



AGENDA

City of Salmon Arm Regular Council Meeting

**Monday, August 10, 2020
1:30 p.m.**

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

**Council Chamber 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
	6.	CONFIRMATION OF MINUTES
3 – 12	1.	Regular Council Meeting Minutes of July 27, 2020
	7.	COMMITTEE REPORTS
13 – 16	1.	Community Heritage Commission Meeting Minutes of March 2, 2020
	8.	COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE
17 – 24	1.	Board in Brief – July, 2020
	9.	STAFF REPORTS
25 – 28	1.	Director of Engineering and Public Works – 2020 Capital Works Projects ‘Unparking’
	10.	INTRODUCTION OF BYLAWS
29 – 34	1.	City of Salmon Arm Council Procedure Amendment Bylaw No. 4408 – First, Second and Third Readings
	11.	RECONSIDERATION OF BYLAWS

- | | | |
|---------|-----------|--|
| 35 – 36 | 12.
1. | CORRESPONDENCE
Informational Correspondence |
| | 13. | NEW BUSINESS |
| 37 – 38 | 14.
1. | PRESENTATIONS / DELEGATIONS
Presentation 3:00 – 3:15 p.m. (approximately)
Chad Shipmaker - Operations in New Industrial Park building- Prism Cannabis |
| | 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
39 – 60	23. 1.	STATUTORY PUBLIC HEARINGS Zoning Amendment Application No. ZON-1178 [111 60 Street NE; Nyland, H. & Brierley, B.; A2 to A3]
61 – 64	24. 1.	RECONSIDERATION OF BYLAWS City of Salmon Arm Zoning Amendment Bylaw No. 4399 [ZON-1178; 111 60 Street NE; Nyland, H. & Brierley, B.; A2 to A3] – Third and Final Readings
	25.	QUESTION AND ANSWER PERIOD
65 – 66	26.	ADJOURNMENT

Item 2.

CITY OF SALMON ARM

Date: August 10, 2020

Moved: Councillor Cannon

Seconded: Councillor Lindgren

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: August 10, 2020

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting Minutes of July 27, 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 Monday, July 27, 2020.

PRESENT:

Mayor A. Harrison
 Councillor C. Eliason (participated remotely) (entered the meeting at 2:30 p.m.)
 Councillor K. Flynn
 Councillor T. Lavery (participated remotely) (entered the meeting at 2:31 p.m.)
 Councillor S. Lindgren
 Councillor L. Wallace Richmond (participated remotely)

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

ABSENT:

Councillor D. Cannon

1. CALL TO ORDER

Mayor Harrison called the meeting to order at 1:31 p.m.

2. IN-CAMERA SESSION

0262-2020

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

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:31 p.m.

Council returned to Regular Session at 2:08 p.m.

Council recessed until 2:30 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 22.2 W. Bell – letter received July 23, 2020 – Prestige Inn signage on corner of TCH and 4th St. NE

Addition under item 23.1 D. and K. Keene – letter dated July 24, 2020 – ZON-1177/ Bylaw 4398

5. DISCLOSURE OF INTEREST

Councillor Eliason entered the meeting at 2:30 p.m.

Councillor Lavery entered the meeting at 2:31 p.m.

Mayor Harrison offered condolences to the family and friends of the young male that lost his life at Canoe Beach on July 23, 2020. He thanked all personal involved during the recovery.

6. CONFIRMATION OF MINUTES**1. Regular Council Meeting Minutes of July 13, 2020**

0263-2020

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the Regular Council Meeting Minutes of July 13, 2020, be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS**1. Development and Planning Services Committee Meeting Minutes of July 20, 2020**

0264-2020

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee Meeting Minutes of July 20, 2020, be received as information.

CARRIED UNANIMOUSLY

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**9. STAFF REPORTS****1. Director of Engineering & Public Works – BC Hydro Direct Current Fast Charge Station – Transfer of Operations**

0265-2020

Moved: Councillor Lindgren

Seconded: Councillor Flynn

THAT: Council supports the transfer of responsibility for the ownership and operations of the Direct Current Fast Charge (DCFC) electrical vehicle charging station located at Ross Street Parking in Salmon Arm to BC Hydro;

9. STAFF REPORTS – continued

1. Director of Engineering & Public Works – BC Hydro Direct Current Fast Charge Station – Transfer of Operations – continued

AND THAT: Council agrees to lease the lands that the DCFC is currently located on, including the two parking stalls to BC Hydro;

AND THAT: Council agrees to transfer the Greenlots (Zeco) license that facilitates the use, and billing for the station to BC Hydro;

AND THAT: the Mayor and Corporate Officer be authorized to execute the Bill of Sale and License of Occupation agreement to facilitate this transfer of responsibility to BC Hydro, subject to Community Charter advertising requirements.

CARRIED UNANIMOUSLY

2. Director of Corporate Services – MYBC Datacom – Hazard Beacon H#3 Lease Agreement

0266-2020

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Mayor and Corporate Officer be authorized to execute the lease agreement for Hazard Beacon H3 with MYBC Datacom for a five (5) year term from August 15, 2020 to August 14, 2025 at the rate of \$1,530.00 (plus GST) in the first year, with 2% increases for each subsequent year, subject to Community Charter Advertising requirements.

CARRIED UNANIMOUSLY

3. Fire Chief – Budget Amendment

0267-2020

Moved: Councillor Lindgren

Seconded: Councillor Flynn

THAT: the 2020 Fire Department budget be amended as follows:

1. \$3,500.00 from payroll/additional practice hours to Fire Investigation & Prevention – contracted services.
2. \$2,000.00 from Fire Hall 4 roof (Capital) to Unit #213 Engine 2, contract services.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4399 [ZON-1178; 111 60 Street NE; Nyland, H. & Brierley, B.; A2 to A3] – First and Second Readings

0268-2020

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4399 be read a first and second time.

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm 2020 Tax Sale Deferral Bylaw No. 4402 – Final Reading

0269-2020

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the bylaw entitled City of Salmon Arm 2020 Tax Sale Deferral Bylaw No. 4402 be read a final time.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE

1. Informational Correspondence

4. S. MacMillan – email dated July 21, 2020 – Wearing Masks

0270-2020

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: Council issue a statement in support of wearing a mask during the COVID-19 pandemic.

CARRIED UNANIMOUSLY

3. P. Millar – email dated July 16, 2020 – Al Boucher Memorial Field

0271-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: Council permit the installation of one picnic table at the Al Boucher Memorial Field, subject to the City of Salmon Arm not assuming liability to for repairs or replacement of the picnic table.

CARRIED UNANIMOUSLY

10. N. Marotz, Chair, Board of Examiners – letter dated June 29, 2020 – Certificate in Local Government Statutory Administration to Erin Jackson, Director of Corporate Services

Mayor Harrison presented Erin Jackson, Director of Corporate Services with a Certificate in Local Government Statutory Administration from the Board of Examiners and thanked her for her hard work and dedication to the City of Salmon Arm.

2. L. Wong, Manager, Downtown Salmon Arm – letter dated July 21, 2020 – Responsible Alcohol Consumption

Received for information.

13. NEW BUSINESS

14. PRESENTATIONS

1. Jake Jacobson, Shuswap Society for the Arts and Culture - Proposal for a multi-functional performing arts and culture centre

Jake Jacobson, Shuswap Society for the Arts and Culture, provided an overview of the proposed multi-functional performing arts and culture centre. He 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. K. Cox, Land Use Planner, Agricultural Land Commission - letter dated July 16, 2020 - Reasons for Decision - ALC Application 60537 - For Information

Received for information.

2. 2020 UBCM Convention

0272-2020

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: Mayor Harrison, Councillors Cannon, Eliason, Flynn, Lavery, Lindgren and Wallace Richmond be authorized to attend the Union of BC Municipalities (UBCM) Virtual Convention from September 22 – 24, 2020.

CARRIED UNANIMOUSLY

20. QUESTION AND ANSWER PERIOD

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

The Meeting recessed at 3:46 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

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

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

ABSENT:

Councillor D. Cannon

21. DISCLOSURE OF INTEREST

22. HEARINGS

1. Development Variance Permit No. VP-517 [7080 50 Street NE; Passey, B. & Babakaiff, T.; Setbacks]

0273-2020

Moved: Councillor Lindgren
Seconded: Councillor Flynn
THAT: Development Variance Permit No. 517 be authorized for issuance for Lot 2, Section 5, Township 21, Range 9, W6M, KDYD, Plan KAP86212 (7080 50 Street NE) to vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 6.11.2 – R-1 Single Family Residential Zone – reduce the minimum setback to a rear parcel line from 1.0 m (3.3 ft) to 0.8 m (2.6 ft) to allow for the siting of an accessory building.

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

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:04 p.m. and the motion was:

CARRIED UNANIMOUSLY

22. HEARINGS – continued

2. Development Variance Permit No. VP-518 and Request for Council Approval to Install an Information Sign [371 Trans Canada Highway NE; Imperial Oil Limited/Prestige Harbourfront Resort/T. Schneider]

0274-2020

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: Council approve the installation of an Information Sign on Lot B, Section 14, Township 20, Range 10, W6M, KDYD, Plan 23811 for the Prestige Harbourfront Resort pursuant to Section 5.10 of Sign Bylaw No. 2880;

AND THAT: The provisions of Sign Bylaw No. 2880 be varied as follows:

1. Section 5.10.1 – increase the maximum sign area for an Information Sign from 1.0 m² (10.8 ft²) to 9.0 m² (96 ft²).

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

Submissions were called for at this time.

T. Schneider and T. Stroining, the applicants outlined the application and were available to answer questions from Council.

W. Bell – letter received July 23, 2020 – Prestige Inn signage on corner of TCH and 4th St. NE.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:15 p.m. and the motion was:

Amendment:

Moved: Councillor Lavery

Seconded: Councillor Lindgren

AND THAT: approval of the installation of the Information Sign is conditional on the signage not being a digital sign.

CARRIED

Councillor Eliason Opposed

Motion as amended:CARRIED UNANIMOUSLY23. STATUTORY PUBLIC HEARINGS

1. City of Salmon Arm Zoning Amendment Application No. ZON-1177 [Wood Creek Construction Ltd./Zimmerman, V; 1181 17 Avenue SE; R1 to R-8]

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

Submissions were called for at this time.

23. STATUTORY PUBLIC HEARINGS – continued

1. City of Salmon Arm Zoning Amendment Application No. ZON-1177 [Wood Creek Construction Ltd./Zimmerman, V; 1181 17 Avenue SE; R1 to R-8] - continued

D. and K. Keene – letter dated July 24, 2020 – ZON-1177/ Bylaw 4398

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:24 p.m. and the next item ensued.

2. City of Salmon Arm Land Use Contract Termination Bylaw No. 4400 [LUC M61302; M17793 and M66216]

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

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:31 p.m.

24. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4398 [ZON-1177; Wood Creek Construction Ltd./Zimmerman, V; 1181 17 Avenue SE; R1 to R-8] – Third and Final Readings

0275-2020

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4398 be read a third and final time.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Land Use Contract Termination Bylaw No. 4400 [LUC M61302; M17793 and M66216] – Third and Final Readings

0276-2020

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Land Use Contract Termination Bylaw No. 4400 be read a third and final time.

CARRIED UNANIMOUSLY

25. QUESTION AND ANSWER PERIOD

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

26. ADJOURNMENT

0277-2020

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of July 27, 2020, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:38 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

MAYOR

Adopted by Council the day of _____, 2020.

