

# AGENDA

City of Salmon Arm  
Regular Council Meeting

Tuesday, October 13, 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 – 12	6.	CONFIRMATION OF MINUTES
	1.	Special Council Meeting Minutes of September 28, 2020
	7.	COMMITTEE REPORTS
13 – 18	1.	Development and Planning Services Committee Meeting Minutes of October 5, 2020
19 – 22	2.	Active Transportation Task Force Meeting Minutes of October 5, 2020
	8.	COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE
	9.	STAFF REPORTS
23 – 26	1.	Director of Corporate Services - 2021 Council Meeting and Development and Planning Services Committee Meeting Schedule
27 – 28	2.	Acting Chief Financial Officer - Property Tax Collection - For Information
29 – 34	3.	Director of Engineering and Public Works - Snow & Ice - On Street Parking Restriction
35 – 38	4.	Director of Engineering and Public Works - 47 Avenue NE Sanitary Upgrade Budget Amendment

- |           |            |   |
|-----------|------------|---|
|           | <b>10.</b> | <b>INTRODUCTION OF BYLAWS</b>   |
| 39 – 44   | 1.         | City of Salmon Arm Fee for Service Amendment Bylaw No. 4418 [Sewer Rates] – First, Second and Third Readings  |
| 45 – 64   | 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 |
| 65 – 84   | 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         |
| 85 – 100  | 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  |
| 101 – 112 | 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  |
| 113 – 134 | 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                        |
|           | <b>11.</b> | <b>RECONSIDERATION OF BYLAWS</b>  |
| 135 – 142 | 1.         | City of Salmon Arm Permissive Tax Exemption Bylaw No. 4415 – Final Reading  |
|           | <b>12.</b> | <b>CORRESPONDENCE</b>   |
| 143 – 144 | 1.         | Informational Correspondence  |
| 145 – 148 | 2.         | L. Fitt, Manager, Salmon Arm Economic Development – letter dated October 8, 2020 – Province of BC Community Economic Recovery Infrastructure Program                        |
|           | <b>13.</b> | <b>NEW BUSINESS</b>   |
|           | <b>14.</b> | <b>PRESENTATIONS / DELEGATIONS</b>  |
| 159 – 152 | 1.         | Presentation 4:00 – 4:15 p.m. (approximately)<br>Staff Sergeant West, Salmon Arm RCMP Detachment – Quarterly Policing Report July – September 2020                          |
|           | <b>15.</b> | <b>COUNCIL STATEMENTS</b>   |
|           | <b>16.</b> | <b>SALMON ARM SECONDARY YOUTH COUNCIL</b>   |
|           | <b>17.</b> | <b>NOTICE OF MOTION</b>   |
|           | <b>18.</b> | <b>UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS</b>  |
|           | <b>19.</b> | <b>OTHER BUSINESS</b>   |
| 153 – 154 | 1.         | Councillor Lindgren's Request for Leave of Absence  |
|           | <b>20.</b> | <b>QUESTION AND ANSWER PERIOD</b>   |
| 155 – 156 | <b>21.</b> | <b>ADJOURNMENT</b>  |

Item 2.

## CITY OF SALMON ARM

Date: October 13, 2020

Moved: Councillor Lavery

Seconded: Councillor Flynn

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 13, 2020

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

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

### Vote Record

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

Opposed:

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

## SPECIAL COUNCIL

Minutes of a Special Meeting of Council of the City of Salmon Arm held in the Council Chambers and by electronic means as authorized by Ministerial Order M192, at 1:00 p.m. and reconvened at 2:30 p.m. of the City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia on Monday, September 28, 2020.

### PRESENT:

Mayor A. Harrison  
 Councillor D. Cannon  
 Councillor C. Eliason (participated remotely) (entered the meeting at 2:33 p.m.)  
 Councillor K. Flynn (entered the meeting at 2:30 p.m.)  
 Councillor T. Lavery (participated remotely) (entered the meeting at 2:30 p.m.)  
 Councillor S. Lindgren  
 Councillor L. Wallace Richmond (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  
 Acting Chief Financial Officer T. Tulak (participated remotely)  
 Fire Chief B. Shirley  
 Recorder C. Simmons

### 1. CALL TO ORDER

Mayor Harrison called the meeting to order at 1:01 p.m.

### 2. IN-CAMERA SESSION

0415-2020

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

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:01 p.m.  
 Council returned to Regular Session at 2:17 p.m.  
 Council recessed until 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 23.2/24.2 R. and M. Treat – letter dated September 26, 2020 – Rezoning Application for 2790 30 Avenue NE.

**5. DISCLOSURE OF INTEREST**

Councillor Flynn declared a conflict of interest with items 14.1, 22.1, 23.1 and 24.1 as the applicants are clients of his firm.

Councillor Wallace Richmond declared a conflict of interest with item 12.2 as the Shuswap Watershed Council is a client of her firm.

**6. CONFIRMATION OF MINUTES****1. Regular Council Meeting Minutes of September 14, 2020**

0416-2020

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting Minutes of September 14, 2020, be adopted as circulated.

CARRIED UNANIMOUSLY

Councillor Eliason entered the meeting at 2:33 p.m.

**7. COMMITTEE REPORTS****1. Downtown Parking Commission Meeting Minutes of September 15, 2020**

0417-2020

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Downtown Parking Commission Meeting Minutes of September 15, 2020, be received as information.

CARRIED UNANIMOUSLY**2. Active Transportation Task Force Meeting Minutes of September 21, 2020**

0418-2020

Moved: Councillor Lavery

Seconded: Mayor Harrison

THAT: the Active Transportation Task Force Meeting Minutes of September 21, 2020, be received as information.

CARRIED UNANIMOUSLY**3. Housing Task Force Meeting Minutes of September 23, 2020**

0419-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Housing Task Force Meeting Minutes of September 23, 2020, be received as information.

CARRIED UNANIMOUSLY

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

1. Board in Brief – September, 2020

Received for information.

9. STAFF REPORTS

1. Director of Corporate Services – 2020 – 2021 Property Insurance Renewal

0420-2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: Council award the contract for provision of Property, Crime, Equipment Breakdown, Marina Operators Legal Liability and Environmental Impairment Liability insurance to the Municipal Insurance Association of BC for the period of September 17, 2020 to September 17, 2021 for \$162,524.00;

AND THAT: Council authorize the addition of CyberPro insurance coverage with a limit of \$2,000,000 for the period of September 28, 2020 to September 28, 2021 for \$8,100.00.

CARRIED UNANIMOUSLY

2. Director of Engineering and Public Works - Salmon Arm RRFB Crosswalk Study – Recommendations

Received for information.

3. Director of Engineering and Public Works – LED Street Lighting Upgrade Program – Update

0421-2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: Council provide staff approval to continue with LED retrofits in conjunction with Capital Projects when budget funds allow;

AND THAT: Council provide staff approval to implement a replacement program that will allow for conversion to LEDs when existing lights burnout and/or reach the end of their useful life.

Councillor Lindgren left the meeting at 2:54 p.m. and returned at 2:56 p.m.

CARRIED UNANIMOUSLY

4. Director of Development Services - Temporary Expanded Services Areas for Liquor Licenses, Extension

0422-2020

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: Council authorize the extension of Temporary Expanded Service Area (TESA) authorizations (structural changes to liquor licenses) without such changes coming to Council, as outlined in the September 18, 2020 Policy Directive from the Liquor and Cannabis Regulation Branch (LCRB) attached to the staff report dated September 21, 2020.

CARRIED UNANIMOUSLY

9. STAFF REPORTS - continued

5. Director of Development Services - BC Restaurant and Foodservices Association - Correspondence August 26, 2020

Councillor Lindgren left the meeting at 3:02 p.m. and returned at 3:03 p.m.

0423-2020                      Moved: Mayor Harrison  
                                      Seconded: Councillor Lindgren  
                                      THAT: Hanoi 36 and Shuswap Pie Co. sidewalk café application process and associated fees be waived for the 2021 season due to the COVID-19 pandemic.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS

1. City of Salmon Arm Permissive Tax Exemption Bylaw No. 4415 - First, Second and Third Readings

0424-2020                      Moved: Councillor Cannon  
                                      Seconded: Councillor Lindgren  
                                      THAT: the bylaw entitled City of Salmon Arm Permissive Tax Exemption Bylaw No. 4415 be read a first, second and third time.

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Fire Department and Fire Prevention Amendment Bylaw No. 4416 - Final Reading

0425-2020                      Moved: Councillor Flynn  
                                      Seconded: Councillor Lindgren  
                                      THAT: the bylaw entitled City of Salmon Arm Fire Department and Fire Prevention Amendment Bylaw No. 4416 be read a final time.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE

1. Informational Correspondence

2. P. Grayston - email dated September 16, 2020 - Blackburn Park Gazebo Request

0426-2020                      Moved: Councillor Flynn  
                                      Seconded: Councillor Lindgren  
                                      THAT: Council approve P. Grayston to host a family memorial reception at the picnic shelter at Blackburn Park on Saturday, October 3, 2020, subject to following the guidelines of the Provincial Health Officer and the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE – continued1. Informational Correspondence – continued

4. L. Wong, Manager, Downtown Salmon Arm – letter dated September 14, 2020 – Alexandra Plaza Holiday Programming

0427-2020

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: Council authorize Alexander Street between Hudson Avenue and Lakeshore Drive to be closed to vehicle traffic on Saturday, November 28, 2020 for the Downtown Light Up, subject to following the guidelines of the Provincial Health Officer, the provision of adequate liability insurance and confirmation of event time.

CARRIED UNANIMOUSLY

6. S. Caner, Shuswap Food Action Society – letter dated September 22, 2020 – Downtown Farmers Market

0428-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: Council authorize the extension of the Downtown Farmer's Market at Ross Street Plaza to October 31, 2020 from 9:00 a.m. to 12:00 p.m., subject to following the guidelines of the Provincial Health Officer and the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

Councillor Wallace Richmond declared a conflict of interest and left the meeting at 3:38 p.m.

2. M. Simpson, Program Manager, Shuswap Watershed Council – email dated September 11, 2020 – Shuswap Watershed Council Draft Contribution Agreement 2021-23

0429-2020

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: Council approve the Shuswap Watershed Council Draft Contribution Agreement 2021-23.

CARRIED UNANIMOUSLY

Councillor Wallace Richmond returned to the meeting at 3:51 p.m.

3. Federation of Canadian Municipalities (FCM) Virtual Convention – October 20 – 22, 2020

0430-2020

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: Council members be authorized to register for the Sustainable Communities Virtual Conference October 20 – 22, 2020 funded from 2020 Council Initiatives.

CARRIED UNANIMOUSLY

13. NEW BUSINESS

14. PRESENTATIONS

Councillor Flynn declared a conflict of interest and left the meeting at 3:54 p.m.

1. Terry Smith, Sk'atsin Silvatech Ventures LLP, a Neskonlith Indian Band Subsidiary – Update on 2021 Community Resiliency Investment (CRI)

Terry Smith, Sk'atsin Silvatech Ventures LLP, a Neskonlith Indian Band Subsidiary and Brad Shirley, Fire Chief provided an updated on the 2021 Community Resiliency Investment (CRI). They were available to answer questions from Council.

0431-2020

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: : the City of Salmon Arm agrees to co-apply with the Neskonlith Indian Band (NIB) for the 2021 Regional Community Resiliency Investment grant for FireSmart and Wildfire Fuel Management to treat the following areas: TU2 0.4 ha, TU3 1.8 ha, TU4 2.7 ha, TU5 3.8 ha, TU6 4.0 ha portions of Little Mountain Park legally described as Lot 1, Plan 33237, Section 18, Twp 20, R9, LD 25, Except Plan 37043 and KAP73167 (Little Mountain Park);

AND THAT: Council agrees to have the Neskonlith Indian Band act as the primary applicant to apply for, receive and manage the 2021 grant funding on behalf of the City of Salmon Arm.

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 4:14 p.m.

2. Lana Fitt, Manager, Salmon Arm Economic Development Society – MRDT 2019 Annual Performance Report

Mayor Harrison left the meeting at 4:15 p.m.

Deputy Mayor Lindgren assumed the Chair.

Mayor Harrison returned at 4:17 p.m. and reassumed the Chair.

Lana Fitt, Manager, Salmon Arm Economic Development Society provided an overview of the MRDT 2019 Annual Performance Report and was available to answer questions from Council.

Councillor Lindgren left the meeting at 4:19 p.m. and returned at 4:20 p.m.

0432-2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: Council authorize the Mayor and Corporate Officer to sign the City of Salmon Arm Municipal Regional Tax 2019 Performance Report and submit it to the Province of British Columbia.

CARRIED UNANIMOUSLY

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS19. OTHER BUSINESS20. QUESTION AND ANSWER PERIOD

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

The Meeting recessed at 4:36 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

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

ABSENT:

Councillor K. Flynn

21. DISCLOSURE OF INTEREST22. HEARINGS

1. Development Variance Permit Application No. VP-519 [Tegart, J. & K.; 2630 30 Avenue NE; Setback requirements]

0433-2020

Moved: Councillor Lindgren  
 Seconded: Councillor Lavery  
 THAT: Development Variance Permit No. 519 be authorized for issuance for Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 13562 to vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 13.7.2 – R-8 Residential Suite Zone – increase the maximum height of an accessory building containing a detached suite from 7.5 m (24.6 ft) to 9.6 m (31.5 ft);
2. Section 13.14.1 – R-8 Residential Suite Zone – reduce the minimum setback from a front parcel line from 6.0 m (19.7 ft) to 2.5 m (8.2 ft) for an accessory building containing a detached suite; and



**22. HEARINGS – continued****1. Development Variance Permit Application No. VP-519 [Tegart, J. & K.; 2630 30 Avenue NE; Setback requirements] – continued**

3. Section 13.14.3 – R-8 Residential Suite Zone – reduce the minimum setback from an interior parcel line from 2.0 m (6.5 ft) to 1.0 m (3.3 ft) for an accessory building containing a detached suite.

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

Submissions were called for at this time.

J. & K. Tegart, the applicants, were available to answer questions from Council.

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

CARRIED UNANIMOUSLY

**23. STATUTORY PUBLIC HEARINGS****1. Zoning Amendment Application No. ZON-1181 [Tegart, J. & K.; 2630 30 Avenue NE; R-1 to R-8]**

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

J. & K. Tegart, the applicants, were available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:09 p.m. and the next item ensued.

**2. Zoning Amendment Application No. ZON-1185 [Zwicker, M. & M.; 2790 30 Avenue NE; R-1 to R-8]**

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

R. and M. Treat – letter dated September 26, 2020 – Rezoning Application for 2790 30 Avenue NE

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:11 p.m.

24. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4404 [ZON-1181; Tegart, J. & K.; 2630 30 Avenue NE; R-1 to R-8] – Third and Final Readings

0434-2020

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4404 be read a third and final time.

CARRIED UNANIMOUSLY24. RECONSIDERATION OF BYLAWS – continued

2. City of Salmon Arm Zoning Amendment Bylaw No. 4409 [ZON-1185; Zwicker, M. & M.; 2790 30 Avenue NE; R-1 to R-8] – Third and Final Readings

0435-2020

Moved: Councillor Lindgren

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Amendment Bylaw No. 4409 be read a third and final time.

CARRIED UNANIMOUSLY25. QUESTION AND ANSWER PERIOD

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

26. ADJOURNMENT

0436-2020

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: the Regular Council Meeting of September 28, 2020 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:14 p.m.

CERTIFIED CORRECT:

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CORPORATE OFFICER

Adopted by Council the day of , 2020.

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MAYOR

Item 7.1

## CITY OF SALMON ARM

Date: October 13, 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.

### 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 5, 2020.**

**PRESENT:**

Mayor A. Harrison  
 Councillor T. Lavery (participated remotely)  
 Councillor L. Wallace Richmond (participated remotely)  
 Councillor C. Eliason (participated remotely) (left the meeting at 9:30 a.m.)  
 Councillor D. Cannon (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  
 Planner M. Smyrl  
 Recorder B. Puddifant

**ABSENT:**

Councillor K. Flynn  
 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. Land Use Contract Termination Bylaws – Status and Next Steps**

Received for Information.

Melinda Smyrl, City of Salmon Arm Planner, outlined the Land Use Contract termination status and next steps and was available to answer questions from the Committee.

5. REPORTS – continued

2. Zoning Amendment Application No. ZON-1182 [Cornerstone Christian Reformed Church/Roodzant, J.; 1191 22 Street NE; P-3 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 the southern portion of Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP97409 from P-3 (Institutional) to C-6 (Tourist/Recreational Commercial);

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

E. Roodzant, the applicant, outlined the application and was available to answer questions from the Committee.

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.

CARRIED

Councillors Cannon and Wallace Richmond opposed

Motion as amended:

CARRIED UNANIMOUSLY

3. Zoning Amendment Application No. ZON-1183 [Edelweiss Properties Inc./TSL Developments; 700 30 Street NE; R-1 to R-4]

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 18, Township 20, Range 9, W6M, KDYD, Plan 26408, Except Plan 28836 from R-1 (Single Family Residential) to R-4 (Medium Density Residential Zone);

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

K. Lowe, on behalf of the applicant, outlined the application and was available to answer questions from the Committee.

5. REPORTS – continued

3. Zoning Amendment Application No. ZON-1183 [Edelweiss Properties Inc./TSL Developments; 700 30 Street NE; R-1 to R-4 - continued]

Amendment:

Moved: Councillor Lavery

Seconded: Councillor Eliason

AND THAT: Council require a 2.5 metre Statutory Right of Way along the frontage of the property to facilitate bike lane construction.

CARRIED UNANIMOUSLY

Amendment:

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

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. Zoning Amendment Application No. ZON-1186 [Neufeld B.; 1831 22 Street NE; R-1 to R-8]

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 Zoning Bylaw No. 2303 by rezoning Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP73048 from R-1 (Single Family Residential) 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.

B. Neufeld, the applicant was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

5. Zoning Amendment Application No. ZON-1187 [Wiens, R.; 2830 25 Street NE; R-1 to R-8]

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 24, Township 20,

5. REPORTS – continued5. Zoning Amendment Application No. ZON-1187 [Wiens, R.; 2830 25 Street NE; R-1 to R-8] – continued

Range 10, W6M, KDYD, Plan 28855, Except Plan EPP69695 from R-1 (Single Family Residential) 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.

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

CARRIED UNANIMOUSLY

6. Zoning Amendment Application No. ZON-1188 [Lamb, K. & G./1261694 BC Ltd.; 3510 20 Avenue NE; R-1 to R-8]

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

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 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) to R-8 (Residential Suite Zone) as shown on Schedule A of the Staff Report dated September 23, 2020;

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

AND FURTHER THAT: the Development and Planning Services Committee recommends that Council support the proposed dedication of that portion of Plan B413 shown on Plan A15226 (1871m<sup>2</sup>) and a 150m<sup>2</sup> 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.

T. Sismy, the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. PRESENTATIONS7. FOR INFORMATION8. CORRESPONDENCE

Councillor Eliason left the meeting at 9:30 a.m.

9. ADJOURNMENT

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee meeting of October 5, 2020, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:31 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 13, 2020

Moved: Councillor Lavery

Seconded: Mayor Harrison

THAT: the Active Transportation Task Force Meeting Minutes of October 5, 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 5, 2020 at 10:00 a.m.

### PRESENT:

Mayor Alan Harrison	City of Salmon Arm, Chair
Councillor Tim Lavery	City of Salmon Arm, Chair
Phil McIntyre-Paul	Shuswap Trail Alliance
Craig Newnes	Downtown Salmon Arm
Marianne VanBuskirk	School District No. 83
Anita Ely	Interior Health
David Major	Shuswap Cycling Club
Joe Johnson	Greenways Liaison Committee
Gina Johnny	Councillor, Adams Lake Indian Band
Kristy Smith	Social Impact Advisory Committee
Lana Fitt	Salmon Arm Economic Development Society
Kathy Atkins	Citizen at Large
Blake Lawson	Citizen at Large
Steve Fabro	Citizen at Large
Camilla Papadimitropoulos	Citizen at Large
Gary Gagnon	Citizen at Large
Jenn Wilson	City of Salmon Arm, City Engineer
Chris Larson	City of Salmon Arm, Senior Planner
Barb Puddifant	City of Salmon Arm, Recorder

### ABSENT:

Louis Thomas	Councillor, Neskonlith Indian Band
--------------	------------------------------------

### 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

The Agenda as presented 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 September 21, 2020**

The minutes of the Active Transportation Committee Meeting of September 21, 2020 was approved by general consensus of the Task Force Members.

**5. Presentations**

Jennifer Wilson, City of Salmon Arm Engineer and Chris Larson, City of Salmon Arm Senior Planner outlined the current City of Salmon Arm Active Transportation Municipal Governance and Funding presentation and were available to answer questions from the Task Force.

**6. Old Business / Arising from Minutes****7. New Business****8. Other Business &/or Roundtable Updates, Ideas and Questions****9. Next Meeting - October 19, 2020 - 10:00 a.m.****10. Adjournment**

The Active Transportation Task Force Meeting of October 5, 2020 be adjourned by general consensus of the Task Force Members.

CARRIED UNANIMOUSLY

The meeting adjourned at 11:03 a.m.

\_\_\_\_\_  
Mayor Alan Harrison, Co-Chair

\_\_\_\_\_  
Councillor Tim Lavery, Co-Chair

Received for information by Council the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

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Item 9.1

## CITY OF SALMON ARM

Date: October 13, 2020

Moved: Councillor

Seconded: Councillor

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.

### Vote Record

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

Opposed:

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

**CITY OF  
SALMON ARM**

---

TO: Mayor Harrison & Members of Council  
DATE: September 30, 2020  
FROM: Erin Jackson, Director of Corporate Services  
PREPARED BY: Caylee Simmons, Executive Assistant  
SUBJECT: 2021 Council Meeting and Development and Planning Services Committee Meeting Schedule

---

**Recommendation:**

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.

---

**Background:**

Attached, for Council's endorsement, is the proposed Council Meeting Schedule and the Development and Planning Services Committee Meeting Schedule for 2021.

Some dates worthy of note are:

- 2021 SILGA Convention – April 27 – 30, 2021 – Vernon, BC
- 2021 FCM Convention – June 3-6 or 10-13, 2021 (to be confirmed) – Montreal, QC
- 2021 UBCM Convention – September 13 – 17, 2021 – Vancouver, BC
- City Hall will be closed from Saturday, December 25, 2021, to Sunday, January 2, 2022, inclusive. City Hall will re-open Monday, January 3, 2022.

Convention dates at this time are tentative and/or may be held virtually due to the COVID-19 pandemic.

A Special Council Meeting will be held following the January 18, 2020 Development and Planning Services Committee Meeting for the 2021 Budget presentation.



Erin Jackson  
Director of Corporate Services

# 2021

January						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April						
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July						
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

October						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February						
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

May						
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November						
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

March						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			


June						
S	M	T	W	T	F	S
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

September						
S	M	T	W	T	F	S
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		


December						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	Jan 1

 Development and Planning Services Committee Meetings (8:00 a.m.)


 Regular Council Meetings (2:30 p.m.)

 Development and Planning Services Committee Meetings (8:00 a.m.) followed by Special (Budget) Council Meeting (9:00 a.m.)

 SILGA Convention

 FCM Convention (to be confirmed)

 UBCM Convention

 Christmas Office Closure (inclusive)

 Statutory Holidays

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Item 9.2

## CITY OF SALMON ARM

Date: October 13, 2020

Acting Chief Financial Officer – Property Tax Collection – For Information

### Vote Record

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

Opposed:

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




---

Date: October 1, 2020  
 To: Mayor Harrison and Members of Council  
 From: Tracy Tulak, Acting Chief Financial Officer  
 Subject: Property Tax Collection

---

### FOR INFORMATION

Listed below are the current tax collection percentages and associated tax and penalty revenues for 2020 and 2019.

	<u>2020</u>	<u>2019</u>
Revenue	\$34,084,052.67	\$34,119,709.83
Collection to Due Date	<u>32,644,001.31</u>	<u>32,496,331.57</u>
Outstanding Balance	<u>\$ 1,440,051.36</u>	<u>\$ 1,623,378.26</u>
Percentage Collected	95.78%	95.25%
Penalty Revenue	\$ 123,063.98	\$ 162,338.04
Less: Penalty Reversal (Due to Deferment Applications)	<u>(34,646.76)</u>	<u>(31,991.89)</u>
Adjusted Penalty Revenue	<u>\$ 86,417.22</u>	<u>\$ 130,346.15</u>

Respectfully Submitted,

  
 \_\_\_\_\_  
 Tracy Tulak, CPA, CMA

Item 9.3

## CITY OF SALMON ARM

Date: October 13, 2020

Moved: Councillor

Seconded: Councillor

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.

### 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

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

PREPARED: Darin Gerow, Manager of Roads & Parks

DATE: September 25, 2020

SUBJECT: **SNOW & ICE – ON STREET PARKING RESTRICTION**

---

**RECOMMENDATION:**

**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.

---

**BACKGROUND:**

The City of Salmon Arm Public Works Department specifically the Roads and Transportation Division is responsible for the City's Snow and Ice control program and is committed to helping make The City of Salmon Arm safe for pedestrian and vehicle passage along the developed rights-of-ways. We often find vehicles are parked roadside, that our snow plow operators cannot safely complete their task without risk of damage or injury. These are typically, but not always, found in newer subdivisions with basement suites.

The intent of this request is to minimize the economic loss to the community, reduce the inconvenience and hazards of winter conditions for motorists, cyclists and pedestrians, operators and facilitate the operation of Transit and Emergency Services vehicles. The City currently has a similar process with the Downtown Snow Route that restricts parking.

