves the application, there is potential to split-zone the property keeping the northeastern portion of the property as A-2 for future agricultural development.
3. By adding on to the rear of the existing church on an area that is currently asphalt, the church will be able to utilize their current parking area and not significantly increase the overall footprint on the property.

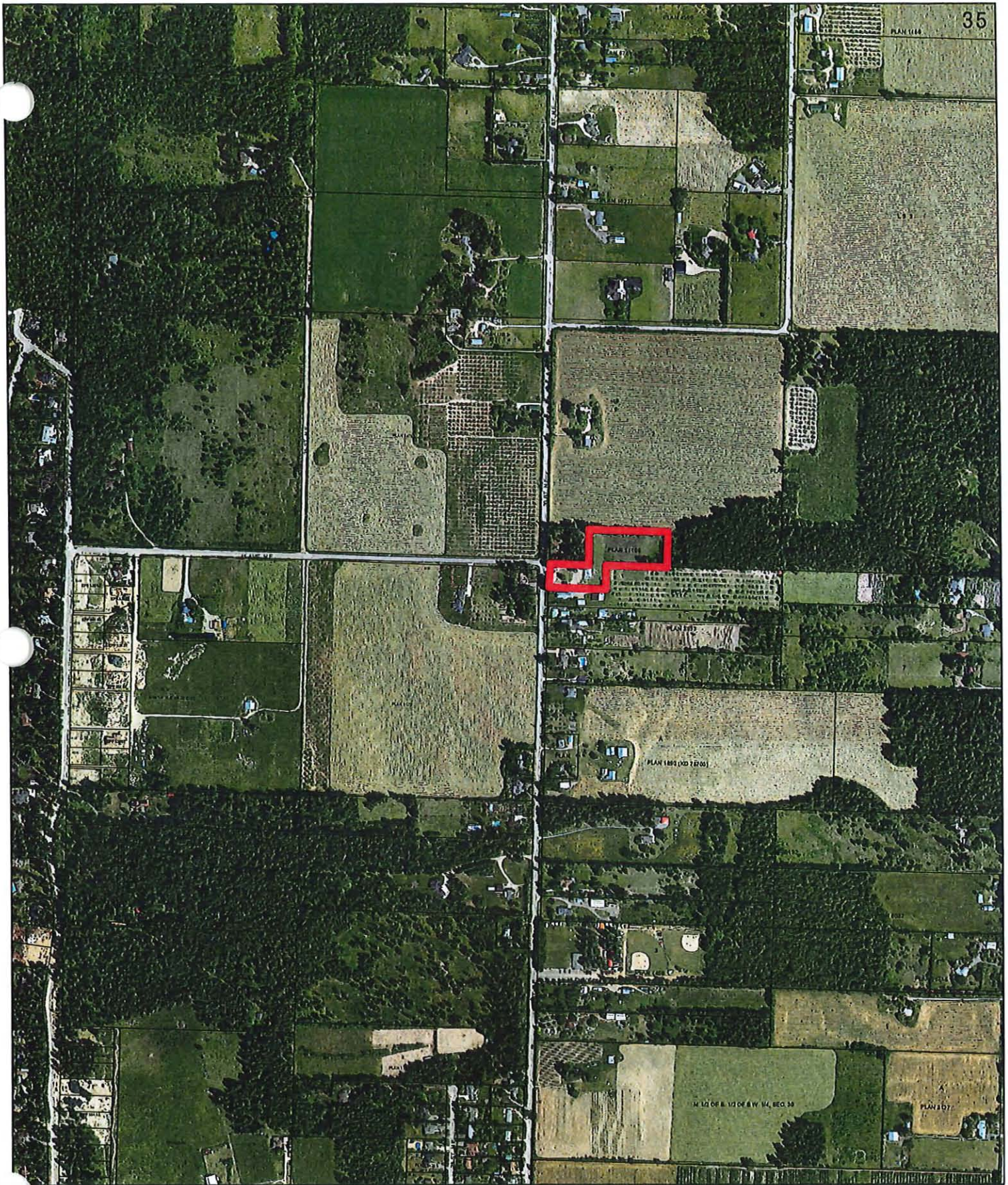
Should this application be approved by the ALC, the property will need to be rezoned to P-3 in order to allow the use of a church / assembly building. That would also involve an OCP amendment (land use) from Acreage Reserve to Institutional.



Prepared by: Denise Ackerman
Planner, Development Services



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



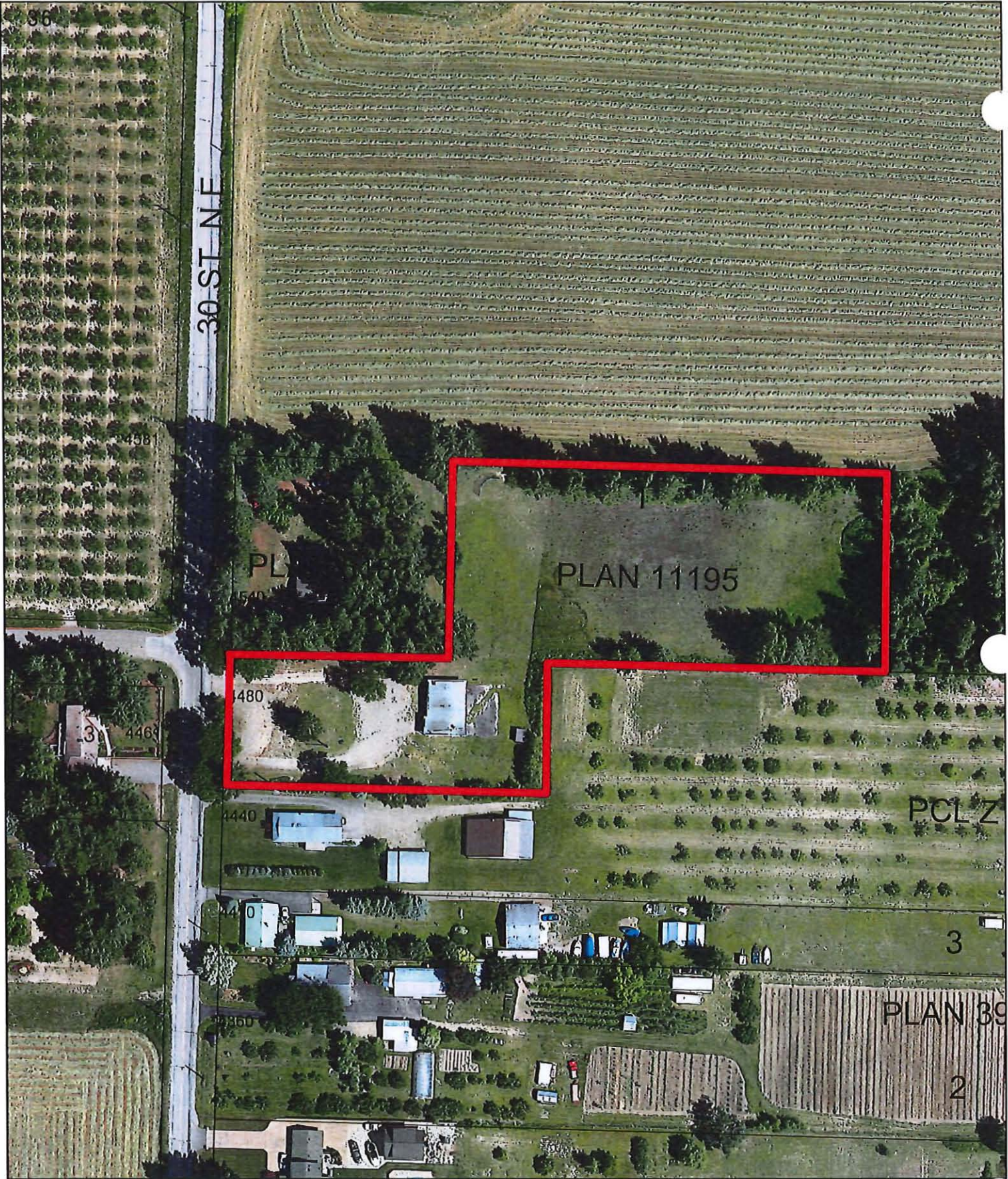
35



0 45 90 180 270 360
Meters



Subject Parcel



0 5 10 20 30 40
Meters



Subject Parcel

KURT ALBERTS RPP, MCIP
 URBAN and REGIONAL PLANNER
 9054 Glover Road Box 760
 Fort Langley BC V1M 2S2
 604 888-4395 kurt@kurtalberts.com

DATE: July 20, 2020

SCHEDULE A: LETTER OF INTENT and RATIONALE

ALC ID#: 61122

SUBJECT: 4480 - 30 Street NE
 in the City of Salmon Arm in the
 Columbia Shuswap Regional
 District

LEGAL: LOT 1 SEC 30 TWP 20
 RANGE 9 WEST OF THE 6TH
 MERIDIAN KAMLOOPS
 DIVISION YALE DISTRICT PLAN
 11195

PARCEL ID: 009-505-156

SIZE: 1.2 ha (2.9 ac) "dogleg"
 shape.

ASSESSMENT: Property Class 01
 and 06; Actual Use Code: 652
 (Churches and Bible Schools);
 Manual Code: D356 (Classroom)

OWNER: Mountainview Baptist
 Church (since 2013)

PREVIOUS OWNER: School
 District No. 89 (Shuswap) 1972 to
 1997

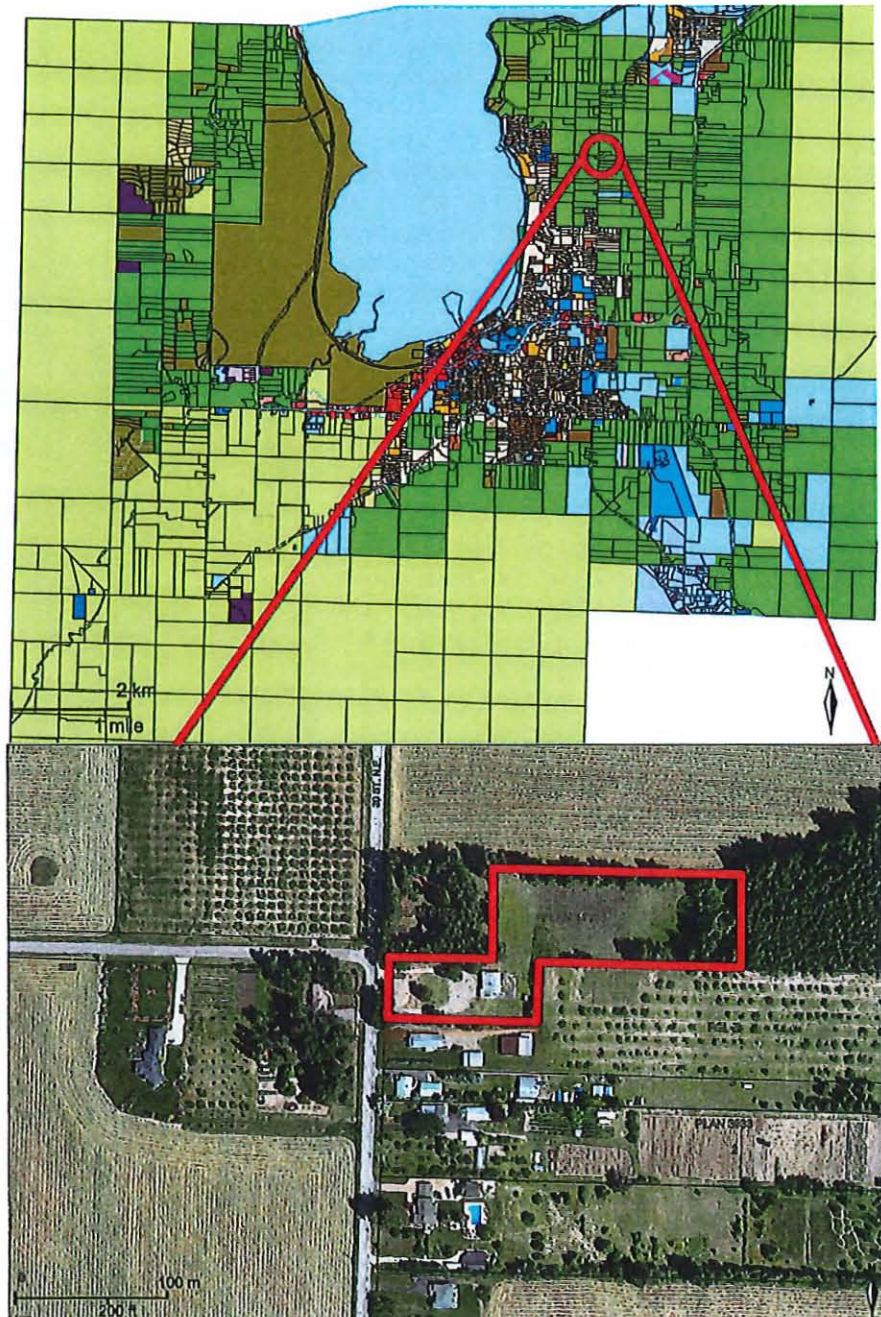
School District No. 83 (North
 Okanagan - Shuswap) 1997 to
 2015 (Attachments 5, 6, 7, & 8
 show titles dating back to 1972)

OCP: Designated 'Acreage
 Reserve' (and outside Urban
 Containment Boundary) in the
 Official Community Plan

ZONING: Public assembly use of
 the property has legal non-
 conforming status as the use pre-
 dates the zoning designation,
 Rural Holding Zone A-2.

ALR: In Agricultural Land Reserve
 with legal non-conforming status
 as the public assembly use of the
 property pre-dates the ALR (by
 over a half century).

Salmon Arm



PROPOSAL: To build a 186 m² (2,000 sq ft) addition at the rear of the church building where there is an existing hard surfaced area previously used as a basketball court. The addition with a basement will allow more room for a growing congregation to continue worship, Sunday School and community outreach programs.

LAND USE REGULATIONS: Notwithstanding the long established public assembly use of the subject property, it was included in the Provincial Agricultural Land Reserve in 1972. However, the Agricultural Land Commission Act does make provision for "non-farm" uses established prior to December 21, 1972. Section 23 (Exceptions) of the Act states:

"(2) The restrictions on the use of agricultural land do not apply to land lawfully used for a non-farm use, established and carried on continuously for at least 6 months immediately before December 21, 1972, unless and until the use is changed, other than to farm use, without the permission of the commission,
(3) For greater certainty, the exception in subsection (2) applies only to the land that was actually being used for a non-farm use and not to the entire parcel on which that use was being carried on."

In this case, the "non-farm" use is considered to be "public assembly" which includes both school and church related uses. The building, parking, play field, septic and buffer areas of the "non-farm" use cover the entire property.

PROPERTY USE HISTORY: The Broadview area (the Limit District) was initially served by Central School in downtown Salmon Arm. When the city school burned down in 1917 the "rural" children from Broadview were sent to school in North Canoe until Broadview School was constructed on the subject property.

The new school opened in 1918, built of frame construction on a basement, on one acre of donated land. The site plan included the area occupied by the school building, service, play and landscaping areas.

Twenty pupils were registered from Grades 1 through 8. Broadview School, like most country one-room schoolhouses of its era, was heated by a wood stove and had no electricity. A solid row of windows on its westerly wall was oriented to make the best use of daylight hours. Lights were installed in the school in 1944.

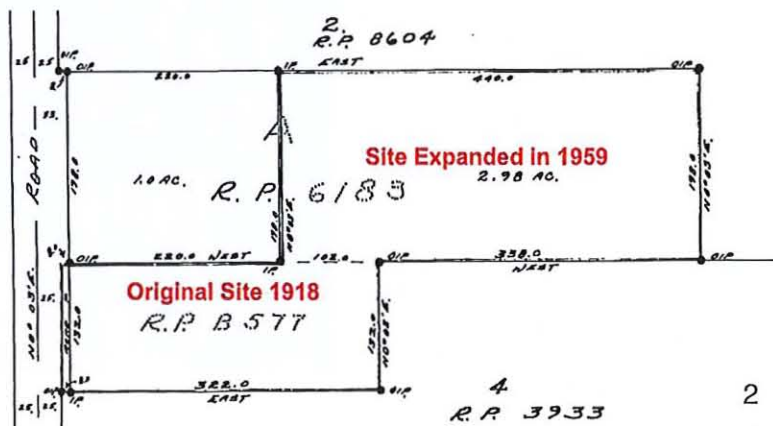


Enrolment increased rapidly in the late 1940's. In 1948 the total enrolment exceeded 57 with 10 in the "beginner's" class. Despite the increase in pupils, Broadview was slated for consolidation with four other schools. In 1950 the school closed in favour of bussing students to larger central schools.

During the school closure years, the building was used as a community hall by the Broadview Community Club and other groups.

As the population continued to grow in the early fifties, the central schools became overcrowded and Broadview School was reopened in 1955. The following year capital improvements included indoor toilets, a furnace and a new stairway entrance to the basement.

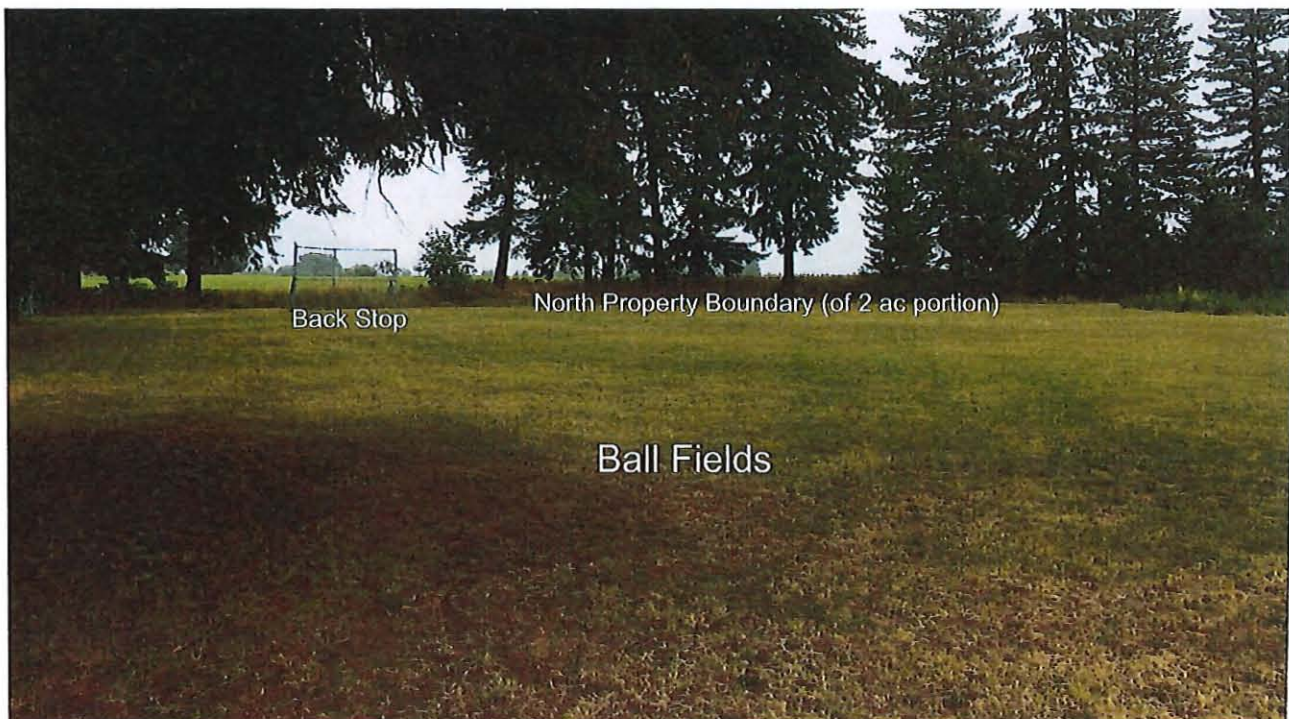
In 1959 more land was acquired making the site almost 3 acres. The original site was only an acre and it was time to build a second school building. The original building housed grades 1 to 3, and the new building, grades 4



to 6. The added land was provided for play and sports areas, and public use by the neighbourhood.

In the mid-sixties Bastion School was built and children from Broadview were regularly bussed there to make use of the gymnasium (albeit half-sized).

In the early 1960's, top soil was removed and sports fields were developed by the community on the western portion of the 2 ac property added in 1959. After over sixty years the ball field is still in use. As well as, school use, the field was also used by the general community including for organized sports such as Little League and Slo-Pitch. Attached are three signed statements from area residents attesting to the long established use of the ball field (please refer to Attachments 1, 2, & 3).



From 1976 up until 1980 North Broadview became strictly a primary school with grades 1, 2 and 3. Subsequently, in 1980, the grade three students were transferred to Bastion School, but a kindergarten class was added to Broadview.

The 2.98 ac site now had the old main school; the permanent building built in 1959; a portable for office and library; and a portable for grade one classroom. Another portable was added as an activity room in 1983.

In the mid-eighties, even though enrolment was still high at North Broadview (88 - 96 students), necessary upgrades were seen as too expensive and the newer Bastion School's enrolment was declining but more cost effective to add onto including a full sized gym.

In 1986 the primary classes were moved to Bastion School with the closure of the 1918 school building while the 1959 building and the office/library portable were apparently used by the the Alternate Program.

In 1988 the old Broadview School was moved to Haney Heritage Village and restored by the Salmon Arm Museum Society for its historic interest as a provincially recognized example of a turn of the century one-room schoolhouse.

In 2005 the School District entered into a lease with the Mennonite Church to allow the property to be used for church use. The lease with the Mennonites was renewed in 2008 and again in 2011.

In 2013 the School District invited proposals to purchase the former North Broadview School property (2.98 acre or 0.809 ha). The property was sold to the Mountainview Baptists and has been used continually by the congregation including community outreach programs.

COMMUNITY CONTEXT: Located on an arterial road, 30 Street NE, at the intersection of 45 Avenue the subject property is a long standing community focal point. First as an elementary school location commencing in 1918 until the mid-1980's; use of the school building when available as a community hall; the addition of a community ball field still in use since the early 1960's and, church use initially by the Mennonites and now the Baptists. The site is served by municipal water with sufficient fire flows and pressure. A fire hydrant is located in front of the property. The Official Community Plan intends greenways along 30 Street NE in front of the subject property and along 45 Avenue. Greenways are defined as land corridors for off-road paths and trails supporting recreation and social activities. Attached are three statements from area farmers recalling the importance of the sports fields to the community not only as a ball diamond for Little League, Church Leagues and Slo-Pitch but also for soccer, sports days, picnics and other outdoor events. Community mail boxes located in front of the property attest to the site's continuing role as a long standing focal point in the North Broadview neighbourhood.



The subject site is a community focal point in the history of the Broadview community.

RATIONAL FOR PROPOSAL: The subject property has been used for public assembly uses (school and church) for over one hundred years. Over sixty years ago the one acre site was expanded by approximately 2 acres. Since 2005 the property has been used for church related uses. Section 23 (Exceptions) of the ALC Act exempts land from the agricultural use restrictions where the land has lawfully been used for a non-farm purposes, established and carried on continuously for at least 6 months immediately before December 21, 1972. Public assembly use of the land predates the ALC Act by 54 years for the 1 ac area and 12 years for the 2 ac area.

In 2018 the Mountainview Baptist Church applied to the ALC for permission to construct a new building of approximately 400 m² on the same footprint left by the first school building built in 1918, part of the area used for church parking. This application was denied by the ALC on the basis that it would impact the agricultural utility of the property and discourage agricultural use.

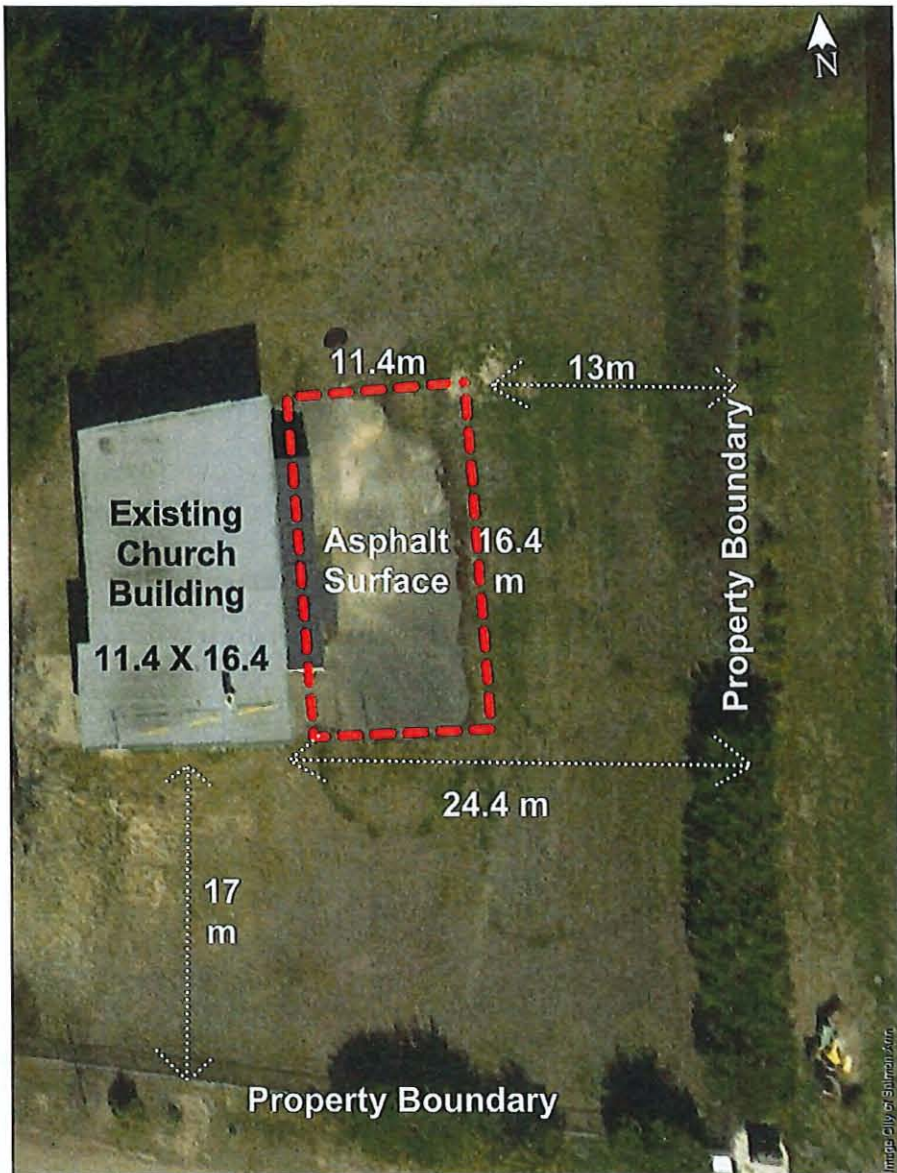
A revised proposal has been formulated with the assistance of an Agricultural Assessment prepared by a professional agrologist (please refer to Agricultural Assessment Report by Dave Melnychuk, P. Ag).

The current proposal is to add 186 sq m onto the existing building over an old hard surfaced area previously used as a basketball court. The proposed addition with a basement would occupy a much smaller footprint on the property than the previously proposed larger new building.

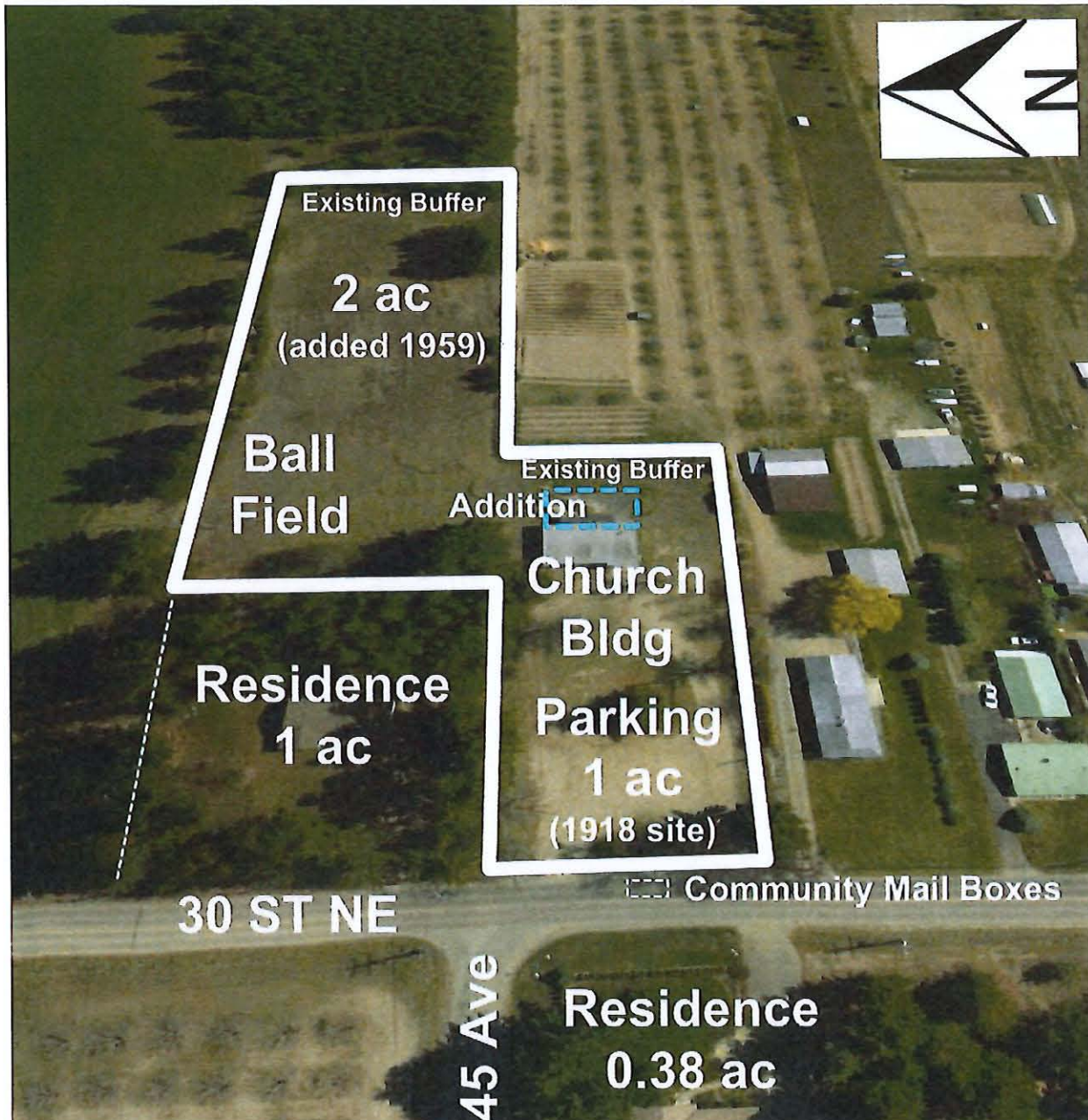
The Agricultural Assessment Report, reviewed the proposal in light of the agricultural potential of the property and concluded that:

- Impact on agriculture would be negligible because of the small footprint, as well as, the existing surface asphalt cover. No useable or potential farmland would be impacted by the proposed expansion.
- In addition, the proposed expansion would not limit nor impede the development of the north 2 acre parcel for agricultural purposes.

With respect to the 2 acre area, because of the development of the sports fields, the original soils no longer exist for the most part and the existing soils have a much lower agricultural capability. In their present conditions (shallow soil profile, coarse granular textures, stones and compaction) the central core of about 1.25 acres is not suitable for conventional field crop production. Non-soil based agriculture (i.e. green houses) would be suitable for this area. However, the remaining area (0.5 – 0.75 acres) has a reasonable soil profile, although not as deep as the original soils. This area would be suitable for crop production after implementation of normal soil improvements (i.e. increase fertility, organic matter supplementation, irrigation).



Even in its degraded condition, the 2 acre parcel has some agricultural potential. The Agricultural Assessment provides suggestions the Church could consider to stimulate some form of agriculture on the 2 acre parcel. A community garden project, part of the previous proposal, is also one of a number of suggestions by the agrologist.



AGRICULTURAL ADVISORY COMMITTEE: During the review of the previous application, in 2018, The City Agricultural Advisory Committee, recognized the limitations of the 0.4 ha area, but did include consideration of agricultural utility of the land in their deliberations as follows: "Given the historic use, the Committee supported the application subject to protecting the north-east portion of the property by means of split zoning and covenant for future agricultural use including future community gardens."

The Committee unanimously adopted the following resolution:

"THAT the Agricultural Advisory Committee recommends to Council that it supports the application subject to the protection, via split zoning and covenant, of the north-east portion of the subject property for agricultural use only."

CITY OF SALMON ARM: The 2018 staff report to City Council on the previous application (for a new 400 m² building) noted that: "The current A-2 zoning and OCP designation have been in place since at least 1976, however there has been school use on the property since 1918". Staff reported that: "There is a similar use within the North Broadview area located on 60 Avenue NE which is the existing Seventh Day Adventists Church. That particular property has P-3 zoning and ALC approval which was granted in October 1974 through ALC Resolution #4483/72." The same OCP designation applies to that property as the subject Property. Even though the OCP does not support institutional use outside the Urban Containment Boundary, staff recommended that the Mountainview Baptist Church application be forwarded to the ALC for consideration "given the historic use". Further, the staff stated that they would likely recommend support of an OCP/rezoning application if the use is restricted to the southwest portion of the subject property.

The Council of the City of Salmon Arm unanimously adopted the following resolution:

"That Agricultural Land Commission Application No. ALC-377 be authorized for submission to the Agricultural Land Commission."

SUMMARY: The Agricultural Land Commission Act protects non-farm uses lawfully established prior to 1972. As well, municipal zoning accommodates lawful non-conforming uses established prior to the enactment of the zoning bylaw. The subject lands have been utilized for institutional uses for over 100 years. In 1918 the Broadview Elementary School was constructed on the subject lands. In 1959, an adjacent 0.8 ha was purchased and consolidated with the school property which resulted in the current configuration of the Property. The proposed addition of 186 sq m to the existing church building will allow a growing congregation to continue use of the front 0.4 ha for worship, Sunday school and community outreach programs. The proposed addition on a hard surfaced area previously used as a basketball court will not impact the agricultural utility of the property. While soils on over half of the 0.8 ha area were severely degraded due to removal of topsoil and development of sports fields in the early 1960's, an Agricultural Assessment concludes that there is still some agricultural potential. Accordingly the addition as proposed will not restrict agricultural utility nor options for the 0.8 ha area.



Respectfully Submitted,
Kurt Alberts RPP, MCIP

ATTACHMENTS:

1. Statement by Robin Ruth on use of sports field
2. Statement by Randy Wagner on use of sports field
3. Statement by Rick Follack on use of sports field
4. Agricultural Assessment by Dave Melnychuk, P. Ag.
5. Title as of 1972
6. Title 1972 - 1997
7. Title 1997 - 2007
8. Title 2007 - 2015

History of Use compiled with help from:

- unpublished papers by: Berniece Saunders and Deborah Chapman
- The Rise and Fall of a One Room School" by Berniece Saunders (1990)
- discussions with School District No. 83 (North Okanagan - Shuswap)

CANADA)	IN THE MATTER OF 4480 – 30 th
)	Street NE, Salmon Arm, British
PROVINCE OF BRITISH COLUMBIA)	Columbia and Mountainview
)	Baptist Church
TO WIT:)	

I am a farmer, currently living at of 2401 - 40th Street, NE, Salmon Arm, British Columbia and make the following statements which I believe to be true to the best of my personal knowledge:

1. I currently reside at 2401 - 40th Street NE, Salmon Arm, which comprises my personal residence and farm acreage.
2. I was born in Salmon Arm where I have lived my entire life.
3. I grew up on an orchard and was part of the farming business with my parents and then my sons in Salmon Arm.
4. In the late 60s and early 70s, I took part in athletic endeavours in the playing field at North Broadview Elementary School which was located at 4480 – 30th Street, NE. These activities ranged from sports days to baseball and were community based activities.

ROBIN RUTH
DATED July 22, 2019.



CANADA)	IN THE MATTER OF 4480 – 30 th
)	Street NE, Salmon Arm, British
PROVINCE OF BRITISH COLUMBIA)	Columbia and Mountainview
)	Baptist Church
TO WIT:)	

I am a farmer, currently living at of 4190 – 30th Street, NE, Salmon Arm, British Columbia and make the following statements which I believe to be true to the best of my personal knowledge:

1. I currently reside at 4190 – 30th Street NE, Salmon Arm, which comprises my personal residence, my mother's residence (4090 – 30th Street NE) and farm acreage.
2. I lived with my parents at 4090 – 30th Street NE from the time of my birth in 1953 until my early twenties.
3. I returned to Salmon Arm in 1992.
4. For grades 1 through 6, I attended North Broadview Elementary School which was located on 4480 – 30th Street NE ("school property").
5. I remember playing soccer and doing other school activities on the school property associated with the school.
6. I remember playing Little League Baseball in a community sports program on the school property around 1967 to 1969.
7. To the best of my knowledge, the sports community built the baseball backstop on the school property.
8. To the best of my knowledge, the baseball expenditures as such were not part of the educational program in the sixties.

RANDY WAGNER
DATED July 22, 2019



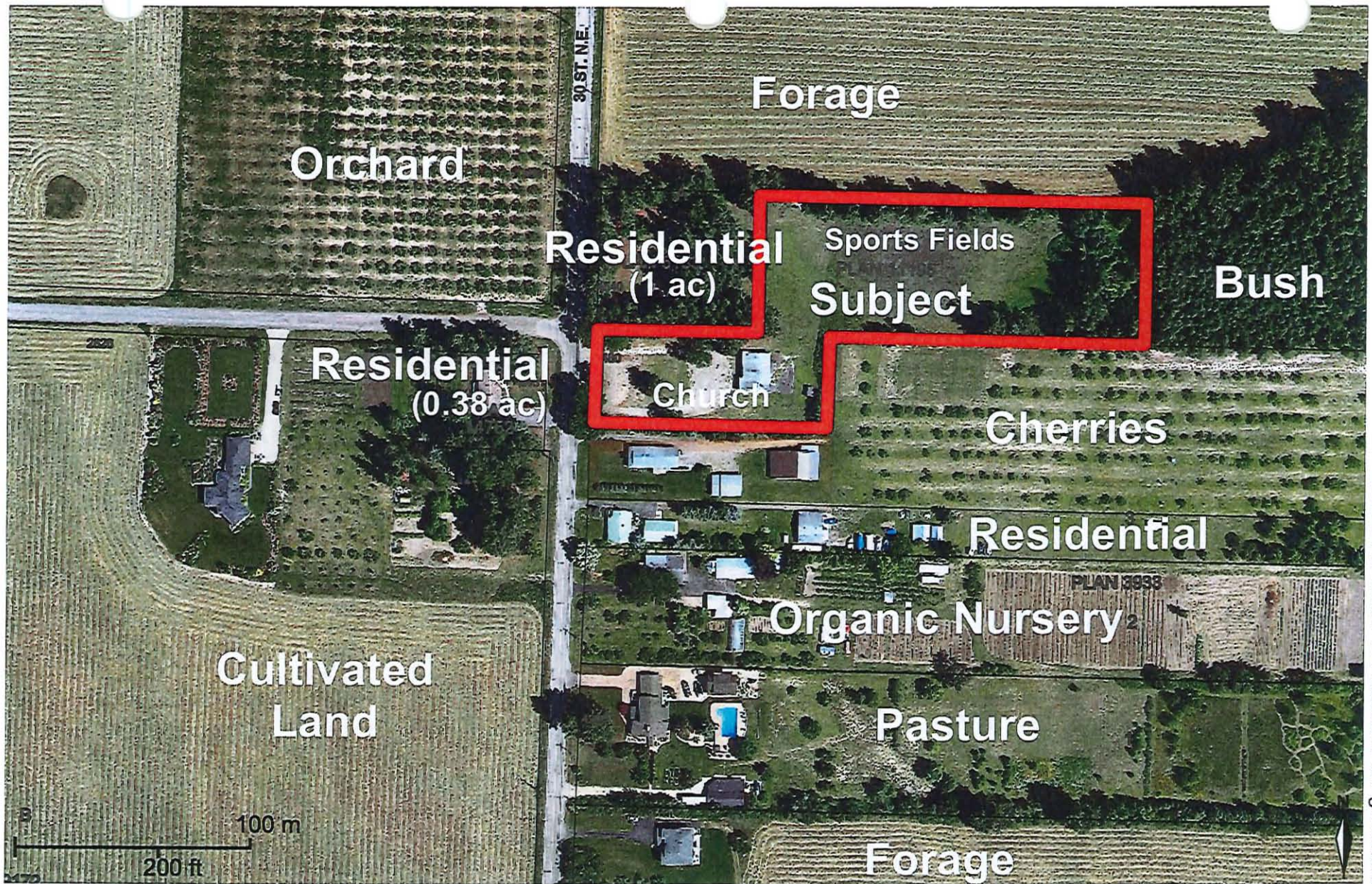
CANADA)	IN THE MATTER OF 4480 – 30 th
)	Street NE, Salmon Arm, British
PROVINCE OF BRITISH COLUMBIA)	Columbia and Mountainview
)	Baptist Church
TO WIT:)	

I am a farmer, currently living at of 4440 - 30th Street, NE, Salmon Arm, British Columbia and make the following statements which I believe to be true to the best of my personal knowledge:

1. I currently reside at 4440 - 30th Street NE, Salmon Arm, which comprises my personal residence and farm acreage where I have resided for over 30 years
2. My property borders the Mountainview Baptist Church property at 4480 – 30th Street NE (the "property") immediately to the south and am totally familiar with this property..
3. I was born in Salmon Arm where I have lived my entire life.
4. Minor and city league baseball has been played on the property for long before I moved into my current property up to and including the late 1990s and early 2000s when the Mennonite Church rented the property
5. The Mennonite Church not only used the ball diamond for some kind of church league but used the rest of the property for other sporting activities.
6. Subsequent to the above, the current owners have been using the property for picnics, sports and other outdoor activities and have been keeping the sports field in good condition for their use.