Item 7.1

CITY OF SALMON ARM

Date: August 10, 2020

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: the Community Heritage Commission Meeting Minutes of March 2, 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 Community Heritage Commission Meeting held in Room 100 of City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, on Monday, March 2, 2020 at 2:00 p.m.

PRESENT:

Pat Kassa, R.J. Haney Heritage & Museum
 Deborah Chapman, R.J. Haney Heritage & Museum
 Maureen Shaffer
 Cindy Malinowski, R.J. Haney Heritage & Museum
 Mary Landers
 Linda Painchaud
 Denise Ackerman, City of Salmon Arm, Recorder

ABSENT:

Councillor Debbie Cannon, Chair

GUESTS:

n/a

The meeting was called to order at 2:12 p.m.

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

Moved: Mary Landers

Seconded: Pat Kassa

THAT: a letter from Dorothy Rolin be included as an item in 5(a). of the Community Heritage Commission Agenda of March 2, 2020.

CARRIED UNANIMOUSLY

4. **Approval of Minutes of February 3, 2020 Community Heritage Commission Meeting**

Moved: Deborah Chapman

Seconded: Maureen Shaffer

THAT: the minutes of the Community Heritage Commission Meeting of February 3, 2020 be approved.

CARRIED UNANIMOUSLY

Minutes of the Community Heritage Commission of Monday, March 2, 2020

5. Old Business / Arising from minutes

a) Heritage Week & Heritage Conservation Awards

There was discussion about what worked well and what could be done differently next year. Having a small reception and presentation for the Heritage Awards worked well at City Hall. The commission discussed changing the reception in Room 100 with desserts, tea/coffee would work well next year. Overall, commission members received positive feedback and the Heritage Conservation Awards were well received. Dorothy Rolin submitted a thank-you letter and it is attached to the minutes. It has also been added to the March 2nd Agenda.

Overall, everything went smoothly with Heritage Week at Piccadilly Mall. It was suggested for next year to print off a page inviting people to submit pictures of heritage properties.

b) On This Spot App

Debbie Cannon will provide an update on On This Spot App at the next Heritage Commission Meeting.

c) Heritage Inventory

Pat Kassa and Linda Painchaud have been continually working on the Heritage Inventory. Denise Ackerman will print out a copy of the updated Inventory and save an extra copy for back-up.

6. Other Business &/or Roundtable Updates

Being that the commission has been focused on Heritage Week other ongoing projects such as historic road name signs were discussed.

7. Next meeting - April 6, 2020

8. Adjournment

Moved: Cindy Malinowski

Seconded: Linda Painchaud

THAT: The meeting be adjourned at 2:38 p.m.

Debbie Cannon, Chair

Received for information by Council on the _____ day of _____, 2020

From: Dorothy Rolin <dkrolin@shaw.ca>
Date: February 28, 2020 at 11:24:34 AM PST
To: Mary Landers <garryandmarytravel@hotmail.com>
Cc: Maureen Shaffer <hearts.haven14@gmail.com>
Subject: Thank you

Dear Mary and Heritage Commission members,

Thank you so much for the invitation to attend the Heritage Awards event February 10th.

I thoroughly enjoyed the evening starting with the lovely table setting of china and tulips not to mention the delicious appetizers.

The presentation and words from each of those awarded this first time recognition was very gratifying.

This award was one of the many goals "we," the former CHC directors, worked towards as a founding group back in 2008.

I congratulate all of you on this accomplishment and the progressive achievements you are fulfilling.

Sincerely,

Dorothy Rolin

Item 8.1

CITY OF SALMON ARM

Date: August 10, 2020

Board in Brief – July, 2020

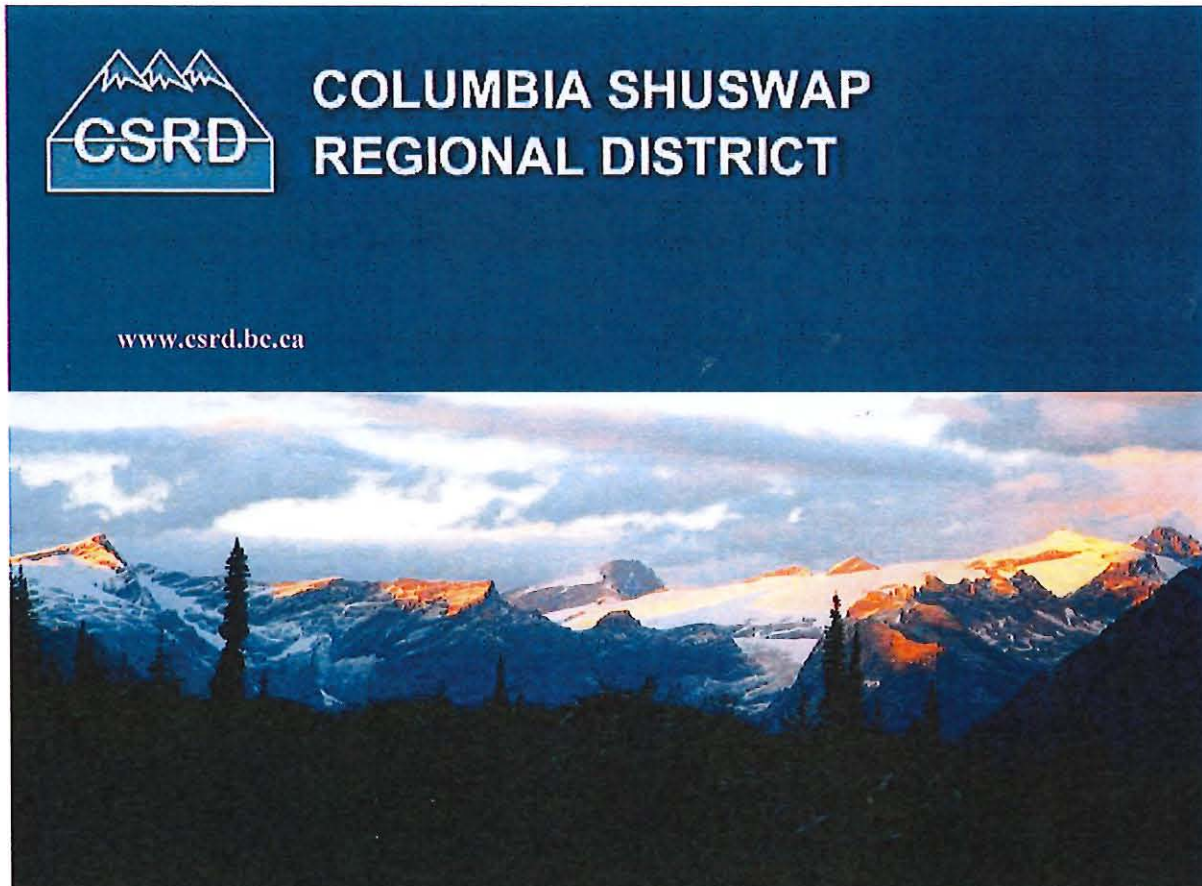
Vote Record

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

Opposed:

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

From: Columbia Shuswap Regional District <communications@csrd.bc.ca>
Sent: July-23-20 10:51 AM
To: Caylee Simmons
Subject: #YourCSRD - July 2020



#YourCSRD - July 2020

July 2020



Web version

Highlights from the Regular Board Meeting

Announcements

In Memorium Peter Kilby, Long-time volunteer, Shuswap Emergency Program

Directors paid tribute to Peter Kilby, who was instrumental in Emergency Management in the Shuswap. Many Directors expressed sadness at the loss and shared memories. The CSRD will arrange for a sympathy card and a donation to the North Okanagan Shuswap Brain Injury Society in his memory. [View press release.](#)



Delegations

Multi-functional Performing Arts and Culture Centre, Salmon Arm

Jake Jacobson, President, Board of Directors, Performing Arts and Culture Centre, attended to provide Directors an overview of plans to develop a facility in Salmon Arm.

Forest Enhancement Society of BC & Habitat Conservation Trust Foundation

Gord Pratt, Operations Manager, FESBC and Dan Buffett, CEO, HCTF, shared the collaboration between the two organizations on projects that improve BC's natural assets in the Columbia Shuswap Regional District.

Correspondence

Letter from UBCM regarding Convention - September 22-24, 2020

The Board discussed setting up meetings with BC Cabinet ministers and Provincial Government staff, which will take place the week before the virtual convention.

Letter from Columbia Basin Trust Board of Directors

The Board received a letter from the Columbia Basin Trust Board of Directors regarding the CSRD's Nominee to their Board. Directors will discuss this nomination at the next Regular Board Meeting.

Committee reports

Action arising from Municipal Directors Committee meeting minutes of June 17, 2020

The Board directed staff to create a landfill and transfer station information package for Municipalities and Electoral Areas to use to help explain the CSRD programs.

Action arising from Sicamous-to-Armstrong Rail Trail meeting minutes of June 29, 2020

The CSRD Board approved entering into a 25-year license agreement with North Enderby Timber to use a portion of the rail trail property.

Business General & Business by Area

CSRD Policy F-10 Telephone and Internet Costs

The Board endorsed Policy No. F-10 "Telephone and Internet Costs" and approved its inclusion into the CSRD Policy manual. This increased the amount of the monthly internet allowance provided to Electoral Area from \$30 to \$50. [View report.](#)

CSRD Policy F-3 Electoral Area Community Works Funds

The Board endorsed Policy No. F-3 "Electoral Area Community Works Funds" and approved its inclusion into the CSRD Policy manual. While some directors disagreed with limitations being put in place regarding the allocation of Community Works Funds, it was noted the Board could waive any of the existing requirements within the policy on an exception basis, if desired. [View report.](#)

Board Meetings Live-Streaming/Recording

The Board endorsed a six-month trial of live-streaming CSRD Board meetings using the Zoom webinar platform. This initiative will increase transparency and public access by allowing citizens

to observe Regular Board Meetings. The service will begin with the next regular meeting on August 20, 2020. **View report. View press release.**

CSRD Indoor and Outdoor Facilities Reopening Plan

The Board empowered the Chief Administrative Officer to reopen previously closed CSRD-owned indoor and outdoor facilities as a result of the COVID-19 pandemic, once it has been determined that the appropriate safety measures and plans are in place for the facilities. As part of this, the affected facilities and user groups will need to produce COVID-19 Safety Plans for review by the CSRD. **View report.**

Sunnybrae Community Park Foreshore - Crown Tenure Application

The Board authorized the acquisition of a Licence of Occupation for a 30-year term from the Province of BC over unsurveyed Crown foreshore for public recreation purposes. **View report.**

Sole Source Contract Award - Shuswap Tourism Trails-Focused Recovery Marketing Campaign

The Board agreed to increase the amount for the agreement with Destination Think for the Shuswap Tourism Trails Focused Recovery Marketing Campaign 2020/2021 in the amount of \$23,540. **View report.**

Salmon Arm Landfill Phase 3A Liner Project

In order to allow work on the project to begin on schedule, the Board authorized entering into an agreement with the lowest compliant bidder for the Salmon Arm Landfill Phase 3A Expansion Liner System. Board approval was required because the contract is expected to exceed the CSRD's authorization limit of \$500,000. **View report.**

EOF Application – Revelstoke/Area B – Community Economic Development Initiatives

The Board approved funding from the Revelstoke and Area B Economic Opportunity Fund to the City of Revelstoke in the amount of \$212,000 for Community Economic Development Initiatives. **View report.**

Amendments to Shuswap Watershed Council Service Establishment Amendment Bylaw No. 5817

The CSRD Board supported an offer from the Inspector of Municipalities to extend the Shuswap Watershed Council Service for three years with the consent of the participants, rather than approval of the electors, with conditions that:

the maximum annual requisition limit must be maintained at the existing level (\$180,000); and that future amendments to extend the service or make the service permanent would require approval of the electors.