Temporary signs will be installed along the portion of roads that require restriction of parking in accordance to the maps attached. They will be enforced and if vehicles are found in contravention, may be towed at the owner's expense. The Parking restriction falls under the City Traffic Bylaw No. 1971 Section 501, Para. 11) Section c) – *"no person shall park a vehicle: Upon a roadway in such a manner as to obstruct the free passage of traffic on the roadway"* (sign shown not exact)



Some examples are shown in the following photos, along with a successful clean up of the Maplewood subdivision.

*Harbourfront Drive NE – issues with on street parking*



*Maplewoods Subdivision (24 Street NE) – Issues with on street parking*

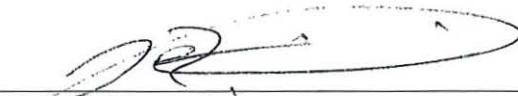


*Maplewoods Subdivision (24 Street NE) – After a successful cleanup where each house had to be notified to remove vehicles from roadway*



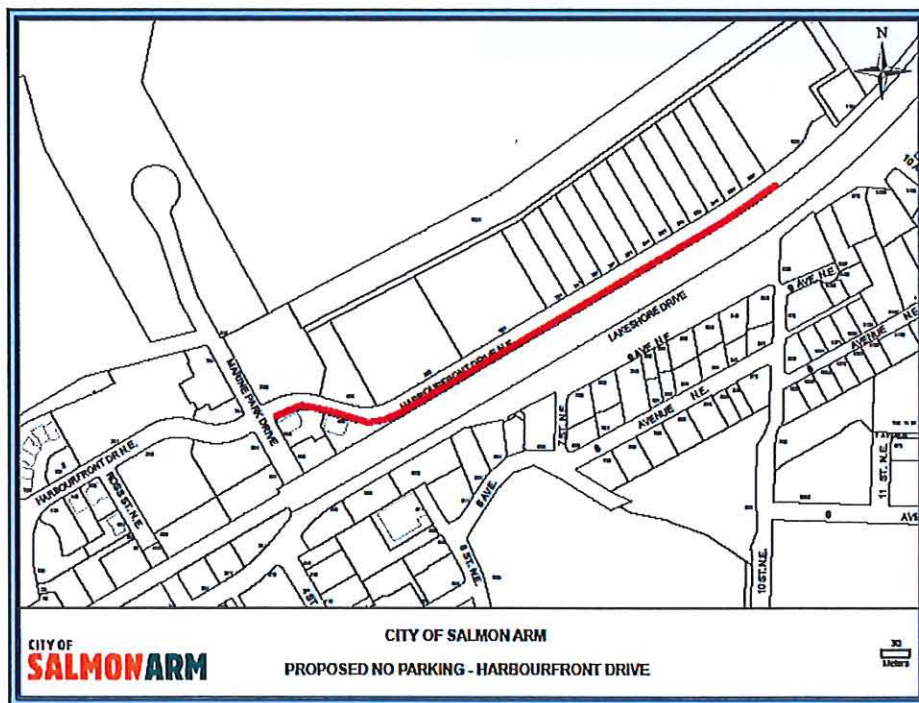
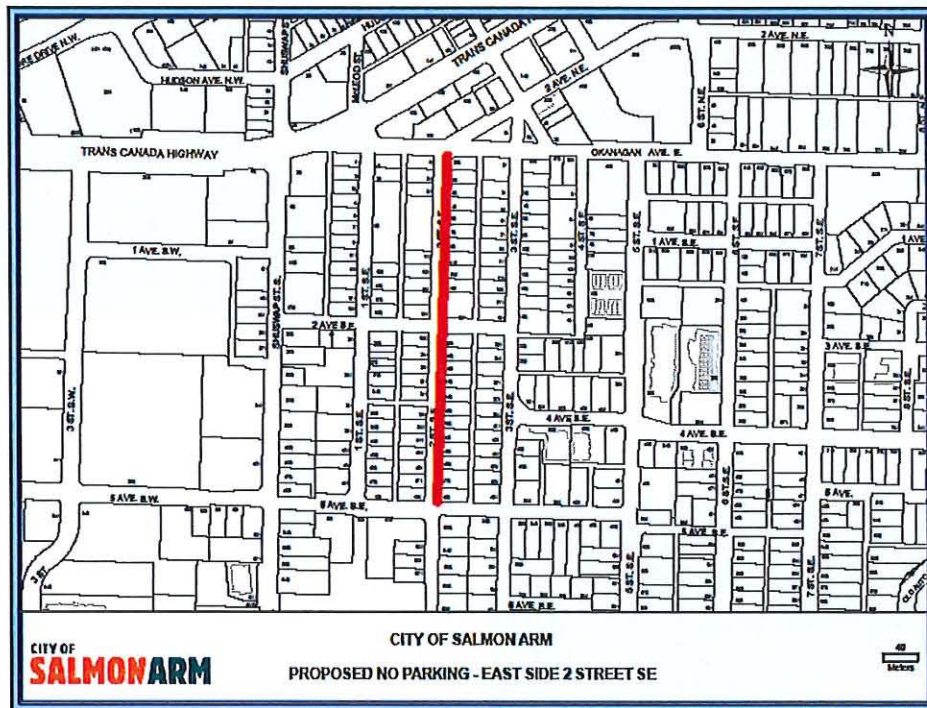
### Conclusion:

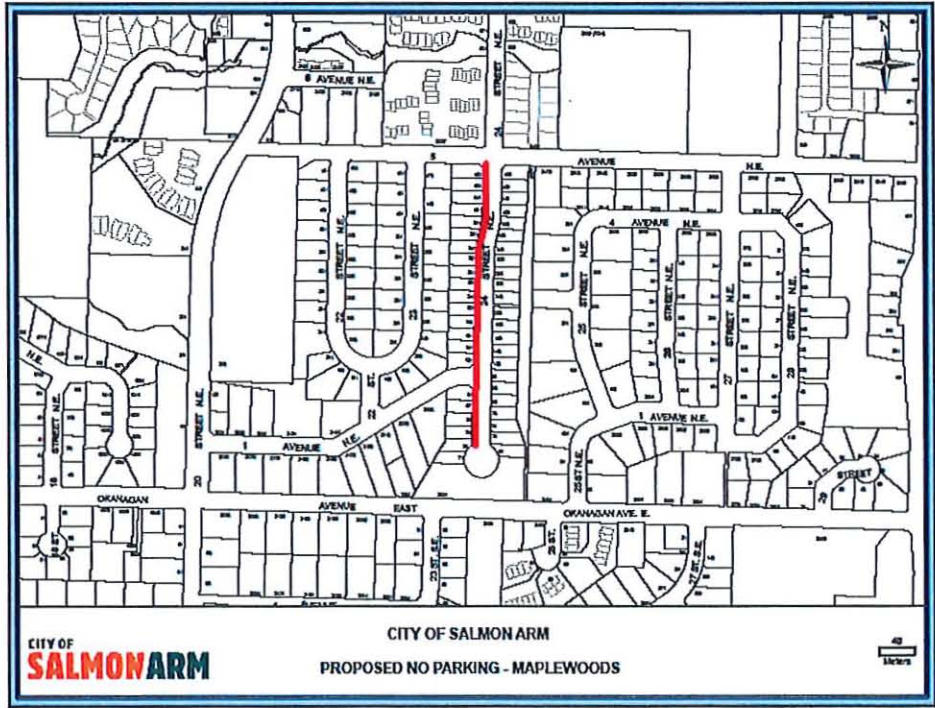
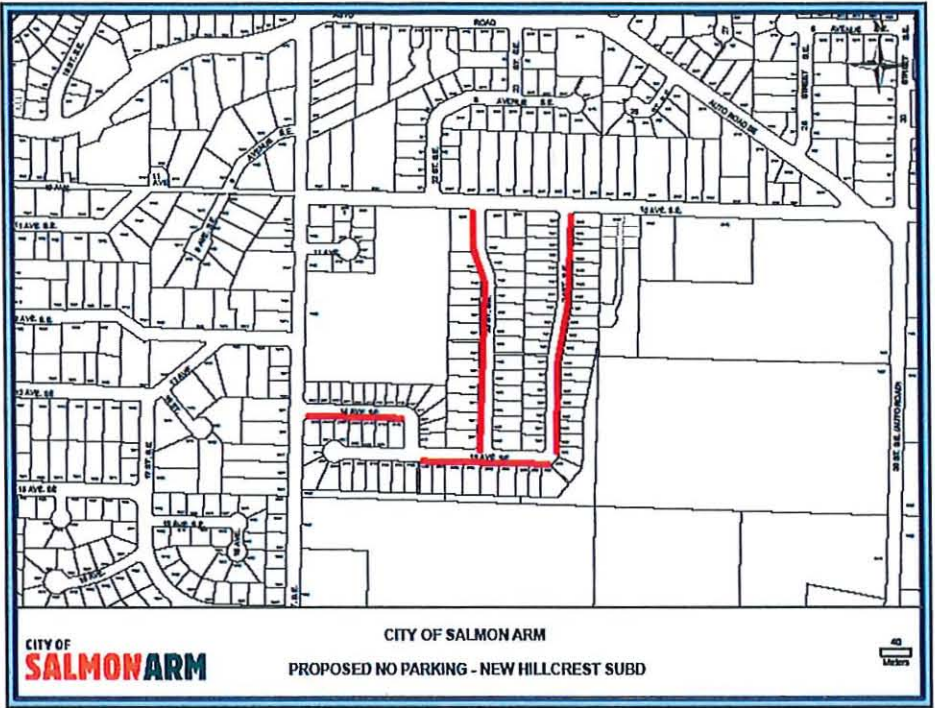
The effective and efficient provision of these parking restrictions will allow the City to function under normal winter weather conditions providing a service level to the travelling public. The intent is to maintain municipal streets, in a safe and passable condition; however, are not intended to eliminate all hazardous conditions on City streets but rather to assist vehicles that are properly equipped for winter driving conditions and being operated in a manner consistent with good winter driving habits.

  
 Robert Niewenhuizen  
 Director of Engineering & Public Works



Her Worship the Mayor and Members of Council  
SNOW & ICE ON STREET PARKING RESTRICTION  
Page 3 of 4





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Item 9.4

## CITY OF SALMON ARM

Date: October 13, 2020

Moved: Councillor

Seconded: Councillor

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.

### Vote Record

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

Opposed:

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



File: 5220.2020-001

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 6, 2020  
SUBJECT: **47 AVENUE NE SANITARY UPGRADE BUDGET AMENDMENT**

---

**STAFF RECOMMENDATION**

**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. This amount to be transferred from the TCH Sanitary Upgrading 4-10 Street NE project;

---

**BACKGROUND**

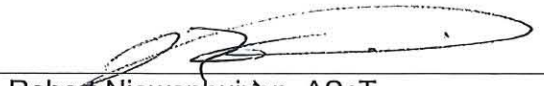
The 47 Avenue NE (Raven) Sanitary upgrade includes installing a cast in place (CIP) liner inside the existing Steel/Asbestos pipe crossing the Canadian Pacific Railway (CPR) right-of-way. This is a new project that was not included in the 2020 budget, however the poor pipe condition was discovered this summer when other staff were completing sanitary video inspection works at other CPR crossings. A pipe failure at a CPR crossing would be very costly to repair. Due to new requirements for CPR pipe crossings, costs of replacing is increasing significantly. This pipe is a good candidate for CIP relining and the most cost effective upgrade option available.

The TCH Sanitary Upgrading 4-10 Street NE project was included with the TCH Water – 4<sup>th</sup> to Hospital, however upon detailed pipe video inspection, the sanitary main was determined to be in good shape and the upgrade was not required, leaving a surplus of \$44,000.

**STAFF COMMENTS**

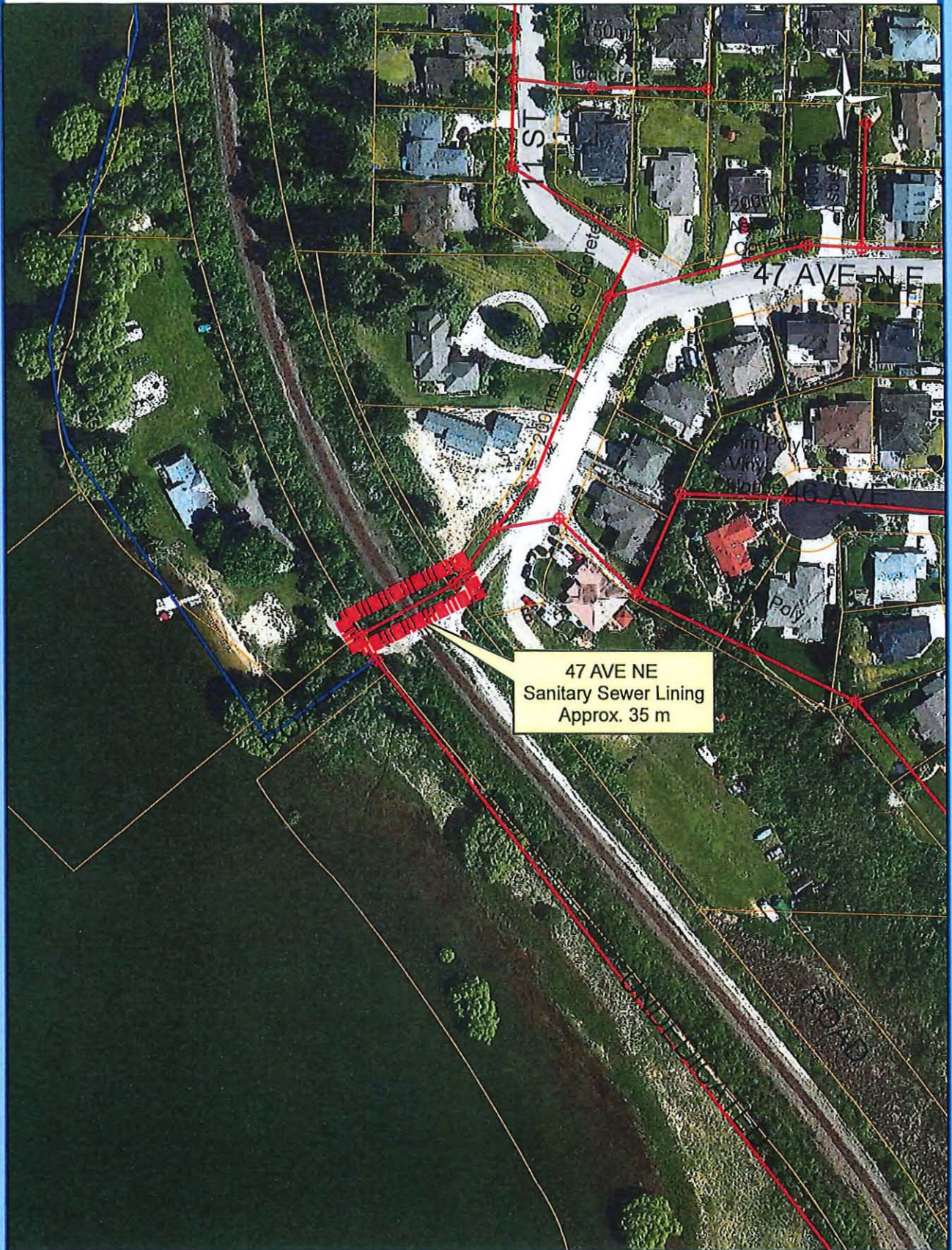
With consideration to the above, Staff recommend that The 2020 Budget contained in the 2020 to 2024 Financial Plan be amended to reflect funding for the 47 Avenue NE (Raven) Sanitary Upgrade project in the amount of \$44,000. This amount to be transferred from the TCH Sanitary Upgrading 4-10 Street NE project;

Respectfully submitted,



Robert Niewenhuizen, ASCT  
Director of Engineering and Public Works







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Item 10.1

## CITY OF SALMON ARM

Date: October 13, 2020

Moved: Councillor

Seconded: Councillor

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

**2021 and 2022  
SEWER RATES**

<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>
<b>1</b>	<b><u>Dwellings</u></b>					
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
<b>2</b>	<b><u>Offices</u></b>					
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
<b>3</b>	<b><u>Rental Accommodation</u></b>					
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
<b>4</b>	<b><u>Stores</u></b>					
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
<b>5</b>	<b><u>Eating Establishments and Liquor Outlets</u></b>					
	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>
<b>6</b>	<b><u>Other Commercial Premises</u></b>					
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
<b>7</b>	<b><u>Industrial Premises</u></b>									
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
<b>8</b>	<b><u>Public, Institutional and Non-Commercial Premises</u></b>									
a	Church	5,700	\$	17.86	\$	214.35	\$	18.22	\$	218.60
	Club Room Licenced (see Eating Establishments and Liquor Outlets)									
b	Club Rooms - Unlicenced	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
<b>9</b>	<b><u>Schools and Hospitals</u></b>									
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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Item 10.2

## CITY OF SALMON ARM

Date: October 13, 2020

Moved: Councillor

Seconded: Councillor

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.

[ZON-1182; Cornerstone Christian Reformed Church/J. Roodzant; 1191 22 Street NE; P-3 to C-6]

### 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 15, 2020

SUBJECT: Zoning Amendment Application No. 1182

Legal: Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP97409  
 Civic: 1191 – 22 Street NE  
 Owner: Cornerstone Christian Reformed Church  
 Applicant: Roodzant, J.

### MOTION FOR CONSIDERATION

**THAT:** A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning the southern portion of Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP97409 from P-3 (Institutional) to C-6 (Tourist / Recreational Commercial);

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

### STAFF RECOMMENDATION

**THAT:** The motion for consideration be adopted.

### PROPOSAL

The 0.8 acre subject parcel is on the corner of 11 Avenue NE and 21 Street NE, directly south of the existing Cornerstone Church development (see Appendix 1 and 2). It is designated Commercial – Highway Service / Tourist (HC) in the City's Official Community Plan (OCP) and zoned P-3 (Institutional) in the Zoning Bylaw (Appendix 3 and 4). The portion of land under application is hooked to the Cornerstone Church property to the north, and the purpose of this application is to rezone the subject parcel to allow for subdivision and potential future commercial use. C-6 zone regulations are attached (Appendix 5).

### BACKGROUND

The subject property is located in an area close to the Uptown commercial node characterized by residential, commercial and institutional uses. The Zoning Map attached shows the mix of zones in the immediate area, predominantly Residential (R-4 with R-1 and R-5) and Institutional (P-3), with Commercial zones to the south and east. Adjacent zoning and land uses include the following:

North:	P-3 & R-5	road, church & residential
East:	R-1	walkway and vacant land (City owned)
West:	P-3	road and institutional
South:	n/a	TCH and commercial

The subject property is currently vacant, as shown in site photos attached (Appendix 6).

OCP POLICY

The proposed zoning amendment aligns with the HC (Highway Service / Tourist Commercial) designation in the OCP. The amendment would align with the Commercial Objectives and Policies listed in OCP Section 9, including supporting commercial uses within the primary commercial areas of the City. Development of the parcel would be subject to the guidelines of the Highway Service / Tourist Commercial Development Permit Area.

COMMENTSMinistry of Transportation and Infrastructure

Preliminary approval has been granted (Appendix 7).

Engineering Department

No concerns with rezoning. Servicing requirements for future development have been provided. Comments attached (Appendix 8).

Fire Department

No Fire Department concerns.

Building Department

No concerns with rezoning.

Planning Department

The surrounding neighbourhood has been undergoing slow development with a mix of older, single family housing and newer condominium, and commercial development, most significantly the uptown SASCU/Askew's location, Copper View residential development, and the 21 Street NE underpass.

It should be noted that there have been six OCP amendments in this general area since 2015 involving an amendment to commercial designated land, with approximately 1.25 hectares of land redesignated from commercial to other (generally residential) land use designations, representing a minor erosion of commercial inventory in this uptown area. Overall however, considering all areas of the City, there has been a net increase of approximately 6 hectares of commercial land over a similar timeframe. This proposal would add to the commercial land base of the City.


The intent for the subject parcel under application is for subdivision, sale, and future commercial use. There is no development concept proposed at this time. The parcel would be subject to the guidelines of the Highway Service / Tourist Commercial Development Permit Area, with future development requiring a Development Permit Application.

CONCLUSION

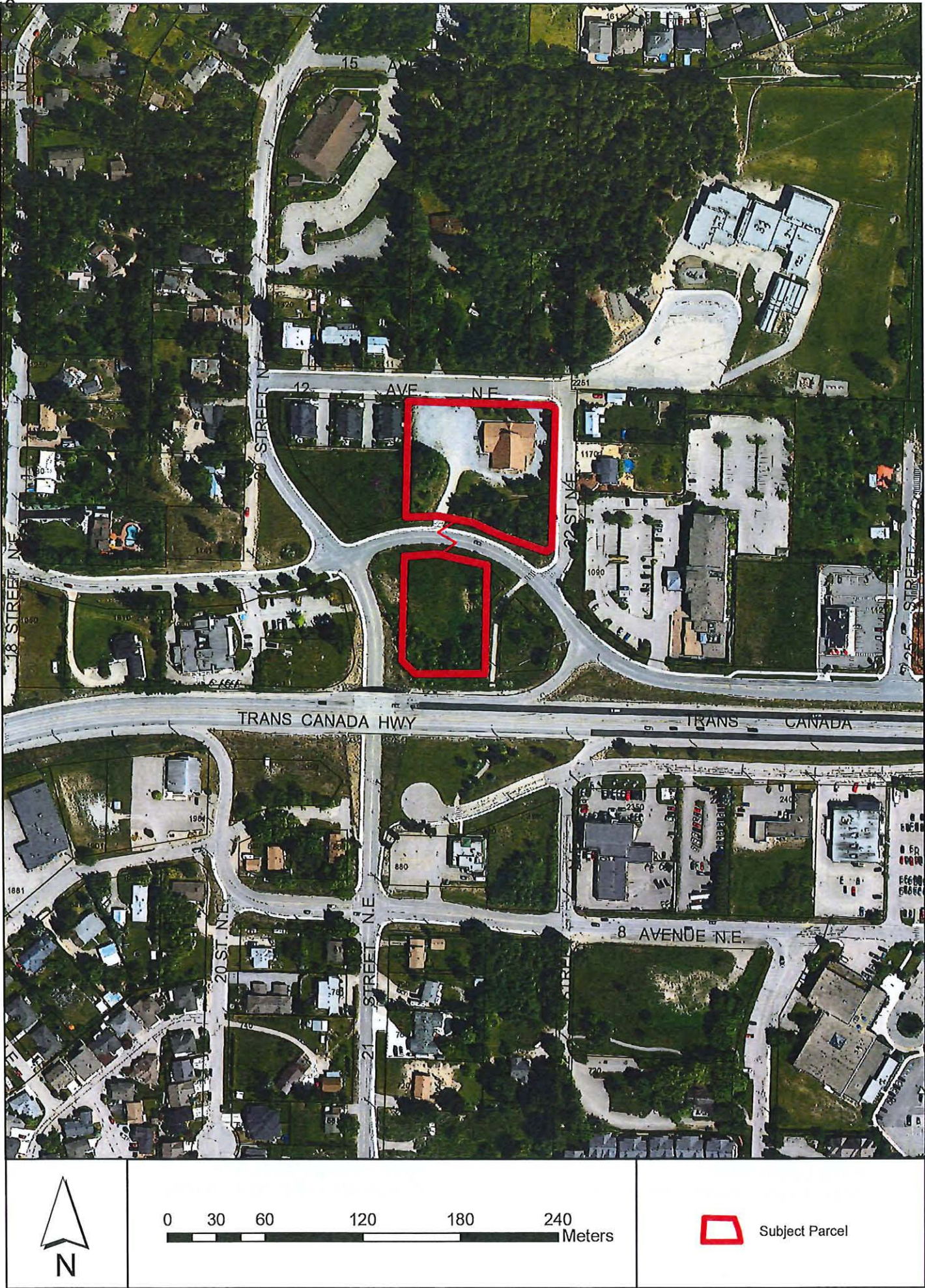
The OCP HC designation supports the proposed C-6 zoning. The subject parcel is considered by staff to be well-suited for commercial use, being within close proximity to the Trans Canada Highway, residential areas, as well as the recreation centre and arena. The proposed C-6 zoning of the subject property is consistent with OCP and is therefore supported by staff.