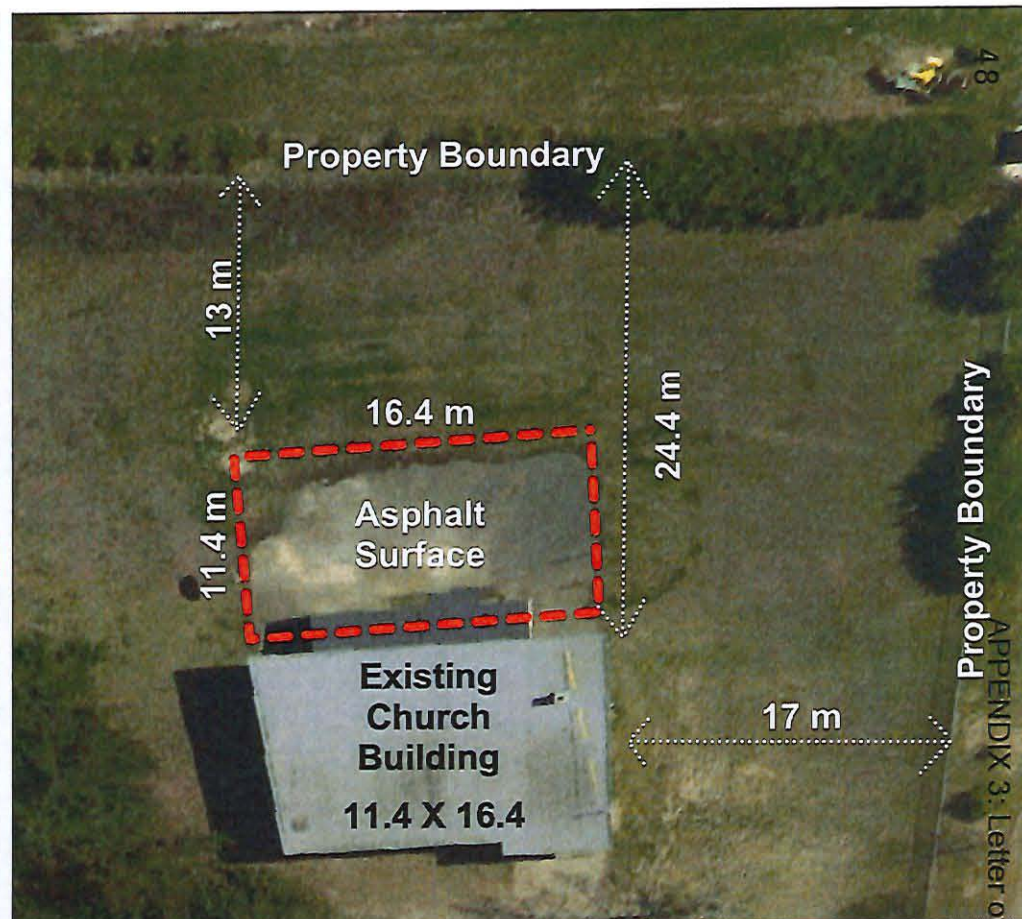
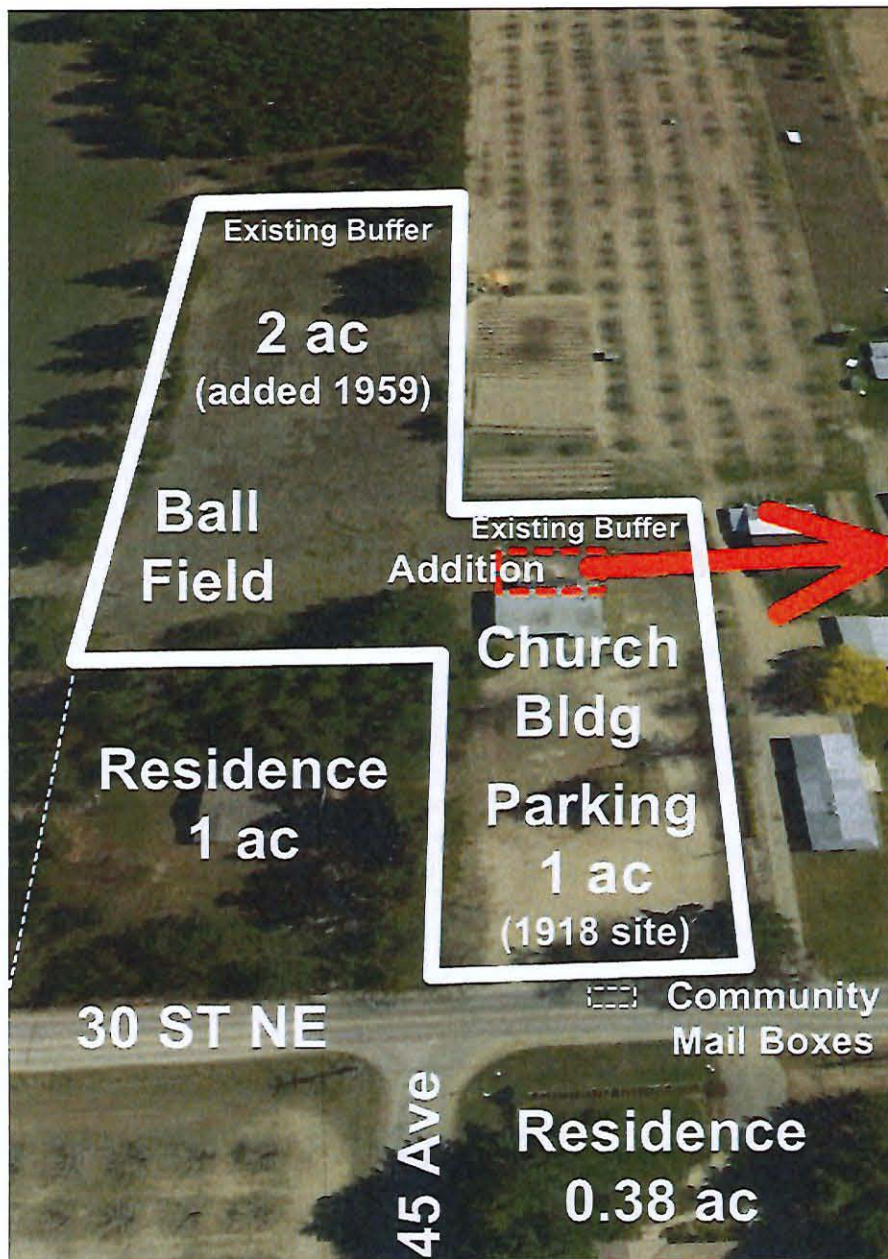
RICK FOLLACK
DATED July 22, 2019.

Rick Follack



Schedule C Adjacent Uses

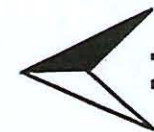
ALC Non-Farm Use Application by Mountainview Baptist Church for 4480 - 30 Street NE, City of Salmon Arm



Location of Existing Church Building and Proposed Addition of 186 sq m (2,000 sq ft) on asphalt area previously used for basketball court.

Schedule D Proposal

ALC Non-Farm Use Application by Mountainview Baptist Church for 4480 - 30 Street NE, City of Salmon Arm



Agricultural Assessment

Prepared for
Mountainview Baptist Church
4480 – 30 Street NE
Salmon Arm, BC

By: Dave Melnychuk, P.Ag
19915-37A avenue
Langley, BC
V3A 2S8

June 25, 2020

Attachment 4
to Letter of Intent and Rationale
for Church Addition

Mountainview Baptist Church site – Salmon Arm – June 25, 2020

Introduction:

The Mountainview Baptist Church has requested an agricultural report to assess the implications to agriculture from a proposed expansion to the existing church assembly use of a portion of the property located at 4480-30 street, NE, Salmon Arm.

The report comments on the existing use and condition of the original 1 acre parcel used for assembly purposes (formerly a school, now a church), plus provides a detailed examination of the 2 acre north parcel used by the community for playing fields and sports events. The report also includes suggestions on various methods of transitioning the 2 acre north parcel from a sports field to a productive farm site, capable of growing local food crops.

Historical perspective and present use:

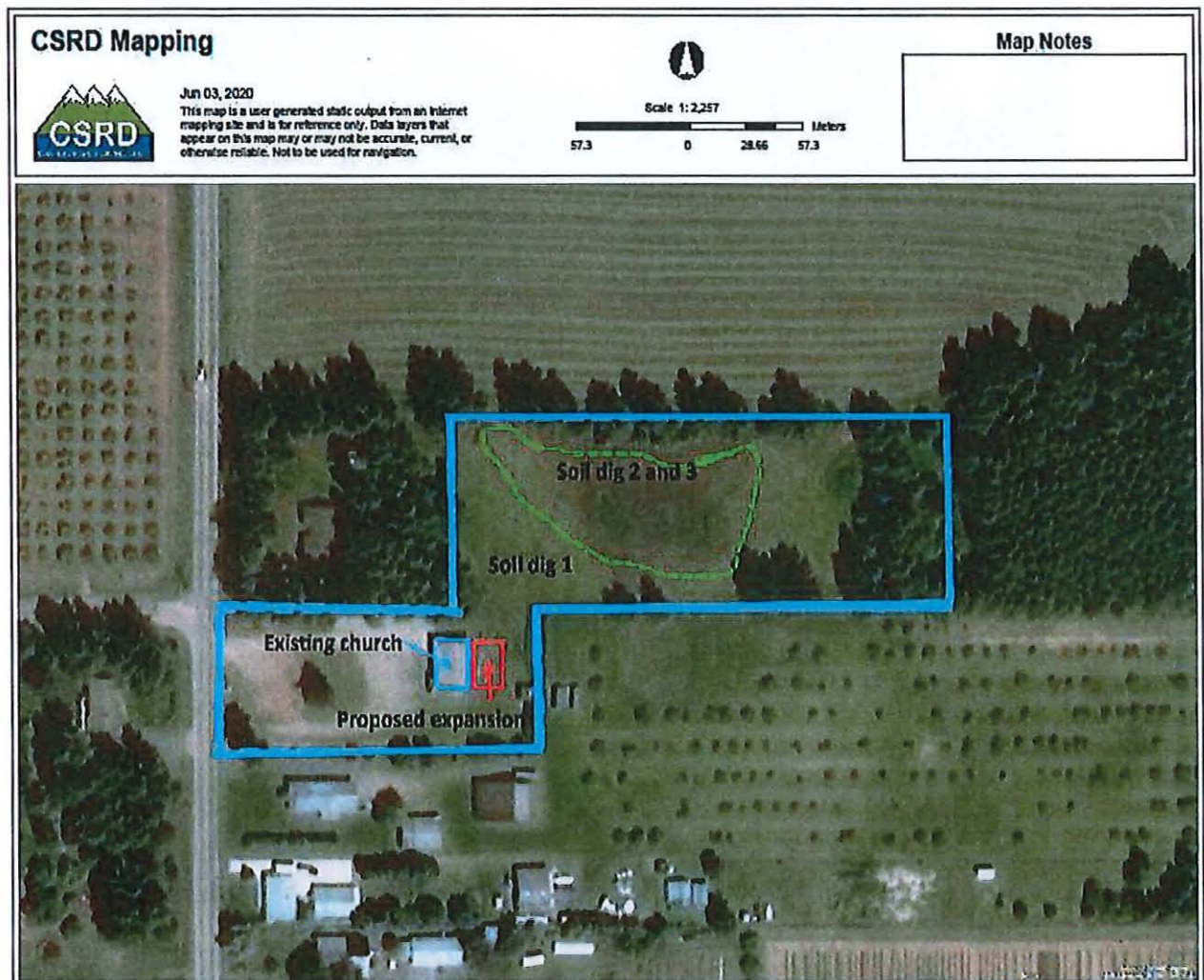
The property located at the 4480-30 street site has historically been utilized for community assembly use by the School District for educational purposes and community sports activities. The original school was removed from the site in 1988, but the ancillary one room school building has remained on site and has been used for church purposes previously by the Mennonites and now by the Mountainview Baptist Church. The following photograph illustrates the existing building on site used for church purposes. The size of the building is approximately 2,000 square feet. A vehicle gravel parking lot is located adjacent to the west side of the building, as illustrated in the photograph.



Property description:

The property originally contained only 1 acre, fronting on 30 Street, which supported the original school building. In 1959, the School District added the second school building and expanded the site to the north by adding 2 acres to accommodate the development of playing and sports fields for the use by students attending the school as well as by the surrounding neighbourhood for sporting events. The following aerial photograph illustrates:

- the present property configuration, outlined in a heavy blue boundary lines
- the existing church building, outlined in thin blue line
- the proposed expansion to the existing building, outlined in red line
- the locations of soil sampling (soil dig, 1, 2 and 3)
- area of severe soil compaction with gravely/stony surface material (outlined by a green dashed line)



Non-farm use application

Mountainview Baptist Church is seeking approval from the City of Salmon Arm and the ALC to expand the existing church building, by utilizing a location immediately behind the church. Proposed plans call for expansion of this structure (former primary school building) eastward onto an existing hard surface open space, covered for the most part with asphalt. It is assumed this particular asphalt covered area was formerly used by students for basketball and other outdoor activities which required an all weather surface.

The following photograph illustrates the location of the proposed expansion which is adjacent and immediately east of the existing church building. The surface condition, for the most part, consists of asphalt covering, with a strip of grass cutting diagonally across the asphalt.



- The proposed expansion would not extend beyond the existing asphalt footprint which covers an area of approximately 2,000 square feet. The 2,000 square foot expansion would be equal to the size of the existing building. This expansion would double the size of the church and be able to comfortably provide adequate space for gathering of the church congregation.
- Impact on agriculture would be negligible because of the small foot print as well as the existing surface asphalt cover. No useable or potential farmland would be impacted by the proposed expansion.
- In addition, the proposed expansion would not limit nor impede the development of the north 2 acre parcel for agricultural purposes.

Features of the north parcel (sports field)

The 2 acre north parcel is divided into 2 sections according to soil characteristics.

1. **Section 1 : sports field area** (covering approximately 1.25 acres):

The active sports field is illustrated within the green dashed line on the photograph which appears on page 2 of this report. This area was levelled off and prepared in the early 1960s, to facilitate use of the area for a variety of outdoor sports activities by students and the general community.

In the process of levelling the site the original soils have been significantly altered and moved, therefore the existing soils no longer resemble the original soils. The original soils (a detailed description is provided on page 4 of this report) would have consisted of a deep (up to 2 feet) sandy loam profile without any stones. The current soil features consists of a very shallow upper coarse layer (3 to 4 inches) with numerous stones. This area is severely compacted preventing manual soil sampling beyond 4 inches.

The following photograph illustrates the sports field located on the north 2 acre parcel.



An examination of the soil profile on the adjacent privately owned farmland located to the north side of the playing field indicates that the sports field on the Church property has been lowered by approximately 4 feet. The following photograph illustrates the elevation difference (as evidenced by the 4 foot soil sampling spade) between the actively farmed alfalfa field to the north and the sports field on the church property. Stones are evident throughout the surface of the church property as illustrated in the foreground of the photograph.



Observations conclude that, based upon the ground elevation of adjacent farmland located to the north of the site, the original topsoil has been shaved off and possibly removed from the church site (this has not been confirmed) and granular material (sands, gravels) introduced to provide for adequate surface conditions for extending the season for outdoor sports.

This area is not suitable for field crop production, because of shallow soil profile, coarse textures, and severe compaction. It would be useable for non-soil based agriculture such as greenhouses, although growing medium would have to be introduced.

Section 2 in the north parcel (approximately 0.5 to 0.75 acres)

Small pockets of soil located to the south west and south east of the sports playing field, exhibit a lower level of compaction and a deeper soil profile (approximately 10 to 12 inches)

Coarse granular material and stones in the surface layer is not prevalent, compared to the playing field, allowing for deeper soil sampling. The following photograph illustrates the soil profile at dig #1.

- Ah horizon: 4 to 5 inches, sandy loam (confirmed with laboratory soils analysis)
- B horizon: 5 to 6 inches, loamy sand
- C horizon – compacted subsoils



These 2 small pockets would be suitable for field crop production, although improvements to fertility and irrigation would be required to achieve acceptable levels of crop production.

The attached laboratory analysis report of a soil sample taken from the Ah horizon in Dig 1, indicates, the following features:

- a reasonable level of nutrients (although nitrogen is very low);
- a suitable texture (sandy loam) for field crop production;
- no issue with pH or salinity; and
- low organic matter. (only 1.9% OM)

The deficient components (nitrogen and organic matter) can be addressed with normal farm practices.

Original soil mapping

The original soils no longer exist on the 2 acre north parcel because of former leveling, soil movement and possible removal of topsoil and subsoils by the School District in the 1960s in the process of establishing playing fields.

For information purposes, the original soils which existed on this site prior to the development of the sports fields, are described by the "*Soil Survey of the Shuswap Lakes Area*" completed by the British Columbia Department of Agriculture.

That survey report states that original soils typically found in this area of Salmon Arm are a complex of several soil types, including the following:

1. Cherryhill soil type, 40%: sandy loam, with well drained conditions
2. Carlin soil type, 30%: silty clay loam which is also well drained
3. Stepney soil type, 30%: which is a loamy sand

These soil types would include a deep soil profile (up 2 feet of a blended A and B horizons) and are very productive for a wide range of crops under proper management, including fertility and irrigation upgrades.

The soil profile examined (with a deep 3 foot dig) on the adjacent private property to the north of the church property, indicated a 2 foot depth of sandy loam over a semi-compacted subsoil, which confirms the original soil survey classification for this area

Agricultural capability (original soil capability mapping)

The mapping of the original agricultural capability ratings, state the following for this area, east of Salmon Arm:

- o Unimproved rating: 8:4MT – 2: 2X, which means that 80% of the site has a class 4 rating with a limitation of moisture and topography and 20% of the polygon has a class 2 rating with a multiple set of limitations
- o Improved rating: 6:2X – 4: 3TM, which means that after implementation of improvements (primarily installation of irrigation systems) the land can be improved to 60% class 2 with a multiple set of limitations and 40% of the land improved to a class 3 with topography and moisture limitations.

NOTE: The original soil classification and agricultural capability rating are no longer valid for the areas covered by the playing fields, because of the soil disturbances created when the playing fields were created in the early 1960s.

Present agricultural suitability and potential agricultural uses.

Severely compacted area (about 1.25 acres): As a result of the development of the sports fields, the original soils no longer exist for the most part and the existing soils have a much lower agricultural capability. In their present conditions (shallow soil profile, coarse granular textures, stones and compaction) the central core of about 1.25 acres (dashed outline in photograph on page 2) is not suitable for conventional field crop production. Non-soil based agriculture (i.e., green houses) would be feasible for this area.

The small portion in the south west and south east corners (approximately 0.5 – 0.75 acres) This area has a reasonable soil profile, although not as deep as the original soils. This area

would be suitable for crop production after implementation of normal soil improvements including; increase fertility, additions of organic matter, stone removal, and irrigation. In summary, the existing soils on the Church 2 acre property have a much lower agricultural capability compared to the original soils, although with strategic planning and implementation of significant agricultural improvements, this area has potential for a variety of intensive horticultural options.

Agricultural opportunities

Restoring the playing field site to its original soils and agricultural capability condition prior development of the playing fields would not be practical because of the extreme difference between the high quality of the original soils and the low quality of the soils which presently exist on the site. The main challenge is the severely degraded soil conditions and the high cost of rehabilitating the land to an agricultural field crop standard.

Nevertheless, the north 2 acre parcel may be useful for a combination of non-soil and soil based ventures. Greenhouses could be utilized for growing specialty horticultural crops (i.e., herbs, flowers, vegetables, berries, specialty products etc) on the severely compacted and coarse granular area. In the south west and south east corners where the soils are somewhat better, raised beds could be established for berry, vegetable and tree fruit production in a community garden scenario.

Whichever venture is considered, the initial costs for basic improvements (i.e., land rehabilitation, irrigation, organic matter) should be determined in the initial stages.

Potential Operational Options for the 2 acre north parcel

Even in its degraded condition, the 2 acre parcel has some agricultural potential. There are several avenues the Church could consider in regard to stimulating some form of agriculture on the 2 acre parcel. The following ideas are offered for discussion and evaluation – there may be others. Each option will have its own pros and cons and unique challenges, which need to be explored and evaluated prior to proceeding.

Initial steps should include: investigation of the level of interest in the community for establishing community gardens and preparation of a detailed rehabilitation plan, including costs.

Option 1:

Improve the soil conditions and establish community gardens, operated by the church.

Option 2:

Improve the soil conditions and lease the 2 acres to non-profit organization for the purposes of establishing community gardens

Option 3:

Work with Young Agrarians organization to locate a suitable young person to lease the 2 acres, using the resources of the BC Ministry of Agriculture's young farmer program.

Option 4:

Lease the 2 acres, in its present condition or in an improved condition, to an existing neighbouring farmer

Option 5:

In cooperation with the Salmon Arm School District evaluate the possibility of establishing a "learning farm" similar to the recent initiative by the Township of Langley, Langley School District and the Langley Sustainable Agriculture Foundation.

Conclusion:

The agricultural report indicates that the proposed expansion of the church building on the original 1 acre parcel, would not be intrusive nor disruptive from an agricultural perspective, because of the present surface (asphalt) condition and small size (2,000 sq. ft) of the proposed expansion site.

In regard to the 2 acre north parcel, the proposed church expansion on the 1 acre site would not diminish the potential for rehabilitating and using the 2 acre north parcel for agricultural purposes. On the contrary, an increase in the congregation would encourage more involvement and motivation in converting the 2 acre parcel into a productive piece of land capable of growing local food products for the community.

Prepared by:

Dave Melnychuk, P.Ag
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Langley, BC
V3A 2S8

davidmelnichuk@telus.net

604 812-3276

June 25, 2020




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Page 1 of 1

Farm Soil Analysis

Bill To: Dave Melnychuk	Grower Name: Mountain View	Lot Number: 1426165
Report To: Dave Melnychuk	Client's Sample Id:	Report Number: 2518952
19915 37A Avenue	Field Id: DIG 1	Date Received: May 30, 2020
Langley, BC, Canada	Acres:	Disposal Date: Jun 29, 2020
V3A 2S8	Legal Location:	Report Date: Jun 05, 2020
Agreement: 91163	Last Crop: Crop not provided	Arrival Condition:

Nutrient analysis (ppm)														Soil Quality			
Depth	N*	P	K	S**	Ca	Mg	Fe	Cu	Zn	B	Mn	Cl	BCertP	pH	EC(dS/m)	OM(%)	Sample#
0" - 6"	<2	65	256	47	1120	107								6.4	0.45	1.9	7083913
Excess														Alkaline	Extreme	High	
Optimum														Neutral	Very High	Normal	
Marginal														Acidic	High	Low	
Deficient														Very Acidic	Good	Very Low	
Total lbs/acre	4	129	512	95	Texture Sandy Loam			Hand Texture n/a			BS 96 %			CEC n/a			
					Sand 56.4 %			Silt 33.0 %			Clay 11.1 %			Ca 75 %			
														Mg 12 %			
														Na <1.8 %			
														K 8.8 %			
Estimated lbs/acre	8	129	512	193	Ammonium 0.4 mg/kg			Lime 0.5 T/ac			Buffer pH 7.0			TEC 7.4 meq/100 g			
														Na <30 ppm			
														K/Mg Ratio n/a			

*Nitrates-N **Sulfate-S n/a = not analyzed

RECOMMENDATIONS FOR BALANCED CROP NUTRITION

Crop not provided					
Macro-nutrients	Yield	N	P2O5	K2O	S
Growing Condition					
Excellent					
Average					
Your Goal					
Removal Rate (Seed/Total)					
Micro-nutrients	Iron	Copper	Zinc	Boron	Manganese
To be added (lbs/ac)					

Comments:

Element uses nutrient extraction and analytical methods specifically developed for western Canadian soils.

The modified Kelowna extractant used to analyze key nutrients in this Farm Soil Analysis report is the standard method used in soil fertility research in western Canada. It is used in developing crop response curves to fertilizer in Alberta. The Element "RECOMMENDATIONS FOR BALANCED CROP NUTRITION" are based on those research data. Element recommendations are accurate but should not replace responsible judgement.

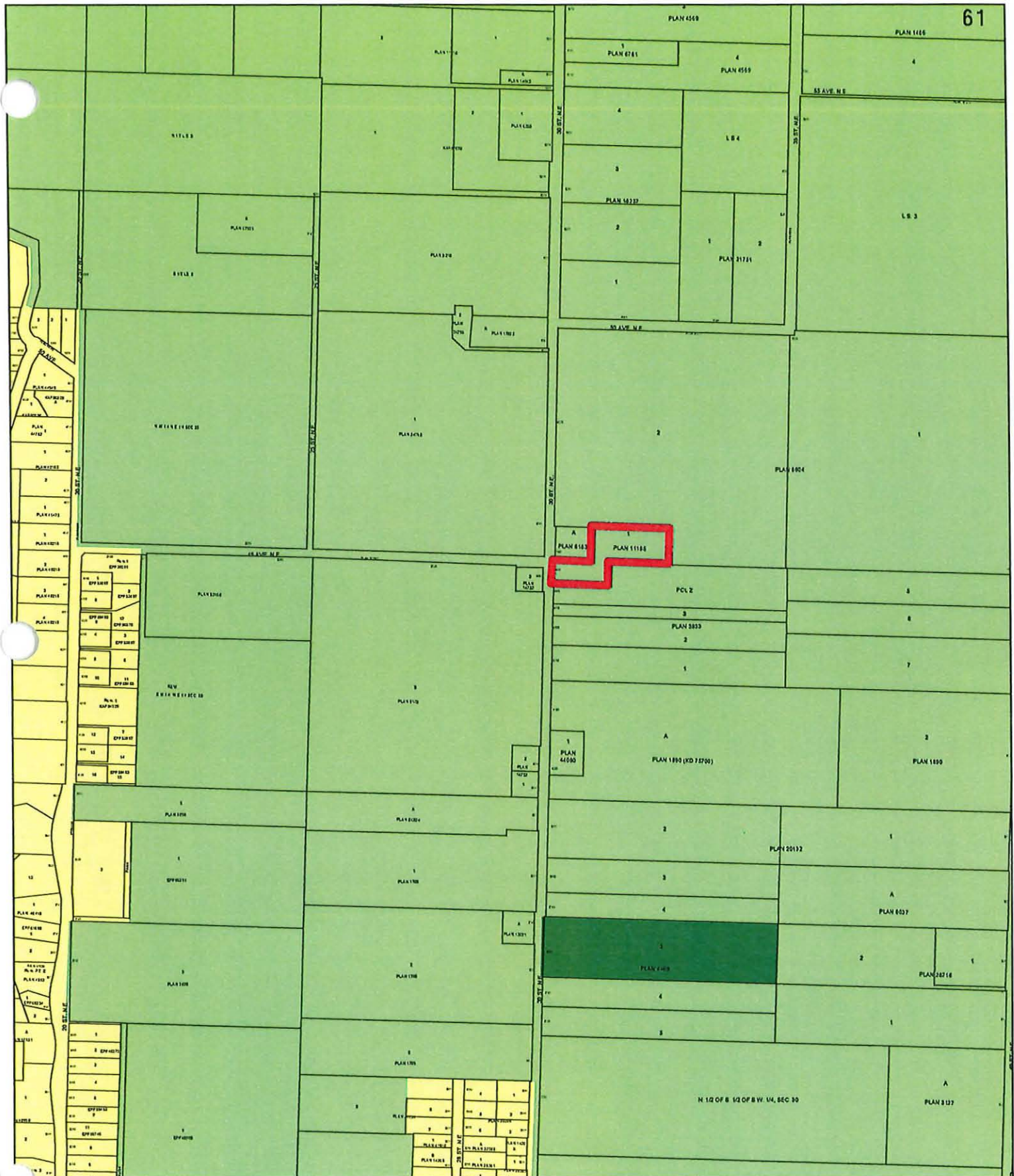
Terms and Conditions: <https://www.element.ca/terms-and-conditions>



0 45 90 180 270 360
Meters



ALR

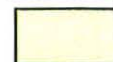


Subject Parcel

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Meters



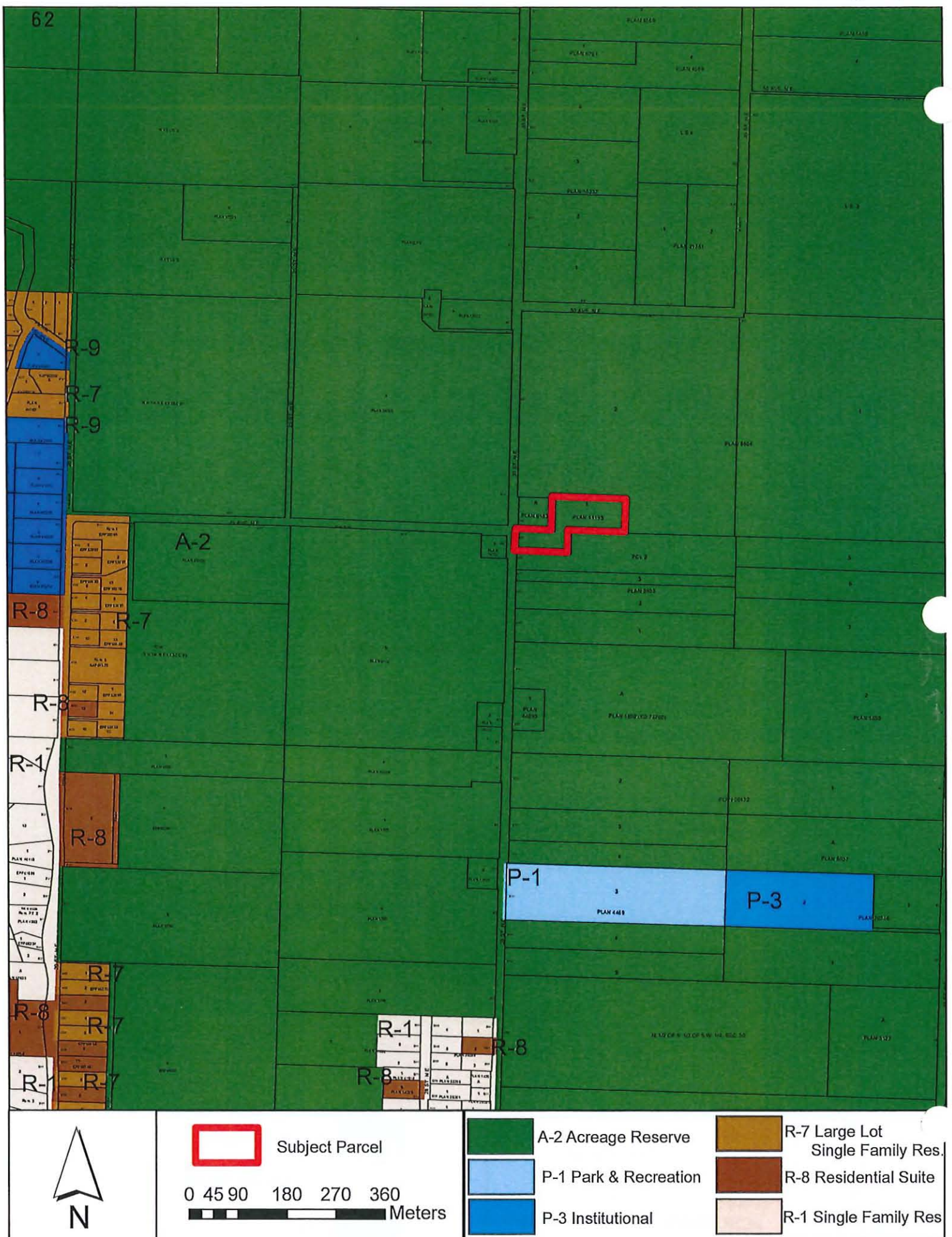
Acreage Reserve



Low Density Residential



Park





Agricultural Land Commission
 201 -- 4940 Canada Way
 Burnaby, British Columbia V5G 4K6
 Tel: 604 660-7000
 Fax: 604 660-7033
 www.alc.gov.bc.ca

January 8, 2019

ALC File: 57674

Kurt Alberts
 DELIVERED ELECTRONICALLY

Dear Mr. Alberts:

Re: Application 57674 to conduct a non-farm use in the Agricultural Land Reserve

Please find attached the Reasons for Decision of the Okanagan Panel for the above noted application (Resolution #7/2019). As agent, it is your responsibility to notify the applicant accordingly

Review of Decisions by the Chair

Under section 33.1 of the *Agricultural Land Commission Act* (ALCA), the Chair of the Agricultural Land Commission (the Commission) has 60 days to review this decision and determine if it should be reconsidered by the Executive Committee in accordance with the ALCA. You will be notified in writing if the Chair directs the reconsideration of this decision. The Commission therefore advises that you consider this 60 day review period prior to acting upon this decision.

Request for Reconsideration of a Decision

Under section 33(1) of the ALCA, a person affected by a decision (e.g. the applicant) may submit a request for reconsideration. The request must be received within one (1) year from the date of this decision's release. For more information, refer to *ALC Policy P-08: Request for Reconsideration* available on the Commission website.

Please direct further correspondence regarding this application to ALC.Okanagan@gov.bc.ca.

Yours truly,

A handwritten signature in black ink, appearing to read 'Ric Peggi', is written over a light blue horizontal line.

Riccardo Peggi, Land Use Planner

Enclosure: Reasons for Decision (Resolution #7/2019)

cc: City of Salmon Arm (File: ALC-377)



AGRICULTURAL LAND COMMISSION FILE 57674
REASONS FOR DECISION OF THE OKANAGAN PANEL

Non-Farm Use Application Submitted Under s. 20(3) of the *Agricultural Land Commission Act*

Applicant: Mountainview Baptist Church, Inc. No. S-0044913

Agent: Kurt Alberts

Property: Parcel Identifier: 009-505-156
Legal Description: Lot 1, Section 30, Township 20,
Range 9, West of the 6th Meridian, Kamloops
Division Yale District, Plan 11195
Civic: 4480 30th Street NE, Salmon Arm, BC
Area: 1.2 ha

Panel: Gerald Zimmermann, Okanagan Panel Chair
Jim Johnson



OVERVIEW

- [1] The Property is located within the Agricultural Land Reserve (ALR) as defined in s. 1 of the *Agricultural Land Commission Act* (ALCA). The Property is located within Zone 1 as defined in s. 4.2 of the ALCA.
- [2] Pursuant to s. 20(3) of the ALCA, the Applicant is applying to the Agricultural Land Commission (the "Commission") to construct a new church building on the Property with an approximate footprint of 400 sq. metres (the "Proposal"). The new building is proposed to be built near the existing church building on the Property. The Applicant requires expanded facilities to accommodate expected future growth and changing demographics of its congregation. The existing building on the Property is utilized for outreach programs as well as Sunday school therefore church services are currently held elsewhere as a temporary arrangement. The construction of a new church building would allow for the Applicant to host services, Sunday school programs and other outreach programs on the same Property.
- [3] The issue the Panel considered is whether the Proposal will impact the agricultural utility of the Property.
- [4] The Proposal was considered in the context of the purposes of the Commission set out in s. 6 of the ALCA. These purposes are:
- (a) to preserve agricultural land;
 - (b) to encourage farming on agricultural land in collaboration with other communities of interest; and
 - (c) to encourage local governments, first nations, the government and its agents to enable and accommodate farm use of agricultural land and uses compatible with agriculture in their plans, bylaws and policies.



EVIDENTIARY RECORD

[5] The Proposal along with related documentation from the Applicant, Agent, local government, and Commission is collectively referred to as the "Application". All documentation in the Application was disclosed to the Agent in advance of this decision.

BACKGROUND

[6] The subject lands have been utilized for institutional uses for approximately 100 years. In 1918 the Broadview Elementary School was constructed on the subject lands. In 1959, an adjacent 0.8 ha was purchased and consolidated with the school property which resulted in the current configuration of the Property. The school use continued until 2005 when the Property was leased to the Mennonite Church for assembly purposes. In 2013 the Property was purchased by the Applicant and is currently used for Sunday school and community outreach.

[7] The 0.4 ha area which fronts onto 30th Street NE contains the existing church building and parking area on the Property. The Applicant intends to construct the new church building in this area between the existing church building and the street. The other 0.8 ha of the Property is utilized for accessory parking, septic, and play areas.

EVIDENCE AND FINDINGS

Issue: Whether the Proposal will impact the agricultural utility of the Property.

[8] To assess agricultural capability on the Property, the Panel referred to agricultural capability ratings. The ratings are identified using the Canada Land Inventory (CLI), 'Soil Capability Classification for Agriculture' system. The improved agricultural capability ratings applicable to the Property are Class 2 and Class 3, more specifically (6:2X – 4:3TM).

Class 2 - land is capable of producing a wide range of crops. Minor restrictions of soil or climate may reduce capability but pose no major difficulties in management.



ALC File 57674 Reasons for Decision

Class 3 - land is capable of producing a fairly wide range of crops under good management practices. Soil and/or climate limitations are somewhat restrictive.

The limiting subclasses associated with this parcel of land are X (a combination of soil factors), T (topographic limitations), and M (moisture deficiency).

[9] Based on the agricultural capability ratings, the Property has prime agricultural capability.

[10] The Panel reviewed the Application and understand that the Property has been utilized for institutional uses for approximately 100 years. Although the historic use limits the current agricultural utility of the Property, the Panel considered the impact of additional permanent church infrastructure on the Property. The Panel finds that the proposed expansion would encourage non-farm use of the Property and further restrict the possibility of agriculture being carried out.

[11] The City of Salmon Arm designates the Property as "Acreage Reserve" in the Official Community Plan (OCP) and zones the Property as A-2 "Rural Holding" in the Zoning Bylaw. Neither designation allows for church nor for assembly use and the OCP does not support institutional uses in the rural areas of the City. Approval of the Proposal would require rezoning of the Property. The Panel finds that the Proposal is not supported by the zoning and OCP policies in the area and rezoning the Property to allow for the Proposal would further perpetuate the non-farm use of the Property and discourage agricultural use.

[12] The Panel considered the mandate of the Commission which is to preserve agricultural land and to encourage farming with other communities of interest. The Panel considers that the Proposal further develops a non-farm use on the Property and that institutional uses are better suited to lands outside of the ALR.

DECISION

[13] For the reasons given above, the Panel refuses the Proposal construct a new church building on the Property with an approximate footprint of 400 sq. metres.



ALC File 57674 Reasons for Decision

[14] These are the unanimous reasons of the Panel.

[15] A decision of the Panel is a decision of the Commission pursuant to s. 11.1(5) of the ALCA.

[16] Resolution #7/2019

Released on January 8, 2019

A handwritten signature in black ink, appearing to read "G. Zimmermann", is positioned above the printed name.

Gerald Zimmermann, Panel Chair

On behalf of the Okanagan Panel



Agricultural Land Commission
 201 – 4940 Canada Way
 Burnaby, British Columbia V5G 4K6
 Tel: 604 660-7000
 Fax: 604 660-7033
 www.alc.gov.bc.ca

October 17, 2019

ALC File: 57674

Kurt Alberts
 DELIVERED ELECTRONICALLY

Dear Kurt Alberts:

Re: Reconsideration Request – ALC Resolution #7/2019

A meeting of the Executive Committee of the Agricultural Land Commission ("the Executive Committee") was held on August 29, 2019 as it relates to the request for reconsideration of Resolution #7/2019 (Application #57674). All members of the Executive Committee were in attendance, except for Gerald Zimmerman.

The Executive Committee received correspondence dated July 30, 2019 requesting reconsideration of its decision recorded as Resolution #7/2019, by which, the proposal to construct a new church building on the southwest 0.4 ha area of a 1.2 ha property with an approximate footprint of 400 m², was refused.

The Executive Committee considered your request for reconsideration pursuant to section 33(1) of the *Agricultural Land Commission Act* which provides an applicant with the opportunity to submit a request for reconsideration based on specific criteria.

- 33(1) On the written request of a person affected or on the commission's own initiative, the commission may reconsider a decision of the commission under this Act and may confirm, reverse or vary it if the commission determines that:
- (a) evidence not available at the time of the original decision has become available,
 - (b) all or part of the original decision was based on evidence that was in error or was false.

