



AGENDA

City of Salmon Arm Regular Council Meeting

Monday, October 28, 2019

1:30 p.m.

Room 100, City Hall

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

Council Chamber of City Hall

500 – 2 Avenue NE

| Page # | Item # | Description |
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| | 1. | CALL TO ORDER |
| 1 - 2 | 2. | IN-CAMERA SESSION |
| | 3. | ADOPTION OF AGENDA |
| | 4. | DISCLOSURE OF INTEREST |
| | 5. | CONFIRMATION OF MINUTES |
| 3 - 20 | 1. | Regular Council Meeting Minutes of October 15, 2019 |
| 21 - 30 | 2. | Special Council Meeting Minutes of October 21, 2019 |
| 31 - 36 | 3. | Special Council Meeting Minutes of October 22, 2019 |
| | 6. | COMMITTEE REPORTS |
| 37 - 40 | 1. | Development and Planning Services Committee Meeting Minutes of October 21, 2019 |
| 41 - 44 | 2. | Agricultural Advisory Committee Meeting Minutes of October 9, 2019 |
| 45 - 48 | 3. | Social Impact Advisory Committee Meeting Minutes of October 18, 2019 |
| | 7. | COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE |
| 49 - 56 | 1. | Board in Brief - October, 2019 |
| | 8. | STAFF REPORTS |
| 57 - 62 | 1. | Director of Engineering and Public Works - Street Lighting Requests |
| 63 - 66 | 2. | Director of Engineering and Public Works - Project Award - LED Street Light Conversion - Downtown |
| 67 - 70 | 3. | Director of Engineering and Public Works - Project Award - Sanitary Sewer Upgrade (Easement 49 street and 50 Street NE |
| 71 - 74 | 4. | Director of Corporate Services - 2019 - 2020 Insurance Renewal |

9. **INTRODUCTION OF BYLAWS**
 - 75 – 78 1. City of Salmon Arm Cemetery Management Amendment Bylaw No. 4360 – First, Second and Third Readings
 - 79 – 84 2. City of Salmon Arm Curbside Collection Amendment Bylaw No. 4364 – First, Second and Third Readings
10. **RECONSIDERATION OF BYLAWS**
 - 85 – 110 1. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4348 [OCP4000-40; Cornerstone Christian Reformed Church/Roodzant, E.; 1161 22 Street NE; HC to INS] – Second Reading
 - 111 – 114 2. City of Salmon Arm Zoning Amendment Bylaw No. 4349 [ZON-1154; Cornerstone Christian Reformed Church/Roodzant, E.; 1161 22 Street NE; R-1 to P-3] – Second Reading
 - 115 – 124 3. City of Salmon Arm Permissive Tax Exemption Bylaw No. 4352 – Final Reading
 - 125 – 134 4. City of Salmon Arm 2020 to 2024 Financial Plan Bylaw No. 4358 – Final Reading
11. **CORRESPONDENCE**
 - 135 – 136 1. Informational Correspondence
 - 137 – 148 2. UBCM Poverty Reduction Planning & Action Program
12. **NEW BUSINESS**
13. **PRESENTATIONS/DELEGATIONS**
14. **COUNCIL STATEMENTS**
15. **SALMON ARM SECONDARY YOUTH COUNCIL**
16. **NOTICE OF MOTION**
17. **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**
18. **OTHER BUSINESS**
19. **QUESTION AND ANSWER PERIOD**

7:00 p.m.

| Page # | Item # | Description |
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| | 20. | DISCLOSURE OF INTEREST |
| | 21. | HEARINGS |
| 149 - 164 | 1. | Development Variance Permit Application No. VP-489 [Wandeler, R. & D./2321 Okanagan Holdings Ltd./Wilson, M.; 79 - 24 Street NE; Retaining Wall and Fence] |
| 165 - 178 | 2. | Development Variance Permit Application No. VP-490 [Westhaver, A. & E./2321 Okanagan Holdings Ltd./Wilson, M.; 71 - 24 Street NE; Retaining Wall and Fence] |
| 179 - 192 | 3. | Development Variance Permit Application No. VP-504 [0815605 BC Ltd./Wickner, J./Franklin Engineering Ltd.; 1441 20 Avenue SE; Servicing] |
| | 22. | STATUTORY PUBLIC HEARINGS |
| 193 - 208 | 1. | Official Community Plan Amendment Application No. OCP4000-39 [Muto Holdings Ltd.; 130 Shuswap Street SW; INS to HDR] |
| | 2. | Zoning Amendment Application No ZON-1153 [Muto Holdings Ltd.; 130 Shuswap Street SW; P-3 to R-5] <i>[See item 22.1 for Staff Report]</i> |
| 209 - 218 | 3. | Zoning Amendment Application No. ZON-1156 [Nova Capital & McDiarmid, I.; 870 10 Street NE; R-1 to R-8] |
| 219 - 228 | 4. | Zoning Amendment Application No. ZON-1158 [Larson, A. & F.; 531 5 Street SE; R-1 to R-8] |
| | 23. | RECONSIDERATION OF BYLAWS |
| 229 - 232 | 1. | City of Salmon Arm Official Community Plan Amendment Bylaw No. 4345 [OCP4000-39; Muto Holdings Ltd.; 130 Shuswap Street SW; INS to HDR] - Third and Reading |
| 233 - 236 | 2. | City of Salmon Arm Zoning Amendment Bylaw No. 4347 [ZON-1153; Muto Holdings Ltd.; 130 Shuswap Street SW; P-3 to R-5] <i>[See item 10.1 for Staff Report]</i> - Third and Reading |
| 237 - 240 | 3. | City of Salmon Arm Zoning Amendment Bylaw No. 4351 [ZON-1156; Nova Capital. & McDiarmid, I.; 870 10 Street NE; R-1 to R-8] - Third Reading |
| 241 - 244 | 4. | City of Salmon Arm Zoning Amendment Bylaw No. 4355 [ZON-1158; Larson, A. & F.; 531 5 Street SE; R-1 to R-8] - Third Reading |
| | 24. | QUESTION AND ANSWER PERIOD |
| 245 - 246 | 25. | ADJOURNMENT |

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Item 2.

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

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

Vote Record

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

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

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Item 5.1

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting Minutes of October 15, 2019, be adopted as circulated.

Vote Record

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

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

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm commenced in Room 100 at 1:00 p.m. and reconvened in the Council Chamber at 2:30 p.m. of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia on **Tuesday, October 15, 2019.**

PRESENT:

Mayor A. Harrison
 Councillor D. Cannon
 Councillor C. Eliason
 Councillor K. Flynn
 Councillor T. Lavery
 Councillor S. Lindgren
 Councillor L. Wallace Richmond (entered the meeting at 2:43 p.m.)

Chief Administrative Officer C. Bannister
 Director of Corporate Services E. Jackson
 Director of Engineering & Public Works R. Niewenhuizen
 Director of Development Services K. Pearson
 Chief Financial Officer C. Van de Cappelle
 Manager of Financial Services T. Tulak
 Fire Chief B. Shirley
 General Manager Shuswap Recreation Society D. Boyd
 Recorder C. Simmons

ABSENT:

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0483-2019

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

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:00 p.m.
 Council returned to Regular Session at p.m.
 Council recessed until 2:30 p.m.

3. REVIEW OF AGENDA

Addition under item 11.2 S. Chalmers, Community Energy Coordinator, Community Energy Association - email dated October 9, 2019 - Climate Leaders Institute on November 7-8 Request to Forward Information to Municipal Council ✓

Addition under item 11.3 Okanagan Regional Library- spreadsheet and powerpoint dated September 18, 2019 - 2020 Budget Presentation .

Addition under item 21.1 S. Presch, 386306 BC Ltd. - letter dated October 11, 2019 - Development Variance Permit No. VP-501 .

4. DISCLOSURE OF INTEREST

Councillor Flynn declared a conflict of interest with item 18.1 as Silvatech Ventures LLP is a client of his firm.

5. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of September 9, 2019

0484-2019 Moved: Councillor Lavery
 Seconded: Councillor Flynn
 THAT: the Regular Council Meeting Minutes of September 9, 2019, be adopted as circulated.

CARRIED UNANIMOUSLY

6. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of October 7, 2019

0485-2019 Moved: Councillor Flynn
 Seconded: Councillor Lavery
 THAT: the Development and Planning Services Committee Meeting Minutes of October 7, 2019, be received as information.

CARRIED UNANIMOUSLY

2. Greenways Liaison Committee Meeting Minutes of September 12, 2019

0486-2019 Moved: Councillor Lavery
 Seconded: Councillor Cannon
 THAT: the Greenways Liaison Committee Meeting Minutes of September 12, 2019, be received as information.

CARRIED UNANIMOUSLY

3. Downtown Parking Commission Meeting Minutes of September 17, 2019

0487-2019 Moved: Councillor Eliason
 Seconded: Councillor Flynn
 THAT: the Downtown Parking Commission Meeting Minutes of September 17, 2019, be received as information.

CARRIED UNANIMOUSLY

4. Shuswap Regional Airport Operations Committee Meeting Minutes of September 18, 2019

0488-2019 Moved: Mayor Harrison
 Seconded: Councillor Cannon
 THAT: the Shuswap Regional Airport Operations Committee Meeting Minutes of September 18, 2019, be received as information.

CARRIED UNANIMOUSLY

6. **COMMITTEE REPORTS – continued**

5. **Shuswap Regional Airport (Salmon Arm) Commission Meeting Minutes of September 30, 2019**

0489-2019 Moved: Mayor Harrison
 Seconded: Councillor Flynn
 THAT: the Shuswap Regional Airport (Salmon Arm) Commission Meeting Minutes of September 30, 2019, be received as information.

CARRIED UNANIMOUSLY

6. **Social Impact Advisory Committee Meeting Minutes of September 20, 2019**

0490-2019 Moved: Councillor Flynn
 Seconded: Councillor Cannon
 THAT: the Social Impact Advisory Committee Meeting Minutes of September 20, 2019, be received as information.

CARRIED UNANIMOUSLY

7. **Community Heritage Commission Meeting Minutes of September 20, 2019**

0491-2019 Moved: Councillor Cannon
 Seconded: Councillor Flynn
 THAT: the Community Heritage Commission Meeting Minutes of September 20, 2019, be received as information.

CARRIED UNANIMOUSLY

7. **COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**

1. **Board in Brief – September, 2019**

Received for information.

8. **STAFF REPORTS**

1. **Director of Corporate Services - 2020 Council Meeting and Development and Planning Services Committee Meeting Schedule**

0492-2019 Moved: Councillor Flynn
 Seconded: Councillor Lavery
 THAT: Council approve the 2020 Council Meeting Schedule and the 2020 Development and Planning Services Committee Meeting Schedule, as attached to the staff report dated October 10, 2019.

Councillor Wallace Richmond entered the meeting at 2:43 p.m.

CARRIED UNANIMOUSLY

8. STAFF REPORTS - continued

2. Director of Corporate Services - Shuswap Regional Airport Commission Appointments

0493-2019

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the following individuals be appointed as the City of Salmon Arm representatives to the Shuswap Regional Airport Commission for a two (2) year term expiring December 31, 2021:

- Mayor Alan Harrison, City of Salmon Arm;
- Chelsea Van de Cappelle, Chief Financial Officer;
- Robert Niewenhuizen, Director of Engineering and Public Works; and
- Tim Auger, Salmon Arm Flying Club;

AND THAT: the following individuals be appointed as the Columbia Shuswap Regional District representatives to the Shuswap Regional Airport Commission for a term ending December 31, 2020:

- Terry Rysz, District of Sicamous;
- Paul Demenok, CSRD - Area C;
- Rene Talbot, CSRD - Area D; and
- Rhona Martin, CSRD - Area E.

CARRIED UNANIMOUSLY

3. Director of Engineering and Public Works - Flusher Truck - Storage Building Addition - Budget Amendment Reallocation

0494-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the 2019 Budget contained in the 2019 to 2023 Financial Plan be amended to reflect funding required to construct a Flusher Truck Building Addition in the amount of \$25,000.00, funded from the Public Works Machinery and Equipment Storage Building Reserve.

CARRIED UNANIMOUSLY

4. Director of Engineering and Public Works - Airport Appreciation Day - Sunday, June 28, 2020

0495-2019

Moved: Mayor Harrison

Seconded: Councillor Eliason

THAT: the 2020 Airport Appreciation Day be scheduled for June 28, 2020;

AND THAT: a budget of \$19,575.00 be allocated from the Airport Marketing and Promotion Reserve; with 75% of the gate revenue going to the Salmon Arm Flying Club and 25% to the City to mitigate the expense, subject to the City procuring adequate liability insurance.

CARRIED UNANIMOUSLY

8. **STAFF REPORTS – continued**

5. **Chief Administrative Officer - Photovoltaic Project Proposal – Salmon Arm Arts Centre 70 Hudson Avenue NE**

0496-2019

Moved: Councillor Cannon

Seconded: Councillor Eliason

THAT: Council award Riverside Energy Systems the Photovoltaic Project at the Salmon Arm Arts Centre located at 70 Hudson Avenue NE in the amount of \$32,789.00 plus applicable taxes;

AND THAT: the 2019 Budget contained in the 2019 – 2023 Financial Plan Bylaw be amended to reflect additional funding for the Photovoltaic Project in the amount of \$2,800.00 funded from the Climate Action Reserve;

AND THAT: Council approve the installation of the proposed solar array, as shown in the quotation from Riverside Energy Solutions dated September 13, 2019, on the designated heritage building located at 70 Hudson Avenue NE, subject to the Community Heritage Commission approval and completion of a Structural Review.

CARRIED UNANIMOUSLY

6. **Director of Development Services - Strata Conversion of a Previously Occupied Building – 19.19 [Jobeck Enterprises Ltd./Gillespie & Company LLP; 2018 11 Avenue NE]**

0497-2019

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: pursuant to Section 242 of the Strata Property Act, Council approve the strata conversion of the buildings located on Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP75980.

CARRIED UNANIMOUSLY

7. **Director of Development Services - Telecommunications Facility Referral (Cellular Tower Installation) W4866 [Rogers Communications Inc.; 5790 Canoe Beach Drive NE]**

0498-2019

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the City of Salmon Arm has been consulted regarding the proposed installation of a telecommunications facility on Lot 1, Section 5, Township 21, Range 9, W6M, KDYD, Plan 6297, as described in the information package dated September 3, 2019;

AND FURTHER THAT: the City of Salmon Arm concurs that the proposal satisfactorily addresses City Policy requirements.

The Mayor called three times for submissions from the public.

B. Keenan, on behalf of the applicant, answered questions from Council.

CARRIED UNANIMOUSLY

8. STAFF REPORTS – continued

8. Chief Financial Officer – Fire Department Capital Budget Amendments – 2019

0499-2019

Moved: Councillor Flynn
 Seconded: Councillor Eliason
 THAT: the 2019 Budget contained in the 2019 – 2023 Financial Plan Bylaw be amended to include an allocation for Fire Hall No. 4 Roof Repairs in the amount of \$11,000.00 funded from the Hydraulic Ladder Rack;

AND THAT: the 2019 Budget contained in the 2019 – 2023 Financial Plan Bylaw be amended to reflect additional funding for the Fire Hall No. 3 Truck Exhaust System in the amount of \$5,000.00 funded from the following:

| | |
|-------------------------|------------|
| • Hydraulic Ladder Rack | \$1,000.00 |
| • Fire Hose | 2,000.00 |
| • Turnout Gear | 2,000.00 |
| | <hr/> |
| | \$5,000.00 |

AND THAT: the City’s Purchasing Policy No. 7.13 be waived in procurement of the supply and installation of the Fire Truck Exhaust system at Fire Hall No. and to authorize the sole sourcing of same to Nederman Canada;

AND THAT: Council award the supply and installation of a new Fire Truck Exhaust System at Fire Hall No. 3 to Nederman Canada in accordance with their quote in the amount of \$16,603.40 plus freight and applicable taxes.

Brad Shirley, Fire Chief, outlined the request for the Fire Department Capital Budget amendment and was available to answer questions from Council.

CARRIED UNANIMOUSLY

9. Chief Financial Officer – Shaw Centre and SASCU Recreation Centre Budget Amendments – 2019

0500-2019

Moved: Councillor Wallace Richmond
 Seconded: Councillor Lindgren
 THAT: the 2019 Budget contained in the 2019 – 2023 Financial Plan Bylaw be amended to include an allocation for the Shaw Centre Chiller Replacement Design in the amount of \$20,000.00 funded from the Shaw Centre Major Maintenance Reserve;

AND THAT: the 2019 Budget contained in the 2019 – 2023 Financial Plan Bylaw be amended to reflect additional Operating funding for the Shaw Centre in the amount of \$38,000.00 funded by a reduction in the SASCU Recreation Centre Operating budget.

Darby Boyd, General Manager, Shuswap Recreation Society, outlined the request Shaw Centre and SASCU Recreation Centre Budget amendments and was available to answer questions from Council.

CARRIED UNANIMOUSLY

9. INTRODUCTION OF BYLAWS

1. City of Salmon Arm Permissive Tax Exemption Bylaw No. 4352 – First, Second and Third Readings

0501-2019

Moved: Councillor Lindgren

Seconded: Councillor Eliason

THAT: the bylaw entitled City of Salmon Arm Permissive Tax Exemption Bylaw No. 4352 be read a first, second and third time.

Amendment:

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the City of Salmon Arm Permissive Tax Exemption Bylaw No. 4352 be amended to exempt the following property from taxation for all purposes for the year 2020 the whole of the taxable assessed value of the land and improvements unless otherwise noted:

Lot 1, Plan EPP7412, Section 14, Township 20, Range 10 (150 Lakeshore Drive NW)

Registered Owner: Salmar Community Association

Occupier: Royal Canadian Legion

DEFEATED

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

Amendment:

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the City of Salmon Arm Permissive Tax Exemption Bylaw No. 4352 be amended to remove Lot 1, Plan KAP32606, Section 5, Township 20, Range 9 (3400 Hwy 978 SE)

Registered Owner: Salmon Arm Golf Club Holdings Ltd.

Occupier: Salmon Arm Golf Club Society

CARRIED UNANIMOUSLY

Motion as Amended:

CARRIED UNANIMOUSLY

2. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4348 [OCP4000-40; Cornerstone Christian Reformed Church/Roodzant, E.; 1161 22 Street NE; HC to INS] – First Reading

0502-2019

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4348 be read a first time.

CARRIED UNANIMOUSLY

9. INTRODUCTION OF BYLAWS - continued

3. City of Salmon Arm Zoning Amendment Bylaw No. 4349 [ZON-1154; Cornerstone Christian Reformed Church/Roodzant, E.; 1161 22 Street NE; R-1 to P-3] - First Reading

0503-2019

Moved: Councillor Eliason
Seconded: Councillor Lindgren
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4349 be read a first time;

AND THAT: final reading be withheld subject to:

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

CARRIED UNANIMOUSLY

4. City of Salmon Arm Zoning Amendment Bylaw No. 4351 [ZON-1156; Nova Capital & McDiarmid, I.; 870 10 Street NE; R-1 to R-8] - First and Second Readings

0504-2019

Moved: Councillor Eliason
Seconded: Councillor Cannon
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4351 be read a first and second time;

AND THAT: final reading be withheld subject to:

1. Ministry of Transportation and Infrastructure approval.

CARRIED UNANIMOUSLY

5. City of Salmon Arm Zoning Amendment Bylaw No. 4355 [ZON-1158; Larson, A. & F.; 531 5 Street SE; R-1 to R-8] - First and Second Readings

0505-2019

Moved: Councillor Wallace Richmond
Seconded: Councillor Lavery
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4355 be read a first and second time;

AND THAT: final reading be withheld subject to:

1. Ministry of Transportation and Infrastructure approval.

CARRIED UNANIMOUSLY

10. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4345 [OCP4000-39; Muto Holdings Ltd.; 130 Shuswap Street SE; INS to HDR] - Second Reading

0506-2019

Moved: Councillor Eliason
Seconded: Councillor Cannon
THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4345 be read a second time;

10. **RECONSIDERATION OF BYLAWS – continued**

1. **City of Salmon Arm Official Community Plan Amendment Bylaw No. 4345 [OCP4000-39; Muto Holdings Ltd.; 130 Shuswap Street SE; INS to HDR] – Second Reading – continued**

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

AND THAT: Pursuant to Section 476 of the Local Government Act, Council has considered this Official Community Plan amendment after required consultation with School District No. 83;

AND THAT: Pursuant to Section 477 (3) (a) of the Local Government Act, Final Reading of the Official Community Plan bylaw be withheld pending Council's consideration of the amendment in conjunction with:

- 1) The Financial Plans of the City of Salmon Arm; and
- 2) The Liquid Waste Management Plan of the City of Salmon Arm.

CARRIED UNANIMOUSLY

2. **City of Salmon Arm Zoning Amendment Bylaw No. 4347 [ZON-1153; Muto Holdings Ltd.; 130 Shuswap Street SE; P-3 to R-5] [See item 10.1 for Staff Report] – Second Reading**

0507-2019 Moved: Councillor Cannon
 Seconded: Councillor Eliason
 THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4347 be read a second time.

Councillor Flynn left the meeting at 3:49 p.m.

CARRIED UNANIMOUSLY

3. **City of Salmon Arm Taxiway Charlie Temporary Borrowing Bylaw No. 4344 – Final Reading**

0508-2019 Moved: Councillor Cannon
 Seconded: Councillor Eliason
 THAT: the bylaw entitled City of Salmon Arm Taxiway Charlie Temporary Borrowing Bylaw No. 4344 be read a final time.

Councillor Flynn returned to the meeting at 3:50 p.m.

CARRIED UNANIMOUSLY

4. **City of Salmon Arm Zoning Amendment Bylaw No. 4327 [ZON-1144; Stevens, S. & Burns, Z.; 2810 – 25 Street NE; R-1 to R-8] – Final Reading**

0509-2019 Moved: Councillor Wallace Richmond
 Seconded: Councillor Lavery
 THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4327 be read a final time.

CARRIED UNANIMOUSLY

10. RECONSIDERATION OF BYLAWS – continued

The Meeting recessed at 3:53 p.m.

The Meeting reconvened at 4:00 p.m.

5. City of Salmon Arm Zoning Amendment Bylaw No. 4326 [ZON-1143; Johnson, A.; 2130 1 Avenue NE; R-1 to R-8] – Final Reading

0510-2019

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4326 be read a final time.

Councillor Eliason entered the meeting at 4:01 p.m.

CARRIED UNANIMOUSLY

13. PRESENTATIONS

1. Staff Sergeant West, Salmon Arm RCMP Detachment – Quarterly Policing Report – July – September 2019

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

Councillor Flynn entered the meeting at 4:03 p.m.

2. Corryn Grayston, Executive Director, Salmon Arm & District Chamber of Commerce – Visitor Information Centre Contract

Corryn Grayston, Executive Director, Salmon Arm & District Chamber of Commerce provided an overview of the Visitor Information Centre and request for renewal of the contract. She was available to answer questions from Council.

This will be considered during the 2020 Budget deliberations on October 21, 2019.

3. Darcy Calkins, PAC and Chris Matheson, Vice Principal, Shuswap Middle School – Shuswap Middle School Tennis Courts

Darcy Calkins, PAC and Chris Matheson, Vice Principal, Shuswap Middle School outlined the request to resurface the tennis courts at the Shuswap Middle School. They were available to answer questions from Council.

This will be considered during the 2020 Budget deliberations on October 21, 2019.

4. Norma Harisch, President R.J. Haney Heritage Village and Museum – Budget Request

Norma Harisch, President, Susan Mackie, Manager and Doug Adams, Past-President, R.J. Haney Heritage Village and Museum provided an overview of the facility and the 2020 budget request. They were available to answer questions from Council.

This will be considered during the 2020 Budget deliberations on October 21, 2019.

11. CORRESPONDENCE

1. Informational Correspondence

3. R. Parenteau, on behalf of the Friends and Family of Robert Nash – letter dated August 22, 2019 – Letter of Request

0511-2019

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: Council direct staff to work with the Friends and Family of Robert Nash in their effort to construct a covered public shelter as part of the South Canoe Park redevelopment.

CARRIED UNANIMOUSLY

4. M. Sinhuber – letter dated September 4, 2019 – Request for Memorial Bench

0512-2019

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: staff work with M. Sinhuber on the installation of a bench in Little Mountain Park in memory of Henry Sinhuber, subject to associated costs being assumed by M. Sinhuber.

CARRIED UNANIMOUSLY

21. S. Desautels, Executive Director, Royal Canadian Legion #62, Salmon Arm, BC – letter dated September 17, 2019 – Annual Poppy Campaign

0513-2019

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: staff be directed to work with the Royal Canadian Legion #62 for the November 11, 2019 Remembrance Day Parade of Veterans.

CARRIED UNANIMOUSLY

Councillor Eliason left the meeting at 5:11 p.m. and returned at 5:14 p.m.

17. P. Peach – letter dated October 2, 2019 – Request for blue lights in the bollard lighting at City Hall

0514-2019

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: Council direct staff to place blue lights in the bollard at City Hall for the month of November in 2019, 2020 and 2021, recognition of Diabetes Month.

CARRIED UNANIMOUSLY

23. L. Wong, Manager, Downtown Salmon Arm – letter dated September 27, 2019 – Winter Bonfire Night

24. L. Wong, Manager, Downtown Salmon Arm – letter dated October 1, 2019 – Treat Trail

25. L. Wong, Manager, Downtown Salmon Arm – letter dated October 3, 2019 – Treble Clef Launch Celebration

11. CORRESPONDENCE – continued

1. Informational Correspondence – continued

0515-2019

Moved: Councillor Lindgren

Seconded: Councillor Eliason

THAT: Council authorize Downtown Salmon Arm to hold the Winter Solstice Bonfire Night on Alexander Street which will be closed to vehicular traffic from 4:00 p.m. to 8:00 p.m. on Thursday, December 19, 2019, subject to the provision of adequate liability insurance;

AND THAT: Council authorize Downtown Salmon Arm to hold the Downtown Treat Trail which will be closed to vehicular traffic on October 31, 2019, subject to the provision of adequate liability insurance;

AND THAT: Council authorize Downtown Salmon Arm to hold the Treble Clef Launch Celebration on Alexander Street which will be closed to vehicular traffic from 7:00 a.m. to 2:00 p.m. on November 2, 2019, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

2. S. Chalmers, Community Energy Coordinator, Community Energy Association – email dated October 9, 2019 – Climate Leaders Institute on November 7-8 Request to Forward Information to Municipal Council

Received for information.

3. Okanagan Regional Library– spreadsheet and powerpoint dated September 18, 2019 - 2020 Budget Presentation

Received for information.

Councillor Wallace Richmond left the meeting at 5:32 p.m. and returned at 5:34 p.m.

12. NEW BUSINESS

14. COUNCIL STATEMENTS

15. SALMON ARM SECONDARY YOUTH COUNCIL

J. Verdurmen provided an introduction of the Salmon Arm Secondary Youth Council and an overview of the goals of the 2019/2020 Youth Council.

16. NOTICE OF MOTION

17. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

18. OTHER BUSINESS

Councillor Flynn declared a conflict of interest and left the meeting at 5:41 p.m.

1. 2019 Community Resiliency Investment Program – FireSmart Community Funding & Supports - Terry Smith, Sk’atsin Silvatech Ventures LLP, a Neskonlith Indian Band subsidiary

T. Smith, Sk’atsin Silvatech Ventures LLP, a Neskonlith Indian Band subsidiary provided an overview of the applications and was available to answer questions from Council.

0516-2019 Moved: Councillor Lavery
 Seconded: Councillor Eliason
 THAT: Council accept the revised 2019 Community Resiliency Investment application that proposes an adjustment to treatment unit locations in the Canoe Creek Watershed from the TU requiring road upgrade and bridge/culvert installation to a treatment unit across from the gravel pit TU2 ~5.1ha. This revised application also includes shifting a couple of treatment units on IR 2 for NIB to treat TUs 3a and 4c.

CARRIED UNANIMOUSLY

0517-2019 Moved: Councillor Eliason
 Seconded: Councillor Wallace Richmond
 THAT: Council accept the 2020 CRI application to treat TU1&3 in the Canoe Creek watershed to accommodate a Fir Bark Beetle outbreak, and to treat Little Mountain Park as well as support treatments of IR2 TUs 2a,b and 3b,c,d and IR3 TU1.

Councillor Eliason left the meeting at 5:54 p.m. and returned at 5:55 p.m.

CARRIED UNANIMOUSLY

0518-2019 Moved: Councillor Eliason
 Seconded: Councillor Wallace Richmond
 THAT: Council accept the proposed changes to the 2019 FES proposal shifting the treatment areas to accommodate the Bark Beetle outbreak on the west side of East Canoe Creek to accommodate the beetle management work being carried out by Canoe Forest Products on Crown Provincial Lands, and to undertake wildfire fuel management work along the base of Mt. Ida in cooperation with BC Timber Sales, and to undertake wildfire fuel management work along the base of Mt. Ida in cooperation with BC Timber Sales, and to undertake fuel management on the North (north of gravel pits) and South ends (above Panorama) of Glen Eden above the respective subdivisions.

CARRIED UNANIMOUSLY

0519-2019 Moved: Councillor Eliason
 Seconded: Councillor Wallace Richmond
 THAT: Motion 0458-2018 be amended as follows:

“Council authorize the sole sourcing of these works and services to “Sk’atsin Silvatech Ventures LLP”, a Neskonlith Indian Band subsidiary.”

CARRIED UNANIMOUSLY

Councillor Eliason left the meeting at 6:05 p.m.

19. **QUESTION AND ANSWER PERIOD**

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

The Meeting recessed at 6:05 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

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

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

20. **DISCLOSURE OF INTEREST**

21. **HEARINGS**

1. **Development Variance Permit Application No. VP-501 [Presch, A./Neudorf, W.; 5501 46 Avenue SE; Fire Hydrant Requirement]**

0520-2019

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: Development Variance Permit No. VP-501 be authorized for issuance for Lots 1 & 3, Section 5, Township 20, Range 9, W6M, KDYD, Plan 31652, which will vary Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Waive the requirement to install a fire hydrant to the minimum 90 metre spacing along Auto Road SE.

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

Submissions were called for at this time.

W. Neudorf, the applicant, outlined the application and was available to answer questions from Council.

S. Presch, 386306 BC Ltd. – letter dated October 11, 2019 – Development Variance Permit No. VP-501.

21. HEARINGS – continued**1. Development Variance Permit Application No. VP-501 [Presch, A./Neudorf, W.; 5501 46 Avenue SE; Fire Hydrant Requirement] – continued**

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

CARRIED

Councillors Lavery, Flynn and Eliason Opposed

2. Development Variance Permit Application No. VP-502 [Forsyth, K., Hartwig, T. & JJH Investment Corp.; 5161 60 Avenue NE; Servicing Requirements]

0521-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: Development Variance Permit No. VP-502 be authorized for issuance for Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan 9322 which will vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 for the residential development of a single family dwelling and secondary suite (or detached suite) as permitted under the current A-2 – Rural Holding Zoning regulations as follows:

1. Waive the requirement to upgrade the frontages of the subject property;
2. Waive the requirement to extend and connect to the sanitary sewer system; and
3. Waive the requirement to upgrade the water system.

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

Submissions were called for at this time.

T. Hartwig, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:20 p.m. and the motion was:

CARRIED UNANIMOUSLY

22. STATUTORY PUBLIC HEARINGS**23. RECONSIDERATION OF BYLAWS****24. QUESTION AND ANSWER PERIOD**

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

25. ADJOURNMENT

0522-2019

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of October 15, 2019, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:24 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

MAYOR

Adopted by Council the day of , 2019.

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Item 5.2

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Special Council Meeting Minutes of October 21, 2019, be adopted as circulated.