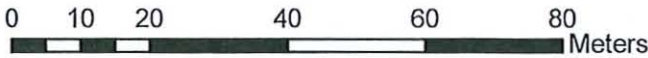
Chris Larson, MCP  
Planning and Development Officer

  
Kevin Pearson, MCIP, RPP  
Director of Development Services



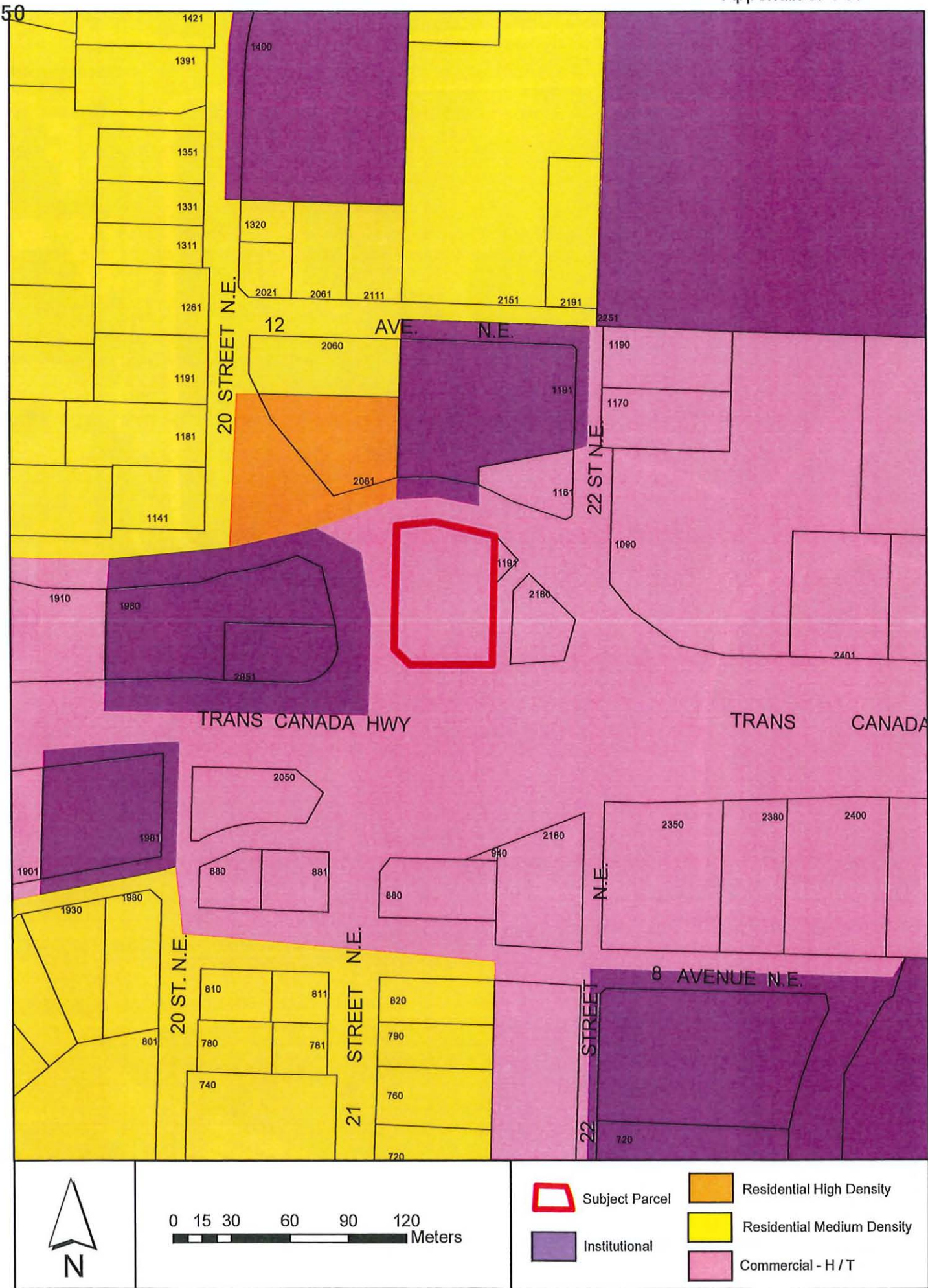




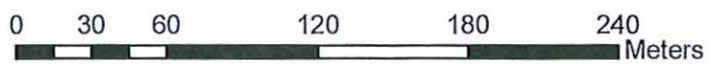
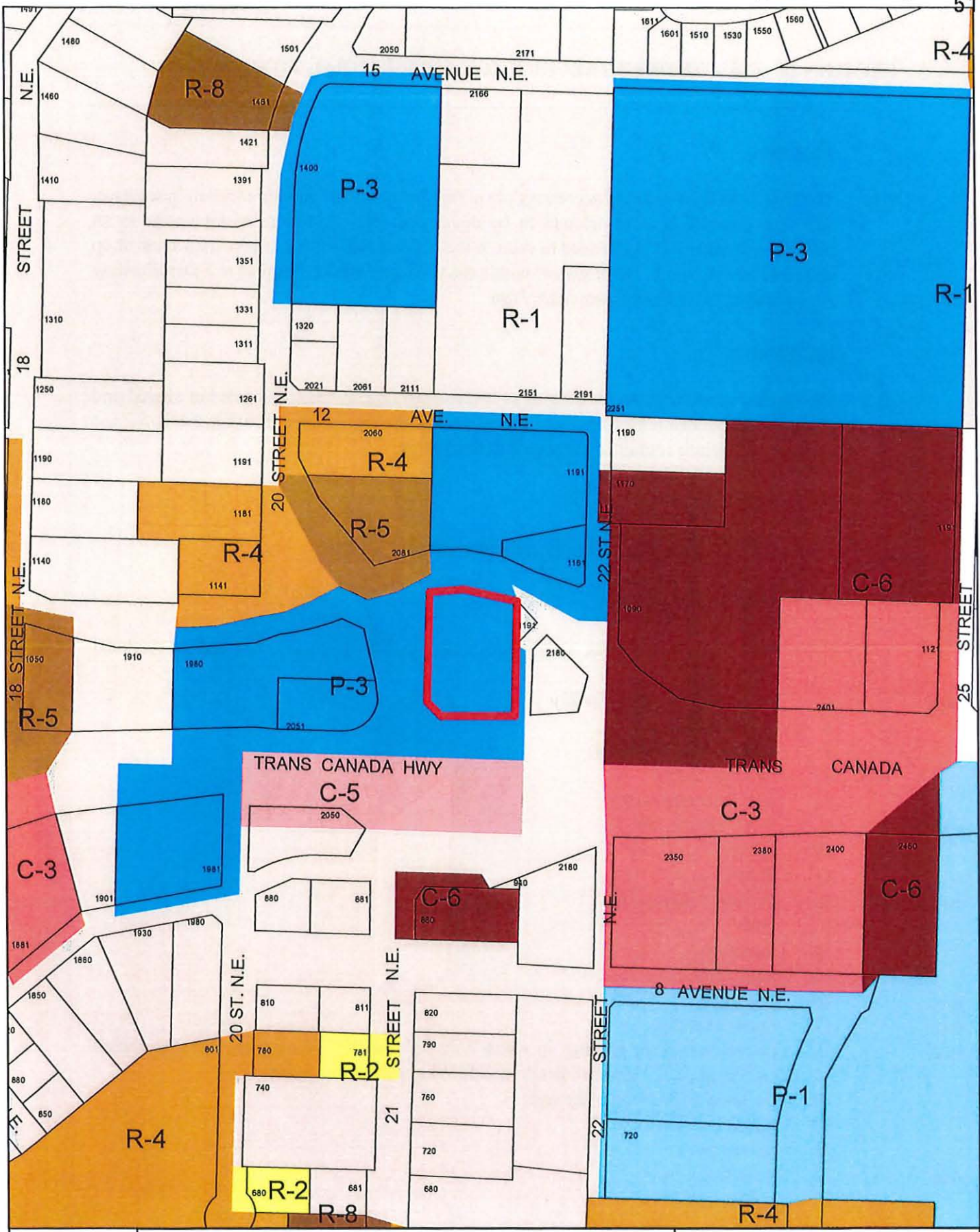


Subject Parcel









Subject Parcel

## SECTION 20 - C-6 - TOURIST / RECREATION COMMERCIAL ZONE

### Purpose

- 20.1 The C-6 Zone is intended to accommodate pedestrian oriented tourist/recreation businesses. The area zoned C-6 is envisioned to be developed with a mixture of land uses in an integrated manner and is intended to cater to the resident and tourist alike with a small shop and resort atmosphere. *Development* within the C-6 Zone shall be subject to a *Development Permit* as per the *Official Community Plan*.

### Regulations

- 20.2 On a *parcel zoned C-6*, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the C-6 Zone or those regulations contained elsewhere in this Bylaw.

### Permitted Uses

- 20.3 The following uses and no others are permitted in the C-6 Zone:

- .1 art gallery;
- .2 banking kiosk;
- .3 boat and marine sales, repair and rental, including outside covered or screened storage;
- #3637 .4 *commercial daycare facility*
- .5 convention centre;
- .6 craft making and sales;
- .7 farmers market;
- .8 *health service centre*;
- #2782 .9 *home occupation*;
- .10 *hotel*;
- .11 library;
- #3223 .12 *licensee retail store*;
- .13 *motel*;
- .14 museum;
- .15 night club;
- #3426 .16 *offices*;
- #2837 .17 *outside vending*;
- #3163 .18 parkade/off-street parking, in Areas "A", "B" and "C" [Waterfront Area] as shown on Schedule "C" attached hereto and forming part of this bylaw.
- .19 *personal service establishment*;
- .20 pub;
- .21 *public use*;
- #3060 .22 *private utility*;
- .23 *public utility*;

---

**SECTION 20 - C-6 - TOURIST / RECREATION COMMERCIAL ZONE - CONTINUED**


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- |       |     |                                       |
|-------|-----|---------------------------------------|
|       | .24 | <i>recreation facility - indoor;</i>  |
|       | .25 | <i>recreation facility - outdoor;</i> |
| #3517 | .26 | <i>resort accommodation;</i>          |
|       | .27 | <i>restaurant;</i>                    |
| #4005 | .28 | <i>retail store;</i>                  |
|       | .29 | <i>theatre;</i>                       |
| #2554 | .30 | <i>upper floor dwelling units;</i>    |
| #3167 | .31 | <i>work/live studios; and</i>         |
|       | .32 | <i>accessory use.</i>                 |

**Accessory Uses**

- |       |      |    |   |
|-------|------|----|---|
| #2554 | 20.4 | .1 | Outside storage and <i>warehouse</i> facilities are only permitted within Area "B" as shown on Schedule "C" attached to and forming part of this Bylaw. |
| #3426 |      |    |   |

**Maximum Height of Principal Buildings**

- |       |      |   |
|-------|------|---|
| #2748 | 20.5 | The maximum <i>height</i> of <i>principal buildings</i> shall be 19.0 metres (62.3 feet). |
|-------|------|---|

**Maximum Height of Accessory Buildings**

- |  |      |  |
|--|------|--|
|  | 20.6 | The maximum <i>height</i> of <i>accessory buildings</i> shall be 6.0 metres (19.7 feet). |
|--|------|--|

**Minimum Parcel Size or Site Area**

- |  |      |  |
|--|------|--|
|  | 20.7 | The minimum <i>parcel</i> size or <i>site</i> area shall be 325.0 square metres (3,498.4 square feet). |
|--|------|--|

**Minimum Parcel or Site Width**

- |  |      |  |
|--|------|--|
|  | 20.8 | The minimum <i>parcel</i> or <i>site</i> width shall be 10.0 metres (32.8 feet). |
|--|------|--|

**Minimum Setback of Principal and Accessory Buildings**

- |  |      |   |  |
|--|------|---|--|
|  | 20.9 | The minimum <i>setback</i> of the <i>principal</i> and <i>accessory buildings</i> from the: |  |
|  |      | .1  | <i>Rear parcel line</i> adjacent to a residential zone shall be 3.0 metres (9.8 feet)          |
|  |      | .2  | <i>Interior side parcel line</i> adjacent to a residential zone shall be 3.0 metres (9.8 feet) |

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SECTION 20 - C-6 - TOURIST / RECREATION COMMERCIAL ZONE - CONTINUED

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Outside Storage

20.10 Outside storage shall be screened as per Appendix III.

Parking and Loading

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





View east of subject property from the corner of 20 Street and 11 Avenue NE.



View southwest of subject property from the corner of 22 Street and 11 Avenue NE.



BRITISH  
COLUMBIA

Ministry of Transportation  
and Infrastructure

Appendix 7: MOTI  
**DEVELOPMENT SERVICES  
PRELIMINARY BYLAW  
COMMUNICATION**

Your File #: ZON-1182  
eDAS File #: 2020-03510  
Date: Aug/07/2020

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

Attention: City of Salmon Arm, Development Services

**Re: Proposed Bylaw for:  
LOT A 24-20-10 W6M KDYD PLAN EPP97409**

Thank you for the above noted referral.

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

If you have any questions please feel free to call Tara Knight at (250) 833-3374.

Yours truly,

Tara Knight  
Development Officer

Local District Address
<p>Salmon Arm Area Office Bag 100 850C 16th Street NE Salmon Arm, BC V1E 4S4 Canada Phone: (250) 712-3660 Fax: (250) 833-3380</p>





*Memorandum from the  
Engineering and Public  
Works Department*

---

TO: Kevin Pearson, Director of Development Services  
 DATE: August 20, 2020  
       Amended October 10, 2020  
 PREPARED BY: Matt Gienger, Engineering Assistant  
 OWNER: **Cornerstone Christian Reformed Church, Inc.,**  
       1191 22 Street NE Salmon Arm, BC, V1E 2V5  
 APPLICANT: **Roodzant, J., 5041 50 Street NW, Salmon Arm, BC, V1E 3A6**  
 SUBJECT: **ZONING AMENDMENT APPLICATION NO. ZON-1182**  
       **SUBDIVISION APPLICATION NO. SUB-20.08**  
 LEGAL: Lot A, Section 24, Township 20, Range 10, W6M KDYD, Plan EPP97409  
 CIVIC: **1191 – 22 Street NE**

---

Further to your referral dated July 22, 2020, we provide the following servicing information. **The following comments and servicing requirements are not conditions for Rezoning; however, these comments are conditions of subdivision and 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.
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.

**ZONING AMENDMENT APPLICATION NO. ZON-1182****SUBDIVISION APPLICATION NO. SUB-20.08**

October 5, 2020

Page 2

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8. At the time of 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 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. 11 Avenue NE, on the subject property's southern and northern boundary, is designated as an 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).
2. 11 Avenue NE is currently constructed to an Interim Local Road standard. Upgrading to an Urban Local Road standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, offset sidewalk on south side of road (proposed zoning for south parcel requires sidewalk on both sides of road), boulevard construction, street lighting, and hydro and telecommunications. Offsets and streetlight specifications to conform to Specification Drawing No. RD-3. Owner / Developer is responsible for all associated costs.
3. 12 Avenue NE, on the subject property's northern boundary, is designated as an 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. 12 Avenue NE is currently constructed to an Interim Local Road standard. Upgrading to an Urban Local Road standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, fire hydrant and street lighting. Owner / Developer is responsible for all associated costs.
5. 21 Street NE, on the subject property's western 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 no additional road dedication is required (to be confirmed by a BCLS).
6. 21 Street NE is currently constructed to an Interim Local 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, separated sidewalk and boulevard construction. Foot traffic travelling south is encouraged to use the foot path on the subject parcel's eastern boundary and as such, sidewalk along 21 Street would only be required at the intersection of 21 Street NE and 11 Avenue NE for crosswalk access. Owner / Developer is responsible for all associated costs.



**ZONING AMENDMENT APPLICATION NO. ZON-1182****SUBDIVISION APPLICATION NO. SUB-20.08**

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7. 22 Street NE, on the subject property's eastern boundary, is designated as Urban Local Road standard, with an ultimate 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 BCLS).
  8. 22 Street NE is currently constructed to an Interim Local Paved Road standard. Upgrading to an Urban Local Road standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, fire hydrant and street lighting. Owner / Developer is responsible for all associated costs.
  9. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
  10. A 3.0m by 3.0m corner cut is required to be dedicated at the intersection of 12 Avenue NE and 22 Street NE.
  11. A 5.0m by 5.0m corner cut would typically be required at the intersection of 11 Avenue NE and 21 Street NE; however, the large boulevard and significant distance from property line to edge of road on the west side of the subject parcel deem a corner cut unnecessary at this time.
  12. For the remaining parcel, existing accesses may remain, but no additional accesses will be allowed.
  13. For the proposed parcel, accesses shall be designed by keeping to a minimum number. Only one (1) driveway access will be permitted onto 11 Avenue NE at existing letdown location (directly opposed to remaining parcel access from 11 Avenue NE). Existing letdown may be widened at time of building permit or development permit, subject to approval of City Engineer. Owner / Developer responsible for all associated costs.
  14. Engineering staff recommend that a Section 219 Land Title Act Covenant be registered prior to Final Reading stipulating no future Development approval on the proposed parcel until a Traffic Impact Analysis (TIA) is provided to the satisfaction of the City Engineer with acknowledgement that the owner/applicant is responsible for any and all off-site improvements recommended by the TIA.

**Water:**

1. The subject property fronts a 250mm diameter Zone 2 watermain on 11 Avenue NE. No upgrades will be required at this time.
2. The subject property fronts a 150mm diameter Zone 2 watermain on 12 Avenue NE. No upgrades will be required at this time.
3. The subject property fronts a 350mm diameter Zone 2 watermain on footpath to the east. No upgrades will be required at this time.

**ZONING AMENDMENT APPLICATION NO. ZON-1182****SUBDIVISION APPLICATION NO. SUB-20.08**

October 5, 2020

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4. The subject property fronts a 400mm diameter Zone 2 watermain on 22 Street NE. No upgrades will be required at this time.
  5. No water main is present within the subject property's frontage on 21 Street NE. No upgrades will be required at this time.
  6. Records indicate the remaining parcel is serviced from 22 Street NE. Service install date of 1982 is recorded. Size and condition of existing service is unknown. If City finds the existing connection is undersized for current demand, upgrade to the service will be required. Owner / Developer responsible for all associated costs.
  7. Records indicate that the proposed parcel is not currently serviced by City Water.
  8. The proposed parcel is to be serviced by a single metered water service connection (as per Specification Drawing No. W-11), adequately sized to satisfy the proposed use (minimum 25mm). Because proposed use and demand is not known at this time, installing a new water service will not be required for subdivision. A covenant stating the parcel is not connected to water is required for subdivision and connection will be required at the time of building permit. Water meter will be supplied by the City at the time of building permit. Owner / Developer is responsible for all associated costs.
  9. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
  10. 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 12 Avenue NE. No upgrades will be required at this time.
2. A 200mm sanitary main terminates at the western extent of the subject property's frontage on 11 Avenue NE. City has no plans to develop the parcel at 2180 11 Avenue NE (east of the subject parcel) and therefore no extension or upgrades will be required at this time.
3. The subject property fronts a 150mm diameter sanitary main on 22 Street NE. No upgrades will be required at this time.
4. No sanitary main is present within the subject property's frontage on 21 Street NE. No upgrades or extension of main will be required at this time.
5. Records indicate that the remaining parcel is serviced by a 100mm service from the sanitary main on 12 Avenue NE. No upgrades are required at this time.
6. Records indicate that the proposed parcel is serviced by a 100mm service (to be confirmed) from the sanitary main on 11 Avenue NE. No upgrades are required at this time.

**ZONING AMENDMENT APPLICATION NO. ZON-1182****SUBDIVISION APPLICATION NO. SUB-20.08**

October 5, 2020

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**Drainage:**

1. The subject property fronts a 525mm diameter storm main on 11 Avenue NE. No upgrades will be required at this time.
2. The subject property fronts a 600mm diameter storm main on 12 Avenue NE. No upgrades will be required at this time.
3. The subject property fronts a 600mm diameter storm main on 22 Street NE. No upgrades will be required at this time.
4. No storm main is present within the subject property's frontage on 21 Street NE. No upgrades or extension of main will be required at this time.
5. Records indicate that the remaining parcel is serviced from the storm sewer on 12 Avenue NE. No upgrades are required at this time.
6. Records indicate that the proposed parcel is serviced by a 150mm storm service (size to be confirmed) from the sanitary sewer on 11 Avenue NE. No upgrades are required at this time.
7. 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.

**Geotechnical:**

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



**Matt Gienger**  
Engineering Assistant

---

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

## CITY OF SALMON ARM

### BYLAW NO. 4405

#### 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 A, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP97409 from P-3 (Institutional Zone) to C-6 (Tourist / Recreation Commercial 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. 4405"

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

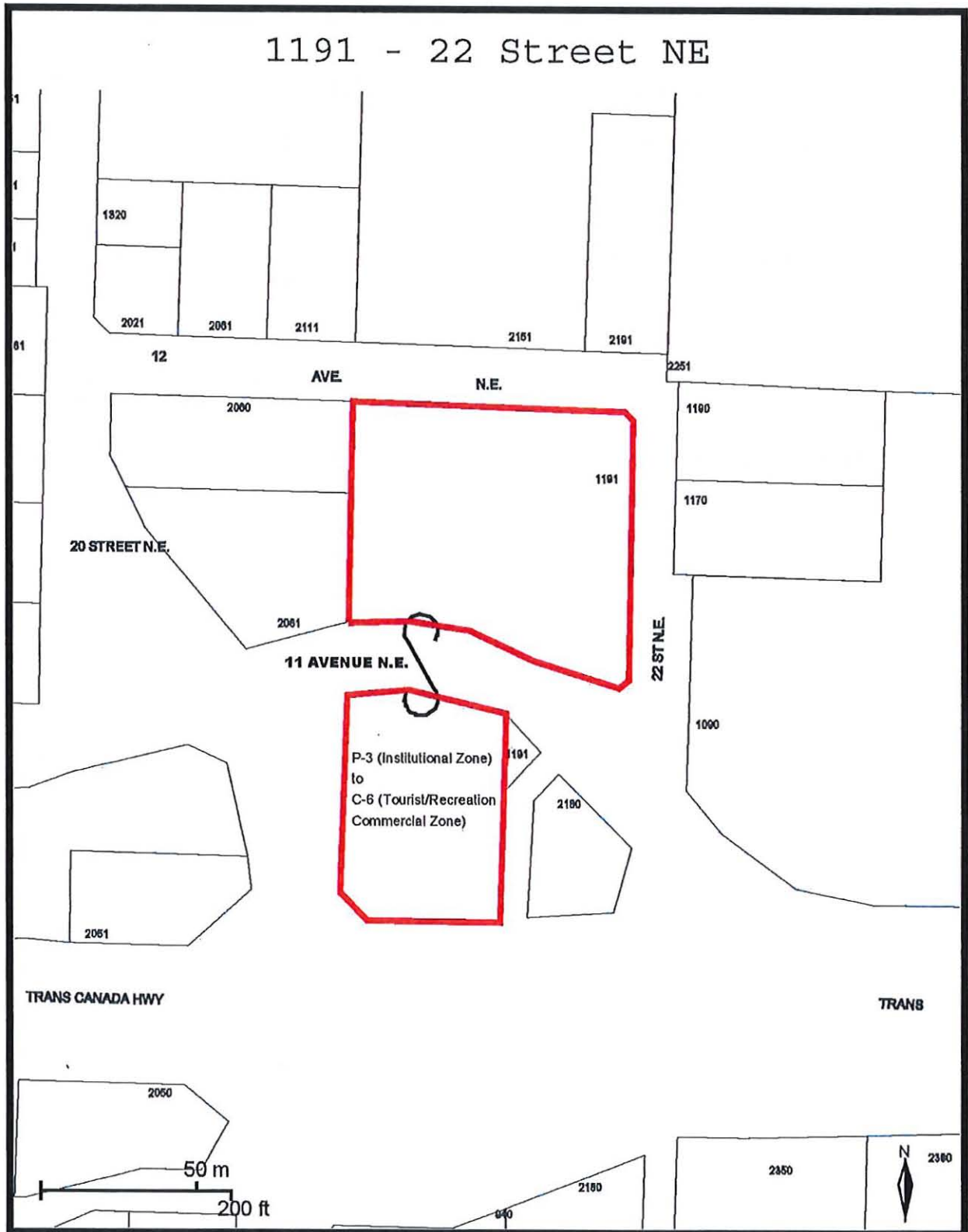
\_\_\_\_\_  
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

## SCHEDULE "A"



Item 10.3

## CITY OF SALMON ARM

Date: October 13, 2020

Moved: Councillor

Seconded: Councillor

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.

[ZON-1183; Edelweiss Properties Inc./TSL Developments; 700 30 Street NE; R-1 to R-4]

### Vote Record

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

Opposed:

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

# CITY OF SALMON ARM

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To: His Worship Mayor Harrison and Members of Council

Date: September 14, 2020

Subject: Zoning Bylaw Amendment Application No. 1183

Legal: Lot 2, Section 18, Township 20, Range 9, W6M, KDYD, Plan 26408,  
Except Plan 28836

Civic: 700 – 30 Street NE

Owner / Applicant: Edelweiss Properties Inc. / TSL Developments

---

## MOTION FOR CONSIDERATION

**THAT:** A Bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 18, Township 20, Range 9, W6M, KDYD, Plan 26408, Except Plan 28836 from R-1 (Single Family Residential Zone) to R-4 (Medium Density Residential Zone);

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

---

## STAFF RECOMMENDATION

**THAT:** The Motion for Consideration be adopted;

**AND FURTHER THAT:** Should Council agree with the Engineering Department's recommendation for a Traffic Impact Assessment (TIA) – Page 2 of Appendix 7, the TIA be provided by the applicant / owner prior to the Public Hearing.

---

## PROPOSAL

The subject parcel is located at 1151 – 8 Avenue NE (Appendices 1 & 2). The proposal is to rezone the property from R-1, Single Family Residential Zone to R-4, Medium Density Residential Zone to facilitate the future construction of a multi-family residential development. The property currently contains a single family dwelling which is intended to be demolished for the proposed development, see site photos attached as Appendix 3.

## BACKGROUND

The subject parcel is designated Medium Density Residential in the City's Official Community Plan (OCP) and is zoned R-1 (Single Family Residential) in the Zoning Bylaw as shown in Appendices 4 & 5 respectively. The property is located on 30 Street NE just south of the Trans Canada Highway. The property is surrounded by mixed land uses and include the following:

North: Single family residential, R-1  
 South: Shuswap Community Church and South Broadview School, P-3  
 East: Multi-family residential development, R-4  
 West: Single family residential, R-1



The property is approximately 4,047 m<sup>2</sup> (1 acre) in size and has approximately 75 m (247 ft) of frontage along 30 Street NE and a depth of 54 m (176 ft). The size and width of the property can meet the required minimum size and width requirements of the R-4 zone. Although, the applicant has submitted a conceptual site plan, see Appendix 6, there are no definitive development plans at this time. Staff note to address form and character with drawings, the proposed development is subject to a future Development Permit Application and designed by a professional architect.