After reviewing the file material and the request for reconsideration, the Executive Committee did not believe your submission constituted evidence that was not available at the time of the previous decision or demonstrated that all or part of the original decision was based on evidence that was in error or was false. The Executive Committee concluded that the request for reconsideration did not meet the requirements for reconsideration pursuant to s. 33(1) of the *Agricultural Land Commission Act*.

First, the request for reconsideration asserts that the Commission did not consider the property's statutory non-farm use status under Section 23(2) of the *Agricultural Land Commission Act* in the evidence and finding of Resolution #7/2019. The Executive Committee draws the Agents attention to Section 23(3) of the *Agricultural Land Commission Act* which states:

(3) For greater certainty, the exception in subsection (2) applies only to the land that was actually being used for a non-farm use and not to the entire parcel on which that use was being carried on.

The Executive Committee finds that Section 23(2) of the *Agricultural Land Commission Act* does not apply to the entire property and therefore does not apply to the lands that have been requested for the church building expansion.

Second, the request for reconsideration points to previous ALC Application 51067 (Resolution #221/2011), in which the Harvest Baptist Church applied for an expansion of their church infrastructure in Langley, BC. The Executive Committee finds that each application is reviewed based on its own merits and that the Okanagan Panel based its findings on information particular to the application's individual circumstances.

Third, the request for reconsideration asserts that the Commission was in error considering the area for parking and municipal zoning. The Executive Committee finds the errors pointed out in the reconsideration request are considered by the Executive Committee to be trivial in nature and/or not material to the reasons for the Panel's decision.

Lastly, the request for reconsideration asserts that the applicants were not afforded an opportunity to a site visit. The Commission does not have a statutory requirement to conduct an applicant meeting or site visit for subdivision applications. Applicant meetings and site visits are at the discretion of the Commission.

Further correspondence with respect to this application is to be directed to Celeste Barlow at ALC.Okanagan@gov.bc.ca.

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

Jennifer Dyson, ALC Chair

cc: City of Salmon Arm (File: ALC-377)

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Meters



Subject Parcel

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Item 9.4

CITY OF SALMON ARM

Date: October 26, 2020

Director of Corporate Services – Visitor Information Services

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 & Members of Council
DATE: October 13, 2020
SUBJECT: Visitor Information Services

For Discussion / Direction

Following a comprehensive tourism review that concluded in May 2020, and in light of the tremendous impact COVID-19 has had on travel, Council opted to close the Visitor Information Centre (VIC) and wait to determine next steps.

Once the VIC closed on August 31, 2020, the City assumed direct responsibility for visitor information services and began providing tourism print materials and answering visitor inquiries in-person at City Hall and by telephone and email. The level of inquiries is manageable at this time, however, there is some anecdotal information suggesting that visitors are approaching other organizations for information as a result of the VIC closure. Staff have updated the City's website to drive visitors to the Shuswap Tourism website, which provides regional destination information to help visitors plan their stays in our area.

Destination BC (DBC) has advised staff that in order for the City to retain its membership in the Visitor Services Network Program the City must have a visitor services strategy in place. It is understood by DBC staff that the City is in a transitional period with respect to delivery of visitor services and they are providing a grace period so that the City can decide how it will proceed. It should be noted that there are a number of communities who operate visitor services without being members of DBC, but there are valuable resources and some funding provided to those who are members. In 2020 the Chamber of Commerce received \$12,500 from DBC toward the delivery of Salmon Arm's visitor services.

The following options are presented for Council's consideration, and could be funded in 2020 by the approximately \$45,000.00 that was saved by the early closure of the VIC:

1. Engage local contractor, Margaret McCormick of Authentic Experiences Consulting to create a short-term (2021 / 2022) strategy with flexibility to maneuver shifts in the tourism landscape as well as recommendations for longer range planning that will not only allow the City to retain its DBC membership status, but also provide a clear way forward. Ms. McCormick has an extensive background in the tourism industry with

specific expertise in visitor services and she resides locally. Her proposal fee is \$23,280 with a final strategy to be delivered by December 18, 2020, thereby allowing the City to mobilize resources for the 2021 season. Recommendations arising from the strategy will help the City determine how and by whom visitor services should be delivered and what resources would be required.

2. Continue to provide a basic level of visitor services from City Hall with no strategy. This option does not cost anything aside from staff time that may be diverted away from other duties, but will likely result in the loss of DBC membership. We do not know what the visitor services demands will be in 2021, however, if the City's joint CERIP application with Salmon Arm Economic Development Society is successful there will be funds for dedicated visitor services staffing to assist during the peak season. The summer staff could conduct mobile visitor services and answer all related inquiries.
3. Issue a Request for Proposals seeking a qualified service provider to draft a strategy and manage visitor services on the City's behalf. This process would take several months and potentially hamper the City's ability to properly mobilize for the 2021 tourism season. The cost of this option is unknown.
4. Directly engage a local tourism stakeholder to manage visitor services on the City's behalf, including the development of a visitor services strategy. This option could be quicker than option #3 because there would be no procurement process, but is not recommended as there may be a number of qualified proponents interested and a competitive procurement process ensures the City is receiving the best value, which is one of the main reasons for conducting the tourism review in early 2020. The cost of this option is also unknown.

The original intent of this exercise was to review the tourism functions in the City to ensure that dedicated funds are used in the most effective and efficient manner possible and that a cohesive and consistent message is being shared no matter who is delivering the service. It cannot go without saying that the global health crisis has created new obstacles that we are not fully aware of even many months into the pandemic, and any strategy will need to be attuned to this reality.

Any of the options presented must also include a strong commitment from all stakeholders to engage in frequent and robust communication with one another. In the past, each organization operated somewhat independently of the others and it is clear that a successful regional model requires that we work in tandem so that our visitors and local businesses receive the best service at all times.

Respectfully Submitted,



Erin Jackson
Director of Corporate Services

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Item 9.5

CITY OF SALMON ARM

Date: October 26, 2020

Moved: Councillor

Seconded: Councillor

THAT: Council authorize the submission of two (2) grant applications under the Community Economic Recovery Infrastructure program (CERIP), for the Park and Walkway Lighting Project, estimated cost \$265,000.00 plus taxes and the 13 Avenue Industrial Park Redevelopment Project, estimated cost \$985,000.00 plus taxes.

Vote Record

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

Opposed:

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



File 2020-99

TO: His Worship Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Jenn Wilson, City Engineer

DATE: October 20, 2020

SUBJECT: **COMMUNITY ECONOMIC RECOVERY INFRASTRUCTURE PROGRAM
PARK AND WALKWAY LIGHTING PROJECT**

STAFF RECOMMENDATION

THAT: Council authorize submission of two (2) grant applications under the Community Economic Recovery Infrastructure Program (CERIP), for the Park and Walkway Lighting Project, estimated cost \$265,000 plus taxes and the 13 Avenue Industrial Park Redevelopment Project, estimated cost \$985,000 plus taxes.

BACKGROUND

The Community Economic Recovery Infrastructure Program provides fully-funded provincial grants to support economic resilience, tourism, heritage and urban and rural economic development projects in communities impacted by COVID-19.

There is a limit of two (2) applications per applicant and the CERIP grant can fund up to 100% of eligible project costs up to one million dollars (\$1,000,000).

There are four (4) streams under the CERIP Grant:

1. Community Economic Resilience (CER) – Responsive, scalable and resilient development of sustainable community infrastructure.
2. Destination Development (DD) – Development, conservation, repair, or rehabilitation of tourism infrastructure or amenities to assist in the re-emergence and resiliency of the tourism sector.
3. Unique Heritage Infrastructure (UHI) – Indigenous and Other Cultural Heritage Projects to conserve, repair, rehabilitate or develop cultural heritage infrastructure.
4. Rural Economic Recovery (RER) – community-led projects that accelerate community recover and diversification base on their unique needs and opportunities.

Staff support a joint CERIP application with the Salmon Arm Economic Development Society (SAEDS); however, we have been informed that under the terms of the grant this may not be possible. If this is the case and SAEDS is able to take the lead on their application, the City will be able to submit two additional applications. If the City is required to take the lead on the SAEDS application then we would recommend submitting the Park and Walkway Lighting project as the second application as we feel that it fits best with the grant criteria. Please note that this information could not be confirmed at the time of the writing of this report.

In order of priority:

Submission Recommendation #1 – Park and Walkway Lighting Project

The City has been considering adding walkway lights to high use park areas such as Blackburn Park and McGuire Lake. Safe outdoor activities and meeting areas have become a high priority with the onset of COVID-19. Lighting outdoor walking areas to create a safe and inviting atmosphere for residents is an excellent fit for the CER stream of the CERIP grant.

Staff propose installing approximately 50 walkway lights in the residential street light standard around the Blackburn and McGuire Lake pathways as well as to formalize the walkway connection (approximately 150m) from 10 Avenue SW to the existing Blackburn Park walkways. The project has an estimated cost of \$265,000 plus taxes. A map showing the proposed lighting locations and walkway extension is attached for reference.

The lights have an anticipated lifespan of 20 years resulting in an annual depreciation of approximately \$11,250. Minimal maintenance costs are anticipated; however operational hydro charges will apply of approximately \$1000 per year.

The walkway has an anticipated lifespan of 25 years for surfacing and 80 years for base materials resulting in an annual depreciation of approximately \$1,000 per year. This additional infrastructure is not anticipated to affect existing operations and maintenance budgets.

Submission Recommendation #2 – 13 Avenue SW Industrial Park Redevelopment Project

The City has had many requests over the years to extend sanitary and storm out to industrial areas to allow for a greater diversity and flexibility of industry. A specific referral has been received for several years specifically in regards to the 13 Avenue SW industrial park (south of the SmartCentres Development). Redevelopment of industrial lands to encourage new business attraction and create diversified economic opportunities for rural communities is an excellent fit for the RER stream of the CERIP grant.

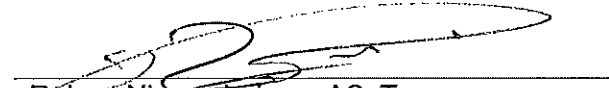
A detailed design for the 13 Avenue SW Industrial Park Redevelopment Project was completed in 2017 and included extension of sanitary and storm as well as road improvements such as curb and gutter. The OPC in 2017 was \$850,846 which inflated at 5% per year results in an estimated cost of approximately \$985,000 plus taxes.

The road and main improvements have an anticipated lifespan of between 60-100 years (depending on sub-asset type) resulting in an annual depreciation of approximately \$10,000-\$15,000 per year. This additional infrastructure is not anticipated to affect existing operations and maintenance budgets.

STAFF RECOMMENDATIONS

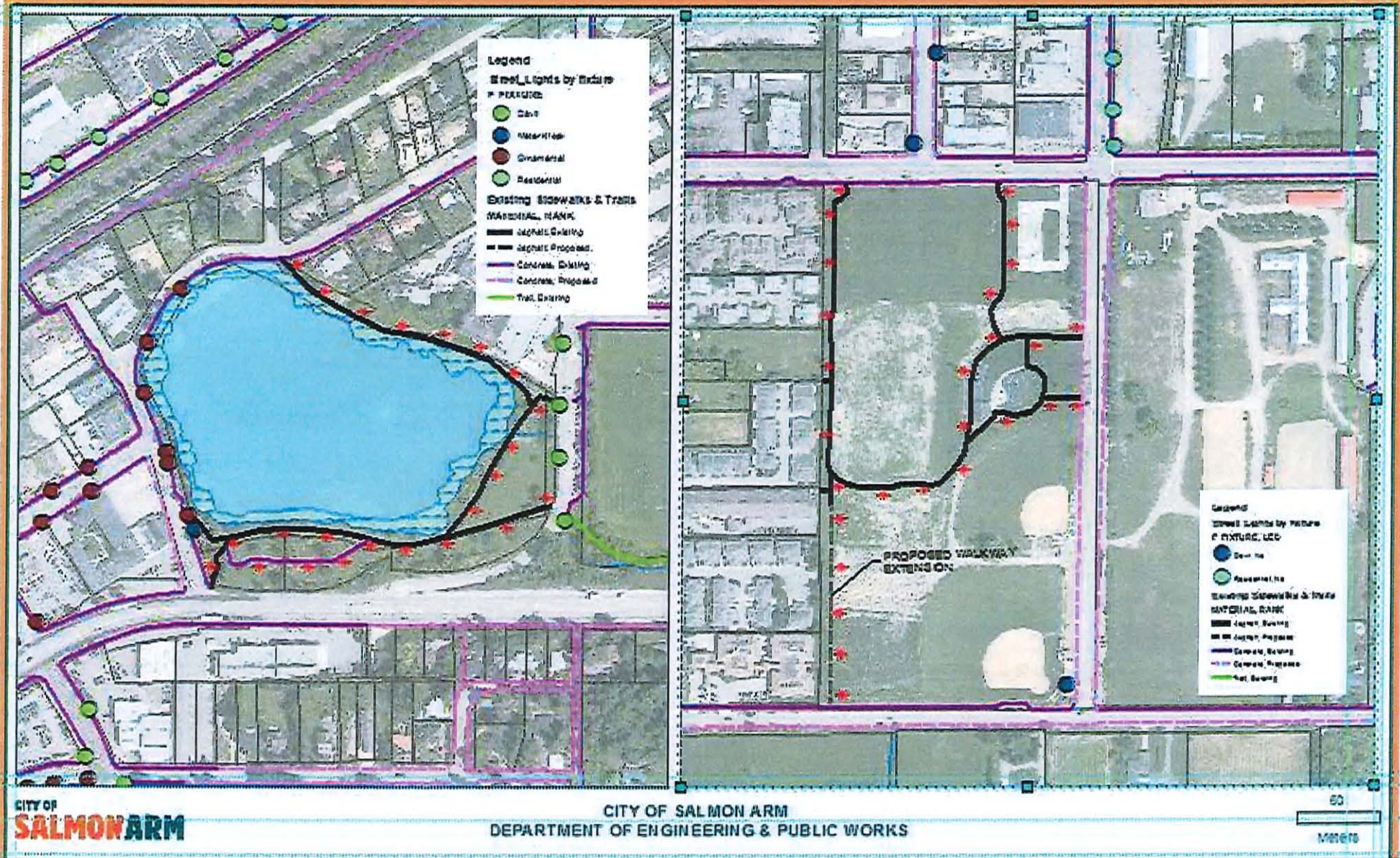
Staff request that Council authorize submission of two (2) grant applications under the CERIP: one for the Park and Walkway Lighting project at an estimated cost \$ 265,000 plus taxes and one for the 13 Avenue SW Industrial Park Redevelopment Project at an estimated cost of \$985,000 plus taxes.

Respectfully submitted,


Robert Niewenhuizen, AScT
Director of Engineering and Public Works

cc Tracy Tulak, CFO

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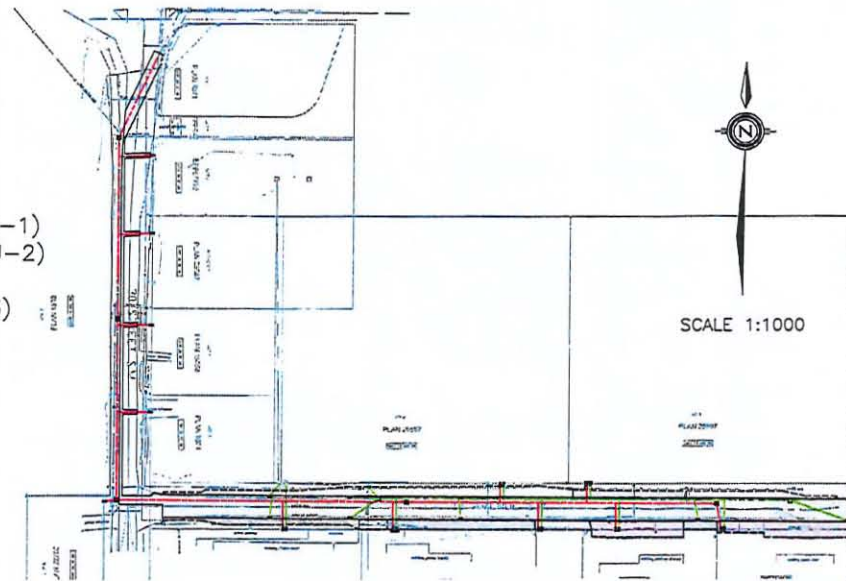
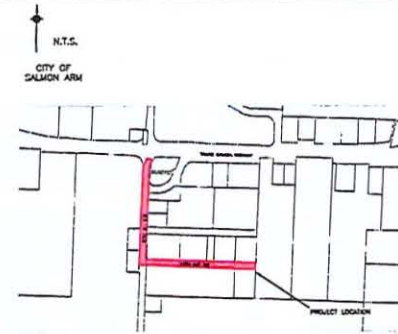
13 AVENUE SW SANITARY AND STORM EXTENSION SALMON ARM, BC

ENG - 2017 - 10

DRAWING INDEX:

- SHEET 2 OF 5 - ROADWORKS/UTILITIES PLAN/PROFILE (30 STREET) (RU-1)
SHEET 3 OF 5 - ROADWORKS/UTILITIES PLAN/PROFILE (13 AVENUE) (RU-2)
SHEET 4 OF 5 - ROADWORKS AND UTILITIES/DETAILS (D-1)
SHEET 5 OF 5 - ROADWORKS/UTILITIES SECTIONS SECTION VIEWS (RU-3)

ISSUED FOR REVIEW



DWG No: 11-12

SHEET: 1 OF 5

PREPARED FOR:

PREPARED BY:



825-C LAKESHORE DRIVE W
SALMON ARM, BC

DESIGN BY: ALISTAIR WATERS
DESIGN DATE: JULY 17, 2017
REVIEWED BY: BLAKE LAWSON, P.ENG
DRAWN BY: JESSICA JOHNSON
SITE REVIEW: LAWSON ENGINEERING
SITE REVIEW DATE: JUNE 14, 2017
FILE NAME: 13th AVENUE SW UTILITIES
SCALE: AS NOTED
REVISION NUMBER: N/A
REVISION DATE: N/A
ALL MEASUREMENTS IN m UNLESS OTHERWISE NOTED.

Date: 8/22/17
Rob H. [Signature] Gerry R. [Signature]
Larry K. [Signature] TEP [Signature]
Return to Engineering - A310: 1/6

NO COMMENTS FROM PWS

Item 10.1

CITY OF SALMON ARM

Date: October 26, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4410 be read a first time.

[OCP4000-43; Kearl, R.; 1050 & 1091 18 Street NE; HR to HC]

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: October 14, 2020

Subject: Official Community Plan Amendment Application No. 4000 - 43 & Zoning Bylaw Amendment Application No. 1184

Legal: Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 5510, Except Plan KAP47370 and Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan 13130, Except Plan KAP54559

Civic Address: 1050 & 1091 18 Street NE

Owner/Applicant: Russell Kearl

MOTION FOR CONSIDERATION

- THAT:** A bylaw be prepared for Council's consideration, adoption of which would amend Official Community Plan Bylaw No. 4000 by redesignating Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 5510, Except Plan KAP47370 and Lot B, Section 24, Township 20, Range 10, W6M, Plan 13130, Except Plan KAP54559 from Residential High Density to Highway Service/Tourist Commercial.
- AND THAT:** Pursuant to Section 475 of the *Local Government Act*, Council has considered this Official Community Plan amendment after appropriate consultation with affected organizations and authorities.
- AND THAT:** Pursuant to Section 476 of the *Local Government Act*, Council has considered this Official Community Plan amendment after required consultation with School District No. 83.
- AND THAT:** Pursuant to Section 477 3 (a) of the *Local Government Act*, Council has considered the proposed Official Community Plan Amendment in conjunction with:
- 1) The Financial Plans of the City of Salmon Arm; and
 - 2) The Liquid Water Management Plan of the City of Salmon Arm.
- AND THAT:** a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 5510, Except Plan KAP47370 and Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan 13130, Except Plan KAP54559 from R5 (High Density Residential) to C6 (Tourist/Recreation Commercial Zone).
- AND FURTHER THAT:** Final reading of the zoning amendment bylaw be withheld subject to:
- 1) Ministry of Transportation and Infrastructure approval; and
 - 2) Adoption of the associated Official Community Plan Amendment Bylaw.
-

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject property is located at 1050 and 1091 18 Street NE (Appendix 1 and 2). The proposal is to rezone the parcel from R5 (High Density Residential) to C6 (Tourist/Recreation Commercial Zone) to permit the development of a commercial office building with a residential unit above. The applicant has indicated that the building would occupy one property and the other property would be used primarily for parking.

BACKGROUND

The subject property comprises of two legal parcels with a total area of approximately 4159m² (1ac) and is bisected by 18 St NE. The parcels were the focus of an OCP Amendment and Rezoning application in 2015 in which the OCP designation was amended from Highway Service/Tourist Commercial to Residential High Density (RHD) and rezoned R1 (Single Family Residential Zone) to R5 (High Density Residential) in order to accommodate a proposal for a 24 unit residential townhouse development. Appendices 3 and 4 show the OCP and zoning of the subject property and surrounding area. Site photos are included as Appendix 5. Currently, a single family dwelling is located on 1091 18 St NE and 1050 18 St NE is vacant.

The Zoning Map attached as Appendix 4 shows that the site is surrounded by properties currently zoned R1 (Single Family Residential Zone) and R4 (Medium Density Residential Zone). The OCP Map shows that the subject property is adjacent to areas designated as Residential Medium Density and is within the Highway Service/Tourist Commercial area which encourages commercial development for the travelling public with some medical and retail services meeting the needs of the surrounding residential areas. The surrounding uses are as follows:

North: Single Family Dwelling
East: Single Family Dwelling
West: Single Family Dwelling
South: Trans Canada Highway 1/Lakeside Bowling Lanes

The applicant is proposing to build an office and retail commercial space with some residential accommodations on the second floor. The applicant has stated that one of the office spaces would be used for a dentist office and the retail space is undetermined. Should the OCP Amendment and Rezoning applications be supported, the owner would have to make application for a Highway Service/Tourist Commercial Development Permit. At which time drawings for a proposed building, building massing, parking, site plan and landscaping can be reviewed through the Development Permit Guidelines for the Highway Service/Tourist Commercial Area.

OCP POLICY

The OCP includes policies on the Highway Service/Tourist Commercial Area, citing that this area is intended to support commercial, retail and medical services for the travelling public but also for the growing residential in the vicinity. Highway access is approximately 500m away at the recently constructed interchange east of 21 St NE. The OCP supports providing retail and service opportunities. In addition, the area is within the boundaries of 30 St SW and 30 St NE; therefore a proposal to provide medical services and retail that meets the needs of the surrounding residential area is supported by the OCP.

Currently, the inventory of Commercial lands, as per the OCP designation, is approximately 212.23 ha (524.43ac). The subject area, not including the consolidation of 18 St NE into the development area, is approximately 4159m² (1ac). The proposal does not mark a significant increase in the commercial inventory, neither does the removal of the lands from the residential inventory have a significant adverse impact to the residential land inventory.

Section 475 & 476 - Local Government Act

Pursuant to Sections 475 and 476 of the Local Government Act (optional and mandatory consultation requirements during OCP amendments), the proposed OCP amendments were referred to the following organizations on August 11, 2020:

Adams Lake Indian Band:	No response to date
Neskonlith Indian Band:	no response to date
Economic Development Society:	Support - response attached (Appendix 6)

School District No. 83:
(pursuant to Section 476)

No response to date

Section 477 - Local Government Act

Pursuant to Section 477 of the Local Government Act (adoption procedures for an OCP amendment), prior to Second Reading of the bylaw, Council must consider the proposed OCP amendment in relation to the City's financial and waste management plans. In the opinion of staff, this proposed OCP amendment is largely consistent with both the City's financial and waste management plans.

COMMENTS

Ministry of Transportation and Infrastructure

The Ministry of Transportation and Infrastructure (MOTI) have given preliminary approval of the rezoning provided that there is no direct access to the Trans-Canada Highway and that all new structures must be located outside of the provincial setback of 4.5m from the Trans-Canada Highway road/property line.

Engineering Department

The requirements for 18 St NE include road dedication, upgrades along the frontages to the Urban Local Road standard and the construction and dedication of a full cul-d-sac. There are some additional upgrades that would be required along the 11 Ave NE frontages and are detailed in the report. In noting the various upgrade requirements along the 18 St NE frontages, Engineering staff are supportive of the closure, purchase and consolidation of 18 St NE. Should 18 St NE be closed and purchased by the owner/applicant then the improvements would not be necessary. Engineering comments are attached as Appendix 7.

The applicant has expressed interest in purchasing 18 St NE and consolidating the subject property and road. There is a Road Closure and purchase process that could be initiated by the applicant in order to facilitate the purchase of 18 St NE and staff will continue to work through this process. The Road Closure and purchase process requires Council approval.

Building Department

No concerns were raised during the review period.

Fire Department

No concerns.

Planning Department

Staff are supportive of the application to amend the OCP and rezone the subject property in order to bring small scale commercial that caters to the growing residential development in the surrounding area. Staff were also supportive of the previous OCP and rezoning applications due to there being no direct access to Trans Canada Highway 1 from 18 Street NE and the scale of residential development could have easily integrated into the surrounding area.

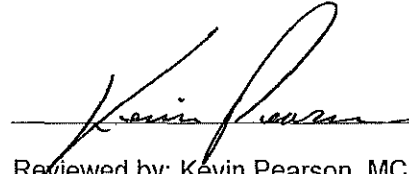
The closure of the 18 St NE and the possibility of a consolidated lot frontage would align the C6 zoning setbacks with a building being required to be at least 3m from each side property line. There are no front or rear yard setbacks in the zoning regulations; however, the Ministry of Transportation and Infrastructure (MOTI) responded that there are to be no buildings or structures located within a 4.5m area from the highway. This setback negates parking in the same area because should MOTI have to use that area for right or way into the future it could reduce the parking areas and potentially leave the development non-conforming. Note that, there are OCP guidelines encouraging parking area to be located at the back of buildings. Again, the details of the building location, form and character elements, building massing, and site parking can be addressed in more detail at the Development Permit stage.

Further to this, while the applicant is proposing to use one lot for the building and other lot primarily for parking it should be noted that the C6 zone does not permit "parking lot" or "parkade/off-street parking" as a permitted use for this site. Therefore, should the lots remain separate legal entities or lots, at the time of

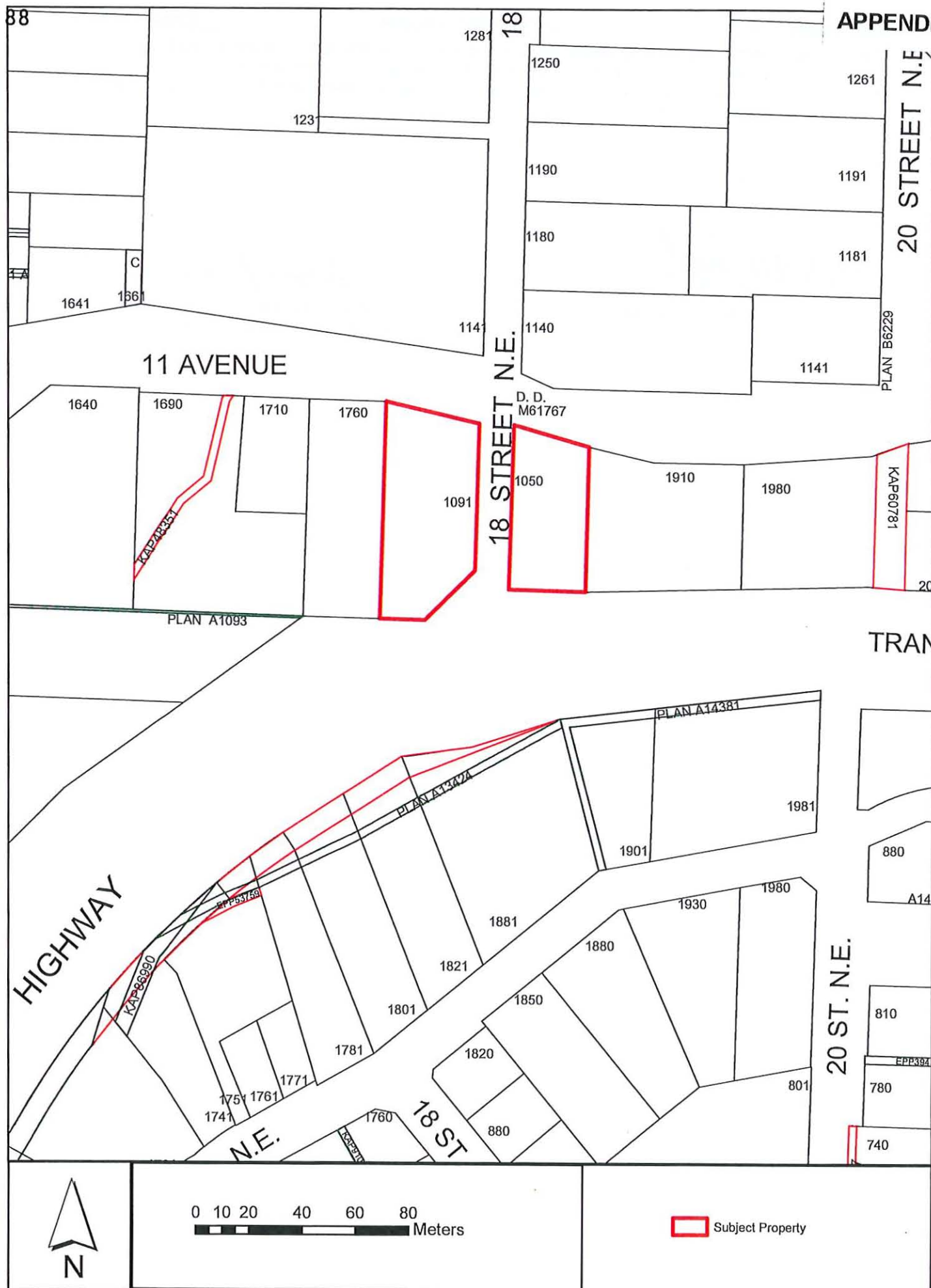
Development Permit, one lot being utilized as a parking area for the adjacent development could be secured by way of lot consolidation or covenant so it does not conflict with the permitted uses in the zone. Given that preliminary drawings for the building and site plan have not been submitted, approvals related to parking may be addressed at the time of Development Permit.

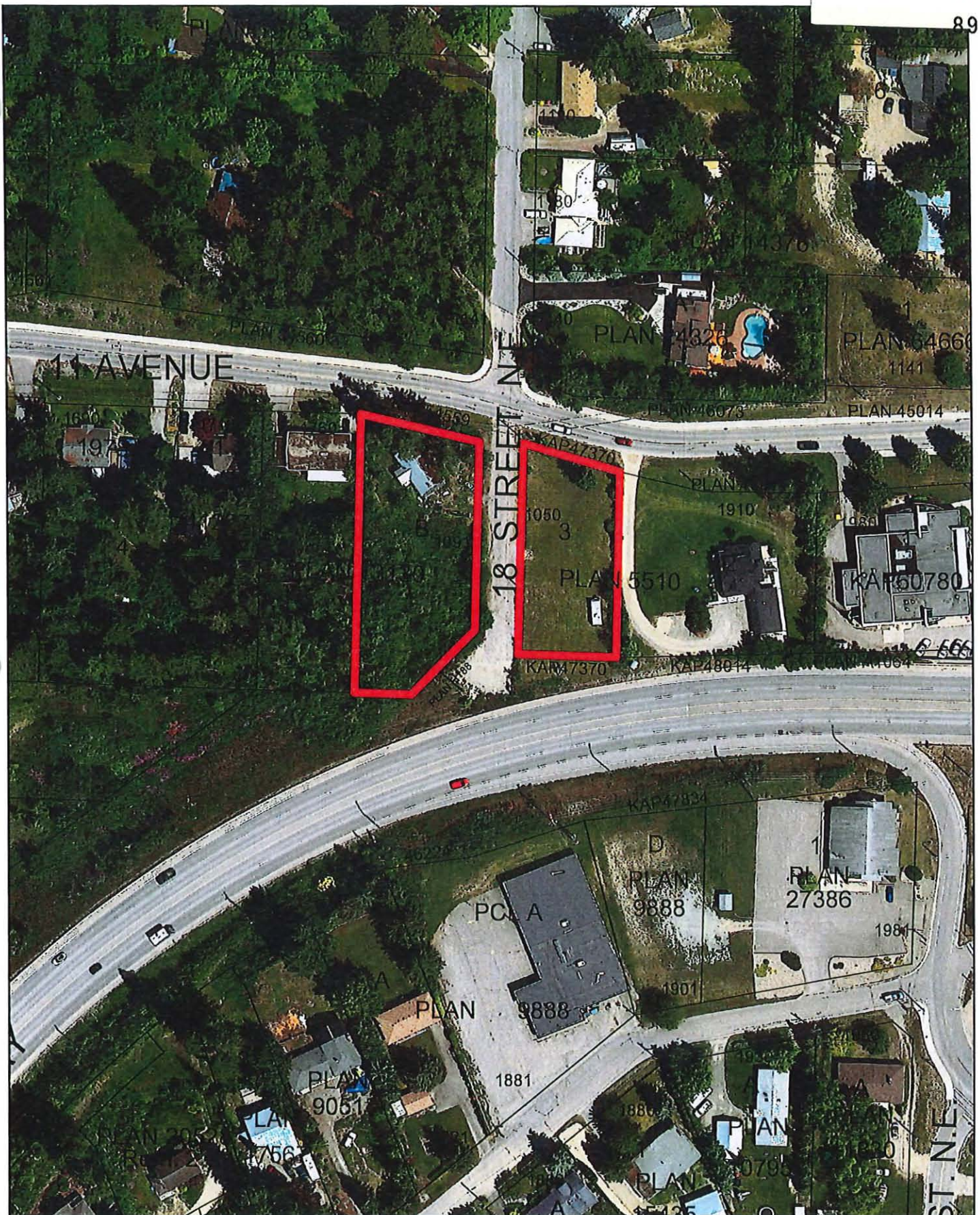


Prepared by: Melinda Smyrl, MCIP, RPP
Planner



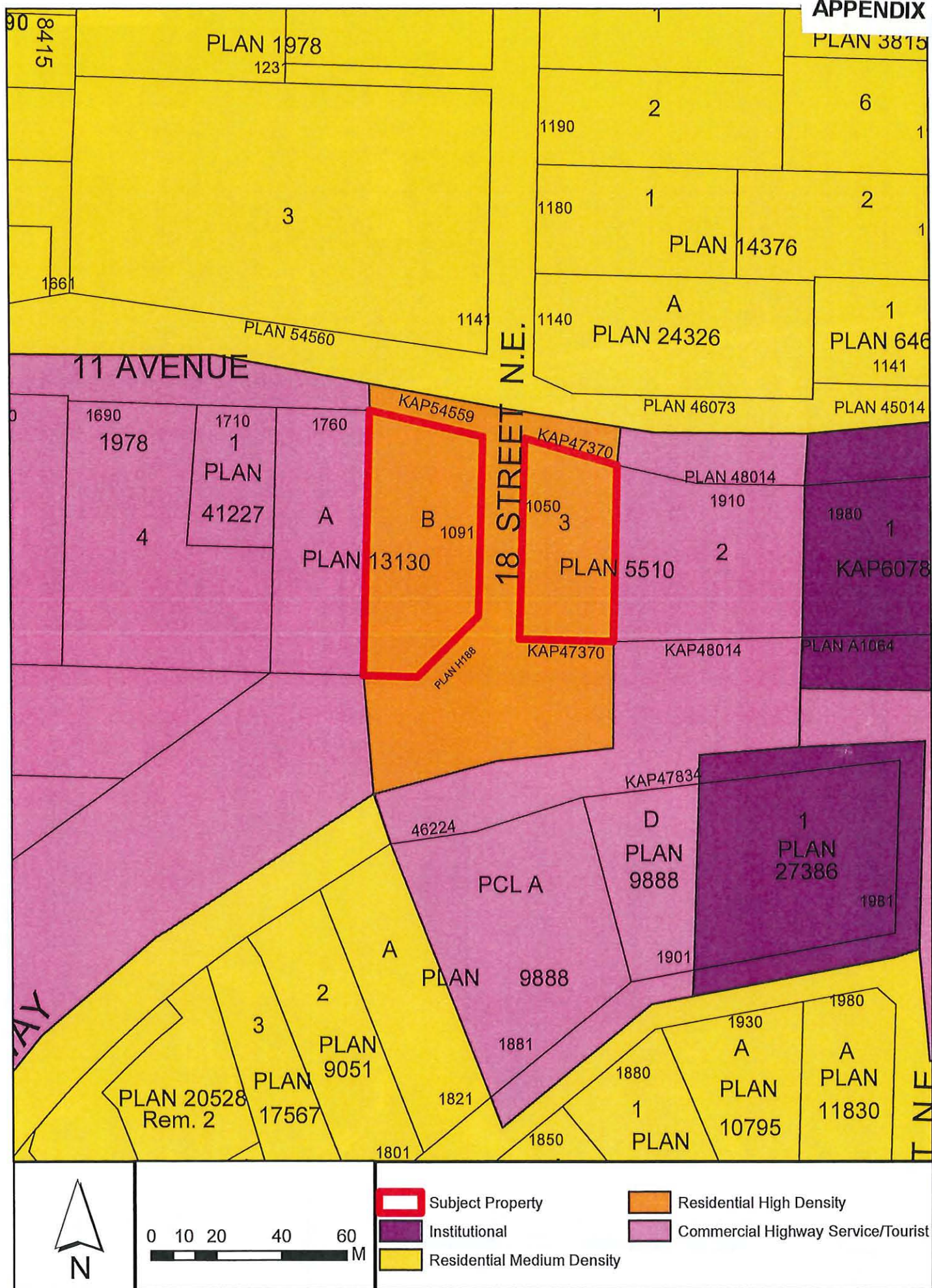
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services

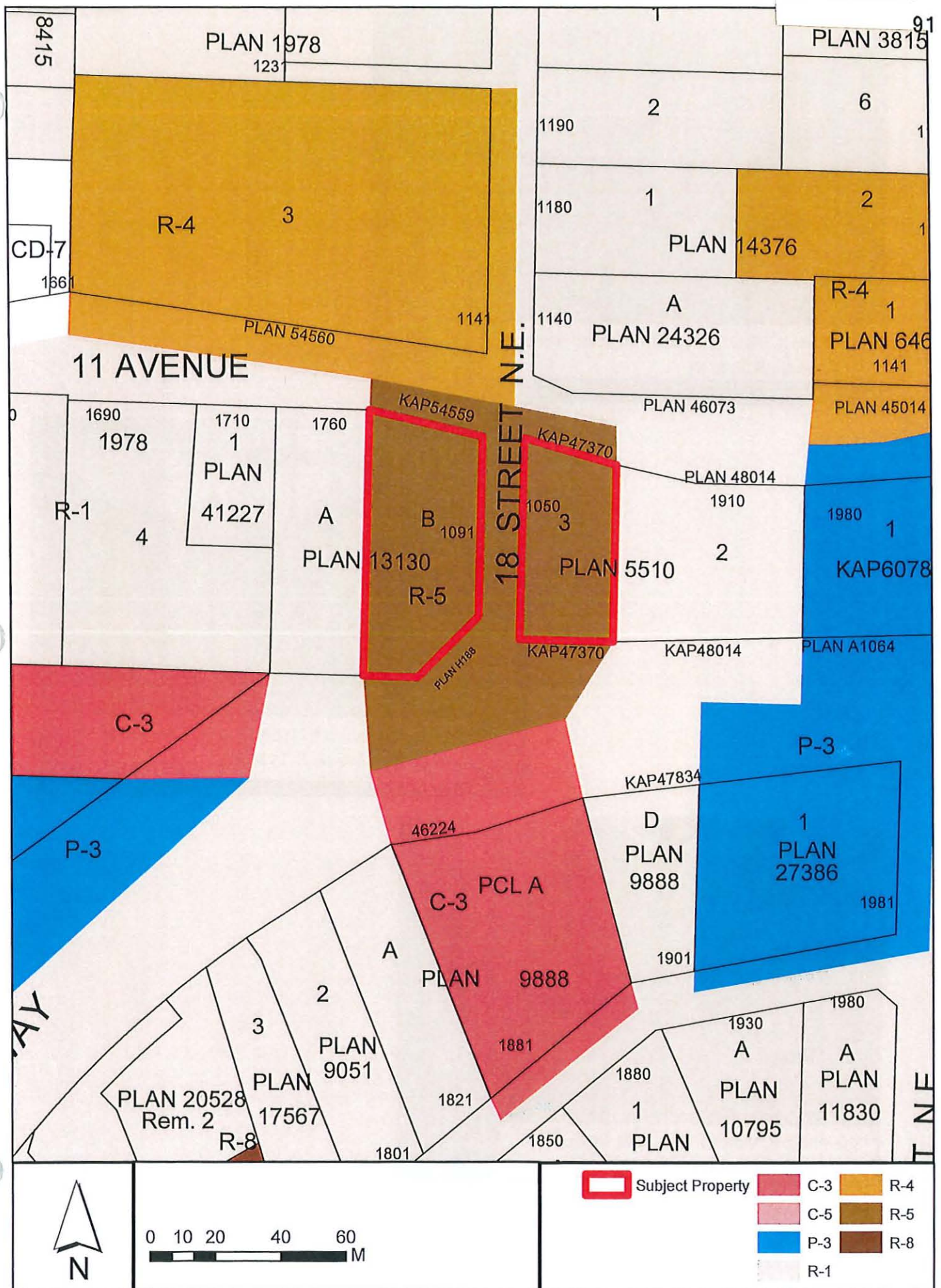


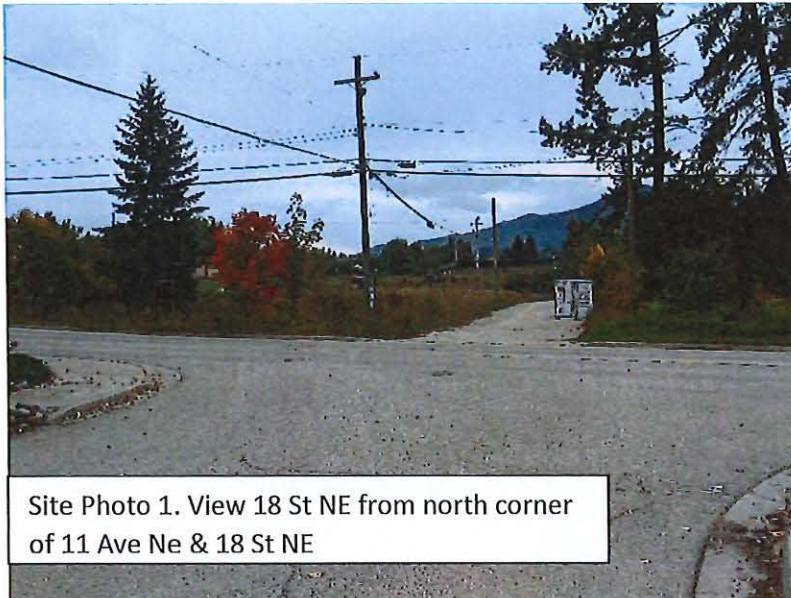


Subject Property

PLAN 3815









Sept 10, 2020

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

Attention: Kevin Pearson
Director of Development Services

Dear Sir:

Re: OCP Amendment Application No OCP4000-43

The Salmon Arm Economic Development Society (SAEDS) Board of Directors has reviewed the information for the above-noted OCP Amendment Referral to amend the OCP designation of the properties located at 1050 18 Street NE and 1091 18 Street NE SE, Salmon Arm, from High Density Residential to Highway Commercial, and the Zoning Category from R5 to C6. The Board supports the application, based on the information provided.