Vote Record

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

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

SPECIAL COUNCIL MEETING

Minutes of a Special Meeting of Council of the City of Salmon Arm held in the Council Chamber of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, October 21, 2019.**

PRESENT:

Mayor A. Harrison
 Councillor D. Cannon
 Councillor C. Eliason (entered the meeting at 9:02 a.m.)
 Councillor K. Flynn
 Councillor T. Lavery
 Councillor S. Lindgren
 Councillor L. Wallace Richmond

Chief Administrative Officer C. Bannister
 Director of Corporate Services E. Jackson
 Director of Engineering & Public Works R. Niewenhuizen
 Director of Development Services K. Pearson
 Chief Financial Officer C. Van de Cappelle
 Manager of Financial Services T. Tulak
 Accountant B. Dewitt
 City Engineer J. Wilson
 Deputy Fire Chief G. Lebeter
 Manager of Roads and Parks D. Gerow
 Manager of Utilities G. Rasmuson
 Supervisor of Roads and Transportation K. Graham
 Manager of Permits and Licensing, M. Roy
 Shuswap Recreation Society D. Boyd
 Shuswap Recreation Society R. Rusjan
 Staff Sergeant S. West
 Recorder C. Simmons

ABSENT:

Fire Chief B. Shirley

1. CALL TO ORDER

Mayor Harrison called the meeting to order at 9:00 a.m.

Councillor Eliason entered the meeting at 9:02 a.m.

2. DECLARATION OF INTEREST

Councillor Lavery left the meeting at 9:02 a.m. and returned at 9:03 a.m.

3. PRESENTATIONS

4. OTHER BUSINESS

1. Councillor Lavery - Notice of Motion from August 12, 2019 - Active Transportation Plan: Let's Move Salmon Arm

To be addressed during Specific Referrals.

2. Councillor Lavery - Notice of Motion from August 12, 2019 - Food and Urban Agricultural Plan: Let's Grow Salmon Arm

To be addressed during Specific Referrals.

3. Councillor Lavery - Notice of Motion from August 12, 2019 - Affordable Housing Reserve

To be addressed during Specific Referrals.

5. CORRESPONDENCE

1. M. Sinhuber - petition dated October 4, 2019 - Sidewalk south side of 1st Street NE

Received for information.

2. C. Allen - email dated October 11, 2019 - 50 Street NE

Received for information.

3. C. Brown - email dated October 13, 2019 - Paving 45th Avenue NE

Received for information.

6. INTRODUCTION OF BYLAWS

1. City of Salmon Arm 2020 to 2024 Financial Plan Bylaw No. 4358 - First, Second and Third Readings

The Chief Financial Officer outlined the memorandum dated October 9, 2019 and provided an overview of the draft 2020 to 2024 Financial Plan Bylaw.

0523-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm 2020 to 2024 Financial Plan Bylaw No. 4358 be read a first, second and third time.

During discussion, the following amendments to the 2020 to 2024 Financial Plan Bylaw No. 4358 were considered:

0524-2019

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the amount allocated to the RCMP Police Force for the new Municipal RCMP Officer be reduced by \$120,000.00 in the 2020 Budget to reflect an effective date of September 1, 2020.

CARRIED UNANIMOUSLY

6. INTRODUCTION OF BYLAWS - continued

1. City of Salmon Arm 2020 to 2024 Financial Plan Bylaw No. 4358 - First, Second and Third Readings - continued

0525-2019

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the amount of \$20,000.00 allocated to the RCMP Operating Reserve be removed from the 2020 Budget.

CARRIED UNANIMOUSLY

The Meeting recessed at 10:19 a.m.

The Meeting re-convened at 10:30 a.m.

Councillor Flynn entered the meeting at 10:33 a.m.

0526-2019

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the amount of \$80,000.00 for the Shuswap Street - East Side (5 Avenue - 2 Avenue) funded from general revenue be removed from the 2020 Budget;

AND THAT: the associated Community Works Funding for Shuswap Street - East Side (5 Avenue - 2 Avenue) in the amount of \$100,000.00 be redirected to 1 Street SE - Sidewalk replacement, thereby reducing the 1 Street SE - Sidewalk replacement general revenue funding from \$175,000.00 to \$75,000.00 in the 2020 Budget.

CARRIED UNANIMOUSLY

0527-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the amount of \$40,000.00 for a bump out installation at the crosswalk located at 2 Avenue and 5 Avenue SE be included in the 2020 Budget.

CARRIED

Mayor Harrison, Councillors Flynn and Lindgren Opposed

0528-2019

Moved: Mayor Harrison

Seconded: Councillor Flynn

THAT: the amount allocated to the Marine Park Drive Parking Lot be reduced by \$42,500.00 in the 2020 Budget.

DEFEATED

Councillors Cannon, Eliason, Lavery and Lindgren Opposed

The Meeting recessed at 11:55 a.m.

The Meeting re-convened at 12:32 p.m.

Councillor Lavery left the meeting at 12:35 p.m. and returned at 12:36 p.m.

6. **INTRODUCTION OF BYLAWS – continued**

1. **City of Salmon Arm 2020 to 2024 Financial Plan Bylaw No. 4358 – First, Second and Third Readings – continued**

0529-2019

Moved: Councillor Cannon

Seconded: Councillor Eliason

THAT: the amount of \$95,000.00 allocated for the 60 Street NW RAP Project be amended to be funded in the 2020 budget as follows:

- \$22,000.00 General Revenue (reduction of \$73,000.00); and
- \$73,000.00 Other Contributions (Future Works).

CARRIED UNANIMOUSLY

0530-2019

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: an additional amount of \$15,000.00 be added to the Smart Parking Meters Reserve in the 2020 Budget.

CARRIED

Mayor Harrison Opposed

0531-2019

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the amount of \$30,000.00 allocated to the Shuswap Memorial – Cemetery – Storage Building Reserve be removed from the 2020 Budget.

CARRIED UNANIMOUSLY

Councillor Eliason left the meeting at 1:20 p.m. and returned at 1:23 p.m.

0532-2019

Moved: Councillor Cannon

Seconded: Councillor Eliason

THAT: an additional amount of \$23,000.00 be added to the – General – Recreation Amenities Reserve in the 2020 Budget.

DEFEATED

Mayor Harrison, Councillors Flynn, Lavery, Lindgren and Wallace Richmond Opposed

0533-2019

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: the amount of \$15,000.00 for the construction of the Shuswap Memorial Cemetery Bike Loop Construction be added to the 2020 Budget.

CARRIED UNANIMOUSLY

0534-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the amount allocated for Parks– Picnic Tables (Replacement of 10 over 3 Years) be reduced by \$26,000.00 in the 2020 Budget.

CARRIED UNANIMOUSLY

Councillor Flynn left the meeting at 1:58 p.m. and returned at 1:59 p.m.

6. INTRODUCTION OF BYLAWS – continued

1. City of Salmon Arm 2020 to 2024 Financial Plan Bylaw No. 4358 – First, Second and Third Readings – continued

0535-2019

Moved: Mayor Harrison

Seconded: Councillor Flynn

THAT: the amount allocated to the - West Bay Connector Trail Reserve be reduced by \$43,500.00 in the 2020 Budget.

CARRIED UNANIMOUSLY

0536-2019

Moved: Mayor Harrison

Seconded: Councillor Lavery

THAT: the amount allocated for Klahani Park Backstops be reduced by \$27,500.00 in the 2020 Budget.

CARRIED

Councillors Cannon and Eliason Opposed

Councillor Wallace Richmond left the meeting at 2:19 p.m. and returned at 2:20 p.m.

The Meeting recessed at 2:25 p.m.

The Meeting re-convened at 2:36 p.m.

0537-2019

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the amount allocated for Asphaltic Overlay - Additional be reduced by \$100,000.00 in the 2020 Budget.

DEFEATED

Councillors Cannon, Flynn, Lindgren and Lavery Opposed

0538-2019

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the amount allocated to the Shoemaker Hill/ Auto Road Extension Reserve be reduced by \$90,700.00 in the 2020 Budget.

CARRIED

Councillors Wallace Richmond Opposed

0539-2019

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: the amount allocated for Rogers Hometown Hockey be reduced by \$15,000.00 in the 2020 Budget.

CARRIED UNANIMOUSLY

6. INTRODUCTION OF BYLAWS - continued

1. City of Salmon Arm 2020 to 2024 Financial Plan Bylaw No. 4358 - First, Second and Third Readings - continued

0540-2019

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the amount of \$8,000.00 to purchase Disc Golf course baskets and related infrastructure for the temporary use at the property located at 4380 10 Avenue SE be funded from Parks Development Reserve in the 2020 Budget;

AND THAT: the Disc Golf course baskets and related infrastructure be permanently transferred to the Klahani Park upon completion of the park.

CARRIED UNANIMOUSLY

0541-2019

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the amount of \$20,000.00 for the construction of a parking lot area at the property located at 4380 10 Avenue SE be added to the 2020 Budget.

CARRIED UNANIMOUSLY

0542-2019

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: the amount of \$800.00 for the Salmon Arm Nature Enhancement Society - Foreshore Trail Monitoring be added to the 2020 Budget;

AND THAT: the amount of \$2,200.00 for the Salmon Arm Nature Enhancement - Society Foreshore Trail Monitoring be added to the 2021 and 2022 Budget.

CARRIED

Councillor Cannon Opposed

Councillor Eliason left the meeting at 3:38 p.m. and returned at 3:39 p.m.

Councillor Lavery withdrew his Affordable Housing Reserve Notice of Motion from August 12, 2019 - Specific Referrals Item (L).

0543-2019

Moved: Councillor Lavery

Seconded: Councillor Cannon

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

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

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

6. INTRODUCTION OF BYLAWS – continued

1. City of Salmon Arm 2020 to 2024 Financial Plan Bylaw No. 4358 – First, Second and Third Readings – continued

THEREFORE BE IT RESOLVED THAT twenty thousand dollars (\$20,000.00) be allocated to an Active Transportation Plan Reserve in the 2020 Budget and allocations for 2021 and 2022 be brought back for consideration of future budgets, to leverage potential Active Transportation funding opportunities from higher levels of government and for funding Active Transportation as part of the upcoming OCP review.

Amendment:

0544-2019

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the amount of \$10,000.00 be allocated to an Active Transportation Plan Reserve in the 2020 Budget;

AND THAT: the amount of \$10,000.00 allocated to the Bikeways Reserve be reallocated to an Active Transportation Plan Reserve in the 2020 Budget.

DEFEATED

Councillors Cannon, Eliason, Lavery and Lindgren Opposed

The question was called on the original and the motion was:

CARRIED UNANIMOUSLY

0545-2019

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

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

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

THEREFORE BE IT RESOLVED THAT five thousand dollars (\$5,000.00) be allocated to a Food and Urban Agricultural Plan Reserve in the 2020 Budget and allocations for 2021 and 2022 be brought back for consideration of future budgets, to leverage potential Food and Urban Agricultural Plan funding opportunities from higher levels of government and for funding a Food and Urban Agricultural Plan as part of the upcoming OCP review.

CARRIED

Mayor Harrison and Councillor Flynn Opposed

0546-2019

Moved: Councillor Eliason

Seconded: Mayor Harrison

THAT: the amount of \$5,000.00 be allocated for a pilot beverage recycling project at five (5) City Parks in the 2020 Budget.

Councillor Wallace Richmond left the meeting at 4:03 p.m.

CARRIED UNANIMOUSLY

6. **INTRODUCTION OF BYLAWS - continued**

1. **City of Salmon Arm 2020 to 2024 Financial Plan Bylaw No. 4358 - First, Second and Third Readings - continued**

0547-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the amount of \$8,200.00 be allocated to the Salmon Arm Children's Festival Society - for one (1) time operational funding of the Canada Day Children's Festival in the 2020 Budget.

Councillor Wallace Richmond returned to the meeting at 4:05 p.m.

CARRIED UNANIMOUSLY

Councillor Lavery withdrew his Curbside Chipping Program Notice of Motion from August 26, 2019, Specific Referrals - item (P).

The Meeting recessed at 4:15 p.m.

The Meeting re-convened at 4:22 p.m.

Councillor Wallace Richmond entered the meeting at 4:22 p.m.

Councillor Eliason entered the meeting at 4:24 p.m.

0548-2019

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: the amount of \$40,000.00 be allocated to the Salmon Arm Folk Music Society to complete Phase 3 - Low Profile Transformer to four (4) Service Kiosks for the property at 471 10 Avenue SW funded from Climate Action Reserve in the 2020 Budget.

DEFEATED

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

7. **IN-CAMERA SESSION**

8. **ADJOURNMENT**

0549-2019

Moved: Councillor Lindgren

Seconded: Councillor Lavery

THAT: the Special Council Meeting of October 21, 2019, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 4:46 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

Adopted by Council the _____ day of _____, 2019.

MAYOR

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Item 5.3

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Special Council Meeting Minutes of October 22, 2019, be adopted as circulated.

Vote Record

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

Opposed:

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

SPECIAL COUNCIL MEETING

Minutes of a Special Meeting of Council of the City of Salmon Arm held in the Council Chamber of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Tuesday, October 22, 2019.

PRESENT:

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

Deputy Chief Administrative Officer/Director of Corporate Services E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Director of Development Services K. Pearson
Chief Financial Officer C. Van de Cappelle
Manager of Financial Services T. Tulak
Shuswap Recreation Society D. Boyd
Shuswap Recreation Society R. Rusjan
Manager of Roads and Parks D. Gerow
Recorder C. Simmons

1. CALL TO ORDER

Mayor Harrison called the meeting to order at 3:45 p.m.

2. DECLARATION OF INTEREST

Councillor Wallace Richmond declared a conflict of interest with Item HH. as the Salmon Arm Economic Development Society is a client of her firm.

3. PRESENTATIONS

4. OTHER BUSINESS

5. CORRESPONDENCE

6. INTRODUCTION OF BYLAWS

1. City of Salmon Arm 2020 to 2024 Financial Plan Bylaw No. 4358 – First, Second and Third Readings

Motion from October 21, 2019 Special Council Meeting:

0523-2019

Moved: Councillor Eliason
Seconded: Councillor Cannon
THAT: the bylaw entitled City of Salmon Arm 2020 to 2024 Financial Plan Bylaw No. 4358 be read a first, second and third time.

6. INTRODUCTION OF BYLAWS - continued

1. City of Salmon Arm 2020 to 2024 Financial Plan Bylaw No. 4358 - First, Second and Third Readings - continued

During discussion, the following amendments to the 2020 to 2024 Financial Plan Bylaw No. 4358 were considered:

0550-2019 Moved: Councillor Eliason
 Seconded: Councillor Cannon
 THAT: the amount of \$27,500.00 be allocated to the Klahani Park Backstops funded from the Parks Development Reserve in the 2020 Budget.

CARRIED UNANIMOUSLY

0551-2019 Moved: Mayor Harrison
 Seconded: Councillor Flynn
 THAT: the amount of \$14,000.00 for paving of the portion of 45 Avenue NE between 30 Street downward be added to the 2020 Budget.

DEFEATED

Councillors Cannon, Eliason, Lavery and Wallace Richmond Opposed

0552-2019 Moved: Councillor Eliason
 Seconded: Mayor Harrison
 THAT: the amount of \$10,700.00 be allocated to School District No. 83 for the resurfacing of the tennis courts at the Shuswap Middle School in the 2020 Budget, subject to the execution of a Joint-Use Agreement for the use and maintenance of the courts.

CARRIED UNANIMOUSLY

0553-2019 Moved: Councillor Eliason
 Seconded: Councillor Flynn
 THAT: the amount of \$3,000.00 be allocated for the supply and installation of natural gas services to the Rap Attack Base in the 2020 Budget.

CARRIED UNANIMOUSLY

0554-2019 Moved: Councillor Eliason
 Seconded: Councillor Wallace Richmond
 THAT: an additional amount of \$1,000.00 be added to the Shuswap Trail Alliance Operational Funding in the 2020 Budget.

CARRIED UNANIMOUSLY

Councillor Wallace Richmond declared a conflict of interest and left the meeting at 5:26 p.m.

0555-2019 Moved: Councillor Flynn
 Seconded: Councillor Eliason
 THAT: an additional amount of \$84,000.00 be added to the Economic Development Operational Funding in the 2020 Budget, to address staffing needs and the completion of a Strategic Plan.

6. **INTRODUCTION OF BYLAWS – continued**

1. **City of Salmon Arm 2020 to 2024 Financial Plan Bylaw No. 4358 – First, Second and Third Readings – continued**

Amendment:

0556-2019 Moved: Councillor Lindgren
 Seconded: Mayor Harrison
 THAT: the Economic Development Operational Funding Contract amount be reduced by \$35,000.00 in 2021 through 2023.

CARRIED
 Councillor Cannon Opposed

The question was called on the original motion:

CARRIED
 Councillor Cannon Opposed

Councillor Wallace Richmond returned to the meeting at 5:06 p.m.

Councillor Eliason left the meeting at 6:07 p.m. and returned at 6:08 p.m.

0557-2019 Moved: Councillor Wallace Richmond
 Seconded: Councillor Eliason
 THAT: the Chamber of Commerce Visitor Information Operational Funding Contract be renewed for a one (1) year term from January 1, 2020 to December 31, 2020.

CARRIED UNANIMOUSLY

0558-2019 Moved: Councillor Eliason
 Seconded: Mayor Harrison
 THAT: the amount of \$10,000.00 be allocated to a Gateway Signage Reserve in the 2020 Budget.

CARRIED UNANIMOUSLY

0559-2019 Moved: Councillor Cannon
 Seconded: Councillor Lavery
 THAT: the amount of \$20,000.00 be allocated to the Salmon Arm Folk Music Society for Phase 3 – Low Profile Transformer to Four (4) Service Kiosks for the property at 471 10 Avenue SW in the 2020 Budget;

 AND THAT: the City of Salmon Arm provide the funding to the Salmon Arm Folk Music Society for procurement of the works.

Councillor Eliason left the meeting at 6:33 p.m. and returned at 6:34 p.m.

DEFEATED
 Mayor Harrison and Councillors Eliason, Flynn, Lavery, Lindgren and Wallace Richmond Opposed

The question was called on motion 0523-2019 as amended and was:

CARRIED UNANIMOUSLY7. IN-CAMERA SESSION8. ADJOURNMENT

0560-2019

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the Special Council Meeting of October 22, 2019, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 6:48 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

MAYOR

Adopted by Council the day of , 2019.

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Item 6.1

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee Meeting Minutes of October 21, 2019, be received as information.

Vote Record

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

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

DEVELOPMENT AND PLANNING SERVICES COMMITTEE

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held in Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, October 21, 2019.**

PRESENT:

Mayor A. Harrison
 Councillor S. Lindgren
 Councillor L. Wallace Richmond (entered the meeting at 8:00 a.m.)
 Councillor K. Flynn
 Councillor T. Lavery
 Councillor D. Cannon
 Councillor C. Eliason (entered the meeting at 8:00 a.m.)

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

ABSENT:

1. CALL TO ORDER

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

Councillors Eliason and Wallace Richmond entered the meeting at 8:00 a.m.

2. REVIEW OF THE AGENDA

3. DECLARATION OF INTEREST

4. PRESENTATIONS

5. REPORTS

1. **Development Variance Permit Application No. VP-489 [Wandeler, R. & D./2321 Okanagan Holdings Ltd./Wilson, M.; 79 - 24 Street NE; Retaining Wall and Fence**

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit Application No. VP-489 be authorized for issuance for Lot 6, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP79116, which will vary Zoning Bylaw No. 2303 as follows:

5. **REPORTS - continued**

1. **Development Variance Permit Application No. VP-489 [Wandeler, R. & D./2321 Okanagan Holdings Ltd./Wilson, M.; 79 - 24 Street NE; Retaining Wall and Fence - continued**

1. Section 4.12.1 Fences and Retaining Walls – increase the maximum permitted combined height of a retaining wall and fence from 2.0 m (6.5 ft) to 5.0 m (16.5 ft).

M. Wilson, the applicant, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

2. **Development Variance Permit Application No. VP-490 [Westhaver, A. & E./2321 Okanagan Holdings Ltd./Wilson, M.; 71 - 24 Street NE; Retaining Wall and Fence**

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit Application No. VP-490 be authorized for issuance for Lot 10, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP81646, which will vary Zoning Bylaw No. 2303 as follows:

1. Section 4.12.1 Fences and Retaining Walls – increase the maximum permitted combined height of a retaining wall and fence from 2.0 m (6.5 ft) to 3.8 m (12.5 ft).

M. Wilson, the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

3. **Development Variance Permit Application No. VP-504 [0815605 BC Ltd./Wickner, I./Franklin Engineering Ltd.; 1441 20 Street SE; Servicing]**

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit Application No. VP-504 be issued to vary the City of Salmon Arm Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. The requirements of Section 4.4 Road Classification Urban Collector Road from the RD-3 full standard to providing cash in lieu for a 2 m of road widening along the full frontage of the property and waiving the provision of a new sidewalk and light standard; and
2. Section 7.0 Storm Water Management to waive the requirement for the extension of the storm sewer in Right of Way KAP80330 from west of the west property line to the east property line.

5. **REPORTS – continued**3. **Development Variance Permit Application No. VP-504 [0815605 BC Ltd./Wickner, I./Franklin Engineering Ltd.; 1441 20 Street SE; Servicing] – continued**

J. Wickner, Franklin Engineering Ltd., outlined the application and was available to answer questions from the Committee.

W. Raspberry, on behalf of the applicant, spoke regarding street lighting and was available to answer questions from the Committee.

Amendment:

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: item 2. be deleted and replaced with the following:

2. Section 7.0 Storm Water Management – the requirement to extend the storm sewer in Right of Way KAP80330 from west of the west property line to the east property line to providing cash in lieu in the amount of \$11,290.00.

CARRIED UNANIMOUSLY

Motion as amended:

DEFEATED

Councillors Flynn, Wallace Richmond, Lindgren and Cannon Opposed

7. **IN CAMERA**8. **LATE ITEMS**9. **ADJOURNMENT**

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee meeting of October 21, 2019, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:53 a.m.

Mayor Alan Harrison
Chair

Item 6.2

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: the Agricultural Advisory Committee Meeting Minutes of October 9, 2019, be received as information.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

Minutes of the **Agricultural Advisory Committee** Meeting held in Room 100 of City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, on **Wednesday, October 9, 2019** at 2:00 p.m.

PRESENT:

Councillor Tim Lavery, Chair
 Ron Ganert
 Don Syme
 John McLeod
 Barry Voth
 James Hanna
 Mike Schroeder
 Scott Beeching, Senior Planner/Recorder - staff (non-voting)

ABSENT:

John Schut
 James Olafson
 Lana Fitt, Economic Development Society (non-voting)

1. **Call to Order** - The meeting was called to order at 2:05 p.m.

2. **Approval of Agenda and Additional Items**

Moved: Mike Schroeder

Seconded: James Hanna

THAT: the Agricultural Advisory Committee Meeting Agenda of October 9, 2019, be approved as presented.

CARRIED UNANIMOUSLY.

3. **Approval of Minutes of July 17, 2019 Agricultural Advisory Committee Meeting**

Moved: Mike Schroeder

Seconded: James Hanna

THAT: the minutes of the Agricultural Advisory Committee Meeting of July 17, 2019 be approved.

CARRIED UNANIMOUSLY.

4. **Old Business / Arising from minutes**

1. **Salmon Arm EDS Food Hub Feasibility Report**

Councilor Lavery expanded on the invitation to the open house today and provided an update on the report and what other communities have done planning and implementing a food hub.

5. **New Business**

1. **Agricultural Land Reserve Application No. ALC-387 (Non-Farm Use) – Owner: School District No. 83 – 5970– 10 Avenue SE**

The Senior Planner provided a brief overview of the application including the past application and decision by the ALC to limit the active use to 0.35 ha. The communication and information gathering with SD No. 83 is ongoing.

Moved: Don Syme

Seconded: James Hanna

THAT: The AAC recommends support for the use in principle subject to more specific information in the form of a plot plan, showing the size and location, demonstrating intention of use.

CARRIED.

2. Bio-solids on the Floodplain

The Senior Planner provided a brief overview of the Organic Matter Recycling Regulation, the City's authorizations, and waste water plant expansion study. Councilor Lavery recommended that a member of Engineering Staff be made available to answer questions at a future meeting. Those questions will be collected by Council and Staff.

3. UBCM Update

Councillor Lavery provided an update on the UBCM voting process, particularly on Resolution No. B75 that asked for a moratorium on legislative changes to the ALC regulations. This was not supported and further clarification was required on the intent of the motion.

4. Ministry of Agriculture Public Engagement

The Committee was reminded of the Ministry of Agriculture public engagement opportunities between September 19 and November 15, 2019.

6. Other Business & / or Roundtable Updates

7. Next meeting - November 13, 2019

8. Adjournment

Moved: John McLeod

Seconded: James Hanna

THAT: the Agricultural Advisory Committee Meeting of October 9, 2019 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 3:10 p.m.

Councilor Tim Lavery, Chair

Received for information by Council on the day of , 2019

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Item 6.3

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Social Impact Advisory Committee Meeting Minutes of October 18, 2019, be received as information.

Vote Record

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

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

CITY OF SALMON ARM

Minutes of the **Social Impact Advisory Committee** meeting held in Room 101 of City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, on **Friday, October 18, 2019**, at 8:00 a.m.

PRESENT:

| | |
|------------------------------------|--|
| Councillor Louise Wallace Richmond | City of Salmon Arm, Chair |
| Dawn Dunlop | Canadian Mental Health Association |
| Gudrun Malmqvist | Shuswap Family Centre |
| June Stewart | Shuswap Children's Association |
| Adrienne Munro | Shuswap Immigrant Services Society |
| Jordon Sweetnam | Interior Health Association-Mental Health |
| Colleen Making | Shuswap Area Family Emergency (SAFE) Society |
| Barb Puddifant | City of Salmon Arm, Recorder |

ABSENT:

| | |
|------------------|---|
| Jo-Anne Crawford | Okanagan College |
| Kristy Woodcock | Shuswap Association for Community Living (SACL) |
| Kim Sinclair | Okanagan Regional Library |
| | Aspiral Youth Partners |

GUEST:

| | |
|---------------|--|
| Kimberly Rees | Social Development & Poverty Reduction |
|---------------|--|

The meeting was called to order at 8:04 a.m.

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

Addition of Item 6.1 – Street Solicitation Bylaw update and Item 6.2 Community Action Initiative funding

Moved: Colleen Making

Seconded: June Stewart

THAT: the Social Impact Advisory Committee Meeting Agenda of October 18, 2019, be approved with additions.

CARRIED UNANIMOUSLY

4. Approval of Minutes of September 20, 2019 Social Impact Advisory Committee Meeting

Moved: Dawn Dunlop

Seconded: Colleen Making

THAT: the minutes of the Social Impact Advisory Committee Meeting of September 20, 2019 be approved as circulated.

CARRIED UNANIMOUSLY

5. Old Business/Arising from minutes

- 1) Social Development Services – Potential Role of the City – Presentation discussion
Councillor Wallace Richmond and Dawn Dunlop provided a review of the Committee's presentation to Mayor and Council at the Development and Planning Services Committee meeting on October 7, 2019. Councillor Wallace Richmond spoke regarding the funding opportunities announced at the UBCM available to communities to promote poverty reduction and community resilience. Councillor Wallace Richmond will follow up with staff on the application process for the UBCM grant.
- 2) Medical Garbage – Requests for free second bag for medical garbage
Councillor Wallace Richmond will follow up on a consultation with Interior Health and discussions with staff regarding a possible process to provide this service to community members in need of additional garbage service.

6. New Business

- 1) Street Solicitation Bylaw update –
Dawn Dunlop spoke regarding the next steps regarding the Street Solicitation Prevention Bylaw adopted by Council in May, 2019 and the commitment expressed by Council to review. The role of Downtown Salmon Arm in providing services for funding collection was discussed. The Committee will invite Downtown Salmon Arm to the next meeting to discuss.
- 2) Community Action Initiative (CAI) funding –
Dawn Dunlop provided an overview of the CAI funding opportunity available to municipalities in response to the opioid crisis.

Moved: Dawn Dunlop

Seconded: Colleen Making

THAT: the Committee request that the City submit an application for Community Action Initiative funding.

CARRIED UNANIMOUSLY

7. **Other Business &/or Roundtable Updates**

8. **Next meeting - November 15, 2019**

9. **Adjournment**

Moved: Adrienne Munro

Seconded: Colleen Making

THAT: the Social Impact Advisory Committee Meeting of October 18, 2019 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:05 a.m.

Councillor Louise Wallace Richmond, Chair

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

Item 7.1

CITY OF SALMON ARM

Date: October 28, 2019

Board in Brief – October, 2019

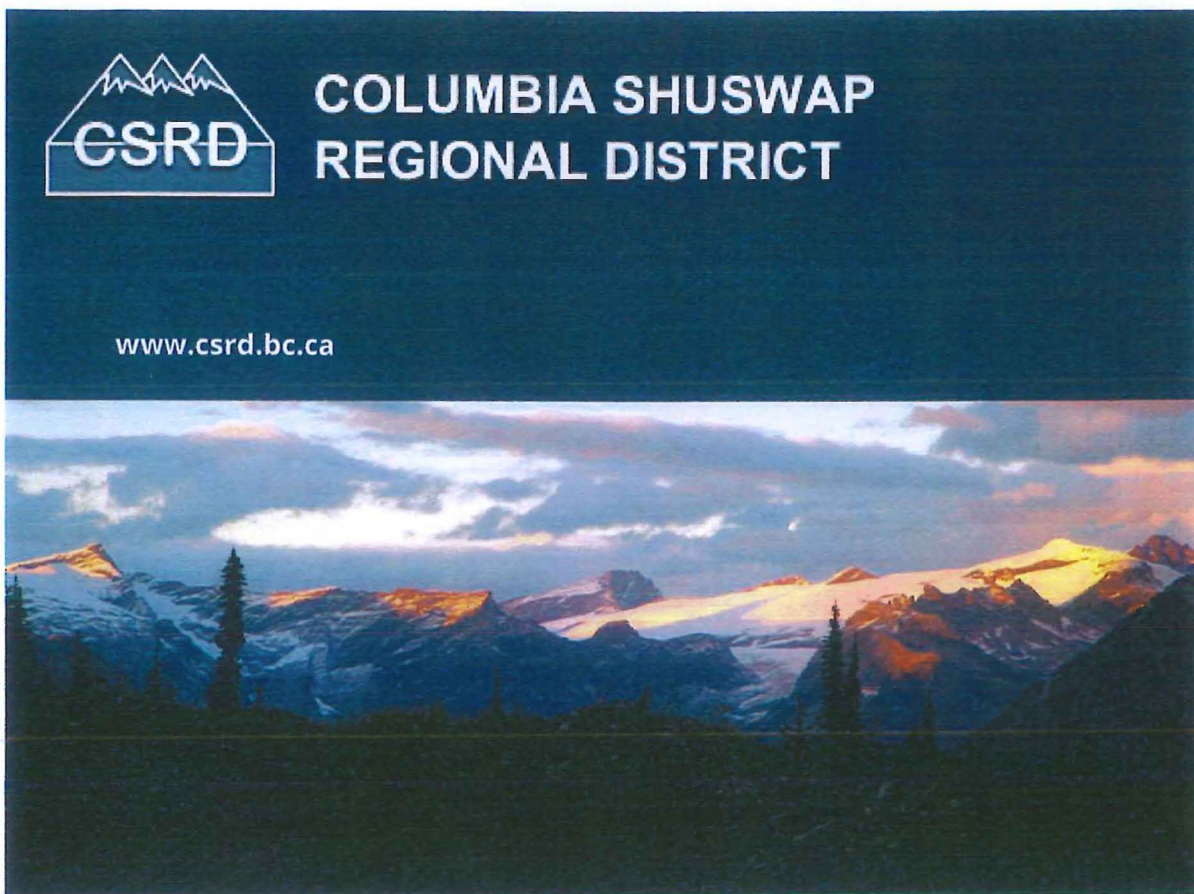
Vote Record

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

Opposed:

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

From: Columbia Shuswap Regional District <communications@csrd.bc.ca>
Sent: Thursday, October 24, 2019 8:13 AM
To: Caylee Simmons
Subject: #YourCSRD - October 2019



#YourCSRD - October 2019

October 2019



[Web version](#)

Highlights from the Regular Board Meeting

Delegations

City of Revelstoke - EOF Application, Funding Area B Economic Development

Ingrid Bron, Director of Community Economic Development, in attendance to provide overview of Revelstoke Area B Commission Activities and of Funding requests for 2019-2021 and for the funding of special projects/initiatives - economic development. The Board allocated \$165,000 per year for a period of three years beginning in 2019 and continuing to 2021 from the Economic Opportunity Fund to the City of Revelstoke Community Economic Development department to support core administration costs, subject to the approval of Area B Director and the City of Revelstoke Council.