### OCP POLICY

The subject property is designated Medium Density Residential in the OCP which supports R-4 zoning and is within Residential Development Area A, the highest priority area for development. The development is aligned with OCP policy 4.4.3 which encourages all growth to be sensitively integrated with neighbouring land uses. The subject property is within a neighbourhood mainly comprised of residential uses, including multi-family residential developments to the west and the east. The proposed zoning aligns with Section 8.2, Urban Residential Objectives and Section 8.3, Urban Residential Policies which includes providing a variety of housing types and densities to support compact and diverse communities. From a siting perspective, the proposal appears to conform to the OCP Siting Policies under Section 8.3.19, which includes good access to transportation routes, recreation and community services.

### COMMENTS

#### Fire Department

No Fire Department concerns.

#### Building Department

No concerns with rezoning.

#### Engineering Department

Engineering report attached as Appendix 7. Please refer to recommendation for a Traffic Impact Assessment.

#### Ministry of Transportation and Infrastructure

The site is located within 800 m of the Trans Canada Highway and is therefore subject to Section 52 of the Transportation Act. The Ministry was sent a referral August 10, 2020, and the Ministry's interests are unaffected. Approval from the Ministry of Transportation and Infrastructure will be required prior to adoption of the bylaw.

#### Planning Department

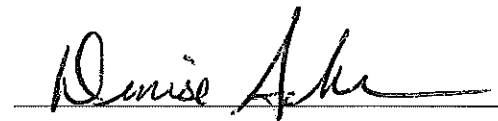
The maximum density permitted in the R-4 zone is 40 units per hectare (16.2 units per acre). Based on the area of the property, 0.40 ha (1 ac), the maximum density permitted on the subject property is 16 units. Section 9.11.2 of the Zoning Bylaw outlines the provision for bonus density of up to 20 units with providing a special amenity. The conceptual site plan provided takes into consideration a bonus density as the plan illustrates 4 buildings, each building consisting of 5 units, totalling 20 units.

30 Street NE is designated as Urban Arterial Road in the OCP. Currently, 30 Street is constructed to an Interim Urban Arterial Road standard with a width of 20 meters. As the engineering report notes, no road dedication will be required at this time; however, a 2.5 metre wide statutory right of way will be required for the construction of a multi-use path. Other frontage upgrades may include, curb & gutter, underground distribution lines and street lighting in accordance with the Subdivision and Development Servicing Bylaw, Specification Drawing No. RD-4.


Generally speaking, the property is conducive for the development of a multi-family development as the surrounding land uses include similar multi-family residential developments, in addition to single family dwellings to the west and the east. North of the property leads to the Trans Canada Highway and a Highway Service Commercial area; south of the property leads to institutional uses, including churches, schools and parks.

### CONCLUSION

The proposal is to rezone the R-1 (Single Family Residential) property to R-4 (Medium Density Residential) to accommodate the future construction of a 20 unit multi-family development. The proposal is consistent with the Medium Density Residential designation and will complement the surrounding neighbourhood. Given the proximity of the subject property to the Trans Canada Highway and the nature of traffic along this area of 30 Street NE, Council may want to consider requiring, as a condition for rezoning, that the applicant to carry out a Traffic Impact Assessment (TIA). The proposed R-4 zoning is supported by the OCP and is recommended for approval by staff.

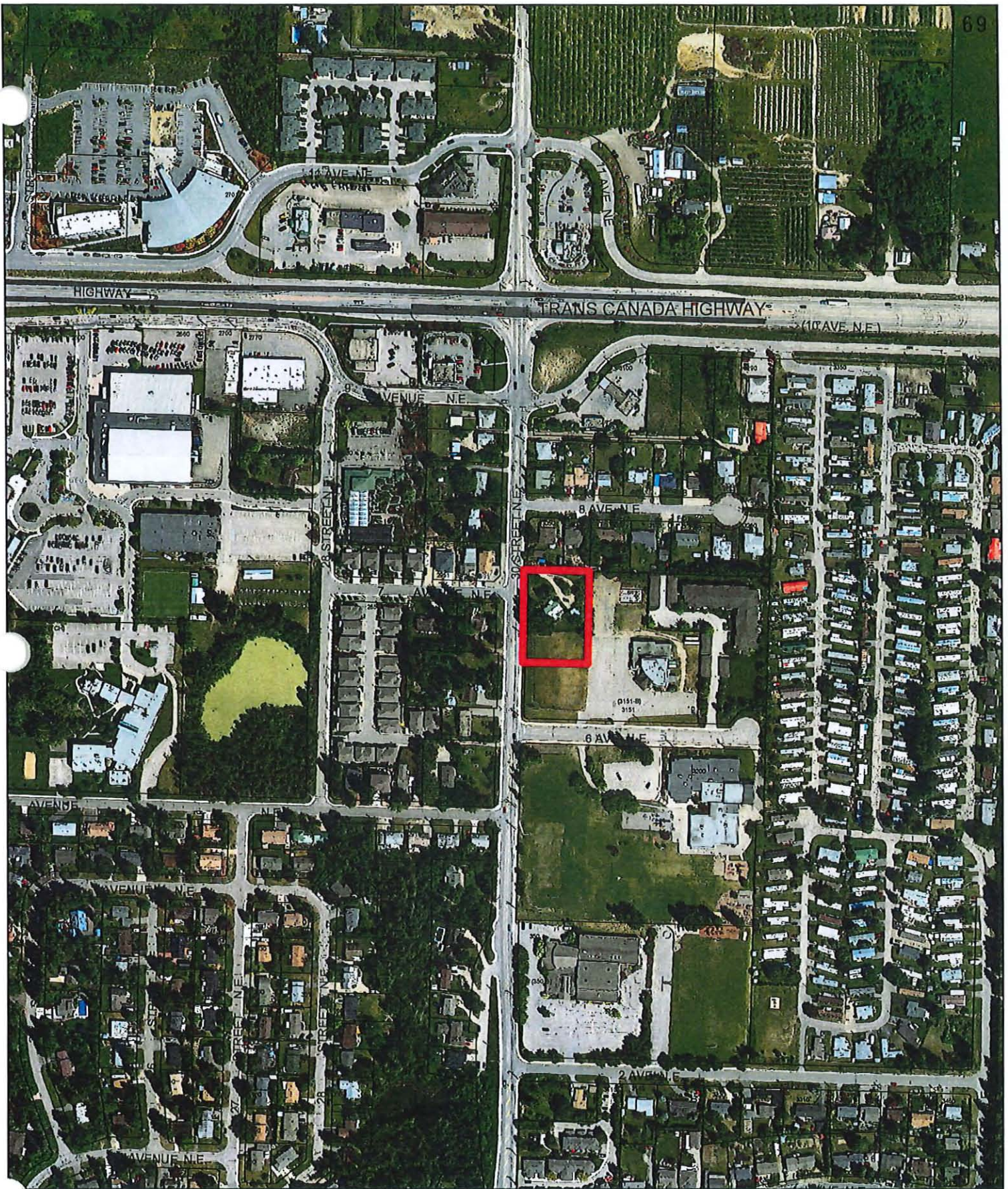


Prepared by: Denise Ackerman  
Planner, Development Services



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





0 20 40 80 120 160  
Meters



Subject Parcel





0 5 10 20 30 40  
Meters



Subject Parcel





View of property looking northeast.



View of property looking north.



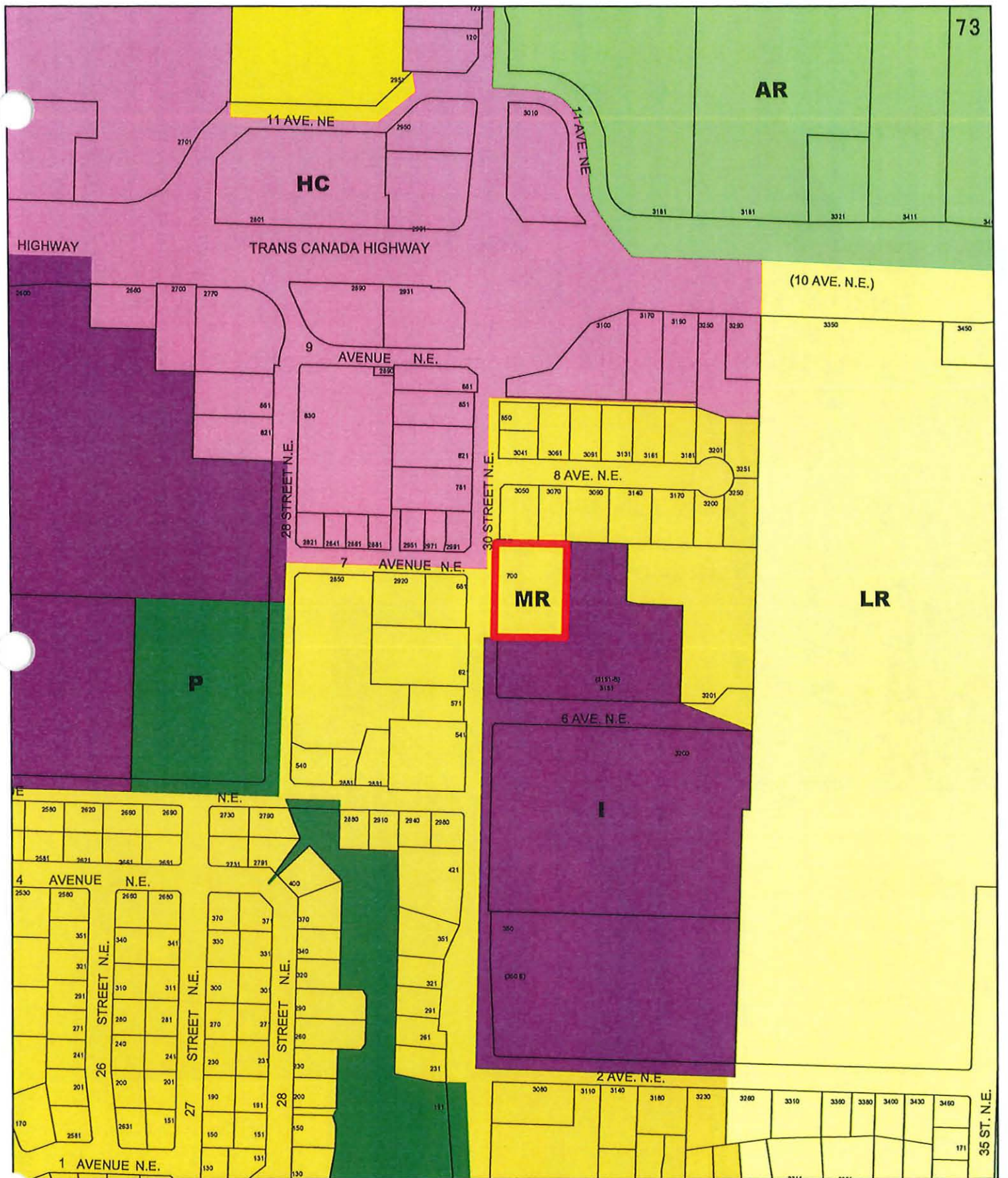


View of property looking east.



View of property looking northwest.





Subject Parcel

0 20 40 80 120 160  
Meters



MR-Medium Density Res.



I-Institutional

HC-Hwy Service/  
Tourist Commercial

Park

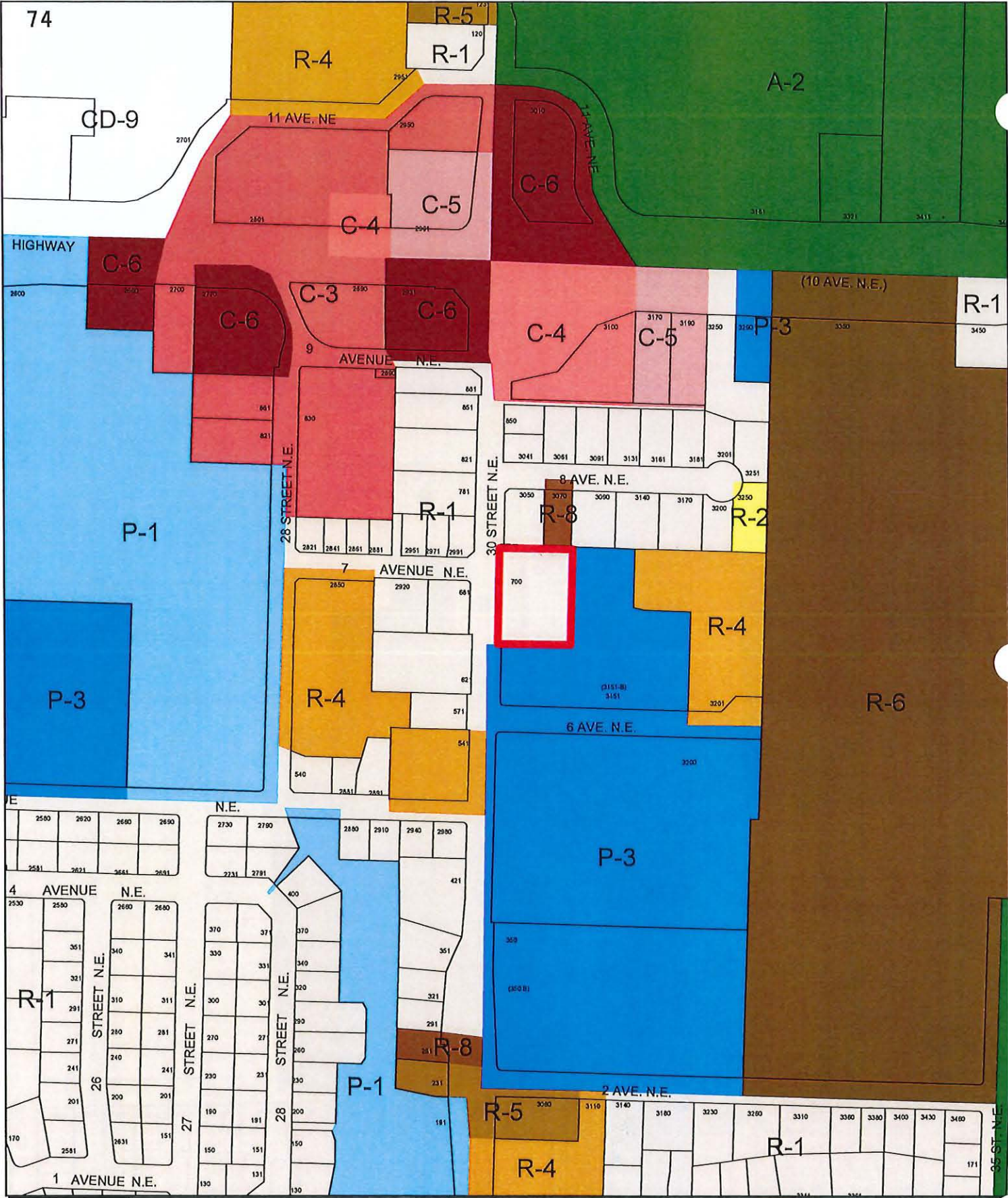


AR-Acreage Reserve



LR-Low Density Res.









 Subject Parcel

0 20 40 80 120 160

Meters

 R-1 Single Family Residential	 R-6 Mobile Home Park
 P-3 Institutional	 P-1 Park & Recreation
 R-4 Medium Density Residential	 Various Commercial Zones
 R-8 Residential Suite	









*Memorandum from the  
Engineering and Public  
Works Department*

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TO: Kevin Pearson, Director of Development Services  
 DATE: 18 August 2020  
 OWNER: Edelweiss Properties Inc. - 3648 Walnut Glen Road, West Kelowna, BC V4T 2R7  
 APPLICANT: TSL Developments – 1441 – 10 Avenue SE, Salmon Arm, BC V1E 1T2  
 SUBJECT: **ZONING AMENDMENT APPLICATION FILE NO. ZON-1183**  
 LEGAL: Lot 2, Section 18, Township 20, Range 9, W6M KDYD, Plan 26408, Except Plan 28836  
 CIVIC: **700 – 30 Street NE**

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Further to your referral dated 31 July 2020, we provide the following servicing information. **With exception to the Traffic Impact Assessment comments (Roads item 4.), the following are not requirements or conditions for Rezoning; these comments summarize the requirements of the Subdivision / Development Servicing Bylaw and are provided as a courtesy in advance of any subdivision or 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.
7. At the time of development the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.
8. For the off-site improvements at the time of development 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 development

**ZONING AMENDMENT APPLICATION FILE NO. ZON-1183**

18 August 2020

Page 2

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. 30 Street NE, on the subject properties western boundary, 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, all building setbacks will be required to conform to the ultimate 25.0m cross section. Available records indicate that no additional road dedication is required (to be confirmed by BCLS), however the City will require a statutory right of way for an additional 2.5m beyond the current road dedication for the construction of a multi-use path, to be constructed at the applicant/developers cost.
2. 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 (revised). Upgrading may include, but is not limited to curb & gutter, offset multi-use path, underground Telus and Shaw and street lighting. Owner / Developer is responsible for all associated costs.
3. As 30 Street NE is designated as an Arterial Road, accesses shall be designed by keeping to a minimum number and located in the safest location. Only one driveway access will be permitted, the existing driveway shall be removed. Owner / Developer responsible for all associated costs.
4. The intersection of 9 Avenue NE and 30 Street NE has significant safety concerns and development of the subject property may further exasperate this situation. **It is recommended that Council require, as a condition for rezoning, the applicant to carry out a Traffic Impact Assessment looking at the impact on this intersection and also the intersection of 7 Avenue and 30 Street NE in relation to the proposed site access location.**
5. Consideration within the property shall be given to snow storage. No snow will be permitted to be pushed onto or across 30 Street NE.

**Water:**

1. The subject property fronts a 200mm diameter Zone 4 watermain on 30 Street NE. No upgrades will be required at this time.
2. The proposed development is to be serviced by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use. Water meter will be supplied by the City at the time of subdivision, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.
3. Records indicate that the existing property is serviced by a 19mm service from the 200mm diameter watermain on 30 Street NE. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

**ZONING AMENDMENT APPLICATION FILE NO. ZON-1183**

18 August 2020

Page 3

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4. Bare Land Strata developments with ground oriented access have the option of a bulk water meter installed at property line at time of subdivision with invoicing to the Strata Corporation or individual strata lot metering with invoicing to each strata lot (currently on an annual flat rate). To qualify for the second option each unit requires a separate outside water service shut-off connected to the onsite private water main. Contact Engineering Department for more information. All meters will be provided at time of building permit by the City, at the owner/developers cost.
5. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012)..
6. Fire protection requirements to be confirmed with the Building Department and Fire Department.

**Sanitary:**

1. The subject property is serviced by a 150mm diameter sanitary sewer that terminates at a manhole in the south west corner of the property. Since this is the head of the run, subject to item 2, no further upgrades will be required at this time. However, a 6m wide right of way for the existing sewer and manhole is required
2. The development is 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 property is serviced by a 100mm service from the sanitary manhole in the south west corner of the property. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

**Drainage:**

1. The subject property is serviced by a 200mm diameter storm sewer that terminates at a manhole in the south west corner of the property. No upgrades will be required at this time, however, a 6m wide right of way for the existing sewer and manhole is required
2. Records indicate that the existing property is not serviced by a storm service. All existing inadequate/unused services must be abandoned at the main. 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.

**ZONING AMENDMENT APPLICATION FILE NO. ZON-1183**

18 August 2020

Page 4

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

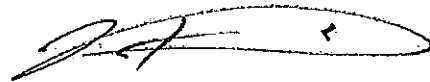
**Geotechnical:**

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



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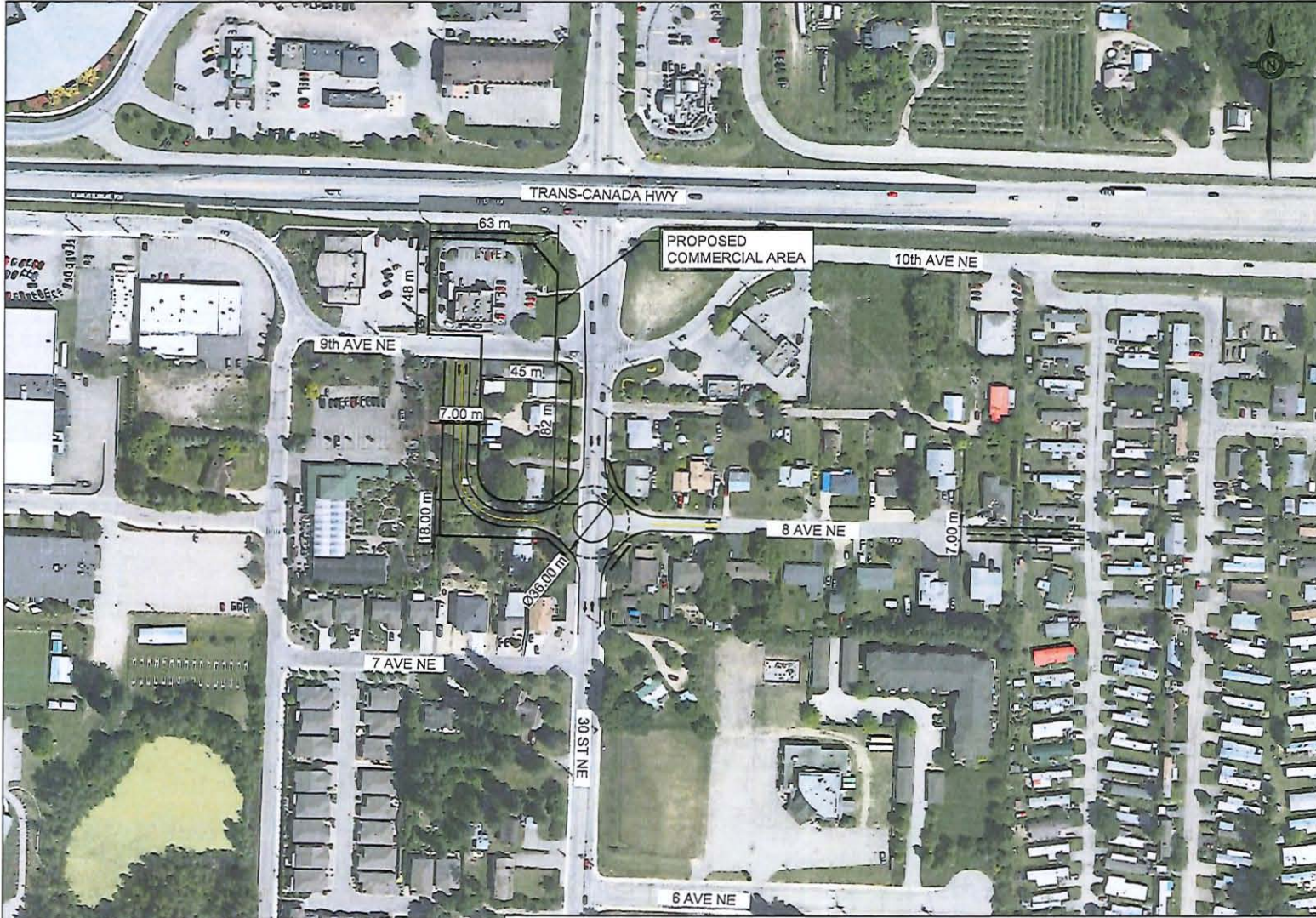
**Chris Moore**  
Engineering Assistant



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



**PROS:**

- Traffic calming feature along 30th Street NE
- Provides longer distance between Highway 1 and 9th/10th Avenue Intersection
- All turns available at new access
- Roundabouts reduce crash severity
- Little to no intersection delays

**CONS:**

- Land constraints - Major property acquisition for road ROW between 9th Avenue and 8th Avenue. Delays in obtaining property may occur.
- Utility constraints - Underground utilities will have to be lowered
- Grade constraints - Review of approach grades required
- Powerline constraints - Impact on 3 phase powerline
- Land required for trailer park access to 9th Avenue from 8th Avenue

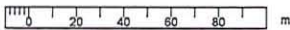
**CITY OF SALMON ARM**  
**30TH STREET AND 9TH AVENUE OPTIONS**

**FIGURE 13: NEW OPTION - C:**  
**ROUNDABOUT AT 8TH, CHANGE LAND USE TO COMMERCIAL (30TH FROM 8TH TO HWY),**  
**CLOSE ACCESS AT 9TH AVE.**

Kelowna Office 206-2365 Garden Drive,  
 +1 250 868 4825 Kelowna BC  
 V1W3C2, Canada

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 DWG. No: 11

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## CITY OF SALMON ARM

### BYLAW NO. 4406

#### A bylaw to amend "District of Salmon Arm Zoning Bylaw No. 2303"

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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 2, Section 18, Township 20, Range 9, W6M, KDYD, Plan 26408 Except Plan 28836 from R-1 Single Family Residential Zone to R-4 Medium Density Residential 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. 4406"

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

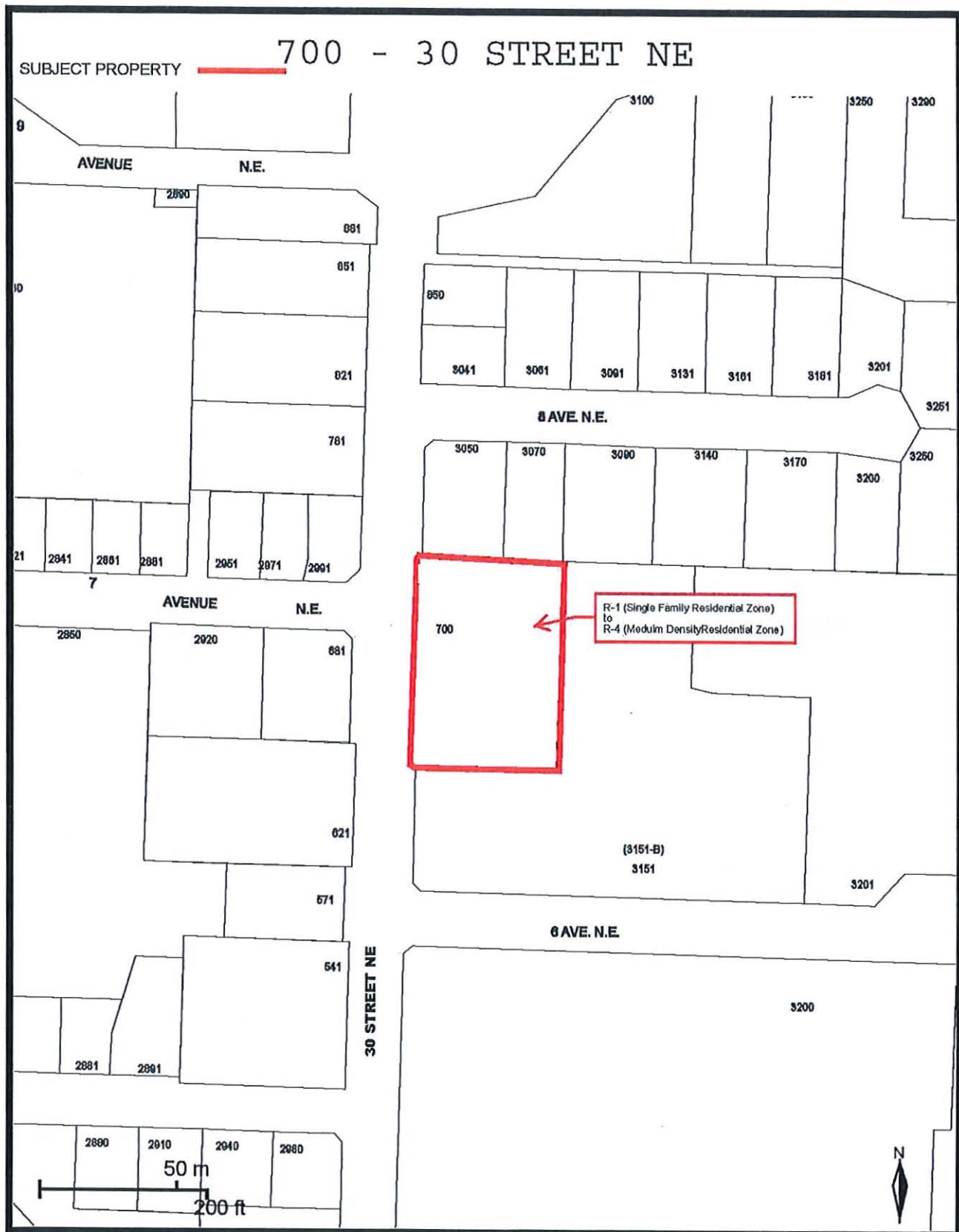
ADOPTED BY COUNCIL THIS DAY OF 2020

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER



SCHEDULE "A"



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Item 10.4

## CITY OF SALMON ARM

Date: October 13, 2020

Moved: Councillor

Seconded: Councillor

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.