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

Sincerely,

A handwritten signature in black ink, appearing to read "Lana Pitt".

Lana Pitt, Economic Development Manager
Salmon Arm Economic Development Society



*Memorandum from the
Engineering and Public
Works Department*

TO: Kevin Pearson, Director of Development Services
 DATE: September 23, 2020
 PREPARED BY: Matt Gienger, Engineering Assistant
 APPLICANT: **Russell Kearl**, - 101, 571 – 6 Street NE, Salmon Arm, BC V1E 1R6
 OWNER: **H. & D. Clarke, C.**, 38, 1231 – 10 Street SW,
 Salmon Arm, BC V1E 0A5 (1050 – 18 Street NE)
 Northern Propane Ltd. Inc./969730 AB Ltd. – 38, 1231 – 10 Street SW,
 Salmon Arm, BC V1E 0A5 (1091 – 18 Street NE)
 SUBJECT: **OFFICIAL COMMUNITY PLAN FILE NO. OCP4000-43 &
 ZONING AMENDMENT APPLICATION FILE NO. ZON-1184**
 LEGAL: Lot 3, Section 24, Township 20, Range 10, W6M KDYD, Plan 5510
 Except Plan KAP47370
 Lot B, Section 24, Township 20, Range 10, W6M KDYD, Plan 13130
 Except Plan KAP54559
 CIVIC: **1050 & 1091 – 18 Street NE**

Further to your referral dated August 10, 2020, we provide the following servicing information. The following comments and servicing requirements are not conditions for Rezoning or OCP amendment; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:

General:

1. Full municipal services are required as noted herein. Owner / Developer to comply fully with the requirements of the Subdivision and Development Services Bylaw No 4163. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with underground electrical and telecommunication wiring upon development.
4. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Owner / Developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. Erosion and Sediment Control measures will be required prior to the commencement of construction. ESC plans to be approved by the City of Salmon Arm.

**OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION NO. OCP4000.43E
ZONING AMENDMENT APPLICATION NO. ZON-1184**

September 23, 2020

Page 2

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7. Any existing services (water, sewer, hydro, telus, gas, etc) traversing the proposed lot must be protected by easement and/or relocated outside of the proposed building envelope. Owner/Developer will be required to prove the location of these services. Owner / Developer is responsible for all associated costs.
 8. At the time of development permit / building permit the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.
 9. For the off-site improvements at the time of subdivision / building permit the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of subdivision / building permit approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

Roads / Access:

1. 11 Avenue NE on the subject property's north boundary is classified as an Urban Local Road (RD-2) and requires an ultimate 20.0 meters dedication (10.0 meters from centerline). Available records indicate that existing dedication varies and additional dedication may be required from the subject property (to be confirmed by BCLS).
2. 11 Avenue NE is currently developed to an interim Urban Local Street standard. Upgrading to the Urban Local Road Standard (RD-2) is required; however, all infrastructure specifications and offsets must conform to the Urban Collector Road Standard (RD-3). Upgrading may include, but is not limited to, road widening and construction, boulevard grading/construction, curb & gutter, street drainage and streetlights (spacing to be confirmed by professional engineer).
3. 18 Street NE bisects the subject properties from north to south and is classified as an urban local street (RD-1), requiring an ultimate 18.0 meters dedication (9.0 meters from centerline). Available records indicate approximately 6.0 meters dedication will be required, split between the east and west sides of 18 Street NE (to be confirmed by BCLS).
4. 18 Street NE is currently not constructed to a city standard. Upgrading to the Urban Local Road Standard (RD-1) is required. Upgrading may include, but is not limited to, road construction, boulevard grading/construction, curb & gutter, sidewalk, street drainage, utility installation, underground hydro and telecommunications, and street lighting.
5. A full cul-de-sac constructed and dedicated will be required at the termination of 18 Street NE, as per specification drawing No. RD-10.

OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION NO. OCP4000.43E
ZONING AMENDMENT APPLICATION NO. ZON-1184

September 23, 2020

Page 3

6. Engineering staff would consider supporting the closure and sale of 18 Street NE and amalgamation with the two properties, subject to a Road Closure Bylaw. Doing so would negate the dedication and upgrading requirements, and the City would absolve its responsibility for maintenance.
7. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
8. 3.0m by 3.0m corner cuts are required to be dedicated at the intersection of 11 Avenue NE and 18 Street NE.
9. Accesses shall be designed by keeping to a minimum number. Only one (1) driveway access per parcel will be permitted onto 18 Street NE. All unused driveways shall be removed. Owner / Developer responsible for all associated costs. Should the developer proceed with the closure of 18 Street NE, one access would be permitted onto 11 Avenue NE at the existing intersection location.
10. Trans Canada Highway (TCH) along the south side of the subject property is a provincial controlled access highway. Additional dedication/improvements will be determined by ministry of Transportation

Water:

1. The subject property fronts the following watermains:

- 450mm diameter Zone 1 watermain on 11 Avenue NE
- 200mm diameter Zone 2 watermain on 11 Avenue NE east of 18 Street NE
- 150mm diameter Zone 2 watermain on 11 Avenue NE west of 18 Street NE
- 150mm diameter Zone 2 watermain on 18 Street NE

Upgrading of the 150mm watermain on 11 Avenue NE to a 200mm diameter is required under the Subdivision and Development Servicing Bylaw No.4163. The Engineering department considers the 11 Avenue NE upgrade work pre-mature at this time; therefore, the City of Salmon Arm will require cash-in-lieu for this upgrade.

Upgrading of the 150mm watermain on 18 Street NE to a 200mm diameter is required under the SDSB Bylaw; however, as this main only services the subject parcels and is not required for the future, it should be abandoned south of 11 Avenue NE or retrofitted as a service.

OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION NO. OCP4000.43E**ZONING AMENDMENT APPLICATION NO. ZON-1184**

September 23, 2020

Page 4

-
2. Both properties are to be serviced by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use (minimum 25mm). City records indicate that both properties are currently serviced with unknown diameter services from 18 Street NE. Relocating the existing services to the Zone 2 watermain on 11 Avenue NE and decommissioning existing service to 1050 18 Street NE will be required. Water meter(s) will be supplied by the City at the time of building permit, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.
 3. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
 4. Fire protection requirements to be confirmed with the Building Department and Fire Department.

Sanitary:

1. The subject property fronts a 200mm diameter sanitary main on 11 Avenue NE. No upgrades are anticipated, Subject to Owner / Developer's engineer proving that there is sufficient downstream capacity within the existing City Sanitary System to receive the proposed discharge from the development. Owner / Developer is responsible for all associated costs.
2. Extension of the sanitary main along 18 Street NE is not required as there are no reliant upstream parcels and both of the subject parcels can be serviced adequately from the existing main on 11 Avenue NE.
3. Subject properties to be serviced each by a single sanitary service connection adequately sized (minimum 100 mm diameter) to satisfy the servicing requirements of the development. City records indicate that both existing lots have a 100 mm diameter service from 11 Avenue NE. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Drainage:


1. The subject property fronts a 525 mm diameter storm main on 11 Avenue NE. No upgrades are required at this time.
2. The subject property does not front an enclosed storm sewer system on 18 Street NE. Extension of the storm main along 18 Street NE is not required as there are no reliant upstream parcels or no reliant upstream stormwater discharge and both of the subject parcels can discharge stormwater on site or be serviced adequately from the existing main on 11 Avenue NE.

OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION NO. OCP4000.43E
ZONING AMENDMENT APPLICATION NO. ZON-1184
September 23, 2020
Page 5

3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
4. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
5. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. Both subject parcels shall be serviced (each) by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development.

Geotechnical:

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


Matt Gienger
Engineering Assistant
Jenn Wilson P.Eng., LEED® AP
City Engineer

CITY OF SALMON ARM

BYLAW NO. 4410

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 and by electronic means as authorized by Ministerial Order M192, British Columbia, on _____, 2020 at the hour of 7:00 p.m. was published in the _____ and _____, 2020 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 Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 5510 Except Plan KAP47370 and Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan 13130 Except Plan KAP54559 from HR (Residential High Density) to HC (Highway Service/Tourist Commercial), 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 Official Community Plan Amendment Bylaw No. 4410”**.

READ A FIRST TIME THIS DAY OF 2020

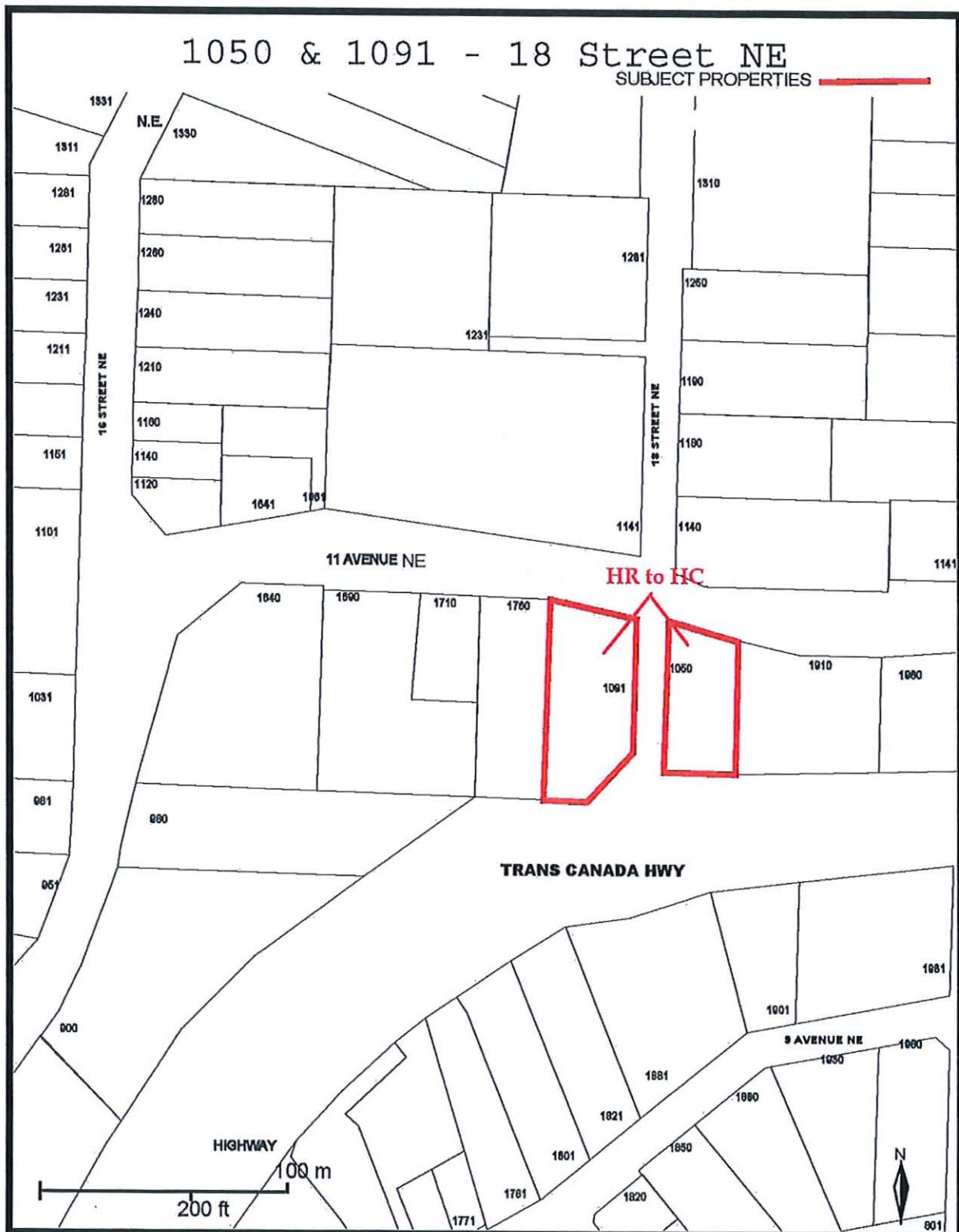
READ A SECOND TIME THIS DAY OF 2020

READ A THIRD TIME THIS DAY OF 2020

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER



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Item 10.2

CITY OF SALMON ARM

Date: October 26, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4411 be read a first time;

AND THAT: final reading be withheld subject to:

- 1) Ministry of Transportation and Infrastructure approval; and
- 2) adoption of the associated Official Community Plan Amendment Bylaw.

[ZON-1184; Kearl, R.; 1050 and 1091 18 Street NE; R-5 to C-6]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4411

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 and by electronic means as authorized by Ministerial Order M192, British Columbia, on _____, 2020 at the hour of 7:00 p.m. was published in the _____ and _____, 2020 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 24, Township 20, Range 10, W6M, KDYD, Plan 5510 Except Plan KAP47370 and Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan 13130 Except Plan KAP54559 from R-5 (High Density Residential Zone) to C-6 (Tourist/Recreation Commercial Zone), 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. 4411"

READ A FIRST TIME THIS DAY OF 2020

READ A SECOND TIME THIS DAY OF 2020

READ A THIRD TIME THIS DAY OF 2020

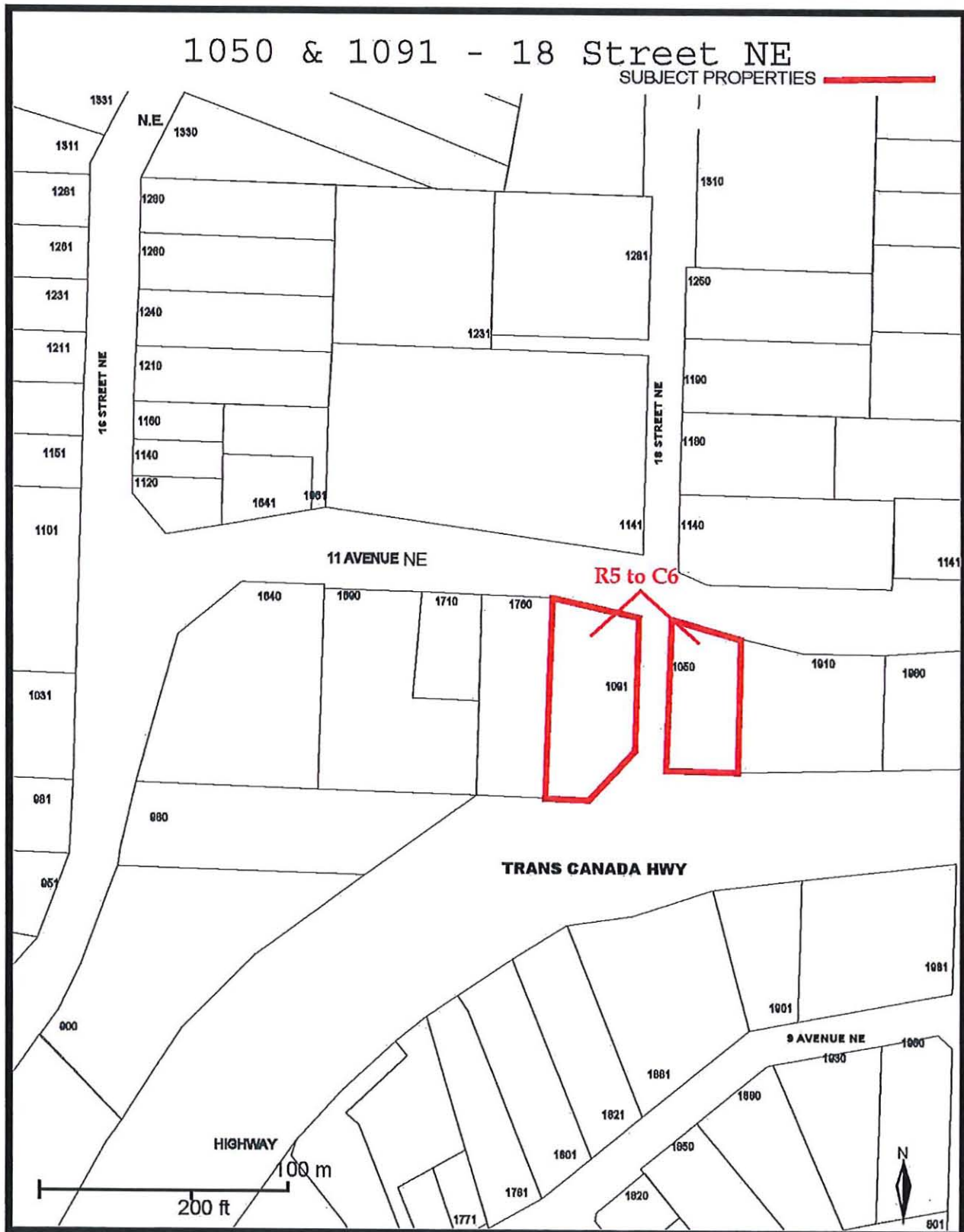
APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF 2020

For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER



Item 10.3

CITY OF SALMON ARM

Date: October 26, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Five Year Financial Plan Amendment Bylaw No. 4423 be read a first, second and third time.

Vote Record

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

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

CITY OF SALMON ARM

Date: October 21, 2020
 To: Mayor Harrison and Members of Council
 From: Tracy Tulak, Acting Chief Financial Officer
 Subject: 2020 Amended Budget

Recommendation

That: Bylaw No. 4423 cited as "City of Salmon Arm 2020 to 2024 Financial Plan Amendment Bylaw No. 4423" be given 3 readings.

Background

The 2020 Final Budget requires an amendment to reflect Council Resolutions and to redirect allocations between budget accounts. Please note the "Parked Projects", due to COVID, were not removed from the original budget and therefore have no budget impact.

General Fund

Revenue

Shaw Cablesystems 1% (To Reflect Actual)	\$ 140.00
Small Communities Protection Grant (To Reflect Actual)	1,565.00
Food Hub Feasibility Grant (As Resolved by Council - Offset with Expenditure for same)	14,000.00
Poverty Reduction Grant (As Resolved by Council - Offset with Expenditure for same)	25,000.00
Prior Years' Surplus (As Resolved by Council - Offset in Fire Departmental)	2,000.00
School Tax Requisition - Residential (Provision to Reflect Actual - Requisition Received After Final Budget Adoption in April/2020 - Offsets with Expenditure for Same)	387,105.00
School Tax Requisition - Non-Residential (Provision to Reflect Actual - Requisition Received After Final Budget Adoption in April/2020 - Offsets With Expenditure for Same)	(1,213,360.00)

Expenses

Insurance - Liability (Cyber Insurance Policy - Approved by Council)	\$ 8,100.00
Other Grants - Lakeside Community Church (To Reflect Actual)	(775.00)
EDS - Food Hub Feasibility Plan (As Resolved by Council - Offset with Revenue for same)	14,000.00
Poverty Reduction Plan (As Resolved by Council - Offset with Revenue for same)	25,000.00
Fire - Payroll - Additional Practice Remuneration (As Resolved by Council)	(3,500.00)
Fire Investigations - Materials (As Resolved by Council)	3,500.00
Fire - Unit #213 - 2012 Freightliner (E-2) (As Resolved by Council)	2,000.00
Parks - Grounds/Parking Lot - Shaw/RC (As Resolved by Council)	(1,000.00)
Parks - Lawn Bowling Maint. (As Resolved by Council)	2,900.00
Parks - Special Events (As Resolved by Council)	(900.00)
Parks - TCH West (As Resolved by Council)	(1,000.00)
Fiscal Services - Interest - #4500 - Ross Street Underpass (To Reflect Actual)	(93,280.00)
School Tax Requisition - Residential (Provision to Reflect Actual - Requisition Received After Final Budget Adoption in April/2020 - Offsets with Revenue for Same)	387,105.00
School Tax Requisition - Non-Residential (Provision to Reflect Actual - Requisition Received After Final Budget Adoption in April/2020 - Offsets with Revenue for Same)	(1,213,360.00)
Transfer to Reserve - Future Expenditure (Reallocated from Ross Street Underpass Fiscal Interest)	87,360.00

Capital

Fire - Hall No. 4 - Roof Repair (As Resolved by Council)	(2,000.00)
Transportation - S, C & G - Harbourfront Drive (As Resolved by Council.)	25,000.00
Transportation - S, C & G - 23 St NE Replacement (As Resolved by Council.)	(5,000.00)
Transportation - S, C & G - 1 Street SE (Redirected to various other capital projects in Transportation)	(66,000.00)
Transportation - Roads Lakeshore Rd - Slope Stabilization Design (As Resolved by Council)	(10,000.00)
Transportation - Roads - Lakeshore Rd Repairs (As Resolved by Council)	23,500.00
Transportation - Roads - 10 Ave NW Repairs (As Resolved by Council)	19,000.00
Transportation - Roads - Underpass (As Resolved by Council. Funded from Grants and Reserves - No Budget Impact)	3,569,912.00
Transportation - Roads - Marine Park Dr - Parking Lot (As Resolved by Council. Funded From Grants - No Budget Impact)	13,500.00
Transportation - Freightliner Dump/Plow - Unit #30 (As Resolved by Council. Funded From Reserve - No Budget Impact)	58,500.00
Wharf Marina Dock Replacement Ph.1 (As Resolved by Council. Funded From Reserve - No Budget Impact)	200,000.00

Water Fund

Capital

Zone 1 - Canoe Beach Watermain (As Resolved by Council, Redirected from Below)	\$ 50,000.00
Zone 2 - Pump Station - Design (As Resolved by Council, Redirected to Above)	(50,000.00)

Sewer Fund

Capital

75 Ave NE - Design (As Resolved by Council, Redirected from Below)	\$ 13,115.00
Sanitary Relining (49 St - 50 St NE) (As Resolved by Council, Redirected to Above)	(13,115.00)
47 Ave NE - Sanitary Upgrade (As Resolved by Council, Redirected from Below)	44,000.00
TCH Sani Replacement (4 St - 10 St NE) Design (As Resolved by Council, Redirected to Above)	(44,000.00)

Respectfully Submitted,



Tracy Tulak, CPA, CMA

CITY OF SALMON ARM

BYLAW NO. 4423

A bylaw to amend the 2020 to 2024 Financial Plan

WHEREAS in accordance with the provisions of Section 165 of the Community Charter, the Council has adopted a financial plan for the period of 2020 to 2024;

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

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

- 1. "Schedule "A" of "City of Salmon Arm 2020 to 2024 Financial Plan Bylaw No. 4391 is hereby deleted in its entirety and replaced with 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 for all purposes as "City of Salmon Arm 2020 to 2024 Financial Plan Amendment Bylaw No. 4423".

READ A FIRST TIME THIS	DAY OF	2020
READ A SECOND TIME THIS	DAY OF	2020
READ A THIRD TIME THIS	DAY OF	2020
ADOPTED BY COUNCIL THIS	DAY OF	2020

MAYOR

CORPORATE OFFICER

Schedule "A" - Bylaw #4423

City of Salmon Arm

2020 - 2024 Financial Plan

	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
Consolidated Revenues					
Property and MRDT Taxes - Net	\$ 19,299,720	\$ 19,685,714	\$ 20,079,428	\$ 20,481,017	\$ 20,890,637
Frontage & Parcel Taxes	3,634,055	3,706,736	3,780,871	3,856,488	3,933,618
Sales of Service	8,321,865	8,488,302	8,658,068	8,831,229	9,007,854
Revenue From Own Sources	2,518,330	2,568,697	2,620,071	2,672,472	2,725,921
Rentals	788,665	804,438	820,527	836,938	853,677
Federal Government Transfers	-	-	-	-	-
Provincial Government Transfers	436,555	445,286	454,192	463,276	472,542
Other Government Transfers	226,980	231,520	236,150	240,873	245,690
Transfer From Prior Year Surplus	1,056,105	1,077,227	1,098,772	1,120,747	1,143,162
Transfer From Reserve Accounts	998,060	1,018,021	1,038,381	1,059,149	1,080,332
Transfer From Reserve Funds	-	-	-	-	-
Total Consolidated Revenues	\$ 37,280,335	\$ 38,025,941	\$ 38,786,460	\$ 39,562,189	\$ 40,353,433
Consolidated Expenditures					
General Government Services	\$ 3,765,500	\$ 3,840,810	\$ 3,917,626	\$ 3,995,979	\$ 4,075,899
Protective Services	5,950,340	6,069,347	6,190,734	6,314,549	6,440,840
Transportation Services	5,663,870	5,777,147	5,892,690	6,010,544	6,130,755
Environmental Health Services	83,622	85,294	87,000	88,740	90,515
Environmental Development Service	2,888,305	2,946,071	3,004,992	3,065,092	3,126,394
Recreation and Cultural Services	4,567,520	4,658,870	4,752,047	4,847,088	4,944,030
Fiscal Services - Interest	1,340,963	1,367,782	1,395,138	1,423,041	1,451,502
Fiscal Services - Principal	1,162,910	1,186,168	1,209,891	1,234,089	1,258,771
Capital Expenditures	3,718,230	2,943,280	2,332,092	3,034,371	2,929,967
Transfer to Surplus	-	-	-	-	-
Transfer to Reserve Accounts	2,421,025	3,318,761	4,055,191	3,480,656	3,715,359
Transfer to Reserve Funds	1,195,200	1,219,104	1,243,486	1,268,356	1,293,723
Water Services	2,491,650	2,541,483	2,592,313	2,644,159	2,697,042
Sewer Services	2,031,200	2,071,824	2,113,260	2,155,525	2,198,636
Total Consolidated Expenditures	\$ 37,280,335	\$ 38,025,941	\$ 38,786,460	\$ 39,562,189	\$ 40,353,433

2020 - 2024 Financial Plan**City of Salmon Arm**

2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
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Capital Projects**Finances Acquired**

General Operating Fund	\$ 2,338,230	\$ 1,953,280	\$ 1,305,092	\$ 1,959,371	\$ 1,954,967
Water Operating Fund	670,000	490,000	500,000	500,000	800,000
Sewer Operating Fund	710,000	500,000	527,000	575,000	175,000
Federal Government Grants	3,002,256	-	-	-	-
Provincial Government Grants	4,247,256	-	-	-	-
Prior Year Surplus	50,000	510,000	-	-	-
Reserve Accounts	13,859,913	690,000	15,000	340,000	1,200,000
Reserve Funds	2,421,500	2,808,750	710,000	550,000	1,122,000
Development Cost Charges	604,000	2,307,500	3,335,000	3,445,000	3,373,000
Short Term Debt	-	-	-	-	-
Long Term Debt	2,348,000	-	-	-	500,000
Developer Contributions	1,270,000	40,000	44,000	40,000	40,000

Total Funding Sources

\$ 31,521,155	\$ 9,299,530	\$ 6,436,092	\$ 7,409,371	\$ 9,164,967
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Finances Applied

Transportation Infrastructure	\$ 21,797,892	\$ 4,222,000	\$ 3,622,000	\$ 3,619,500	\$ 5,219,500
Buildings	416,793	197,000	144,000	458,500	140,000
Land	-	-	-	300,000	-
IT Infrastructure	97,600	721,500	55,000	65,000	185,000
Machinery and Equipment	1,895,925	1,192,780	513,092	443,871	397,967
Vehicles	655,000	35,000	-	-	-
Parks Infrastructure	1,618,120	966,250	260,000	262,500	782,500
Utility Infrastructure	5,039,825	1,965,000	1,842,000	2,260,000	2,440,000

Total Capital Expense

\$ 31,521,155	\$ 9,299,530	\$ 6,436,092	\$ 7,409,371	\$ 9,164,967
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Departmental Summary:

2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
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General Government Services	\$ 40,970	\$ 193,500	\$ 122,500	\$ 138,500	\$ 208,500
Protective Services	989,800	805,000	140,000	55,000	55,000
Transportation Services	22,892,237	4,523,500	3,918,500	4,233,500	5,518,500
Environmental Health Services	56,510	2,500	2,500	327,500	27,500
Environmental Development Services	-	-	-	-	-
Recreation and Cultural Services	2,315,428	1,235,030	335,592	319,871	840,467
Water Services	3,506,000	2,040,000	1,390,000	1,760,000	2,340,000
Sewer Services	1,720,210	500,000	527,000	575,000	175,000

Total by Department

\$ 31,521,155	\$ 9,299,530	\$ 6,436,092	\$ 7,409,371	\$ 9,164,967
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Schedule "B" – Bylaw #4423
2020 Revenue Policy Disclosure

1. Table One (1) reflects the proportion of total revenue proposed to be raised from each funding source in 2020. Property taxes form the greatest proportion of revenue of the City. The first column details the proposed percentage of revenue including Conditional Government Transfers and the second column shows the proposed percentage of revenue excluding Conditional Government Transfers. Conditional Government Transfers are funds provided by other levels of government or government agencies to fund specific projects. The absence of this funding would result in an increase to property taxes, debt borrowing or funding from reserves or other sources (ie. developers, donations, etc.) or result in the project not being undertaken.

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

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

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

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

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

Schedule "B" – Bylaw #4423
2020 Revenue Policy Disclosure

Table 1: Proportions of Total Revenue

Revenue Source	Percentage to Total Revenue Includes Conditional Government Transfers	Percentage to Total Revenue Excludes Conditional Government Transfers
Property Taxes	41.88%	51.79%
Parcel Taxes	7.88%	9.75%
User Fees, Charges and Interest Income	25.23%	31.20%
Other Sources	19.92%	0.96%
Proceeds From Borrowing	5.09%	6.30%
	100.00%	100.00%

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

The City has reviewed the property tax multiple structure and adjusted the property tax multiple for Class 4 (Major Industry) by shifting \$50,000.00 in general municipal taxes from Class 4 (Major Industry) to Class 1 (Residential) for the taxation year 2020 in keeping with its objective to maintain tax stability while maintaining equality between property classes.

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

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

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

Schedule "B" – Bylaw #4423
2020 Revenue Policy Disclosure

Table 2: Distribution of Property Taxes Between Property Classes

Property Class	2020 Tax Rate	Class Multiple	Percentage to Total Property Tax	Percentage to Total Property Assessment Value
Residential	3.8984	1.00:1	66.25%	85.27%
Utilities	23.7386	6.09:1	0.83%	0.18%
Supportive Housing	0.000	0.00:1	0.00%	0.00%
Major Industry	66.4164	17.04:1	2.81%	0.21%
Light Industry	10.6288	2.73:1	2.47%	1.17%
Business	10.6288	2.73:1	26.93%	12.72%
Managed Forest Land	7.9356	2.04:1	0.00%	0.00%
Recreational/Non Profit	2.8219	0.72:1	0.12%	0.22%
Farm	12.7025	3.26:1	0.59%	0.23%

3. The City adopted a Permissive Tax Exemption Policy in 1998 which outlines the eligibility criteria to receive a permissive tax exemption. The Annual Municipal Report for 2019 contains a schedule of permissive tax exemptions granted for the year and the amount of tax revenue exempted.

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

Table 3: Permissive Tax Exemptions

Organization	General Municipal Tax Exemption	Other Government Tax Exemption	Total
Churches	\$ 46,063.50	\$ 36,955.00	\$ 83,018.50
Non Profit Societies	392,803.00	222,863.00	615,666.00
Senior Centers	19,338.00	9,601.00	28,939.00
Other	13,754.00	10,356.00	24,110.00
Sports Clubs	290,408.00	149,213.00	439,621.00
Total	\$ 762,366.50	\$ 428,988.00	\$ 1,191,354.50

Schedule "B" – Bylaw #4423
2020 Revenue Policy Disclosure

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

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

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

Table 4: Revitalization Tax Exemptions

Area	2015 General Municipal Tax Exemption	2016 General Municipal Tax Exemption	2017 General Municipal Tax Exemption	2018 General Municipal Tax Exemption	2019 General Municipal Tax Exemption	2020 General Municipal Tax Exemption
C-2 "Downtown Commercial Zone"	\$ 45,846.66	\$ 34,828.47	\$ 29,851.20	\$ 24,304.74	\$ 24,657.03	\$ 18,939.56

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

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

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

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

Schedule "B" – Bylaw #4423
2020 Revenue Policy Disclosure

Table 5: Revitalization Tax Exemptions

Area	2016 General Municipal Tax Exemption	2017 General Municipal Tax Exemption	2018 General Municipal Tax Exemption	2019 General Municipal Tax Exemption	2020 General Municipal Tax Exemption
"Industrial Zone"	\$ 0.00	\$ 0.00	\$ 5,425.51	\$ 5,400.26	\$ 7,614.60

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Item 11.1

CITY OF SALMON ARM

Date: October 26, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4418 be read a final time.

[Sewer Rates]

Vote Record

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

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

**CITY OF
SALMON ARM**

To: Mayor Harrison and Members of Council
Date: October 7, 2020
Subject: Fee for Service Amendment

Recommendation

That: Bylaw No. 4418 cited as "City of Salmon Arm Fee for Service Amendment Bylaw No. 4418" be given 3 readings.

Background

At the Regular Council Meeting of September 14, 2020, Council gave final reading to Bylaw No 4413 cited as "City of Salmon Arm Fee for Service Amendment Bylaw No. 4413". The bylaw approved a 2% increase in both Water and Sewer User Fees for the 2021 and 2022 Budget respectfully.

During the preparation of Schedule "D" of Bylaw No. 4413, the 2021 rates for Sewer on Metered Water Properties, inadvertently reflected historical rates. Bylaw No. 4418 has been updated to reflect the approved 2% increase in Sewer Use Fees for the 2021 and 2022 Budget respectfully.

Respectfully Submitted,



Tracy Tulak, CPA, CMA
Acting Chief Financial Officer

CITY OF SALMON ARM
BYLAW NO. 4418

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

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

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

1. Schedule "D" Sewer Rates of "District of Salmon Arm Fee for Service Bylaw No. 2498" is hereby deleted in its entirety and replaced with Schedule "D" – Sewer Rates, 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 Fee for Service Amendment Bylaw No. 4418".

READ A FIRST TIME THIS	13	DAY OF	October	2020
READ A SECOND TIME THIS	13	DAY OF	October	2020
READ A THIRD TIME THIS	13	DAY OF	October	2020
ADOPTED BY COUNCIL THIS		DAY OF		2020

MAYOR

CORPORATE OFFICER

BYLAW NO. 4418

**2021 and 2022
SEWER RATES**

SCHEDULE "D"

<u>CLASSIFICATION OF PREMISES</u>		<u>EQUIVALENT MONTHLY GALLONAGE</u>	<u>2021 MONTHLY CHARGE</u>	<u>2021 ANNUAL CHARGE</u>	<u>2022 MONTHLY CHARGE</u>	<u>2022 ANNUAL CHARGE</u>
1	<u>Dwellings</u>					
a	Private Dwellings	8,600	\$ 26.75	\$ 321.00	\$ 27.28	\$ 327.40
b	Apartments & Suites - each	4,300	\$ 13.37	\$ 160.45	\$ 13.64	\$ 163.65
c	Boarding or Lodging - per sleeping room	2,900	\$ 8.97	\$ 107.65	\$ 9.15	\$ 109.80
d	Residence combined with Corner Store or combined with Office or Business	8,600	\$ 26.75	\$ 321.00	\$ 27.28	\$ 327.40
2	<u>Offices</u>					
a	For first 1,000 sq. ft. of floor area	5,700	\$ 17.86	\$ 214.35	\$ 18.22	\$ 218.60
b	For each 1,000 sq. ft. or portion thereof	2,900	\$ 8.97	\$ 107.65	\$ 9.15	\$ 109.80
3	<u>Rental Accommodation</u>					
a	Hotel - per sleeping room see also Eating Establishments and Liquor Outlets for ancillary services	2,900	\$ 8.97	\$ 107.65	\$ 9.15	\$ 109.80
b	Motel, Auto Court, Resort - per unit see also Eating Establishments and Liquor Outlets for ancillary services	2,900	\$ 8.97	\$ 107.65	\$ 9.15	\$ 109.80
c	Trailer Park, Mobile Home Park					
c	Each occupiable permanent space	5,700	\$ 17.86	\$ 214.35	\$ 18.22	\$ 218.60
d	Each occupiable travel trailer space	1,400	\$ 4.40	\$ 52.75	\$ 4.48	\$ 53.80
e	Each occupiable tenting space	700	\$ 2.20	\$ 26.35	\$ 2.24	\$ 26.85
4	<u>Stores</u>					
a	Barber Shop - per chair	5,700	\$ 17.86	\$ 214.35	\$ 18.22	\$ 218.60
b	Beauty Salon and/or Hairdresser - per chair	5,700	\$ 17.86	\$ 214.35	\$ 18.22	\$ 218.60
c	Dry Cleaner	21,000	\$ 66.70	\$ 800.40	\$ 68.03	\$ 816.40
d	Laundry - other than steam or coin op.	21,000	\$ 66.70	\$ 800.40	\$ 68.03	\$ 816.40
e	Coin operated or laundromat per unit	2,900	\$ 8.97	\$ 107.65	\$ 9.15	\$ 109.80
f	Steam	57,000	\$ 178.38	\$ 2,140.50	\$ 181.94	\$ 2,183.30
	Lunch Counter or Lunch Service where in conjunction with another use - See Eating Establishments and Liquor Outlets					
g	Other - first 1,000 sq. ft. of floor area	2,900	\$ 8.97	\$ 107.65	\$ 9.15	\$ 109.80
h	Each 1,000 sq. ft. or portion thereof	1,920	\$ 5.89	\$ 70.70	\$ 6.01	\$ 72.10
5	<u>Eating Establishments and Liquor Outlets</u>					
	Includes Restaurants, Coffee Shop, Dining Rooms Cocktail Lounges, Beer Parlor or Public House and licenced Club Room (minimum of 20 seats taken once for total seating capacity of business)					
a	First 20 seats	9,000	\$ 27.71	\$ 332.55	\$ 28.27	\$ 339.20
b	Each Additional seat	360	\$ 1.05	\$ 12.55	\$ 1.07	\$ 12.80
c	Banquet Room	9,000	\$ 27.71	\$ 332.55	\$ 28.27	\$ 339.20
<u>CLASSIFICATION OF PREMISES</u>		<u>EQUIVALENT MONTHLY GALLONAGE</u>	<u>2021 MONTHLY CHARGE</u>	<u>2021 ANNUAL CHARGE</u>	<u>2022 MONTHLY CHARGE</u>	<u>2022 ANNUAL CHARGE</u>
6	<u>Other Commercial Premises</u>					
a	Bowling Alley - per alley	700	\$ 2.20	\$ 26.35	\$ 2.24	\$ 26.85
b	Bowling Green - per green	2,900	\$ 8.97	\$ 107.65	\$ 9.15	\$ 109.80
c	Bus Depot	13,000	\$ 40.13	\$ 481.55	\$ 40.93	\$ 491.15
d	Car Wash - first bay (minimum charge)	36,000	\$ 111.23	\$ 1,334.75	\$ 113.45	\$ 1,361.45
e	Each additional bay	6,000	\$ 18.56	\$ 222.75	\$ 18.93	\$ 227.20
f	Commercial Farm	21,000	\$ 66.70	\$ 800.40	\$ 68.03	\$ 816.40
g	Commercial Workshop - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$ 8.97	\$ 107.65	\$ 9.15	\$ 109.80
h	Fruit Stand	14,000	\$ 44.61	\$ 535.35	\$ 45.50	\$ 546.05
i	Funeral Parlour - for each 1,000 sq. ft.					