Kicking Horse Canyon Project

Lindsay Parker representing Kicking Horse Canyon Project - Phase 4 Team, presented an overview of the Kicking Horse Canyon Project to four-lane a section of the Trans-Canada Highway near Golden.

Correspondence

Letter from Recycle BC

The Board received a letter from Carmen Fennell, Recycle BC Field Services Specialist, regarding the CSRD Sicamous Recycling Depot relocation. [View letter.](#)

Letter from RDNO to the Ministry of Agriculture

The Board received a letter from Kevin Acton, Chair, RDNO to the Ministry of Agriculture regarding feedback on Class D Licences. [View letter.](#)

Letter from MFLNRORD - Response to Chair Martin - Re: Request for Temporary Timber Harvesting Moratorium in the Bastion Creek Area

The Board received a letter from the Ministry which advised that they would not be instituting a moratorium and that appropriate safety precautions would be considered as part of the planning process for any timber harvesting plans. [View letter.](#)

Letter from Provincial Health Services Authority (PHSA) - Response to Chair Martin - Re: Reductions to Local First Responder Groups Ambulance Service Calls

The Board received a letter from the Provincial Health Services Authority for reference regarding local first responder groups and ambulance service calls. [View letter.](#)

Reports

Sicamous-to-Armstrong Rail Trail Corridor Advisory Committee Meeting

A report from the Sicamous-to-Armstrong Rail Trail Corridor Advisory Committee Meeting was received and a number of technical recommendations regarding docks and upland consent were endorsed by the Board.

Recycling Depot Contract Awards

The Board awarded contracts for bottle depot operators supporting the Recycle BC program in Salmon Arm, Revelstoke and Golden. [View report.](#)

Commercial Water Bottling Policy A-75

The Board endorsed Policy A-75 Commercial Water Bottling Policy which states the CSRD does not support the extraction of fresh water resources from surface or groundwater for the purpose of commercial bottled water sales in Electoral Area A. [View policy.](#)

Scotch Creek/Lee Creek Mosquito Control Program

The Board supported the suspension of the nuisance mosquito control treatment program for Scotch Creek/Lee Mosquito Control Service Area for the 2020 season. CSRD staff will provide an update to the Board in the fall of 2020 to determine the next steps for the Scotch Creek/Lee Creek Mosquito Control Service for the 2021 season. [View Board Report](#)

New Location of a Downtown Sicamous Recycling Depot

Board received a report as an information update to the Downtown Sicamous recycle depot location, noting CSRD and District of Sicamous staff will be working to find a mutually agreeable location for a recycling depot in Sicamous. [View Report.](#) [View Press Release.](#)

Grant-in-Aid Requests

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

Saratoga Waterworks Grant Application and Service Area Expansion

The Board endorsed several motions including support for a grant application for \$8 million to the Investing in Canada Infrastructure Program and set up a referendum and public information campaign to determine if there is sufficient community support for the project. [View report.](#) [View press release.](#) [View webpage.](#)

Request Board Support for Revised Restructure Funding Request - Scotch Creek Governance/Incorporation

The Board approved the submission of a revised letter of request to the Minister of Municipal Affairs and Housing for Restructure Planning Grant Funding, Electoral Area F – for the funding of a pre-Incorporation/Governance Study in the Scotch Creek area. [View Director Simpson's briefing note.](#)

Electoral Area C: Centennial Field Park Service Establishment and Loan Authorization Alternative Approval Process Results

The Board received the results of the Alternative Approval Process, noting that elector approval has not been obtained and no further action would be taken at this time. [View report.](#) [View press release.](#)



LAND USE MATTERS

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

Electoral Area F: Development Variance Permit No. 825-30 (van Oirschot)

The subject property is located at 4186 Ashe Crescent in Scotch Creek. Under the current zoning, the single family dwelling on the lot encroaches into the side and rear parcel boundary setbacks. The owners wish to add a second-floor addition to the residence and need a variance permit to comply with regulations. The Board approved issuance of the DVP. [View report.](#)

Zoning, OCP and Land Use Amendments

Electoral Area B: Electoral Area B Official Community Plan Amendment (Illecillewaet Development Inc.) Bylaw No. 850-12 and Electoral Area B Zoning Bylaw Amendment (Illecillewaet Development Inc.) 851-15

Illecillewaet Development Inc. is applying for an amendment to the Electoral Area B Official Community Plan Bylaw and Zoning Bylaw to incorporate proposed expansions of the Revelstoke Adventure Park, located east of Revelstoke at Greely. Following Ministry of Transportation and Infrastructure approval, the Board agreed to adopt the amendments. [View report.](#) [View press release.](#)

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

The applicant wants to amend the zone and designation for the property, which includes seven strata lots, located on Mt. Begbie Road. The bylaw proposes to add bed and breakfast as a permitted secondary use to the CDB1 Development Area 1 zone, which would apply to all seven strata lots. For strata lot 6 only, it is proposed by the property owners that a vacation rental be a permitted use for the subject property. The proposal for lot 6 also restricts the vacation rental to be operated by the permanent resident of the single family dwelling. The board gave second reading and referred the matter to a public hearing. [View report.](#)

Electoral Area D: Salmon Valley Land Use Amendment (Tereposky-MacDonald)

Bylaw No. 2561

The applicant wants to amend the zone and designation for the property located at 2950 Wetaskiwin Road in Falkland from R – Rural to RH – Rural Holdings. The applicant wants to be able to apply to subdivide the property into two parcels and build a new home for themselves on the proposed remainder lot. Following Ministry of Transportation and Infrastructure approval, the Board agreed to adopt the amendments. [View Report.](#)

Electoral Area D: Salmon Valley Land Use Amendment (Froese) Bylaw No. 2563

The owners of property at 5488 Lynes Road in Falkland are applying to amend the zone and designation of the Salmon Valley Land Use Bylaw No. 2500 from R - Rural to RR – Rural Residential to be able to apply to subdivide the property. The property owners' current proposal is for a two-phased subdivision, which would lead to the creation of eight rural residential lots. The Board gave first reading to the application and directed staff to refer the bylaw to applicable agencies and First Nations. [View report.](#)

Electoral Area D: Salmon Valley Land Use Amendment (674816 BC Ltd.) Bylaw No. 2558

The property owners applied to redesignate and rezone a portion of the property located on Highway 97 in Falkland from C -Commercial to RS - Residential and subdivide it into four lots. Two lots would be designated residential and two commercial. Following Ministry of Transportation and Infrastructure approval, the Board agreed to adopt the amendments. [View report.](#)

In Camera Releases

Appointments to the Sorrento-Blind Bay Incorporation Advisory Committee

The Board approved the appointment of the following people to the Sorrento-Blind Bay Incorporation Advisory Committee:

Brian Butcher (Blind Bay);
 Patrick Earley (Blind Bay);
 Rose Fritz (Blind Bay);
 Sandra Heschuk (Sorrento);
 Lorrie Kelsey (Blind Bay);
 Darlene Lincoln (Blind Bay);
 Tracy Lundberg-Schimpf (Blind Bay);
 Rex Porter (Sorrento);
 Michael Shapcott (Sorrento);
 John Smith (Blind Bay);
 Larry Stephenson (Blind Bay);
 Tim Van Den Heuvel (Blind Bay).

[View press release.](#)

CSRD Strategic Plan (2019-2022)

The Board endorsed and authorized the release of the 2019-2022 Strategic Plan, which sets out a series of priorities to guide the Regional District's use of resources over the current term. [View plan.](#)

Appointments to Advisory Planning Commission F

The Board appointed the following candidates to Advisory Planning Commission F as voting members, for the term beginning October 17, 2019 and ending May 20, 2023:

Brian Knipstrom

Derek Rawn

Phil Vilbert

Varya Lutjen.

55

NEXT BOARD MEETING

The Regular CSRD Board Meeting will be held Thursday, November 21, 2019 at 9:30 AM at the CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm.

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

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Item 8.1

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor

Seconded: Councillor

THAT: Council request BC Hydro to expand the existing overhead street lighting system by three (3) - 100 watt high-pressure sodium (HPS) fixture in 2019.

Vote Record

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

Opposed:

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



File: 5455.03/5455.05

TO: Her Worship Mayor Harrison and Members of Council
FROM: Robert Niewenhuizen, Director of Engineering and Public Works
DATE: 18 October 2019
SUBJECT: STREET LIGHTING REQUESTS

RECOMMENDATION:

THAT: Council request BC Hydro to expand the existing overhead street lighting system by three (3) - 100 watt high-pressure sodium (HPS) fixture in 2019.

BACKGROUND:

Policy 5.5 (Street Lighting in Residential Areas) requires Administration to receive requests for additional street lighting, evaluate (in areas of public safety, arterial roads and security) and recommend to Council a course of action in the fall of each year.

We received two requests from citizens, both of which are considered a priority at this time, see attached maps.

Additional street lights pursuant to this policy (not including new subdivisions with underground electrical) have been installed previously as follows: 2004 - 6; 2005 - 6; 2006 - 19; 2007 - 7; 2008 - 8, 2009 - 2; 2010 - 8; 2011 - 8; 2012 - 3; 2013 - 3; 2014 - 1; 2015 - 2; 2016 - 1; 2017-0, 2018-0.

The Municipality rents approximately 694 overhead streetlights from BC Hydro (wood poles), owns 797 street lights (street davit and ornamental) and shares the operation cost of 60 streetlights (Trans Canada Highway and 97B Highway) with the Ministry of Transportation and Infrastructure. The annual estimated cost for the street lighting function is \$204,386.

The addition of three street light fixtures will increase the annual expenditures (at current BC Hydro rates) by approximately \$738/year/light. The total additional annual cost would therefore be \$492 which represents a 0.36% increase in street lighting costs.

Respectfully submitted,

A blue ink signature of Robert Niewenhuizen, consisting of a stylized 'R' followed by a horizontal line and a loop.

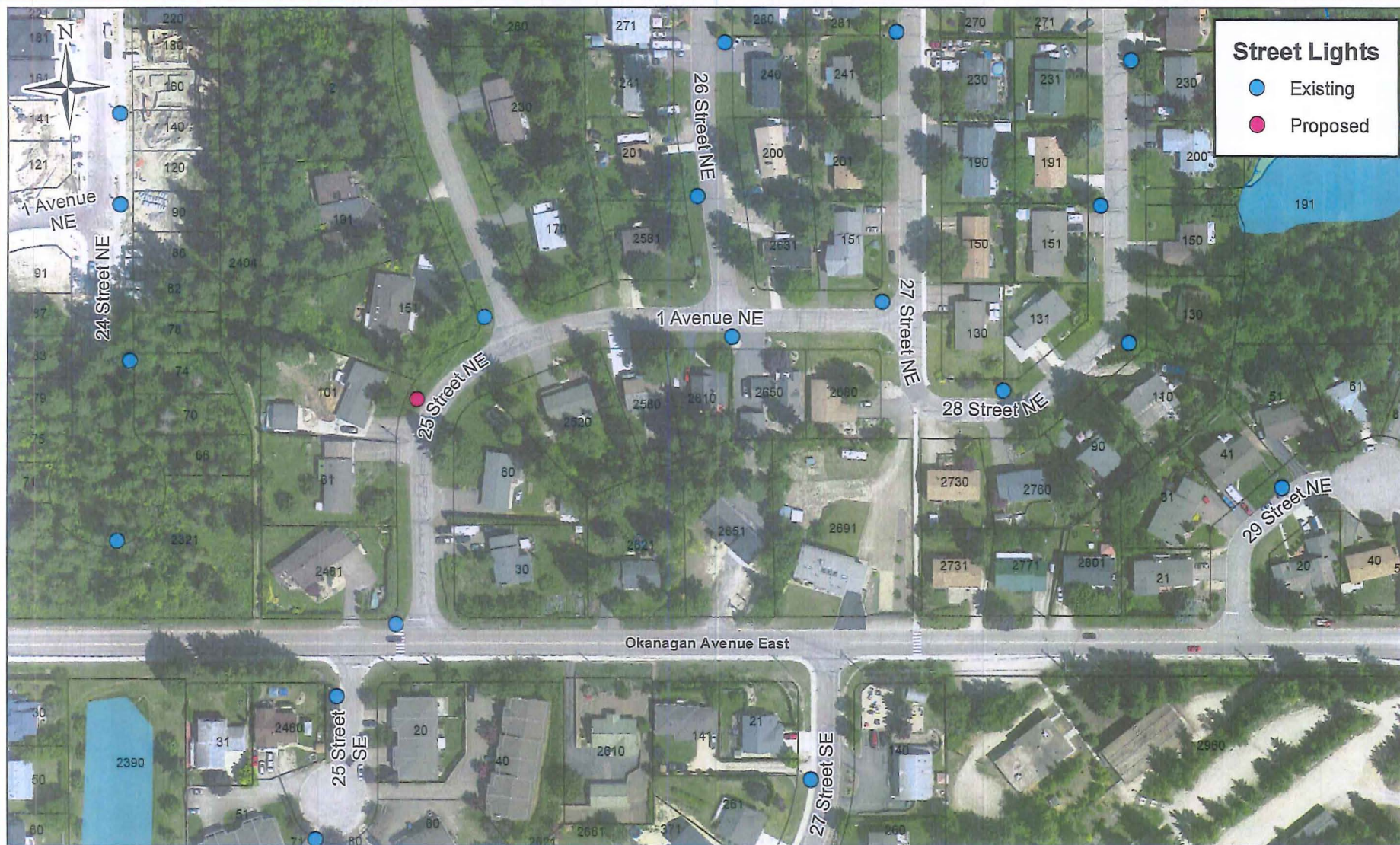
Robert Niewenhuizen.
Director of Engineering and Public Works



CITY OF
SALMON ARM

CITY OF SALMON ARM
DEPARTMENT OF ENGINEERING & PUBLIC WORKS
50 Avenue NE

50
Meters

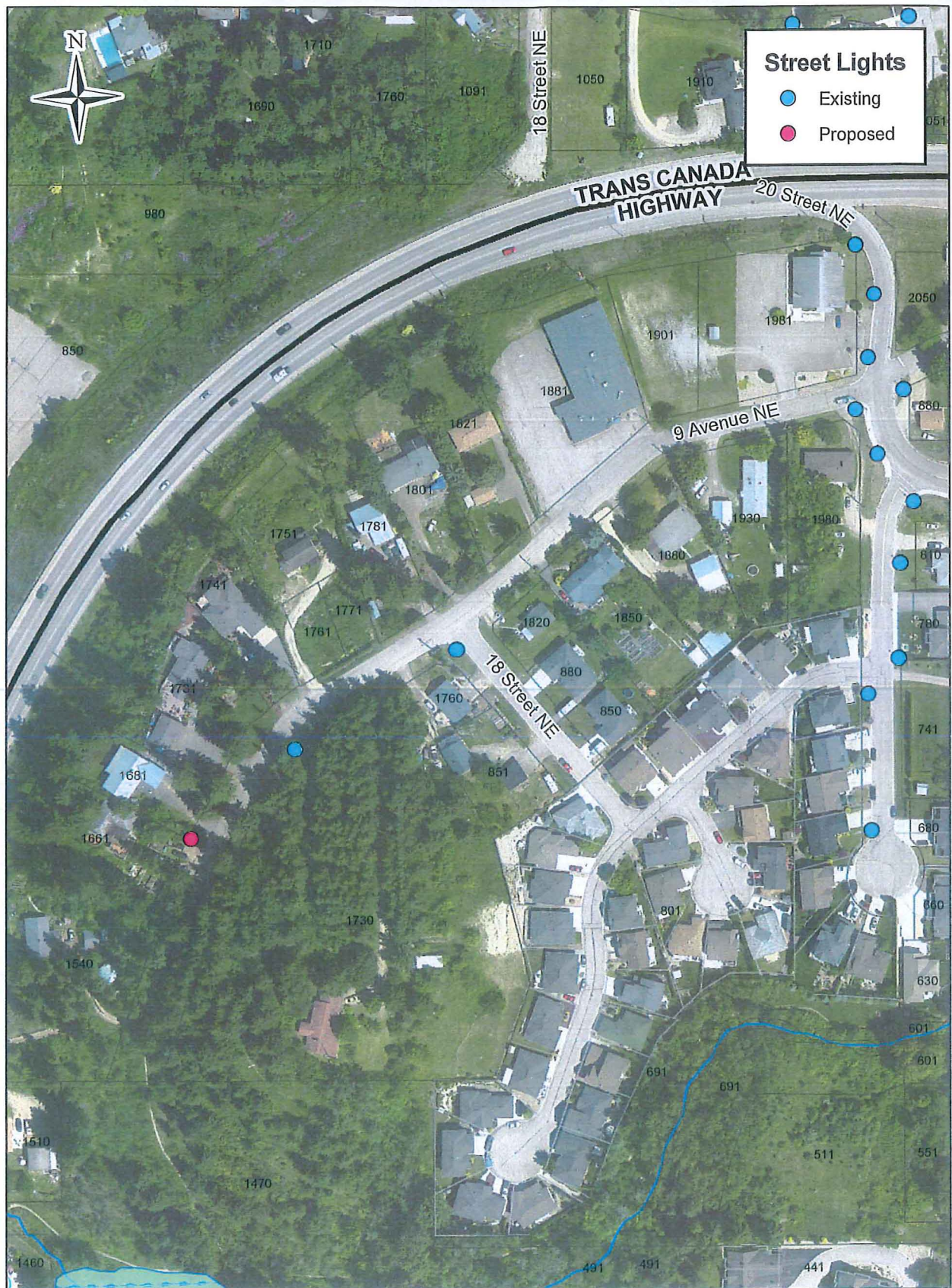


CITY OF
SALMON ARM

CITY OF SALMON ARM
DEPARTMENT OF ENGINEERING & PUBLIC WORKS

25 Street NE

25
Meters



CITY OF
SALMON ARM

CITY OF SALMON ARM
DEPARTMENT OF ENGINEERING & PUBLIC WORKS
9 Avenue NE

30
Meters

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Item 8.2

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor

Seconded: Councillor

THAT: the 2019 Budget contained in the 2019 to 2023 Financial Plan be amended to include the LED Street Light Conversion Downtown Project (Project No. ENG2019-61) for \$150,000.00 funded from the reallocation of funds from the Hudson Avenue Revitalization Project in the amount of \$150,000.00;

AND THAT: Council award the LED Street Light Conversion project to All Phase Electric Ltd., in accordance with the terms and conditions of their quote in the amount of \$143,177.57 plus taxes as applicable.

Vote Record

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

Opposed:

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



File: 2019-61

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 22, 2019
 SUBJECT: **PROJECT AWARD - LED STREET LIGHT CONVERSION - DOWNTOWN**

STAFF RECOMMENDATION

THAT: The 2019 Budget contained in the 2019 to 2023 Financial Plan be amended to include the LED Street Light Conversion Downtown Project (Project No. ENG2019-61) for \$ 150,000.00 funded from the reallocation of funds from the Hudson Avenue Revitalization Project in the amount of \$150,000.00.

AND THAT: Council award the LED Street Light Conversion project to All Phase Electric Ltd., in accordance with the terms and conditions of their quote in the amount of \$143,177.57 plus taxes as applicable.

BACKGROUND

The City's Subdivision and Development Services Bylaw No. 4163 specifies LED street lights on all new installations. The most recent Revitalization Project on Hudson Avenue completed in 2019 included installation of nine (9) new LED street lights, which replaced existing BC Hydro lease lights. Other recent upgrades in the downtown area included the Lordco Development five (5) LED street lights and a trial LED conversion completed by the City on a portion of Hudson Ave and Shuswap Street totaling twelve (12) LED street lights.

LED technology has been around for over 10 years and has become an affordable option for new installations and retrofits. LED lamps have an operating life of 80,000± hours vs standard High Pressure Sodium (HPS) lamps with a life of 20,000± hours. In addition to the longer life, LED's use 60-70% less energy than standard HPS bulbs. Studies have confirmed that replacing with LED's fixtures results in a cost equivalent payback of between 5-7 years.

Currently the downtown area still has 87 old HPS ornamental fixtures, which annually require repairs resulting in high operation and maintenance costs. The recent Hudson Revitalization project was completed under budget and as a result staff are seeking Council approval for replacement of all remaining HPS fixtures in the downtown area with LED's.

In addition, staff are also seeking Council approval for installation of two new LED street lights fronting the School District Board Office on Shuswap Street. In 2018 council approved installation of one (1) LED street light at the transit bus stop fronting the Board Office. The installation of two (2) additional LED street lights would complete the frontage improvements at this location.

A select invitation to Quote was issued on October 7, 2019 to eight (8) qualified electrical contractors for replacement LED Street Light Conversions in the Downtown core.

PROJECT AWARD – LED STREET LIGHT CONVERSION - DOWNTOWN

Page 2

The Quote closed on October 18, 2019, at which time the City received four (4) compliant submissions, with results as follows:

| Company | Quote Amount (excluding applicable taxes) | Quote Amount Excluding Item 7 (excluding applicable taxes) |
|----------------------------------|--|---|
| All Phase Electric Ltd. | \$ 174,540.36 | \$ 143,177.57 |
| Goldcliff Electric Ltd. | \$ 183,570.00 | \$ 163,050.00 |
| Inskip Electric Ltd. | \$ 207,007.29 | \$ 183,543.79 |
| Spooner Electric Ltd. | \$ 290,045.00 | \$ 260,120.00 |
| <i>CoSA Engineering Estimate</i> | <i>\$ 168,500.00</i> | <i>\$ 148,550.00</i> |

The quotes included installation of the following items:

1. 75 Ornamental LED fixtures downtown
2. 12 new poles and fixtures on Alexander Street
3. 2 new installations on Shuswap Street front of SD 83 Board Office
4. 1 City supplied pole on existing base on Okanagan Avenue
5. 1 LED Residential fixture on existing pole at 10th St NE
6. 21 LED Cobra Head fixtures at downtown intersections
- 7. 19 Ornamental LED fixtures at 2nd Ave & City Hall.**

Quotes packages were issued and submissions were reviewed and evaluated by the City staff.

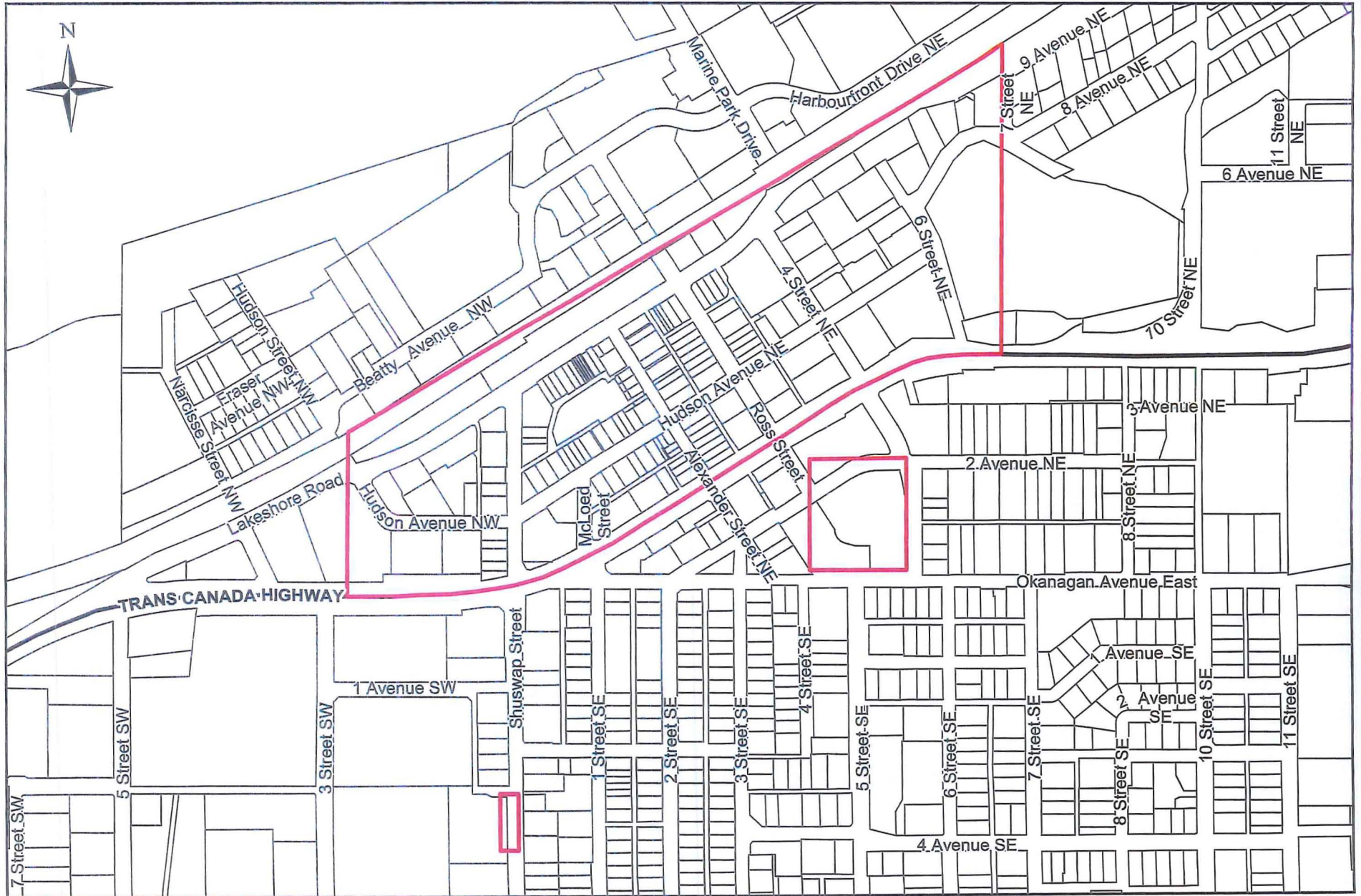
Staff are recommending award based on exclusion of quote item 7 for a total quote amount of \$ 147,177.57, due to total anticipated project cost exceeding available funds from the Hudson Revitalization project.

No completion date was specified in the quote and All Phase Electric Ltd. has not provided a construction start date. They have indicated that LED fixtures are 4-6 week delivery and upon contract award, All Phase would order materials and aim to install in a timely manner once materials arrive. It is anticipated that a majority of the work would be completed by the end of 2019 with and remaining work completed in early 2020.

Respectfully submitted,



Robert Niewenhuizen, ASCT
Director of Engineering and Public Works



Item 8.3

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor

Seconded: Councillor

THAT: Council award the Sanitary Sewer Upgrade project to D Webb Contracting Ltd., in accordance with the terms and conditions of their quote in the amount of \$73,870.00 plus taxes as applicable.

Vote Record

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

Opposed:

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



File: 2019-54

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 23, 2019
 SUBJECT: **PROJECT AWARD**
SANITARY SEWER UPGRADE - (EASEMENT 49 ST NE AND 50 ST NE)

STAFF RECOMMENDATION

THAT: Council award the Sanitary Sewer Upgrade project to D Webb Contracting Ltd., in accordance with the terms and conditions of their quote in the amount of \$ 73,870.00 plus taxes as applicable.

BACKGROUND

As per recommendations set out in the 2016 Sanitary Sewer Master Plan, the City has been annually scheduling and budgeting for replacement of "Priority 1" clay sewer pipes that have exceeded their useful life. Clay pipes typically experience problems with root infestation, joint separation and infiltration, all of which result in increased operation and maintenance costs and potential failure causing sewer backups.

In 2015/16 engineering design for approximately 365± metres of clay sanitary sewer pipe located in easement between 49 St & 50 St NE was completed. Due to the location of the sewer pipe, access was very limited and open cut replacement was determined to be extremely disruptive and costly, as a result, pipe relining was the recommended method of upgrade. Unfortunately, video inspection completed at the time identified a significant dip in the northern 110± metre section of pipe, which would require replacement as relining would not work on this section.

CoSA staff completed a detailed review in this year and met with property owners directly affected by open trench replacement of the northern section of pipe. The review determined that replacement was feasible and decided to move forward with that portion of the project. Relining of the southern portion will remain a future project for consideration to be completed once pipe lining is more readily available by local contractors or combined with a larger project making it feasible.

Pipe lining is a specialized service, currently there are no local contractors with experience in this type of rehabilitation work making it unfeasible due to the costs associated with mobilizing contractors from out of area for what would be considered a small project.

A select invitation to Quote was issued on October 11, 2019 to five (5) experienced local contractors for replacement of the northern section of pipe.

PROJECT AWARD – SANITARY SEWER UPGRADE - (EASEMENT 49 ST NE AND 50 ST NE)
Page 2

The Quote closed on October 23, 2019, at which time the City received five (5) compliant submissions, with results as follows:

| Company | Quote Amount (excluding applicable taxes) |
|----------------------------------|---|
| D Webb Contracting Ltd. | \$ 73,870.00 |
| Mountainside Earthworks Ltd. | \$ 97,508.16 |
| General Assembly Excavating Ltd. | \$ 112,924.75 |
| Mounce Construction Ltd. | \$ 143,266.52 |
| CoSA Engineering Estimate | \$ 67,375.00 |

The lowest quoted price is within the approved 2019 Budget (\$350,000). Budget amounts included all costs associated with the full 365± metre project length, however, this quote only includes replacement of the 110± metre northern section of pipe.

Quotes packages were issued and submissions were reviewed and evaluated by the City staff.

No completion date was specified in the request for quote. D Webb Contracting Ltd. has indicated they will start immediately and construction would take 2-4 weeks to complete. Upon contract award, affected property owners will be provided sufficient time to remove/salvage any necessary items from the easement area to allow construction to proceed.

Respectfully submitted,



Robert Niewenhuizen, ASCT
Director of Engineering and Public Works

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Item 8.4

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor

Seconded: Councillor

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, 2019 to September 17, 2020 for \$162,497.00.

Vote Record

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

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

CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Members of Council
 DATE: October 24, 2019
 SUBJECT: 2019 – 2020 Property Insurance Renewal

Recommendation

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, 2019 to September 17, 2020 for \$162,497.00.

Background:

In July 2018 the City undertook a Request for Proposals (RFP) process to obtain Property, Crime, Equipment Breakdown (Boiler & Machinery), Marina Operators Legal Liability and Environmental Impairment Liability insurance.

Two proposals were received by the closing date and following a review and recommendation by staff, Council awarded the 2018-2019 Insurance contract to the Municipal Insurance Association of BC (MIABC) with the option to renew for two (2) subsequent years if the terms presented by MIABC were acceptable.


MIABC has presented terms that are, in many respects better than the previous term. The total premium is \$4,532.00 higher than the 2018-2019 term, but that is attributable to an increase in insured value of approximately \$5,000,000.00.

| | 2018 | 2019 |
|--|----------------------|----------------------|
| Property | \$136,402.00 | \$141,419.00 |
| Mobile Equipment | Included in property | Included in property |
| Marina Operators Liability | \$3,400.00 | \$2,851.00 |
| Crime | Included in property | Included in property |
| Equipment Breakdown | \$6,738.00 | \$5,989.00 |
| Environmental Impairment Liability (EIL) | \$7,425.00 | \$8,238.00 |
| Commission / Broker Fee | \$4,000.00 | \$4,000.00 |
| Total | \$157,965.00 | \$162,497.00 |

MIABC offers a package that is tailored to the needs of municipalities and provides services such as policy and procedure review, education and training, claims history analysis, risk management advice and an in-house legal department. Staff are satisfied with the communication and customer relations that MIABC offers.

It is recommended that Council award the 2019-2020 Property Insurance contract to the MIABC for the amount of \$162,497.00, with the option of renewing for one (1) further year, subject to receipt of an acceptable quotation.

Respectfully Submitted,


Erin Jackson
Director of Corporate Services

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Item 9.1

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Cemetery Management Amendment Bylaw No. 4360 be read a first, second and third time.

Vote Record

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

Opposed:

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

**CITY OF
SALMON ARM**

TO: His Worship Mayor Harrison and Members of Council
DATE: October 24, 2019
SUBJECT: Cemetery Management Amendment Bylaw No. 4360

Recommendation

THAT: the bylaw entitled "City of Salmon Arm Cemetery Management Amendment Bylaw No. 4360" be read a first, second and third time.