[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

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 m<sup>2</sup> (.32 acres). The subject parcel is a relatively large lot and can meet the minimum parcel area of 700 m<sup>2</sup> (7,534.7 ft<sup>2</sup>) 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 m<sup>2</sup> (864 ft<sup>2</sup>), within the maximum 90 m<sup>2</sup> (968.8 ft<sup>2</sup>). 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

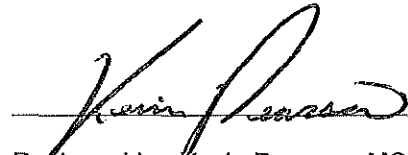
No concerns.

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.

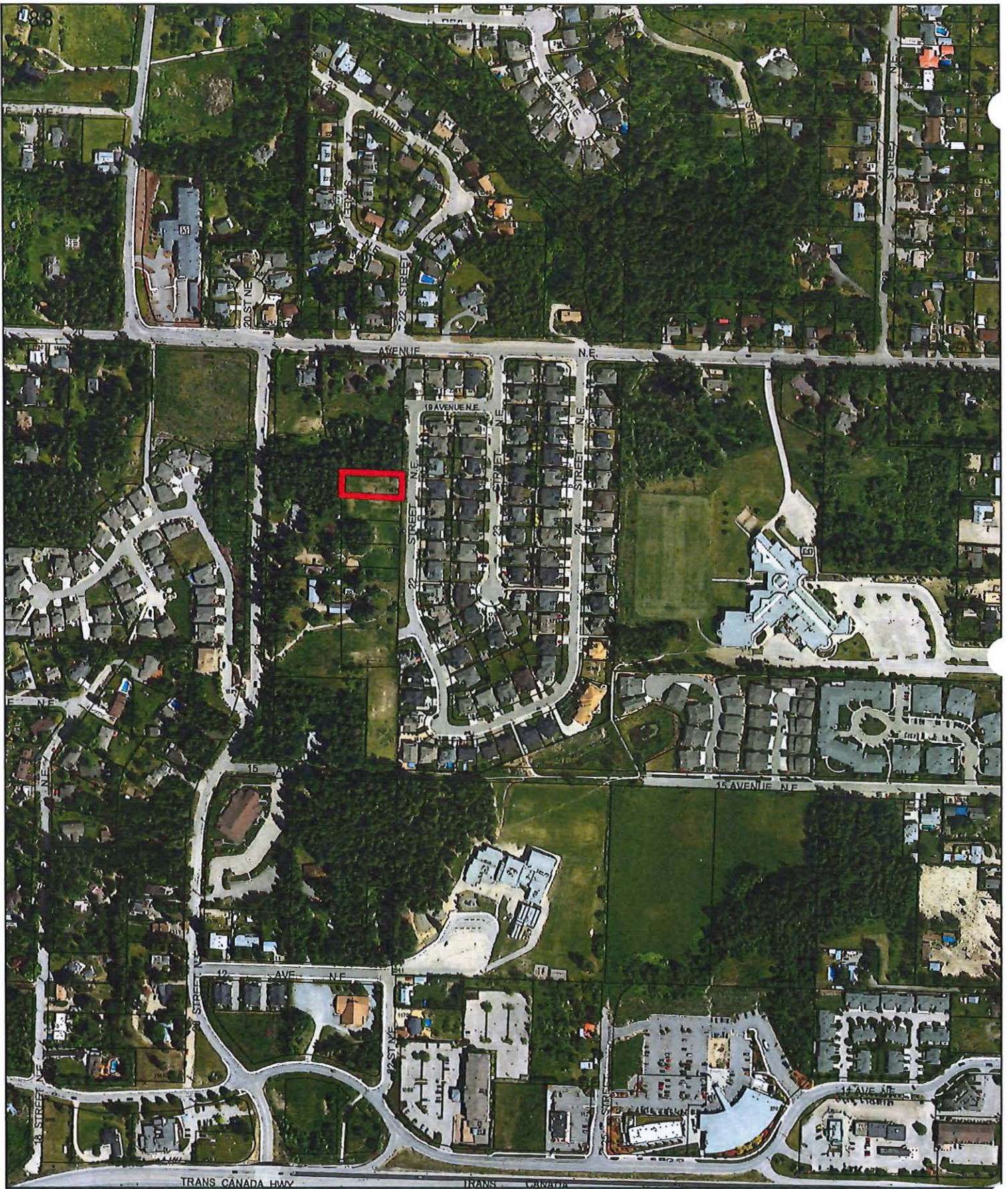


Prepared by: Denise Ackerman  
Planner, Development Services



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





0 25 50 100 150 200  
Meters



Subject Parcel



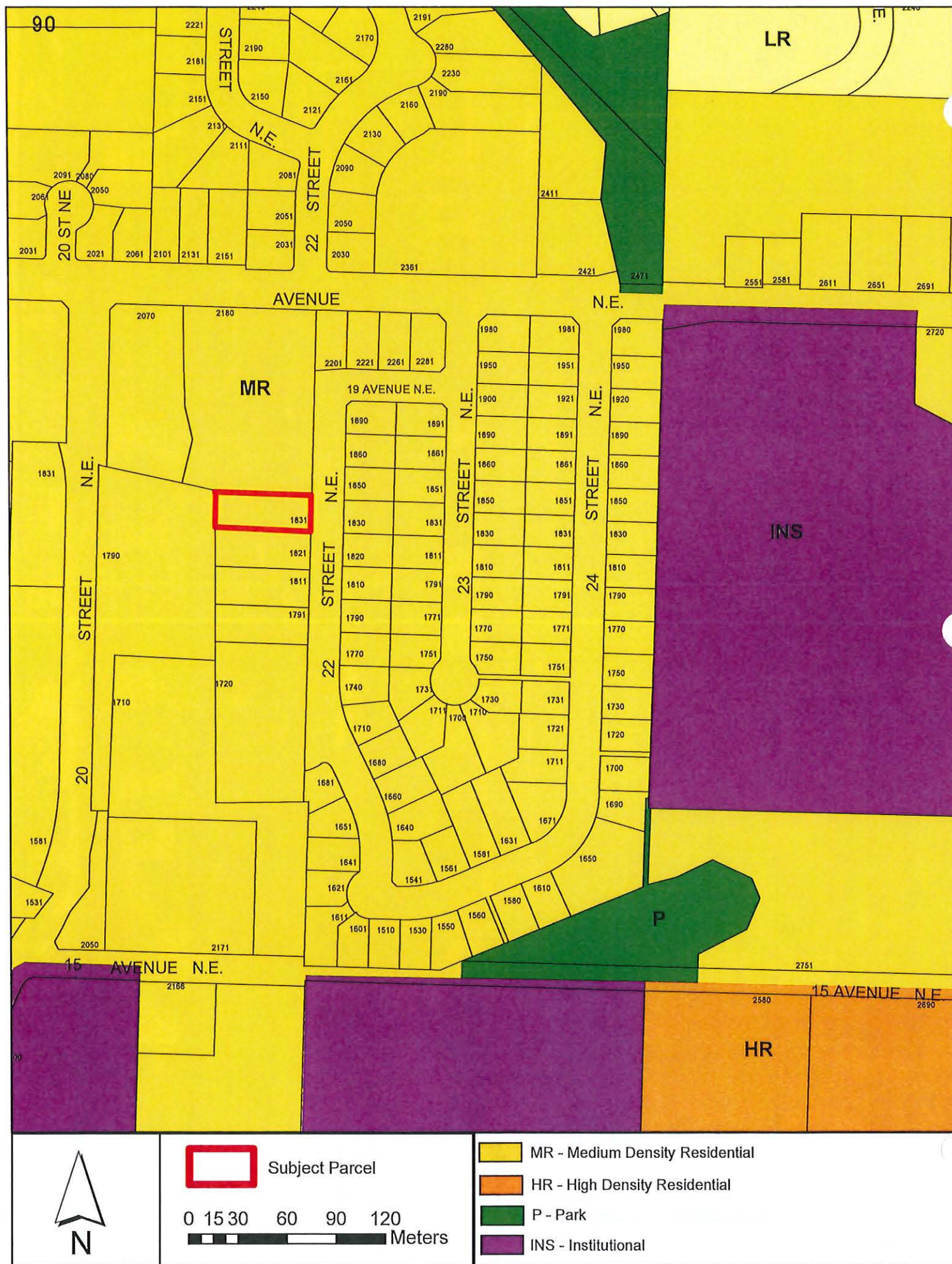


04.75 9.5 19 28.5 38  
Meters

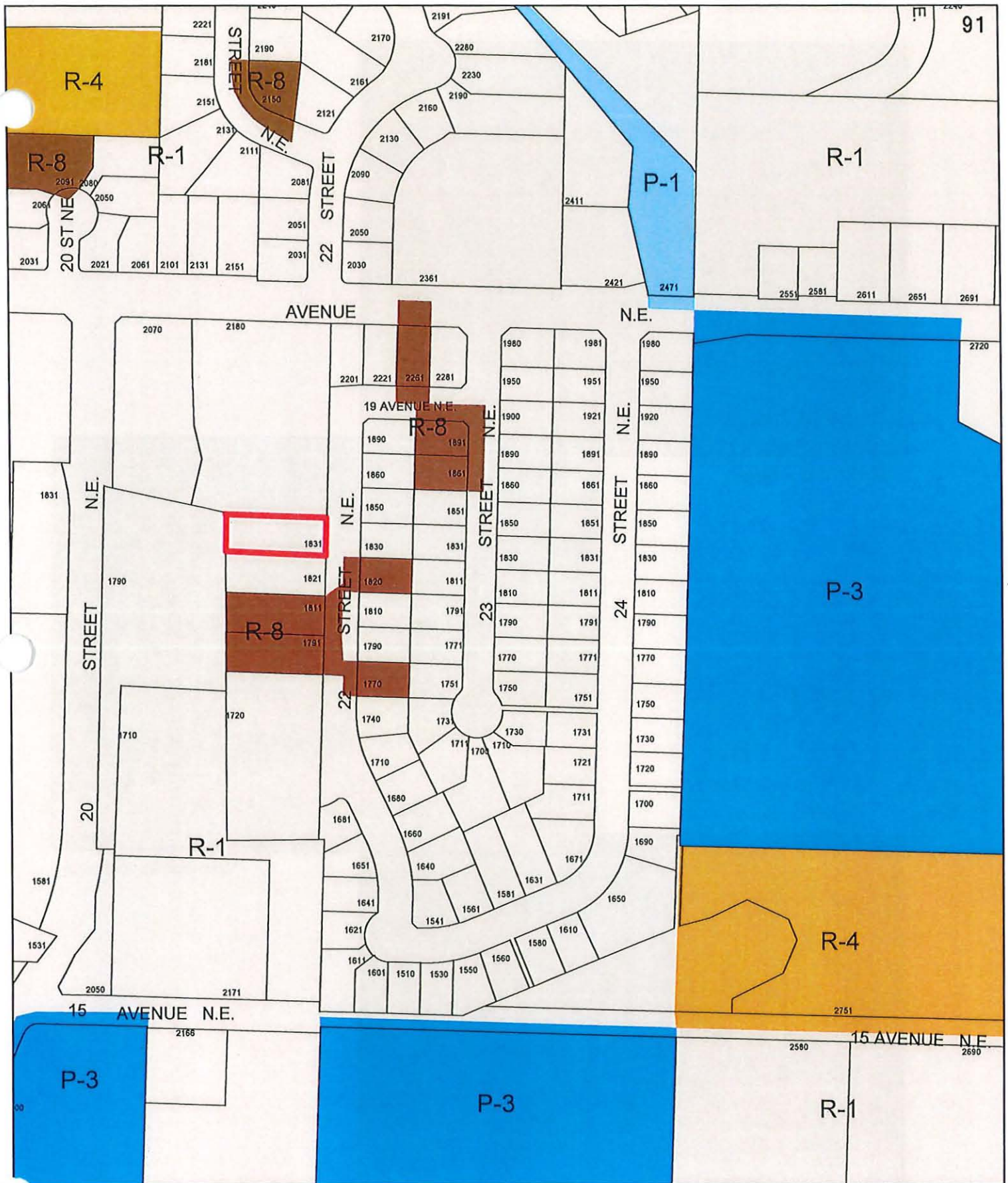


Subject Parcel









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 &amp; Recreation





View looking northeast

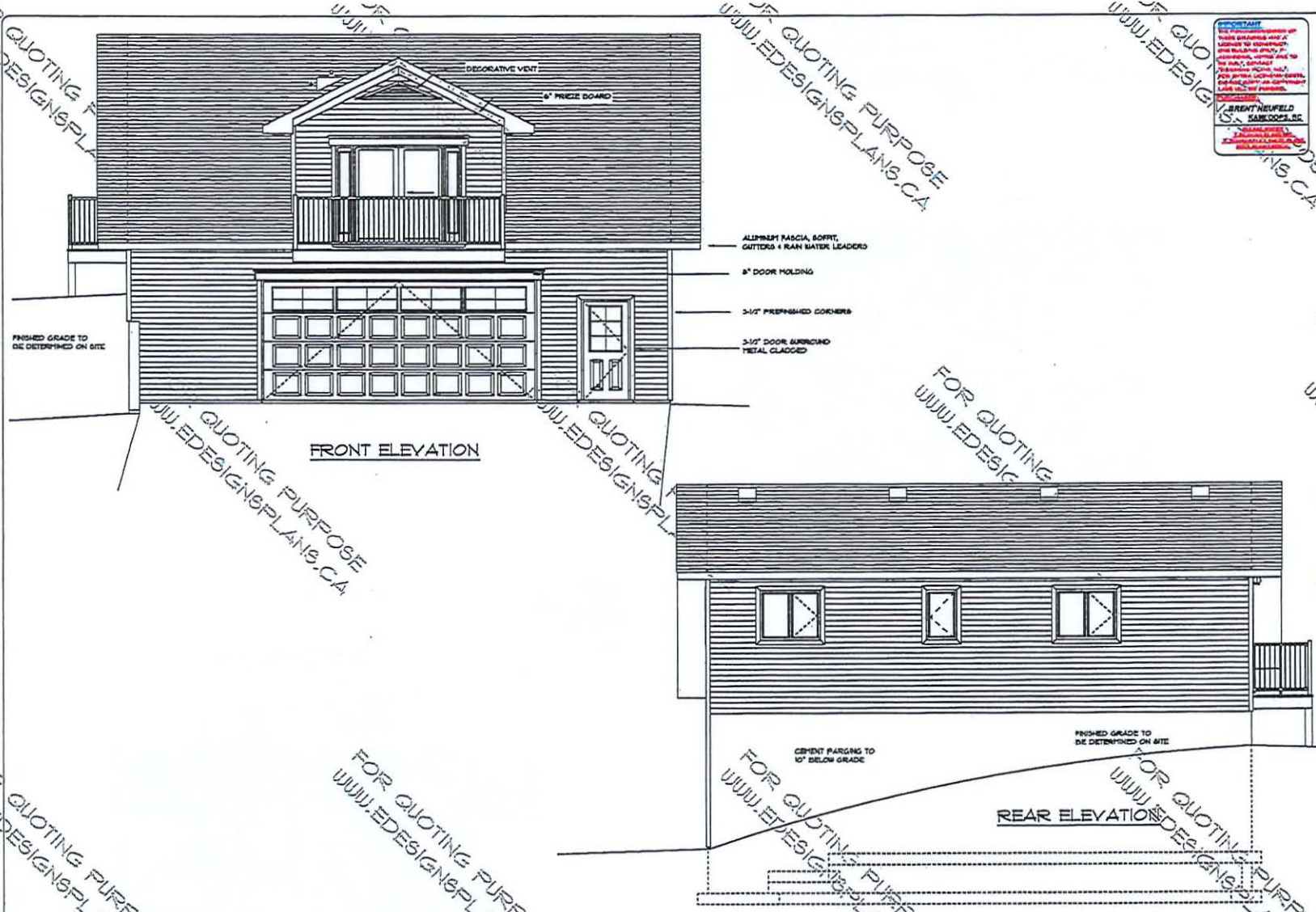


View looking northwest



View looking north





**IMPORTANT:**  
THESE DRAWINGS ARE FOR QUOTING PURPOSES ONLY. THEY ARE NOT TO BE USED FOR CONSTRUCTION. ANYONE USING THESE DRAWINGS FOR CONSTRUCTION IS DOING SO AT THEIR OWN RISK. E-DESIGNS PLANS INC. IS NOT RESPONSIBLE FOR ANY DAMAGES, LOSSES, OR INJURIES RESULTING FROM THE USE OF THESE DRAWINGS. PLEASE NOTIFY E-DESIGNS PLANS INC. IF YOU SUSPECT THAT THESE PLANS HAVE BEEN COPIED OR ALTERED.

THIS PLAN CAN BE ADAPTED TO YOUR LOCAL BUILDING CODES. THE RESPONSIBILITY OF THE PURCHASER AND/OR BUILDER OF THIS PLAN IS TO ENSURE THAT THE 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. OF 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 (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.

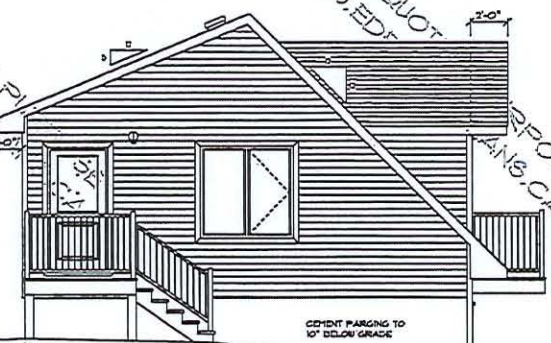
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DEVON, AB  
TOLL FREE 1-855-675-1800

PROJECT: <b>NEUFELD CARRIAGE HOUSE</b>	
LOCATION: SALMON ARM, BC	
DRAWN BY: Terry Ayres	SCALE: Not to Scale
DATE: Aug. 25/20	PLAN #: 2020291
PAGE: 1 of 6	

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 Canada  
 Tel: 604-271-1200  
 Fax: 604-271-1201  
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LEFT ELEVATION



RIGHT ELEVATION

ALL RETAINING WALLS TO BE SITE DESIGNED TO MEET FINISHED GRADES. MAY REQUIRE AN ENGINEER STAMPED DESIGN PROVIDED BY OTHERS.

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).

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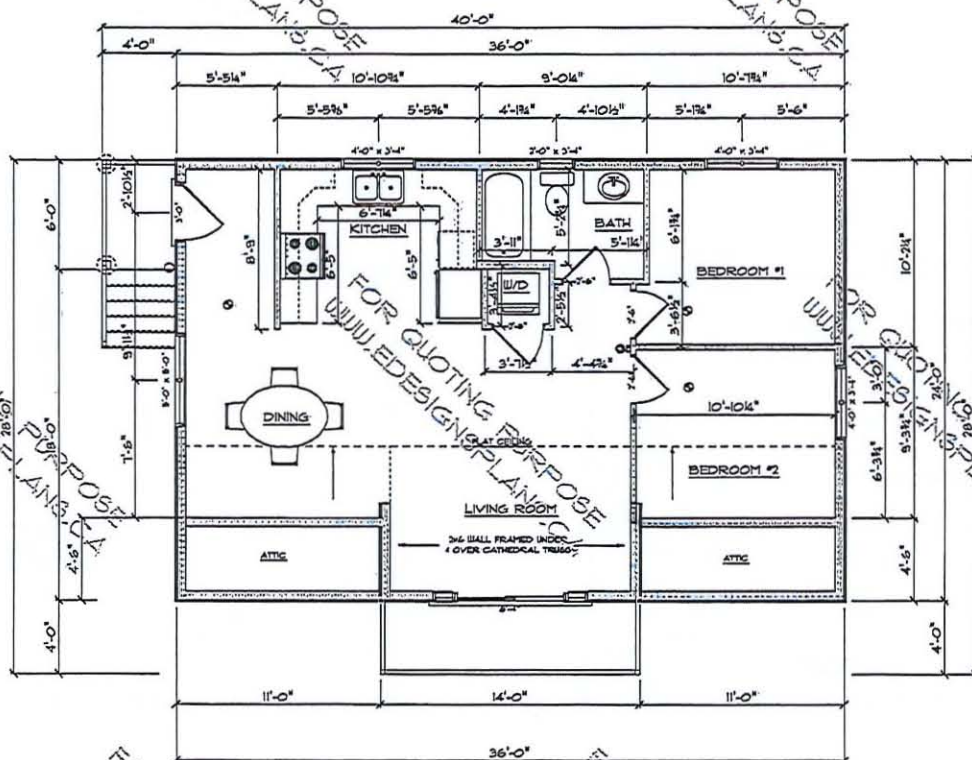
PROJECT:	<b>NEUFELD CARRIAGE HOUSE</b>			
LOCATION:	SALMON ARM, BC			
DRAWN BY:	SCALE:	DATE:	PLAN #:	PAGE:
Terry Lynn	Not to scale	Aug. 25/20	2020291	2 of 6







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ATTN: VERIFY ALL WINDOW & DOOR SIZES AND LOCATIONS WITH OWNER.

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

SMOKE & CARBON DIOXIDE ALARMS:

- ⊙ Smoke & Carbon Dioxide Alarms shall be installed in accordance to Article 2.10.1.1.1 of the B.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
- SUMP PIT 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. CARRIAGE HOUSE  
SECOND FLOOR**

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).