The Board agreed to rescind its previous readings of the bylaw in favour of the extension to December 31, 2023. The bylaw must be formally approved by the service participants and the Inspector of Municipalities before it can be adopted. **View report. View press release.**



LAND USE MATTERS

Development Permits (DPs), Temporary Use Permits (TUPs) & Development Variance Permits (DVPs)

Electoral Area A: Development Variance Permit No. 641-38 (Schweizer)

The subject property is located at 891 McBeath Road, Nicholson. The applicants are applying to waive the requirement of Subdivision Servicing Bylaw No. 641 by varying the size of a parcel which may be subdivided without connection to community water and sewer services. They are also applying to waive the requirement that confirms the on-site disposal requirements of the Sewerage System Regulations of the Public Health Act can be satisfied for eight septic systems. In addition, the applicants want to waive the requirement that confirms each independent on-site water system must be capable of providing, year round, at least 2,275 litres of potable water per day that includes a residential dwelling unit. The Board deferred the matter to the August 20, 2020 Regular Meeting. **View report.**

Electoral Area C: Development Variance Permit No 701-99 (Teare)

The subject property is located at 2258 Eagle Bay Road in Electoral Area C. The applicant was seeking six setback variances to develop a single bay attached garage with office and rooftop sundeck, single bay attached garage with rooftop deck, three bay carport with rooftop deck, and stairs, as well as a cottage on the subject property. The proposed attached garage with rooftop deck, carport with rooftop deck, and stairs are sited within the front and interior side parcel line setbacks. The Board approved three setback variances pending the issuance of a Hazardous Lands (Steep Slopes), Lakes 100m, and Riparian Areas Regulation (RAR) Development Permit. Three other variances were denied by the Board. **View report.**

Electoral Area D: Temporary Use Permit No. 750-02 (Stephens)

The applicant would like to establish a micro scale cannabis production facility on the subject property, located at 662 Capri Road in Gardom Lake. The Board approved issuance of the TUP with the following conditions:

- The term of the TUP is 3 years as of the date of issuance;
- The cannabis production facility shall be sited at a minimum of 15 m from all property boundaries;
- The cannabis production facility shall be housed in engineered shipping containers;
- The maximum floor area for the cannabis production facility is 250 m²;
- Any security lighting used for the facility must be downward facing to minimize the impact of light pollution on the neighbourhood; and
- The owner is wholly responsible for the proper disposal of all waste generated by the cannabis production facility at a waste disposal facility authorized to accept cannabis waste.

Zoning, OCP and Land Use Amendments

Electoral Area C: South Shuswap Zoning Amendment (Venier) Bylaw No. 701-97

The owner of the property at 1510 Trans-Canada Highway, Sorrento, has made an application to amend the zoning bylaw to recognize the existing use of the property as a mobile home park. The Local Government Act allows for the waiving of a public hearing where an amending bylaw is consistent with the Official Community Plan. The proposed zoning is consistent with the Official Community Plan policies for the Village Centre designation. The Board agreed to waive the hearing. **View report.**

Electoral Area C: South Shuswap Zoning Amendment (Webb) Bylaw No. 701-99

The subject property is located at 4400 Eagle Bay Road in Eagle Bay of Electoral Area C. The owners currently live on the subject property in a single family dwelling and would like to convert a portion of their existing garage into a second single family dwelling for immediate family to live on the property. The Local Government Act allows for the waiving of a public hearing where an amending bylaw is consistent with the Official Community Plan. The proposed zoning is consistent with the Official Community Plan policies for the Secondary Settlement Area and Neighbourhood Residential designations. The Board agreed to waive the hearing. **View report.**

Electoral Area F: Anglemont Zoning Bylaw Amendment (Huber-Hews) No. 650-15

The subject property is located at 7636 Mountain Drive in Anglemont of Electoral Area F. The owners would like to build a single family dwelling with an attached upper floor dwelling unit. Current zoning does not permit an upper floor dwelling unit to be located on the property and requires a site specific bylaw amendment to permit this use. The Local Government Act allows for the waiving of a public hearing where an amending bylaw is consistent with the Official Community Plan. The proposed zoning is consistent with the Official Community Plan policies for the Secondary Settlement Area designation. The Board agreed to waive the hearing. **View report.**

Electoral Area F: Electoral Area F Official Community Plan Amendment (Okaview Estates Ltd.) Bylaw No. 830-20

The applicant has applied to redesignate a portion of the subject property, located at 5581 and 5587 Squilax-Anglemont Road, Celista, from AG -Agriculture to WR – Waterfront Residential and to create a new site specific density policy in the WR designation for the subject property only to facilitate a two lot subdivision of 0.5 ha and 0.4 ha each. The Board gave the amendment second reading and delegated a public hearing. **View report.**

Electoral Area E: Lakes Zoning Amendment (Burns) Bylaw No. 900-27

The applicant, who is the owner of property at 9974 Mara West Road, would like to place an oversized fixed dock on Mara Lake adjacent to lands jointly owned by the CSRD and RDNO which are in the process of being developed as the Sicamous to Armstrong Rail Trail. Lakes Zoning Bylaw No. 900 only permits docks in association with waterfront parcels. The subject property is not a waterfront parcel because it is separated from Mara Lake by the Rail Trail property. The owners have applied to amend the zoning bylaw to allow placement of the proposed dock in this location. The Board denied first reading. **View report.**

NEXT BOARD MEETING

The Regular CSRD Board Meeting will be held Thursday, August 20, 2020 at 9:30 AM at the CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm.

Due to COVID-19 physical distancing provisions, a maximum number of six citizens will be allowed to be in attendance on a first come, first served basis (no reservations).

Protocols to protect the health and well being of the public, staff and Directors will be in place.



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

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Item 9.1

CITY OF SALMON ARM

Date: August 10, 2020

Moved: Councillor

Seconded: Councillor

THAT: Staff be authorized to proceed with the following Capital Works projects, previously 'parked' as part of the COVID-19 finance strategy:

- 10 Street NE (8 Avenue NE) Road Reconstruction - \$75,000.00
- Okanagan Speed Calming - \$20,000.00
- Asphaltic Overlays-Additional - \$200,000.00
- Marine Park Roundabout Garden - \$25,000.00
- Disk Golf Course - \$20,000.00
- Ticket Spitter (Marine Park) - \$20,000.00

Vote Record

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

Opposed:

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



File: 2020-00

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: July 22, 2020

SUBJECT: **2020 CAPITAL WORKS PROJECTS 'UNPARKING'**

STAFF RECOMMENDATION

THAT: Staff be authorized to proceed with the following Capital Works projects, previously 'parked' as part of the COVID-19 finance strategy:

- 10 Street NE (8 Avenue NE) Road Reconstruction - \$75,000.00
- Okanagan Speed Calming - \$20,000.00
- Asphaltic Overlays-Additional - \$200,000.00
- Marine Park Roundabout Garden - \$25,000.00
- Disk Golf Course - \$20,000.00
- Ticket Spitter (Marine Park) - \$20,000.00

BACKGROUND

At the May 11, 2020 Council meeting, staff brought forward a memo entitled '2020 Budget Analysis – COVID-19 for discussion regarding financial measures that could be taken to reduce budget impact sustained from COVID-19 related decreased revenues. The measures included the 'parking' of \$448,700.00 of Capital Works projects as listed below and Council directed this measure be taken. The COVID-19 measures were to be revisited once a more clear financial impact was known.

16 Avenue SE (1600 Blk) Replacement	\$ 30,000.00
Bump Out (5 Ave SE - 2 Ave SE)	40,000.00
10 St NE (8 Ave NE)	75,000.00
Okanagan Speed Calming	20,000.00
Asphaltic Overlays - Additional	200,000.00
Marine Park - Round-A-Bout Garden	25,000.00
Disk Golf Course	20,000.00
Beverage Recycling Canisters	5,000.00
Shuswap Middle School- Court Resurfacing	10,700.00
Natural Gas Services - Rap Attack Base	3,000.00
Ticket Spitter (Marine Park)	20,000.00
Total	\$ 448,700.00

As of August 4, 2020 the City had collected 68.9% of the 2020 Property Tax Levy. The City continues to see property tax payments come in on a daily basis. There has also been a decrease in other revenue collected by the City, for example metered parking, transit, and lease fees. However, there are a number of Operational and Maintenance accounts that have seen a decrease, for example conferences and seminars, training and some labour accounts. Although the final outcome of the financial impact due to the COVID pandemic is unknown, staff are confident that the property tax collections will be in line with prior year's collections by the due date of September 30, 2020.

The opportunity for scheduling further Capital Works projects is dwindling as we head into late summer. Staff have reviewed the list of 'parked' projects and should Council choose to restore funding to a portion of Capital Works Projects, we would recommend the following projects for the reasons described below.

10 Street NE (8 Avenue NE) (\$75,000): This road reconstruction project located immediately adjacent to the Hospital is high priority to complete as the road is becoming increasingly susceptible to frost heave. The project has a large asphalt component and the low asphalt pricing obtained for 2020 will make this project more affordable to complete under this year's capital program.

Okanagan Speed Calming (\$20,000): The installation of raised crosswalks was proposed under the 2020 capital program to address ongoing safety concerns in the Park zone immediately adjacent to Fletcher Park. The project is mainly asphalt and the low asphalt pricing obtained for 2020 will make this project more affordable to complete under this year's capital program.

Asphaltic Overlays – Additional (\$200,000): The annual Overlay Program is currently drastically underfunded resulting in deteriorating road conditions. The additional funding was intended by Council to minimize the funding deficit. The low asphalt pricing obtained for 2020 will allow the City to maximize the paving dollars if made available this year. Staff anticipate paving Foothills Road from 30 to 50 Street SW with full project funding.

Marine Park - Roundabout Garden (\$25,000): This project is jointly funded between the City and Rotary and Rotary is currently holding their funding contribution in their 2020 budget.

Disk Golf Course (\$20,000): The Disk Golf Course is already in use and is attracting a large number of users. Formalizing the parking area is necessary to ensure safety traffic and users.

Ticket Spitter Marine Park (\$20,000): The Marine Park ticket spitter is approximately 23 years old and was taken out of service last summer due to operational issues. Approximately \$10,000 of revenue per year is generated from the parking lot. Marine Park was re-paved over the summer and conduits for power were installed to the center of the parking lot to allow for easy installation and a centralized location.

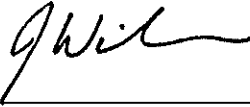
The above noted projects recommended to be completed total \$360,000 of the approximately \$450,000 'parked' projects outlined above.

STAFF COMMENTS

For the above noted reasons, staff recommend that Council authorize the above noted projects to be 'un-parked' and completed during the 2020 construction window.

Current financial projections show revenue levels that support the expenditure of these funds.

Respectfully submitted,



Per: _____
Robert Niewenhuizen, ASCT
Director of Engineering and Public Works

Item 10.1

CITY OF SALMON ARM

Date: August 10, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Council Procedure Amendment Bylaw No. 4408 be read a first, second and third time;

AND THAT: final reading be withheld subject to notification in accordance with section 94 of the Community Charter.