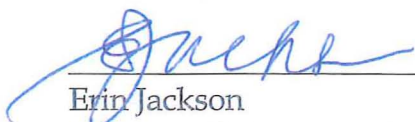
Background:

In preparation of the opening of Shuswap Memorial Cemetery, Cemetery Management Bylaw No. 4280 was adopted. The bylaw was drafted with the assistance of Lees and Associates and in consultation with local funeral service providers and the City's Cemetery Maintenance contractor.

Despite best efforts to contemplate all scenarios, the bylaw did not permit a double marker (memorializing not more than two (2) individuals) on a single adult burial plot unless the plot was occupied by two (2) human remains interments. As a burial plot can also accommodate up to three cremated remains, it is recommended that the bylaw permit up to two double markers, memorializing not more than two individuals each, regardless of the form of remains interred.

Two additional housekeeping items have been included in the amendment. The first is to correct the name of the regulatory authority and the second is to reflect that the memorial plaques in Shuswap Memorial Cemetery are constructed of granite and not bronze, as the bylaw previously indicated.

Respectfully Submitted,



Erin Jackson
Director of Corporate Services

CITY OF SALMON ARM
BYLAW NO. 4360

A bylaw to amend "City of Salmon Arm Cemetery Management Bylaw No. 4280"

WHEREAS it is deemed desirable and expedient to amend the memorial specifications imposed by "Cemetery Management Bylaw No. 4280";

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

1. Section 3.2 (b) of Schedule "C" of Bylaw No. 4280 is amended to read as follows:

(b) **Single Adult Lot with Flat Markers:** This form of lot may have not more than four (4) flat markers installed flush with the ground that are twelve (12") inches (30.4 cm) deep by twenty (20") inches (50.8 cm) wide by not less than three (3") inches (7.6 cm) thick and memorializing not more than one (1) individual each except where the lot has or will be used for either the double-depth interment of human remains or the interment of human remains and/or cremated remains and then up to two (2) of the permitted markers may be (12") inches (30.4 cm) deep by twenty-four (24") inches (60.9 cm) wide by not less than three (3") inches (7.6 cm) thick and memorializing not more than two (2) individuals each.

(d) **Single Adult Lot with Upright Monument:** This form of lot may, as its primary form of memorial, have one (1) upright monument with a base that is twelve (12") inches (30.4 cm) deep by twenty-four (24") inches (60.9 cm) wide by four (4") inches (10.1 cm) high WITH a monument tablet that is six (6) inches (15.2 cm) thick by twenty (20) inches (50.8 cm) wide by not more than twenty-four (24") inches (60.9 cm) high and memorializing not more than one (1) individual except where the lot has or will be used for either the double-depth interment of human remains or the interment of human remains and/or cremated remains and then the upright monument may memorialize not more than two (2) individuals, AND:

- (i) may also have not more than three (3) additional flat markers installed flush with the ground that are twelve (12") inches (30.4 cm) deep by twenty (20") inches (50.8 cm) wide by not less than three (3") inches (7.6 cm) thick and memorializing not more than one (1) individual each.

2. Section 3.2, the definition "**regulatory authority**" to read as follows: "**regulatory authority**" means the *Consumer Protection Authority of B.C. (CPBC)* and may also mean the *Director* of the CPBC and may also mean any other entity or organization with regulatory jurisdiction in the province of B.C.;

City of Salmon Arm Cemetery Management Amendment Bylaw No. 4360

3. Section 4.3 of Schedule "C" of Bylaw No. 4280 is amended to read as follows:

4.3 Memorial plaques shall be constructed of granite in a size, font and design established by the City and each:

- (a) **Individual Plaque** shall be nine and one-half (9.5") inches (24.5 cm) high and sixteen and one-half (16.5") inches (42 cm) wide and memorializing one (1) individual;
- (b) **Family Plaque** shall be sixteen and one-half (16.5") inches (42 cm) high and sixteen and one-half (16.5") inches (42 cm) wide and memorializing up to (4) individuals;
- (c) **Community Recognition Plaque** shall be twenty-four (24") inches high by thirty (30") inches high and shall have an inscription of recognition that is approved by the City and is consistent with the dignity of adjacent lots, the cemetery and community standards.

4. 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.

5. 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.

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as "**City of Salmon Arm Cemetery Management Amendment Bylaw No. 4360.**"

| | | |
|-------------------------|--------|------|
| READ A FIRST TIME THIS | DAY OF | 2019 |
| READ A SECOND TIME THIS | DAY OF | 2019 |
| READ A THIRD TIME THIS | DAY OF | 2019 |
| ADOPTED BY COUNCIL THIS | DAY OF | 2019 |

MAYOR

CORPORATE OFFICER

Item 9.2

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Curbside Collection Amendment Bylaw No. 4364 be read a first, second and third time.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Members of Council
DATE: October 24, 2019
SUBJECT: Curbside Collection Amendment Bylaw No. 4364

Recommendation

THAT: the bylaw entitled "City of Salmon Arm Curbside Collection Amendment Bylaw No. 4364" be read a first, second and third time.

Background:

The new Curbside Collection Program came into effect on July 1, 2019. Curbside Collection Bylaw No. 4281 allowed residents to place their Collection Bags and Containers at the curbside any time after 8:00 pm on the night before scheduled pick-up to allow for a variety of circumstances.

While this permitted timeframe provided residents with a great deal of flexibility as to when they put their receptacles out, it also increased the likelihood that animals would be attracted to the contents of the bags and containers.

On October 16, 2019, Sergeant Jeff Hanratty with the BC Conservation Officer Service advised the City that several Conservation Officers had recently conducted a Bear Attractant Audit in Salmon Arm. During the audit they observed many residents placing their garbage and food waste on the street the night before pick-up.

Section 33.1(2) Of the Wildlife Act states:

A person must not leave or place an attractant in, on or about any land or premises where there are or where there are likely to be people, in a manner in which the attractant could

- (a) attract dangerous wildlife to the land or premises, and
- (b) be accessible to dangerous wildlife.

During the audit Officers issued several warning tickets under section 33.1(2) of the Wildlife Act for leaving attractants and as well as several Dangerous Wildlife Protection Orders to residents, directing them to remove the attractants. Once the Officers became aware of the City's Curbside Collection Bylaw Sergeant Hanratty contacted the City and advised staff of the contravention.

Placing garbage, compost or other attractants in any area where bears can access it is a violation of the Wildlife Act 33.1(2) and will result in bears becoming habituated and food conditioned to non-natural food sources. The Conservation Officer Service requests that the City amend the Bylaw to align with the Wildlife Act by directing residents to place their garbage and compost on the street for pick-up on the morning of pick-up. The attached amendment to the City's Curbside Collection Bylaw makes this change.

The City supports the work of the Conservation Officer Service and will include materials on the City's website that educate the public on how to prevent habituation and food conditioning which will result in bears being destroyed after they lose their fear of people.

Respectfully Submitted,



Erin Jackson
Director of Corporate Services

CITY OF SALMON ARM

BYLAW NO. 4364

A Bylaw to amend "City of Salmon Arm Curbside Collection Bylaw No. 4281"

WHEREAS it is deemed desirable and expedient to amend the placement of collection bags and containers imposed by "City of Salmon Arm Curbside Collection Bylaw No. 4281";

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

1. Curbside Collection Bylaw No. 4281 is hereby amended as follows:

PLACEMENT OF COLLECTION BAGS AND CONTAINERS

20. Unless an exception is provided by the Director, every Owner of a Parcel that receives Curbside Collection Service shall do, or cause to be done, the following:

- a) Shall keep all Collection Bags and Containers on the Parcel at all times, other than specified in Section 20.c);
- b) Shall not place any Collection Bags and Containers that, in the opinion of the Fire Chief, creates a fire hazard or endangers the life or safety of persons by impeding access to parcels by firefighting apparatus or personnel;
- c) Shall place the Collection Bags and Containers in accordance with this Bylaw, or the instructions of the Director, in the front yard, on the driveway or access to the Parcel, adjacent to the street (not a lane) as near as possible but not on the travelled portion of the street location without obstructing pedestrian and/or vehicular traffic, prior to 7:00 a.m. on the designated collection day;
- d) Notwithstanding Section 20.c) of this Bylaw, the Director may, upon notice to the Owner of the Parcel, require the placement of Collection Bags and Containers after 5:30 a.m. on designated collection days to address and discourage scavenging by wildlife;

2. SEVERABILITY

If any portion of this Bylaw is held invalid by a Court of competent jurisdiction, then that invalid portion shall be severed and the remainder of this Bylaw shall be deemed to have been adopted without the severed portion.

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 Curbside Collection Amendment Bylaw No. 4364"

READ A FIRST TIME THIS DAY OF , 2019

READ A SECOND TIME THIS DAY OF , 2019

READ A THIRD TIME THIS DAY OF , 2019

ADOPTED BY COUNCIL THIS DAY OF , 2019

MAYOR

CORPORATE OFFICER

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Item 10.1

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4348 be read a second time;

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

AND THAT: Pursuant to Section 476 of the Local Government Act, Council has considered this Official Community Plan amendment after required consultation with School District No. 83;

AND THAT: Pursuant to Section 477 (3) (a) of the Local Government Act, Final Reading of the Official Community Plan bylaw be withheld pending Council's consideration of the amendment in conjunction with:

- 1) The Financial Plans of the City of Salmon Arm; and
- 2) The Liquid Waste Management Plan of the City of Salmon Arm.

[OCP4000-40; Cornerstone Christian Reformed Church/Roodzant, E.; 1161 22 Street NE; HC to INS]

Vote Record

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

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

CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

DATE: September 30, 2019

SUBJECT: Official Community Plan Amendment Application No. OCP4000-40
Zoning Amendment Application No. 1154

Legal: Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP81982
Civic: 1161 – 22 Street NE
Owner: Cornerstone Christian Reformed Church
Applicant: Roodzant, E.

MOTION FOR CONSIDERATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend the Official Community Plan Bylaw No. 4000 Land Use Designation of Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP81982 from HC (Commercial – Highway Service / Tourist) to INS (Institutional);

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

AND THAT: Pursuant to Section 476 of the *Local Government Act*, Council has considered this Official Community Plan amendment after required consultation with School District No. 83;

AND THAT: Pursuant to Section 477 (3) (a) of the *Local Government Act*, Second Reading of the Official Community Plan bylaw be withheld pending Council's consideration of the amendment in conjunction with:

- 1) The Financial Plans of the City of Salmon Arm; and
- 2) The Liquid Waste Management Plan of the City of Salmon Arm.

AND THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP81982 from R-1 (Single Family Residential) to P-3 (Institutional);

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

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

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The 0.113 ha subject parcel is on the corner of 11 Avenue NE and 22 Street NE, directly adjacent to the existing Cornerstone Church development (see Appendix 1). It is designated Commercial – Highway Service / Tourist (HC) in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 2 and 3). The purpose of this application is to redesignate and rezone the subject parcel to allow for the consolidation of property and potential future expansion of institutional use. P-3 zone regulations are attached (Appendix 4) for reference.

BACKGROUND

The subject property is located on 22 Street NE, 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), with Commercial zones further to the east. Adjacent zoning and land uses include the following:

| | | |
|--------|----------------|----------------------|
| North: | P-3 & R-1 | church & residential |
| East: | C-6 | commercial |
| West: | P-3, R-4 & R-5 | church & residential |
| South: | R-1 & P-3 | vacant |

The residential zoning of the subject property dates back to the 1970's, prior to the construction of the 11 Avenue NE frontage road of the TCH. The subject property is currently vacant, as shown in site photos attached as Appendix 5.

OCP POLICY

The proposed OCP amendment is from HC (Highway Service / Tourist Commercial) to Institutional (INS). The proposed amendment would align with the OCP's Community Services Objectives listed in Section 15.3, including providing institutional uses such as churches within the urban containment boundary, supporting compact communities through convenient access to transportation routes.

Section 475 & 476 - Local Government Act

Pursuant to Sections 475 and 476 of the Local Government Act (optional and mandatory consultation requirements during OCP amendments), the proposed OCP amendments were referred to the following organizations on July 25, 2019:

| | |
|--|--|
| Adams Lake Indian Band: | No response to date |
| Neskonlith Indian Band: | Response attached (Appendix 6) |
| Economic Development Society: | No objections - response attached (Appendix 7) |
| School District No. 83: (pursuant to Section 476) | No response to date |

Section 477 - Local Government Act

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

COMMENTS

Ministry of Transportation and Infrastructure

Preliminary approval has been granted (Appendix 8).

Engineering Department

No concerns with rezoning. Comments attached (Appendix 9).

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, institutional and commercial development, most significantly the uptown SASCU / Askew's location and the 21 Street NE underpass. At present, the subject parcel may be considered less ideal for Highway Service / Tourist Commercial development as presently designated, considering the size of the parcel, the vacant commercial lands within the commercial node established to the east, and the proximity of other institutional uses (including schools) as well as recent residential development.

It should be noted that there have been five OCP amendments in this general area since 2015 involving an amendment to commercial designated land. Including this proposal, if supported, approximately 1.25 hectares of land will have been 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.

The intended use of subject parcel under application is for future institutional use, likely related to the current *church* use. The ultimate intent is to consolidate the properties to create a single lot for future development options under P-3 zoning. The applicant also anticipates that changing the land use designation as proposed could have some taxation benefits.

Official Community Plan

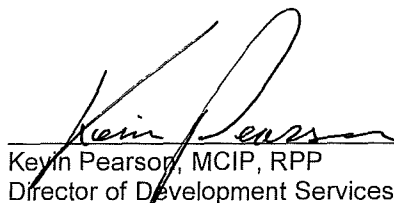
The OCP's Community Services policies detailed in Chapter 15 is supportive of institutional use, with the General Policies under section 15.3 supporting churches as proposed within the Urban Containment Boundary.

CONCLUSION

The proposed Institutional OCP designation and P-3 zoning of the subject property is consistent with the OCP and is therefore supported by staff.



Chris Larson, MCP
Planning and Development Officer



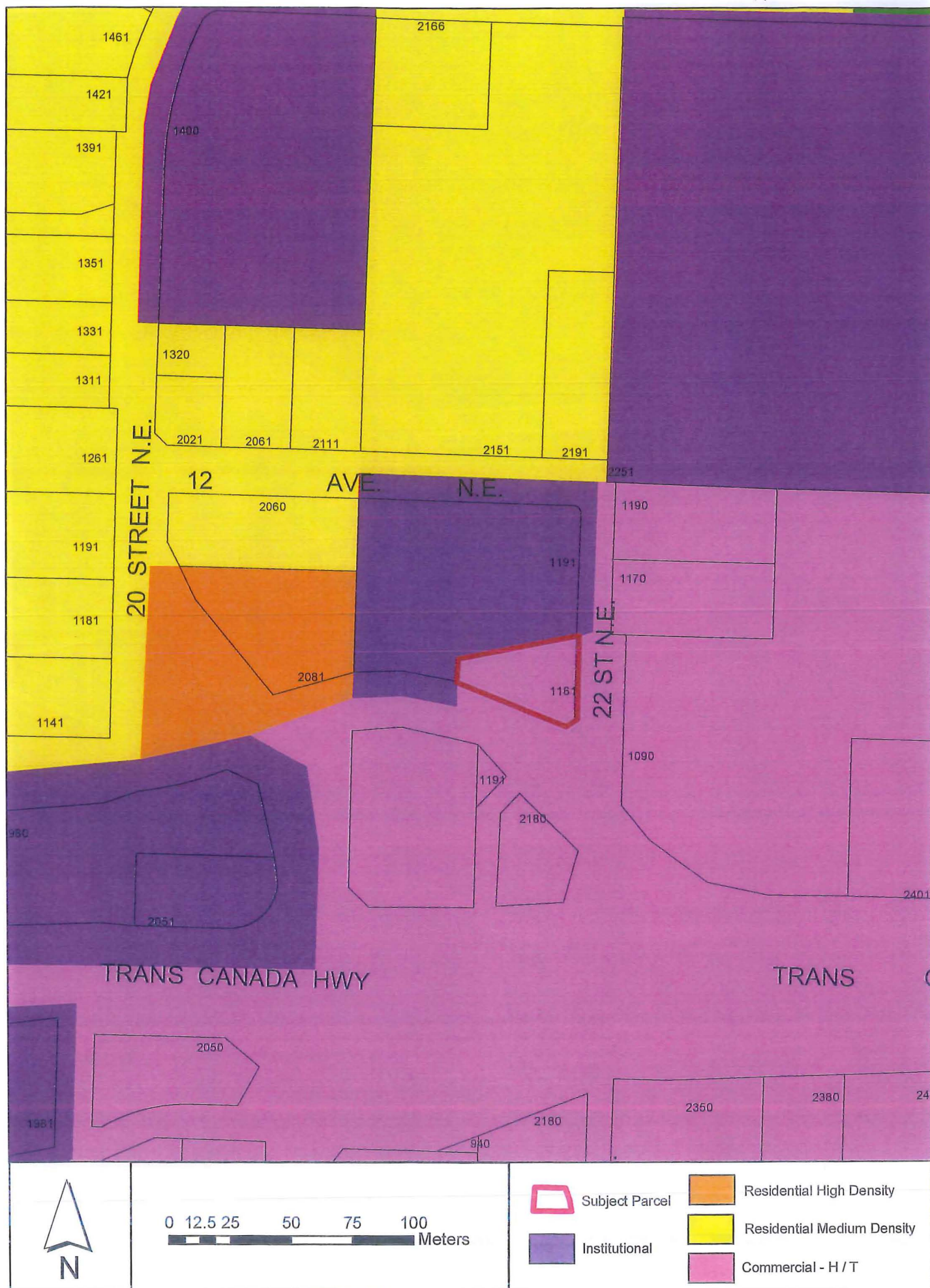
Kevin Pearson, MCIP, RPP
Director of Development Services

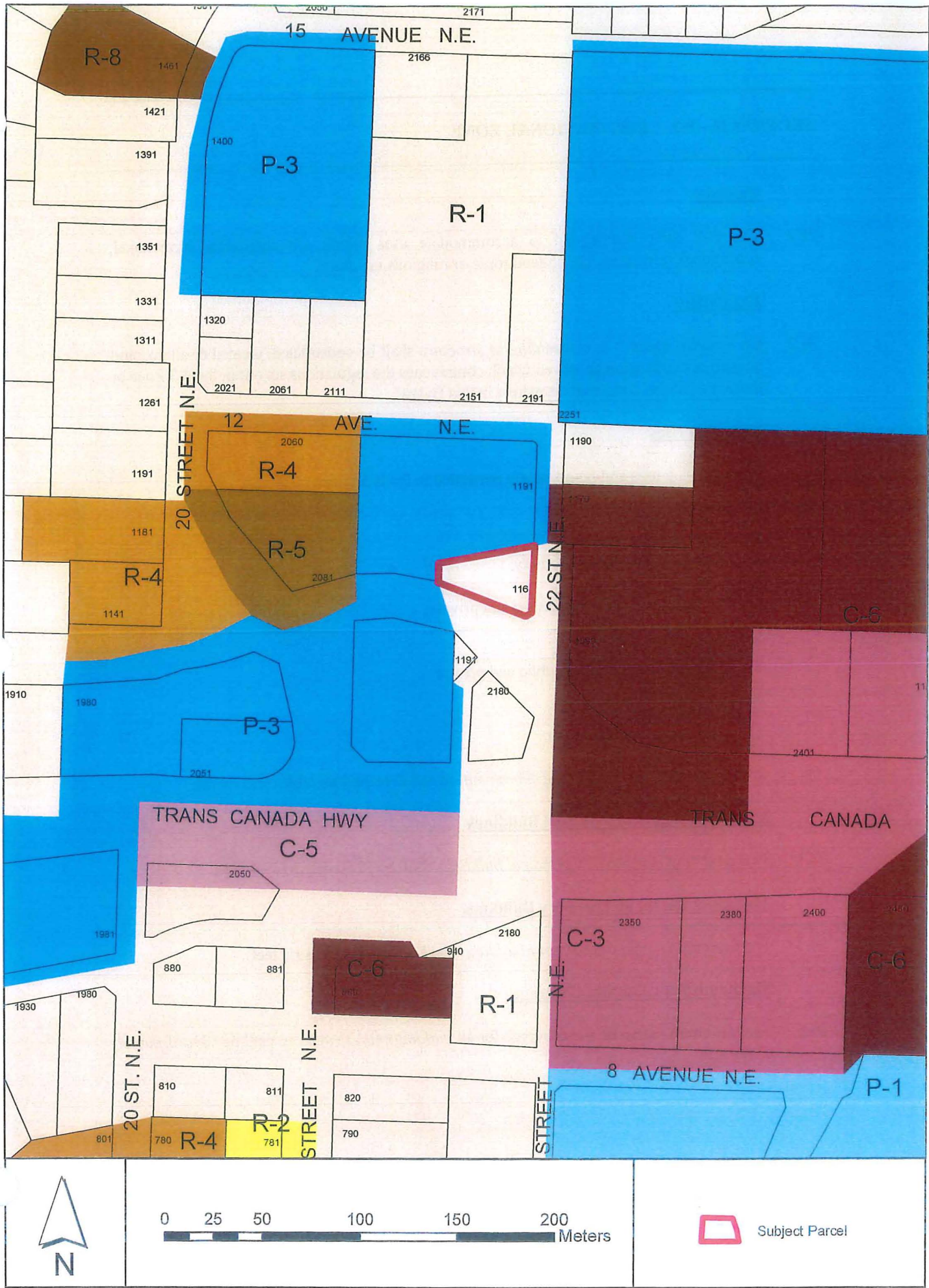


0 25 50 100 150 200 Meters



Subject Parcel





SECTION 26 - P-3 - INSTITUTIONAL ZONE

Purpose

- 26.1 The P-3 *Zone* is intended to accommodate uses which are charitable, correctional, educational, governmental, philanthropic or religious in nature.

Regulations

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

Permitted Uses

- 26.3 The following uses and no others are permitted in the P-3 *Zone*:

- .1 *assembly hall*;
- .2 *churches*;
- .3 *commercial daycare facility*;
- .4 *cultural facilities*;
- .5 *educational facilities*, public and private;
- .6 *government offices*;
- .7 *home occupation*;
- .8 *hospitals and clinics*, public and private;
- .9 *public use*;
- .10 *public utility*;
- .11 *recycling collection site*;
- .12 *rest home*;
- .13 *accessory use*, including *church manse* and detached portable class rooms.

Maximum Height of Principal Buildings

- 26.4 The maximum *height* of the *principal buildings* shall be 12.0 metres (39.4 feet).

Maximum Height of Accessory Buildings

- 26.5 The maximum *height* of *accessory buildings* shall be 6.0 metres (19.7 feet).

Maximum Parcel or Site Coverage

- 26.6 The maximum *parcel or site* coverage for all *buildings and structures* shall be 40% of *parcel or site* area.

SECTION 26 - P-3 - INSTITUTIONAL ZONE - CONTINUED

Minimum Parcel Size or Site Area

- 26.7 The minimum *parcel* size or *site* area shall be 465.0 square metres (5,005 square feet).

Minimum Parcel or Site Width

- 26.8 The minimum *parcel* or *site* width shall be 15.0 metres (49.0 feet).

Minimum Setback of Principal and Accessory Buildings

- 26.9 The minimum *setback* of the *principal* and accessory *buildings* from the:

- | | | |
|----|---|------------------------|
| .1 | <i>Front parcel line</i> shall be | 6.0 metres (19.7 feet) |
| .2 | <i>Rear parcel line</i> | |
| | - adjacent to a lane shall be | 6.0 metres (19.7 feet) |
| | - all other cases shall be | 1.0 metre (3.3 feet) |
| .3 | <i>Interior side parcel line</i> shall be | 3.0 metres (9.8 feet) |
| .4 | <i>Exterior parcel line</i> shall be | 6.0 metres (19.7 feet) |

Outside Storage

- 26.10 Outside storage shall not be permitted.

Parking and Loading

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

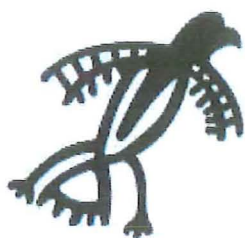
Appendix 5: Site Photos



View of subject parcel east from the corner of 11 Avenue NE and 22 Street NE.



View of subject parcel southeast from 22 Street NE.



Neskonlith Indian Band

743 Chief Neskonlith Drive
Box 318, Chase, BC V0E 1M0
T: 250.679.3295 F: 250.679.5306
www.neskonlith.net



Appendix 6

NESKONLITH INDIAN BAND PERMIT APPLICATION SUBMISSION REQUIREMENTS

Mail:

The signed and completed Neskonlith Indian Band processing application form with cheque payable to "Neskonlith Indian Band"

Mailing address:

Attn: Referrals Coordinator
Neskonlith Indian Band
743 Chief Neskonlith Drive
Box 318, Chase, BC V0E 1M0

Email complete application package:

To referrals@neskonlith.net in zipped format, USB device and/or use of a secure FTP site for the following:

- ☐ Signed and completed Neskonlith Indian Band processing application
- ☐ Copy of any permit/application relating to the Provincial Heritage Conservation Act
- ☐ Project description/Referral details (include any previous consultation for this project)
- ☐ Maps i.e. spatial data must be in ESRI format and include four file types: .shp, .shx, .dbf and .prj for all applicable maps; permit, general location, detailed development and site maps.
- ☐ Google .kml and .kmz formats will be accepted, with an additional *conversion fee of \$65.00*
- ☐ Mailing date of signed and completed Neskonlith Indian Band processing application form with cheque payable to "Neskonlith Indian Band"

*To avoid delays in processing: Please ensure complete information package, along with confirmation of cheque in order to process application.

NESKONLITH INDIAN BAND PERMIT APPLICATION

| |
|--|
| Application Date: |
| Applicants Name: |
| Company Name: |
| Contact Information: |
| Project Title: |
| Project Location: |
| Previous consultation? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Amendment for an existing NIB Permit? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Sk'atsin Resource Service agreement? <input type="checkbox"/> Yes (No permit fee). <input type="checkbox"/> No |
| *A Processing Fee \$500.00 to "Neskonlith Indian Band" is required with submission of this application. |
| *Include a Conversion Fee of \$65.00 for Spatial data not in Esri shapefile format |

Type of Cultural/Heritage Project:

- | | |
|---|---|
| <input type="checkbox"/> Heritage Inspection <input type="checkbox"/> Heritage Investigation | <input type="checkbox"/> Heritage Related Research Project <input type="checkbox"/> Specify other: _____ |
|---|---|

Project Type:

- | | |
|--|---|
| <input type="checkbox"/> Commercial/Industrial Development <input type="checkbox"/> Crown Land transfer/sale <input type="checkbox"/> Mining <input type="checkbox"/> Oil and Gas <input type="checkbox"/> Transportation <input type="checkbox"/> Energy (Hydro, electric, solar or geothermal) <input type="checkbox"/> Specify other: _____ | <input type="checkbox"/> Agriculture <input type="checkbox"/> Fisheries <input type="checkbox"/> Forestry <input type="checkbox"/> Recreation <input type="checkbox"/> Residential Development <input type="checkbox"/> Riparian <input type="checkbox"/> Tourism |
|--|---|

Estimated Project Time frame

| | |
|-------------|-----------|
| Start Date: | End Date: |
|-------------|-----------|

Permits obtained for this Project

| |
|----------------|
| First Nations: |
| Provincial: |
| Federal: |
| Specify other: |

Current State of Land:

- | | |
|--|---|
| <input type="checkbox"/> Archaeological site <input type="checkbox"/> Previously disturbed-bare <input type="checkbox"/> Previously disturbed-vegetated <input type="checkbox"/> Privately owned Riparian | <input type="checkbox"/> Riparian <input type="checkbox"/> Undisturbed <input type="checkbox"/> Waterways (seasonal or permanent) |
|--|---|

NESKONLITH INDIAN BAND PERMIT APPLICATION

Neskonlith Project Evaluation Guiding Principles

1. Secwepemc law, values and principles provide the primary context under which referrals will be evaluated.
2. Referrals will be evaluated using a consent-based approach as indicated by the Supreme Court of Canada in the Tsilhqot'in decision.
3. Assessments will consider impacts on ecosystem, landscape and watershed levels and will promote proactive management of Secwepemc land and resources from a Secwepemc perspective.
4. Decisions will be based on recognition, acceptance and preservation of the following:
 - United Nations Declaration on the Rights of Indigenous Peoples
 - Aboriginal Title and Rights as affirmed in the Supreme Court of Canada's Tsilhqot'in decision
 - Biodiversity Conservation
 - Connectivity and conservation of habitat
 - Cumulative impacts
 - Prevention of adverse impacts to Secwepemcúlecw Lands and Resources
 - Protection of cultural heritage
 - Protection of sensitive or endangered species and their habitat
 - Sustainable prosperity

NESKONLITH INDIAN BAND PERMIT APPLICATION

Permit Terms and Conditions

1. The Permit Holder is responsible for ensuring that all persons working on this project are familiar with "*Neskonlith Project Evaluation Guiding Principles*" see page 3 of application.
2. The Permit Holder is required at the outset of the project to develop a communication plan with the NIB Tmicw (Lands) department and band owned "Sk'atsin Resources".
3. The Permit Holder will make best efforts to work with Sk'atsin Resources to utilize a qualified NIB representative(s) to assist in conducting this project.
4. A representative appointed by the NIB Tmicw (Lands) Department may at any time, inspect and/or review any project being conducted under this Permit.
5. In the event, human remains are identified during this project, the Permit Holder must immediately stop work and stabilize disturbance of the remains. Inform the NIB Tmicw (Lands) Department.
6. The Permit Holder shall provide the NIB Tmicw (Lands) Department with updated or newly recorded British Columbia Archaeological Site Inventory Form(s) resulting from this project.
7. Prior to the Final Report, the Permit Holder will provide the NIB Tmicw (Lands) Department an opportunity to review and comment on proposed management recommendations relating to any cultural heritage sites and/or environmental concerns identified during this project.
8. Implementation and inclusion of editorial comments made by the NIB representatives regarding management recommendations and/or any other portion of the project report will be negotiated between the Permit Holder and the NIB representative, prior to report finalization.
9. All Final Reports are expected to meet or exceed the reporting standards developed by the Provincial Archaeology Branch. If Provincial reporting standards and/or guidelines are not applicable to this project, the Permit Holder is responsible for developing such standards/guidelines in consultation with the NIB's Tmicw (Lands) department.
10. The Permit Holder shall provide the NIB Tmicw (Lands) Department, with a copy of any Interim reports and Final Report (include NIB Permit number) for this project, prior to the permit expiration.
11. The Permit Holder is required to submit all project documentation such as; field notes, site forms, pictures, interim, and final reports in hardcopy and electronic .pdf format.

NESKONLITH INDIAN BAND PERMIT APPLICATION**Permit Terms and Conditions cont.**

12. The need for confidentiality will vary from project to project. Access and use of information contained in the Interim or Final Report may require a separate *Confidentiality or Information-Sharing agreement*. Therefore, all prospective Project Proponents/Permit Holders are to disclose the nature of proposed investigations and to outline the intended and potential uses of any information gathered.
13. Any project related disturbances of archaeological sites/project area must be mitigated (i.e. returned to their pre-existing state) upon completion of the project.
14. Permit amendments may be requested in writing on an 'as needed' basis.
15. Permit extension applications must be made 30 days prior to the expiry date.
16. Failure to comply with any of the above permit conditions, may affect future permit eligibility.

Initial _____/_____

NESKONLITH INDIAN BAND PERMIT APPLICATION**Neskonlith Indian Band Permit Agreement**

This Permit will not be considered as consultation or accommodation of our Aboriginal Rights, including Aboriginal Title.

Acceptance of Permit Terms and Conditions:

As outlined herein, I understand that by signing this document I am entering into a binding agreement.

Project Proponent/Permit holder: _____

Chief Archaeologist: _____

Title: _____

Company: _____

Date: _____

Signature: _____

Neskonlith Indian Band Approval:

Name: _____

Title: _____

Date: _____

Signature: _____



Sept 13, 2019

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

Attention: Kevin Pearson
Director of Development Services

Dear Sir:

Re: OCP Amendment Application No OCP4000-40

The Salmon Arm Economic Development Society (SAEDS) Board of Directors has reviewed the information for the above-noted OCP Amendment Referral to amend the OCP designation of the property located at 1161 22 Street NE, Salmon Arm from Highway Commercial to Institutional and the zoning of the same property from R1 to P3. The Board has no objections to the application, based on the information provided.