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DEVON, AB

TOLL FREE 1-855-615-1800

PROJECT:

LOCATION:

DRAWN BY:

Chris Lipp

**NEUFELD CARRIAGE HOUSE**

SALMON ARM, BC

SCALE: DATE: PLAN #:

Not to Scale Aug. 25/20 2020/2021

PAGE:

4/6





0 2.75 5.5 11 16.5 22 Meters



Subject Parcel



## 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 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

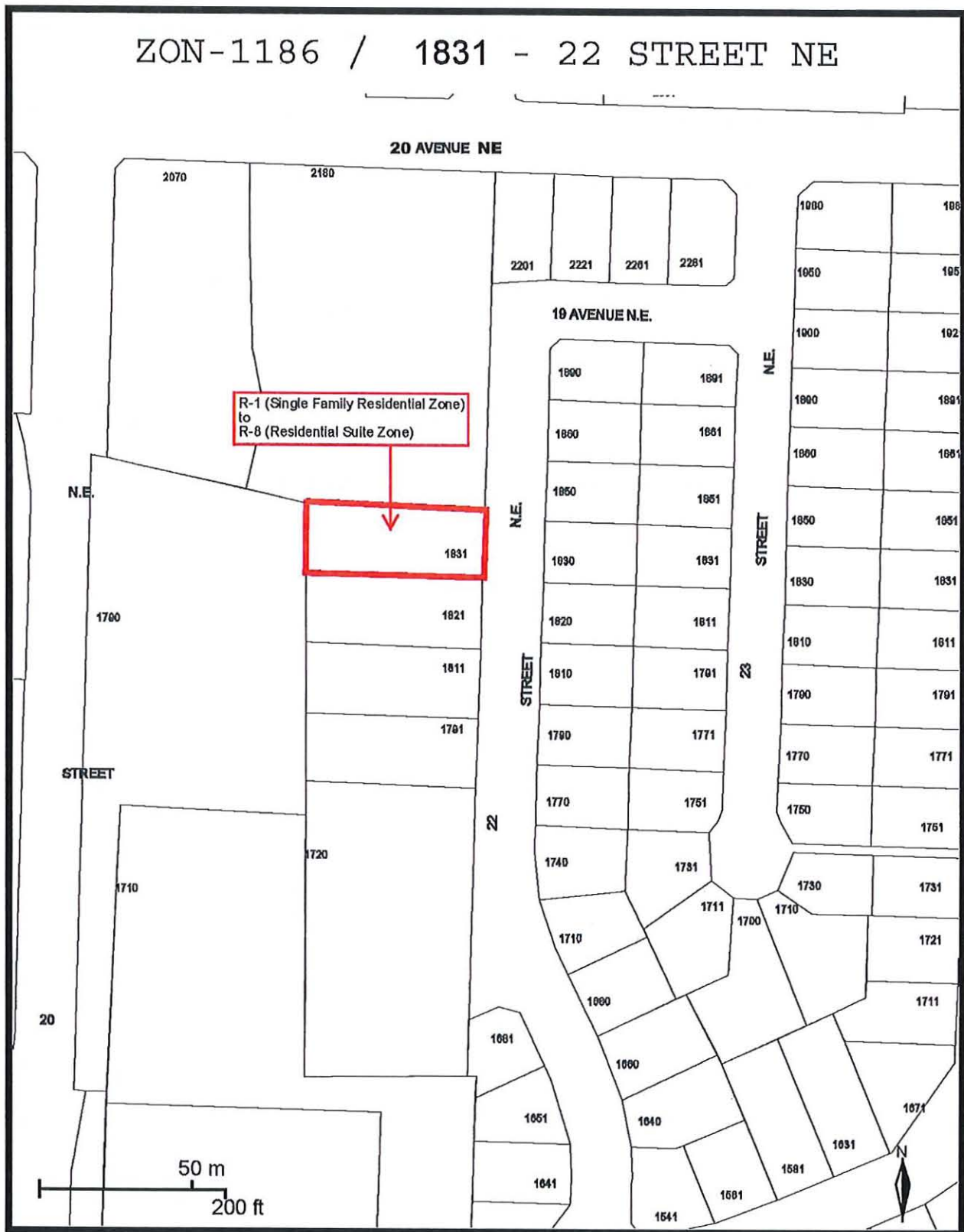
\_\_\_\_\_  
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

SCHEDULE "A"





Item 10.5

## CITY OF SALMON ARM

Date: October 13, 2020

Moved: Councillor

Seconded: Councillor

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.

[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



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.

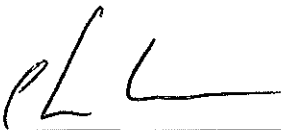
Fire Department

No concerns.

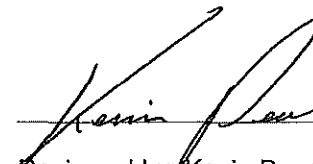
Planning Department

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.



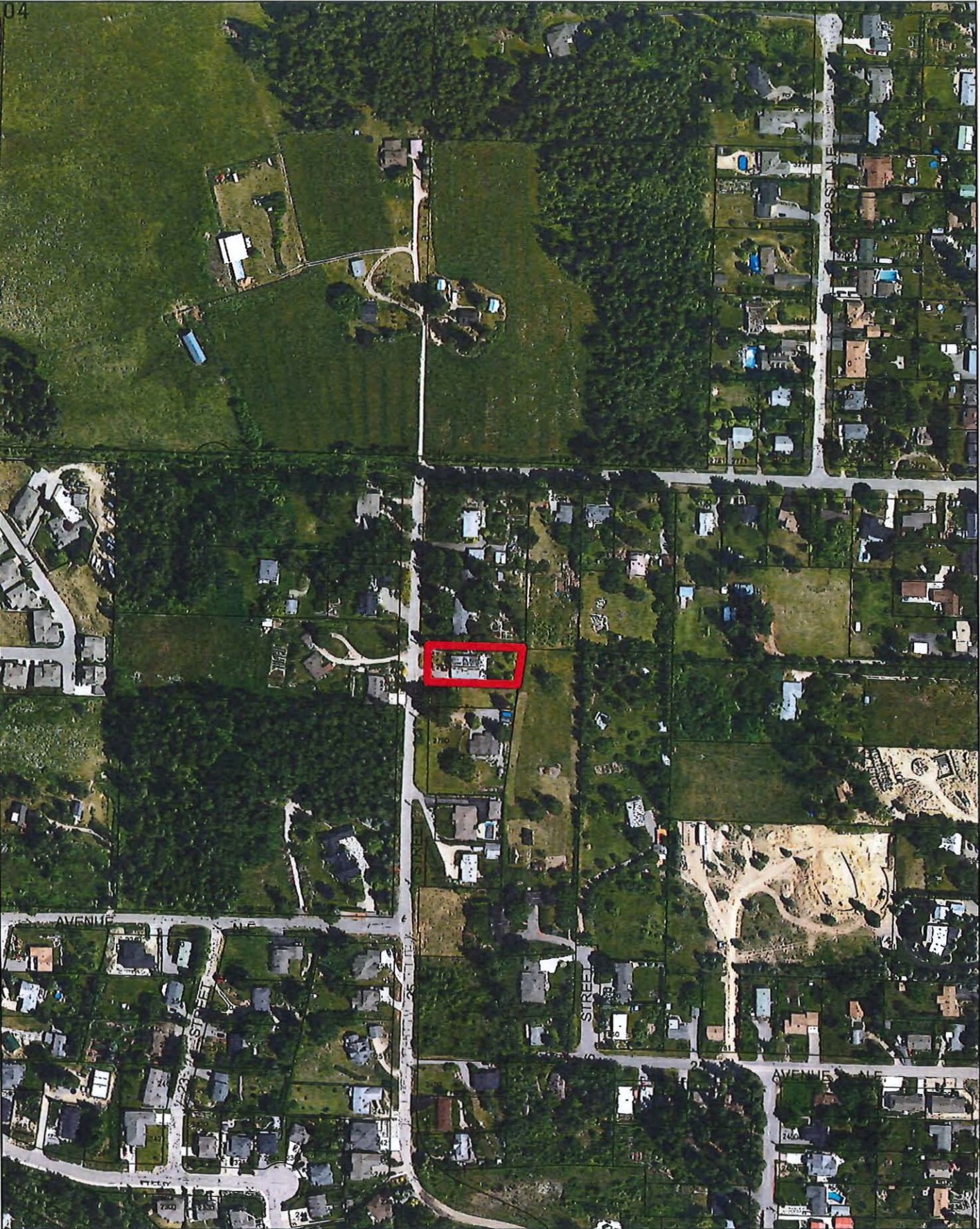
Prepared by: Chris Larson, MCP  
Senior Planner



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



04

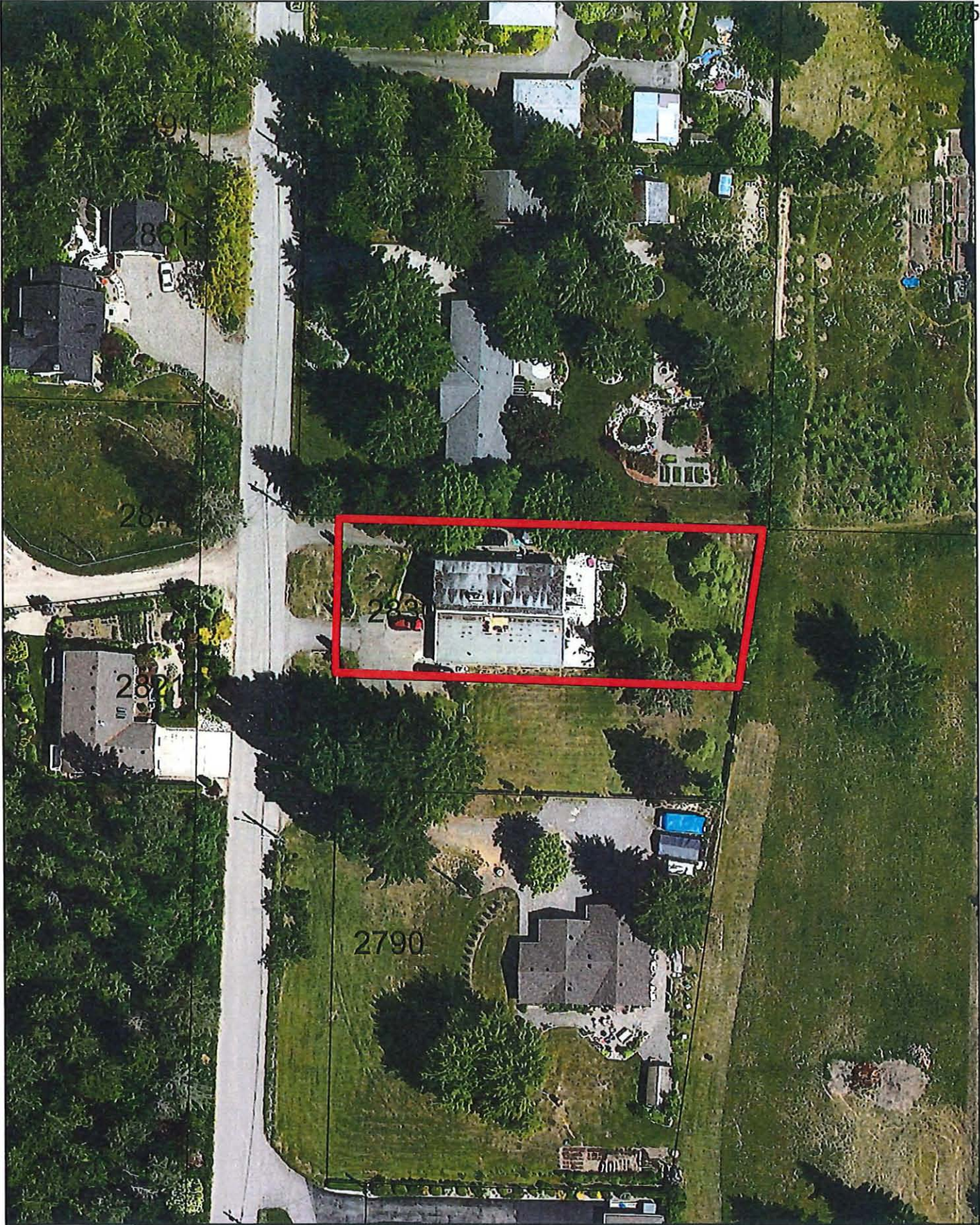


0 40 80 160 240 320 Meters




Subject Parcel

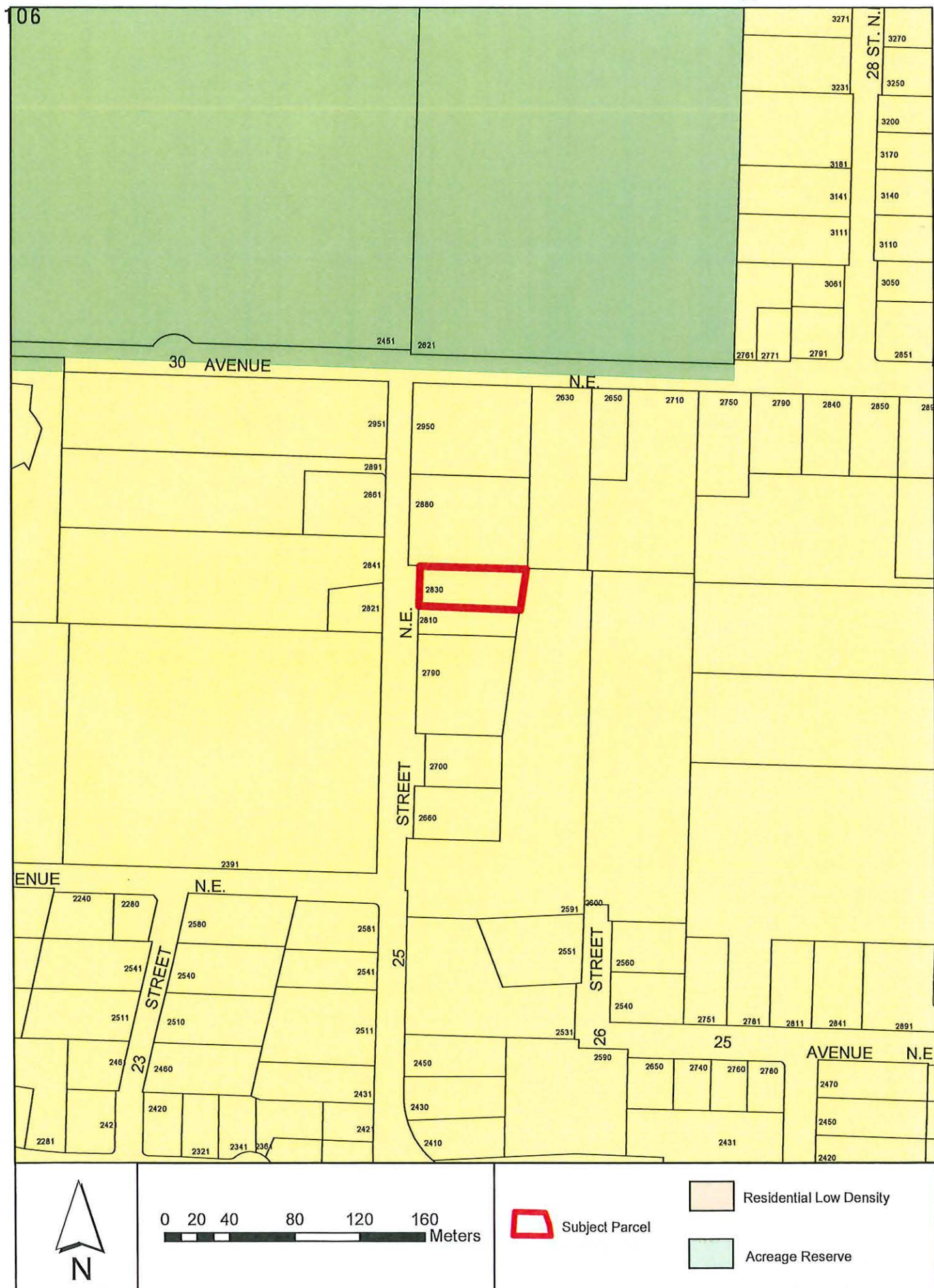




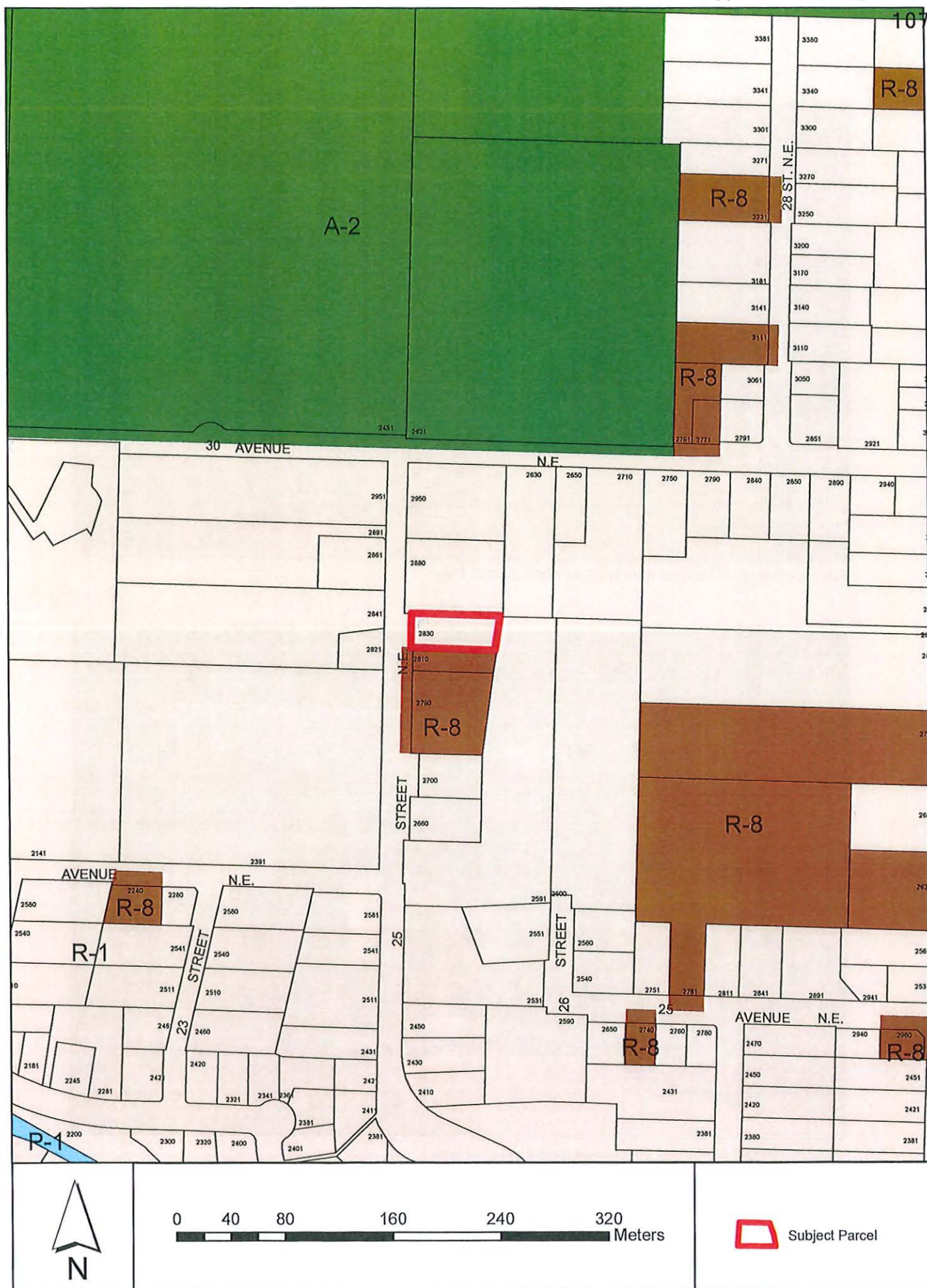
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Meters

 Subject Parcel













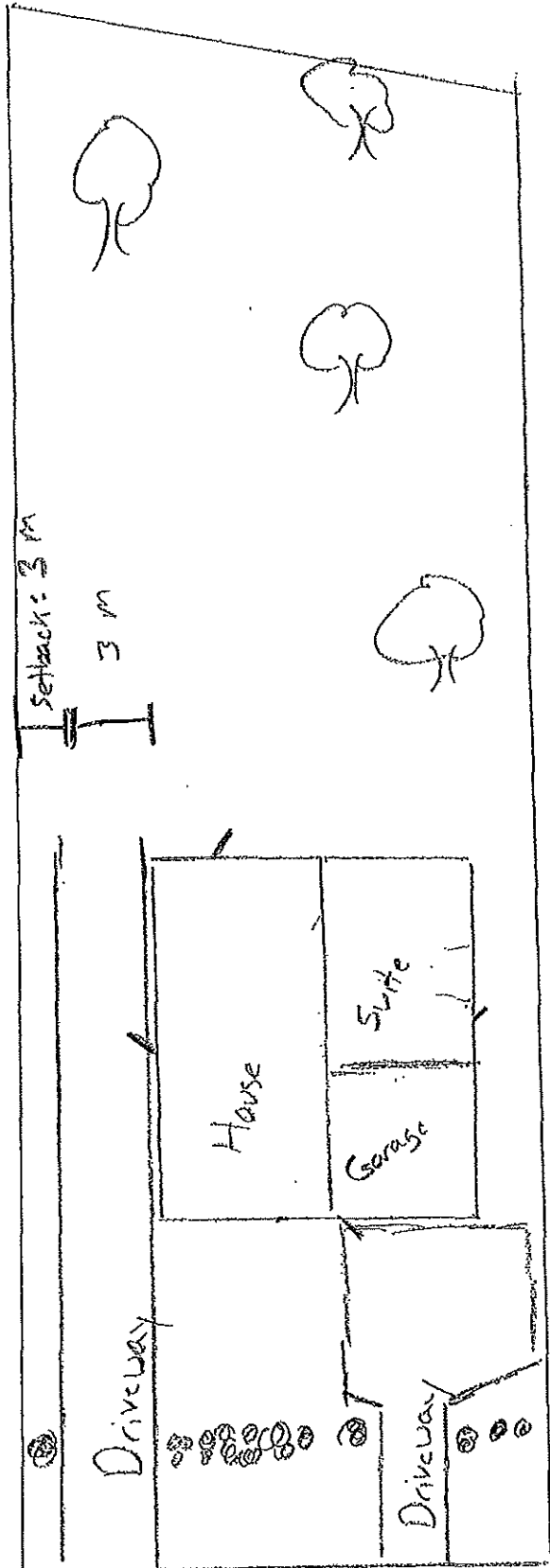
View southeast of subject parcel along north parcel line.



View northeast of subject parcel along south parcel line.

Existing

+  
Proposed  
Site plan





## 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 DAY OF 2020

READ A SECOND TIME THIS DAY OF 2020

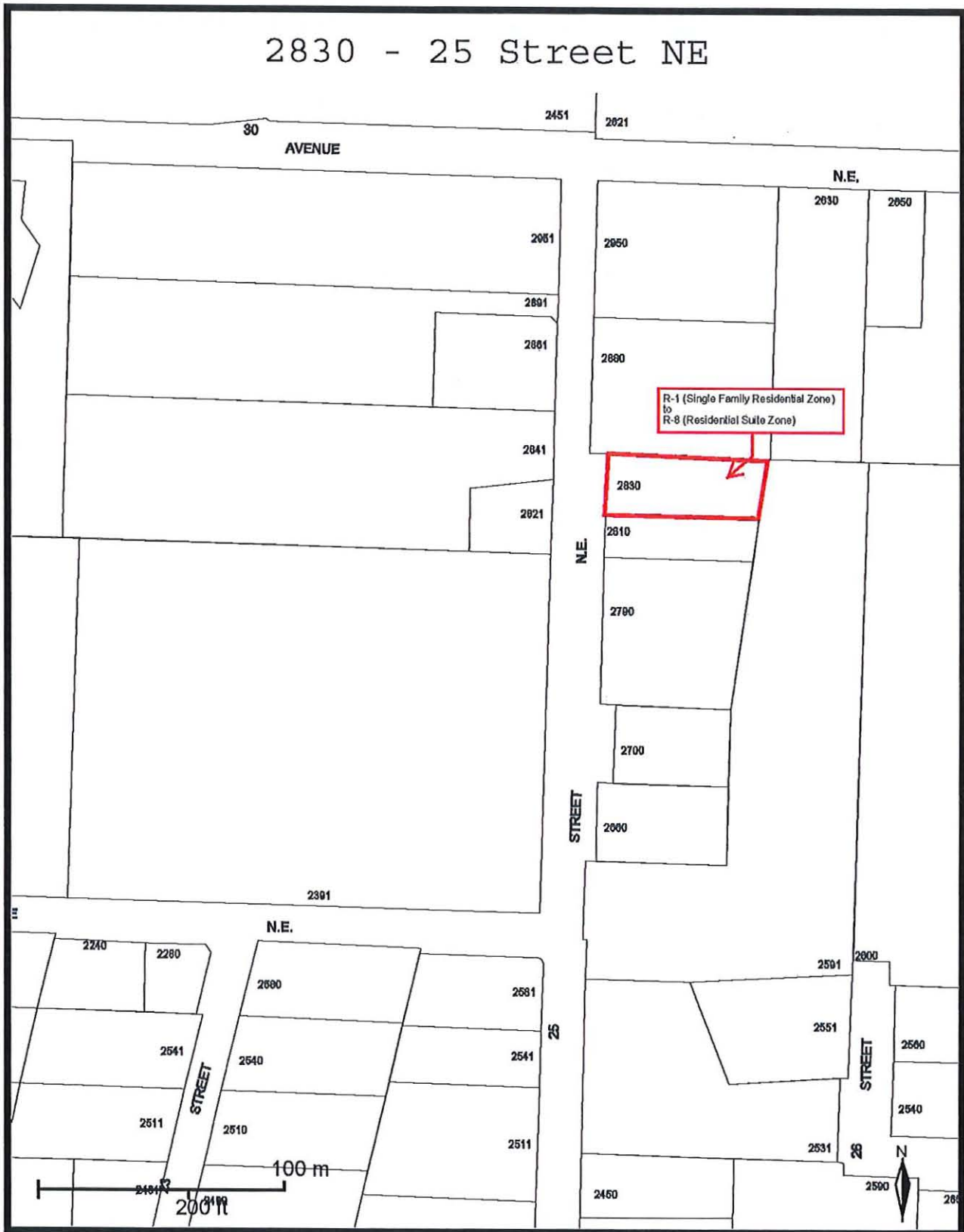
READ A THIRD TIME THIS DAY OF 2020

ADOPTED BY COUNCIL THIS DAY OF 2020

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

SCHEDULE "A"





Item 10.6

## CITY OF SALMON ARM

Date: October 13, 2020

Moved: Councillor

Seconded: Councillor

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 (1,871m<sup>2</sup>) and a 150m<sup>2</sup> 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.