Vote Record

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

Opposed:

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



TO: His Worship Mayor Harrison and Members of Council

DATE: August 4, 2020

SUBJECT: Amendment to Council Procedure Bylaw No. 4276 – Electronic Meetings

RECOMMENDATION:

THAT: the bylaw entitled City of Salmon Arm Council Procedure Amendment Bylaw No. 4408, be read a first, second and third time;

AND THAT: final reading be withheld subject to notification in accordance with section 94 of the Community Charter.

BACKGROUND:

During the COVID-19 pandemic, Ministerial Orders have made it easier for elected officials to meet through electronic mediums so that local governments can continue to conduct their day-to-day business while following physical distancing guidelines.

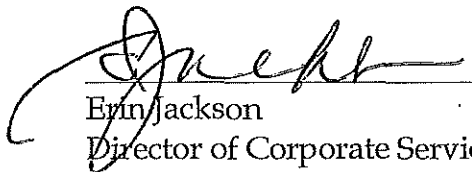
City of Salmon Arm Council Procedure Bylaw No. 4276 presently allows for the electronic participation of not more than two (2) members of Council at a Regular or Special Council Meeting due to other commitments. It also limits the number of Committee Members who may participate electronically to not more than two (2). This was largely due to the capacity of the phone system that integrates with the City's Council Chamber and large boardroom. During the pandemic, however, we have moved to using the GoToMeeting platform which can accommodate up to 250 participants.

At present, three (3) members of Council and at least two (2) staff members are regularly attending meetings online to allow for adequate distancing. It is anticipated that the current guidelines will remain in place for some time, therefore, staff recommend amending the bylaw to increase the number of Council members who may participate remotely and permit entire committees to meet remotely when they resume in the fall. These measures will ensure that the City can continue to conduct business in accordance with the Provincial Health Officer's guidelines.

In addition, it would be appropriate to add 'extenuating circumstances' to the reasons why members may attend electronically as 'other commitments' does not allow for electronic attendance for health and safety reasons.

It is recommended that Council Procedure Amendment Bylaw No. 4408 be given three readings. Staff will then conduct the required public notice (in accordance with Section 94 of the Community Charter) prior to bringing it back for adoption.

Respectfully submitted,



Erin Jackson
Director of Corporate Services

CITY OF SALMON ARM

BYLAW NO. 4408**A bylaw to amend "City of Salmon Arm Council Procedure Bylaw No. 4276"**

WHEREAS pursuant to the provisions of the *Community Charter*, SBC 2003, c.26, Council shall, by bylaw, establish the procedures that are to be followed for the conduct of its business;

AND WHEREAS Council has adopted Procedure Bylaw No. 4276;

AND WHEREAS it is deemed desirable to amend the existing procedure bylaw;

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

1. "City of Salmon Arm Council Procedures Bylaw No. 4276" is hereby amended as follows:

Section 6 – Electronic Meetings

(1)(b)(ii) the member is unable to attend because of extenuating circumstances/other commitments.

(3) No more than three (3) members of Council at one time may participate at a Council meeting under section 6(1)(b).

(4) There is no limit to the number of Council Committee members who may participate at a Council Committee meeting under section 6(1)(b).

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

CITY OF SALMON ARM

BYLAW NO. 4408

A bylaw to amend "City of Salmon Arm Council Procedure Bylaw No. 4276"

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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 Council Procedure Amendment Bylaw No. 4408"**

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

INFORMATIONAL CORRESPONDENCE - AUGUST 10, 2020

- | | | |
|-----|---|---|
| 1. | Building Department - Building Statistics - July 2020 | N |
| 2. | Building Department - Building Permits - Yearly Statistics | N |
| 3. | F. Andrews - letter dated July 22, 2020 - Request for temporary fence | A |
| 4. | E. and M. Bonten - letter dated July 23, 2020 - Speed of Traffic on 10 Street SW | A |
| 5. | N. Widmer - email dated July 26, 2020 - Endorsement for active transportation task force | N |
| 6. | V. Morris - email dated August 4, 2020 - Foreshore Trail | A |
| 7. | M. Hills, Director/Office Manager, Fifth Avenue Seniors Activity Centre - letter dated July 20, 2020 - Thank you for COVID-19 Funding | N |
| 8. | K. Nielsen, President, Salmon Arm Pickle Ball Club - letter dated July 27, 2020 - Defibrillator for Klahani Park | A |
| 9. | W. Laird, Chairperson, Salmon Arm Economic Development Society - letter dated July 30, 2020 - Industrial Park Cellular Service | A |
| 10. | J. Body, Board Member/Artistic Committee Member, Shuswap Theatre - email dated August 3, 2020 - Shuswap Theatre | A |
| 11. | P. Cannon, Family Support Worker/Early Years Family Navigator, Shuswap Children's Association - letter dated August 4, 2020 - StoryWalk (Fletcher Park) | A |
| 12. | C. Chan, MIABC - email dated July 21, 2020 - MIABC Voting Delegate | A |
| 13. | S. Hewat, Mayor, Village of Kaslo - letter dated July 23, 2020 - A Strategy for Rural Economic Development Through Health Care | A |
| 14. | L. Ackerman, Mayor, City of Fort St. John to Premier John Horgan - letter dated July 31, 2020 - BC Utilities Commission's Approval of BC Hydro's Application to Amend the Net Metering Service under Rate Schedule 1289 | N |

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

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Item 14.1

CITY OF SALMON ARM

Date: August 10, 2020

Presentation 3:00 p.m. (approximately)

NAME: Chad Shipmaker

TOPIC: Operations in New Industrial Park building- Prism Cannabis

Vote Record

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

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

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Item 23.1

CITY OF SALMON ARM

Date: August 10, 2020

CITY OF SALMON ARM NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing in the **Council Chambers at City Hall**, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, August 10, 2020 at 7:00 p.m.**

- 1) Proposed Amendment to Zoning Bylaw No 2303:**
Rezone Lot A, Section 17, Township 20, Range 10, W6M, KDYD, Plan EPP96461 from A-2 (Rural Holding Zone) to A-3 (Small Holding Zone).

Civic Address: 111 – 60 Street NW
Location: North of Christison Road on the West side of 60 Street NW
Present Use: Vacant land
Proposed Use: Facilitate a 2 ha (5 ac) subdivision
Owner/Applicant: H. Nyland & B. Brierley
Reference: ZON-1178/ Bylaw No. 4399



The staff reports for the proposals are available for viewing on the City of Salmon Arm website at www.salmonarm.ca July 28 to August 10, 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: July 10, 2020

Subject: Zoning Bylaw Amendment Application No. 1178

Legal: Lot A, Section 17, Township 20, Range 10, W6M, KDYD, Plan EPP96461

Civic: 111 – 60 Street NW

Applicant: H. Nyland & B. Brierley

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot A, Section 17, Township 20, Range 10, W6M, KDYD, Plan EPP96461 from A-2 (Rural Holding Zone) to A-3 (Small Holding Zone).

STAFF RECOMMENDATION

THAT: The Motion for Consideration be adopted.

BACKGROUND

The subject parcel is located at 111 - 60 Street NW in the Gleneden area as shown on Appendix 1 and 2. The proposal is to rezone the property from A-2, Rural Holding Zone to A-3, Small Holding Zone to facilitate a 2 ha (5 ac) subdivision. A sketch plan of the proposed subdivision has been submitted (Appendix 3) and site photos are attached as Appendix 4.

The existing parcel is 4.00 ha in size, designated Acreage Reserve in the Official Community Plan (OCP) and is zoned A-2, Rural Holding Zone as shown on Appendices 5 & 6. Approximately one third of the eastern portion of the property is in the Agricultural Land Reserve (ALR) (Appendix 7).

The surrounding properties are designated Acreage Reserve in the OCP and the area is generally comprised of a mixture of A-2 and A-3 zoned parcels, with a mix of agriculture and residential uses. There are several properties directly across 60 Street, which were rezoned from A-2 to A-3 in 2001. More recently (March, 2020), a property to the north was rezoned from A-2 to A-3, also to facilitate a one lot subdivision, File No. ZON-1168.

The subject property was created via a subdivision in 2013 and the ALC authorized the registration of Plan EPP27192, which created Lots 1 - 3, with the subject property being Lot 1. Since 2013, there has been 2 boundary adjustments and the most recent boundary adjustment (April, 2020), realigned the western parcel line of former Lot 1 to create Lot A, Plan EPP96461 (Appendix 8).

The ALC provided a detailed response to the zoning amendment referral. The ALC report is attached as Appendix 9. The report provides a historical timeline outlining previous ALC Resolutions as well as next steps. The report notes that the subdivision is outside the ALR; however, the road dedication is through the ALR. ALC staff advises that construction associated with the dedication of the road is subject to an ALC Transportation, Utility and Recreational Trail Use Application.

There has also been two previous zoning amendment applications for the parent property. In 2012, the parent property was rezoned from A-2 to A-3 to facilitate subdividing the 24 ha parent property into multiple 2.0 ha lots (Appendix 10). At the time of rezoning in 2012, the applicants were prepared to extend and connect the proposed new lots to the City water main. OCP Policy 13.3.15 states: "Consider extensions of the water system outside the Urban Containment Boundary when the project is funded primarily by the benefitting property owners." Later in 2012, the applicants decided not to proceed with the water main extension and the proposed subdivision; thus, another zoning application resulted and the original A-2 zoning was reinstated. Because the water main was not extended, a covenant was registered to the title of the property to ensure quantity and quality of an alternative water source.

The property is affected by a no access covenant prohibiting access from 60th Street to the subject property. This covenant was required at the time of subdivision in 2012 due to limited sight lines at the southeast corner of the property. Access to the subject property and to 233 – 60 Street NW is via a 20 m wide easement, Plan EPP27220 (Appendix 11), along the panhandle portion of 151 – 60 Street NW. The future plan for this easement is to dedicate it as road, which as previously mentioned, will be subject to ALC's review via a Transportation Use Application.

The proposal meets the required minimum parcel size requirements as specified in the A-3, Small Holding Zone; the A-3 zoning regulations are attached as Appendix 12. The A-3 Zone would allow for agriculture, one single family dwelling and an accessory secondary suite. Any new construction would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.

OCP POLICY

The subject parcel is designated Acreage Reserve in the OCP. The proposed A-3 zone is consistent with the Acreage Reserve land use designation. The proposed subdivision is consistent with OCP Policy 7.3.29, which supports subdivision within this area of Acreage Reserve commonly known as Gleneden.

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

- a. the site is well drained and free from flooding, unstable soils or other hazardous conditions;
- b. soil conditions permit permanent on-site sewage disposal for each parcel as determined by the appropriate agency;
- c. availability of adequate potable water supply on each parcel, approved by the appropriate agency;
- d. minimum two (2) hectare parcel size, other than subdivisions or boundary adjustments contemplated under policy 7.3.6 and subject to appropriate zoning; and
- e. the lands have an improved agricultural soils capability rating of class four (4), class five (5), class six (6) or class seven (7) as determined by the ALC, based on the Canada Land Inventory Agricultural Capability Classification System. The principle of protecting better quality agricultural soils from subdivision into small lots will guide decisions on mixed category applications and the ALC will continue to consider each subdivision application on its own merits to ascertain the potential impact of subdivision on existing and potential agricultural development."

Note that the Gleneden area is the only rural area of the City where subdivision is supported outright, along with A-3 and CD (Comprehensive Development) zoning. This support stems from a historical City and ALC decision approving the related OCP policy.

COMMENTS

Engineering Department

Engineering Department comments are attached as Appendix 13.