BYLAW NO. 4418

**2021 and 2022
SEWER RATES**

SCHEDULE "D"

	of floor area or any portion thereof	2,900	\$	8.97	\$	107.65	\$	9.15	\$	109.80
	Garage or Service Station or Keylock									
j	Station - first bay (minimum charge)	8,600	\$	26.49	\$	317.85	\$	27.02	\$	324.20
k	Each additional bay	1,400	\$	4.40	\$	52.75	\$	4.48	\$	53.80
l	Theatre	14,000	\$	44.61	\$	535.35	\$	45.50	\$	546.05
m	Warehouse - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$	8.97	\$	107.65	\$	9.15	\$	109.80
n	Other - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$	8.97	\$	107.65	\$	9.15	\$	109.80
7	<u>Industrial Premises</u>									
a	Abattoir	21,000	\$	66.70	\$	800.40	\$	68.03	\$	816.40
d	Stockyard - per acre	4,300	\$	13.37	\$	160.45	\$	13.64	\$	163.65
e	Other - for each 1,000 sq. ft. of floor area	2,900	\$	8.97	\$	107.65	\$	9.15	\$	109.80
8	<u>Public, Institutional and Non-Commercial Premises</u>									
a	Church	5,700	\$	17.86	\$	214.35	\$	18.22	\$	218.60
	Club Room Licenced (see Eating Establishments and Liquor Outlets)									
b	Club Rooms - Unlicensed	5,700	\$	17.86	\$	214.35	\$	18.22	\$	218.60
c	Court House	13,000	\$	40.13	\$	481.55	\$	40.93	\$	491.15
d	Curling Rink, Skating Rink, Arena	28,500	\$	89.23	\$	1,070.75	\$	91.01	\$	1,092.15
e	Meeting Hall, Public Hall	5,700	\$	17.86	\$	214.35	\$	18.22	\$	218.60
f	Fall Fair Grounds (Annually)		\$	88.88	\$	1,066.55	\$	90.65	\$	1,087.85
9	<u>Schools and Hospitals</u>									
a	Hospital, per patient bed	8,600	\$	26.75	\$	321.00	\$	27.28	\$	327.40
b	School, per classroom	8,600	\$	26.75	\$	321.00	\$	27.28	\$	327.40

SEWER ON METERED WATER PROPERTIES

Sewer rates applicable to all metered water users that have a sewer connection within the City of Salmon Arm

The user rate is a combination of A and B**A Base Rate (Based on connection size)**

	<u>2021</u>	<u>2022</u>
4 inch	\$ 27.40	\$ 27.95
6 inch	\$ 100.30	\$ 102.30
8 inch	\$ 140.45	\$ 143.25
Larger connections - Base rate to be determined by Council		

B Per gallon charge (Based on metered water)

	<u>2021</u>	<u>2022</u>
First 80,000 gallons	\$2.86 per 1000 gals or part thereof	\$2.92 per 1000 gals or part thereof
Next 80,000 gallons	\$3.12 per 1000 gals or part thereof	\$3.18 per 1000 gals or part thereof
Next 80,000 gallons	\$3.40 per 1000 gals or part thereof	\$3.47 per 1000 gals or part thereof
Next 80,000 gallons	\$3.71 per 1000 gals or part thereof	\$3.78 per 1000 gals or part thereof
Next 80,000 gallons	\$4.14 per 1000 gals or part thereof	\$4.22 per 1000 gals or part thereof
All over 400,000 gallons	\$4.59 per 1000 gals or part thereof	\$4.69 per 1000 gals or part thereof

Notes:

- 1 Rates will be billed bi-monthly and are subject to the same penalty dates and provisions as the metered water billings.
- 2 No complaint of an error in any charge for sewer rates or charges shall be considered and no adjustment of any such error shall be made after a period of one year has elapsed since the end of the period for which such sewer rates or charges were made. After the termination of this period, all such sewer charges shall be deemed to have been properly and correctly made.
- 3 Property owners wishing to qualify for an irrigation credit must install a secondary meter to record water used for irrigation. Water gallonage that is subject to sewer charges will be calculated by deducting consumption at the secondary meter from that at the primary meter.

ALL SEWER USER RATES ARE GST EXEMPT

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INFORMATIONAL CORRESPONDENCE – OCTOBER 26, 2020

- | | | |
|-----|---|---|
| 1. | G. McLeod – letter dated October 9, 2020 – Request to open the Memorial Sports Complex for Walking during winter months | A |
| 2. | L. Robertson – letter dated September 10, 2020 – Dog Leash Park | A |
| 3. | A. and R. Smith – email dated October 19, 2020 – Affordable Housing and Airbnb in Salmon Arm | A |
| 4. | M. Sandaker – email dated October 20, 2020 – Arts Center gay event | C |
| 5. | L. Fitt, Manager, Salmon Arm Economic Development Society – letter dated October 14, 2020 – Food Hub Grant – Receipt of Funds | A |
| 6. | L. Wong, Manager, Downtown Salmon Arm, letter dated October 19, 2020 – Storywalk | A |
| 7. | J. King, Principal, South Canoe Elementary – Outdoor Learning Program – letter received October 20, 2020 – Klahani Park porta potty | A |
| 8. | B. Henry, Provincial Health Office, Ministry of Health – letter dated October 2020 – Immunizations | A |
| 9. | P. Majkowski, Board President and V. St. John, Executive Director – email dated October 14, 2020 – Supporting Community Health Centres | N |
| 10. | R. Vanderfluit, Registrar, Youth Parliament of BC Alumni Society – letter dated October 19, 2020 – British Columbia Youth Parliament, 92 nd Parliament | A |

N = No Action Required
 A = Action Requested
 C = Council Response Attached

S = Staff has Responded
 R = Response Required

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Item 14.1

CITY OF SALMON ARM

Date: October 26, 2020

Presentation 4:00 p.m. (approximately)

NAME: T. Kutschker, Director/Curator, Shuswap District Arts Council

TOPIC: Pride Project Update and Public Art Recommendation

Vote Record

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

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

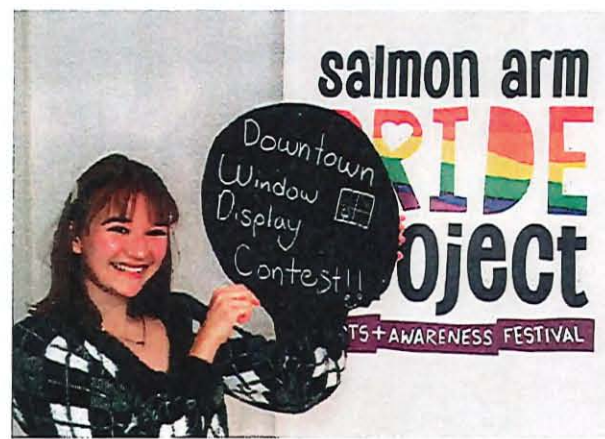
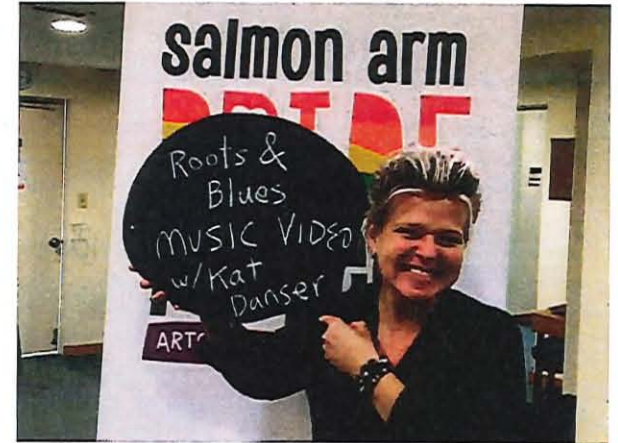
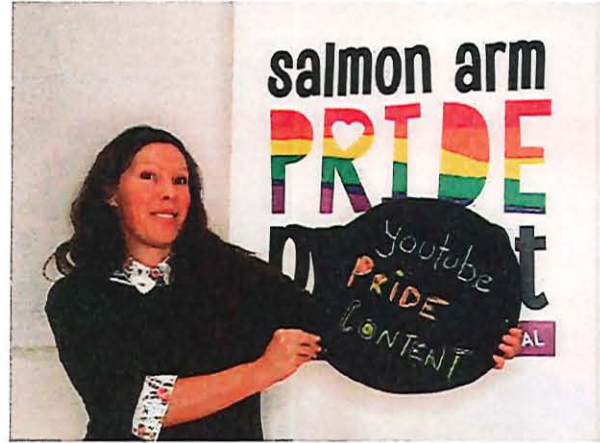
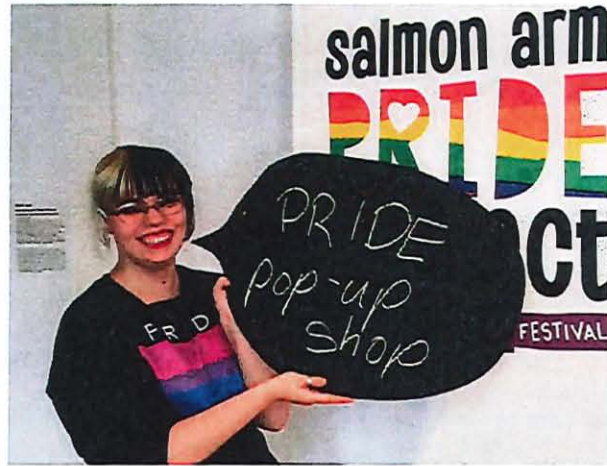
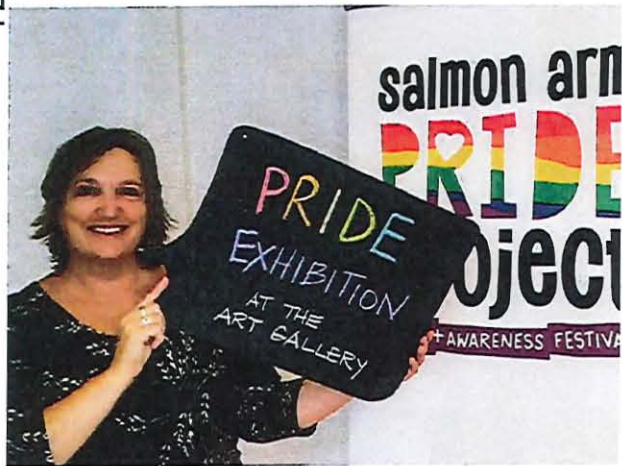
salmon arm

PRIDE

project

ARTS + AWARENESS FESTIVAL

October 14-17, 2020





Salmon Arm Pride Project: Arts and Awareness Festival October 14 to 17, 2020

Salmon Arm Pride Project is excited to present a four-day mini festival designed to bring awareness of the LGBTQ2S+ community



salmon arm
PRIDE
project

ARTS+AWARENESS FESTIVAL



**LGBTQ2S+ EQUITY AND PRIDE IN
CANADIAN ROOTS & BLUES MUSIC**

with Kat Danser (she/her)

salmon arm
PRIDE
project

ARTS+AWARENESS FESTIVAL



Canadian Mental
Health Association
Mental health for all

**LGBTQ2S+ YOUTH MENTAL HEALTH
AND SUICIDE PREVENTION**

with Shannon Hecker (she/her)

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PRIDE
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ARTS+AWARENESS FESTIVAL



LGBTQ2S+ VOICES

with members from **SPAT**
(SAS/Shuswap Pride Action Team)

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PRIDE
project

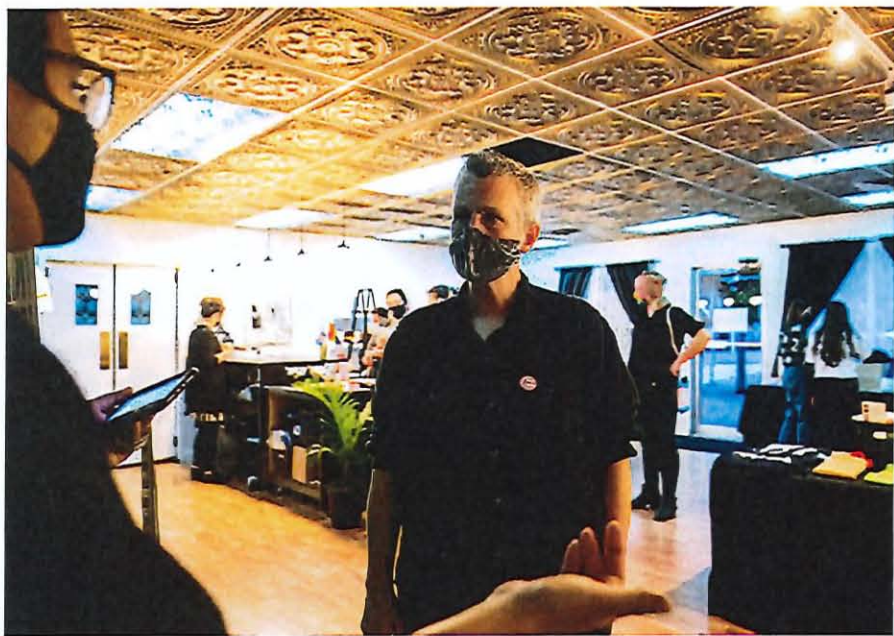
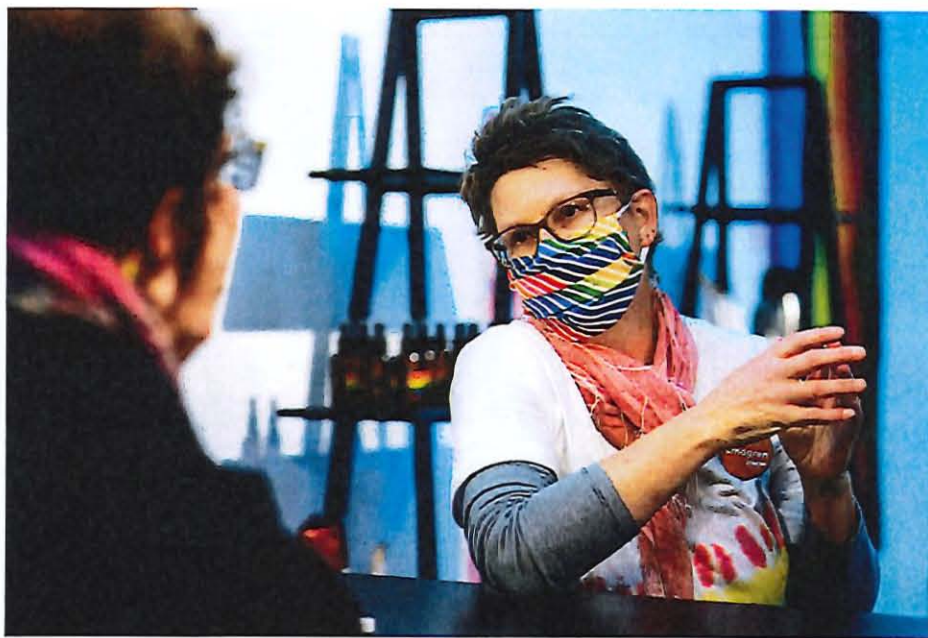
ARTS+AWARENESS FESTIVAL



**ENGLISH PRONOUNS
FUNCTION, CHANGE & IDENTITY**

with Amy Modahl (she/her)





salmon arm
PRIDE
project
ARTS+AWARENESS FESTIVAL

Etcetera
2SLGBTQIA+ Youth Center

THE BRIDGE
South & Family Services

Q
COMMUNITY
BC'S QUEEN RESOURCE CENTRE



Okanagan
Boys & Girls Clubs

**LGBTQ2S+ BINDER
FITTING SESSIONS**

FRIDAY OCT 16, 2020

with Tai August (they/them)
PRIDE! pop up shop (wear a mask)
121 Shuswap St NW
drop-in from 4-7pm

FREE gender affirming garments will be delivered
within 2 weeks of the fitting. Presented in partnership
with Bras, Binders and Breastforms (BBB) Program.



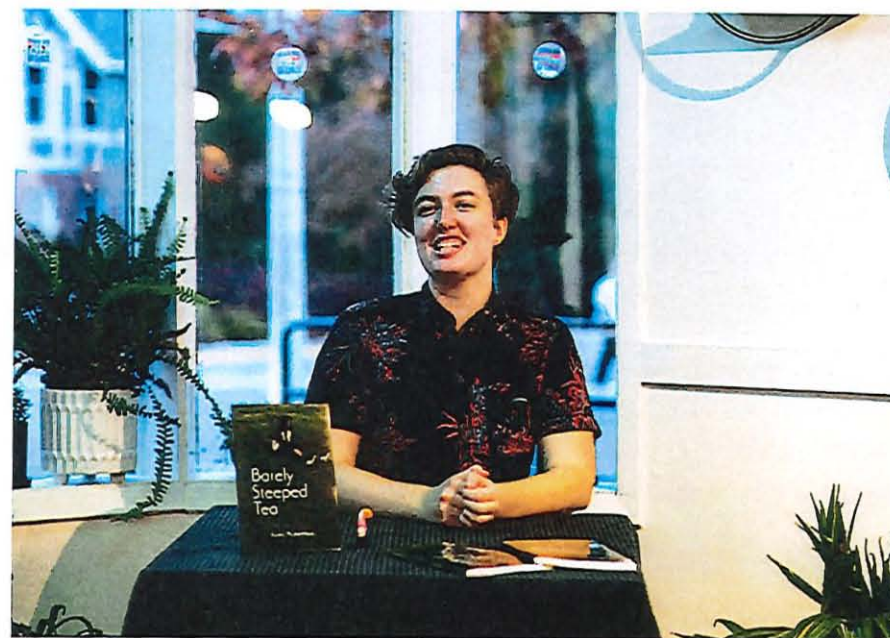
salmon arm
PRIDE
project
ARTS+AWARENESS FESTIVAL

**LGBTQ2S+ YOUNG AUTHOR
BOOK SIGNING**

FRIDAY OCT 16, 2020

with Layla Kutschker (she/her)
PRIDE! pop up shop (wear a mask)
121 Shuswap St NW
drop-in from 6-7pm

MEET the author of *Barely Steeped Tea* and get
a limited edition print version of her first novella



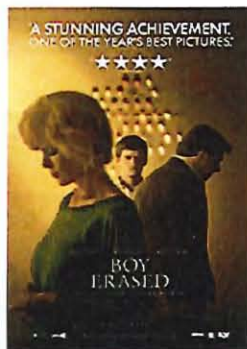
salmon arm PRIDE project

ARTS + AWARENESS FESTIVAL

MOVIE FEST

Salmon Arm Arts Centre partnered with several Shuswap LGBTQ2S+ groups and local non-profit arts organizations to create the **Salmon Arm Pride Project**, a four-day mini festival to bring awareness to the LGBTQ2S+ community through the arts. Everyone is welcome to the Art Gallery exhibition, pop-up shop, and other live and virtual events from October 14 to 17, 2020.

In partnership with the Salmar Community Association, the Pride Project is pleased to present four significant LGBTQ2S+ movies. Supporting these movies helps support the Pride Project, which in turn provides opportunities for LGBTQ2S+ artists and makers.



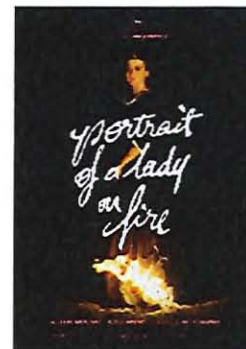
BOY ERASED

Wednesday
October 14
7:30pm



RAFIKI

Thursday
October 15
7:30pm



PORTRAIT OF A LADY ON FIRE

Saturday
October 17 11am



ROCKETMAN

Saturday
October 17
2pm

All movies at Salmar Classic Theatre. Tickets \$5 available online at salmartheatre.com or at the door.
Covid-19 safety protocols are in place.

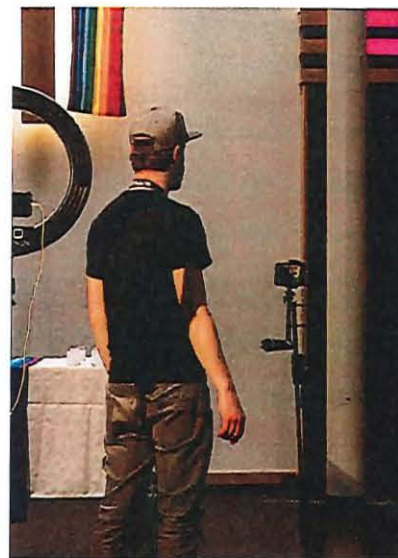
salmon arm
PRIDE
 project
 ARTS+AWARENESS FESTIVAL



filmed at First United

**LGBTQ2S+ PRIDE
 SUNDAY SERVICE**

with Reverend Jenny Carter (she/her)
 Reverend Graham Brownmiller (he/him)
 & Karmen Krahn (she/her)





Small City Big Events

2d · 🌐



It's HERE! Today is the start of Salmon Arm's very first Pride festival! Also, check out their website <https://salmonarmprideproject.ca/> to be in the know about all things pride and support! Don't miss out!

Salmon Arm Arts Centre #pride #explorebc



First Community

1h · 🌐



We are very proud to be part of the Salmon Arm Pride Project! What an amazing festival it has been, and so great to see the community coming together. We hope you find this worship service moving and meaningful. It was an honour to participate.

<https://youtu.be/Rm7TFyUu5VE>



freeparenthugskelowna mentioned you in a post: Check out the @salmonarmprideproject and visit the PRIDE! exhibition Oct 14-17 @salmonarmartscentre
 🍷🍷🍷🍷🍷🍷
 #loveyourkids #bornthisway
 #salmonarmpride
 #okanaganpride 5h



Marianne VanBuskirk

Just now · 🌐

An afternoon trip to [Downtown Salmon Arm](#) today was colourful, informative and even tasty! The Salmon Arm PRIDE Project continues to be a downtown highlight and I purchased this lovely cake figurine at the pop-up store - such creativity. The [Salmon Arm Arts Centre](#) has a terrific exhibition and I was permitted to take a photo of "Piecing it Together" representing 15 flags of the LGBTQ2S+ community. A beautiful, impressive display created by "Proud Grammas". A fun, interactive way to become informed. We also visited [Sanctuary Games](#) for a looksie and a bubble tea - I had caramel apple with tapioca pearls and consumed it too quickly before taking a photo - so I've swiped a photo from Sanctuary Games' Facebook Gallery - my drink is, I mean "was", similar to the beverage photographed on the right. Mmmm. Thanks Aaron!



Downtown Salmon Arm

1d · 🌐

Just a few of the awesome items available for purchase at the [#prideprojectsa](#) pop-up shop. Make your way to 121 SHUswap Street to find these items and so much more. The shop is open from 11am - 5pm daily (7pm on Fri) from Oct. 14 - 17.

Lots more going on, including an exhibition at the [Salmon Arm Arts Centre](#), Movie Festival at Salmar Cinemas, and window display contest in Downtown Salmon Arm.

Find more details here: <https://www.salmonarmartscentre.ca/pride-project/>



Selina Metcalfe

5d · 🌐



Do you have an inclusion map in your head? If not, it's probably because you (like me) have the privilege of not needing one. It is truly amazing how much information I just gleaned from this one map.

I'm looking forward to seeing all of the Pride maps at the art gallery this week, as I support my friends and community in an effort to make our town, my business, and my self more inclusive.

Check out the [Salmon Arm Arts Centre](#) page for more information on the Pride Project.



Poco Arts Council

1d · 🌐



Art centres, artists and groups are all thinking outside of the box to bring people together! Check out what Salmon Arm Pride and [Salmon Arm Arts Centre](#) are doing over the next few days! Many online opportunities to take part! Way to go! 🍷



sarahhope_art mentioned you in a post: Working on some mini paintings inspired by @salmonarmprideproject planing to visit with the family today 🍷. Fun rainy day family outing. So grateful for @salmonarmartscentre #salmonarmprideproject #loveislove 12h

Salmon Arm Innovation Centre,
Powered by SASCU

2d · 🌐



Today is the start of Salmon Arm's very first Pride festival! Read the [Shuswap Tourism](#) post below and also check out their website <https://salmonarmprideproject.ca/> to be in the know about all things pride and support! Don't miss out!

Salmon Arm Arts Centre #pride #explorebc



Kristal Burgess

1d · 🌐

Today is a great day to check out the exhibition at the [Salmon Arm Arts Centre](#)! And then pop over to the pop up show and purchase some handmade PRIDE goodies!



lola_emm mentioned you in a post: I am so happy and inspired to have experienced this year's Pride celebrations in Salmon Arm. @salmonarmprideproject created such a meaningful exhibit at the gallery - and the pop-up store crew are just the most enthusiastic, lovely folks ever. Thank you all for your hard work and commitment to making this event happen in our community 🍷🍷🍷 11h



Courtney Brown

1h · 🌐



Yesterday I picked my preferred pronoun pin to wear. Something I've never considered personally. I feel honoured to have been given the opportunity to self-identify. It is important that the world knows everyone has the right to self-identify 🍷

Show Attachment

You and 1 other

1 Comment



Love



Comment



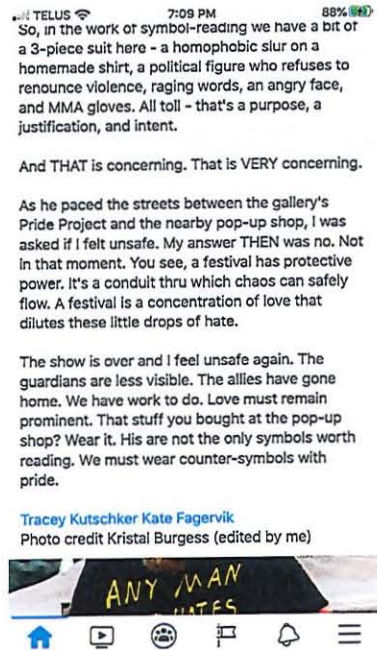
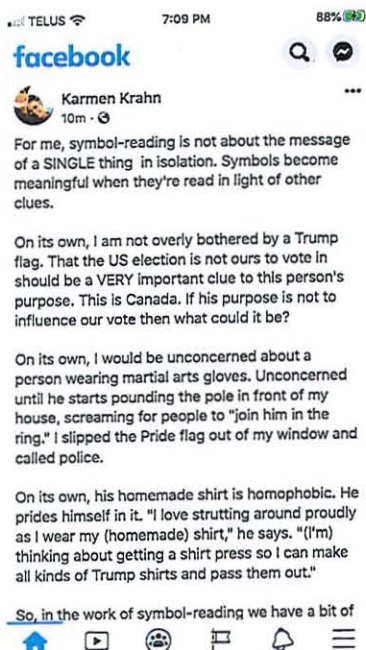
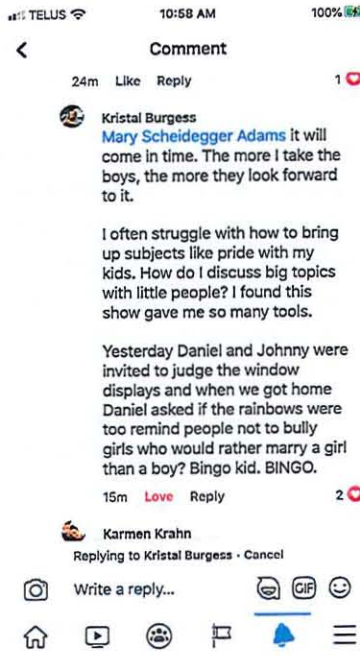
Share

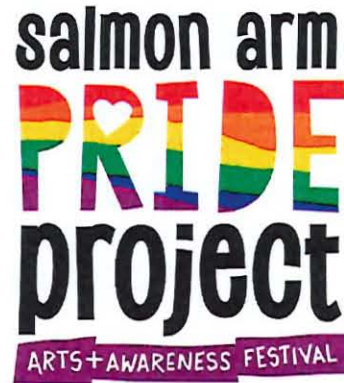


karianna_skittle commented: Thank you so much for doing this, as an lgbtq person, I really appreciate it 🍷🍷🍷 41m



Reply





SAPP MISSION STATEMENT:

Salmon Arm Pride Project is a collaborative venture with the goal of including the whole community in furthering LGBTQ2S+ awareness, visibility and acceptance, using the arts as a binding force. As a community within a community, we commit to providing a safe environment to conduct our work ethically and cooperatively, with a focus on research, education, equity, social justice and safety.

SDAC MISSION STATEMENT:

Shuswap District Arts Council is the central coordinating body of the Shuswap arts community providing programming, advocacy, support and a place for the arts to be exhibited, experienced and enjoyed.

Every three years, the Shuswap District Arts Council sets a new focus with which to develop programs and address relevant issues, ie. youth, Indigenous engagement, climate change. Most recently the focus was placed on IDEAS: Inclusivity, Diversity, Equity, Acceptance and Success. With both the Director/Curator's specific interest in creating safe space for the LGBTQ2S+ community, and the Manager of Visitor Experience's interest in cultural mapping and LGBTQ2S+ youth engagement, the Pride Project was born. A diverse committee was struck, including members of the Qmunity as well as representatives from community organizations, such as City of Salmon Arm, CHMA and School District 83. While initial plans were to present an arts festival with many live events, the pandemic caused the committee to instead shift the focus to education, training and business engagement. The 2020 Pride Project is a combination of live and virtual events designed to support LGBTQ2S+ artists and performers, educate the wider community about LGBTQ2S+ issues using visual arts, and creating safe and inclusive spaces within Salmon Arm.

Item 14.1.a

CITY OF SALMON ARM

Date: October 26, 2020

T. Kutschker, Director/Curator, Shuswap District Arts Council – letter dated
September 10, 2020 – Salmon Arm Pride Project Committee Public Art
Recommendation

Vote Record

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

Opposed:

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



September 10, 2020

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

Dear Friends,

RE: Salmon Arm Pride Project Committee Public Art Recommendation

The Shuswap District Arts Council has established a cross-sector committee to create a festival that celebrates and brings awareness to the LGBTQ2S+ community. In its inaugural year, the Salmon Arm Pride Project will feature a 4-day exhibition at the Art Gallery from October 14 to 17, 2020, as well as online events, activities, outreach and safe space education.

Among the committee's goals is to consult widely on every idea, ensuring the authentic voice of lived experience informs all decisions. The idea of public art was brought to committee in the spring of 2020, and after much consideration, would like to recommend the following two public art ideas:

1. Tri-Rainbow Crosswalk: At the corner of Hudson and McLeod, there is a three-way intersection that would be an ideal spot for three unique Pride flags; the 6-colour rainbow commonly used to represent the LGBTQ2S+ community, the trans flag of 3-colours/5 stripes, and the Philadelphia flag of 8-colours that is implicitly inclusive of people of colour. All three of these flags are used together in the Progress flag, which is a unifying symbol for the LGBTQ2S+ community.

2. Flag Pole Repair and New Flag: The Arts Centre has a flag pole on the Hudson Avenue side of the building that has been re-purposed as a banner pole to hold our annual exhibition schedule. The committee would like to see the Progress flag flown at the top. This would require new hardware at the top of the existing flag pole, and the pole would still be capable of supporting the annual schedule banner.

Attached please find an image to help Council and staff imagine the painted crosswalks. The committee would make its members available to discuss options and explanations for all the Pride flag patterns. This would be an idea public art project to complete in the year between our first and second Pride Project festivals.

Sincerely,

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

Tracey Kutschker
Director/Curator
Shuswap District Arts Council

Box 1181 Salmon Arm, BC V1E 4P3
salmonarmartscentre.ca
250.832.1170





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Item 23.1

CITY OF SALMON ARM

Date: October 26, 2020

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, October 26, 2020 at 7:00 p.m.**

Proposed Amendment to Zoning Bylaw No 2303:

Rezone Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP73048 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

Civic Address: 1831 – 22 Street NE
Location: South of 19 Avenue NE on the West side of 22 Street NE
Present Use: Vacant land
Proposed Use: Single Family Dwelling with Detached Suite
Owner/Applicant: B. Neufeld
Reference: ZON-1186/ Bylaw No. 4407



The staff reports for the proposals are available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices> October 13 to 26, 2020 inclusive. Those who deem their interest affected by the proposed bylaws are urged to review the online file, contact the undersigned or phone the Development Services Department at 250.803.4010 to obtain the facts of the proposal prior to the hearing.

Pursuant to Ministerial Order No. M192 made under the *Emergency Program Act*, R.S.B.C. 1996, c.111, s.10, City Council will now be allowing public attendance on a first come first serve basis subject to the provisions of the City of Salmon Arm COVID 19 Exposure Control Plan.

City Council encourages the continued use of the city's website to stay informed on current Development applications and Council Agendas.

Erin Jackson, Director of Corporate Services

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: September 1, 2020

Subject: Zoning Bylaw Amendment Application No. 1186

Legal: Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP73048

Civic: 1831 – 22 Street NE

Owner/Applicant: Neufeld, B.

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 24, Township 20, Range 10, W6M, KDYD, Plan EPP73048 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 1831 – 22 Street NE (Appendix 1 and 2). The proposal is to rezone the parcel from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone) to permit the construction of a detached suite in the rear yard behind a new single family dwelling.

BACKGROUND

The subject parcel is designated Medium Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4). The subject parcel is located in a residential neighbourhood (Lakeview Meadows). There are presently seven R-8 zoned parcels in the Lakeview Meadows subdivision. This lot is part of a three lot subdivision created in 2017. Two of the four new lots were rezoned from R-1 to R-8 in 2019 for secondary suites in new single family dwellings.

The subject parcel is approximately 56 m (184 ft) long and 22.86 m (75 ft) wide with an area of approximately 1,300 m² (.32 acres). The subject parcel is a relatively large lot and can meet the minimum parcel area of 700 m² (7,534.7 ft²) and the minimum parcel width of 20 m (65.6 ft) required for detached suites within the proposed R-8 Zone. Site photos are attached as Appendix 5.

The property is currently vacant and the applicant has applied for a building permit to construct a house and an accessory building. The applicant wishes to construct a suite above the accessory building and has provided elevation and floor plans, see Appendix 6. The proposed height of the building is 7.47 m (24.5 ft) which meets the maximum permitted height of 7.5 m (24.6 m). The floor plans indicate the size of the suite is proposed to be 80.3 m² (864 ft²), within the maximum 90 m² (968.8 ft²). The siting of the suite is in the rear yard, conducive for an additional off-street parking stall, see Appendix 7.

COMMENTS

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

Any development of a detached suite requires a building permit and is subject to Zoning Bylaw regulations, BC Building Code requirements, and applicable Development Cost Charges (DCCs). DCCs are payable for detached suites in the amount of \$6,064.31 and are collected at the time of issuance of a building permit. Currently, the applicant has filed a building permit application for an accessory building. Should the property be rezoned to R-8, a separate building permit application will be required for the suite.

Ministry of Transportation & Infrastructure

Preliminary Approval has been granted for rezoning.

Engineering Department

No concerns.

Building Department

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

Fire Department

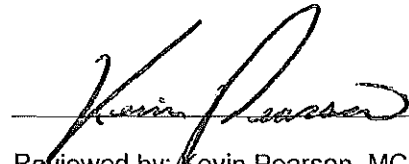
No concerns.

Planning Department

The proposed construction of a single family dwelling and a detached suite will conform and fit in well with the surrounding neighbourhood. The proposed R-8 zoning of the subject parcel is consistent with the OCP and the plans provided indicate that all R-8 Zone requirements can be met, including the provision of onsite parking. Therefore, this application is supported by staff.