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

Sincerely,

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

Lana Fitt, Economic Development Manager
Salmon Arm Economic Development Society



BRITISH
COLUMBIA

Ministry of Transportation
and Infrastructure

Appendix 8: MOTI
**DEVELOPMENT SERVICES
PRELIMINARY BYLAW
COMMUNICATION**

Your File #: ZON-1154
eDAS File #: 2019-04684
Date: Aug/27/2019

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

Attention: City of Salmon Arm, Development Services

Re: Proposed Bylaw 4349 for:
Lot 1 Section 24 Township 20 Range 10 W6M KDYD Plan KAP81982

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

It is recommended that the City of Salmon Arm consider imposing development cost charges towards intersection improvements (ie. Trans-Canada Highway and 30th Street SE), as warranted.

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 |
|---|
| Salmon Arm Area Office Bag 100 850C 16th Street NE Salmon Arm, BC V1E 4S4 Canada Phone: (250) 712-3660 Fax: (250) 833-3380 |



*Memorandum from the
Engineering and Public
Works Department*

TO: Kevin Pearson, Director of Development Services
 DATE: August 16 2019
 PREPARED BY: Matt Gienger, Engineering Assistant
 APPLICANT: Ed Roodzant
 SUBJECT: OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION NO.
 OCP4000-40
 ZONING AMENDMENT APPLICATION FILE NO. ZON-1154
 LEGAL: Lot 1, Section 24, Township 20, Range 10, W6M KDYD, Plan KAP81982
 CIVIC: 1161 – 22 Street NE

Further to your referral dated July 25, 2019, we provide the following servicing information. The following comments and servicing requirements are not conditions for OCP or Zoning Applications; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages.

General:

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

**OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION NO. OCP4000-40
ZONING AMENDMENT APPLICATION FILE NO. ZON-1154**

August 16 2019

Page 2

building permit approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

Roads / Access:

1. 22 Street NE, on the subject properties 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).
2. 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, street lighting. Owner / Developer is responsible for all associated costs.
3. 11 Avenue NE, on the subject properties southern 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).
4. 11 Avenue NE is currently constructed to an Interim Urban 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, street lighting. Owner / Developer is responsible for all associated costs.
5. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
6. No driveway access will be permitted onto 11 Avenue NE. Only 1 (one) driveway access will be permitted onto 22 Street NE. Relocation of existing letdown on 22 Street NE is permitted, no closer than 12.0m from intersection of 22 Street NE and 11 Ave NE. All unused driveways shall be removed. Owner / Developer responsible for all associated costs.

Water:

1. The subject property fronts a 400mm diameter Zone 2 watermain on 22 Street NE and 250mm diameter Zone 2 watermain on 11 Avenue NE. No upgrades will be required at this time.
2. The subject property is to be serviced by a single metered water service (minimum 25mm) 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 building permit. Owner / Developer is responsible for all associated costs.

OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION NO. OCP4000-40
ZONING AMENDMENT APPLICATION FILE NO. ZON-1154

August 16 2019

Page 3

3. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
4. Fire protection requirements to be confirmed with the Building Department and Fire Department.

Sanitary:

1. The subject property fronts a 150mm diameter sanitary sewer on 22 Street NE. Since this section of sanitary sewer is the first run of pipe, has sufficient capacity and no further development is anticipated, no upgrades will be required at this time.
2. Records indicate that the existing property is not serviced by the City Sanitary System. Subject property 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. 2180 11 Avenue NE (located directly south of subject property) is not currently able to be serviced by City Sanitary System. Since this parcel is property of the City and no development is anticipated, no extension of the sanitary is required at this time.

Drainage:


1. The subject property fronts a 450/525mm diameter storm sewer on 11 Avenue NE. A 600mm diameter storm sewer on 22 Street NE terminates approximately at the subject property's northern boundary. No upgrades or extension will be required at this time.
2. Records indicate that the existing property is not serviced by City Storm System.
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 subject property shall be serviced 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

OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION NO. OCP4000-40
ZONING AMENDMENT APPLICATION FILE NO. ZON-1154
August 16 2019
Page 4

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.



Matt Gienger
Engineering Assistant



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

CITY OF SALMON ARM

BYLAW NO. 4348

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on _____, at the hour of 7:00 p.m. was published in the _____ and _____, 2019 issue of the Salmon Arm Observer;

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

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

1. "City of Salmon Arm Official Community Plan Bylaw No. 4000" is hereby amended as follows:

1. Re-designate Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP81982 from HC (Commercial - Highway Service/Tourist) to INS (Institutional Zone), as shown on Schedule "A" attached hereto and forming part of this bylaw;

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "**City of Salmon Arm Official Community Plan Amendment Bylaw No. 4348**".

READ A FIRST TIME THIS 15th DAY OF October 2019

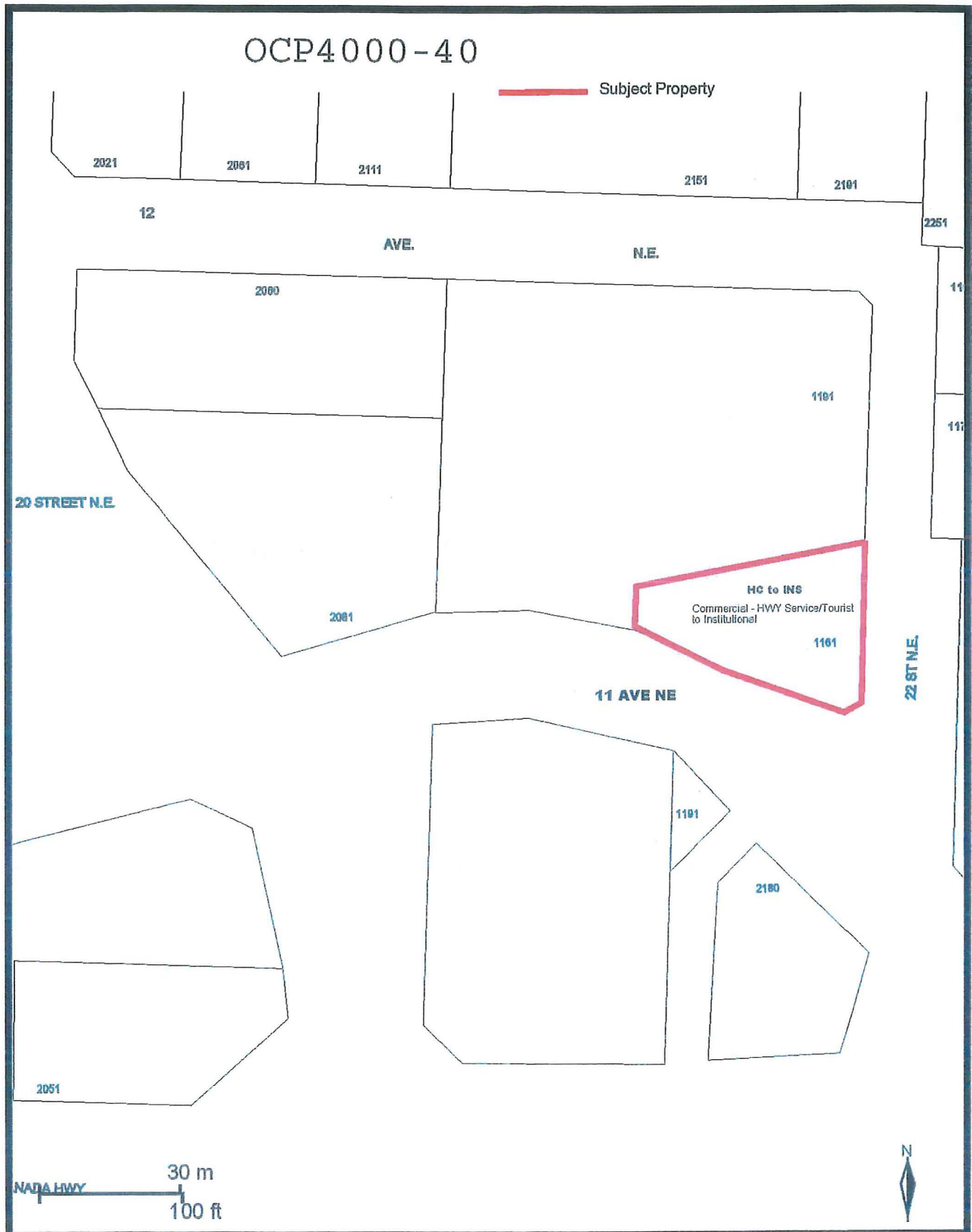
READ A SECOND TIME THIS DAY OF 2019

READ A THIRD TIME THIS DAY OF 2019

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER



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Item 10.2

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4349 be read a second time.

[ZON-1154; Cornerstone Christian Reformed Church/Roodzant, E.; 1161 22 Street NE; R-1 to P-3]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4349

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on _____, 2019 at the hour of 7:00 p.m. was published in the _____ and _____, 2019 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP81982 from R-1 (Single Family Residential Zone) to P-3 (Institutional Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

City of Salmon Arm
Zoning Amendment Bylaw No. 4349

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4349"**

READ A FIRST TIME THIS 15th DAY OF October 2019

READ A SECOND TIME THIS DAY OF 2019

READ A THIRD TIME THIS DAY OF 2019

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

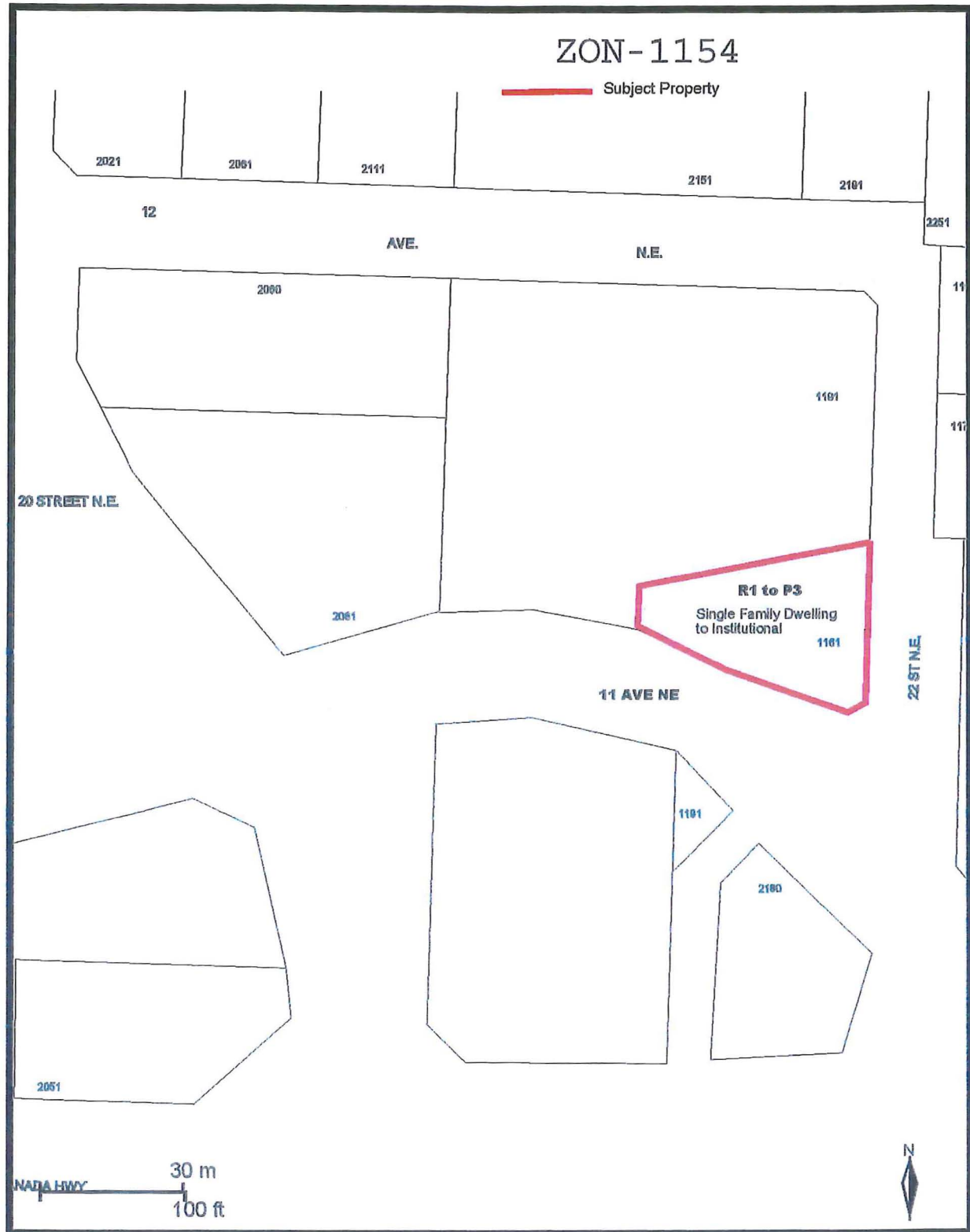
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 10.3

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Permissive Tax Exemption Bylaw No. 4352 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**BYLAW NO. 4352****Being a bylaw to exempt from taxation certain lands and improvements for the years
2020, 2021 and 2022**

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 2020, 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 2020, 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 2020, 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 2, Plan KAP43284, Section 7, Township 20, Range 9 (3160 - 10 Avenue SE)
Registered Owner and Occupier: The Pentecostal Assemblies of Canada
(01049.020)
2. Lot 4, KAP51209, Section 18, Township 20, Range 9 (3481 - 10 Avenue SE)
Registered Owner and Occupier: Little Mountain Bible Chapel (01181.055)
3. Lot A, KAP51918, Section 18, Township 20, Range 9 (3151 - 6 Avenue NE)
Registered Owner and Occupier: Shuswap Community Church (01197.020)
4. Lot 1, Plan KAP59726, Section 18, Township 20, Range 9 (350 - 30 Street NE)
Registered Owner and Occupier: Broadview Evangelical Free Church (01211.001)
5. Lot 1, Plan KAP27386, Section 13, Township 20, Range 10 (1981 - 9 Avenue NE)
Registered Owner and Occupier: St. Andrew's Presbyterian Church (01456.001)
6. Lot A, Plan KAP32114, Section 9-10, Township 20, Range 10, MHR #86433 (4590 -
10 Avenue SW) Registered Owner and Occupier: Salmon Arm Mennonite Church
(02134.000)
7. Lot A, Plan 26295, Section 31, Township 20, Range 9 (3270 - 60 Avenue NE)
Registered Owner and Occupier: Seventh Day Adventist Church (04160.002)
8. Plan KAP1794B, Part NE ¼, Section 31, Township 20, Range 9 (6861 - 50 Street NE)
Registered Owner and Occupier: Congregation of the Canoe United Church
(04178.000)
9. Lot A, Plan KAP27915, Section 24, Township 20, Range 10 (1400 - 20 Street NE)
Registered Owner and Occupier: Church of Jesus Christ of Latter Day Saints in
Canada (04436.000)
10. Lot 2, Plan KAP1327, Section 24, Township 20, Range 10 (1191 - 22 Street NE)
Registered Owner and Occupier: Cornerstone Christian Reformed Church
(04437.002)
11. Lot A, Plan KAP30544, Section 24, Township 20, Range 10 (1801 - 30 Street NE)
Registered Owner and Occupier: Deo Lutheran Church of Salmon Arm
(04466.010)
12. Lot A, Plan EPP13531, Section 14, Township 20, Range 10 (721 - 2 Street SE)
Registered Owner and Occupier: Mt. Ida Jehovah's Witnesses Church
Congregation (06108.051)
13. Lot 1, Plan EPP81986, Section 14, Township 20, Range 10 (170 Shuswap Street SE)
Registered Owner and Occupier: The Synod of the Diocese of Kootenay/ Anglican
Church (St. John the Evangelist Church) (06140.010)

14. Lot A, Plan KAP45048, Section 14, Township 20, Range 10 (60 - 1 Street SE)
Registered Owner and Occupier: The Roman Catholic Bishop of Kamloops (St. Joseph's Catholic Church) (06163.000)
15. Lot A, Plan KAP18580, Section 14, Township 20, Range 10 (450 Okanagan Avenue SE) Registered Owner and Occupier: First United Church Trustees (06244.000)
16. Parcel A, Plan KAP4845, Section 14, Township 20, Range 10 (121 Shuswap Street SW) Registered Owner and Occupier: Congregation of Crossroads Free Methodist Church (06444.005)
17. Lot 45 - 46, Plan KAP304, Section 14, Township 20, Range 10 (191 - 2 Avenue NE)
Registered Owner and Occupier: Governing Council - Salvation Army (New Hope Church) (06657.001)
18. Lot 2, Plan KAP63919, Section 14, Township 20, Range 10 (180 Lakeshore Drive NW) Registered Owner: Lakeshore Village Ltd. (06806.014)
Occupier: Living Waters Community Church

2. SOCIETIES

- a) The following properties are hereby exempted from taxation for all purposes for the years 2020, 2021 and 2022, the whole of the taxable assessed value of the land and improvements unless otherwise noted:
 1. Lot 1, Plan KAP34857, Section 5, Township 20, Range 9 (5850 Auto Road SE)
Registered Owner and Occupier: BC Society for the Prevention of Cruelty to Animals (SPCA) (01008.006)
 2. Lot 4, Plan KAP1451, Section 18, Township 20, Range 9 (3110 2 Avenue NE)
Registered Owner: Provincial Rental Housing (01191.000)
Occupier: Shuswap Independent Living Association.
 3. Part NE ¼, Section 18, Township 20, Range 9, except portion of land on which residence is located (751 Highway 97B NE - Haney House)
Registered Owner: City of Salmon Arm (01226.000)
Occupier: Salmon Arm Museum and Heritage Association
 4. Block 2, Plan KAP1507, Section 13, Township 20, Range 10 (2460 Auto Road SE)
Registered Owner and Occupier: Scout Properties (BC/Yukon) (01360.000)
 5. Lot 1, KAP44211, Section 13, Township 20, Range 10 (580 - 14 Street NE)
Registered Owner and Occupier: Salmon Arm Rescue Unit Society (01455.002)
 6. Lot 1, KAP79157, Section 13, Township 20, Range 10 (1051 - 6 Avenue NE)
Registered Owner: Interior Health Authority (01455.008)
Occupier: Good Samaritan Canada (Lutheran Social Services Organization Inc.)

7. Lot B, Plan KAP62641, Section 13, Township 20, Range 10 (2660 - 10 Avenue NE)
Registered Owner and Occupier: Shuswap Recreation Society (01493.130)
8. Lot 10, Plan KAP3992, Section 15, Township 20, Range 10, Quonset Hut and footprint only (921 17 Street SW)
Registered Owner: City of Salmon Arm (02256.010)
Occupier: Salmon Arm Folk Music Society
9. Lot 1, Plan KAP36084, Section 33, Township 20, Range 10 (5151 - 49 Street NW)
Registered Owner and Occupier: Gleneden Community Association (03087.000)
10. Lot 3, Plan KAP4469, Section 30, Township 20, Range 9 (3690 - 30 Street NE)
Registered Owner and Occupier: Salmon Arm Elks Recreation Society (04120.000)
11. Lot 1 & 2, Plan KAP2517, Section 6, Township 21, Range 9 (4290 Canoe Beach Dr. NE)
Registered Owner: City of Salmon Arm (04425.000)
Occupier: The Elks Recreation Children's Camp Society of BC
12. Lot 1, Plan KAP4310, Section 6, Township 21, Range 9 (7721 - 36 Street NE)
Registered Owner: City of Salmon Arm (04426.000)
Occupier: Shuswap Association for Rowing and Paddling
13. Lot 1, Plan KAP74716, Section 24, Township 20, Range 10 (2891 - 15 Avenue NE)
Registered Owner and Occupier: Good Samaritan Canada (Lutheran Social Service Organization) Inc. (04464.015)
14. Lot 9, Plan KAP659, Section 24, Township 20, Range 10 (2353 Lakeshore Road NE)
Registered Owner and Occupier: The Nature Trust of British Columbia (04512.000)
15. Lot 1, Plan KAP42003, Sections 24 and 25, Township 20, Range 10 (3351 Lakeshore Road NE)
Registered Owner and Occupier: The Nature Trust of British Columbia (04577.010)
16. Lot 1, Plan KAP82540, Section 14, Township 20, Range 10 (520 - 5 Street SE)
Registered Owner and Occupier: Shuswap Association for Community Living (06042.000)
17. Lot 1, Plan KAP63380, Section 14, Township 20, Range 10 (680 Shuswap Street SE)
Registered Owner: Provincial Rental Housing Corp. (06100.105)
Occupier: Shuswap Independent Living Association
18. Lot 1, Plan KAP85552, Section 14, Township 20, Range 10 (90 - 5 Avenue SE)
Registered Owner and Occupier: Shuswap Day Care Society (06100.111)
19. Lot 1, Plan KAP49181, Section 14, Township 20, Range 10 (51 9 Avenue SE)
Registered Owner: Provincial Rental Housing Corp. (06110.010)
Occupier: Shuswap Independent Living Association

20. Lot 2, Plan KAP12968, Section 14, Township 20, Range 10 (461 - 4 Avenue SE)
Registered Owner and Occupier: Canadian Mental Health Association (06226.001)
21. Lot A, Plan KAP13521, Section 14, Township 20, Range 10 (800 Okanagan Avenue SE)
Registered Owner and Occupier: Shuswap Housing Society (06376.002)
22. Lot 1, Plan KAP15603, Section 14, Township 20, Range 10 (981 1 Avenue SE)
Registered Owner and Occupier: Shuswap Association for Community Living (06376.007)
23. Lot 1, Plan KAP52625, Section 14, Township 20, Range 10 (471 - 10 Avenue SW)
Registered Owner: City of Salmon Arm (06399.000)
Occupier: Salmon Arm and Shuswap Lake Agricultural Association
24. Lot 1, Plan KAP35473, Section 14, Township 20, Range 10 (541 3 Street SW)
Registered Owner: City of Salmon Arm (06400.005)
Occupier: Salmon Arm Folk Music Society
25. Lot 2, Plan KAP10789, Section 14, Township 20, Range 10 (511 5 Avenue SW)
Registered Owner and Occupier: Salmon Arm and Shuswap Lake Agricultural Association (06437.003)
26. Lot 3, Plan KAP10789, Section 14, Township 20, Range 10 except portion leased/rented to others (6,786 square feet) (481 5 Avenue SW)
Registered Owner and Occupier: Salmon Arm and Shuswap Lake Agricultural Association (06437.004)
27. Lot A, Plan KAP45450, Section 14, Township 20, Range 10 (441 - 3 Street SW)
Registered Owner and Occupier: The Governing Council of The Salvation Army in Canada (06451.000)
28. Lot A, Plan KAP16126, Section 14, Township 20, Range 10 (421 5 Avenue SW)
Registered Owner and Occupier: Salmon Arm and Shuswap Lake Agricultural Association (06451.001)
29. Lot 4, Plan KAS388, Section 14, Township 20, Range 10 (431 Hudson Avenue NE) Registered Owner and Occupier: Canadian Mental Health Association (06536.006)
30. Lot 2, Plan KAS388, Section 14, Township 20, Range 10 (433 Hudson Avenue NE)
Registered Owner and Occupier: Canadian Mental Health Association (06536.010)
31. Lot 3, Plan KAS388, Section 14, Township 20, Range 10 (435 Hudson Avenue NE)
Registered Owner and Occupier: Canadian Mental Health Association (06536.015)

32. Parcel A, Plan B4232, Section 14, Township 20, Range 10 (70 Hudson Avenue NE)
Registered Owner: City of Salmon Arm (06665.000)
Occupier: Shuswap District Arts Council
33. Lot 1, Plan KAP25157, Section 14, Township 20, Range 10 except portion
leased/rented to others (667 square feet) (360 Alexander Street NE)
Registered Owner and Occupier: Salmar Community Association (06673.000)
34. Lot 2&3, Block 2, Plan KAP393, Section 14, Township 20, Range 10 except portion
leased/rented to others (3,564 square feet) (270 Alexander Street NE)
Registered Owner and Occupier: Salmon Arm Masonic Holding Society
(06693.000)
35. Lot 2, Plan KAP13330, Section 14, Township 20, Range 10 (20 Alexander Street
NE) Registered Owner and Occupier: Canadian Mental Health Association
(06724.001)
36. Lot 1, Plan KAP42866 Section 14, Township 20, Range 10 (681 Marine Park Drive
NE) Registered Owner and Occupier: Shuswap Family Resource & Referral
Society (06757.010)
37. Lot A, Plan KAP26245, Section 14, Township 20, Range 10 (461 Beatty Avenue NW)
Registered Owner and Occupier: Churches of Salmon Arm Used Goods Society
(06762.001)
38. Lot 1, Plan KAP39965, Sections 14, 23 and 24, Township 20, Range 10 (1501
Harbourfront Drive NE)
Registered Owner and Occupier: The Nature Trust of British Columbia (06800.500)
39. Lot 2, Plan KAP39965, Section 14, Township 20, Range 10 (3 Harbourfront Drive
NE) Registered Owner and Occupier: The Nature Trust of British Columbia
(06800.510)
40. Lot 1, Plan KAP85966, Section 14, Township 20, Range 10 (100 Hudson Avenue NW)
Registered Owner and Occupier: Salmar Community Association (06812.005)
41. Lot 1, Plan EPP7412, Section 14, Township 20, Range 10 (150 Lakeshore Dr. NW)
Registered Owner : Salmar Community Association (06836.006)
Occupier: Royal Canadian Legion
42. Lot 1, Plan KAP34554, Section 14, Township 20, Range 10 (141 Hudson Avenue
NW) Registered Owner and Occupier: Salmar Community Association (Parking
Lot) (06836.005)
43. Parcel A, Plan KAP6924B, Section 14, Township 20 Range 10 (41 Hudson Avenue NW)
Registered Owner and Occupier: Shuswap Theatre Society (06839.000)

44. Lot 13, Block C, Plan KAP1523, Section 14, Township 20, Range 10 (350 Fraser Avenue NW) Registered Owner and Occupier: Churches of Salmon Arm Used Goods Society (06780.000)
45. Lot 14, Block C, Plan KAP1523, Section 14, Township 20, Range 10 (360 Fraser Avenue NW) Registered Owner and Occupier: Churches of Salmon Arm Used Goods Society (06780.001)
46. Lot 15, Block C, Plan KAP1523, Section 14, Township 20, Range 10 (380 Fraser Avenue NW) Registered Owner and Occupier: Churches of Salmon Arm Used Goods Society (06780.002)
47. Lot 16, Block C, Plan KAP1523, Section 14, Township 20, Range 10 (390 Fraser Avenue NW) Registered Owner and Occupier: Churches of Salmon Arm Used Goods Society (06780.003)
48. Lot 2, Plan 34598, Section 14, Township 20, Range 10
Registered Owner and Occupier: Shuswap Area Family Emergency Society

3. SENIORS

- a) The following properties are hereby exempted from taxation for all purposes for the years 2020, 2021 and 2022, the whole of the taxable assessed value of the land and improvements:
 1. Lot 1, Plan 25659, Section 6, Township 21, Range 9 (7330 - 49 Street NE)
Registered Owner and Occupier: Canoe Branch Senior Citizens Association (04405.000)
 2. Lot 2, Plan KAP85552, Section 14, Township 20, Range 10 (170 - 5 Avenue SE)
Registered Owner: City of Salmon Arm (06100.112)
Occupier: Seniors Fifth Avenue Activity Centre Association
 3. Lots 1 & 2, Plan KAP304, Section 14, Township 20, Range 10 (31 Hudson Avenue NE) Registered Owner: City of Salmon Arm (06600.000)
Occupier: Shuswap Lake Senior Citizens Society

4. OTHER

- a) The following property is exempted from taxation for all purposes for the years 2020, 2021 and 2022, to the extent specifically indicated:
1. Lot 1, Plan KAP53805, Section 5, Township 20, Range 9; Lot 1, Plan KAP63581, Section 5,7,8, Township 20, Range 9 except portions attributable to old residence, restaurant, pro shop, lounge, driving range (3641 Highway 97B SE)
Registered Owner: Salmon Arm Golf Club Holdings Ltd. (01017.005)
Occupier: Salmon Arm Golf Club Society
 2. Lot 8, Plan KAP57618, Section 14, Township 20, Range 10 (641 Ross Street NE)
Registered Owner: WH Laird Holdings Ltd. (06757.216)
Occupier: City of Salmon Arm
 3. Lot 9, Plan KAP57618, Section 14, Township 20, Range 10 (621 Ross Street NE)
Registered Owner: WH Laird Holdings Ltd. (06757.218)
Occupier: City of Salmon Arm

5. ATHLETIC FACILITIES

- a) The following properties are hereby exempted from taxation for all purposes for the years 2020, 2021 and 2022, the whole of the taxable assessed value of the land and improvements:
1. Part NW ¼ Section 4, Township 20, Range 9, MHR#8013 (3200 – 70 Street SE)
Registered Owner: City of Salmon Arm (01004.000)
Occupier : Salmon Arm Fish and Game Club
 2. Lot A, Plan KAP13513E, Section 18, Township 20, Range 9 (3440 Okanagan Avenue SE) Registered Owner: City of Salmon Arm (01176.010)
Occupier: Salmon Arm Tennis Club
 3. Lot 1, Plan KAP68875, Section 18, Township 20, Range 9 (100 – 30 Street SE)
Registered Owner: City of Salmon Arm (01179.106)
Occupier: Shuswap Recreation Society
 4. Lot A, Plan KAP62641, Section 13, Township 20, Range 10, (2600 – 10 Avenue (TCH) NE) Registered Owner: City of Salmon Arm (01493.120)
Occupiers: Shuswap Recreation Society, Salmon Arm Curling Club, Salmon Arm Lawn Bowling Club and Salmon Arm Horseshoe Club
 5. Lot 1, Plan KAP45452, Section 14, Township 20, Range 10 (351 – 3 Street SW)
Registered Owner: City of Salmon Arm (06452.000)
Occupier: Shuswap Recreation Society

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. 4352"

| | | | | |
|-------------------------|------|--------|---------|------|
| READ A FIRST TIME THIS | 15th | DAY OF | October | 2019 |
| READ A SECOND TIME THIS | 15th | DAY OF | October | 2019 |
| READ A THIRD TIME THIS | 15th | DAY OF | October | 2019 |
| ADOPTED BY COUNCIL THIS | | DAY OF | | 2019 |

MAYOR

CORPORATE OFFICER

Item 10.4

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm 2020 to 2024 Financial Plan (2020 Budget) Bylaw No. 4358 be read a final time.