Building Department

No building department concerns.

Fire Department

No Fire Department concerns.

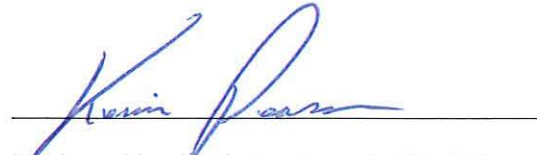
CONCLUSION

Staff supports this rezoning application based on the following:

- The development as proposed is consistent with OCP Policy 7.3.29.
- The proposed A-3 zoning is consistent with the existing mix of A-2 and A-3 properties in the area.
- The proposed 2 ha subdivision meets the A-3 minimum parcel area requirements.



Prepared by: Denise Ackerman
Planner, Development Services



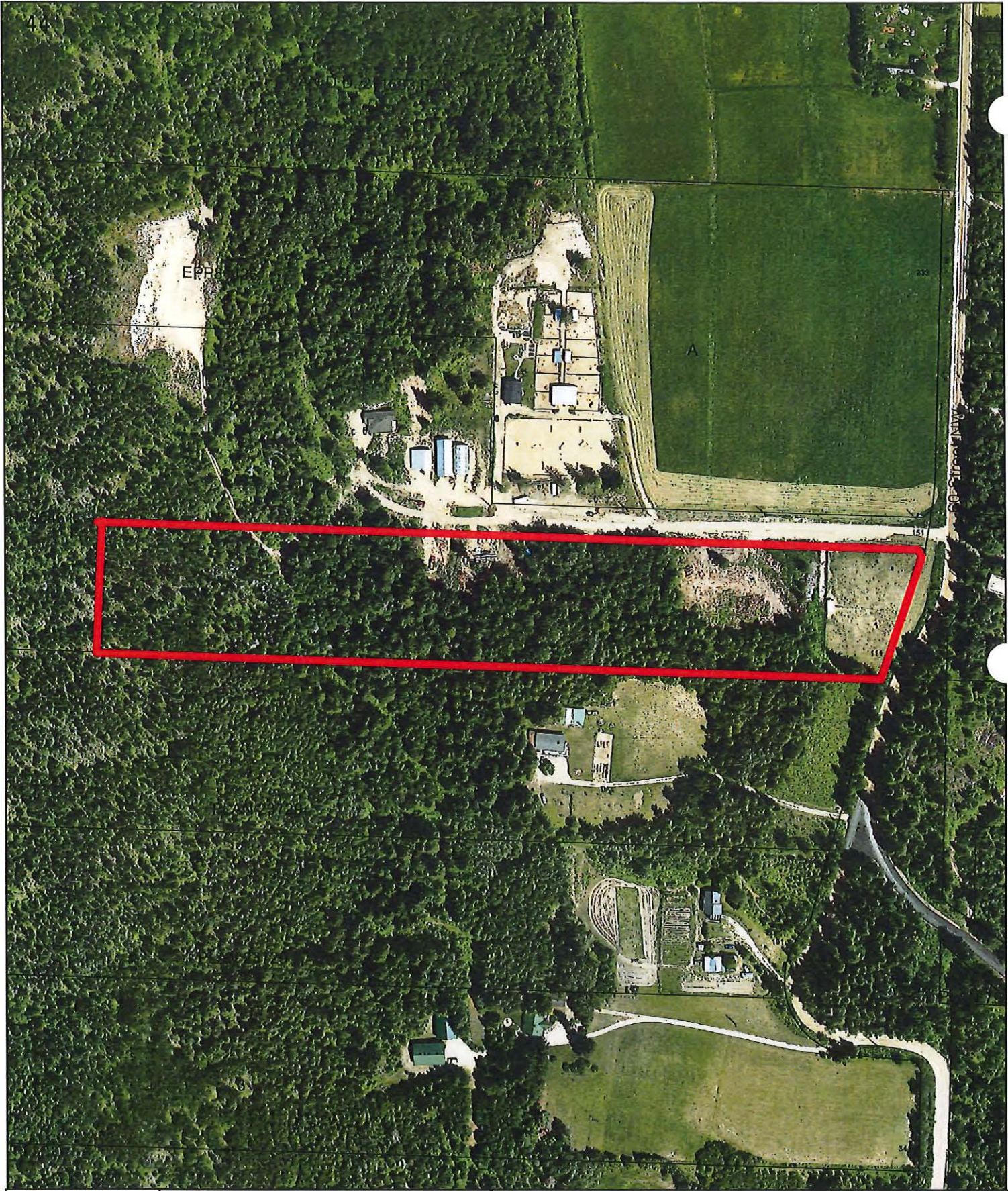
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



0 2550 100 150 200
Meters



Subject Parcel



0 1530 60 90 120
Meters



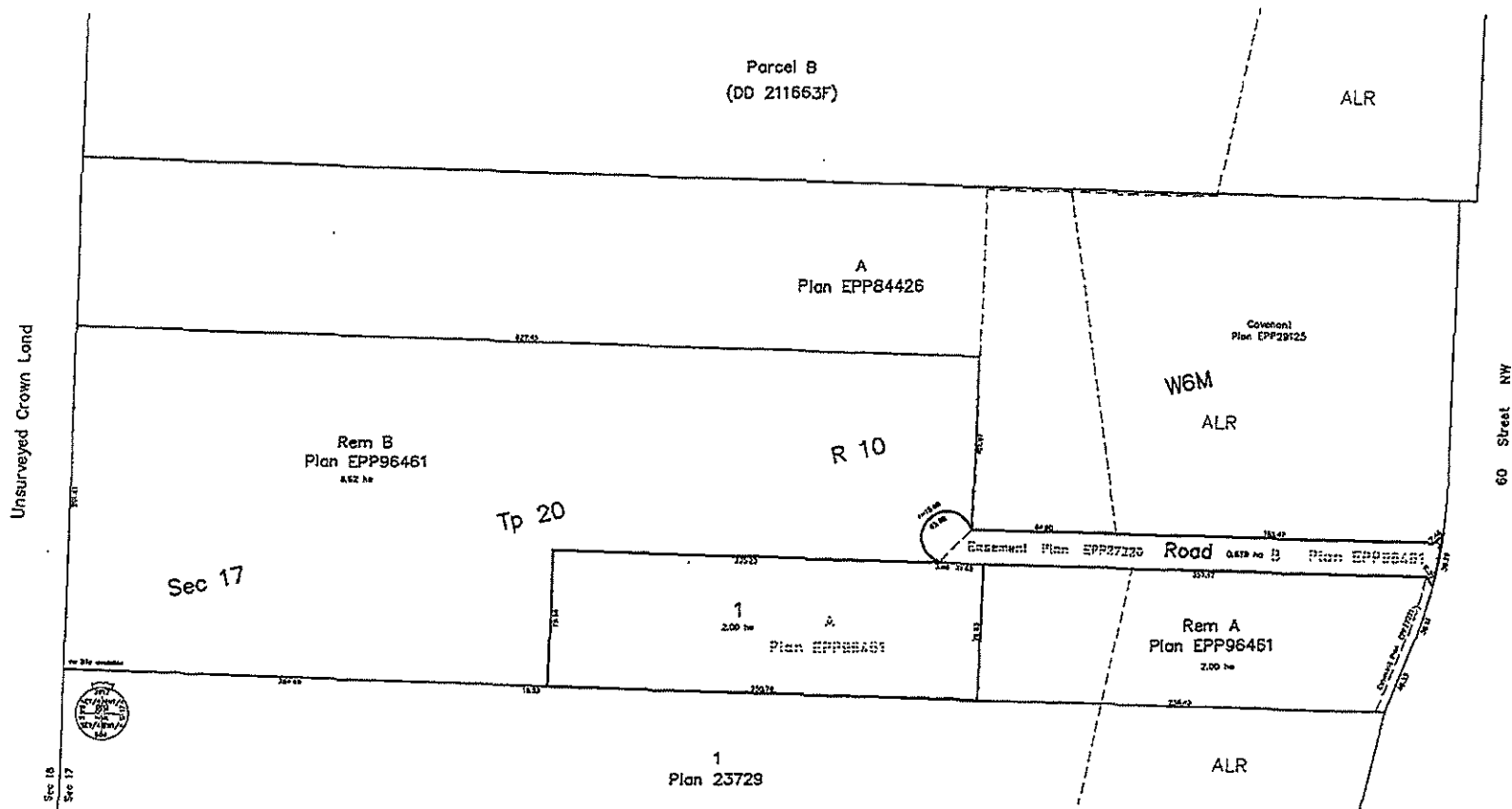
Subject Parcel

Sketch Plan of Proposed Subdivision of Parts of
Lot A and B, Sec 17, Tp 20, Rge 10,
W6M, KDYD, Plan EPP96461

BCCS 82L064 and 82L074

as shown on A. survey

The intended plot size of this plan is 864mm in width by
540mm in height (D size) when plotted at a scale of 1:1250



200MM, JOHNSON LAND SURVEYORS
P.O. BOX 1000, SALTWATER, B.C. V8B 1Y1
Tel: 250-20 438-1810



View looking west.



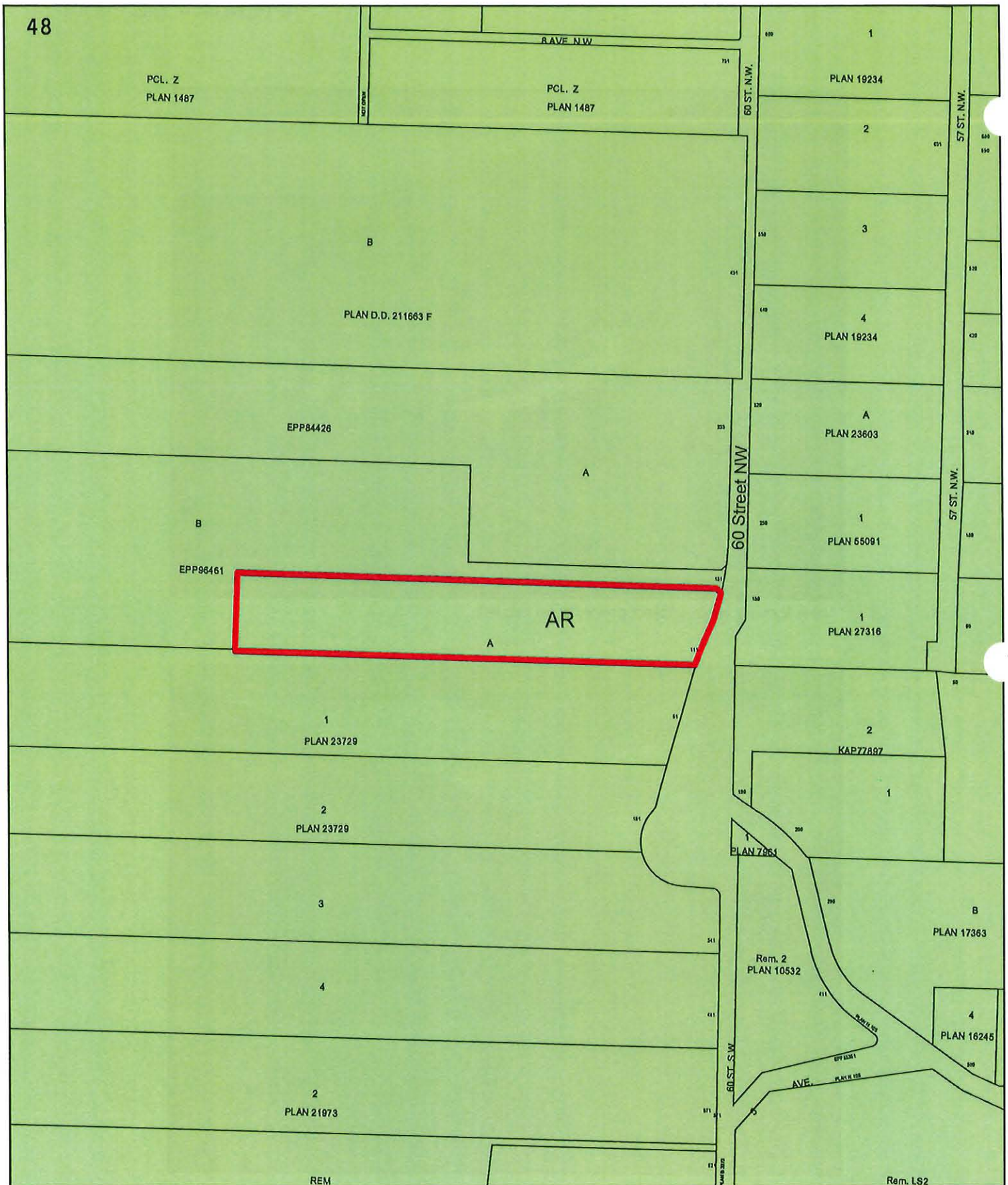
View looking northwest.