Prepared by: Denise Ackerman
Planner, Development Services



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



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Meters



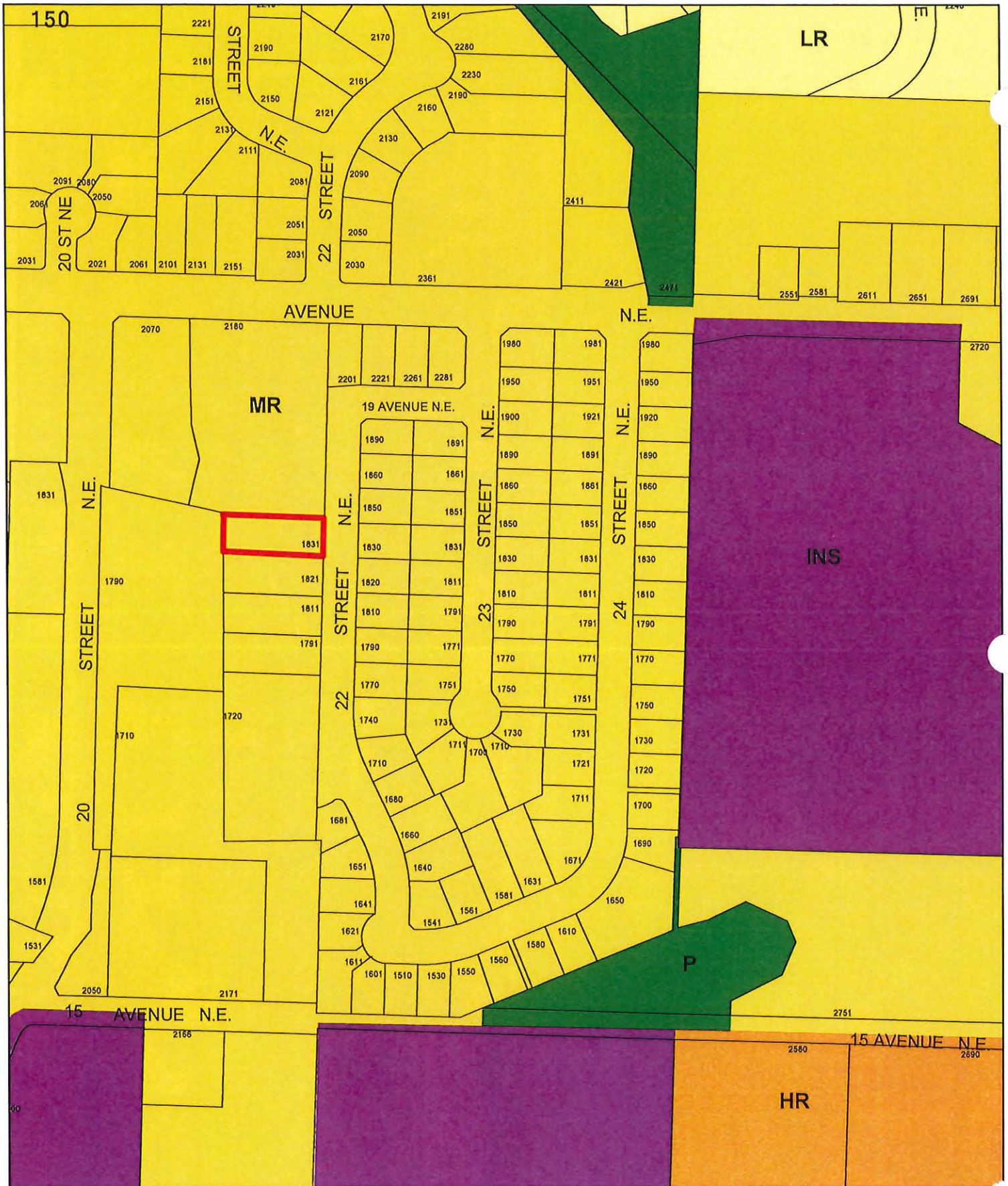
Subject Parcel



04.75 9.5 19 28.5 38 Meters



Subject Parcel



Subject Parcel

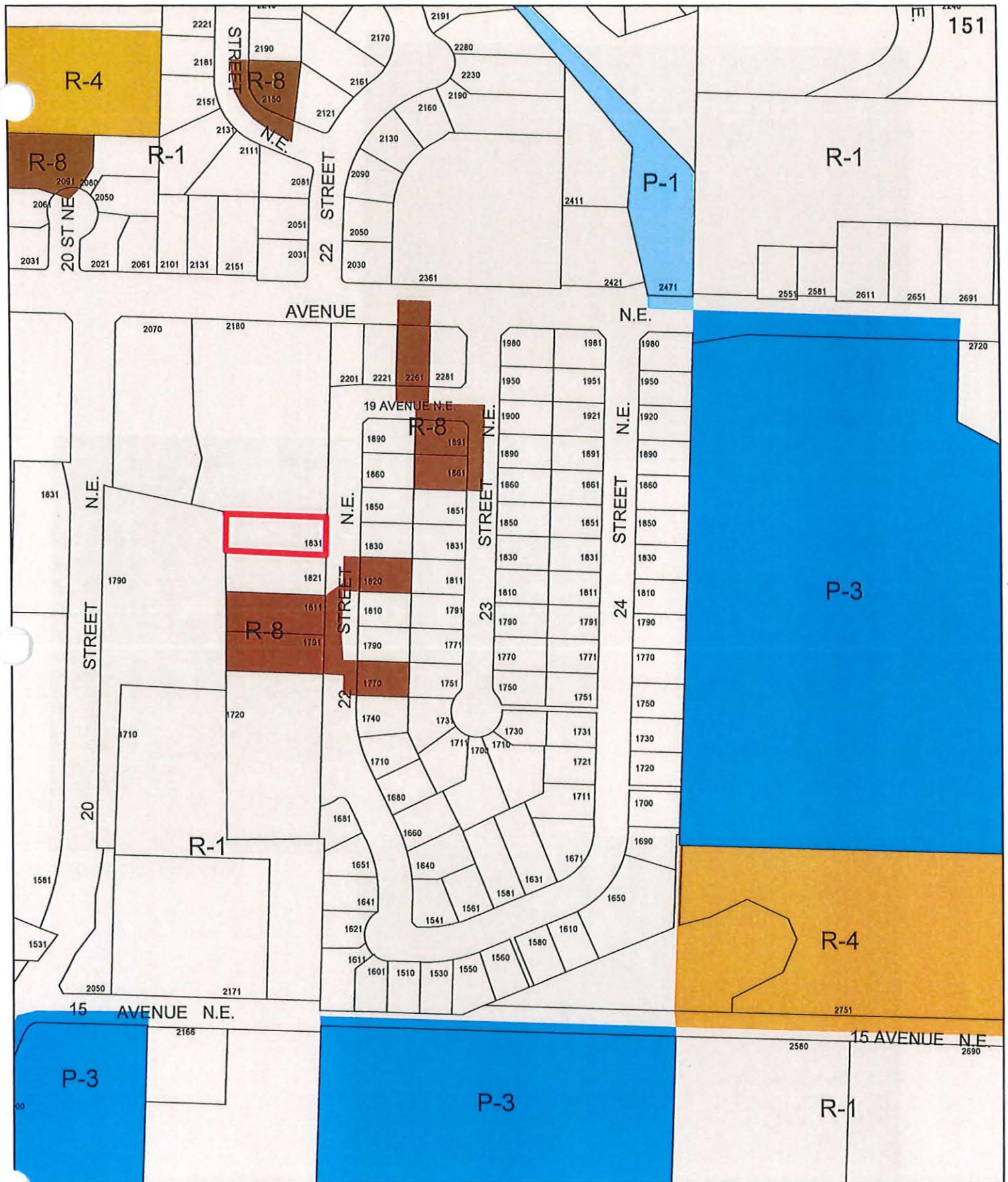
0 15 30 60 90 120
Meters

MR - Medium Density Residential

HR - High Density Residential

P - Park

INS - Institutional



Subject Parcel

0 15 30 60 90 120
Meters

R-1 Single Family Residential

R-8 Residential Suite

R-4 Medium Density Residential

Institutional

Park & Recreation



View looking northeast



View looking northwest

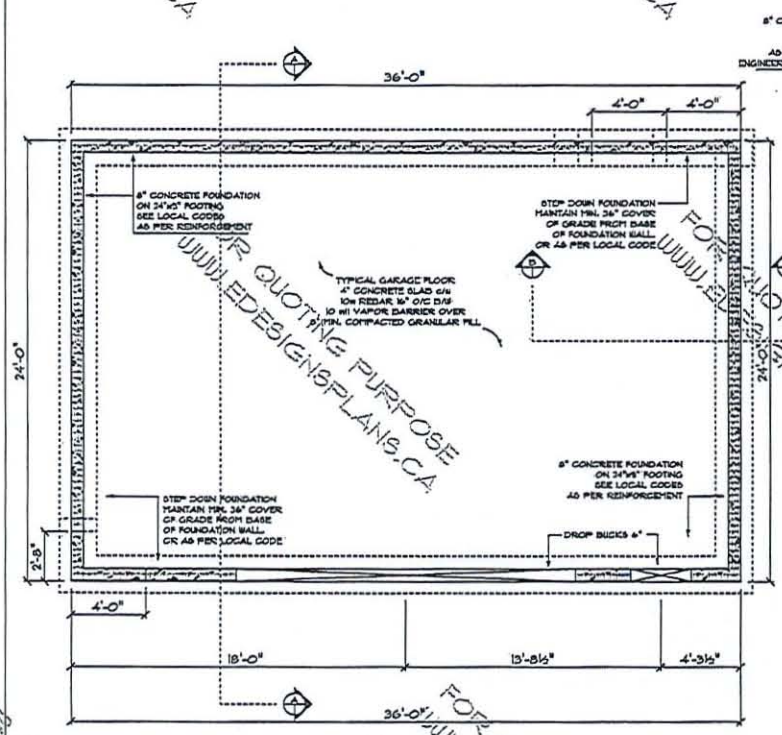


View looking north

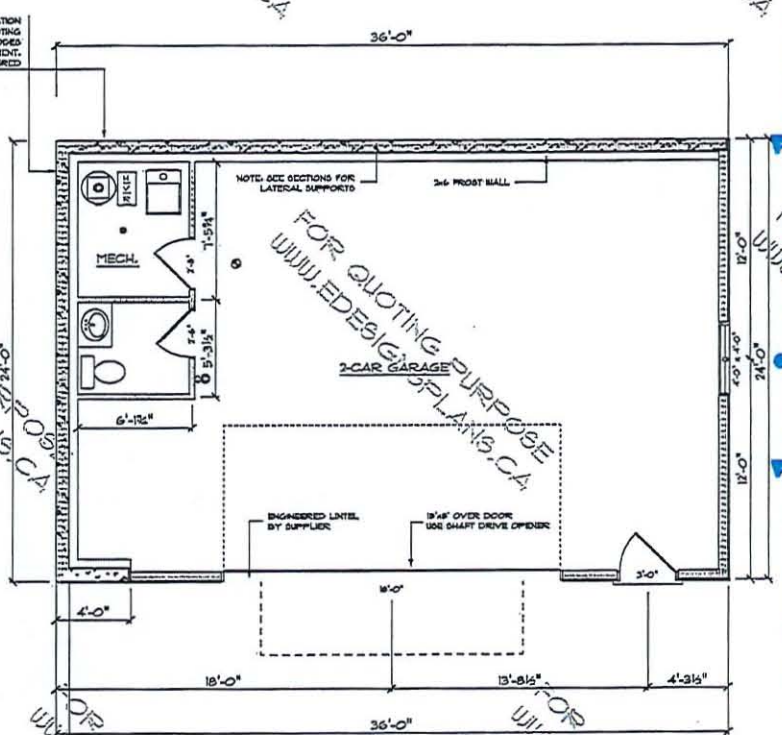
IMPORTANT:
 This drawing is a preliminary design and is not to be used for construction without the approval of the engineer. It is the responsibility of the purchaser to verify all dimensions and details with the engineer before construction begins. No part of this drawing shall be reproduced or used in any way without the written consent of E-Designs Plans Inc.

BRIDIT-NEUFELD
 KAMLOOPS, BC

www.edesignsplans.ca



Note: This foundation is designed based on the assumed standard soil bearing capacities. The owner/builder is responsible for verifying the assumption with a soil test done by a Geotechnical Engineer. E-Designs Plans Inc. accepts no liability for the assumption of soil bearing capacities or any redesign of the foundation resulting from contrary soil conditions. DESIGN & NOTED BY ENGINEER TO TAKE PRECEDENCE OVER ALL OTHERS. DESIGN & NOTED SHOWN BY E-DESIGNS PLANS.



SMOKE & CARBON DIOXIDE ALARMS:
 1. Smoke & Carbon Dioxide Alarm shall be installed in accordance with Article 3.10.15.1.1 of the B.C. Building Code (2014) or in accordance to local codes in your area of construction.

THIS PLAN CAN BE ADAPTED TO YOUR LOCAL BUILDING CODES. IT IS THE RESPONSIBILITY OF THE PURCHASER AND/OR BUILDER OF THIS PLAN TO SHOWN THAT THIS STRUCTURE IS BUILT IN STRICT COMPLIANCE WITH ALL GOVERNING CODES (MUNICIPAL, CITY, COUNTY, PROVINCIAL, STATE AND FEDERAL).

THE PURCHASER AND/OR BUILDER OF THIS PLAN RELEASES E-DESIGNS PLANS INC. OR ANYONE ASSOCIATED WITH E-DESIGNS PLANS INC. FROM ANY CLAIMS THAT MAY ARISE DURING THE CONSTRUCTION OF THIS STRUCTURE OR ANYTIME THEREAFTER.

IMPORTANT NOTES:
 THE CONTRACTOR AND SUBCONTRACTORS (TRACERS) ARE RESPONSIBLE FOR CHECKING ALL DETAILS AND DIMENSIONS ON DRAWINGS PRIOR TO CONSTRUCTION AND WILL REPORT ANY DISCREPANCIES TO E-DESIGNS PLANS INC. FOR ADJUSTMENTS.

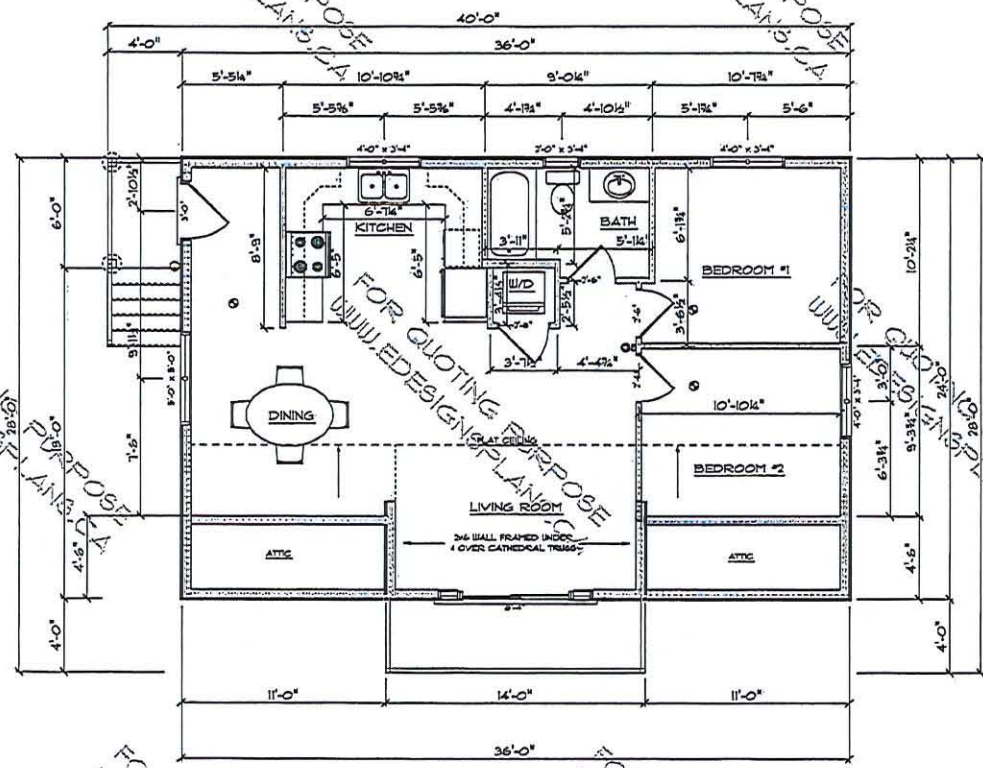
NOTE: THESE PLANS ARE COPYRIGHTED AND INTENDED FOR THE CONSTRUCTION OF THIS ONE PROJECT ONLY AND ARE NOT TO BE COPIED IN ANY WAY WITHOUT THE CONSENT OF E-DESIGNS PLANS INC. THESE DRAWINGS REMAIN THE PROPERTY OF E-DESIGNS PLANS INC. COPYRIGHT 2020. PLEASE NOTIFY E-DESIGNS PLANS INC. IF YOU SUSPECT THAT THESE PLANS HAVE BEEN COPIED OR ALTERED.

E-Designs Plans Inc.
 Email: info@edesignsplans.ca
 DEVON, AB
 TOLL FREE 1-855-675-1800

PROJECT: **NEUFELD CARRIAGE HOUSE**
 LOCATION: SALMON ARM, BC
 DRAWN BY: *Harry Ayres*
 SCALE: Not to Scale
 DATE: Aug. 25/20
 PLAN #: 2020291
 PAGE: 3 of 6

www.edesignsplans.ca

IMPORTANT:
THIS PLAN IS A PRELIMINARY DESIGN AND IS NOT TO BE USED FOR CONSTRUCTION. IT IS THE RESPONSIBILITY OF THE CLIENT TO OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL BUILDING DEPARTMENT. ANY CHANGES TO THIS PLAN MUST BE MADE IN WRITING AND SIGNED BY THE CLIENT. THE CLIENT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL BUILDING DEPARTMENT. ANY CHANGES TO THIS PLAN MUST BE MADE IN WRITING AND SIGNED BY THE CLIENT.



VERIFY ALL WINDOW & DOOR SIZES AND LOCATIONS WITH OWNER.

NOTE: All windows, doors & skylights to meet Energy codes as per the S.C. Building Codes.

SMOKE & CARBON DIOXIDE ALARMS:

- Smoke & Carbon Dioxide Alarms shall be installed in accordance to Article 9.10.1.1.2 of the S.C. Building Code (2014) or in accordance to local codes in your area of construction.

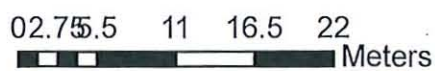
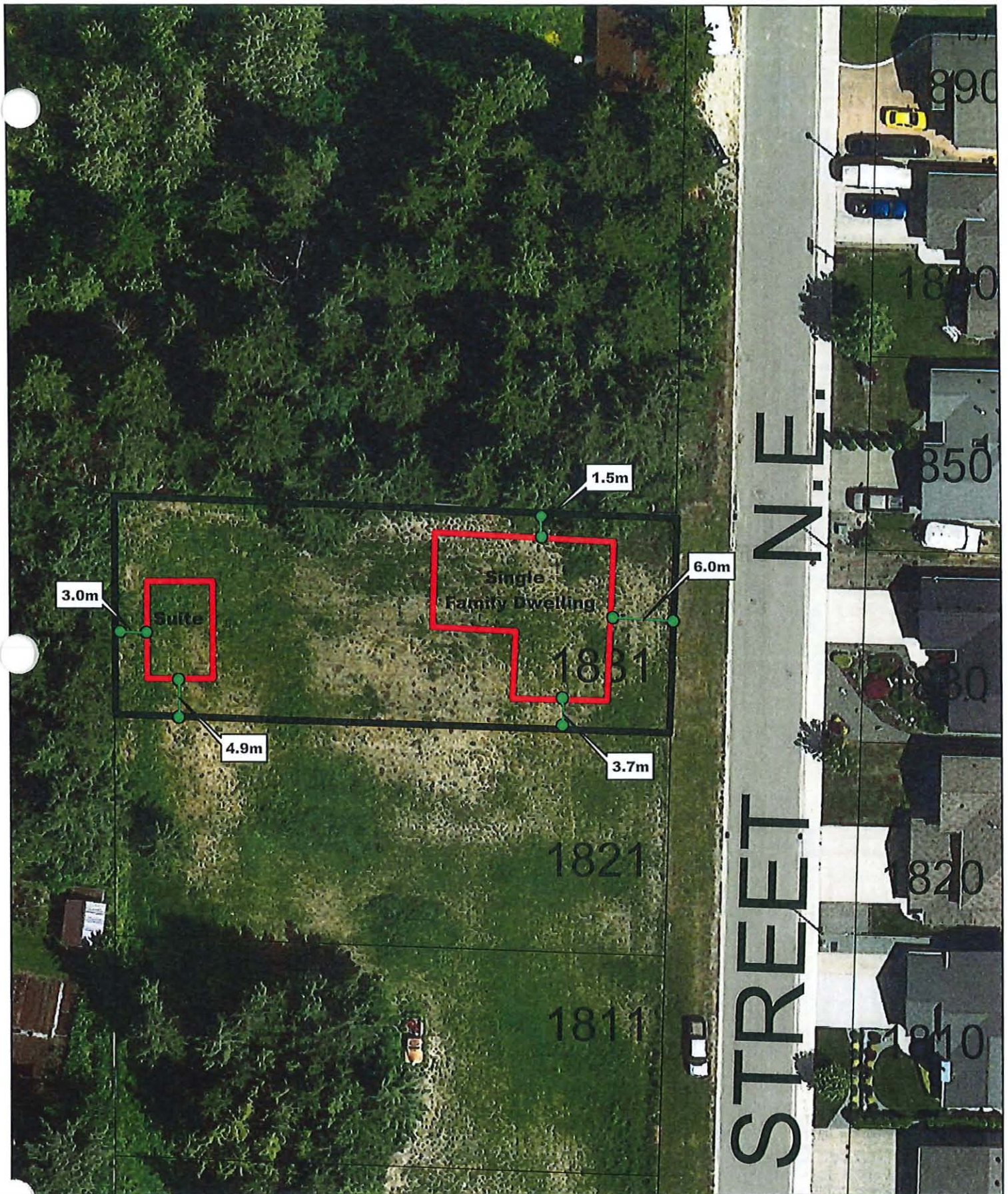
RADON EXTRACTION & MITIGATION NOTES:

- VAPOR BARRIER IS REQUIRED UNDER SLAB
- SLAB PERIMETER MUST BE SEALED
- ALL PENETRATIONS THROUGH SLAB MUST BE SEALED
- GUMP FIT COVER TO BE AIR-TIGHT
- MINIMUM 6" OF FREE DRAINING STONE UNDER SLAB

RADON GAS EXTRACTION & MITIGATION CONTROL TO BE DONE ACCORDING TO THE 2010 CNBC OR TO THE CODES IN YOUR AREA.

864 SQ. FT. FINISHED
SECOND FLOOR

<p>THIS PLAN CAN BE ADAPTED TO YOUR LOCAL BUILDING CODES. IT IS THE RESPONSIBILITY OF THE PURCHASER AND/OR BUILDER OF THIS PLAN TO ENSURE THAT THE STRUCTURE IS BUILT IN STRICT COMPLIANCE WITH ALL GOVERNING CODES (MUNICIPAL, CITY, COUNTY, PROVINCIAL, STATE AND FEDERAL).</p>		<p>THE PURCHASER AND/OR BUILDER OF THIS PLAN RELEASES E-DESIGNS PLANS INC. OF ANYONE ASSOCIATED WITH E-DESIGNS PLANS INC. FROM ANY CLAIMS THAT MAY ARISE DURING THE CONSTRUCTION OF THIS STRUCTURE OR ANYTIME THEREAFTER.</p>		<p>IMPORTANT NOTES: THE CONTRACTOR AND SUBCONTRACTORS (TRADE) ARE RESPONSIBLE FOR CHECKING ALL DETAILS AND DIMENSIONS ON DRAWINGS PRIOR TO CONSTRUCTION AND WILL REPORT ANY DISCREPANCIES TO E-DESIGNS PLANS INC. FOR ADJUSTMENTS.</p>		<p>NOTE: THESE PLANS ARE COPYRIGHT AND INTENDED FOR THE CONSTRUCTION OF THIS ONE PROJECT ONLY AND ARE NOT TO BE COPIED IN ANY WAY WITHOUT THE CONSENT OF E-DESIGNS PLANS INC. THESE DRAWINGS REMAIN THE PROPERTY OF E-DESIGNS PLANS INC. © COPYRIGHT 2020. PLEASE NOTIFY E-DESIGNS PLANS INC. IF YOU SUSPECT THAT THESE PLANS HAVE BEEN COPIED OR ALTERED.</p>		<p>E-Designs Plans Inc. Email: info@edesignsplans.ca DEVON, AB TOLL FREE 1-855-615-1800</p>		<p>PROJECT: NEUFELD CARRIAGE HOUSE LOCATION: SALMON ARM, BC DRAWN BY: Cherry Roper</p>		<p>SCALE: Not to Scale DATE: Aug. 25/20 PLAN #: 2020291 PAGE: 4/6</p>	
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Subject Parcel

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Item 23.2

CITY OF SALMON ARM

Date: October 26, 2020

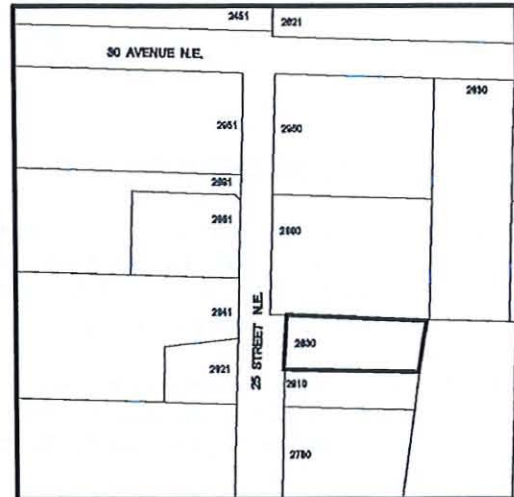
NOTICE OF PUBLIC HEARING

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, October 26, 2020 at 7:00 p.m.

Proposed Amendment to Zoning Bylaw No 2303:

Rezone Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 28855 Except Plan EPP69695 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

Civic Address: 2830 – 25 Street NE
Location: South of 30 Avenue NE on East side of 25 Street NE
Present Use: Single Family Dwelling
Proposed Use: Single Family Dwelling with Suite
Owner/Applicant: R. Wiens
Reference: ZON-1187/ Bylaw No. 4412



The staff reports for the proposals are available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices> October 13 to 26, 2020 inclusive. Those who deem their interest affected by the proposed bylaws are urged to review the online file, contact the undersigned or phone the Development Services Department at 250.803.4010 to obtain the facts of the proposal prior to the hearing.

Pursuant to Ministerial Order No. M192 made under the *Emergency Program Act*, R.S.B.C. 1996, c.111, s.10, City Council will now be allowing public attendance on a first come first serve basis subject to the provisions of the City of Salmon Arm COVID 19 Exposure Control Plan.

City Council encourages the continued use of the city's website to stay informed on current Development applications and Council Agendas.

Erin Jackson, Director of Corporate Services

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: September 9, 2020

Subject: Zoning Bylaw Amendment Application No. 1187

Legal: Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 28855, Except Plan EPP69695
 Civic Address: 2830 – 25 Street NE
 Owner/Applicant: Wiens, 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 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 28855, Except Plan EPP69695 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 confirmation that the proposed *secondary suite* in the existing single family dwelling meets Zoning Bylaw and BC Building Code requirements.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 2830 – 25 Street 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 the development of a legal *secondary suite* within the existing single family dwelling.

BACKGROUND – SECONDARY SUITES

The parcel is designated Low Density Residential in the City's Official Community Plan (OCP), and zoned Single Family Residential (R-1) in the Zoning Bylaw (Appendix 3 & 4).

The subject parcel is located in a residential neighbourhood with a somewhat rural character, largely comprised of large R-1 zoned parcels containing single family dwellings. There are currently thirteen R-8 zoned parcels within the general area of the subject parcel, including the parcel directly south.

The property is over 1,500 square metres in size, and contains a non-conforming *secondary suite* within the existing single family dwelling. Site photos and a site plan are attached (Appendix 5 and 6).

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all Residential (High, Medium, and Low) designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel area, the subject property has potential to meet the conditions for the development of a *secondary suite*, including sufficient space to meet the parking requirement.

COMMENTSEngineering Department

No concerns.

Building Department

Conversion of existing dwelling discussed with owner. No concerns. BC Building Code requirements apply.

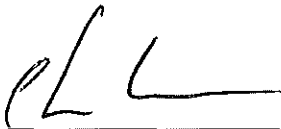
Fire Department

No concerns.

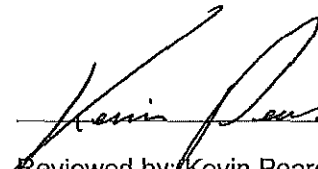
Planning Department

Under previous owners, the subject parcel had been subject to numerous complaints related to illegal suites. The current owners have been forthcoming and active in their intent to bring the building into conformance, with a legal *secondary suite* within the existing single family dwelling in conformance with the BC Building Code. Prior to final reading of the zoning amendment bylaw, confirmation will be required that the *secondary suite* in the existing single family dwelling meets BC Building Code requirements, included in the motion for consideration as is standard practice with such applications.

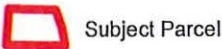
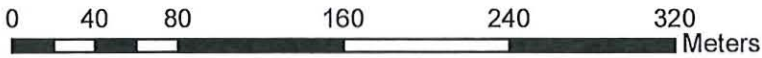
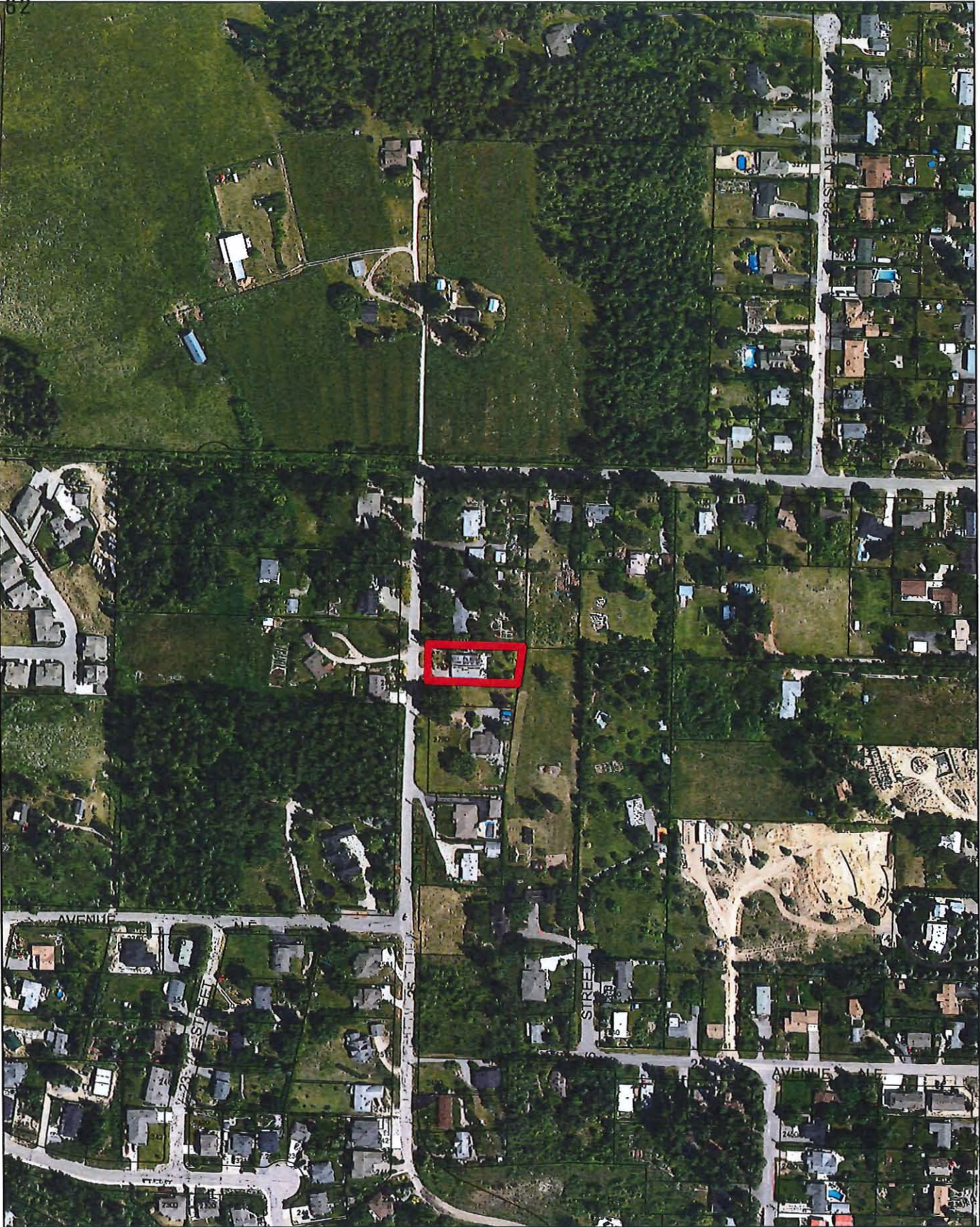
The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. Any new development will require a building permit and will be subject to applicable Development Cost Charges, as well as meeting Zoning Bylaw and BC Building Code requirements.



Prepared by: Chris Larson, MCP
Senior Planner



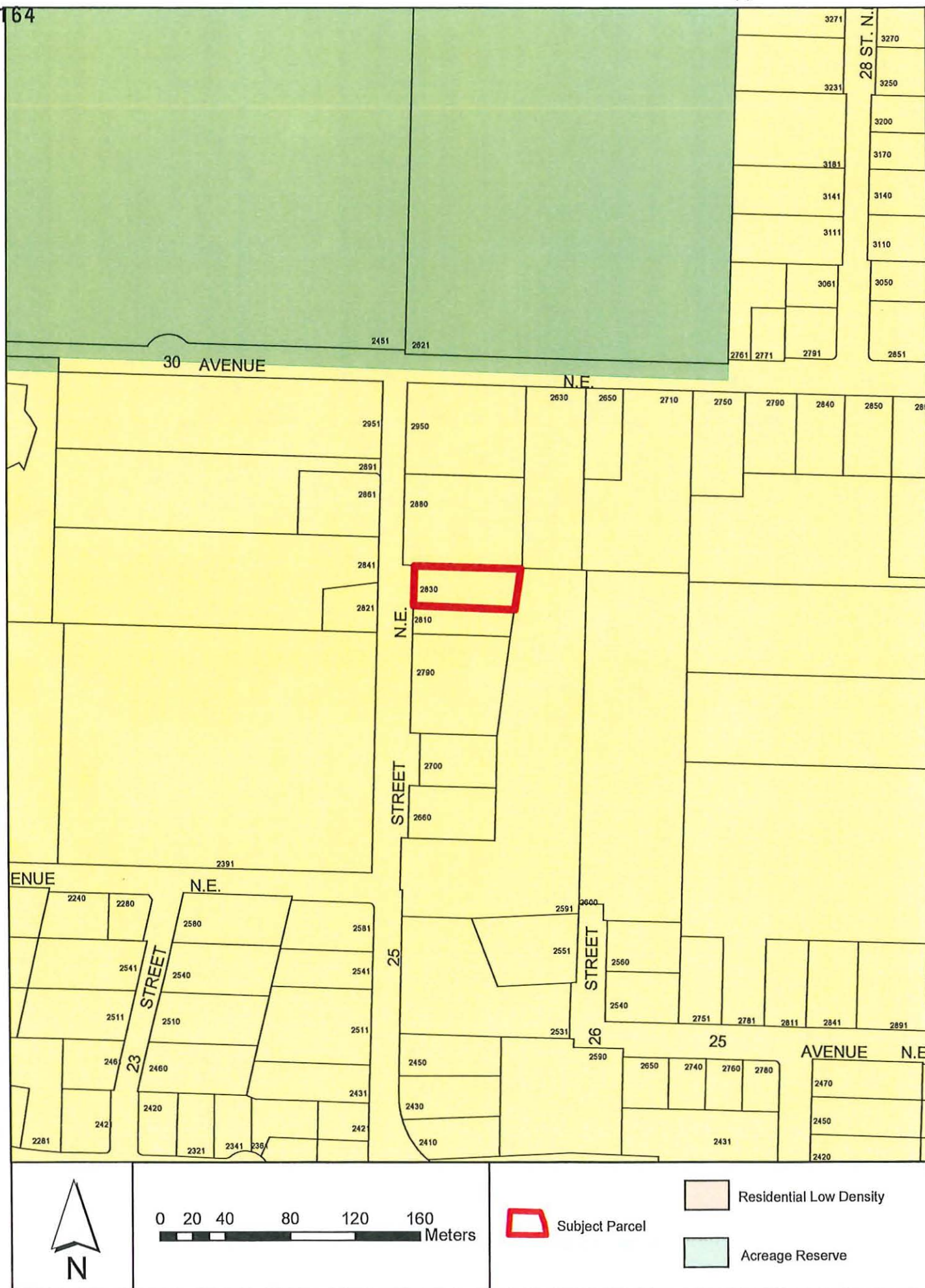
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services

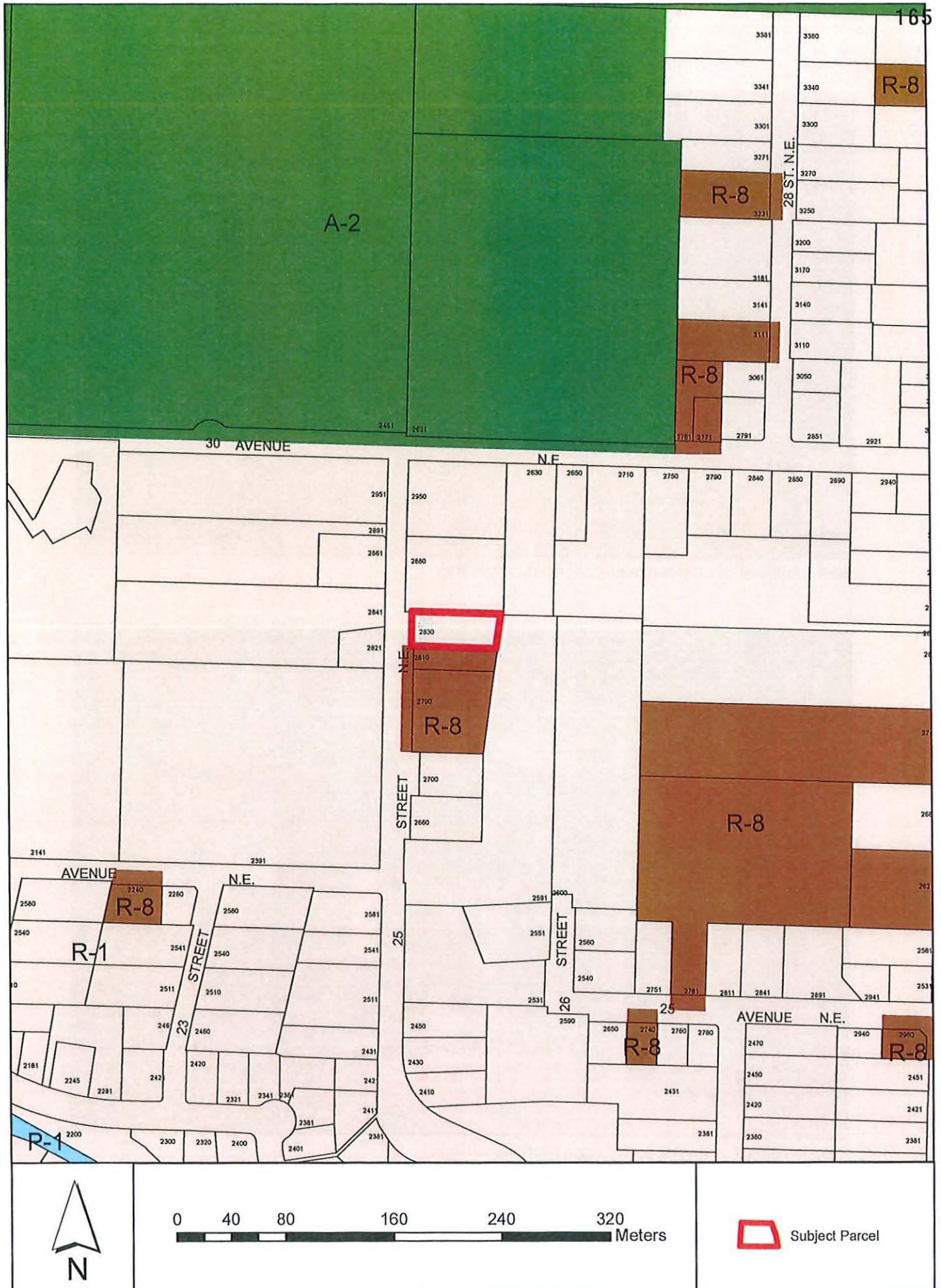




Meters









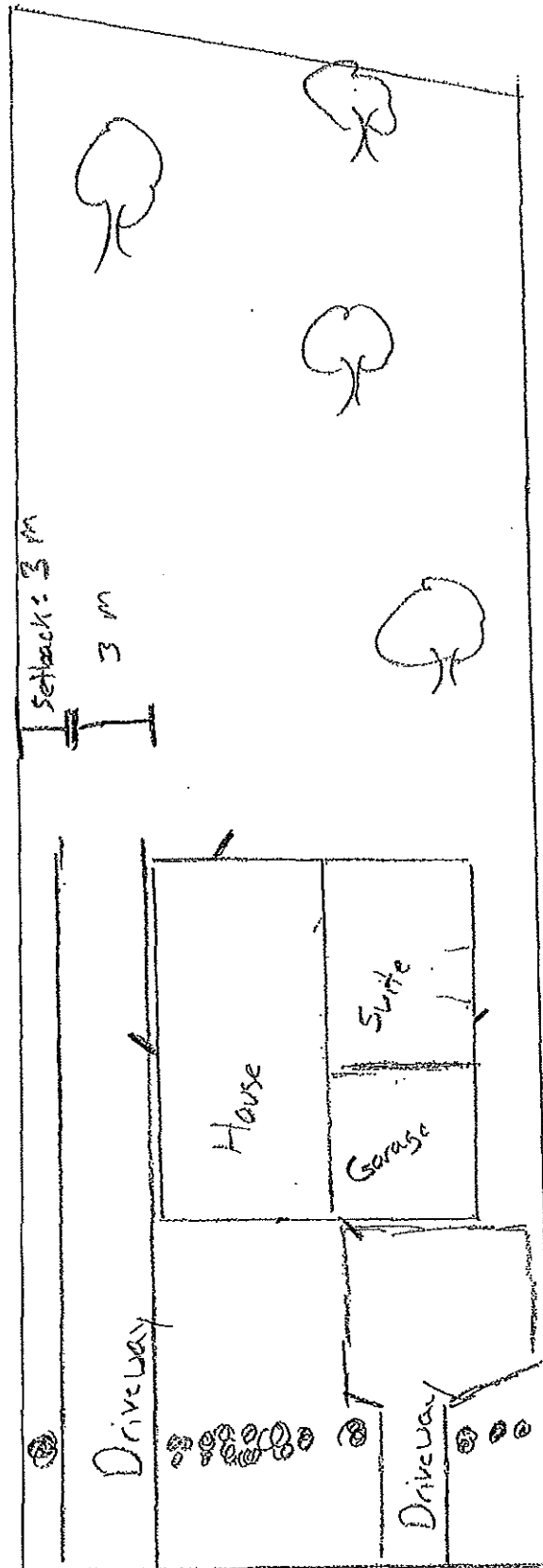
View southeast of subject parcel along north parcel line.



View northeast of subject parcel along south parcel line.

Existing

+
Proposed
Site plan



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Item 23.3

CITY OF SALMON ARM

Date: October 26, 2020

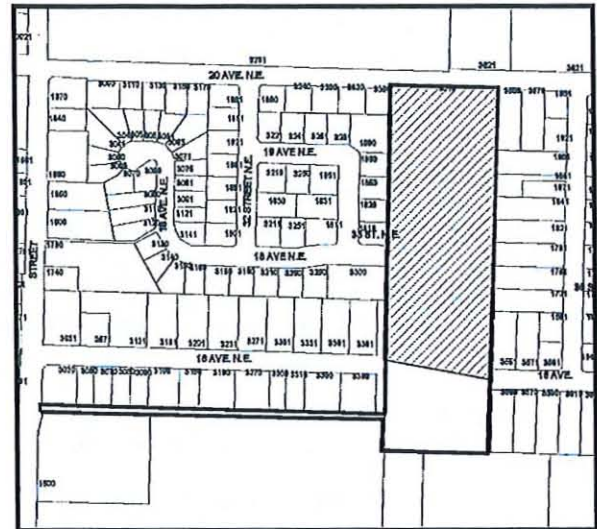
NOTICE OF PUBLIC HEARING

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, October 26, 2020 at 7:00 p.m.

Proposed Amendment to Zoning Bylaw No 2303:

Rezone the crosshatched portion of That Part of the South West ¼ of Section 19 Included in Plan B413; Township 20, Range 9, W6M, KDYD from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

Civic Address: 3510 – 20 Avenue NE
Location: East of 30 Street NE and 20 Avenue NE intersection on South side of 20 Avenue NE
Present Use: Single Family Dwelling
Proposed Use: Single Family Dwellings with Suite
Owner/Applicant: K. & G. Lamb/1261694 BC Ltd.
Reference: ZON-1188/ Bylaw No. 4414



The staff reports for the proposals are available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices> October 13 to 26, 2020 inclusive. Those who deem their interest affected by the proposed bylaws are urged to review the online file, contact the undersigned or phone the Development Services Department at 250.803.4010 to obtain the facts of the proposal prior to the hearing.

Pursuant to Ministerial Order No. M192 made under the *Emergency Program Act*, R.S.B.C. 1996, c.111, s.10, City Council will now be allowing public attendance on a first come first serve basis subject to the provisions of the City of Salmon Arm COVID 19 Exposure Control Plan.

City Council encourages the continued use of the city's website to stay informed on current Development applications and Council Agendas.