Moved: Councillor

Seconded: Councillor

THAT: the City of Salmon Arm request one additional RCMP Officer for the Salmon Arm RCMP Police Detachment effective September 1, 2020.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4358

A bylaw respecting the 2020 to 2024 Financial Plan

WHEREAS in accordance with the provisions of Section 165 of the Community Charter, the Council is required, by bylaw, to adopt a financial plan for the period of at least five years;

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

1. "Schedule "A" attached hereto, and forming part of the bylaw is hereby declared to be the 2020 to 2024 Financial Plan of the City of Salmon Arm.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited for all purposes as "City of Salmon Arm 2020 to 2024 Financial Plan Amendment Bylaw No. 4358".

| | | | | |
|-------------------------|----|--------|---------|------|
| READ A FIRST TIME THIS | 22 | DAY OF | October | 2019 |
| READ A SECOND TIME THIS | 22 | DAY OF | October | 2019 |
| READ A THIRD TIME THIS | 22 | DAY OF | October | 2019 |
| ADOPTED BY COUNCIL THIS | | DAY OF | | 2019 |

MAYOR

CORPORATE OFFICER

Schedule "A" - Bylaw #4358

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

| | 2020 Budget | 2021 Budget | 2022 Budget | 2023 Budget | 2024 Budget |
|--|----------------------|----------------------|----------------------|----------------------|----------------------|
| Consolidated Revenues | | | | | |
| Property and MRDT Taxes - Net | \$ 19,771,765 | \$ 20,167,200 | \$ 20,570,544 | \$ 20,981,955 | \$ 21,401,594 |
| Frontage & Parcel Taxes | 3,631,450 | 3,704,079 | 3,778,161 | 3,853,724 | 3,930,798 |
| Sales of Service | 8,321,865 | 8,488,302 | 8,658,068 | 8,831,229 | 9,007,854 |
| Revenue From Own Sources | 2,500,730 | 2,550,745 | 2,601,760 | 2,653,795 | 2,706,871 |
| Rentals | 789,815 | 805,611 | 821,723 | 838,157 | 854,920 |
| Federal Government Transfers | - | - | - | - | - |
| Provincial Government Transfers | 343,100 | 349,962 | 356,961 | 364,100 | 371,382 |
| Other Government Transfers | 218,980 | 223,360 | 227,827 | 232,384 | 237,032 |
| Transfer From Prior Year Surplus | 508,655 | 518,828 | 529,205 | 539,789 | 550,585 |
| Transfer From Reserve Accounts | 883,645 | 901,318 | 919,344 | 937,731 | 956,486 |
| Transfer From Reserve Funds | - | - | - | - | - |
| Total Consolidated Revenues | \$ 36,970,005 | \$ 37,709,405 | \$ 38,463,593 | \$ 39,232,864 | \$ 40,017,522 |
| Consolidated Expenditures | | | | | |
| General Government Services | \$ 3,717,160 | \$ 3,791,503 | \$ 3,867,333 | \$ 3,944,680 | \$ 4,023,574 |
| Protective Services | 5,943,340 | 6,062,207 | 6,183,451 | 6,307,120 | 6,433,262 |
| Transportation Services | 5,578,145 | 5,689,708 | 5,803,502 | 5,919,572 | 6,037,963 |
| Environmental Health Services | 67,872 | 69,229 | 70,614 | 72,026 | 73,467 |
| Environmental Development Service | 2,829,630 | 2,886,223 | 2,943,947 | 3,002,826 | 3,062,883 |
| Recreation and Cultural Services | 4,538,105 | 4,628,867 | 4,721,444 | 4,815,873 | 4,912,190 |
| Fiscal Services - Interest | 1,434,243 | 1,462,928 | 1,492,187 | 1,522,031 | 1,552,472 |
| Fiscal Services - Principal | 1,162,910 | 1,186,168 | 1,209,891 | 1,234,089 | 1,258,771 |
| Capital Expenditures | 3,718,230 | 2,943,280 | 2,332,092 | 3,034,371 | 2,929,967 |
| Transfer to Surplus | - | - | - | - | - |
| Transfer to Reserve Accounts | 2,301,320 | 3,196,661 | 3,930,649 | 3,353,623 | 3,585,787 |
| Transfer to Reserve Funds | 1,195,200 | 1,219,104 | 1,243,486 | 1,268,356 | 1,293,723 |
| Water Services | 2,447,650 | 2,496,603 | 2,546,535 | 2,597,466 | 2,649,415 |
| Sewer Services | 2,036,200 | 2,076,924 | 2,118,462 | 2,160,831 | 2,204,048 |
| Total Consolidated Expenditures | \$ 36,970,005 | \$ 37,709,405 | \$ 38,463,593 | \$ 39,232,864 | \$ 40,017,522 |

2020 - 2024 Financial Plan**City of Salmon Arm****Capital Projects****Finances Acquired**

| | 2020 Budget | 2021 Budget | 2022 Budget | 2023 Budget | 2024 Budget |
|------------------------------|----------------|----------------|----------------|----------------|----------------|
| General Operating Fund | \$ 2,338,230 | \$ 1,953,280 | \$ 1,305,092 | \$ 1,959,371 | \$ 1,954,967 |
| Water Operating Fund | 670,000 | 490,000 | 500,000 | 500,000 | 800,000 |
| Sewer Operating Fund | 710,000 | 500,000 | 527,000 | 575,000 | 175,000 |
| Federal Government Grants | 2,169,000 | - | - | - | - |
| Provincial Government Grants | 2,264,000 | - | - | - | - |
| Prior Year Surplus | 50,000 | 510,000 | - | - | - |
| Reserve Accounts | 5,066,380 | 690,000 | 15,000 | 340,000 | 1,200,000 |
| Reserve Funds | 2,325,000 | 2,808,750 | 710,000 | 550,000 | 1,122,000 |
| Development Cost Charges | 604,000 | 2,307,500 | 3,335,000 | 3,445,000 | 3,373,000 |
| Short Term Debt | - | - | - | - | - |
| Long Term Debt | 7,845,000 | - | - | - | 500,000 |
| Developer Contributions | 1,250,000 | 40,000 | 44,000 | 40,000 | 40,000 |

Total Funding Sources

| | | | | |
|---------------|--------------|--------------|--------------|--------------|
| \$ 25,291,610 | \$ 9,299,530 | \$ 6,436,092 | \$ 7,409,371 | \$ 9,164,967 |
|---------------|--------------|--------------|--------------|--------------|

Finances Applied

| | | | | | |
|-------------------------------|---------------|--------------|--------------|--------------|--------------|
| Transportation Infrastructure | \$ 16,392,335 | \$ 4,222,000 | \$ 3,622,000 | \$ 3,619,500 | \$ 5,219,500 |
| Buildings | 356,970 | 197,000 | 144,000 | 458,500 | 140,000 |
| Land | - | - | - | 300,000 | - |
| IT Infrastructure | 97,600 | 721,500 | 55,000 | 65,000 | 185,000 |
| Machinery and Equipment | 1,657,500 | 1,192,780 | 513,092 | 443,871 | 397,967 |
| Vehicles | 655,000 | 35,000 | - | - | - |
| Parks Infrastructure | 1,168,395 | 966,250 | 260,000 | 262,500 | 782,500 |
| Utility Infrastructure | 4,963,810 | 1,965,000 | 1,842,000 | 2,260,000 | 2,440,000 |

Total Capital Expense

| | | | | |
|---------------|--------------|--------------|--------------|--------------|
| \$ 25,291,610 | \$ 9,299,530 | \$ 6,436,092 | \$ 7,409,371 | \$ 9,164,967 |
|---------------|--------------|--------------|--------------|--------------|

Departmental Summary:

| | 2020 Budget | 2021 Budget | 2022 Budget | 2023 Budget | 2024 Budget |
|------------------------------------|----------------------|---------------------|---------------------|---------------------|---------------------|
| General Government Services | \$ 40,970 | \$ 193,500 | \$ 122,500 | \$ 138,500 | \$ 208,500 |
| Protective Services | 956,000 | 805,000 | 140,000 | 55,000 | 55,000 |
| Transportation Services | 17,341,835 | 4,523,500 | 3,918,500 | 4,233,500 | 5,518,500 |
| Environmental Health Services | 66,660 | 2,500 | 2,500 | 327,500 | 27,500 |
| Environmental Development Services | - | - | - | - | - |
| Recreation and Cultural Services | 1,702,335 | 1,235,030 | 335,592 | 319,871 | 840,467 |
| Water Services | 3,509,000 | 2,040,000 | 1,390,000 | 1,760,000 | 2,340,000 |
| Sewer Services | 1,674,810 | 500,000 | 527,000 | 575,000 | 175,000 |
| Total by Department | \$ 25,291,610 | \$ 9,299,530 | \$ 6,436,092 | \$ 7,409,371 | \$ 9,164,967 |

Schedule "B" – Bylaw #4358
2020 Revenue Policy Disclosure

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

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

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

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

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

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

Schedule "B" – Bylaw #4358
2020 Revenue Policy Disclosure

Table 1: Proportions of Total Revenue

| Revenue Source | Percentage to Total Revenue | Percentage to Total Revenue |
|---|--|--|
| | Includes Conditional Government Transfers | Excludes Conditional Government Transfers |
| Property Taxes | 40.25% | 45.76% |
| Parcel Taxes | 7.40% | 8.41% |
| User Fees, Charges and Interest Income | 23.65% | 26.88% |
| Other Sources | 12.72% | 0.79% |
| Proceeds From Borrowing | 15.98% | 18.16% |
| | 100.00% | 100.00% |

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

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

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

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

Schedule "B" – Bylaw #4358
2020 Revenue Policy Disclosure

Table 2: Distribution of Property Taxes Between Property Classes

| Property Class | 2019 Tax Rate | Class Multiple | Percentage to Total Property Tax | Percentage to Total Property Assessment Value |
|-------------------------|---------------|----------------|----------------------------------|---|
| Residential | 3.9378 | 1.00:1 | 66.01% | 85.69% |
| Utilities | 25.6419 | 6.51:1 | 0.83% | 0.16% |
| Supportive Housing | 0.000 | 0:1 | 0.00% | 0.00% |
| Major Industry | 72.7672 | 18.48:1 | 3.14% | 0.22% |
| Light Industry | 11.1080 | 2.82:1 | 2.25% | 1.03% |
| Business | 11.1080 | 2.82:1 | 27.03% | 12.44% |
| Managed Forest Land | 7.9356 | 2.02:1 | 0.01% | 0.01% |
| Recreational/Non Profit | 2.8745 | 0.73:1 | 0.12% | 0.21% |
| Farm | 12.7915 | 3.25:1 | 0.61% | 0.24% |

3. The City adopted a Permissive Tax Exemption Policy in 1998 which outlines the eligibility criteria to receive a permissive tax exemption. The Annual Municipal Report for 2018 contains a schedule of permissive tax exemptions granted for the year and the amount of tax revenue exempted.

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

Table 3: Permissive Tax Exemptions

| Organization | General Municipal Tax Exemption | Other Government Tax Exemption | Total |
|----------------------|---------------------------------|--------------------------------|------------------------|
| Churches | \$ 45,996.50 | \$ 37,726.50 | \$ 83,723.00 |
| Non Profit Societies | 409,140.00 | 243,030.00 | 652,170.00 |
| Senior Centers | 19,019.00 | 9,965.00 | 28,984.00 |
| Other | 15,104.00 | 11,523.00 | 26,627.00 |
| Sports Clubs | 271,559.00 | 146,616.00 | 418,175.00 |
| Total | \$ 760,818.50 | \$ 448,860.50 | \$ 1,209,679.00 |

Schedule "B" – Bylaw #4358
2020 Revenue Policy Disclosure

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

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

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

Table 4: Revitalization Tax Exemptions

| Area | 2014 General Municipal Tax Exemption | 2015 General Municipal Tax Exemption | 2016 General Municipal Tax Exemption | 2017 General Municipal Tax Exemption | 2018 General Municipal Tax Exemption | 2019 General Municipal Tax Exemption |
|---|---|---|---|---|---|---|
| C-2 "Downtown Commercial Zone" | \$ 47,032.50 | \$ 45,846.66 | \$ 34,828.47 | \$ 29,851.20 | \$ 24,304.74 | \$ 24,657.03 |

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

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

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

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

Schedule "B" – Bylaw #4358
2020 Revenue Policy Disclosure

Table 5: Revitalization Tax Exemptions

| Area | 2015 General Municipal Tax Exemption | 2016 General Municipal Tax Exemption | 2017 General Municipal Tax Exemption | 2018 General Municipal Tax Exemption | 2019 General Municipal Tax Exemption |
|-------------------|---|---|---|---|---|
| "Industrial Zone" | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 5,425.51 | \$ 5,400.26 |

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Item 11.1

INFORMATIONAL CORRESPONDENCE - OCTOBER 28, 2019

- | | | |
|-----|---|---|
| 1. | A. Harrison to Ministers and/or Ministries – letters dated October 11, 2019 – 2019 UBCM Convention Meetings | N |
| 2. | L. Munk – letter received October 11, 2019 – Addition of street light on 25 Street NE, between Okanagan and 1 Avenue | A |
| 3. | J. and K. Chambers – letter received October 11, 2019 – Addition of street light on 25 Street NE, between Okanagan and 1 Avenue | A |
| 4. | C. Allen – email dated October 11, 2019 – 50 Street NE | A |
| 5. | F. Andrews – fax received October 13, 2019 – Scooter Lane | N |
| 6. | B. Hagel – letter received October 21, 2019 – Request for RV sani-dump | A |
| 7. | I. Norlin – email dated October 23, 2019 – Questions from August 12, 2019 City of Salmon Arm Council Meeting | A |
| 8. | S. Desautels, Executive Director, Royal Canadian Legion #62 – letter dated October 2, 2019 – Invitation to Annual Remembrance Day Celebrations | A |
| 9. | Shuswap Community Foundation – email dated October 23, 2019 – Purposeful Philanthropy Luncheon | N |
| 10. | S. Slater, SILGA – email dated October 21, 2019 – Invitation to Participate in BC's "Old Growth Strategic Review" | N |
| 11. | T. Stone, MLA, Kamloops – South Thompson – letter dated October 2, 2019 – UBCM Director at Large | N |
| 12. | BCSPCA – newsletter dated Fall 2019 – Science & Policy Newsletter | N |
| 13. | A. Adams, Mayor, City of Campbell River to D. Donaldson, Minister of Forests, Lands, Natural Resources and Rural Development – letter dated October 8, 2019 – Letter of support for Off-Road Vehicle Management Framework | N |
| 14. | S. Stokes, Corporate Officer, Corporation of the Village of Pouce Coupe – letter dated October 10, 2019 – Transportation Network | N |
| 15. | L. Garrett, President, British Columbia Cattlemen's Association – letter dated October 4, 2019 – Request to Improve High-Speed Internet in Rural Communities | N |
| 16. | Office of the Seniors Advocate British Columbia – media release dated October 10, 2019 – Significant Increases in Funded Care Hours in 2018/2019 | N |

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

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Item 11.2

CITY OF SALMON ARM

Date: October 28, 2019

UBCM Poverty Reduction Planning & Action Program

Vote Record

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

Opposed:

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

New funding Supports Poverty Action, Seniors

Sept. 23, 2019

New funding for two programs will help local governments develop plans and projects to benefit some of BC's most vulnerable residents. Shane Simpson, Minister of Social Development and Poverty Reduction, announced new funding program targeting the reduction of poverty at the local level. The new Poverty Reduction Planning and Actions Program will provide \$5 million over three years to help local governments combat poverty in their communities.

The Poverty Reduction Planning and Actions Program will allow local governments to apply to one of two funding streams, to develop either a plan or a project to help reduce poverty in BC. The program is based on the provincial government's poverty reduction strategy, TogetherBC, which was released in March 2019 and aims to reduce the overall poverty rate in BC by 25%, and the child poverty rate by 50%, by 2024. The application deadline is February 28, 2020, and application materials are available on the UBCM website.

Additionally, a new intake to assist BC's seniors to age in place was announced by the Ministry of Health on Friday.

The Age-Friendly Communities program has been assisting local governments in BC support seniors since 2005 and the Ministry of Health has contributed over \$7 million to further this initiative since its inception. Similar to the Poverty Reduction program, local governments can apply to either develop an age-friendly plan or project. The application deadline is January 17, 2020, and application materials can be found on the UBCM website.

Poverty Reduction Planning & Action Program

2020 Program & Application Guide

1. Introduction

In March 2019, the Province of BC released their poverty reduction strategy: [TogetherBC: British Columbia's Poverty Reduction Strategy](#). Mandated through the *Poverty Reduction Strategy Act*, the strategy set targets to reduce the overall poverty rate in British Columbia by at least 25%, and the child poverty rate by at least 50%, by 2024. *TogetherBC* is based on four principles: affordability, opportunity, reconciliation, and social inclusion. These principles guided the priority action areas that form the core of the strategy.

With investments from across government, *TogetherBC* reflects government's commitment to reduce poverty and make life more affordable for British Columbians. It includes policy initiatives and investments designed to lift people up, break the cycle of poverty, and build a better BC for everyone.

Local governments have long-advocated for a provincial poverty reduction strategy and are crucial partners in this work. They are at the front-line of seeing the impacts of poverty in their communities and play a central role in developing local solutions with community partners and other levels of government.

Poverty Reduction Planning & Action program

The intent of the Poverty Reduction Planning & Action program is to support local governments in reducing poverty at the local level and to support the Province's poverty reduction strategy. The Province has provided \$5 million over three years and the program is administered by the Union of BC Municipalities (UBCM).

2. Eligible Applicants

All local governments (municipalities and regional districts) in BC are eligible to apply.

Eligible applicants can submit one application per intake, including regional applications or participation as a partnering applicant in a regional application.

3. Eligible Projects

To qualify for funding, applications must demonstrate the extent to which proposed activities will reduce poverty at the local level.

To qualify for funding, projects must:

- Focus on one or more of the six priority action areas identified in *TogetherBC*:
 - Housing
 - Education and training
 - Income supports
 - Families, children and youth
 - Employment
 - Social supports
- Be a new project (retroactive funding is not available);
- Be capable of completion by the applicant within one year from the date of grant approval;

- Involve key sectors of the community including community-based poverty reduction organizations, people with lived experience of poverty, businesses, local First Nations and/or Indigenous organizations.

Within the six priority areas, eligible projects may also address one or more of the other key priorities identified in *TogetherBC*: mental health and addictions, food security, transportation, and/or access to health care.

Regional Projects

Funding requests from two or more eligible applicants for regional projects may be submitted as a single application for eligible, collaborative projects. In this case, the maximum funding available would be based on the number of eligible applicants included in the application. It is expected that regional projects will demonstrate cost-efficiencies in the total grant request.

The primary applicant submitting the application for a regional project is required to submit a resolution as outlined in Section 6 of this guide. Each partnering applicant is required to submit a resolution that clearly states their approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf.

The total funding request for regional projects cannot exceed \$150,000.

4. Eligible & Ineligible Costs & Activities

Eligible Costs & Activities

Eligible costs are direct costs that are approved by the Evaluation Committee, properly and reasonably incurred, and paid by the applicant to carry out eligible activities. Eligible costs can only be incurred from the date of application submission until the final report is submitted.

Stream 1: Poverty Reduction Plans and Assessments

The intent of this funding stream is to support communities to develop or update assessments or plans in order to reduce poverty at the local level. The funding maximum under Stream 1 is \$25,000 for a single applicant and \$150,000 for regional applications.

Under Stream 1, eligible activities must be cost-effective and include:

- Development of a local Poverty Reduction plan or assessment that addresses one or more of the six priority action areas as identified in *TogetherBC*;
- Engagement of people living in poverty or with a lived experience of poverty in planning activities;
- Adding a poverty reduction lens including specific activities and outcomes to support people living in poverty, to existing plans or policies, such as:
 - Official Community Plans or community or neighbourhood plans;
 - Zoning and other policies;
 - Development permit requirements;
 - Emergency response, evacuation, and/or emergency support services plans;
 - Food security and food systems planning;
 - Community planning processes related to social determinants of health (e.g. affordable housing, homelessness, etc.).

Stream 2: Poverty Reduction Action

The intent of this funding stream is to support communities to undertake local projects in order to reduce poverty at the local level. The funding maximum under Stream 2 is \$50,000 for a single applicant and \$150,000 for regional applications.

In order to be eligible for Stream 2 funding, eligible applicants are required to have completed a Poverty Reduction plan or assessment, or demonstrate that their Official Community Plan, or an equivalent plan, is inclusive of poverty reduction principles.

Under Stream 2, eligible activities must be cost-effective and may include:

- Pilot projects to evaluate the impact of providing supports such as reduced-fare transit, recreation passes, or other service opportunities for low-income residents;
- Supporting financial security through tax-filing programs;
- Awareness campaigns to reduce stigma around poverty and promote social inclusion;
- Social enterprise initiatives that provide supported employment opportunities for people with multiple barriers to employment;
- Local food security initiatives including food-waste diversion projects and community kitchens that support training and social inclusion, as well as access to food;
- Pilot projects to assist key populations living with low income as identified in *TogetherBC*.

Stream 2 of the 2020 Poverty Reduction Planning & Action program is not intended to be a capital funding program. However, minor capital expenditures for eligible activities that have a clear and definable benefit to people living in poverty, that are clearly linked to activities identified in the application, and that are intended to reduce poverty at the local level will be considered for funding under Stream 2.

Capital costs cannot exceed 25% of the total requested Stream 2 grant (i.e. an application for a \$50,000 grant cannot include more than \$12,500 in capital costs).

Eligible Activities Applicable to Both Funding Streams

The following expenditures are also eligible, provided they relate directly to the eligible activities identified above:

- Honoraria for community members that are direct participants in funded activities and who are living in poverty;
- Consultant costs;
- Incremental staff and administration costs;
- Public information costs.

Ineligible Costs & Activities

Any activity that is not outlined above or is not directly connected to activities approved in the application by the Evaluation Committee is not eligible for grant funding. This includes:

- Development of feasibility studies, business cases, architectural, engineering, or other design drawings for the construction or renovation of facilities providing services to people living in poverty;
- Infrastructure projects or new construction;
- Regular salaries of applicant staff or partners;

- Routine or ongoing operating costs (e.g. heating and lighting; security; telephone; internet);
- Purchase of software, software licences, or service subscriptions;
- Existing programs with established, designated funding from other partners;
- Fundraising.

5. Grant Maximum

The 2020 Poverty Reduction Planning & Action program provides two streams of funding. Projects funded under Stream 1 may receive up to 100% of the cost of eligible activities to a maximum of \$25,000. Projects funded under Stream 2 may receive up to 100% of the cost of eligible activities to a maximum of \$50,000. Regional projects under either Stream 1 or Stream 2 may receive up to 100% of the cost of eligible activities to a maximum of \$150,000.

In order to ensure transparency and accountability in the expenditure of public funds, all other grant contributions for eligible portions of the project must be declared and, depending on the total value, may decrease the value of the grant.

6. Application Requirements & Process

Application Deadline

The application deadline is February 28, 2020.

Applicants will be advised of the status of their application within 60 days of the application deadline.

Required Application Contents

- Completed Application Form;
- Detailed project budget;
- Council or Board resolution, indicating support for the current proposed activities and willingness to provide overall grant management;
- For regional projects only: Each partnering local government must submit a Council or Board resolution indicating support for the primary applicant to apply for, receive, and manage the grant funding on their behalf;

Resolutions from partnering applicants must include the language above.

- Optional: Up to three letters of support as evidence of partnership or collaboration with community-based poverty reduction organizations, people with lived experience of poverty, businesses, local First Nations and/or Indigenous organizations.

Submission of Applications

Applications should be submitted as Word or PDF files. If you choose to submit your application by e-mail, hard copies do not need to follow.

All applications should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: lgps@ubcm.ca

Mail: 525 Government Street, Victoria, BC, V8V 0A8

All application materials will be shared with the Province of BC

Review of Applications

UBCM will perform a preliminary review of applications to ensure the required application elements have been submitted and to ensure that eligibility criteria have been met. Only complete application packages will be reviewed.

Following this, all eligible applications will be reviewed and scored by the Evaluation Committee. Scoring considerations and criteria include the following:

- Alignment with the intent and objectives of the Poverty Reduction Planning & Action program;
- Anticipated outcomes;
- Demonstration of direct participation of people living in poverty or with a lived experience of poverty in the proposed activities;
- Partnerships and demonstrated community support, including community-based poverty reduction organizations, people with lived experience of poverty, businesses, local First Nations and/or Indigenous organizations;
- Cost-effectiveness of the project, including in-kind or cash contributions to the project from the eligible applicant, community partners, or other grant funding.

Point values and weighting have been established within each of these scoring criteria. Only those applications that meet a minimum threshold point value will be considered for funding.

The Evaluation Committee will consider the population and provincial, regional, and urban/rural distribution of proposed projects. Funding decisions will be made on a provincial priority basis.

7. Grant Management & Applicant Responsibilities

Please note that grants are awarded to eligible applicants only and, as such, the applicant is responsible for completion of the project as approved and for meeting reporting requirements.

Applicants are also responsible for proper fiscal management, including maintaining acceptable accounting records for the project. UBCM reserves the right to audit these records.

Notice of Funding Decision

All applicants will receive written notice of funding decisions. Approved applicants will receive an Approval Agreement, which will include the terms and conditions of any grant that is awarded, and that is required to be signed and returned to UBCM.

Grants under the Poverty Reduction Planning & Action program will be awarded in two payments: 50% at the approval of the project and when the signed Approval Agreement has been returned to UBCM, and 50% when the project is complete and the final reporting requirements have been met.

Please note that in cases where revisions are required to an application, or an application has been approved in principle only, the applicant has 30 days from the date of the written notice of the status of the application to complete the application requirements. Applications that are not completed within 30 days may be closed.

Progress Payments

In exceptional circumstances, to request a progress payment, approved applicants are required to submit:

- Written rationale for receiving a progress payment;
- Description of activities completed to date; and
- Description of funds expended to date.

Changes to Approved Projects

Approved grants are specific to the project as identified in the application, and grant funds are not transferable to other projects. Approval from the Evaluation Committee will be required for any significant variation from the approved project.

To propose changes to an approved project, approved applicants are required to submit:

- Revised application package, including updated, signed application form, and an updated Council or Board resolution; and
- Written rationale for proposed changes to activities and/or expenditures.

The revised application package will then be reviewed by the Evaluation Committee.

Applicants are responsible for any costs above the approved grant unless a revised application is submitted and approved prior to work being undertaken.

Extensions to Project End Date

All approved activities are required to be completed within one year of approval and all extensions beyond this date must be requested in writing and be approved by UBCM. Extensions will not exceed one year.

8. Final Report Requirements & Process

Applicants are required to submit an electronic copy of the complete final report, including the following:

- Completed Final Report Form;
- Financial summary;
- For Stream 1 only: electronic copy of the completed plan or assessment;
- Optional: photos of the project, media clippings, and/or any reports or documents developed or amended with grant funding.

Submission of Final Reports

All final reports should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: lgps@ubcm.ca

Mail: 525 Government Street, Victoria, BC, V8V 0A8

All final reports will be shared with the Province of BC

9. Additional Information

For enquiries about the application process or general enquiries about the program, please contact:

Union of BC Municipalities
525 Government Street
Victoria, BC, V8V 0A8

E-mail: lgps@ubcm.ca

Phone: (250) 952-9177

For more information on BC's Poverty Reduction Strategy, please refer to [TogetherBC](#).

Poverty Reduction Planning & Action

2020 Application Form for Stream 1- Plans & Assessments

Please complete and return the application form and all required attachments by February 28, 2020. All questions are required to be answered by typing directly in this form.

If you have any questions, contact lgps@ubcm.ca or (250) 952-9177.

| SECTION 1: Applicant Information | AP- (for administrative use only) |
|----------------------------------|-----------------------------------|
| Name of Local Government: | Complete Mailing Address: |
| Contact Person: | Position: |
| Phone: | E-mail: |

*Contact person must be an authorized representative of the applicant

| SECTION 2: <u>For Regional Projects Only</u> |
|---|
| <p>1. Identification of Partnering Communities. For all regional projects, please list all of the partnering eligible applicants included in this application. Refer to Section 3 in the <i>Program & Application Guide</i> for eligibility.</p> |
| <p>2. Rationale for Regional Projects. Please provide a rationale for submitting a regional application and describe how this approach will support cost-efficiencies in the total grant request.</p> |

| SECTION 3: Project Information |
|---|
| <p>3. Project Information</p> <p>A. Project Title:</p> <p>B. Proposed start and end dates. Start: End:</p> <p>C. Total proposed project budget:</p> <p>D. Total grant request:</p> |

4. A. Proposed Focus Areas. Please indicate which of the six priority action areas (as identified in *TogetherBC*) will be the primary focus of the proposed planning activities:

- | | |
|---|--|
| <input type="checkbox"/> Housing | <input type="checkbox"/> Employment |
| <input type="checkbox"/> Families, children and youth | <input type="checkbox"/> Income supports |
| <input type="checkbox"/> Education and training | <input type="checkbox"/> Social support |

B. Please identify any other key priorities (as identified in *TogetherBC*) that your proposed activities will address:

5. Proposed Activities. Please describe the specific activities you plan to undertake. Refer to Section 4 of the *Program & Application Guide* for eligible activities under Stream 1.

6. Intended Outcomes & Impacts. What are the specific intended outcomes and impacts of the proposed planning activities? How will this help to reduce poverty at the local level?

7. Proposed Deliverables. What will be the specific deliverables of the proposed planning activities? List any policies, practices, plans, or documents that will be developed or amended as a result of your project.

8. Community Partners & Participation by People with Lived Experience. To be eligible for funding, all projects must involve key sectors of the community including community-based poverty reduction organizations, people with lived experience of poverty, businesses, local First Nations and/or Indigenous organizations.

A. List all confirmed partners that will directly participate in the proposed planning activities and the specific role they will play. *Please note: up to three letters of support from partnering organizations may be submitted with the application.*

B. Describe how people living in poverty or with a lived experience of poverty will participate in the proposed planning activities.

9. Evaluation. Describe how will the project be evaluated and the specific performance measures and/or benchmarks that will be used to measure outcomes. How will this information be used?

10. Additional Information. Please share any other information you think may help support your submission.

SECTION 4: Required Attachments

Please submit the following with the application form:

- ☐ Council/Board Resolution – Indicating local government support for the proposed project and a willingness to provide overall grant management;
- ☐ Detailed budget;
- ☐ For regional projects only: Each partnering local government must submit a Council or Board resolution indicating support for the primary applicant to apply for, receive, and manage the grant funding on their behalf.

Submit the completed Application Form and all required attachments as an e-mail attachment to lgps@ubcm.ca and note "2020 Poverty Reduction" in the subject line. Submit your application as either a Word or PDF file(s). If you submit by e-mail, hardcopies and/or additional copies of the application are not required.

SECTION 5: Signature

Applications are required to be signed by an authorized representative of the applicant. Please note all application materials will be shared with the Province of BC.

Name:

Title:

Signature:

Date:

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Item 21.1

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit Application No. VP-489 be authorized for issuance for Lot 6, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP79116, which will vary Zoning Bylaw No. 2303 as follows:

1. Section 4.12.1 Fences and Retaining Walls - increase the maximum permitted combined height of a retaining wall and fence from 2.0 m (6.5 ft) to 5.0 m (16.5 ft).

[Wandeler, R. & D./2321 Okanagan Holdings Ltd./Wilson, M.; 79 – 24 Street NE; Retaining Wall and Fence]

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: Director of Development Services

DATE: October 2, 2019

SUBJECT: Development Variance Permit Application No. VP-489
 Legal: Lot 6, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP79116
 Civic Address: 79 – 24 Street NE
 Owner R. & D. Wandeler
 Applicant / Agent: 2321 Okanagan Holdings Ltd. / M. Wilson

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-489 be authorized for issuance for Lot 6, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP79116, which will vary Zoning Bylaw No. 2303 as follows:

Section 4.12.1 Fences and Retaining Walls - increase the maximum permitted combined height of a retaining wall and fence from 2.0 m (6.5 ft) to 5.0 m (16.5 ft).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject property is located in the Maplewoods subdivision at 79 – 24 Street NE (Appendix 1 & 2). The variance request is for a retaining wall with an affixed fence on top along the west and north parcel lines at the rear and interior side of the house (Appendix 3). The applicant is requesting a variance to increase the maximum permitted height of the combined height of a retaining wall and fence from 2.0 m (6.5 ft) to 5.0 m (16.5 ft). The applicant has provided a letter of rationale (Appendix 4); and, site photos are attached as Appendix 5.

BACKGROUND

The subject property is designated Medium Density Residential in the City's Official Community Plan (OCP) and zoned CD-7, Comprehensive Development Zone in the City's Zoning Bylaw (Appendix 6 & 7). The CD-7 Zone is similar to the R-8 Residential Suite Zone; although, setbacks, parcel area and parcel width are reduced in the CD-7 Zone.

This application is for an existing retaining wall. A building permit was issued for the wall in June 2018. It was noted on the building permit that a variance permit was required if the wall was over 2.0 m (6.5 ft). The applicant submitted a variance permit application in November 2018. The application was placed on hold due to an additional wall that was planned to be built on the neighbouring property to the west. This additional wall would raise the grade in front of the existing wall. Thus, the actual height of the existing wall could not be determined prior to the construction of the wall on the western property.

The retaining wall on the subject property is constructed using large retaining wall blocks, 0.76 m x 0.76 m (2.5 ft x 2.5 ft). The retaining wall starts at 2.4 m (8.0 ft) along the north interior parcel line and ends at 2.6 m (8.5 ft) at the southwest corner of the property. The highest point of the retaining wall is 3.81 m (12.5 ft) at the northwest corner of the property. For safety, a fence will be affixed to the top of the retaining wall which will add another 1.2 m (4 ft). A building permit requirement for retaining walls over the height of 1.2 m. (4 ft) is the approval from a professional structural engineer. A stamped letter of approval from Syme Structural Engineering Ltd. was received in August 2018.