[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



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 ¼ 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 ¼ 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 (1871m<sup>2</sup>) and a 150m<sup>2</sup> 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 16<sup>th</sup> 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 with 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 150m<sup>2</sup> 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 18<sup>th</sup> Ave NE and 16<sup>th</sup> 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 30<sup>th</sup> 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 20<sup>th</sup> 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 20<sup>th</sup> 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 20<sup>th</sup> 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 20<sup>th</sup> 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 16<sup>th</sup>, 18<sup>th</sup> and 20<sup>th</sup> 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 16<sup>th</sup> 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 30<sup>th</sup> 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

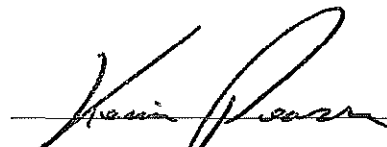
Based on zoning, the number of parcels zoned for a legal suite is 379 in residential areas within the Urban Containment Boundary. The proposed 26 properties included in the proposed application would mark a significant increase in that number and provide additional housing in proximity to schools, recreation 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 700m<sup>2</sup> to 1079m<sup>2</sup>, 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.

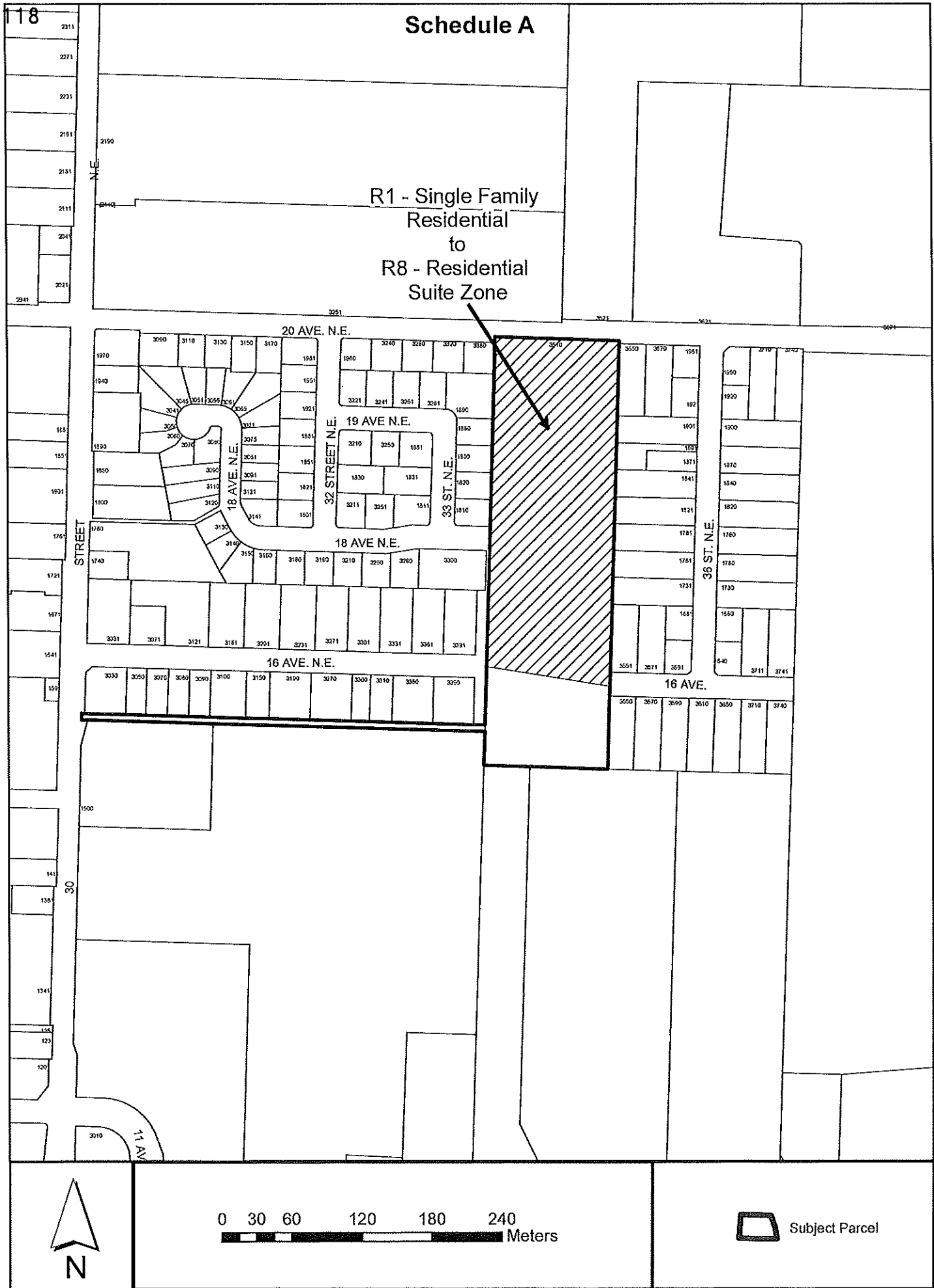
Given OCP policies mentioned above and the general lot layout and lots areas proposed staff are supportive of the application to split zone the subject property.



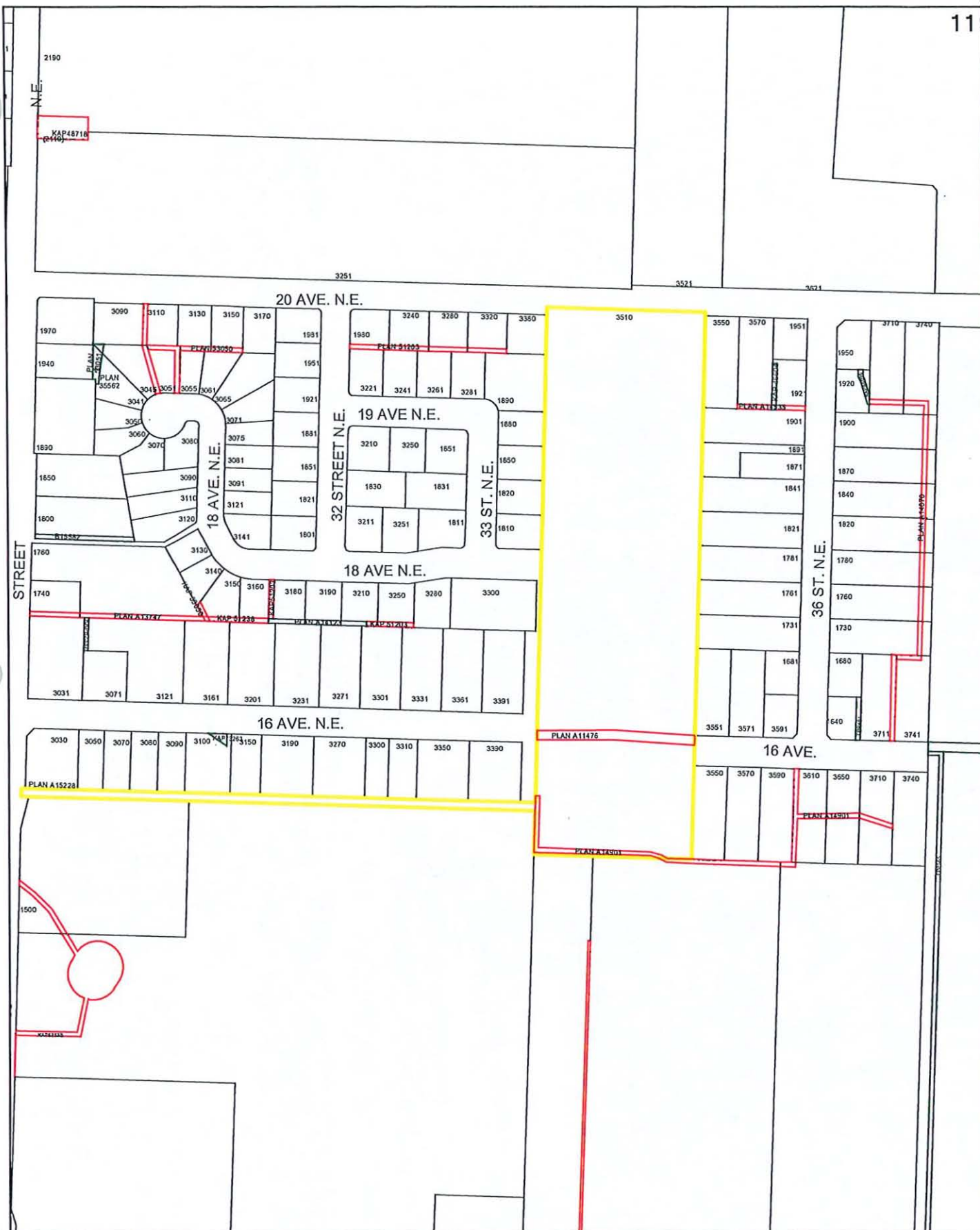
Prepared by: Melinda Smyrl, MCIP, RPP  
Planner



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



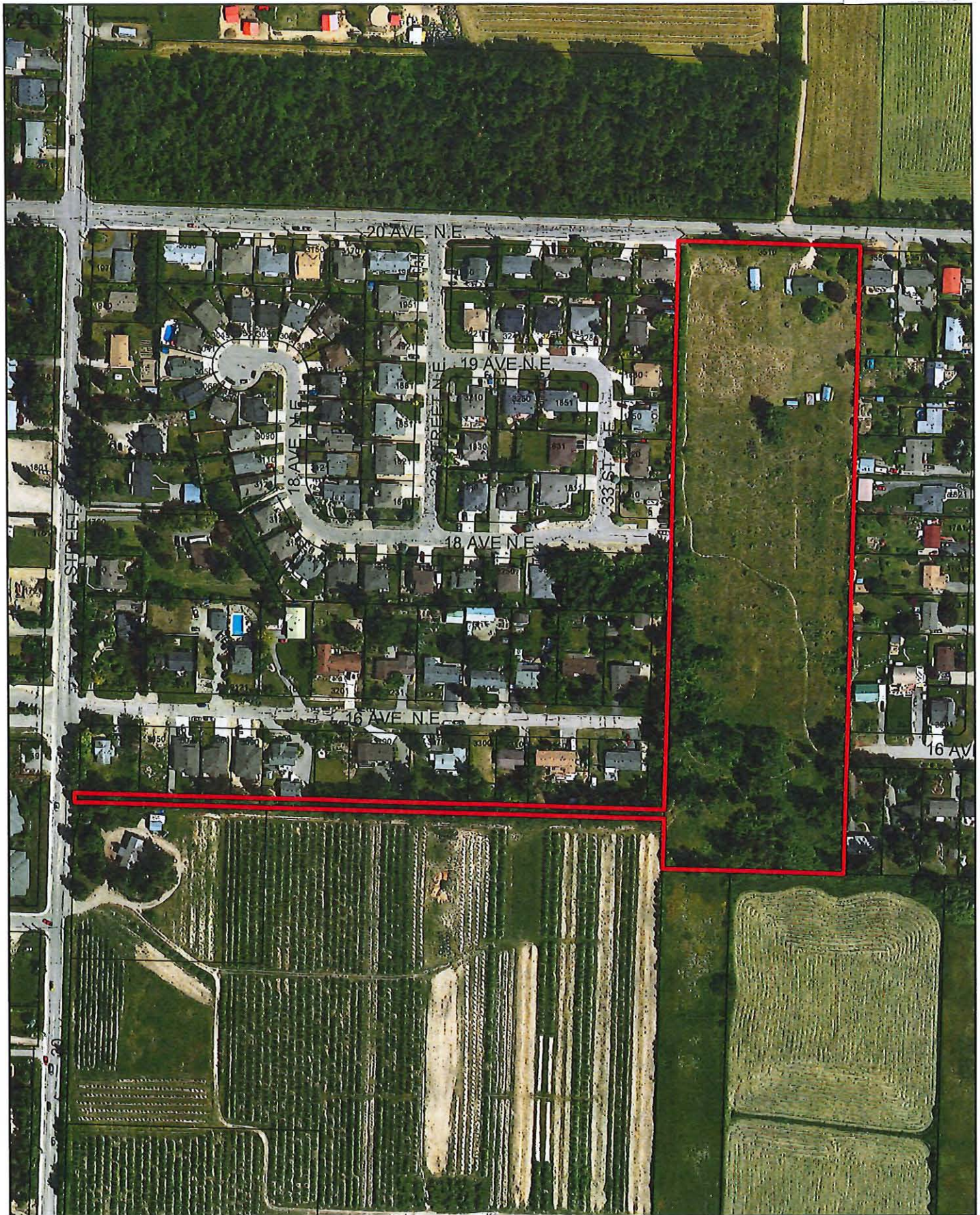




0 25 50 100 150 200 Meters

Subject Property





0 20 40 80 120 160  
Meters

 Subject Property



Print Attached to DD 13900

A. Plan 9387

1  
Pion -  
41308

Scale 1:500

BCGS B2L074




All distances are in miles.

The intended plot size of this plan is 510cm in width by 846cm in height (0 size) when plotted at a scale of 1:500

84mm in height (0 size) when plotted at a scale of 1:500

### LEGEND

-  Existing Neighborhood Park  
 Proposed Park

NOTE: Parks is his dedicated to Pharis t

PARK CALCULATIONS	
Description	Area
Total Area of That Part of the SW 1/4 of Sec 10 included in Plan 8413	10115m <sup>2</sup>
SR of Total Area of That Part of the SW 1/4 of Sec 10 included in Plan 8413	2021m <sup>2</sup>
Proposed Potomac Park	1871m <sup>2</sup>
Proposed Strip Park	150m <sup>2</sup>



Sec 19

35  
Plan KAP51202  
Tp 20

Pic

2  
1728

16 Avenue NE

16 Avenue NE

30 Street NE

Rem 1  
Plan EPP18347

an EPP2

**B Plan**

1728

1  
Plan EPP95531

Proposed  
Panhandle Park  
1071m<sup>2</sup>

2  
Plan EPP95531

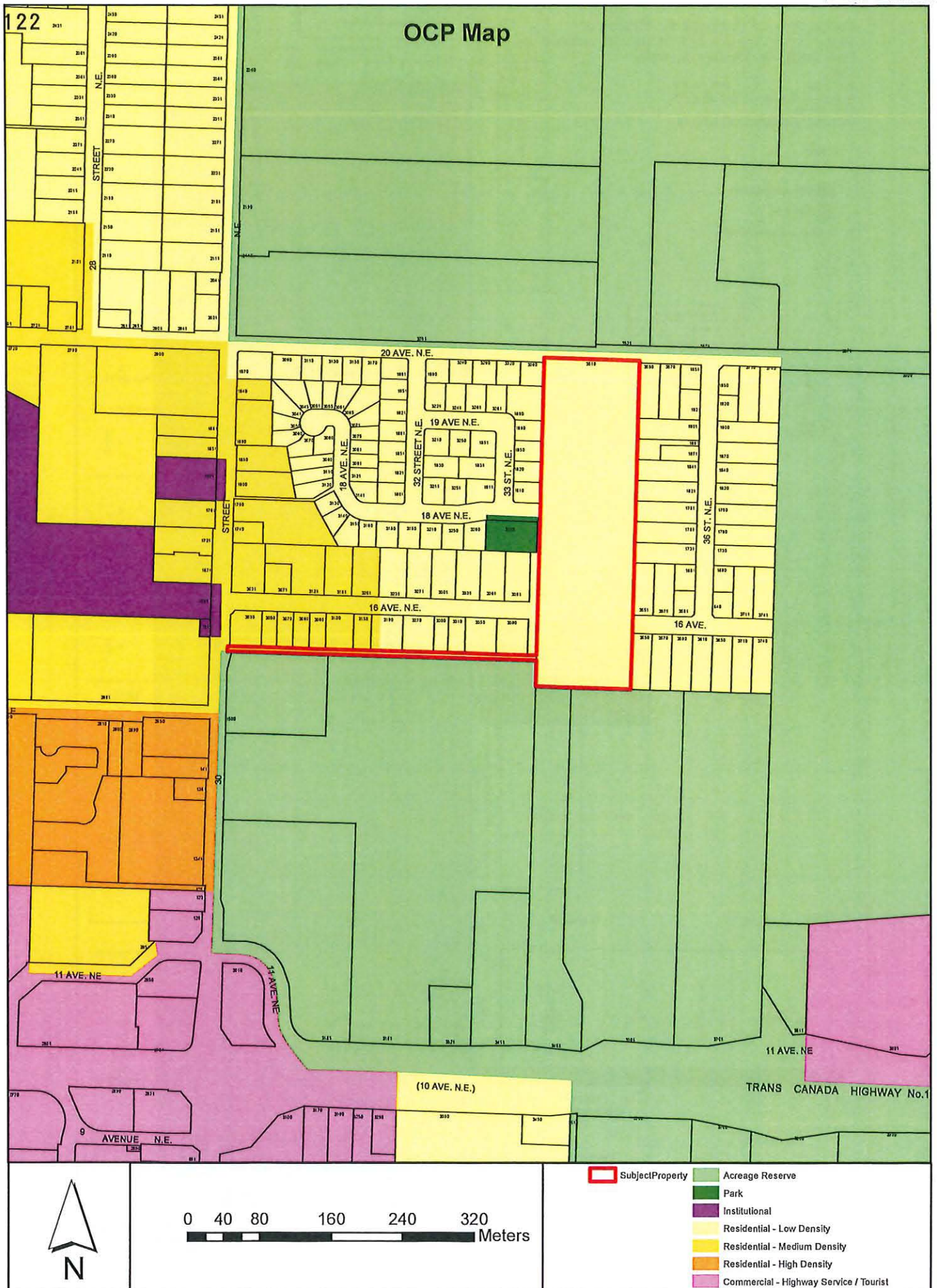
Rem 1  
Plan 5699

Rem 2  
Plan 5699

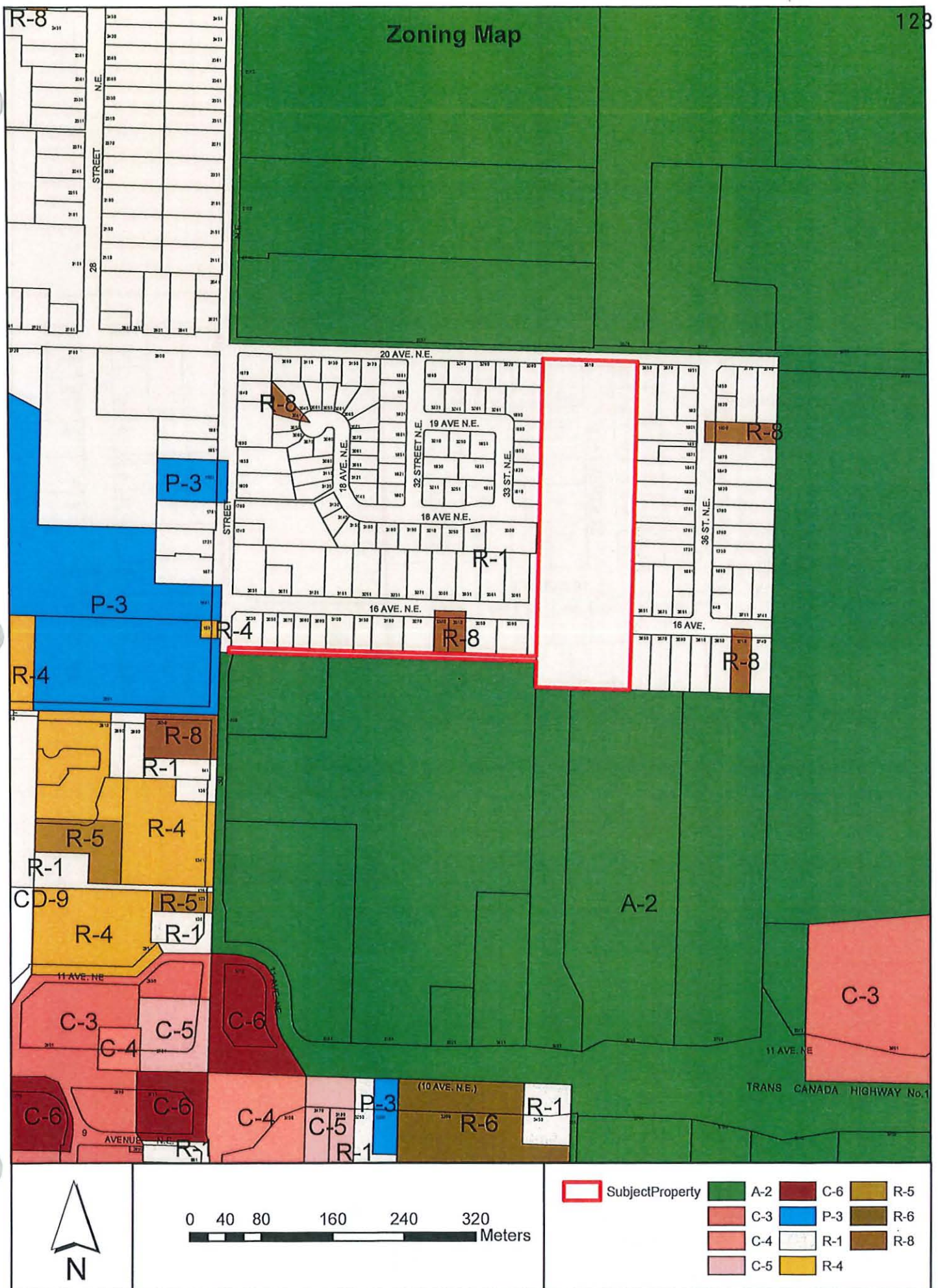
April 21, 2020

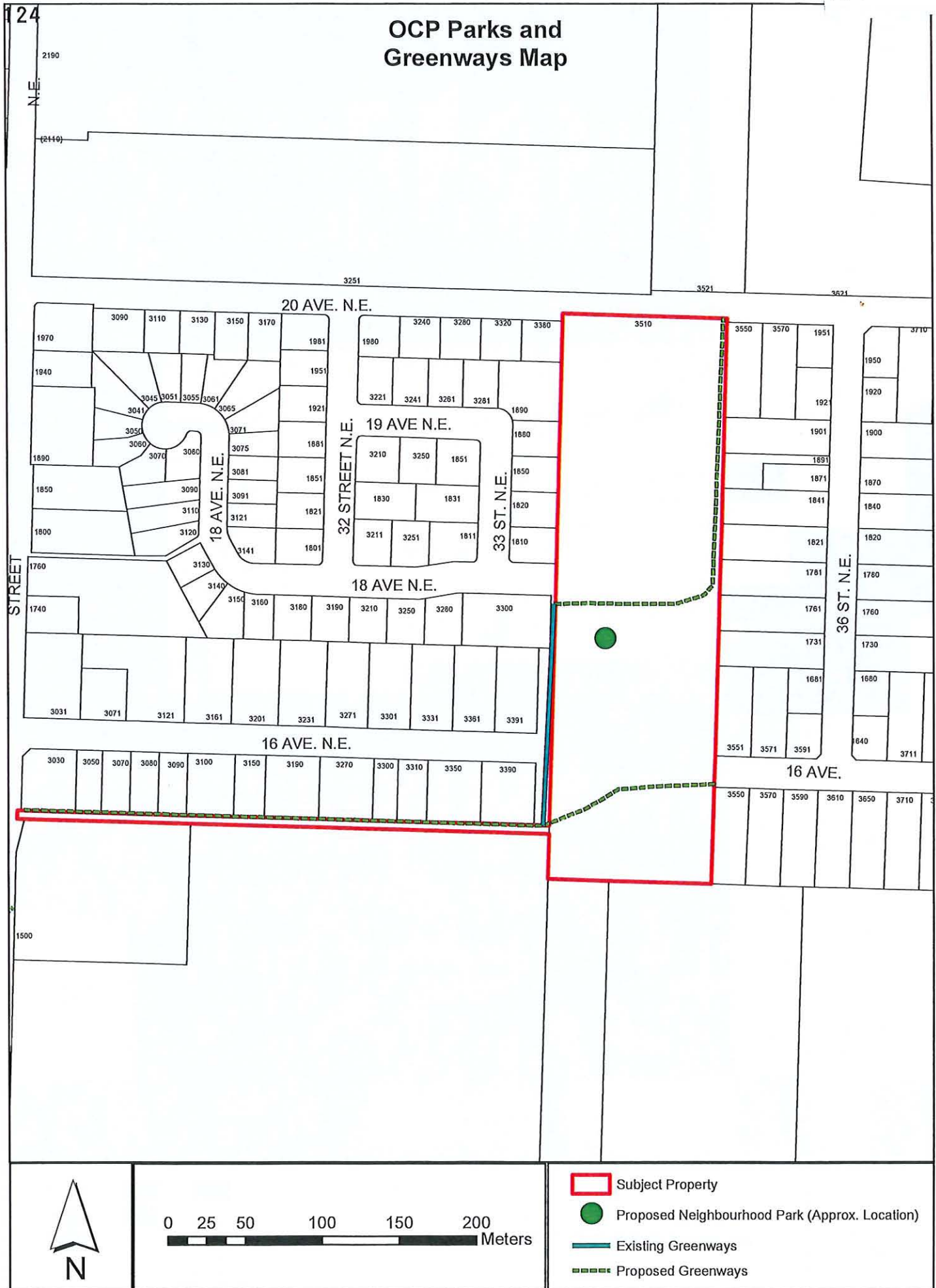
BROWN JOHNSON LAND SURVEYORS  
B.C. AND CANADA LANDS  
SALMON ARM, B.C. 250-832-8701  
FTE-313-20















*Memorandum from the  
Engineering and Public  
Works Department*

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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

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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

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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 Avenue 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

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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

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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.