Erin Jackson, Director of Corporate Services

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: September 23, 2020

Subject: Zoning Bylaw Amendment Application No. 1188

Legal: That Part of the South West $\frac{1}{4}$ of Section 19 Included in Plan B413;
Township 20, Range 9, W6M, KDYD
Civic Address: 3510 20 Avenue NE
Owner: Keith & Garry Lamb
Applicant: 1261694 BC Ltd. (Trent Sismey)

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303, 1995 by rezoning a portion of That Part of the South West $\frac{1}{4}$ of Section 19 Included in Plan B413; Township 20, Range 9, W6M, KDYD from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone), as shown on 'Schedule A';

AND THAT: Final reading of the zoning amendment bylaw be withheld subject to Ministry of Transportation approval;

AND FURTHER THAT: Council support the proposed dedication of that portion of Plan B413 shown on Plan A15226 (1871m²) and a 150m² portion of Plan B413 along the south east property line of the subject property to satisfy the requirement to provide 5% Parkland Dedication in the subdivision.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 3510 20 Avenue NE (Appendix 1 and 2). The proposal is to rezone the parcel from R1 (Single Family Residential) to a split zone of R8 (Residential Suite Zone) and R1 (Single Family Residential), with the south portion of the land being R1 and the northerly portion above the proposed future 16th Avenue right-of-way being R8 (see Appendix 3). The applicant has made a concurrent subdivision application for 34 single family lots. At the time of writing this report the subdivision application is under review with City departments and external agencies.

BACKGROUND

The parcel is designated Low Density Residential (LDR) in the City's Official Community Plan (OCP), and zoned R1 (Single Family Residential) in the Zoning Bylaw (Appendix 4 & 5).

The subject property is adjacent to the Country Hills subdivision and another established residential subdivision. Lands within the ALR are to the immediate north and south of the subject property. Land uses directly adjacent to the subject property include the following:

North: A2 (Rural Holding) parcels within the ALR
South: A2 (Rural Holdings) parcels within the ALR

East: R1 (Single Family Residential)
West: R1 (Single Family Residential)

There are two plans (Plan A11476 and Plan A1490, see Appendix 1) that traverse the site. These plans protect the water and sewer services for the adjacent residential subdivision to the east of the subject property. The developer is aware of these service areas and the proposed subdivision plan does not impact these service right-of-ways.

OCP Policy

Land Use

Given that the subject property is designated in the OCP as Low Density Residential (LDR) and within the Urban Containment Boundary the development of the site for 34 single family home sites including 26 potential suites aligns with OCP principles supporting housing diversity (OCP Section 8.3.25). The same OCP policy does not support the secondary suites being further subdivided. The rezoning of LDR land for single family dwellings with secondary or detached suites is supported in the OCP (Section 8.3.14).

When considering development the LDR designation in the OCP supports 22 units per hectare. Given that the proposed development site, excluding the area identified for park dedication, is approximately 3.8 ha, the density allows for a total of 84 units.

Park Dedication

As noted on Appendix 6: Greenways Map, proposed trails and a proposed neighbourhood park are identified on the subject property. The Greenways Strategy provides guidelines for the provision of linear parks and park spaces within the community based on projected development trends, noting that once development is proposed in a given location the exact alignment and location of the trails and park space are determined by the City and developer. Further, pursuant to the *Local Government Act* an owner of land being subdivided must either dedicate 5% of the land being subdivided as Park or money in an amount agreeable to the City and typically based upon an agreed to appraised value. In effect, the Greenways Strategy identifies general locations for trails and parks, the *Local Government Act* determines how much area within a proposed development is to be dedicated for park space.

In this instance, and with staff support, the developer has provided a proposal for the dedication of an east - west trail linkage between the proposed development and 30 St NE and a further 150m² of linear park adjacent to the existing City park space within the Country Hills development. The proposal for the linkage to become park marks the formalization of an existing route that is commonly used but is technically a trespass across private land. The length of the linkage is approximately 345m. The proposed park alignments and area calculations are shown on Appendix 6: Proposed Subdivision Phasing and Zoning. Staff are requesting Council support in the configuration of the parks/trails proposal for a number of reasons – including that the dedication of the linear park space connecting the development (and adjacent residential areas) to 30 St NE via a trail corridor would formalize this important neighbourhood connection. In addition there is an undeveloped City owned park space (also shown on Appendix 3) which, if one day developed, could provide a small community park space for residents. The park dedication proposal also extends a commonly used north – south linkage between 18th Ave NE and 16th Ave NE along the east property boundary of the subject property.

Should Council not support the park dedication as proposed, particularly, the linkage between the proposed development site and 30th St NE then the City will lose the linkage as a formal trail and the use of the area would be determined by the owner.

Other: Steep Slopes, Hazard Areas and Watercourse Development Permit Areas

The OCP identifies areas of concern with regard to steep slopes greater than 30%, hazard areas and riparian or Watercourse Development Permit Areas and includes policies to address the site specific identification of these conditions on a proposed development site and how development is to be managed to mitigate or avoid conflicts during construction and long term use. The subject property is not identified in the OCP as a site encumbered by these issues. In the event that the developer encounters an unmapped slope greater than 30%, other hazard area or unmapped watercourse, provincial legislation requires that it

incumbent upon the developer to disclose and remedy the issue to ensure that any means of mitigation leaves the site safe for the intended use and abides by provincial legislation.

COMMENTS

Subdivision & Engineering Comments

The rezoning as proposed would not result in requirements for servicing upgrades; however, the proposed subdivision of the property will prompt servicing requirements including the dedication and construction of trails, roads, water, sewer and storm upgrades to the current standards of the City's Subdivision and Servicing Bylaw No. 4163 as well as any associated works and servicing agreements. The Engineering comments dated September 16, 2020 are attached as Appendix 7 and recommend that the rezoning be approved.

At the time of subdivision the developer, who was made aware during pre-application meetings, will be required to dedicate that 10m portion of 20th Ave NE from centerline to property and upgrade the road to an Urban Collector Road Standard as per the City's Subdivision and Servicing Bylaw No. 4163. Appendix 8, provided by the developer's surveyor, illustrates the proposed road dedication. In addition it shows that this section of 20th Ave NE, according to BC Land Title Office records, appears to not be a dedicated road. Typically, municipal roads are dedicated through land title records of subdivision and constructed. Undedicated, yet constructed and used, municipal roads can sometimes occur as an error in records or from piecemeal development through older or past century subdivisions. In either case the road is not within the ownership of the municipality and the issue must be addressed appropriately by the developer. The process of perfecting municipal road dedication is occurring throughout the province and is creating issues for properties developing, particularly subdivision, on lands adjacent to roadways. For the developer to proceed with the required road dedication and improvements of 20th Ave NE, the lineage of the ownership must be confirmed and appropriately dedicated as road. The developer is currently undertaking this task in conjunction with their BC Land Surveyor and the BC Land Title Office. This process has prompted the phasing strategy of the site, leaving the section closest to 20th Ave NE as the last phase so that the lineage of ownership may be addressed as other phases of the development proceed.

The road network included in the proposed subdivision plan is based on a historic Advanced Street Plan endorsed by staff. Connectivity of 16th, 18th and 20th Aves is deemed to be critical for the local road network.

Engineering comments also highlight road and servicing upgrades for those sections the subject property fronting 16th and 18 Ave NE and 30 St NE. Where proposed roadways that access the site, road improvements are required in order to integrate the accesses with the existing established subdivisions on either side of the subject property. The panhandle section of the subject property that fronts 30 St NE requires road dedication and improvements to bring the 5m wide section to an Interim Arterial Road standard. As per the Subdivision and Development Servicing Bylaw, developers are required to bond and build the required works at the time of development. The Bylaw also allows, at the discretion of the City Engineer, that a developer may provide a cash in lieu payment for the works that may be deemed required but premature at the time of development. For example, in a scenario in which sidewalk, curb and gutter would be required as per the Bylaw and the patch of work would be constructed in isolation from any other connection, then the installation of the required works might be considered premature. As noted in the comments from the Engineering Department, given that the required upgrades along 30th St NE are limited in scope, it is considered premature at this time and a payment in lieu of these works would be accepted in this instance.

On site servicing with regards to the provision of water, sewer and storm services are also detailed in the comments and, again, the requirements are intended to integrate the proposed subdivision with the adjacent established subdivisions and ensure that the works are constructed to the standards of the Subdivision and Development Servicing Bylaw No. 4163.

Building Department

Each Single Family Dwelling that is proposed to include a secondary suite would have to be compliant with zoning and the requirements of the BC Building Code.

Fire Department

No concerns.

Planning Department

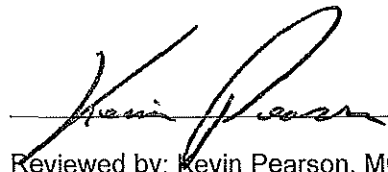
Based on zoning, the number of parcels zoned for a legal suite is 379 in residential areas within the Urban Containment Boundary. The proposed 26 properties included in the proposed application would mark a significant increase in that number and provide additional housing in proximity to schools, recreation and commercial amenities.

Staff are encouraging applicants of larger subdivisions to investigate options to 'pre-zone' a development site as means to meet the City's objectives encouraging affordable housing options. This has been a successful approach in several recent subdivisions including Maplewoods, Cherrywood, 1631 10 St SE (Massier) and newer areas of the Hillcrest neighbourhood. The 'pre-zoning' of the land prior to subdivision ensures that purchasers are aware of neighbourhood composition prior to construction and can make development plans and site designs accordingly. In discussions with the developer staff noted that the City has received several complaints in areas where suites are located within cul-d-sacs as on-site parking issues can be challenging. The developer has proposed that all proposed lots outside of the cul-d-sac area be zoned for suites and those future owners of the properties within the cul-d-sac can make site specific rezoning requests, at which time the provision of adequate on-site parking consistent with the neighbourhood can be assessed by Council. For those sites proposed to be zoned R8 the lot areas range from 700m² to 1079m², which would provide ample area on site for a dwelling with suite or detached and onsite parking. It is unlikely that variances would be needed to accommodate the proposed uses listed within the R8 zone.

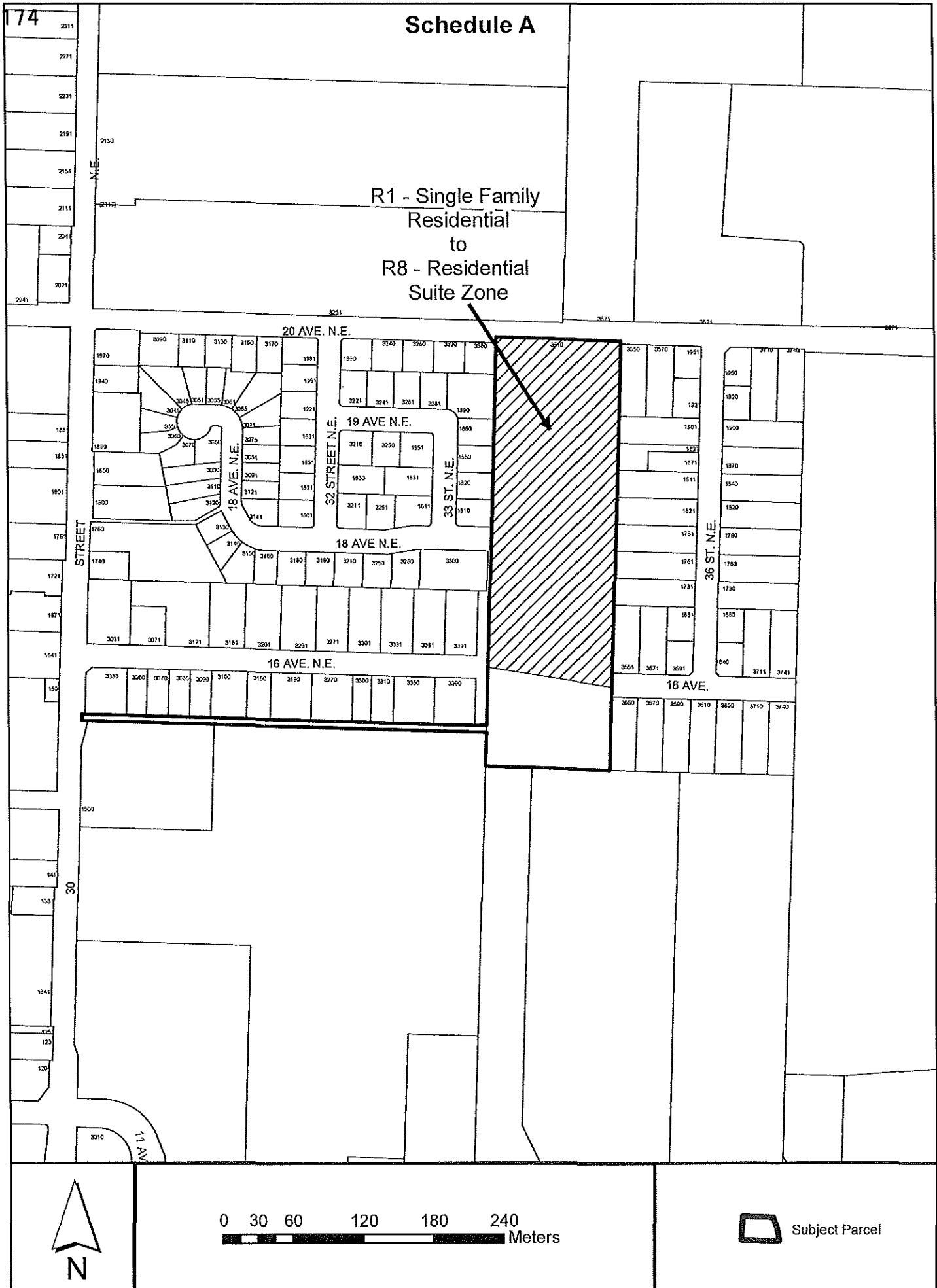
Given OCP policies mentioned above and the general lot layout and lots areas proposed staff are supportive of the application to split zone the subject property.

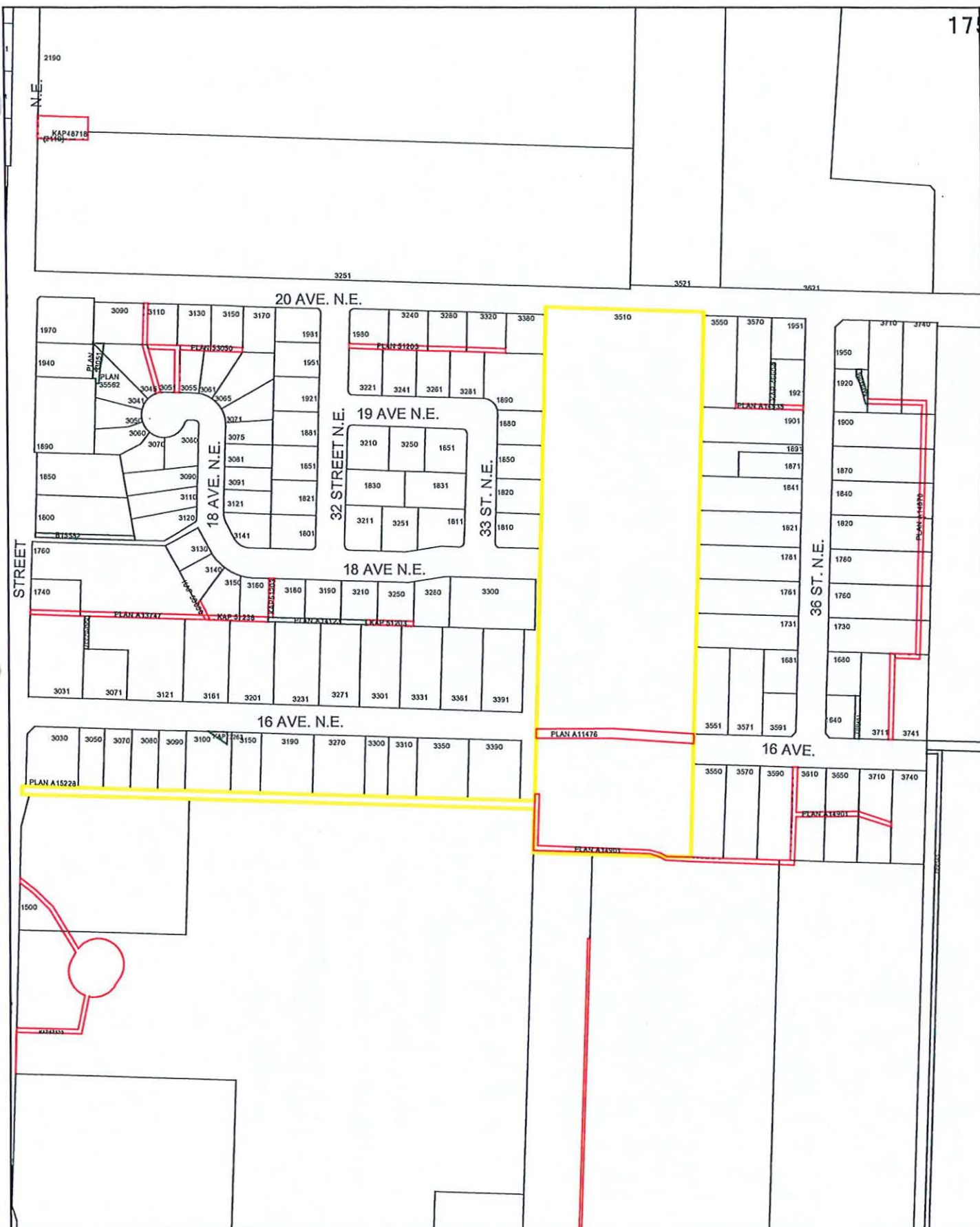


Prepared by: Melinda Smyrl, MCIP, RPP
Planner



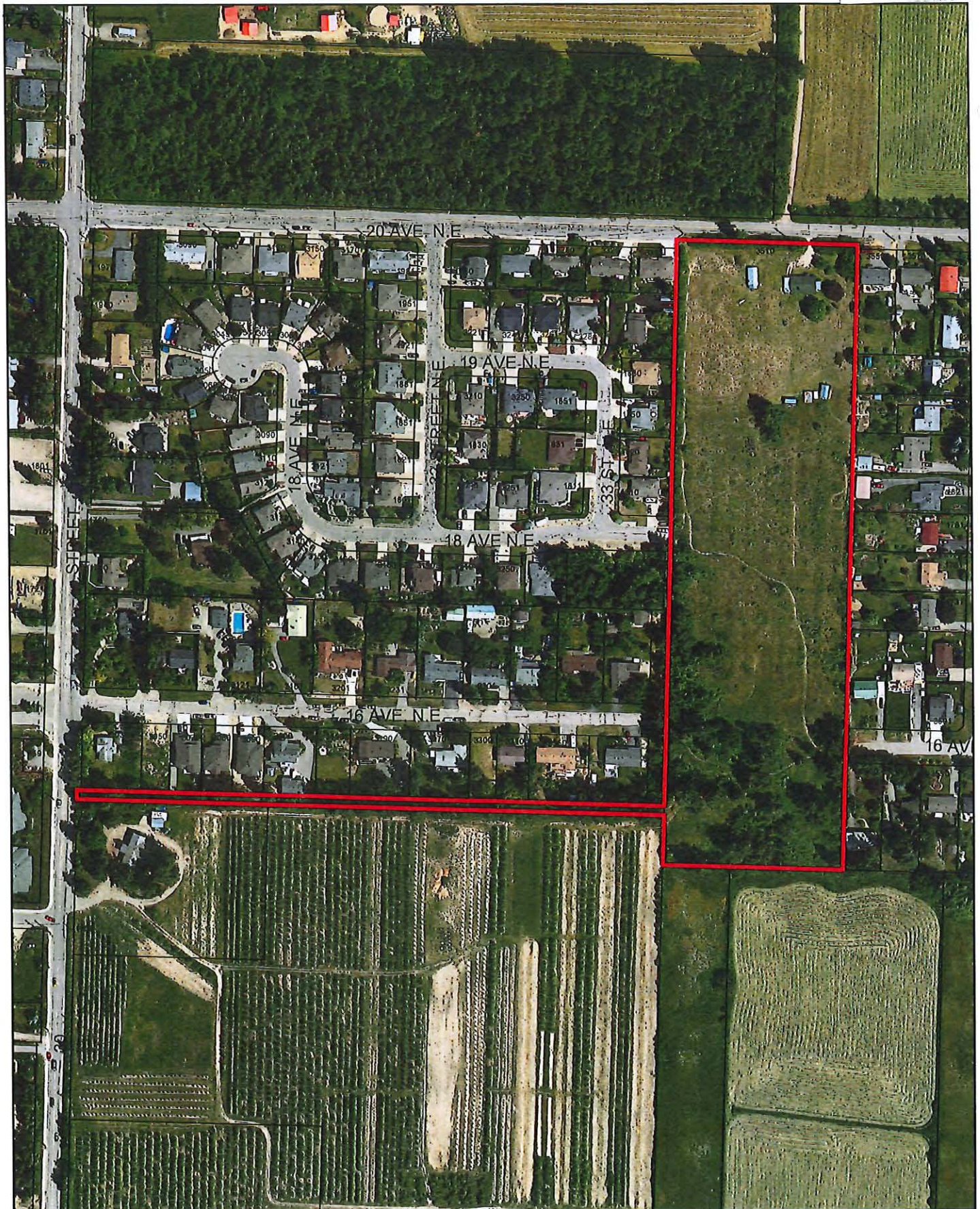
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services





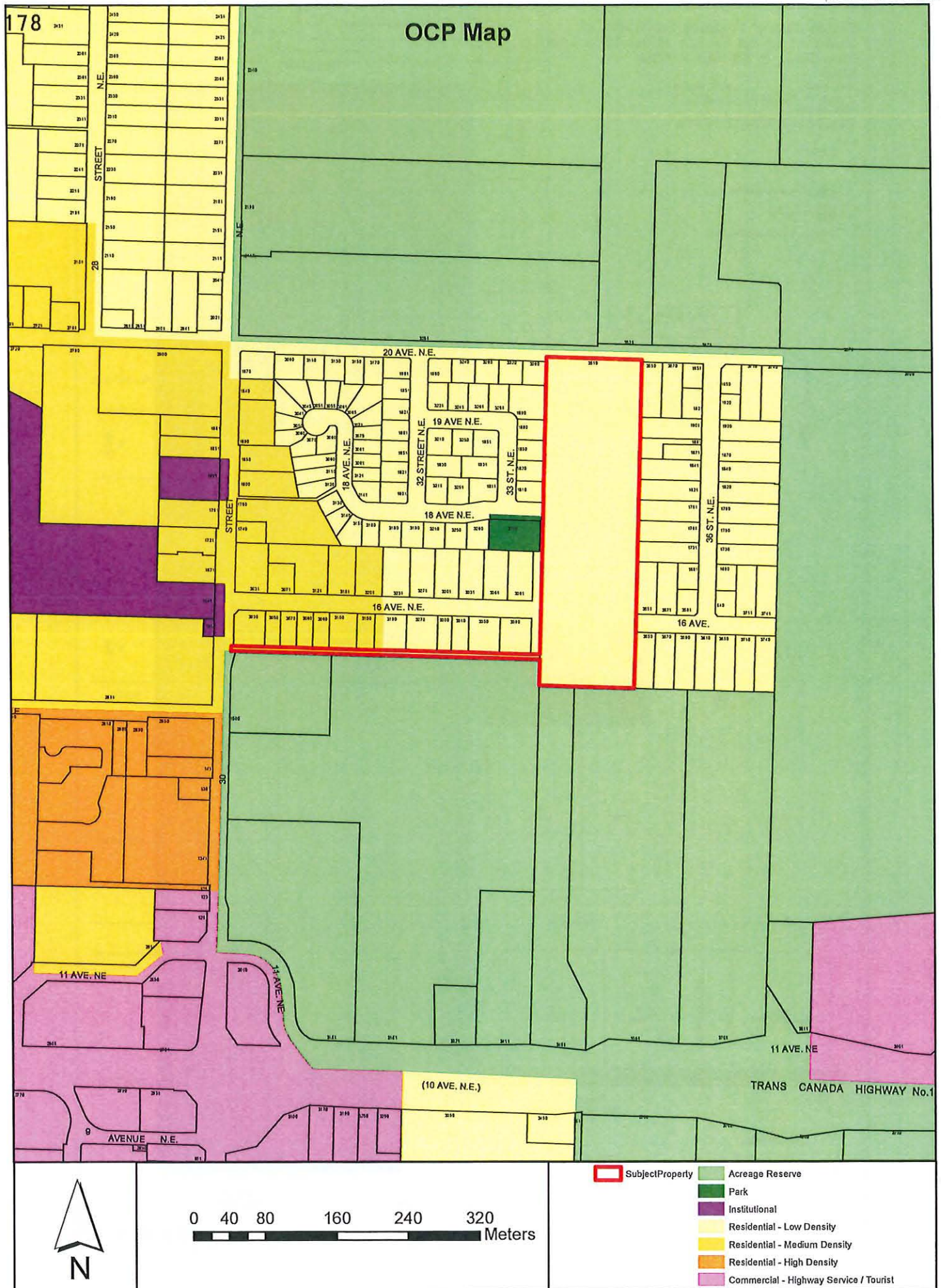
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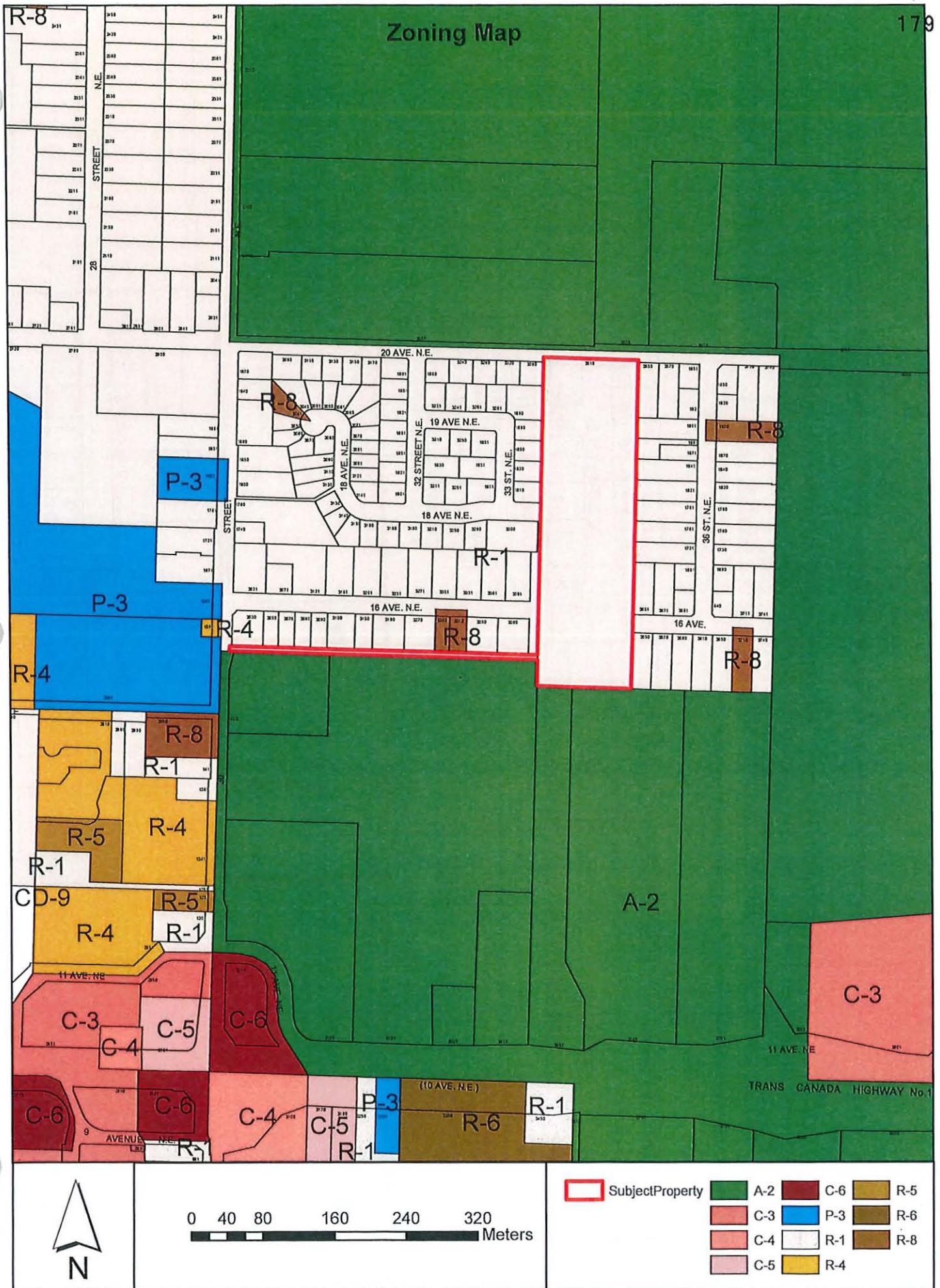
Subject Property

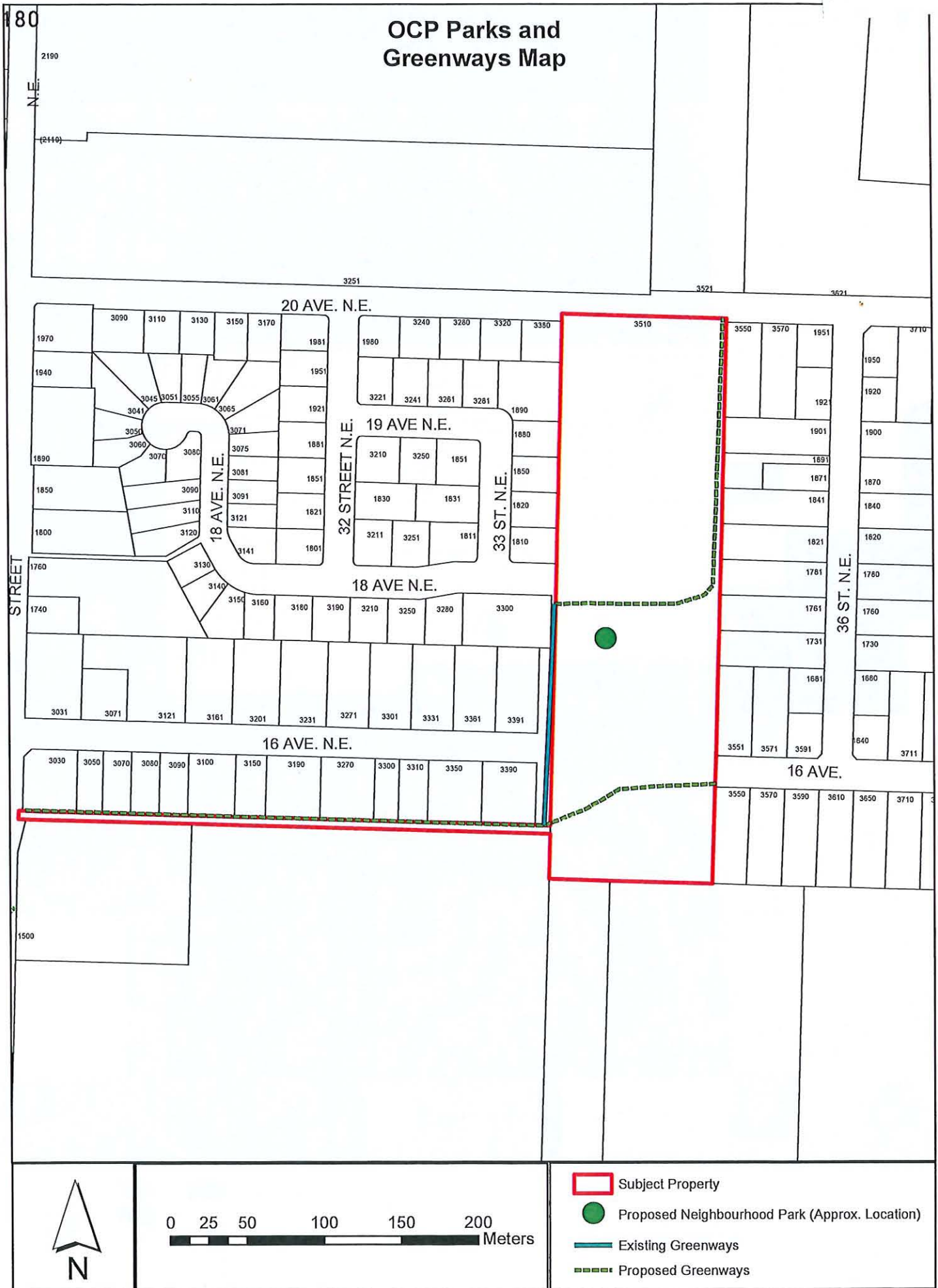


0 20 40 80 120 160
Meters

 Subject Property







**CITY OF
SALMON ARM***Memorandum from the
Engineering and Public
Works Department*

TO: Kevin Pearson, Director of Development Services
DATE: 16 September 2020
PREPARED BY: Chris Moore, Engineering Assistant
OWNER: Lamb, K., G., and W. & F. – C/o K. Lamb
APPLICANT: 1261694 BC Ltd, - 751 Marine Park Drive NE, Salmon Arm, BC V1E1Z3
SUBJECT: ZONING AMENDMENT APPLICATION FILE NO. ZON-1188 &
SUBDIVISION APPLICATION FILE NO. SUB 20.10
LEGAL: South West ¼ of Section 19 Included in Plan B413; Township 20, Range 9,
W6M, KDYD
CIVIC: 3510 – 20 Avenue NE

Further to your referral dated 9 September 2020, we provide the following servicing information.

Engineering Department does not have any concerns related to the Re-zoning and recommends that it be approved.

General:

1. Full municipal services are required as noted herein. Owner / Developer to comply fully with the requirements of the Subdivision and Development Services Bylaw No 4163. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with underground electrical and telecommunication wiring upon development.
4. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Owner / Developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. Erosion and Sediment Control measures will be required prior to the commencement of construction. ESC plans to be approved by the City of Salmon Arm.
7. Any existing services (water, sewer, hydro, telus, gas, etc) traversing the proposed lot must be protected by easement or relocated outside of the proposed building envelope. Owner/Developer will be required to prove the location of these services. Owner / Developer is responsible for all associated costs.
8. For the on-site development, prior to commencement the applicant will be required to submit to the City for review and approval detailed engineering plans in accordance with the requirements of the Subdivision and Development Servicing bylaw 4163. These plans must be prepared by a qualified professional engineer. As a condition of final subdivision approval,

SUBDIVISION APPLICATION FILE: 20-10

16 September 2020

Page 2

the applicant will be required to deposit with the City for a period of 1 year, funds equaling 10% of the estimated cost for all works that are to be transferred to the City.

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

Roads / Access:

1. 20 Avenue NE, on the subject properties northern boundary, is designated as an Urban Collector Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that 2.356m of additional road dedication is required (to be confirmed by a BCLS).
2. 20 Avenue NE is currently constructed to an Interim Collector Road standard. Upgrading to an Urban Collector Road standard is required, in accordance with Specification Drawing No. RD-3. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
3. 18 Avenue NE and 16 Avenue NE terminate on the subject properties eastern and western boundaries and are designated as Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that no additional road dedication is required (to be confirmed by a BCLS).
4. 18 Avenue NE and 16 Avenue NE are currently constructed to an Interim Local Road standard. Extension of these roads to the subject property is required, in accordance with Specification Drawing No. RD-2. Upgrading may be required including, but not limited to, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
5. 30 Street NE, on the subject properties western boundary (panhandle), is designated as an Urban Arterial Road standard, with an ultimate 25.0m road dedication (12.5m on either side of road centerline). Although the City only requires an Interim total of 20.0m of road dedication (10.0m on either side of road centerline) at this time. Available records indicate that 2.109m of additional dedication is required (to be confirmed by BCLS).
6. 30 Street NE is currently constructed to an Interim Urban Arterial Road standard. Upgrading to the current Urban Interim Arterial Road standard is required, in accordance with Specification Drawing No. RD-4. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, 3m wide multi use path, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. Since this work is premature at this time, a cash payment in lieu of this future work will be accepted. Owner / Developer is responsible for all associated costs.

SUBDIVISION APPLICATION FILE: 20-10

16 September 2020

Page 3

7. A Closed Road is located on the southern half of the western boundary of the subject property. There are no plans to open this road and no upgrades are therefore required.
8. Proposed internal roads shall be designated as Urban Local Roads with an ultimate 20.0m dedication. Owner/developer will be required to construct roads in accordance with specification drawing RD-2 and in accordance with the current site pre-plan including connectivity between all fronting roads.
9. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
10. A 5.0m by 5.0m corner cut is required to be dedicated at the intersection of the proposed internal road and 20 Avenue NE.
11. 3.0m by 3.0m corner cuts are required at intersections of internal local roads.
12. As 20 Avenue NE is designated as a Collector Road, no driveways shall be permitted to access directly onto 20 Avenue NE and all lots shall access onto the internal roads.

Water:

1. The subject property fronts a 100mm diameter Zone 3 watermain on 20 Avenue NE and a 450mm Zone 2 watermain crosses the subject property from 16 Avenue NE. A 150mm Zone 3 watermain terminates at the property line on 18 Avenue NE and both sections of 16 Ave NE. Upgrading the 100mm watermain on 20 Avenue NE to 150mm diameter across the frontage of the property is required. Looping of all the Zone 3 watermains through the subject property is also required.
2. Records indicate that the existing property is serviced by a 12.5mm service from the 100mm diameter watermain on 20 Avenue NE. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
3. The proposed parcels are each to be serviced by a single metered water service connection from a Zone 3 watermain (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use (minimum 25mm). Water meter will be supplied by the City at the time of building permit, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.
4. The subject property is located within an area of identified fire flow deficiency, according to the 2011 Water Study (OD&K 2012). The Owner / Developer's authorized engineer is to complete a flow test on the closest fire hydrants to confirm the existing watermain servicing the subdivision is adequately sized to provide fire flows in accordance with the requirements of the Subdivision and Development Servicing Bylaw No 4163. Where the City water distribution system has insufficient capacity to meet the required fire flow, the Owner / Developer will be required to make the necessary upgrades to meet these standards. Owner / Developer is responsible for all associated costs.

SUBDIVISION APPLICATION FILE: 20-10

16 September 2020

Page 4

5. Fire protection requirements to be confirmed with the Building Department and Fire Department.
6. Fire hydrant installation will be required. Owners consulting Engineer shall review the site to ensure placement of fire hydrants meet the low density spacing requirements of 150m.

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer terminating at the end of 18 Avenue NE and a 200mm diameter sanitary sewer in the closed road and in a 3m wide right of way on the western and southern boundaries. No upgrades will be required at this time, however the ROW is to be widened to 6m.
2. The proposed parcels are each to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Sanitary System to receive the proposed discharge from the development. Owner / Developer is responsible for all associated costs.
3. Records indicate that the existing parcel is currently serviced by a septic field. Decommissioning of the septic field, in accordance with building departments requirements will be a condition of the subdivision. Owner / Developer responsible for all associated costs.

Drainage:

1. The subject property fronts a 250mm diameter storm sewer terminating at the end of 18 Avenue NE. No upgrades will be required at this time.
2. Records indicate that the existing property is not serviced by City storm. Extension of a storm sewer from 30 Street NE may be required to service the development. Owner / Developer is responsible for all associated costs.
3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
4. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
5. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed parcel(s) shall be serviced (each) by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. All existing inadequate /

SUBDIVISION APPLICATION FILE: 20-10

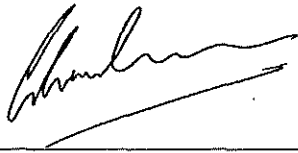
16 September 2020

Page 5

unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Geotechnical:

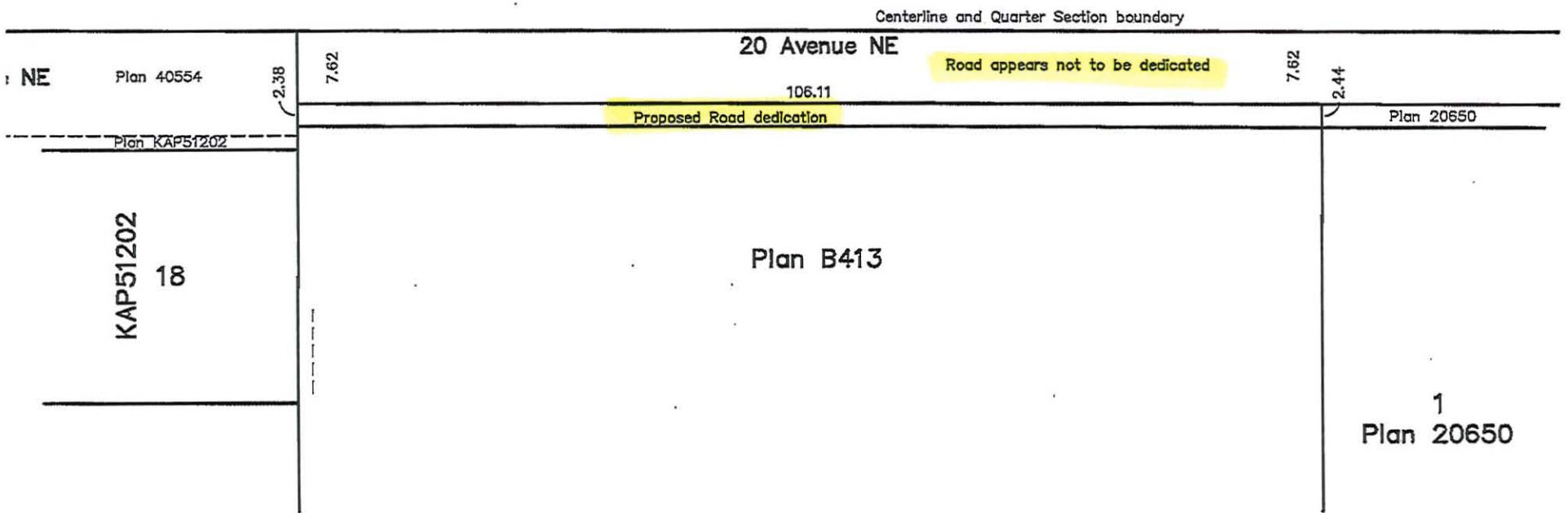
1. A geotechnical report in accordance with the Engineering Departments Geotechnical Study Terms of Reference for: Category A (Building Foundation Design), Category B (Pavement Structural Design), is required.