STAFF COMMENTS

Fire Department

No Fire Department Concerns.

Building Department

See attached referral comments (Appendix 8).

Engineering Department

No Engineering Concerns.

Planning Department

The applicant is requesting a variance to Section 4.12 of the Zoning Bylaw. The Zoning Bylaw permits a maximum combined height of a retaining wall and fence of 2.0 m (6.5 ft) in all rear and interior side yards in residential zones. The applicant requires a variance as a wall has been built over the maximum 2.0 m (6.5 ft) height to create a backyard with functional space.

The CD-7 Comprehensive Development Zone is a medium density, single family residential zone in which secondary suites are permitted. In comparison to the R-8, Residential Suite Zone, the CD-7 Zone has reduced setbacks, parcel area and width. In the CD-7 Zone the minimum setback from the principal building to the rear parcel line is 5.0 m (16.4 ft). In this situation, the house meets the minimum setback as the house is sited 5.0 m (16.4 ft) from the rear parcel line (Appendix 9). The large grade change between the subject property and the established property to the west, combined with the small backyard, creates a situation where it is difficult to achieve level and useable space in the backyard without the construction of retaining walls. The option of having stepped or off-set retaining walls to address the large grade change is also not viable, due to the small backyard.

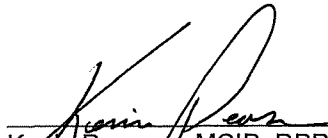
Due to the topography of Salmon Arm, there are many residential neighbourhoods built on steep slopes and construction of retaining walls is a common approach to creating level backyards in residential neighbourhoods such as this. Although OCP Policy 8.3.22 suggests minimizing cut, fill and retaining walls on hillside areas, as well as the preparation of grading plans prior to servicing and construction, this lot is one of the last phases in the Maplewoods subdivision. Thus far, this is one of two retaining wall height variance requests. With approximately 50 lots, the subdivision is almost complete and the expectation is there may be similar retaining wall height variances requested for the last few remaining lots not yet built on.

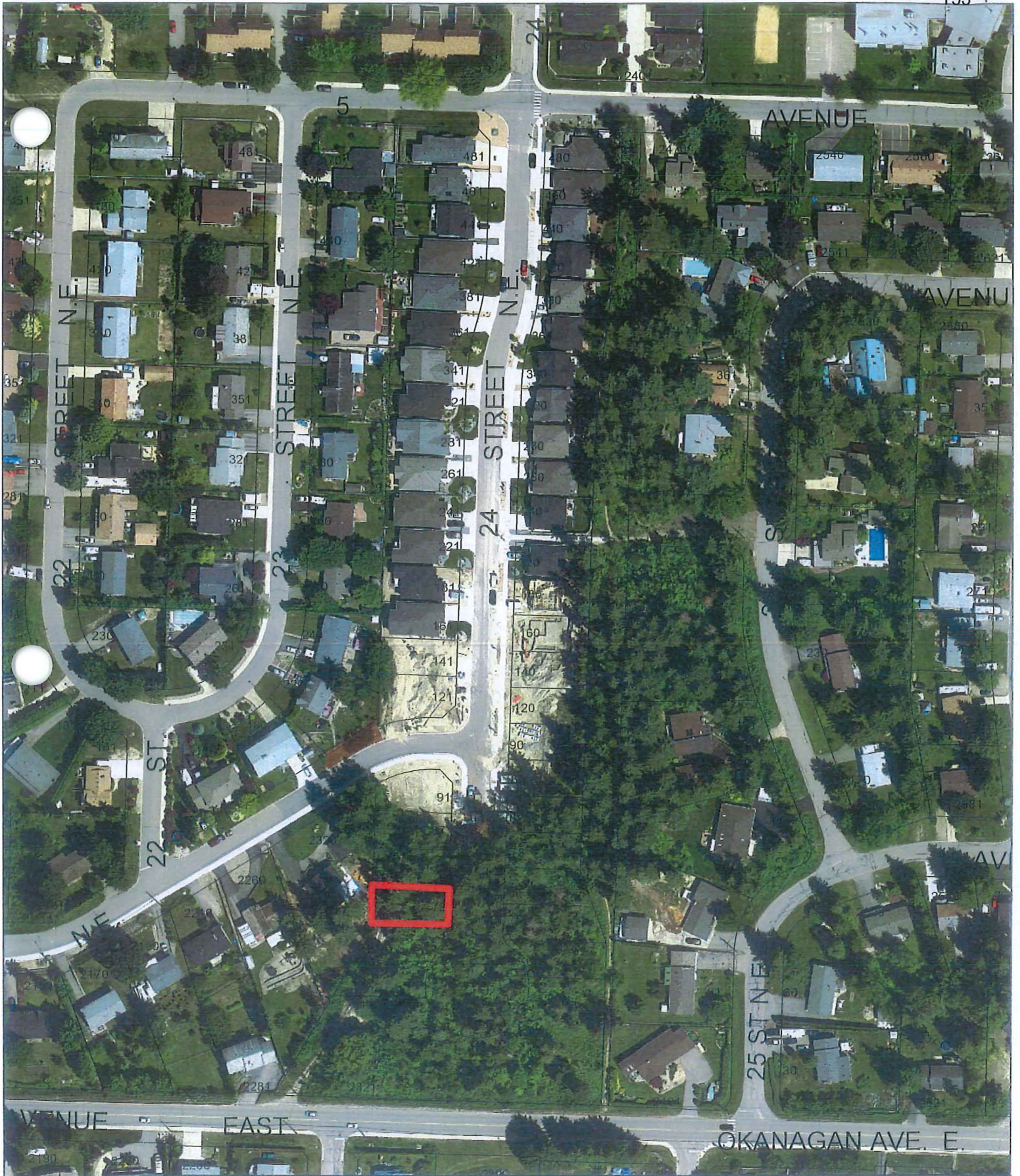
As previously mentioned in the report, a wall was built by the applicant/developer on the neighbouring property to the west. This wall built on 2320 – 1 Avenue NE raises the grade; and, more importantly provides another level that is landscaped. Trees and shrubs have been planted on this extra level between the two walls which softens and reduces the aesthetic impact of a 3.7 m (12 ft) wall. The property owner of 2320 – 1 Avenue NE has written a letter stating that she does not object to the height of the wall and is attached as Appendix 10.

CONCLUSION

Although the applicant is asking for over double the maximum permitted height of 2.0 m (6.5 ft) for a combined wall and fence, the applicant has taken significant steps to lessen the aesthetic impact and integrate the retaining wall with established neighbouring properties; while, still providing level and functional backyards for new properties. Due to the topography and site conditions, staff feel it is a justified request.


Denise Ackerman
Planner, Development Services Department

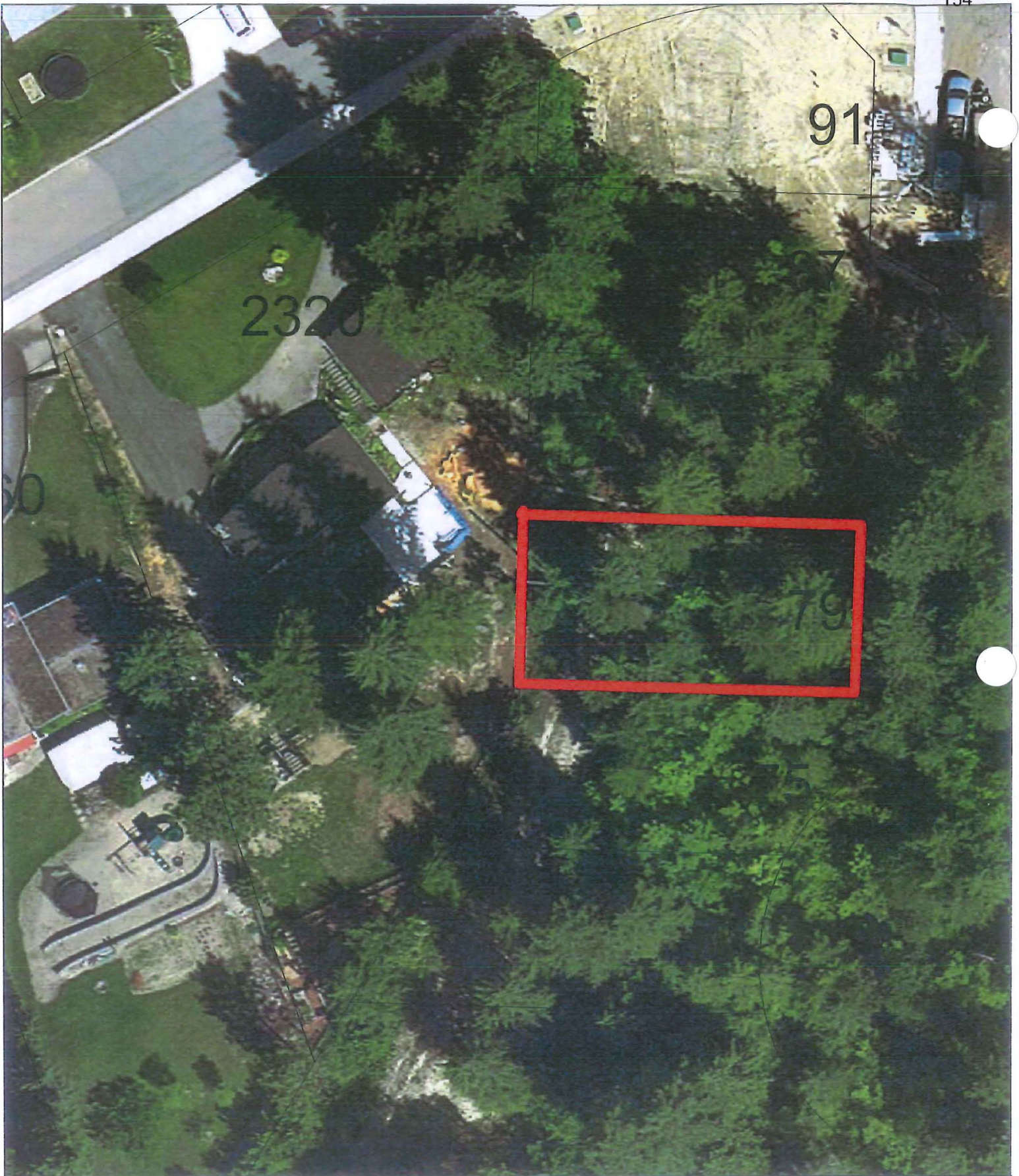

Kevin Pearson, MCIP, RPP
Director of Development Services



0 15 30 60 90 120 Meters



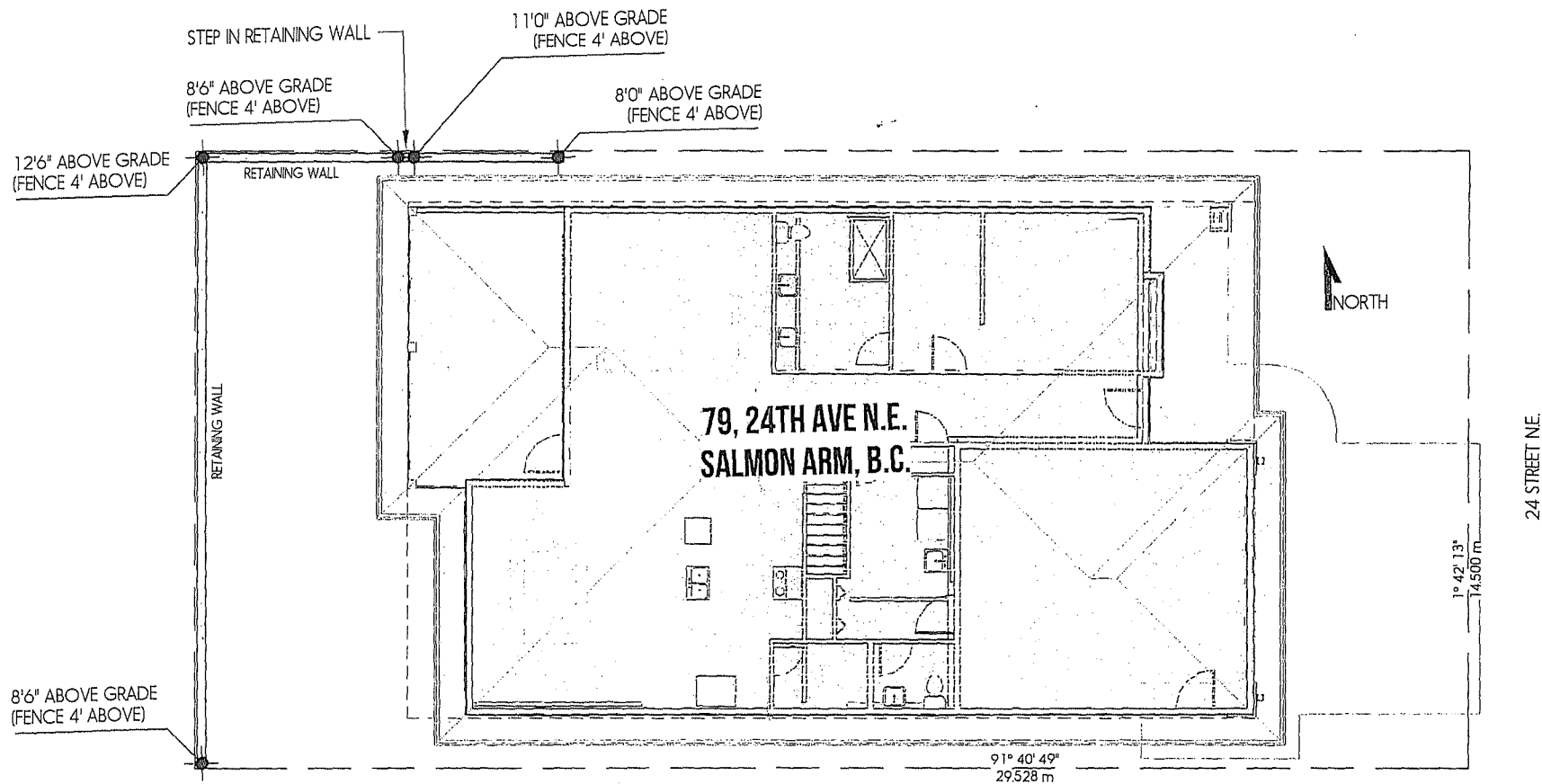
Subject Parcel



0 3.5 7 14 21 28 Meters



Subject Parcel



1 SITE
1:100

79, 24TH STREET, N.E.
NOV 22 2018
RETAINING WALL PLAN

2321 OKANAGAN HOLDINGS LTD.
BOX 716
SALMON ARM B.C. V1E 4N8
Phone (250) 832-2567, Fax (250) 832-5210

November 20, 2018

City of Salmon Arm
Development Services Department
500 – 2nd Avenue NE
Box 40
Salmon Arm BC.
V1E 4N2

To whom it may concern,

Re: 79 2th Street NE, PID 030-363-659, The *Maplewood's* subdivision

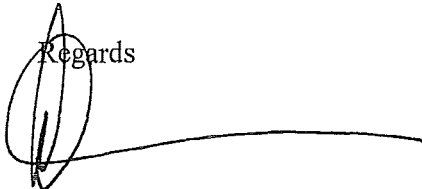
This letter is to request a variance be granted to allow for additional height for an existing retaining wall and for a future fence. We request a variance for interior side yard fence and retaining wall to range from 12' to 15' (8' to 11' 1 retaining wall plus 4' fence) and a rear property line retaining wall and fence to range from 12'6" to 16'6" (8'6" to 12'6" retaining wall plus 4' fence).

Reasons for the request are as follows:

1. The variance would allow for all homes facing 24th Street NE to have a similar look and would allow for the subdivision's consistency of function and design to continue.
2. The slope of the land and the existing levels of yards to the west of the development have made usable back yard space in this phase of the development difficult. The requested variance allows for usable back yard space for the home. In the long run it improves the privacy of the neighboring properties.
3. The variance would ensure the neighbors yards are fully usable with no material sluff or run off from this yard, that existed prior to the installation of the retaining wall.

Thank you for considering

Regards

A handwritten signature in black ink, consisting of a large, stylized 'M' followed by a horizontal line extending to the right.

Mark Wilson CPA CMA



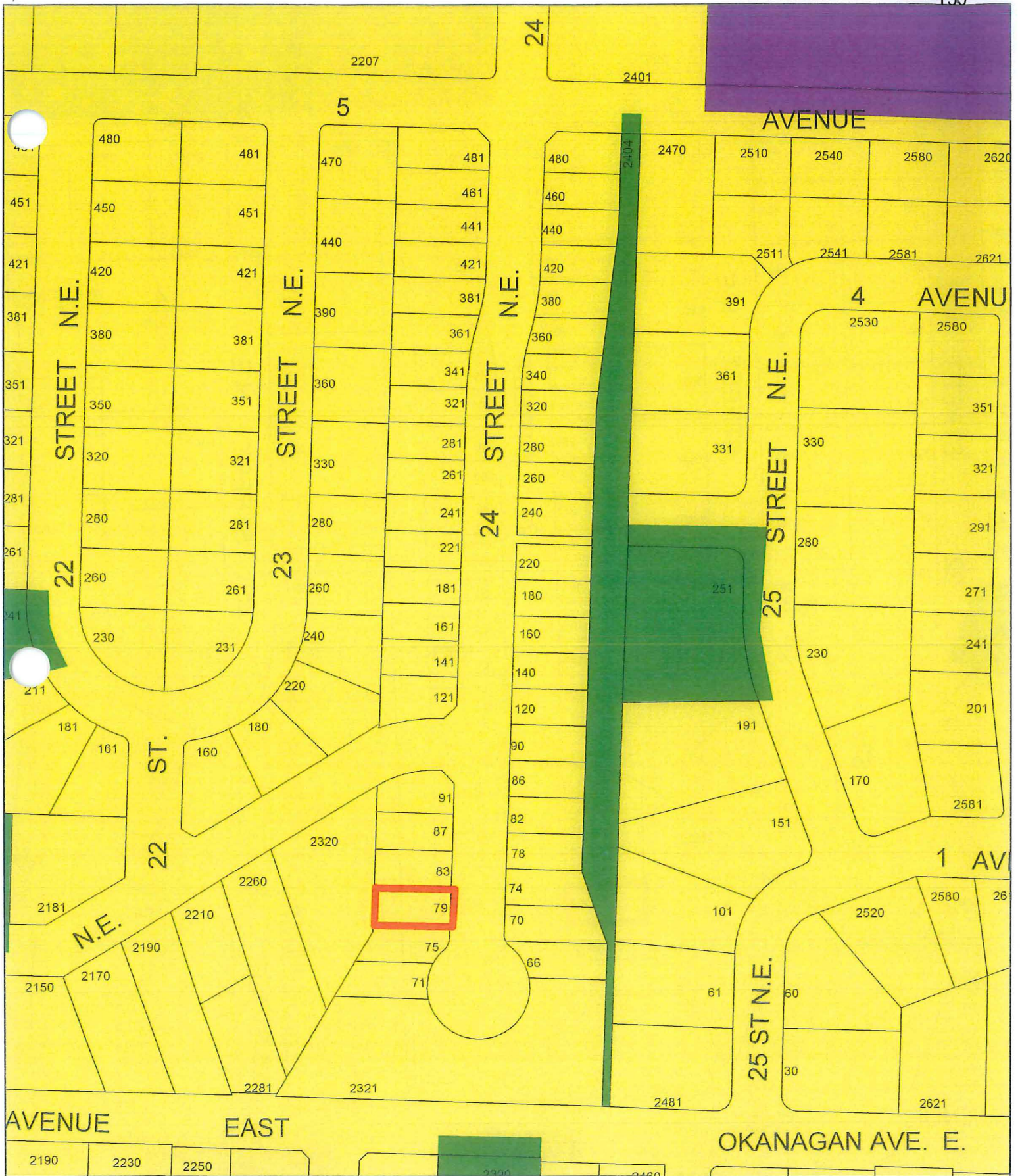
View Facing North




View Facing South




View Facing East








Subject Parcel



0 15 30 60 90 120 Meters



Residential - Medium Density
Park
Institutional



[Print](#)[Submit Form](#)

DEVELOPMENT SERVICES DEPARTMENT
 Box 40, 500 - 2nd Avenue NE, Salmon Arm, BC, V1E 4N2
 Phone: 250-803-4021 FAX: 250-803-4041

TO:

DIRECTOR OF DEVELOPMENT SERVICES (Kevin)
 PLANNING AND DEVELOPMENT OFFICER (Jon)
 PLANNING AND DEVELOPMENT OFFICER (Wes)
 PLANNING AND DEVELOPMENT OFFICER (Chris)
 MANAGER OF PERMITS & LICENSING (Maurice)
 FIRE DEPARTMENT (Brad)
 ENGINEERING & PUBLIC WORKS DEPARTMENT (Rob, Jenn & Shelly)
 BC HYDRO, via email utilities group
 FORTISBC, via email utilities group
 TELUS, via email utilities group
 SHAW CABLESYSTEMS, via email utilities group

REFERRAL:

| | |
|---------------------------|---|
| OWNER: | Wandeler, R. & D., 79 – 24 Street NE, Salmon Arm, BC V1E 0C2 |
| APPLICANT / AGENT: | Wilson, M., Box 716, Salmon Arm, BC V1E 4N8 |
| DATE: | December 12, 2018 |
| SUBJECT: | DEVELOPMENT VARIANCE PERMIT APPLICATION NO. VP-489 |
| LEGAL: | Lot 6, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP79116 |
| CIVIC: | 79 – 24 Street NE |
| ASSOCIATED: | n/a |
| PREVIOUS: | n/a |

Attached is an application and supporting documentation. The applicant is requesting a variance to Zoning Bylaw 2303, Section 4.12 – increase the maximum combined height of retaining wall and fence from 2.0 m (6.5 ft) to 5.0 m (16.5 ft)

Your comments are required A.S.A.P.

Thank you.

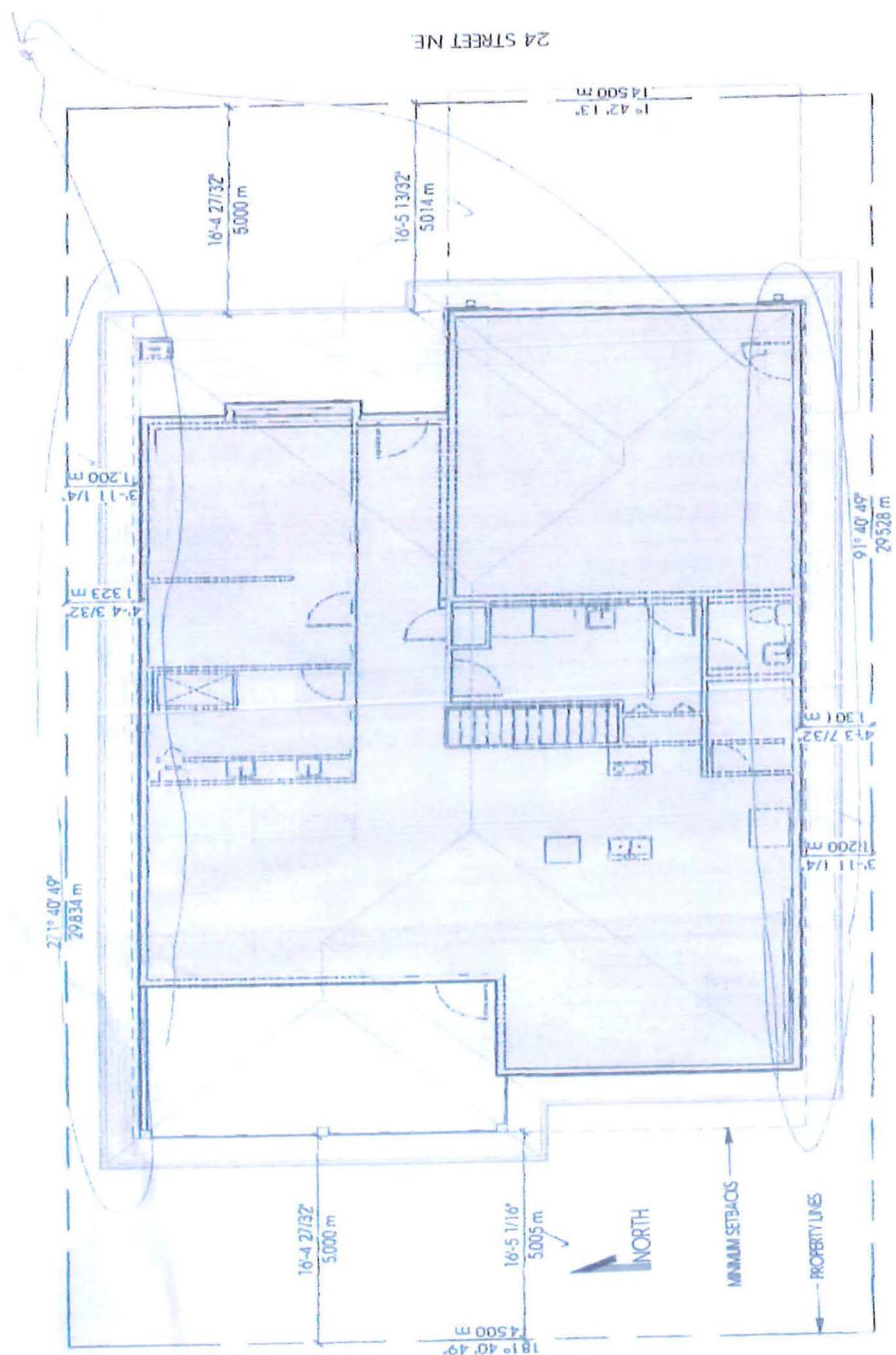
Kevin Pearson, MCIP, RPP
 Director of Development Services

COMMENTS for VP-489

Wall is already constructed and is substantially over height however the installation of the fence will put the combined height well over the limit. No concerns from building point of view as there is a registered professional involved in construction.

SIGNATURE: MR

DATE: December 18, 2018



PROPOSED RESIDENCE
LOT 14, 24TH ST NE
SALMON ARM, B.C.

Terry Bonar
2320 - 1ST AVENUE NE
SALMON ARM, BC
V1E 1Z5

January 23, 2019

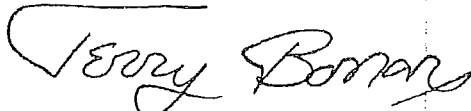
City of Salmon Arm
Development Services Department
500 - 2nd Avenue NE
Box 40
Salmon Arm BC.
V1E 4N2

Attention: Kevin Pearson

Re: Retaining Wall on Properties to East Side of 2320 1st Ave NE

This letter is to advise you that as the property owner of 2320 1st ave NE, I find the height of the retaining wall on the eastern properties, adjacent to my property, an acceptable height.

Regards

A handwritten signature in black ink that reads "Terry Bonar". The signature is written in a cursive, flowing style.

Terry Bonar

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Item 21.2

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit Application No. VP-490 be authorized for issuance for Lot 10, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP81646, which will vary Zoning Bylaw No. 2303 as follows:

1. Section 4.12.1 Fences and Retaining Walls - increase the maximum permitted combined height of a retaining wall and fence from 2.0 m (6.5 ft) to 3.8 m (12.5 ft).

[Westhaver, A. & E./2321 Okanagan Holdings Ltd./Wilson, M.; 71 - 24 Street NE; Retaining Wall and Fence]

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: Director of Development Services

DATE: October 2, 2019

SUBJECT: Development Variance Permit Application No. VP-490
 Legal: Lot 10, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP81646
 Civic Address: 71 – 24 Street NE
 Owner: A. & E. Westhaver
 Applicant / Agent: 2321 Okanagan Holdings Ltd. / M. Wilson

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-490 be authorized for issuance for Lot 10, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP81646, which will vary Zoning Bylaw No. 2303 as follows:

Section 4.12.1 Fences and Retaining Walls - increase the maximum permitted combined height of a retaining wall and fence from 2.0 m (6.5 ft) to 3.8 m (12.5 ft).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject property is located in the Maplewoods subdivision at 71 – 24 Street NE (Appendix 1 & 2). The variance request is for a retaining wall with an affixed fence on top along the west parcel line at the rear of the house (Appendix 3). The applicant is requesting a variance to increase the maximum permitted height of the combined height of a retaining wall and fence from 2.0 m (6.5 ft) to 3.8 m (12.5 ft). The applicant has provided a letter of rationale (Appendix 4); and, site photos are attached as Appendix 5.

BACKGROUND

The subject property is designated Medium Density Residential in the City's Official Community Plan (OCP) and zoned CD-7, Comprehensive Development Zone in the City's Zoning Bylaw (Appendix 6 & 7). The CD-7 Zone is similar to the R-8 Residential Suite Zone; although, setbacks, parcel area and parcel width are reduced in the CD-7 Zone.

This application is for an existing retaining wall. A building permit was issued for the wall in June 2018. It was noted on the building permit that variance permits are required for walls built over 2.0 m (6.5 ft). The applicant submitted a variance permit application in November 2018. The application was placed on hold due to an additional wall that was planned to be built on the neighbouring property to the west. This additional wall would raise the grade in front of the existing wall. Thus, the actual height of the existing wall could not be determined prior to the construction of the wall on the western property.

The retaining wall on the subject property is constructed using large retaining wall blocks, 0.76 m x 0.76 m (2.5 ft x 2.5 ft). The retaining wall is built along the west parcel line and ranges in height between 2.3 m (7.5 ft) at the northwest corner and 1.8 m (6 ft) at the southwest corner of the property. For safety, a fence will be affixed to the top of the retaining wall which will add another 1.5 m (5 ft). A building permit requirement for retaining walls over the height of 1.2 m. (4 ft) is the approval from a professional structural engineer. A stamped letter of approval from Syme Structural Engineering Ltd. was received in August 2018.

STAFF COMMENTS

Fire Department

No Fire Department Concerns.

Building Department

See attached referral comments (Appendix 8).

Engineering Department

No Engineering Concerns.

Planning Department

The applicant is requesting a variance to Section 4.12 of the Zoning Bylaw. The Zoning Bylaw permits a maximum combined height of a retaining wall and fence of 2.0 m (6.5 ft) in all rear and interior side yards in residential zones. The applicant requires a variance as a wall has been built over the maximum 2.0 m (6.5 ft) height to create a backyard with functional space.

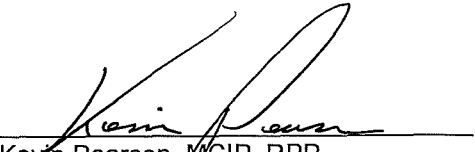
The CD-7 Comprehensive Development Zone is a medium density, single family residential zone in which secondary suites are permitted. In comparison to the R-8, Residential Suite Zone, the CD-7 Zone has reduced setbacks, parcel area and width. In the CD-7 Zone the minimum setback from the principal building to the rear parcel line is 5.0 m (16.4 ft). In this situation the house is well within the minimum setback, as the house is sited more than 5.0 m (16.4 ft) from the rear parcel line (Appendix 9). However, the rear yard is still considered small in comparison to many residential lots. The large grade change between the subject property and the established property to the west, combined with the small backyard, creates a situation where it is difficult to achieve level and useable space in the backyard without the construction of retaining walls. The option of having stepped or off-set retaining walls to address the large grade change is also not viable, due to the small backyard.