View looking west; subject property on the left.



View looking southwest; easement for access in the foreground.



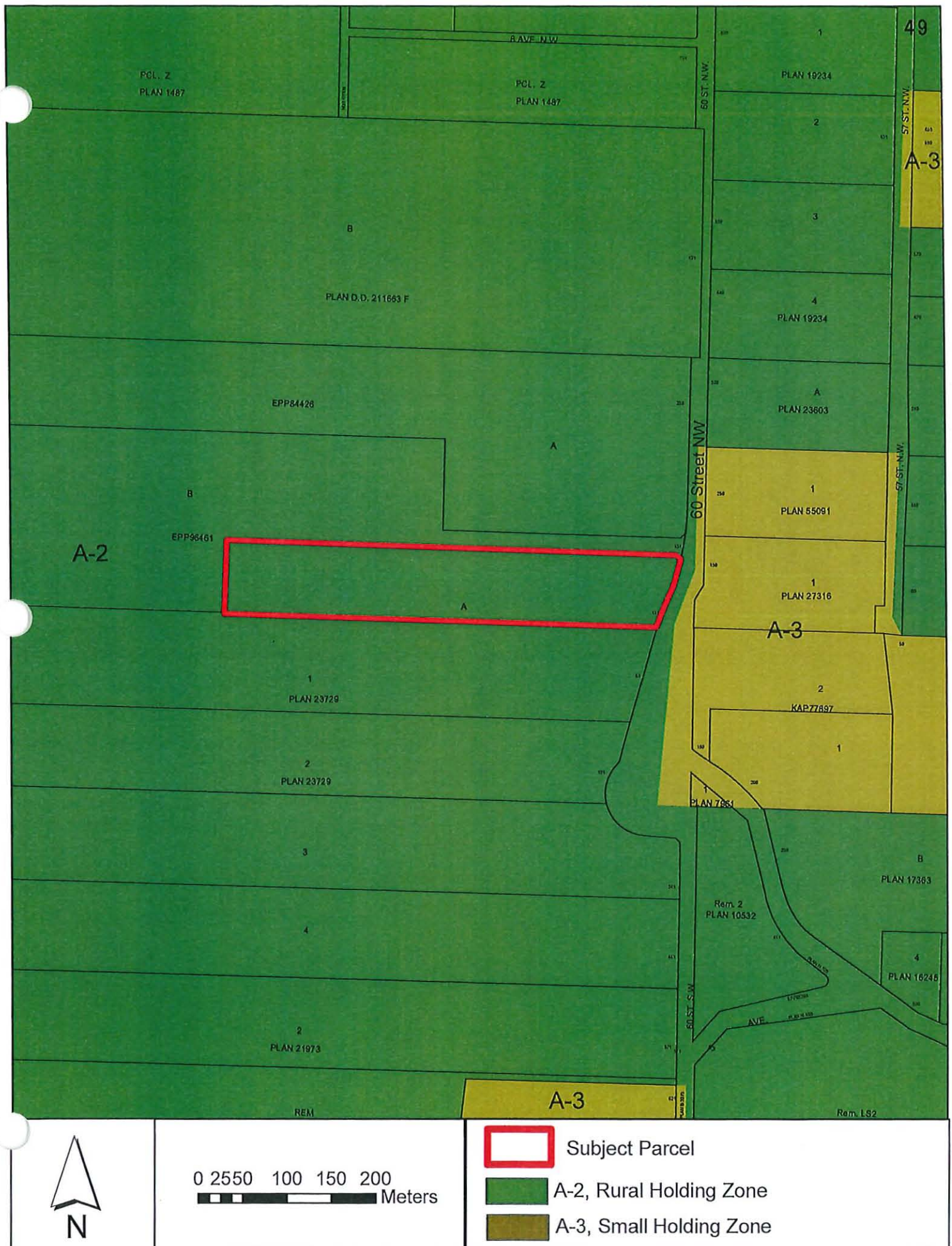
0 2550 100 150 200
Meters

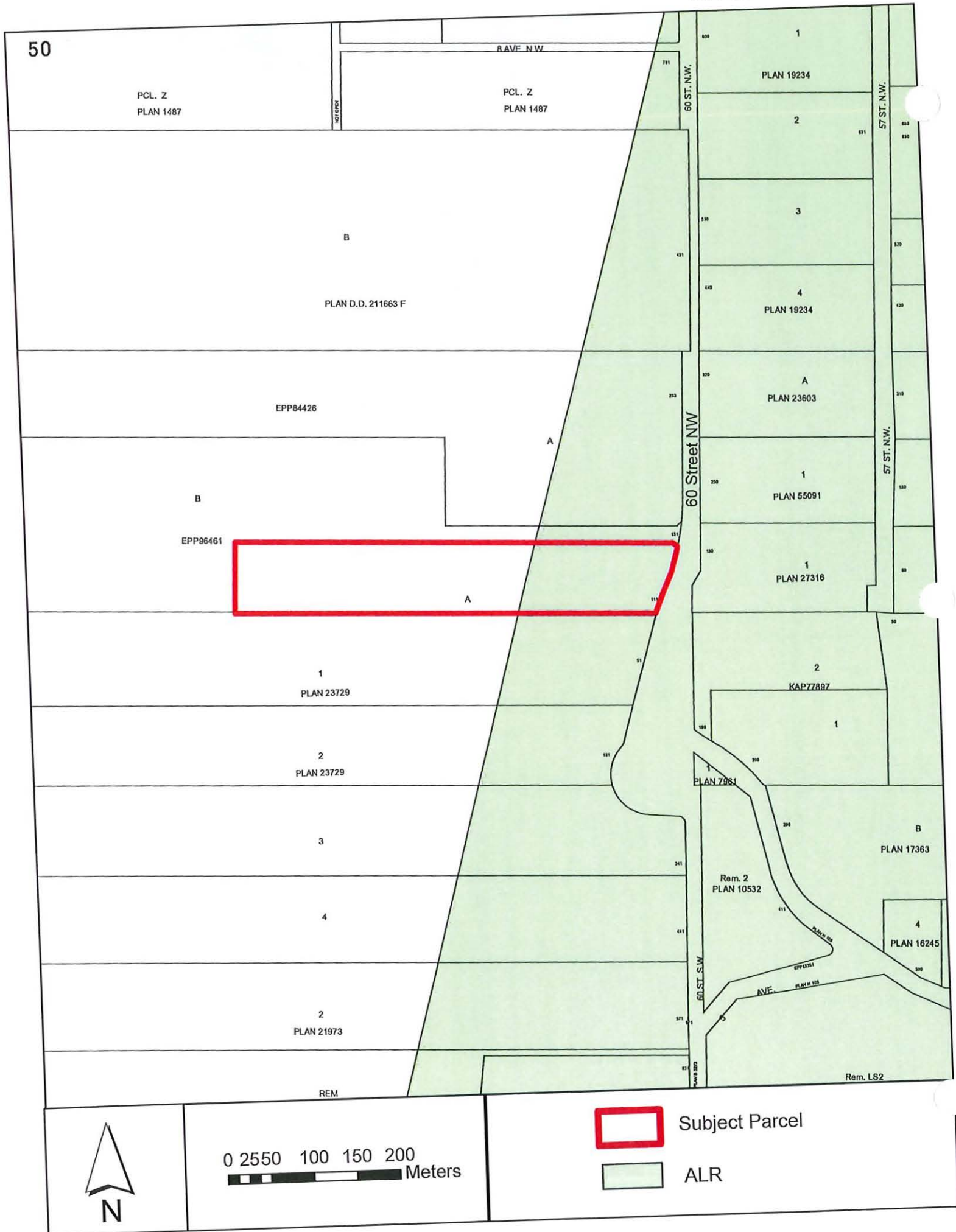


Subject Parcel



AR - Acreage Reserve



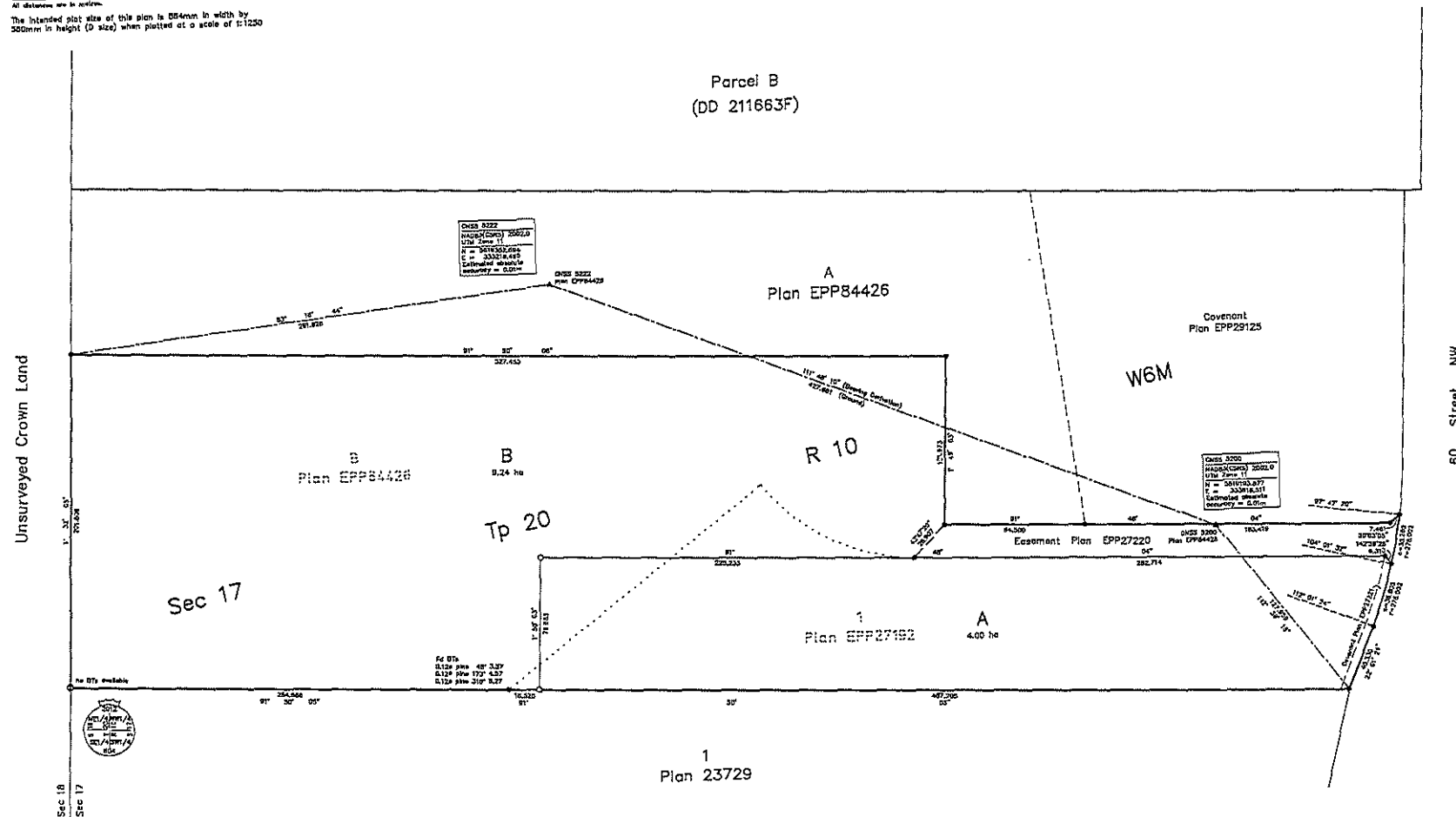


Subdivision Plan of
Lot 1, Plan EPP27192 and
Lot B, Plan EPP84426
Both in Sec 17, Tp 20, R 10, W6M
KDYY