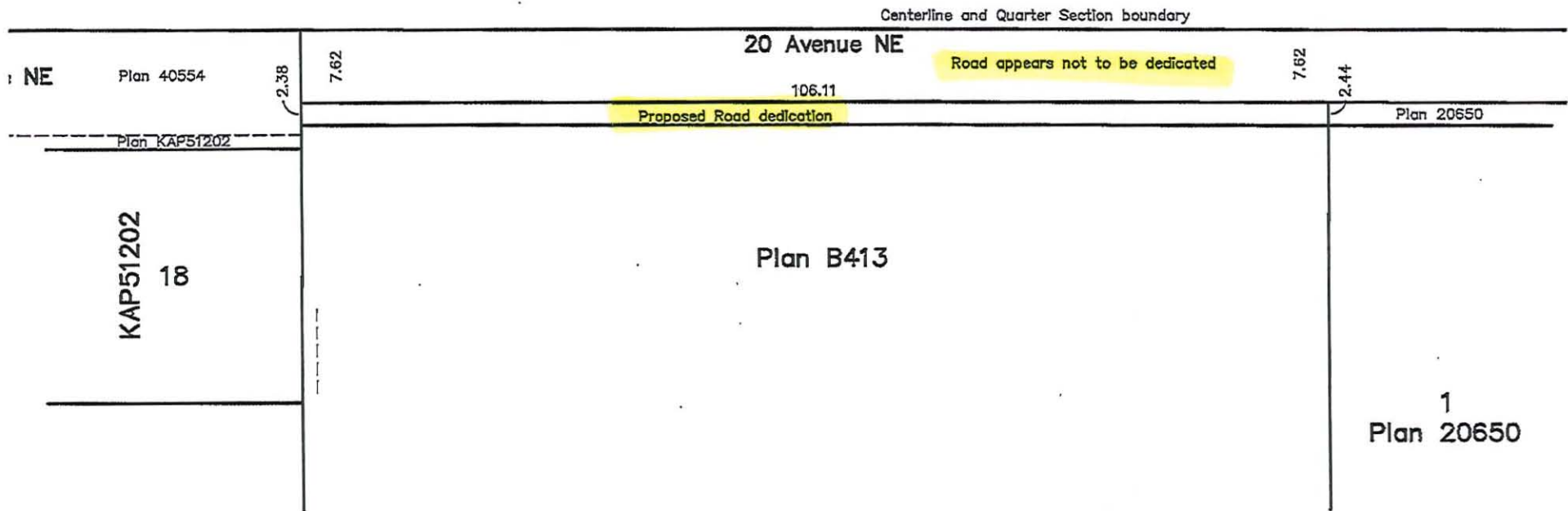
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**Chris Moore**  
Engineering Assistant



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





## 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 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

## Schedule A

20 AVE. N.E.

18 AVE N.E.

18 AVE N.E.

16 AVE. N.E.

16 AVE.



A horizontal scale bar with markings at 0, 30, 60, 120, 180, and 240 meters. The bar is black with white markings and text.

**Subject Parcel**



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Item 11.1

## CITY OF SALMON ARM

Date: October 13, 2020

Moved: Councillor

Seconded: Councillor

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

### Vote Record

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

Opposed:

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

# **CITY OF SALMON ARM**

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To: Mayor Harrison and Members of Council  
 Date: September 17, 2020  
 From: Tracy Tulak, Acting Chief Financial Officer  
 Subject: Permissive Tax Exemption – New Applications – 2021 and 2022

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## Recommendation

That Bylaw No. 4415 cited as “City of Salmon Arm Tax Exemption Bylaw No. 4415,” be given three readings.

## Background:

Council, at the Regular Council Meeting held on October 28, 2019, adopted Bylaw No. 4352 granting various Organizations a Permissive Tax Exemption for the three (3) year period 2020, 2021 and 2022.

Three (3) new applications have been received requesting Council to grant them a Permissive Tax Exemption for the taxation years 2021 and 2022. Pursuant to Section 224 of the Community Charter, adoption of this bylaw will exempt the subject properties from not only the general municipal tax in the amount of \$26,766.00, but also, taxes levied by other governments in the amount of \$27,301.00 (e.g. School, Regional District, Regional Hospital, Library, MFA and BCAA). The City is still responsible for payment of the exempted taxes levied by other governments, and the remaining tax base must make up this difference.

It is important to note that statutory exemptions (legislated pursuant to the Community Charter) allow churches and the property they sit on, an automatic or statutory exemption. Council has historically granted a Permissive Tax Exemption to churches for the remaining property of up to two (2) acres. For Societies, Senior Facilities and Sports Clubs, Council has historically permissively exempted all land and improvements, provided they are owned by a charitable, philanthropic or other not-for-profit organization.

The applications submitted were provided to Council for review. The following applications have been submitted:

### Cornerstone Christian Reformed Church

The Cornerstone Christian Reformed Church recently consolidated two (2) properties (1161 22 St NE and 1191 22 St NE) in Plan EPP97409. As a result, BC Assessment Authority (BCAA) deleted the previous properties from the 2021 Assessment Roll and assigned one (1) new Property Roll Number, PID and legal description. The civic address of the newly created roll number remains 1191 22 St NE.



Council granted a Permissive Tax Exemption for the three (3) year period 2020, 2021 and 2022 to the Cornerstone Christian Reformed Church on one (1) of the previous properties noted above (1191 22 St NE). The property received a statutory exemption for the church and land on which the church stood and a permissive exemption on the two (2) acres of the property surrounding the church as it was more than two (2) acres, 0.284 acres of land was taxable. Council's policy allows up to a maximum of two (2) acres surrounding churches and accessory uses. Following the consolidation of the properties, the current area surrounding the building continues to be more than two (2) acres; therefore 0.563 acres of property would remain taxable.

As advised by BCAA, the previous permissive exemption will not transfer to the newly created Property Roll Number unless authorized by Council by bylaw. The Cornerstone Christian Reformed Church did not submit a formal application for Council's consideration. However, it is recommended that Council grant a permissive exemption on the newly created property for 2021 and 2022.

The estimated permissive tax exemption value for 2021 is \$8,508.00 (General Municipal - \$4,132.00 and Other Governments \$4,376.00).

Canadian Mental Health Association

The Canadian Mental Health Association is in the process of construction of affordable housing rental units and supportive housing units on the property located at 540 3 Street SW. Council has granted Permissive Tax Exemptions for other properties owned by Canadian Mental Health Association for 2020, 2021 and 2022 (20 Alexander St NE and 431, 433 and 435 Hudson Avenue NE).

The land and improvements are owned by the Canadian Mental Health Association, a registered society in good standing, in accordance with Section 224(2)(a) of the Community Charter, and are used for the purpose that is directly related to the purposes of the association.

The estimated permissive tax exemption value for 2021 is \$15,641.00 (General Municipal - \$9,364 and Other Governments \$6,277.00).

Lakeside Community Church

Due to an administrative error during the preparation of Bylaw No. 4352, Lakeside Community Church located at 391 Hudson Avenue NE was removed from Bylaw No. 4352. Council authorized a grant be provided to the property owner for the 2020 Property Tax Levy on the Assessment Class 8 on the property located at 391 Hudson Avenue NE. Lakeside Community Church did not submit a formal application for Council's consideration. However, it is recommended that Council grant a permissive exemption for 2021 and 2022 based on the original application provided in 2019.

The estimated permissive tax exemption value for 2021 is \$2,617.00 (General Municipal - \$1,275.00 and Other Governments \$1,342.00).

---

Pursuant to Section 227 of the Community Charter, the City of Salmon Arm is required to advertise all properties being considered for a permissive tax exemption and the value of said exemptions. As such, advertisements will appear in the Salmon Arm Observer on September 16 and September 23, 2020 respectively.

This bylaw must be adopted by October 31, 2020 to be in effect for the 2021 tax year. Therefore, it is recommended that Council adopt Bylaw No. 4415 to exempt the subject properties for the 2021 and 2022 year.

Respectfully submitted,



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Tracy Tulak, CPA, CMA  
Acting Chief Financial Officer

**CITY OF SALMON ARM****BYLAW NO. 4415****Being a bylaw to exempt from taxation certain lands and improvements for the years  
2021 and 2022**

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WHEREAS it is provided by Section 224 of the Community Charter, that the Council may by bylaw exempt from taxation any lands and improvements as therein specified;

AND WHEREAS the Council of the City of Salmon Arm deems it necessary and expedient to exempt from taxation for all purposes, the whole of the taxable assessed value of the land and improvements on certain properties situate within the City of Salmon Arm;

AND WHEREAS Section 224 of the Community Charter provides that every building set apart and in use for public worship and any church hall which Council considers necessary thereto, and the land upon which the building or hall actually stands, shall be exempt from taxation;

AND WHEREAS such area of lands surrounding the church building or hall as may be determined by Council shall be exempt from taxation, such area so exempted to be determined by bylaw in accordance with Subsection 2 (f) of Section 224 of the Community Charter;

NOW THEREFORE the Council of the City of Salmon Arm by affirmative vote of at least two-thirds of all the members thereof enacts as follows:

**1. CHURCHES**

- a) In addition to the statutory exemption for every building set apart and in use for public worship and the land upon which the building actually stands, all church halls located on the same property or adjacent property owned by the Church or its Trustees shall also be exempted, including the land upon which the halls stand, for the years 2021 and 2022.
- b) Where the property on which a church is located does not exceed two (2) acres, all such land shall be exempt from taxation for the years 2021 and 2022.
- c) Where there is a residence located on the same property as a church, the residence and any ancillary buildings and the land upon which the residence and ancillary buildings actually stand, as well as any area of land deemed to be associated with the use and enjoyment of the residential and ancillary buildings, shall be assessed and taxed as residential property for the years 2021 and 2022.



d) Where the property on which a church is located exceeds two (2) acres, the area of land exempt from taxation, including the statutory exemption, shall be two (2) acres.

1. Lot A & B, Plan 28751, Lot 3, Plan 6676, Section 14, Township 20, Range 10 – That portion leased to Lakeside Community Church only ( 391 Hudson Avenue NE)  
Registered Owner: 0731010 BC Ltd. (06526.015)  
Occupier: Lakeside Community Church
2. Lot A, Plan EPP97409, Section 24, Township 20, Range 10 (1191 - 22 Street NE)  
Registered Owner and Occupier: Cornerstone Christian Reformed Church  
(04437.003)

## 2. SOCIETIES

a) The following properties are hereby exempted from taxation for all purposes for the years 2021 and 2022, the whole of the taxable assessed value of the land and improvements unless otherwise noted:

1. Lot 1, Plan KAP52591, Section 14, Township 20, Range 10 (540 3 Street SW)  
Registered Owner and Occupier: Canadian Mental Health Association (06400.032)

## 6. 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.

## 7. 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.

## 8. EFFECTIVE DATE

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

9. CITATION

This bylaw may be cited as "City of Salmon Arm Tax Exemption Bylaw No. 4415"

READ A FIRST TIME THIS	28	DAY OF	September	2020
READ A SECOND TIME THIS	28	DAY OF	September	2020
READ A THIRD TIME THIS	28	DAY OF	September	2020
ADOPTED BY COUNCIL THIS		DAY OF		2020

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

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## INFORMATIONAL CORRESPONDENCE - OCTOBER 13, 2020

- |     |  |   |
|-----|--|---|
| 1.  | Building Department – Building Statistics – September 2020   | N |
| 2.  | Building Department – Building Permits – Yearly Statistics   | N |
| 3.  | P. Southworth – email dated September 23, 2020 – Crosswalk decision for 50 Ave NE  | A |
| 4.  | G. Porritt - email dated October 3, 2020 – Disabled Parking  | A |
| 5.  | R. Cameron – email dated October 3, 2020 – 30 <sup>th</sup> Street Upgrading   | A |
| 6.  | B. Blair – email dated October 4, 2020 – Ecosystem Impacts   | A |
| 7.  | T. Kutschker, Director/Curator, Shuswap District Arts Council – letter dated September 10, 2020 – Salmon Arm Pride Project Committee Public Art Recommendation   | A |
| 8.  | B. Byers, Poppy Chair, Royal Canadian Legion #62 – letter dated September 21, 2020 – Annual Poppy Campaign and Remembrance Day Ceremony  | A |
| 9.  | P. Cannon, Family Support Worker/Early Years Family Navigator, Shuswap Children's Association – letter dated September 28, 2020 – Spooky StoryWalk   | A |
| 10. | P. Weir, Salmon Arm Citizens Patrol President – letter dated September 15, 2020 – SACP 2021 Grant-in-Aid Request   | A |
| 11. | J. Durocher, Fair General Manager, The Salmon Arm and Shuswap Lake Agricultural Association – letter dated October 5, 2020 – Shuswap Santa Parade  | A |
| 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  | A |
| 13. | Women who Wine and Downtown Cares – newsletter – Care Kits for Community   | A |
| 14. | C. Mossey, Senior Manager, Government Relations, BC Transit – email dated October 2, 2020 – Free Service on Election Day   | A |
| 15. | K. Krishna, Deputy Minister, Ministry of Municipal Affairs and Housing and T. Faganello, Assistant Deputy Minister, Local Government Department, Ministry of Municipal Affairs and Housing – letter dated October 1, 2020 – Community Economic Recovery Infrastructure Program (CERIP) | N |
| 16. | C. Heavener, Provincial Director of Child Welfare, Executive Operations Client Operations, Ministry of Children and Family Development – email dated October 1, 2020 – Foster Family Month   | A |

N = No Action Required  
A = Action Requested

S = Staff has Responded  
R = Response Required

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Item 12.2

## CITY OF SALMON ARM

Date: October 13, 2020

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

### Vote Record

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

Opposed:

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





October 8, 2020

City of Salmon Arm  
Mayor Harrison and Council  
PO Box 40  
Salmon Arm BC V1E4N2

Re: Province of BC Community Economic Recovery Infrastructure Program

Dear Mayor Harrison and Council,

The Province of BC recently launched the Community Economic Recovery Infrastructure Program (CERIP) to assist communities in BC with the economic impacts experienced from COVID-19. CERIP supports job creation through small-scale infrastructure projects, destination and economic development initiatives, and cultural heritage projects.

Some of the key details of this funding program are included below:

- Eligible applicants include local governments, first nations bands and non-profit societies
- Grant funding available is up to \$1 Million per application
- Projects must commence no later than December 31, 2021 and be complete prior to March 31, 2023
- A one-time, 100% grant amount will be provided upfront upon application approval
- Eligible projects include improvements to existing infrastructure and/or creation of new infrastructure to service economic development, destination development and heritage conservation goals.
- Application deadline is October 29<sup>th</sup>.

In discussions with the MRDT Committee and City staff, and at the direction of the SAEDS Board, staff are compiling a funding application under the Destination Development category, focussing on visitor services. The Destination Development stream invests in the development, conservation, repair or rehabilitation of tourism infrastructure and amenities to assist in the re-emergence and resiliency of the tourism sector. Included among the objectives of the Destination Development stream is *increasing the capacity of tourism destinations to welcome visitors*.

SAEDS invites Council to consider partnering for the purpose of submitting a joint community funding application, with the opportunity to expand the identified visitor services tactics listed below.

Identified application components include:

Comprehensive Community & Wayfinding Signage

Community signage was identified as a priority project when we undertook the community consultation to establish the MRDT program and is included in the MRDT Five-Year Business Plan. This component of the funding application includes finalization of a community signage design (consistent with the new Small City, Big Ideas branding) and a phase one construction and install of priority signs, focussing first on community entrance signs and downtown wayfinding signs. The goal of this initiative is to support and expand our tourism economy by enhancing the overall image and awareness of Salmon Arm as a travel destination. This project aims to create a memorable welcome; attract visitors into the downtown core; highlight tourism assets, and support navigation needs of visitors.

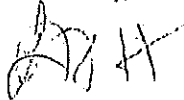
For the purpose of meeting the fast-approaching funding deadline, SAEDS will work to prepare a sample sign design inclusive of materials listing and cost estimates. However, it is important to note this initial work will remain in draft form and will only be for the purpose of supporting the application submission. Project plans, including sign design, will not be finalized until there has been sufficient consultation with community stakeholders and consensus.

Self-Serve, Interactive Visitor Kiosks

This has been another priority project of the MRDT Committee. This component of the funding application includes purchasing two interactive visitor kiosks to be placed in high-traffic locations in Salmon Arm. Interactive kiosks can be used for digital wayfinding to key points of interest and attractions (for example, search shopping districts, or restaurants, or beaches...), or to book accommodations, event tickets, etc. Visitor kiosks also integrate with smart phones for downloading information. The goal of this initiative is improving visitor experience, increasing revenue to local businesses, relieving language barriers, and providing 24/7 service in high-traffic locations.

SAEDS welcomes the City of Salmon Arm to consider partnering for the submission of this community visitor services funding application. Further, we recognize that a preferred model has not been finalized for visitor information services for our community at this time, however the City may wish to consider expanding this application to also include anticipated costs of mobile visitor services for 2021 and 2022, due to the alignment of these costs with the program objectives. Any approved funding contributions related to this initiative would be directed at the City's discretion. SAEDS would be pleased to work with City staff to make this addition.

Sincerely,



Lana Fitt, Ec.D  
Economic Development Manager

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Item 14.1

## CITY OF SALMON ARM

Date: October 13, 2020

### **Presentation 4:00 p.m. (approximately)**

**NAME:** Staff Sergeant West, Salmon Arm RCMP Detachment

**TOPIC:** Quarterly Policing Report July – September 2020

#### **Vote Record**

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

Opposed:

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



Royal Canadian  
Mounted Police

Gendarmerie royale  
du Canada

Security Classification/Designation  
Classification/désignation sécuritaire

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

Your File - Votre référence

Our File - Notre référence

195-7

Date

October 8, 2020

Mayor and Council City of Salmon Arm

**RE:** Salmon Arm RCMP Detachment  
Quarterly Policing Report – July 1 through September 30th

Dear Mayor and Council,

My report this quarter covers the time period from April 1 through June 30, 2020.

### **Detachment News**

Our office continues to be affected by the COVID 19 Pandemic. Our office staff resumed normal scheduling on July 13<sup>th</sup> 2020. Their flexibility, accommodation, and commitment is to be applauded as we moved through the initial phase of the pandemic. All of our municipal, public service and regular member employees have continued to through these times. I believe it is a testament to our team's commitment to local public safety.

We are resuming civil fingerprinting in October for Police Information Checks and Vulnerable Sector Checks. The resumption of these services took some time as we planned to resume this activity safely for the clients and the staff.

Over this quarter the officers responded to over 2400 calls for service in this quarter. Of these calls, 1531 were within the City of Salmon Arm. The calls for service represent 64% of our total file workload, and decreased by approximately (151 calls) over 2019 which was up substantially over 2018.

At our Detachment you will see "Project Rainbow Stickers" in our entry way. It is our visible demonstration that at the RCMP we are inclusive and a safe place to speak about any issues associated to challenges facing our LGBTQ2S+ community. The RCMP's expectation and my expectation is that we provide a safe, unbiased and inclusive service to the residents of Salmon Arm and surrounding communities.

### **Officers continued to be busy in traffic law enforcement despite COVID and logged:**

- Over 137 Documented traffic stops.

**Canada**

RCMP GRC 2823 (2002-11) WPT

- Over 15 impaired drivers being removed from our roads.
- Our officers laid 29 high risk driving charges which include distracted driving, excessive speed, and other high risk offences in this quarter.
- 6 injury collisions within Salmon Arm and 16 more in the rural area.
- There was 1 fatal collision within Salmon Arm which our investigation indicates was due to a medical issue prior to the collision.

**Investigative highlights this past quarter:**

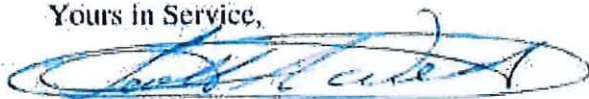
- Our investigative team arrested 3 individuals involved in an Attempted Homicide in Blind Bay. This was a month long investigation and it continues as we work with Provincial Crown Council who will prosecute the case. The persons we believe are responsible for this targeted act have been remanded into custody. The investigation involved thousands of investigative hours, 3 Emergency Response Team Deployments, and RCMP support units from our South East District and E Division Headquarters which included Air Services, Forensic Identification Section, Police Dog Services, Legal support Unit and Media Relations support.
- Property crime is trending near last year's numbers.
- Residential Break and Enter reports have remained low at 5 over the quarter.
- One property criminal who bear sprayed a home owner was arrested and he has been remanded into custody awaiting trial.
- Cases of Domestic Violence are up and we continue to work with the Violence Against Woman in Relationship (VAVIR) group as well as being involved in our Sexual Assault Prevention Sub Committee as well as Shuswap High Risk Domestic Violence Integrated Case Assessment Team (ICAT).
- While our calls that are mental health related have not increased, the perceived seriousness of interventions are escalating.

**Looking forward:**

We now have implemented but not fully released our on line crime reporting system due to a technical glitch which we are working through at this time.

I have attached statistics for the city jurisdiction and the rural area that we police.

Yours in Service,



Scott West, S/Sgt.

NCO i/c Salmon Arm RCMP Detachment





**SALMON ARM RCMP**  
**MAYOR'S REPORT**  
**QUARTER 3, 2019**

**Salmon Arm Detachment**

1980 11th Ave N.E.  
 Salmon Arm, BC  
 V1E 2V5

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

2020-October-6

**City of Salmon Arm**  
 500 2nd Ave N.E.  
 Salmon Arm, BC  
 V1E 4 N2

Dear Mayor Alan Harrison,

**RE: Quarterly Crime Statistics - July / August / September**

CRIME CATEGORIES	CITY Q3 2019	CITY Q3 2020	RURAL Q3 2019	RURAL Q3 2020
Homicide / Attempted Homicide	0	0	0	1
Assaults	15	41	9	22
Sexual Offences	6	9	4	4
Robbery	0	1	2	1
Auto Theft	22	7	6	3
Break and Enters	23	15	6	8
Theft From Motor Vehicle	55	18	8	5
Drug Investigations	16	18	3	5
Motor Vehicle Collisions	64	54	39	41
Motor Vehicle Collisions W Fatality	0	1	0	0
Impaired Driving - CC	0	0	0	0
Impaired Driving - MVA (IRPs)	11	11	3	5
TOTAL PERSONS/VIOLENT CC	47	83	28	35
TOTAL PROPERTY CC	258	183	89	57
TOTAL OTHER CC	108	121	27	31
TOTAL CRIMINAL CODE (CC)	413	387	144	123

TOTAL CALLS FOR SERVICE	1682	1531	651	777
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COMMUNITY	CITY Q3 2019	CITY Q3 2020	RURAL Q3 2019	RURAL Q3 2020
Files with youth negative contacts	2	2	2	2
Mental Health Related Calls	65	55	11	21
Files involving Alcohol / Drugs	228	228	75	104
Domestic Violence	28	55	15	25

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

Yours truly,

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

Item 19.1

## CITY OF SALMON ARM

Date: October 13, 2020

Moved: Councillor

Seconded: Councillor

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

### Vote Record

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

Opposed:

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

**From:** Sylvia Lindgren  
**Sent:** Wednesday, September 30, 2020 7:06:35 PM  
**To:** Carl Bannister; Alan Harrison  
**Subject:** Leave of absence

Good evening Carl and Alan,

I have considered my options for the campaign period and have resigned myself to taking an unpaid leave. I am disappointed to have to do so but in the interest of retaining the good working relationship I currently have with staff and council I feel I have no other choice. I will take October 5 to October 24 without pay and without expectation of participation in council duties.

There are some items that I was taking the lead on over the next few weeks that I would like to request be deferred until my return. The first is the letter from Anne Morris regarding joining cities in favour of denuclearization. This letter was scheduled to come to council on October 13. I spoke to Anne today and she had agreed to move it forward to the next council meeting on October 26. I am requesting that this be done so that I may sponsor the letter at that time.

The second is the CEA energy report and the work the EAC is doing to make recommendations. We were scheduled to bring our three working groups back together on October 23. I plan to take a leave until Election Day so this would mean I could not chair this meeting. I would like to request that the EAC meeting be rescheduled for October 30 in the afternoon or Nov 6 in the morning, provided that this still occurs before the report is brought to council.

There is a SABNES AGM on Tuesday October 20 and a Community Futures meeting on Wednesday October 21 and would appreciate someone representing council at those meetings. I will attend the fall fair committee meeting tomorrow.

My last request is that I retain my access to council email. I would like to stay apprised of the issues as they occur and not have to catch up when I get back. I appreciate your support in this. I request that Barb send an email the EAC to see which date works for a reschedule.

Thank you for your help with this decision,  
Sylvia

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Item 21.

## CITY OF SALMON ARM

Date: October 13, 2020

Moved: Councillor Lavery

Seconded: Councillor Flynn

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

### Vote Record

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

Opposed:

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

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