Chris Moore
Engineering Assistant



Jenn Wilson P.Eng., LEED® AP
City Engineer



Item 24.1

CITY OF SALMON ARM

Date: October 26, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4407 be read a third time.

[ZON-1186; B. Neufeld; 1831 22 Street 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

BYLAW NO. 4407

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 and by electronic means as authorized by Ministerial Order M192, British Columbia, on , 2020 at the hour of 7:00 p.m. was published in the and , 2020 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 24, Township 20, Range 10, W6M, KDYD, Plan EPP73048 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. 4407"

READ A FIRST TIME THIS 13 DAY OF October 2020

READ A SECOND TIME THIS DAY OF 2020

READ A THIRD TIME THIS DAY OF 2020

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF 2020

For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 24.2

CITY OF SALMON ARM

Date: October 26, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4412 be read a third time.

[ZON-1187; R. Wiens; 2830 25 Street 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

BYLAW NO. 4412

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 and by electronic means as authorized by Ministerial Order M192, British Columbia, on , 2020 at the hour of 7:00 p.m. was published in the and , 2020 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 24, Township 20, Range 10, W6M, KDYD, Plan 28855 Except Plan EPP69695 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

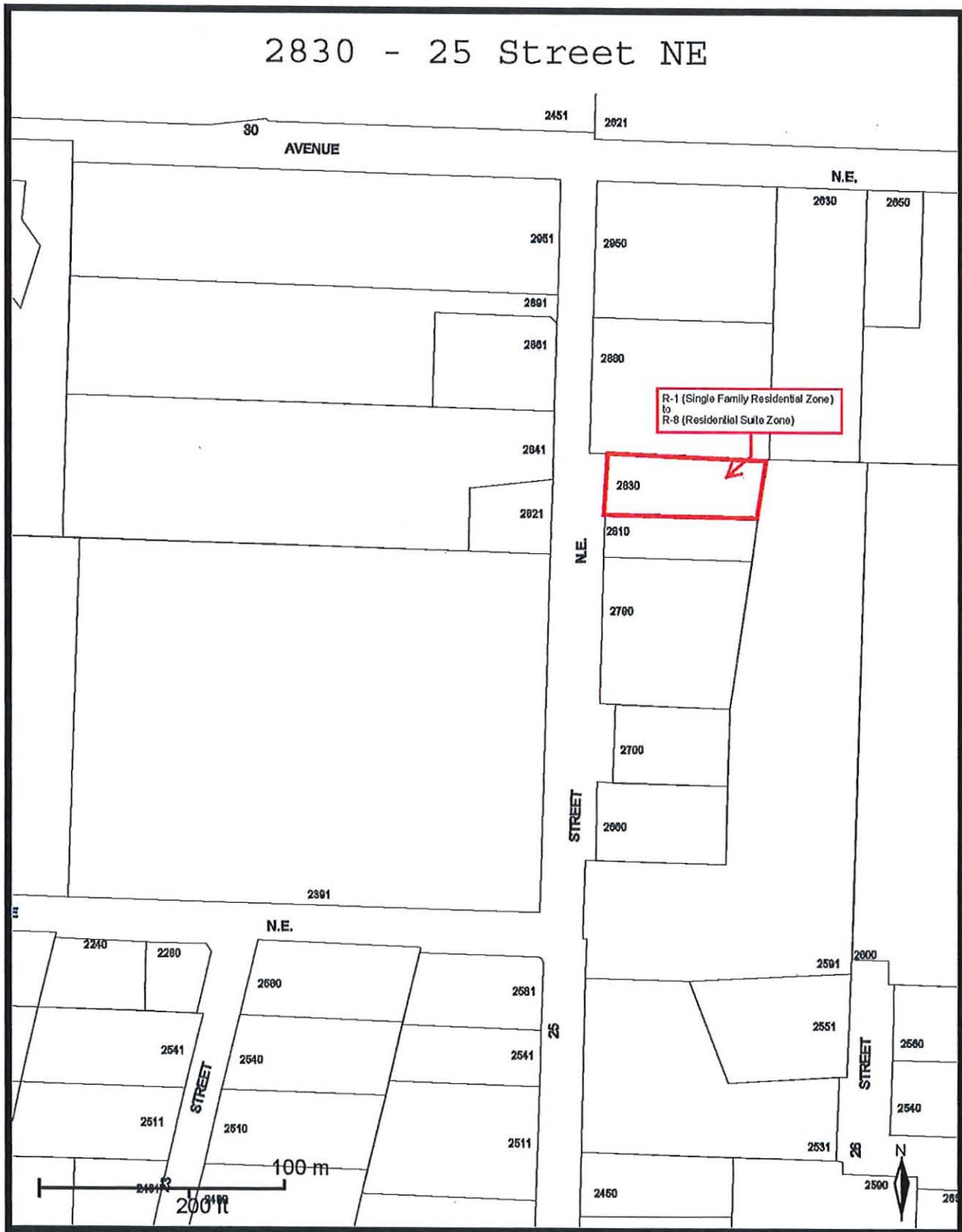
This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4412"**

READ A FIRST TIME THIS	13	DAY OF	October	2020
READ A SECOND TIME THIS	13	DAY OF	October	2020
READ A THIRD TIME THIS		DAY OF		2020
ADOPTED BY COUNCIL THIS		DAY OF		2020

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 24.3

CITY OF SALMON ARM

Date: October 26, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4414 be read a third time.

[ZON-1188; K. & G. Lamb/1261694 BC Ltd.; 3510 20 Avenue NE; R1 to R8]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4414

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 and by electronic means as authorized by Ministerial Order M192, British Columbia, on , 2020 at the hour of 7:00 p.m. was published in the and , 2020 issues of the Salmon Arm Observer;

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

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

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

Rezone a portion of That Part of the South West ¼ of Section 19 Included in Plan B413; Township 20, Range 9, W6M, KDYD 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. 4414"

READ A FIRST TIME THIS 13 DAY OF October 2020

READ A SECOND TIME THIS 13 DAY OF October 2020

READ A THIRD TIME THIS DAY OF 2020

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF 2020

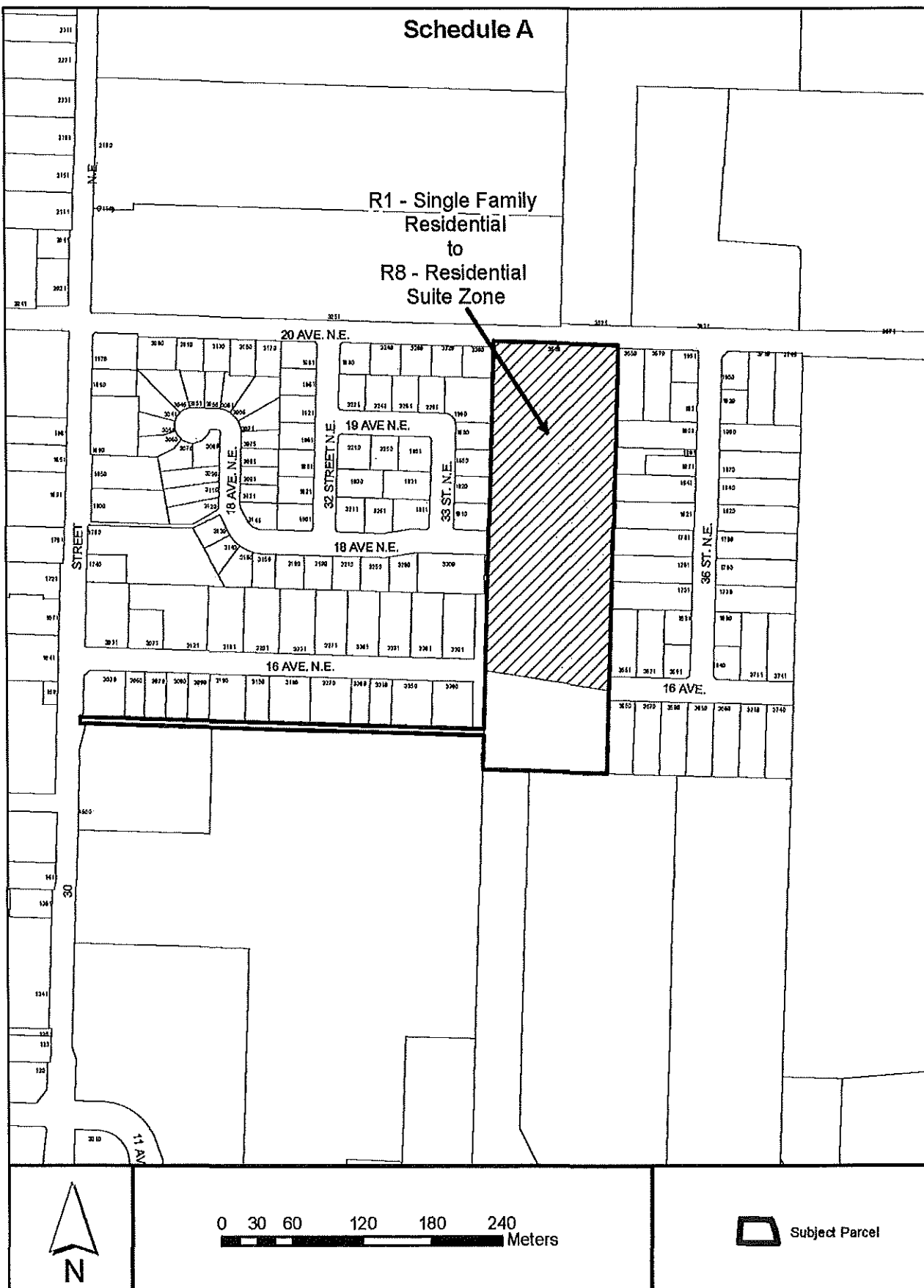
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 26.

CITY OF SALMON ARM

Date: October 26, 2020

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the Regular Council Meeting of October 26, 2020, be adjourned.

Vote Record

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

Opposed:

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

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Item 12.1

INFORMATIONAL CORRESPONDENCE - OCTOBER 26, 2020

- | | | |
|-----|---|---|
| 1. | G. McLeod – letter dated October 9, 2020 – Request to open the Memorial Sports Complex for Walking during winter months | A |
| 2. | L. Robertson – letter dated September 10, 2020 – Dog Leash Park | A |
| 3. | A. and R. Smith – email dated October 19, 2020 – Affordable Housing and Airbnb in Salmon Arm | A |
| 4. | M. Sandaker – email dated October 20, 2020 – Arts Center gay event | C |
| 5. | L. Fitt, Manager, Salmon Arm Economic Development Society – letter dated October 14, 2020 – Food Hub Grant – Receipt of Funds | A |
| 6. | L. Wong, Manager, Downtown Salmon Arm, letter dated October 19, 2020 – Storywalk | A |
| 7. | J. King, Principal, South Canoe Elementary – Outdoor Learning Program – letter received October 20, 2020 – Klahani Park porta potty | A |
| 8. | B. Henry, Provincial Health Office, Ministry of Health – letter dated October 2020 – Immunizations | A |
| 9. | P. Majkowski, Board President and V. St. John, Executive Director – email dated October 14, 2020 – Supporting Community Health Centres | N |
| 10. | R. Vanderfluit, Registrar, Youth Parliament of BC Alumni Society – letter dated October 19, 2020 – British Columbia Youth Parliament, 92 nd Parliament | A |

N = No Action Required
A = Action Requested
C = Council Response Attached

S = Staff has Responded
R = Response Required

Salmon Arm, BC V1E 4H3



October 9, 2020

Mayor and Councillors
City of Salmon Arm
Box 40
Salmon Arm BC

Dear Mayor Harrison and Councillors:

With the COVID pandemic, people are walking in parks and neighbourhoods, which is beneficial for physical and mental health.

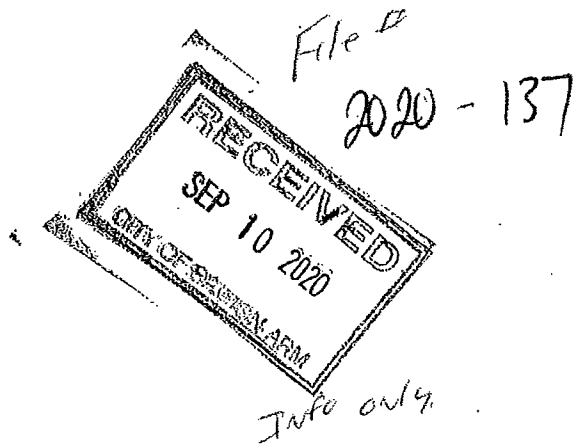
Winter is coming. Many of our citizens will be remaining in Salmon Arm this year and we will all need a safe place to walk and gather.

I request the City of Salmon Arm open the Indoor Memorial Sports Complex to the public during the winter months. It would be an ideal location to walk without worry of ice and snow – all with COVID precautions in place.

I am part of a group who would be happy to meet with you to discuss options for use of the facility. Please feel free to contact me

Sincerely,


Georgia McLeod



10 September 2020

City of Salmon Arm

To Whom it may Concern

I am writing this letter on behalf of myself and several people who walk their dogs at the Fair Grounds, the only large off leash dog park in the city.

We are so grateful to have the privilege to use this area and do our best to pick up after our dogs and be respectful of the rules laid out by the city.

With the onset of Covid-19 earlier this year and the resulting limitations for use of the fair grounds for horse events, Roots and Blues, fall fair etc. it is understandable that the grounds not be kept in the pristine condition it has been in the past. Having said that the grass is mowed regularly which is greatly appreciated.

The problem I am writing you about is one that causes concern not just for our dogs who run there but for humans as well.

There is a large number of homeless people who have taken up residence in some of the barns. Along with them there are drug users who frequent the area. With the closure of many of the public washrooms this park has become a human toilet. There are human faeces in the tall grass, underneath the grandstand and along the fences to name a few spots. For some unknown reason dogs are attracted to this, they roll in it, eat it, people step in it and it is becoming a real concern.

My dog ate some and later that day had a seizure, vomiting and general lethargy. We can't be sure but it is quite likely the person who left this in the grass was a drug user and trace amounts of this drug got into my dog's bloodstream. It seems too coincidental to be anything else. I have heard of a similar situation from another dog owner.

Many people have witnessed these folk defecating at the park and have confronted them only to get sworn at, threatened or ignored.

Needles and other drug paraphernalia have been found, a rock fire pit was seen under the grandstand which is a major fire hazard and lots of garbage is found on a daily basis. I have picked up some myself and I know many other dog walkers have done so as well.

12.1.2

ENTERED
SEP 22 2020
LL

Despite the hotel down by McGuire Lake having opened to the homeless many don't like the rules associated with this accommodation so they chose to sleep elsewhere, ie at the fair grounds.

We all understand there is a homeless problem in our city and I'm confident that collectively the dog owners who use this park want to see these folks treated fairly and provide them with the care they deserve but under the current circumstances at the park, the dangers to animals, children and adults from these issues described above are getting too great to ignore.

I want to bring this to your attention to ask that something be done to rectify this situation. If the homeless cannot be moved to a more suitable location perhaps a cleanup (ie, weed trimming and mowing to eliminate tall grass areas) around trees, fences and pathways; a porta potty be left there, or some other alternative to discourage these folks from using the grounds as their personal toilet. Insofar as the drug use there this I suspect, will be an ongoing issue.

We want this park to be a place that can be enjoyed by all but as the problems stated above worsen, this will not be possible. Any suggestions you may have will be well received. Thank you.

Yours truly,

L. Robertson

A handwritten signature in cursive script, appearing to read "L. Robertson", written in dark ink.

From: Ann Smith
Sent: October-19-20 5:17 PM
To: Caylee Simmons
Subject: Affordable Housing and Airbnb in Salmon Arm

To the Mayor Harrison and Council; In recent weeks there have been articles published in the Observer, speaking to the lack of affordable housing. I have also read the recently released Housing Report.

I am writing to point out a real concern I have lived with and suffered from because of the apparent freewheeling approach to bed and breakfast locations in residential neighborhoods within the City of Salmon Arm. My concern is that Airbnb rentals do nothing to alleviate any of our rental or housing shortages and they are not a positive addition to any residential neighbourhood. There are far too many located in residential areas and I would imagine most residents feel as I do that if I wanted to live next door the Prestige Hotel or the Travelodge- I would move there, but I live in a residential neighborhood and should have the right to my peace and quiet living here. A mechanism needs to be in place for a maximum quotient of Bed and Breakfast locations in any given neighborhood.

Our home is located in Raven and at times, I have had Airbnb rentals on three sides of our home (all at one time) causing much duress and anxiety. We are we allowing free reign on Airbnb rentals in this city? I have been sworn at, yelled at, hard garbage dumped on our lawn, had sewage effluent dumped from an Airbnb "guest" vehicle onto the lawn our property, have had to endure smoke of all kinds at all hours of the night, yelling, screaming from the hot tub through the night and inappropriate vehicle parking, speeding and traffic issues. My own backyard is not a haven with this noise and confusion being thrust at our family. My street has been clogged with vehicles that truly have no business being here. When an Airbnb guest wanted to turn around in my driveway - they angrily swore at me, while flipping the bird -- to move out of their way- on my property- I pay the taxes. Why are we allowing our residential neighbours to become motel villages? I have also observed that several of the carriage house, or R-8 builds are not renting their suites out for affordable long term rentals, they are renting them purely as bed and breakfast/nightly rentals and advertise such very plainly on AirBnb.

SECTION 13 - R-8 - RESIDENTIAL SUITE ZONE #3996 Purpose 13.1 The purpose of the R-8 Zone is to permit the use of a secondary suite contained within a single family dwelling or a detached suite contained within an accessory building. Regulations 13.2 On a parcel zoned R-8, no building or structure shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the R-8 Zone or those regulations contained elsewhere in this Bylaw. Permitted Uses 13.3 The following uses and no others are permitted in the R-8 Zone: .1 boarders, limited to two; .2 family childcare facility; #3082 .3 group childcare; #3082 .4 home occupation; .5 public use; .6 public utility; .7 single family dwelling; .8 accessory use, including secondary suite or detached suite.

When we read the R-8 zoning bylaw it does not allow Airbnb rentals. Airbnb guests are not boarders. Will City bylaw please follow up with the owners and have them adhere to the bylaws that are in place?

I would recommend that the Housing Task Force investigate further and serious examine the Airbnb situation in general in our city. Why do you think all of the motels in our fair city were for sale at one time? I would suggest that the City needs to revamp their Airbnb "look the other way approach" and create levels of application and approvals, also generating an income stream to help bolster our Bylaw

and Enforcement work and that those property owners that wish to operate as a Bed and Breakfast need to apply for a permit to operate, pay a fee, become registered and have their property inspected for safety and also be regulated with rules and enforcement that they are obliged to do. I would suggest that property taxes should be increased to offset all of the extra wear and tear on our streets, byways and infrastructure and water—after all, at the present rate of Airbnb locations – the city is missing out on a few more tax revenue dollars. I would encourage the Task Force to cross reference the Airbnb listings that are readily available, to follow up on the vast amount of “holiday” rentals we have in our jurisdiction.

If I can provide further information or assistance, please let me know.

Trusting this matter will be resolved to a sense of reasonableness and balance.

Sincerely,

-Ann and Robert Smith
Salmon Arm

Erin Jackson

From: noreply@civicplus.com
Sent: Tuesday, October 20, 2020 9:26 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	Mel
Last Name	Sandaker
Address:	<i>Field not completed.</i>
Return email address:	[REDACTED]
Subject:	Arts center gay event
Body	<p>How is it that the arts center can have a gay celebration when other events are not aloud to take place in the city. Example Roots and Blues and Fall Fair, also what does a gay celebration have to do with art anyways. I do not appreciate the city promoting this event. [REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>
Would you like a response:	Yes
Disclaimer	<p><i>Written and email correspondence addressed to Mayor and Council may become public documents once received by the City. Correspondence addressed to Mayor and Council is routinely published within the Correspondence Section of Regular Council Agendas.</i></p>

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

Mayor and Council of the City of Salmon Arm are in receipt of a letter questioning the rationale for and necessity of the Pride Arts and Awareness festival held in person and online by the Salmon Arm Arts Centre and community partners.

We take this opportunity to remind residents that all businesses and organizations planning events are well aware of their duty and responsibility to comply with the public protocols from the BC Centre for Disease Control under the Province of British Columbia's State of Emergency.

It also seems a timely reminder that we are all equal under the law and the Canadian Human Rights Act prohibits discrimination on the grounds of gender identity and gender expression.

This festival, which was wholeheartedly supported by Mayor and Council, was a memorable and meaningful community effort to recognize prejudice against members of the LGBTQ2S and build resilience, acceptance and understanding. It was a long overdue opportunity for many to share lived experiences, build support and develop allyships.

Our shared responsibility to build safe, kind and inclusive community is made stronger by events such as these.

We wish to thank all, through whose efforts and support, Salmon Arm was able to safely, successfully and joyfully celebrate our inaugural Pride Arts and Awareness Festival.

Love is Love



October 14, 2020

Mayor Harrison & Council
City of Salmon Arm
PO Box 40
Salmon Arm BC V1E 4N2

Re: Food Hub Grant – Receipt of Funds

Dear Mayor Harrison & Council,

On September 16th, BC's Ministry of Agriculture issued a press release announcing a one-time grant of \$500,000 to Salmon Arm Economic Development Society (SAEDS), in support of the establishment of a Food Hub in our community (press release attached). This funding announcement follows significant research and planning, including a project feasibility study and business plan, both of which were completed with Ministry of Agriculture funding assistance.

As was the process for both the feasibility study and business plan funding, the Ministry has requested that the City of Salmon Arm act as the recipient for the grant, flowing the funds through to SAEDS, in order to comply with their operational guidelines for direct award project funding. SAEDS is again seeking Council's consideration to entering into a funding agreement with the Ministry of Agriculture in order to facilitate the transfer of the \$500,000 Food Hub grant for SAEDS.

There are five payment drawdowns identified in the draft funding agreement, which coincide with project benchmark deliverables. The funding agreement term will run from October 2020 to March 31, 2021. A Food Hub Working Group was established early on in the project and this group is providing input and recommendations to SAEDS staff and Board on project implementation. Councillor Lavery has been representing the City on this project working group since it was established and we look forward to his continued participation. SAEDS is pleased to share any further information that may support Council's decision making. We appreciate your consideration to this request, which will support the development of a Food Hub for Salmon Arm.

Sincerely,

A handwritten signature in blue ink, appearing to read "Lana Fitt".

Lana Fitt, Economic Development Manager

✕ B.C. has declared a state of emergency. Learn about [COVID-19 health issues](#). | [B.C.'s Response to COVID-19](#).

British Columbia News

More opportunities for economic growth coming soon to the Okanagan

<https://news.gov.bc.ca/23094>

Wednesday, September 16, 2020 10:45 AM

Salmon Arm - Food and beverage producers in the Okanagan will have more opportunities to grow their businesses with the development of a new food hub in Salmon Arm.

"The province's processing sector is seeing success all over B.C., and we are supporting farmers and food and beverage producers who want to take their products to the next level," said Lana Popham, Minister of Agriculture. "A new food hub will offer entrepreneurs in the Okanagan a place where they can create and package new products, receive business support and engage in training opportunities to help develop new innovative products that will strengthen food security, create good jobs and help the local economy thrive."

The B.C. government is partnering with the Salmon Arm Economic Development Society and providing \$500,000 to develop the new food hub in Salmon Arm to help businesses access shared food and beverage processing space and equipment in order to increase their sales.

The hub is scheduled to open next year. The society has received strong interest from potential clients who make products from local fruit, vegetable and livestock/poultry farms as well as support from area businesses and social organizations.

Food hubs bring jobs, skills training, community-building and business opportunities to the regions in which they operate.

The BC Food Hub Network is part of the Province's Feed BC initiative, increasing the use of B.C. food and bringing more opportunities to all aspects of B.C.'s food system. Feed BC is a priority for the Ministry of Agriculture, which is committed to encouraging more agriculture and seafood production and food and beverage processing in B.C.

Quotes:

Lana Fitt, economic development manager, Salmon Arm Economic Development Society –

"The Food Hub will provide a shared processing space and create a venue for knowledge sharing designed to support the growth of local businesses. The funding announcement from B.C.'s Ministry of Agriculture enables our community to move forward with this important project, which will strengthen our economy."

Chad Shipmaker, board member, Salmon Arm Economic Development Society –

"The goal of the food hub is to establish a mechanism to support a healthy, more resilient local food system. This funding announcement is very timely, as it will support both economic recovery and business growth in our community."

Alan Harrison, mayor, City of Salmon Arm –

"The Minister of Agriculture has supported this initiative from idea through to implementation and we are very grateful for this support. As a region built upon a long history and a current economy of agriculture activities, the Shuswap is an ideal location in which to expand the B.C. Food Hub Network."

Quick Facts:

- B.C.'s food and beverage processors produce over \$10 billion worth of value-added products each year.
- Salmon Arm Economic Development Society is looking forward to collaborating on the food hub initiative with regional organizations, including the Salmon Arm Innovation Centre, the Shuswap Launch-a-Preneur Program, Community Futures Shuswap and Okanagan College.
- The new hub will be the fifth in B.C. and the first in the Okanagan, joining three hubs operating in Vancouver, Surrey and Port Alberni, and a fourth opening soon in Quesnel.
- The B.C. Food Hub Network is supporting the establishment of a network of regional shared food processing and innovations hubs. The hubs increase value-added processing opportunities for producers and processors and advance innovation in B.C.'s food and beverage processing sector.

Learn More:

Feed BC: <https://www2.gov.bc.ca/gov/content/industry/agriculture-seafood/growbc-feedbc-buybc/feed-bc>

Salmon Arm Economic Development Society: <https://www.saeds.ca/>

Salmon Arm Innovation Centre: <https://www.innovatesa.ca/>

Media Contacts

Jill Hunt

Government Communications and Public Engagement
Ministry of Agriculture
778 676-4460

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

October 19, 2020

Dear Mayor and Council

RE: StoryWalk™

The Salmon Arm Downtown Improvement Association, in partnership with the Shuswap Children's Association and Shuswap Literacy Team is hosting a holiday StoryWalk™

Beginning November 28 and running throughout the month of December, families can follow the pages of a story book in downtown Salmon Arm.

Many of the pages will be posted at storefront windows, but a few pages will be attached on to posts in public places. I am requesting permission to use the Art Gallery and Fletcher Park as stops for the story book and occasional sidewalk space for chalk art that the Shuswap Literacy Team will use to enhance the walk.

We will monitor and replace any pages that go missing or damaged, as the walk will continue to January 4, 2021.

Programming for the holidays has been challenging due to the pandemic restrictions but we feel this allows for families to enjoy a free event, while walking outdoors and promoting children's literacy.

Should you have any questions, please don't hesitate to contact me.

Thank you for your ongoing support.

Respectfully submitted

Lindsay Wong
Manager



12.1.6

SOUTH CANOE ELEMENTARY

OUTDOOR LEARNING PROGRAM



5970 10 Ave SE, Salmon Arm, V1E 1W5 Phone (250) 832-3122 Fax (250) 832-9428 sca@sd83.bc.ca

City of Salmon Arm – City Council Members

At South Canoe Elementary – Outdoor Learning Program, we spend a great deal of time outside exploring our surroundings and learning. Since we are located only a couple hundred meters from Klahani Park, we do use the park on a regular basis as a place of learning and play for our 130 students. We have taught our students to be respectful of the off-site facilities and spaces we use and help them to develop a connection to the spaces around them. We appreciate the care and maintenance the City of Salmon Arm provides this park and enjoy using it.

With winter fast-approaching, and not wanting to stop using Klahani Park as a place for learning, we would like to ask for permission to have a Porta-Potty installed there for the winter months. During the warmer months we are able to use the washrooms at Klahani which is great, especially for our smaller students. However, during the winter months there is no option for washroom use and it can be very difficult for our younger students to 'hold it'.

South Canoe Elementary, with the support of our amazing Parent Advisory Council, would cover the costs of placing and maintaining the portable, temporary washroom at Klahani while it is there. When the washrooms are opened at Klahani again in the spring, we would have the portable washroom removed. We would accept any feedback as to where on the park property we could place the portable toilet and can be very flexible in this regard.

We appreciate your consideration and hope that you will allow us to go ahead with this option as we love to use this park and all it offers our community.

Sincerely,

Jared King
Principal – South Canoe Elementary – Outdoor Learning Program



1173558

Dear Mayors, Regional District Chairs and Chief Administrative Officers:

Immunization plays a critical role in preventing disease and protecting the health of all British Columbians. Maximizing the opportunities for people to get immunized against vaccine preventable diseases, including influenza, is a public health priority and especially important during the COVID-19 pandemic.

In order to continue safely delivering immunization services to as many people as possible during the COVID-19 pandemic, our regional health authorities are looking to work in partnership with their local communities to use large public buildings, facilities and indoor spaces, such as recreation centres and sports arenas, as venues for public immunization clinics.

As a result, I am writing to request that your municipality make its large public buildings, facilities and indoor spaces available to public health officials on a temporary basis for immunization clinics in the fall and winter. It is our expectation that these spaces will be used by health authorities in full compliance with health and safety plans and related public health guidance, including requirements for routine cleaning and limiting the number of persons on site at any given time. Health authorities will cover the costs of using these spaces, including those related to additional cleaning.

Local public health officials will be contacting you directly to discuss this request. Please also feel free to reach out to them in advance with any questions. A copy of this letter is being sent to all Mayors, Regional District Chairs and Chief Administrative Officers in British Columbia.

Thank you for supporting immunization and the health of your community.

Sincerely,

Bonnie Henry
MD, MPH, FRCPC
Provincial Health Officer

12.1.8

Sent: October-14-20 10:32 AM

Subject: Supporting Community Health Centres

Hello!

We are going through interesting and challenging times in B.C. With the upcoming election, the team at the BC Association of Community Health Centres (BCACHC) is working hard to support our member CHCs and to advocate for government and partner supports to add more CHCs as critical health and social services delivery agencies in communities across the province. We know this model of care delivery works and we are committed to ensuring that B.C. citizens in our communities get the access to health care they deserve regardless of where they live.

Please take a few moments to read the materials we have provided and learn about CHCs. We are asking election candidates and political parties to commit to supporting the CHC model across our province as the NDP government did last election. This means supporting current CHCs and focusing on the development of new CHCs across our province. We have provided recommendations for your review and an update regarding previous government commitments.

<http://www.bcachc.org/election-2020/>

Let us know if you have questions about our materials. Now is the time to raise our voices for equal access to health care and social services and we hope you and your community can assist us to ensure support for the development of new community health centres (CHCs)!

Warm regards,

Piotr Majkowski – Board President
Valerie St. John – Executive Director

Valerie St. John
Executive Director
BC Association of Community Health Centres
BCACHC

Vstjohn@bcachc.org

250-216-1691

Community Health Centres across BC are honoured to be able to offer services on the traditional territories of the diverse First Nations upon whose land we live, work and play.

Commitments

from the BC NDP in 2017

- 1** Annualized global funding for existing CHCs in BC by fiscal 2018-19
- 2** Investment in 20 new CHCs by 2020, in alignment with plans to establish urgent family care centres across the province
- 3** Establish a primary health care partnership table with stakeholders to work with the NDP government to improve primary health care
- 4** Establish emergency fund for existing CHCs of \$6 million dollars

[Click to learn more about the British Columbia Association of Community Health Centres](#)

Results

as of October 2020



As of September 2020, 3 of 24 existing CHCs



have been provided with annual funding, and 1 new CHC has been developed.



Softer directive: Fund 3 CHCs between 2018-2021



21 UPCCs have been announced in the same period.



Partnership Table inaugural meeting in late Oct 2020



with BCACHC serving as secretariat and Ministry of Health supporting travel.



2018 - \$2.1 million
2020 - \$700,000
Total \$2.9 million



to support BCACHC member operations and emerging CHCs.



BCACHC
BRITISH COLUMBIA ASSOCIATION
OF COMMUNITY HEALTH CENTRES

Next Steps

recommended by BCACHC

BCACHC recommends working with government to define a funding model based on a shared definition of CHC service design, and funding for 10 CHCs per year under this model from 2021-2025.

BCACHC recommends funding emerging CHCs in communities with a model standardized for CHC's sustainable community response and a seat at the table where Primary Care Networks (PCNs) have been established.

BCACHC recommends that the Partnership Table be aligned with other government supported committees currently working to develop community health supports, policies, and tools.

Fund BCACHC for the upcoming two fiscal years as the Association develops services to support CHC development by providing resources, member grants, and program supports.

[Click to learn more about research on Community Health Centres](#)

[Click to view the CARES Briefing Note "Building Ties with Health Systems"](#)



1

BC communities are facing **unprecedented challenges** to health and well-being, with **complexities** and **barriers** to care that require a wrap-around approach.

2

Community Health Centres (CHCs) already play a vital role through a **unique model** that integrates health services and social programs, governed by the community served.

3

This province is full of caring and resilient people, but to **leverage what is working**, we need **better funding models for existing CHCs** and support for the development of new CHCs to fill the gaps.

4

We're calling for candidates and provincial parties to **commit to funding 10 CHCs per year**. Partner with us to **support more CHCs** and improve access to care for BC communities.

BC Community Health Centres

Key Messages, 2020-21





1

BC communities are facing **unprecedented challenges** to health and well-being, with **complexities** and **barriers** to care that require a wrap-around approach.

.....

BCACHC is made up of 28 Community Health Centres (CHCs) across the province.

Our members are:

- joining together around a shared commitment to access to well-being for all;
- striving to provide integrated, team-based, multi-disciplinary primary health care;
- offering programs & services related to health promotion & community care;
- running as non-profits for community based decision-making;
- going beyond medical needs and address the social determinants of health.



BCACHC Recommendation #1

Support the development of 40 CHCs (10 per fiscal year) during the fiscal period 2021-2025.

BC Community Health Centres

Key Messages, 2020-21



2

Community Health Centres (CHCs) already play a vital role through a **unique model** that integrates health services and social programs, governed by the community served.

The Community Health Centre model developed from the ground up, and it has been operating in BC for over 50 years through the efforts of local communities.

Last election, the New Democrat Party committed to providing 3-5 CHCs per year with core funding for the organization and services specifically identified for their community.

But in 4 years, only 1 new CHC and 2 CHC enhancements have been announced, and the scope of funding for these CHCs falls short of the original commitment.



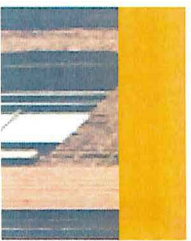
BCACHC Recommendation #2

Develop a funding model for CHCs that is standardized to include core operations funding that reflects a sustainable community response to primary care, health promotion, and the social determinants of health.

BC Community Health Centres

Key Messages, 2020-21





3

This province is full of caring and resilient people, but to leverage what is working, we need **better funding models for existing CHCs** and support for the development of new CHCs to fill the gaps.

BCACHC has already identified communities around the province where there is readiness, need, and capacity to develop a new Community Health Centre.

But despite its innovative approach and strong reputation, the Community Health Centre (CHC) model lacks a provincial funding model that reflects its unique design.

Even where individual CHCs have received government support, they have struggled to navigate the existing funding landscape while representing the needs of their communities.



BCACHC Recommendation #3

Fund emerging CHCs in communities with a model standardized for CHC's sustainable community response and provide CHCs with a seat at the table where Primary Care Networks (PCNs) have been established.

BC Community Health Centres

Key Messages, 2020-21



4

We're calling for candidates and provincial parties to **commit to funding 10 CHCs per year**. Partner with us to **support more CHCs** and improve access to care for BC communities.

BCACHC exists to support these organizations through programs and resources, bringing the voices of different communities together and keeping the government connected to local needs.

What we have heard from our membership is that Community Health Centres around the province are struggling to maintain their services due to a lack of resources and the added pressures of the pandemic.

There is a clear need for additional financial support among CHCs already providing care, especially given their recent innovation and adaptive capacity.



BCACHC Recommendation #4

Fund BCACHC for the upcoming two fiscal years as the Association develops services to support CHC development by providing resources, member grants, and program supports, and work with us through the newly-established Partnership Table.

BC Community Health Centres

Key Messages, 2020-21



Questions for Candidates

If your party is elected will your government agree to provide financial and planning support to communities expressing an interest in establishing a CHC with a commitment to establishing **a minimum of 10 a year each year from 2021 to 2025?**

How would your government work with local communities to ensure that there is **a locally-based community-driven planning process** for determining the health needs and vulnerable populations that should be prioritized?

 [@bcachc](https://twitter.com/bcachc)

board@bcachc.org



BCACHC Recommendation #1

Support the development of 40 CHCs (10 per fiscal year) during the fiscal period 2021-2025.



BCACHC Recommendation #2

Develop a funding model for CHCs that is standardized to include core operations funding that reflects a sustainable community response to primary care, health promotion, and the social determinants of health.



BCACHC Recommendation #3

Fund emerging CHCs in communities with a model standardized for CHC's sustainable community response and provide CHCs with a seat at the table where Primary Care Networks (PCNs) have been established.



BCACHC Recommendation #4

Fund BCACHC for the upcoming two fiscal years as the Association develops services to support CHC development by providing resources, member grants, and program supports, and work with us through the newly-established Partnership Table.





BCACHC

BRITISH COLUMBIA ASSOCIATION
OF COMMUNITY HEALTH CENTRES

Thank you for supporting CHCs.
Learn more at bcachc.org

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research on
Community Health Centres](#)

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Briefing Note
"Building Ties with Health Systems"](#)

From: Rhonda Vanderfluit <registrar@bcyp.org>

Sent: October-19-20 5:18 PM

To: registrar@bcyp.org

Subject: 92nd BC Youth Parliament Session

Re: British Columbia Youth Parliament, 92nd Parliament

The British Columbia Youth Parliament's 92nd Parliament will hold its parliamentary session from 27 to 31, 2020. Due to COVID-19 this year's Session will be entirely virtual. The BC Youth Parliament is a province-wide non-partisan organization for young people ages 16 to 21. It teaches citizenship skills through participation in the parliamentary session in December and continuing involvement in community service activities throughout the year. **Youth Parliament is a one-year commitment.**

I invite you to encourage eligible youth from your municipality or region to apply to sit as members of the Youth Parliament. BCYP is non-partisan, and applicants need only be interested in learning more about the parliamentary process and in serving their community. If your municipality sponsors a "youth of the year" award or has a municipal youth council, young people with that sort of initiative and involvement are ideal candidates for BCYP.

Each applicant who is accepted to attend as a member of BCYP must pay a **\$90** registration fee. Although Session is virtual this year, we still have fixed costs associated with hosting Session and the annual running of the society but thanks to fundraising, a portion of the cost is covered for all members. We first encourage municipalities to contribute towards the application fee for applicants who are in financial need. If the approval of financial support causes any delay, we encourage the applicant to send in their forms on time along with a note saying that the cheque will arrive after the deadline. In this case, if we receive the completed form and personal statement before the deadline, it will be considered received on time. If you are not able to aid, a limited number of bursaries are available for applicants who cannot meet the expense of the registration fee. Requesting financial assistance will not affect an applicant's chance of being selected as a member. (see <https://bcyp.org/session>).

Members will sit virtually and debate for five days During the virtual sittings, members will be supervised by members of the Board of Directors of the Youth Parliament of B.C. Alumni Society and other youth parliament alumni.

I have attached an application form. I encourage you to make the application form and brochure available to interested young people and to make copies of the forms as needed. A soft copy of the form along with an informational brochure and promotional poster are available from our website at <https://bcyp.org/session>.

All applications must be received by November 10, 2020. Applicants will be notified whether they have been selected in mid-November. If you require more information, please contact me by telephone or e-mail as indicated above, or visit our website at www.bcyp.org.

Rhonda Vanderfluit
Registrar, Youth Parliament of BC Alumni Society
Sponsoring the British Columbia Youth Parliament

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12.1.10