BCCS 82L054 and 82L074



The intended plot size of this plan is 554mm in width by 350mm in height (D size) when plotted at a scale of 1:1250



LEGEND

Grid bearings are derived from differential dual frequency GNSS observations and are referred to the central meridian of UTM Zone 11.

This plan shows horizontal ground level distances, unless otherwise specified. To compute grid distances, multiply ground level distances by the average combined factor of 0.999944. The average combined factor has been determined based on an ellipsoidal elevation of 457.7 metres.

The UTM coordinates and estimated absolute accuracy achieved are derived from differential dual frequency GNSS observations post processed using the Natural Resources Canada Precise Point Positioning Service.

- Standard Capped Post Found
- Standard Iron Post Found (DIP)
- Standard Iron Post Placed (IP)
- A Traverse Hub Found

DT bearings are plan

This plan lies within the Agricultural Land Reserve

This plan lies within the jurisdiction of the Approving Officer for the City of Salmon Arm

This plan lies within the Columbia Shuswap Regional District

The field survey represented by this plan was completed on the 16th day of September, 2019
Joseph Charles Johnson, BCLS (2014)

BROWN JOHNSON LAND SURVEYORS
B.C. AND CANADA LANDS
SALMON ARM, B.C. 250-822-9701
Fax: 438-19 438-19, fax

In 2012, the ALC acknowledged the rationale for the revised access road location, but indicated that some of the land separated by the road and proposed for exclusion had agricultural capability. As such, while it was not prepared to exclude the 2 ha area south of the access road, the ALC allowed subdivision of a 2 ha lot within the ALR in this location (Resolution #243/2012).

In addition, the ALC recalled that it had approved the inclusion of 2.2 ha into the ALR (Resolution #2828/2010). In view of the reduction in agricultural potential reflected in the relocation of the road and the associated subdivision, the ALC believed that a covenant should be registered against the title of the proposed inclusion property prohibiting the construction of a residence in the cleared field area.

In 2013, the ALC authorized the registration of Plan EPP27192 (the subdivision plan) and CA3170092 (the no-build covenant). The subdivision created three separate lots (Lots 1-3 comprised of 4 ha, 14.5 ha, and 5.55 ha, respectively). At this time, a 20 m wide easement was registered (Plan EPP27220) to provide access to Lot 2.

In 2019, Plan EPP84426 was registered which revised the boundaries of the former Lots 2 and 3 to create Lot A (10.8 ha) and Lot B (9.24 ha).

In 2020, Plan EPP96461 was registered which revised the boundaries of the former Lot 1, to create Lot A (4 ha).

ALC Staff Comments:

The area of the former easement (Plan EPP27220) is now proposed to be dedicated as road and the subdivision proposes to subdivide Lot A into two 2 ha lots. The subdivision is outside the ALR; however, the road dedication is through the ALR.

ALC staff advises that if there is construction association with the dedication of the road, a transportation application must be submitted for the ALC's review. More information about the application process may be found here: <https://www.alc.gov.bc.ca/alc/content/applications-and-decisions/application-instructions>

ALC staff understands that the A-3 zone is intended to provide for the creation of 2 ha parcels in areas specified in the OCP where further urbanization is not anticipated and where the ALC has either excluded land from the ALR or agreed to the zoning. Agriculture is permitted as a permitted use in the A-3 zone.

ALC staff note that the minimum setback for buildings and structures to accommodate agricultural uses range from 15 to 30 m from the lot lines. The [Ministry of Agriculture's Guide for Bylaw Development in Farming Areas](#) (also known as the Minister's Bylaw Standards) provides guidance on appropriate setbacks for agricultural uses. ALC staff recommends that the City consider implementing setbacks which reflect the Minister's Bylaw Standards.

The ALC strives to provide a detailed response to all bylaw referrals affecting the ALR; however, you are advised that the lack of a specific response by the ALC to any draft bylaw provisions cannot in any way be construed as confirmation regarding the consistency of the submission with the ALCA, the Regulations, or any Orders of the Commission.

**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

June 23, 2020

Reply to the attention of Sara Huber
 ALC Issue: 51817
 Local Government File: ZON-1178

Kathy Frese
 Development Services Assistant, City of Salmon Arm
 kfrese@salmonarm.ca

Delivered Electronically**Re: City of Salmon Arm Zoning Amendment Application File No. 1178**

Thank you for forwarding a draft copy of City of Salmon Arm (the "City") Zoning Amendment Application File No. 1178 (the "Application") for review and comment by the Agricultural Land Commission (ALC). The following comments are provided to help ensure that the Application is consistent with the purposes of the *ALC Act* (ALCA), the Agricultural Land Reserve (ALR) General Regulation, (the "ALR General Regulation"), the ALR Use Regulation (the "ALR Use Regulation"), and any decisions of the ALC.

Current Proposal:

The Application proposes to rezone the property identified as 111 60 Street Northwest; PID: 031-056-911 (the "Property") from A-2 (Rural Holding Zone) to A-3 (Small Holding Zone) to subdivide a 2 ha lot outside of the ALR. A road dedication is required to provide access to the new lot.

Application History:

In 1998, the ALC put forth an application to include 50 ha within the Gleneden, Canoe Creek, and Grinrod areas of Salmon Arm based on the soil capability and agricultural use of the lands (Application 9103; Legacy 31729). After review of the lands, the ALC decided to not to include the 18 ha Gleneden area, but approved the inclusion of the remainder of the lands (Resolution #102/1998). The 2.2 ha portion of the parent parcel of the Property was not included as a result of this application, as it is located within Gleneden.

In 2010, the ALC received applications to realign the ALR boundary of the parent parcel by excluding approximately 2 ha and including 2.2 ha to reflect the agricultural capability. The 24 ha parent parcel was then to be subdivided along the ALR boundary into a 5.3 ha ALR parcel and an 18.6 ha non-ALR remainder (Applications 51842 and 51843). The ALC conditionally allowed the exclusion of 1 ha, rather than the proposed 2.2 ha exclusion, and allowed the inclusion (Resolutions #2827/2010 and #2828/2010).

In 2011, the applicants requested reconsideration of Resolution #2827/2010 (the exclusion application) on the grounds that the location where the ALC had approved the access to the remainder was unsafe due to limited visibility because of the presence of a gully. The applicants proposed a new access which would be dedicated as road and the 2 ha north of the road was proposed to be excluded. The City supported the revised road alignment.

This response does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

If you have any questions about the above comments, please contact the undersigned at 236-468-3258 or by e-mail (Sara.Huber@gov.bc.ca).

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION



Sara Huber, Regional Planner

Enclosure: Referral of ZON-1178

CC: Ministry of Agriculture – Attention: Chris Zabek

51817m1

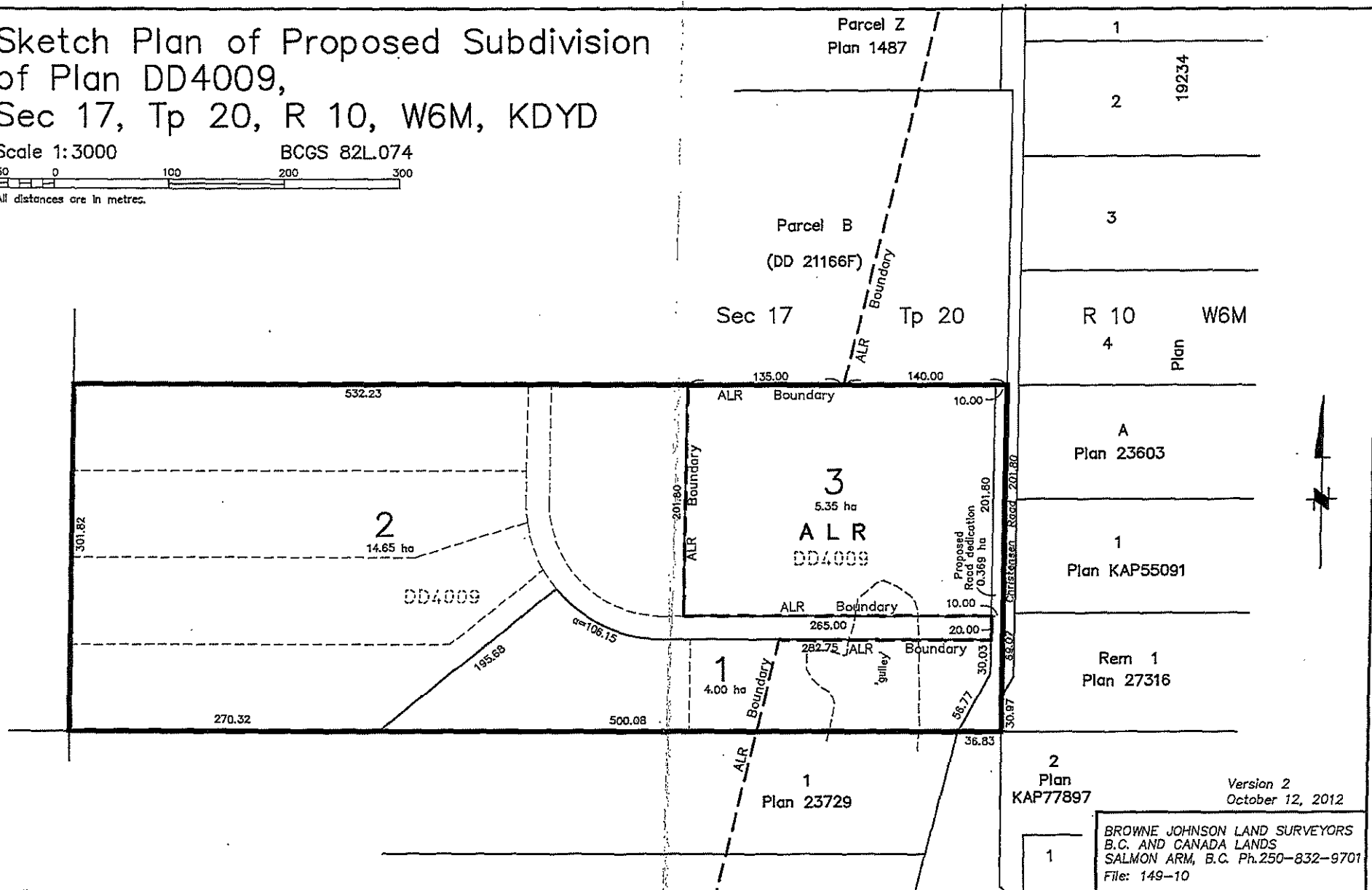
Sketch Plan of Proposed Subdivision of Plan DD4009, Sec 17, Tp 20, R 10, W6M, KDYD

Scale 1:3000

BCGS 82L.074

50 0 100 200 300

All distances are in metres.



SECTION 36 - A-3 - SMALL HOLDING ZONE

Purpose

- 36.1 The A-3 *Zone* is intended to provide for the creation of two hectare *parcels* in areas specified in the *Official Community Plan* where further urbanization is not anticipated and where the Agricultural Land Commission (ALC) has either excluded the area from the Agricultural Land Reserve or where the ALC has agreed to the A-3 Zoning).

Regulations

- 36.2 On a *parcel* zoned A-3, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the A-3 *Zone* or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 36.3 The following uses and no others are permitted in the A-3 *Zone*

- .1 *agriculture*;
- .2 *bed and breakfast*, limited to three let rooms;
- #2767 .3 *boarders*, limited to two;
- #4018, #4193 .4 *detached suite* (*development* of a *detached suite* in the Agricultural Land Reserve is subject to the Agricultural Land Commission Act and Regulations);
- #3082 .5 *family childcare facility*;
- #3426 .6 *group childcare*;
- .7 *home occupation*;
- .8 *public use*;
- .9 *public utility*;
- #3212 .10 *secondary suite*;
- .11 *silviculture*;
- .12 *single family dwelling*;
- .13 *accessory use*, including the retail sale of agricultural products produced on the *parcel*.

Maximum Number of Single Family Dwellings

- 36.4 The maximum number of *single family dwellings* shall be one (1) per *parcel*.
- .1 A second dwelling may be permitted under Section 4.13 of the bylaw.

Maximum Number of Secondary Suites

- 36.5 One (1) *secondary suite* or one (1) *detached suite* is permitted per *parcel*.

Maximum Residential Building Area

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

SECTION 36 - A-3 - SMALL HOLDING ZONE - CONTINUED

Maximum Height of Single Family Dwellings

- 36.7 The maximum *height* of the *single family dwelling* shall be 10.0 metres (32.8 feet).

Maximum Height of Accessory Buildings

- 36.8 The maximum *height* of accessory *buildings* shall be 12.0 metres (39.4 feet).

Minimum Parcel Size

- 36.9 The minimum *parcel* size shall be 2.0 hectares (4.9 acres).

Minimum Parcel Width

- 36.10 The minimum *parcel width* shall be 50.0 metres (164.0 feet).

Minimum Setback of Principal and Accessory Buildings Intended to Accommodate Non-Agricultural Uses

- 36.11 .1 The minimum *setback* of *principal* and accessory *buildings* intended to accommodate non-agricultural uses from all *parcel* lines shall be 6.0 metres (19.7 feet).
- #2811 .2 Refer to Section 4.9 for "Special Building Setbacks" which may apply.

Minimum Setback of Buildings or Structures Intended to Accommodate Agricultural Uses

- 36.12 The minimum *setback* of *buildings* and *structures* intended to accommodate agricultural uses from the:
- | | | |
|----------|---|-------------------------|
| .1 | <i>Front parcel line</i> shall be | 30.0 metres (98.4 feet) |
| .2 | <i>Rear parcel line</i> shall be | 15.0 metres (49.2 feet) |
| .3 | <i>Interior side parcel line</i> shall be | 15.0 metres (49.2 feet) |
| .4 | <i>Exterior side parcel line</i> shall be | 30.0 metres (98.4 feet) |
| .5 | Any <i>single family dwelling</i> shall be | 15.0 metres (49.2 feet) |
| .6 | Any <i>watercourse</i> or body of water shall be | 30.0 metres (98.4 feet) |
| #2811 .7 | Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply. | |

Sale of Agricultural Products

- 36.13 The retail sale of agricultural products produced on the *parcel* is permitted provided the maximum *floor area* of the retail sale stand is 40.0 square metres (430.5 square feet).

Parking

- 36.14 Parking shall be required as per Appendix I.

TO:

DIRECTOR OF DEVELOPMENT SERVICES (Kevin)
 PLANNING AND DEVELOPMENT OFFICER (Scott)
 PLANNING AND DEVELOPMENT OFFICER (Chris)
 PLANNING AND DEVELOPMENT OFFICER (Denise)
 MANAGER OF PERMITS & LICENSING (Maurice)
 FIRE DEPARTMENT (Brad)
 ENGINEERING & PUBLIC WORKS DEPARTMENT (Shelly for Departments.)
 MINISTRY OF TRANSPORTATION & INFRASTRUCTURE (Via eDAS)
 BC HYDRO, via email utilities group
 FORTISBC, via email utilities group
 TELUS, via email utilities group
 SHAW CABLESYSTEMS, via email utilities group

PRINT**SUBMIT FORM****REFERRAL:**

DATE: June 1, 2020
 OWNER: H. Nyland & B. Brierley, PO Box 2008, Salmon Arm V1E 4P9
 APPLICANT/AGENT: Owner,
 SUBJECT: **ZONING AMENDMENT APPLICATION FILE NO. ZON-1178**
 LEGAL: Lot A, Section 17, Township 20, Range 10, W6M KDYD, Plan EPP96461
 CIVIC: **111 – 60 Street NW**

Please provide comments on the attached Zoning Amendment Application at your earliest opportunity.

OCP Designation: AR (Acreage Reserve)
 OCP Designation Request: n/a
 Development Permit Area: Environmentally Sensitive Riparian Areas
 Current Zoning: A-2 (Rural Holding Zone)
 Requested Zoning: A-3 (Small Holding Zone)
 ALR: Yes, portion of property
 Previous Files: 19.21
 Associated File: n/a

Thank you.

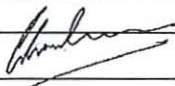
Denise Ackerman
 Development Services Planner

COMMENTS for ZON-1178:

No Engineering Concerns.

The subject property does not front onto a City watermain; an Alternative Water Source is required. Installation of a new on-site water supply system is required in accordance with Section 5.2 of the bylaw. Either a Professional Driven Approach (completed by a qualified Professional Engineer) or a Homeowner Driven Approach (completed by the homeowner and/or qualified well driller) may be required to certify quality and quantity of the alternative water source.

SIGNATURE & DEPARTMENT:



DATE: 09-07-2020

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Item 24.1

CITY OF SALMON ARM

Date: August 10, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4399 be read a third and final time.

[ZON-1178; 111 60 Street NE; Nyland, H. & Brierley, B.; A2 to A3]

Vote Record

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

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

CITY OF SALMON ARM

BYLAW NO. 4399

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 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 A, Section 17, Township 20, Range 10, W6M, KDYD, Plan EPP96461 from A-2 Rural Holding Zone to A-3 Small Holding 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. 4399"**

READ A FIRST TIME THIS July DAY OF 27 2020

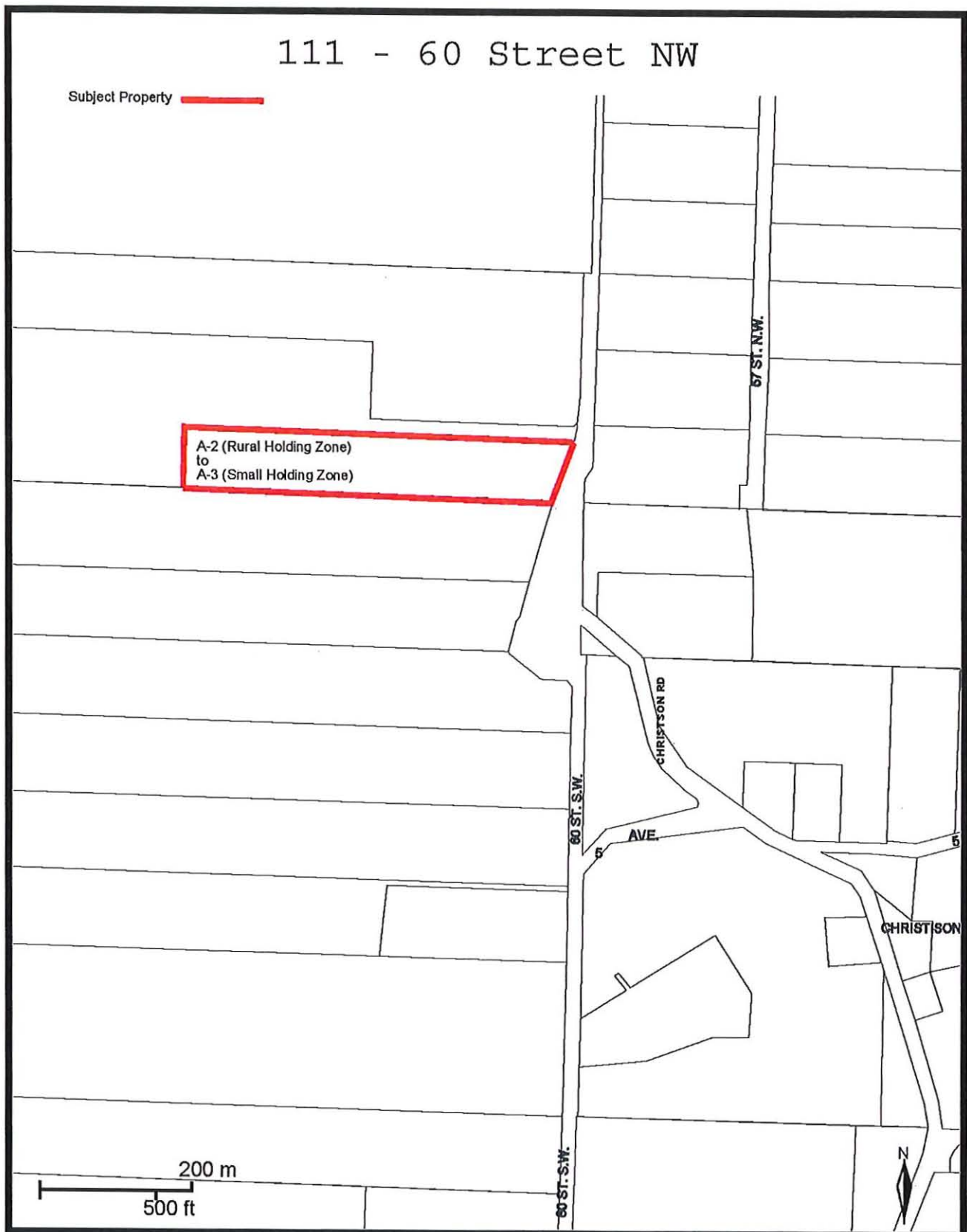
READ A SECOND TIME THIS July DAY OF 27 2020

READ A THIRD TIME THIS DAY OF 2020

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER



Item 26.

CITY OF SALMON ARM

Date: August 10, 2020

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting of August 10, 2020, be adjourned.

Vote Record

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

Opposed:

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

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