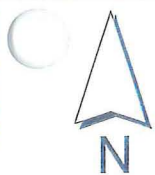
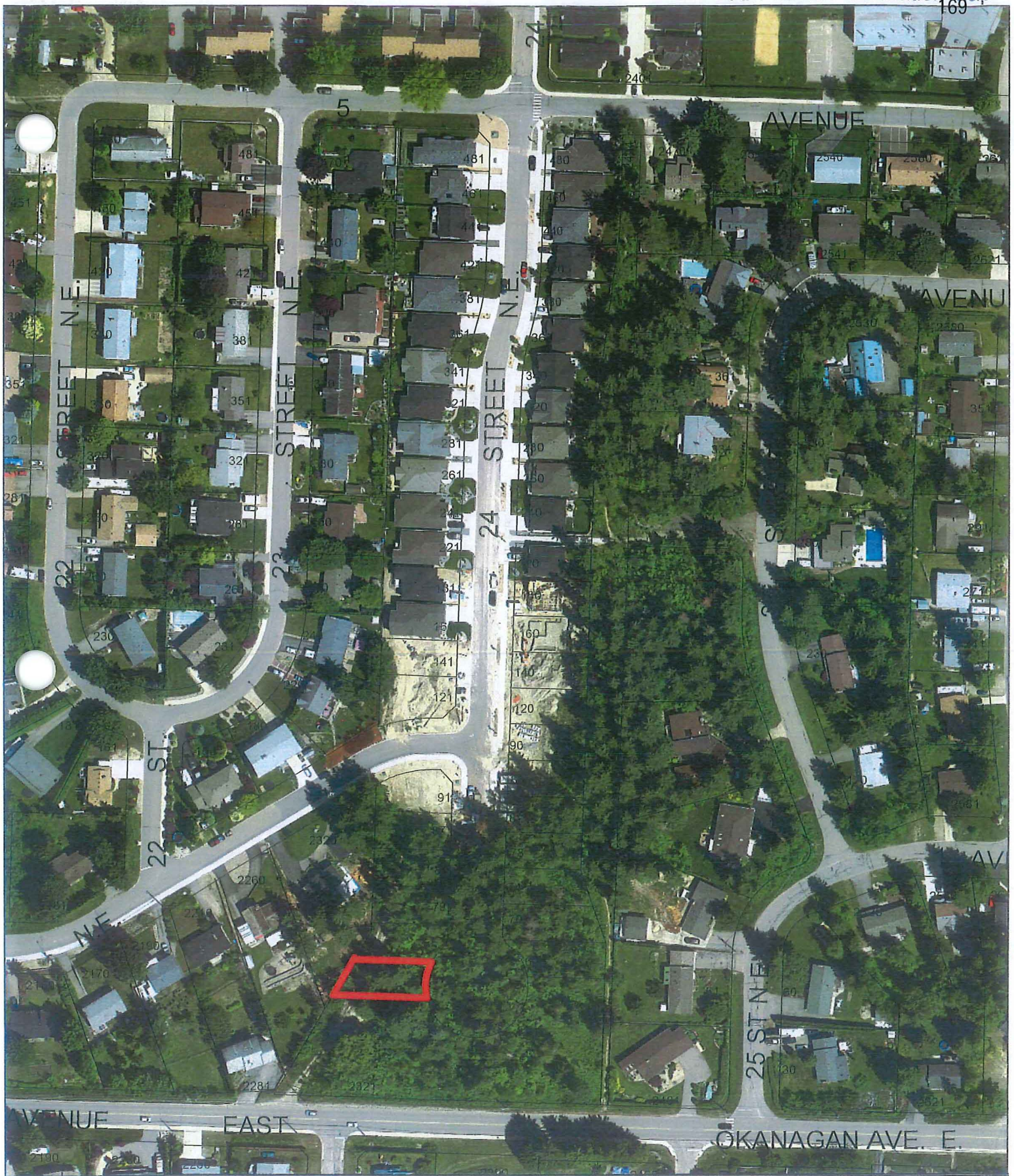
Due to the topography of Salmon Arm, there are many residential neighbourhoods built on steep slopes and construction of retaining walls is a common approach to creating level backyards in residential neighbourhoods such as this. Although OCP Policy 8.3.22 suggests minimizing cut, fill and retaining walls on hillside areas, as well as the preparation of grading plans prior to servicing and construction, this lot is one of the last phases in the Maplewoods subdivision. Thus far, this is one of two retaining wall height variance requests. With approximately 50 lots, the subdivision is almost complete and the expectation is there may be similar retaining wall height variances requested for the last few remaining lots not yet built on.

As previously mentioned in the report, a wall was built by the applicant/developer on the neighbouring property to the west. This wall built on 2320 – 1 Avenue NE raises the grade; and, more importantly provides another level that is landscaped. Trees and shrubs have been planted on this extra level between the two walls which softens and reduces the aesthetic impact of a 2.3 m (7.5 ft) wall. The property owner of 2320 – 1 Avenue NE has written a letter stating that she does not object to the height of the wall and is attached as Appendix 10.

CONCLUSION

Staff feel this is a justified request due to the topography and site conditions of the property. Furthermore, the applicant has taken significant steps to lessen the aesthetic impact and integrate the retaining wall with established neighbouring properties; while, still providing level and functional backyards for new properties.

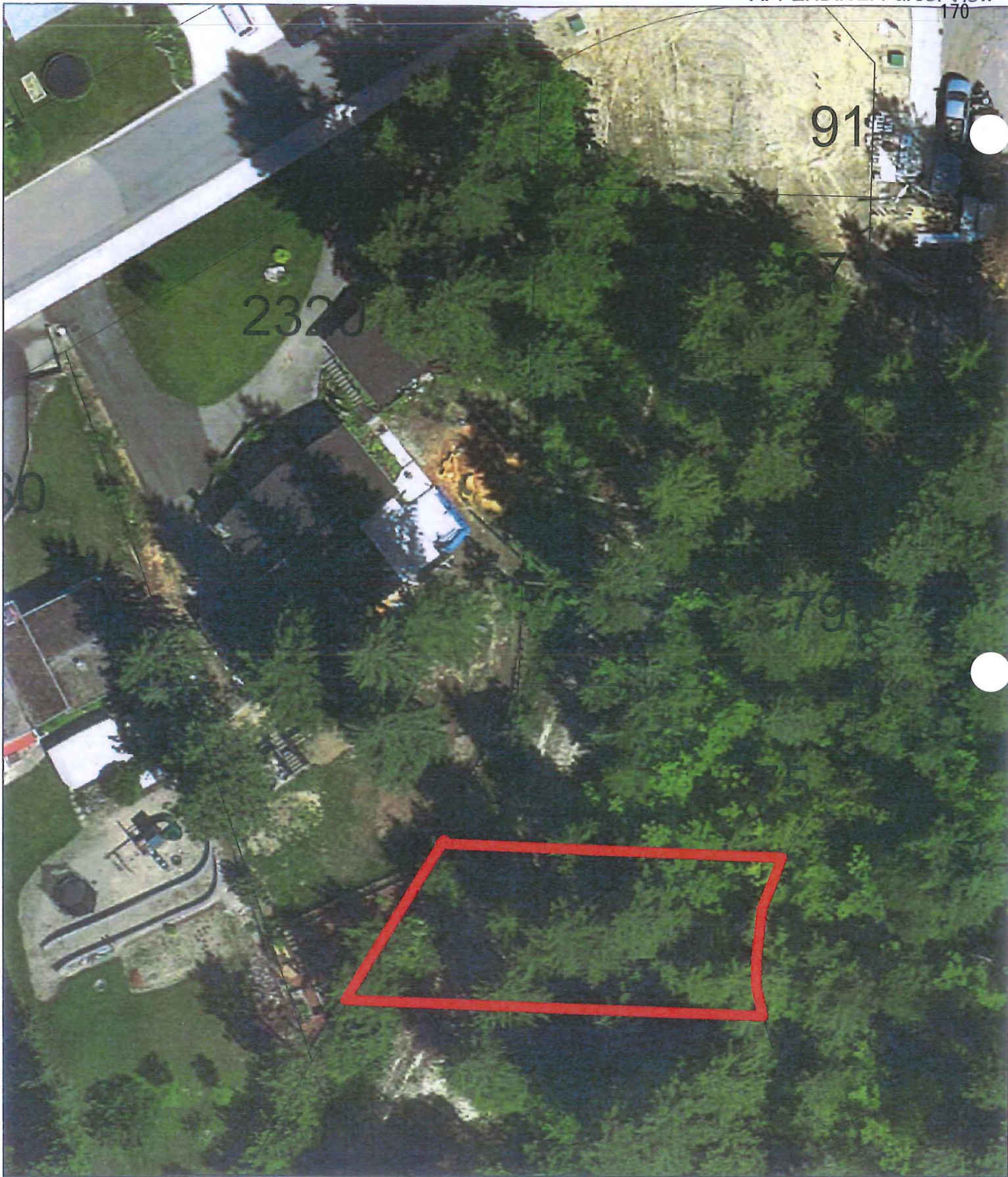

Denise Ackerman
Planner, Development Services Department
Kevin Pearson, MCIP, RPP
Director of Development Services



0 15 30 60 90 120 Meters

A horizontal scale bar with markings at 0, 15, 30, 60, 90, and 120 meters. The bar is divided into segments corresponding to these measurements.

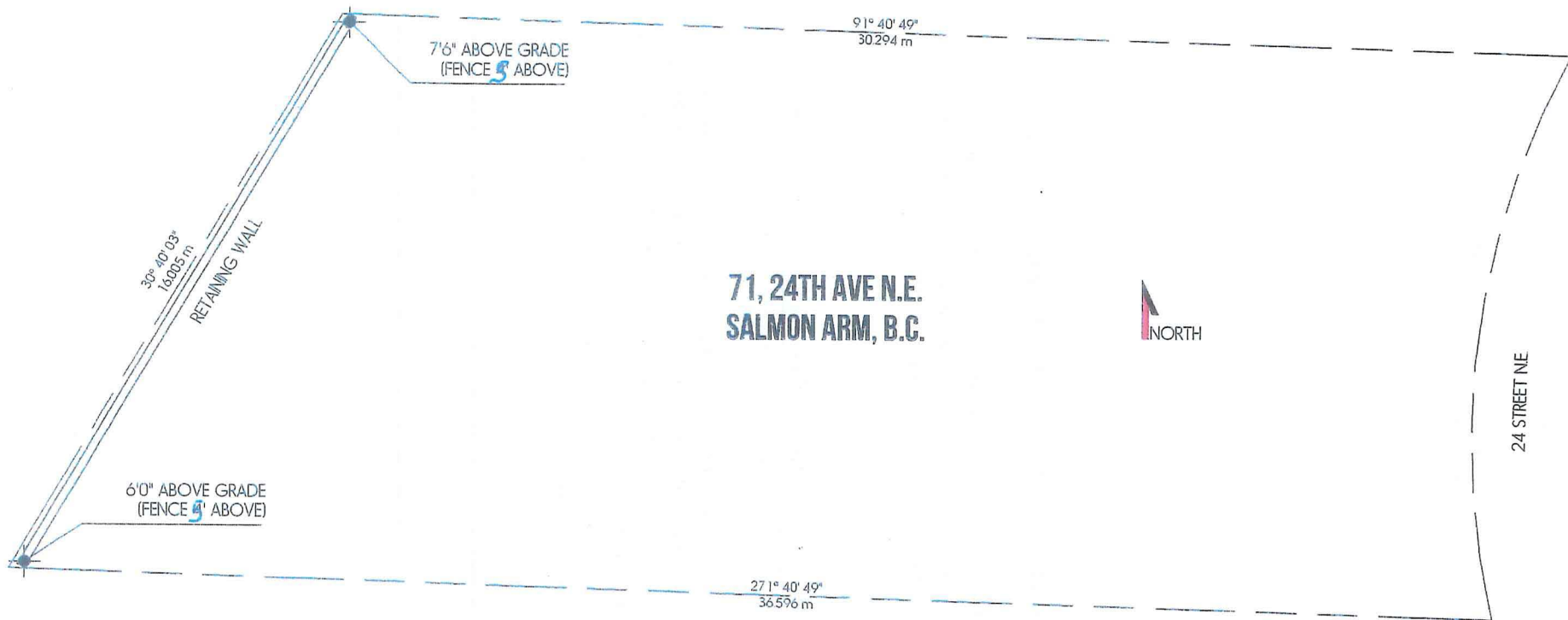
 Subject Parcel



0 3.5 7 14 21 28 Meters



Subject Parcel



1 SITE
1:100

71, 24TH STREET, N.E.
NOV 22 2018
RETAINING WALL PLAN

2321 OKANAGAN HOLDINGS LTD.
BOX 716
SALMON ARM B.C. V1E 4N8
Phone (250) 832-2567, Fax (250) 832-5210

November 20, 2018

City of Salmon Arm
Development Services Department
500 – 2nd Avenue NE
Box 40
Salmon Arm BC.
V1E 4N2

To whom it may concern,

Re: 71 24th Street NE, PID 030-422-621 The *Maplewood's* subdivision

This letter is to request a variance be granted to allow for additional height for a retaining wall and fence. We request a variance for a rear property line retaining wall and fence to range from 11' to 13' (6' to 8' retaining wall plus 5' fence).

Reasons for the request are as follows:

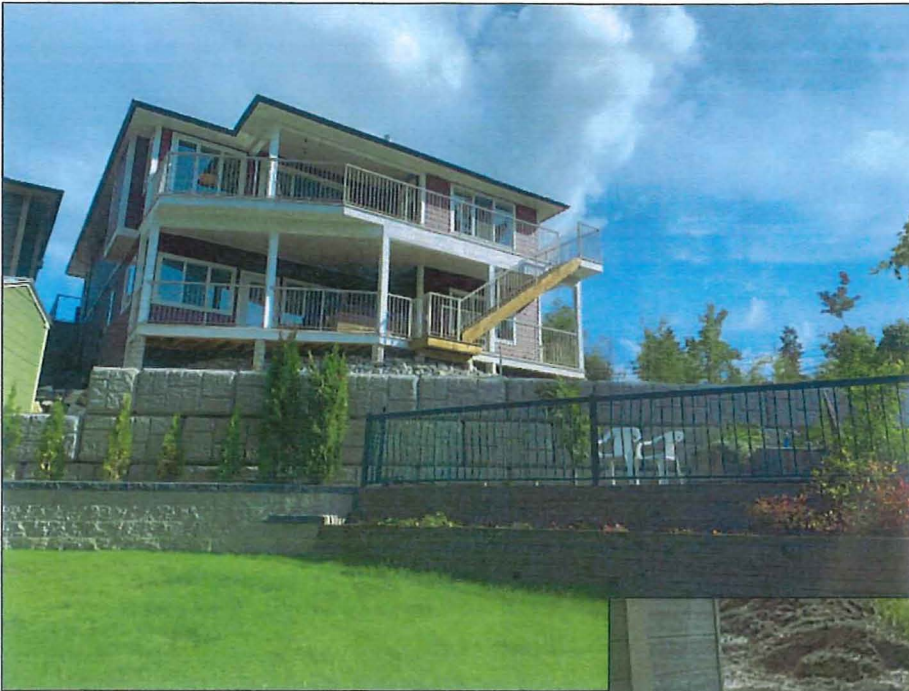
1. The variance would allow for all homes facing 24th Street NE to have a similar look and would allow for the subdivision's consistency of function and design to continue.
2. The slope of the land and the existing levels of yards to the west of the development have made having usable back yard space in this phase of the development difficult. The requested variance allows for a more usable back yard for this home.
3. The variance would ensure the neighbors yards are fully usable with no material sluff from this yard.

Thank you for considering

Regards

A handwritten signature in black ink, consisting of a stylized 'M' followed by a horizontal line.

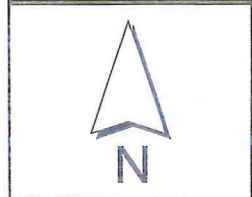
Mark Wilson CPA CMA




View Facing East

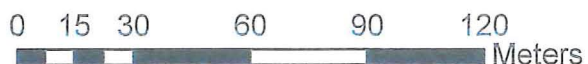


View Facing Southeast













0 15 30 60 90 120 Meters

 Subject Parcel

 CD-7 Comprehensive Development Zone

 R-1 Single Family Residential Zone

 R-4 Medium Density Residential Zone

[Print](#)[Submit Form](#)

DEVELOPMENT SERVICES DEPARTMENT
 Box 40, 500 - 2nd Avenue NE, Salmon Arm, BC, V1E 4N2
 Phone: 250-803-4021 FAX: 250-803-4041

TO:

DIRECTOR OF DEVELOPMENT SERVICES (Kevin)
 PLANNING AND DEVELOPMENT OFFICER (Jon)
 PLANNING AND DEVELOPMENT OFFICER (Wes)
 PLANNING AND DEVELOPMENT OFFICER (Chris)
 MANAGER OF PERMITS & LICENSING (Maurice)
 FIRE DEPARTMENT (Brad)
 ENGINEERING & PUBLIC WORKS DEPARTMENT (Rob, Jenn & Shelly)
 BC HYDRO, via email utilities group
 FORTISBC, via email utilities group
 TELUS, via email utilities group
 SHAW CABLESYSTEMS, via email utilities group

REFERRAL:

OWNER: 2321 Okanagan Holdings Ltd. Box 716, Salmon Arm, BC V1E 4N8
APPLICANT / AGENT: Wilson, M., Box 716, Salmon Arm, BC V1E 4N8
DATE: December 12, 2018
SUBJECT: DEVELOPMENT VARIANCE PERMIT APPLICATION NO. VP-490
LEGAL: Lot 10, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP81646
CIVIC: 71 - 24 Street NE
ASSOCIATED: n/a
PREVIOUS: n/a

Attached is an application and supporting documentation. The applicant is requesting a variance to Zoning Bylaw 2303, Section 4.12 – increase the maximum combined height of retaining wall and fence from 2.0 m (6.5 ft) to 4.0 m (13.1 ft)

Your comments are required A.S.A.P.

Thank you.

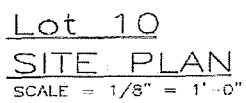
Kevin Pearson, MCIP, RPP
 Director of Development Services

COMMENTS for VP-490

Wall is already constructed and is marginally over height however the installation of the fence will put the combined height well over the limit. No concerns from building point of view as there is a registered professional involved in construction.

SIGNATURE: MR

DATE: December 18, 2018



PROPOSED DWELLING
MAIN FLOOR ELEV: _____
BSMT. FLOOR ELEV: _____
M.B.E.: _____

This drawing is provided for general lot information only. The lot purchaser is responsible for verifying all information shown, including but not limited to dimensions, elevations, geotechnical requirements and service locations.

FIRE RATING

45 MINUTE
COILING: 2 LAYERS
OR: 1 LAYER
- 5/8" TYPE X O
SEPARATING WALL:
- 1/2" TYPE X O
SEPARATING DOOR:

30 MINUTE
(DWELLING L
PHOTOELECT
CEILING: 2 LAYERS
CR. 1 LAYER
- 5/8" TYPE X C
SEPARATING WALL
- 1/2" DRYWALL
SEPARATING DOOR

Terry Bonar
2320 - 1ST AVENUE NE
SALMON ARM, BC
V1E 1Z5

January 23, 2019

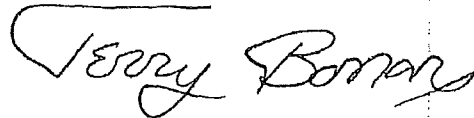
City of Salmon Arm
Development Services Department
500 – 2nd Avenue NE
Box 40
Salmon Arm BC.
V1E 4N2

Attention: Kevin Pearson

Re: Retaining Wall on Properties to East Side of 2320 1st Ave NE

This letter is to advise you that as the property owner of 2320 1st ave NE, I find the height of the retaining wall on the eastern properties, adjacent to my property, an acceptable height.

Regards



Terry Bonar

Item 21.3

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit Application No. VP-504 be issued to vary the City of Salmon Arm Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. The requirements of Section 4.4 Road Classification Urban Collector Road from the RD-3 full standard to providing cash in lieu for a 2 m of road widening along the full frontage of the property and waiving the provision of a new sidewalk and light standard; and
2. Section 7.0 Storm Water Management to waive the requirement for the extension of the storm sewer in Right of Way KAP80330 from west of the west property line to the east property line.

[0815605 BC Ltd./Wickner, J./Franklin Engineering Ltd.; 1441 20 Avenue SE; Servicing]

Vote Record

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

Opposed:

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

5. REPORTS

3. Development Variance Permit Application No. VP-504 [0815605 BC Ltd./Wickner, I./Franklin Engineering Ltd.; 1441 20 Street SE; Servicing]

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit Application No. VP-504 be issued to vary the City of Salmon Arm Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. The requirements of Section 4.4 Road Classification Urban Collector Road from the RD-3 full standard to providing cash in lieu for a 2 m of road widening along the full frontage of the property and waiving the provision of a new sidewalk and light standard; and
2. Section 7.0 Storm Water Management to waive the requirement for the extension of the storm sewer in Right of Way KAP80330 from west of the west property line to the east property line.

J. Wickner, Franklin Engineering Ltd., outlined the application and was available to answer questions from the Committee.

W. Raspberry, on behalf of the applicant, spoke regarding street lighting and was available to answer questions from the Committee.

Amendment:

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: item 2. be deleted and replaced with the following:

2. Section 7.0 Storm Water Management – the requirement to extend the storm sewer in Right of Way KAP80330 from west of the west property line to the east property line to providing cash in lieu in the amount of \$11,290.00.

CARRIED UNANIMOUSLY

Motion as amended:

DEFEATED

Councillors Flynn, Wallace Richmond, Lindgren and Cannon Opposed

CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

DATE: October 23, 2019

SUBJECT: Variance Permit Application No. VP-504 (Servicing)
 Legal: Lot 2, Section 12, Township 20, Range 10, W6M, KDYD, Plan 19098
 Civic Address: 1441 20 Avenue SE
 Owner: 0815605 BC Ltd.
 Applicant: Jason Wickner, Franklin Engineering Ltd.

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-504 be issued to vary the City of Salmon Arm Subdivision and Development Servicing Bylaw No. 4163 by waiving:

1. The requirements of Section 4.4 Road Classification Urban Collector Road from the RD-3 full standard to providing cash in lieu for a 2 m of road widening along the full frontage of the property and waiving the provision of a new sidewalk and light standard; and,
 2. Section 7.0 Storm Water Management to waive the requirement for the extension of the storm sewer in Right of Way KAP80330 from west of the west property line to the east property line.
-

STAFF RECOMMENDATION

THAT The motion for consideration be defeated.

PROPOSAL

The subject property is located at 1441 20th Avenue SE, as shown on Appendix 1 and 2, and is subject to preliminary subdivision approval to create 7 bare land strata parcels. The applicant is requesting that Council vary the provisions of the Subdivision and Development Servicing (SDS) Bylaw No. 4163 by waiving the requirement to construct 20th Avenue SE to the full Urban Collector Standard (RD-3) and waiving the requirement for the extension of the storm sewer main. The plan of the subdivision is attached as Appendix 3 and a letter of rationale from Jason Wickner, P. Eng. dated September 30, 2019 is attached as Appendix 4.

BACKGROUND

The property is currently designated Low Density in the City's Official Community Plan (OCP), and was rezoned to R-8 Single Family/Secondary Suite Residential in the Zoning Bylaw on May 13, 2019. The property is approximately 6,070 m² in size. The subdivision would create six new strata parcels, 450-553 m², leaving a remainder strata parcel with an area of 2,575 m² and an existing single family dwelling.

Section 4.0 of the SDS Bylaw No. 4163 requires that all subdivisions provide works and services in accordance with the standards and specifications set out in Schedule B. In this case, that includes road upgrades, utility upgrades and utility extensions to the urban standard.

The area of the property far exceeds the area in which the Infill Exemption criteria of the SDS Bylaw apply; therefore, full works and services of the bylaw are required.

The PLA requires upgrading to the Urban Collector Road Standard. The present level of service in this area, and fronting the subject property, are below this standard due to non-conforming sidewalk offsets and lack of bicycle lanes; however, new curb, gutters and sidewalk were constructed in 2014 adjacent to this parcel at similar offsets. The location of the curb let-down requires that 20 m, of the 30 m total frontage, will need replacing. Due to the relatively new 2014 improvements and required 20 m of curb replacement the developer is offering to pay cash in lieu of approximately \$4,600 for the road widening to accommodate the future bicycle lane requirement. No additional road dedication is required.

Street lighting, and underground hydro / telecommunication infrastructure is also a requirement of the standard. In the letter from Franklin Engineering it is noted that the existing hydro lines would need to be relocated and the provision of street lighting would be costly. Cash in lieu is an option, but the applicant has requested waiving the approximately \$5,675 cost to provide street lighting.

The PLA allows for discharge to the municipal storm water system or onsite disposal, subject to an Integrated Stormwater Management Plan (ISMP). Initial observations support on site treatment.

The PLA requires extension of the storm main across the subject property within Right of Way KAP80330 to serve the adjacent parcel to the east (1481 20 Avenue SE). The applicant is requesting that Council waive the requirement for an extension of the storm main. If the adjacent property is subdivided in the future and an ISMP supports on-site treatment, the main extension would not be used. However if the adjacent property requires connection the entire costs to provide a connection through the right of way will be borne by that property owner. Another option may be to accept cash in lieu of approximately \$11,290 to be used when the adjacent property is subdivided (if it is subdivided at all) and requires storm service. If the extension is not required the cash in lieu could potentially be returned.

COMMENTS

Engineering Department

The Engineering Department recommends that the requested variance to waive the requirement to upgrade the frontages of the subject property be denied. However the Engineering Department would support the variance if amended to include installation of street lighting.

The Engineering Department recommend that the requested variance to waive the requirement to extend storm sewer to adjacent property be denied, and a cash contribution be required. The contribution can be refunded in the future if the adjacent parcel does not require storm service.

Engineering comments are attached as Appendix 5.

Planning Department

CONCLUSION

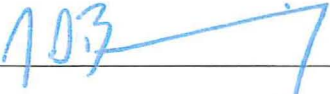
If this section of the road was reconfigured to meet the Urban Collector Road standard it would be inconsistent with the rest of the road. The curb, gutter and sidewalks are relatively new and the developer will need to and is willing to replace approximately 20 m of the 30 m frontage in any case. A variance to accept cash in lieu for 2 m road widening to accommodate a bike lane on the opposite side of the road, is reasonable. It is unlikely that davit street lights could be accommodated in this location due to the overhead 3-phase power lines; however, cash in lieu could be used for alternative street lighting types along the

property frontage. Varying the requirement for an extension of the storm sewer may result in an unfair burden on the adjacent property when/if it is developed.

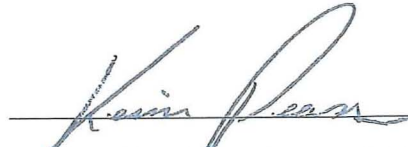
To summarize, the owner/applicant is willing to meet the subdivision requirements of Bylaw No. 4163 with exception to:

1. The installation of street light at an estimated cost of \$5,675; and
2. Extension of the City storm sewer along right of way a distance approximately 30 m and probable cost of \$11,290.

The above two items represent what is being requested to be varied.



Prepared by: Scott Beeching, MCIP, RPP
Senior Planner



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



DEVELOPMENT VARIANCE PERMIT

Local Government Act (Part 14)

PERMIT NUMBER: VP-504

Bylaw No. 3024
SCHEDULE "B"

TO: 0815605 BC Ltd.

1. This Development Variance Permit is issued subject to compliance with all applicable City of Salmon Arm Bylaws except as specifically varied by the Permit.
2. This Development Variance Permit applies to, and only to, (legal description),
Lot 2, Section 12, Township 20, Range 9, W6M, KDYD, Plan 19098 (PID: 008-133-352)
as shown on Schedule 'A'.
3. The City of Salmon Arm
☐ Zoning Bylaw No. 2303
☒ Subdivision and Development Servicing Bylaw No. 4163
☐ Sign Bylaw No. 2880
☐ Mobile Home Park Bylaw No. 1435

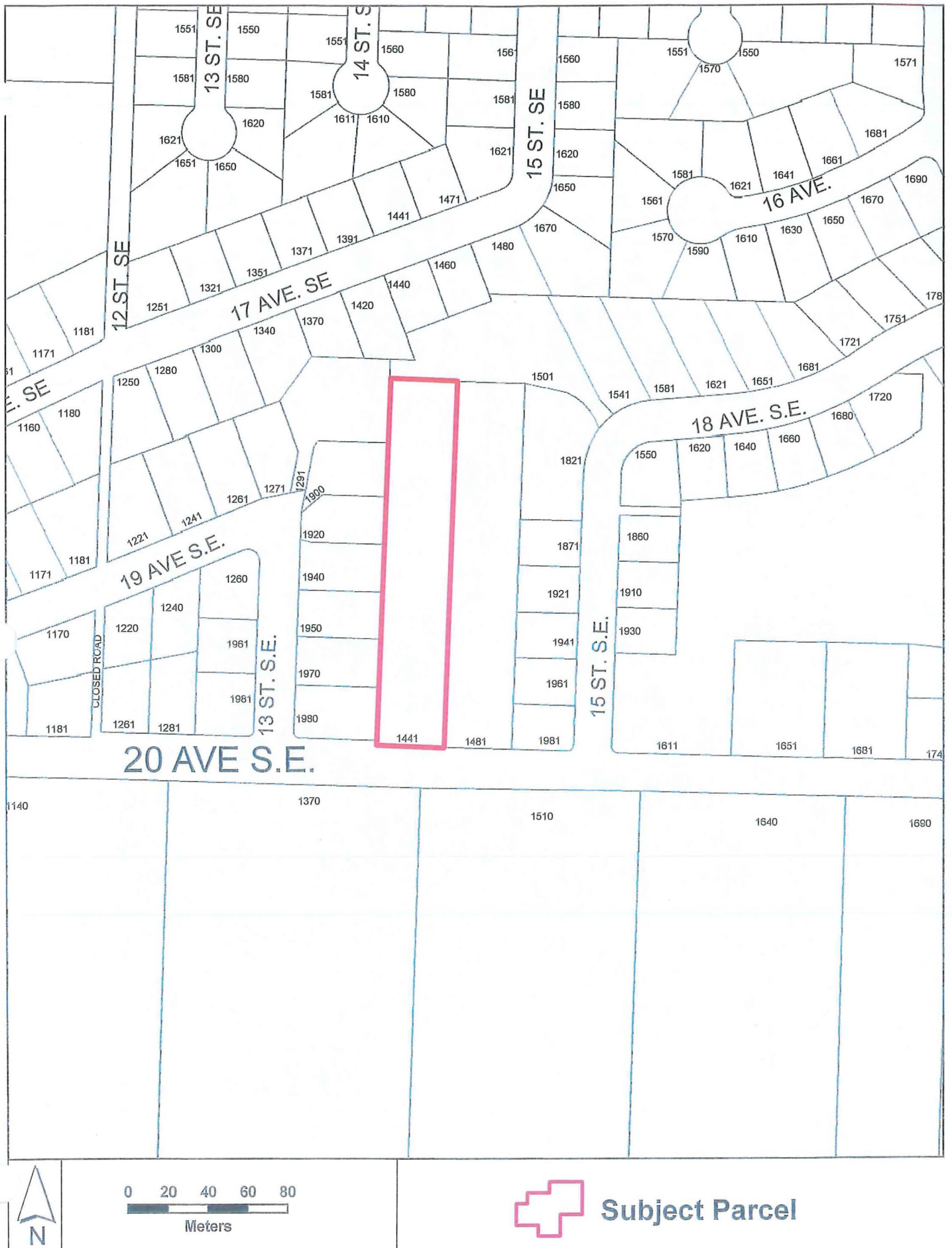
The City of Salmon Arm Subdivision and Development Servicing Bylaw No. 4163 is hereby varied as follows:

1. **Section 4.4 Road Classification Urban Collector Road from the RD-3 full standard to providing cash in lieu for 2 m of road widening along the full frontage of the property and waiving the provision for a new sidewalk and light standard.**
2. **Section 7.0 Storm Water Management to waive the requirement for the extension of the storm sewer in Right of Way KAP80330 from west of the west property line to the east property line.**
4. The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit.
5. If the holder of a land use permit does not substantially start any construction with respect to which the permit was issued within 2 years after the date it is issued, the permit lapses.
6. Notice shall be filed in the Land Title Office that the land described herein is subject to this Permit.
7. The terms of the Permit or any amendment to it are binding on all persons who acquire an interest in the land affected by the Permit.
8. **This Permit is not a Building or Sign Permit.**
9. Security in the amount of \$ n/a has been deposited as per Council's direction, in conjunction with subsection 15 of District of Salmon Arm Development Variance Permit Procedure Bylaw No. 2651.

AUTHORIZING RESOLUTION ADOPTED BY COUNCIL on the ____ day of _____, 2019.

ISSUED this ____ day of _____, 2019.

CORPORATE OFFICER





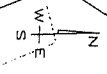
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Meters



Subject Parcel

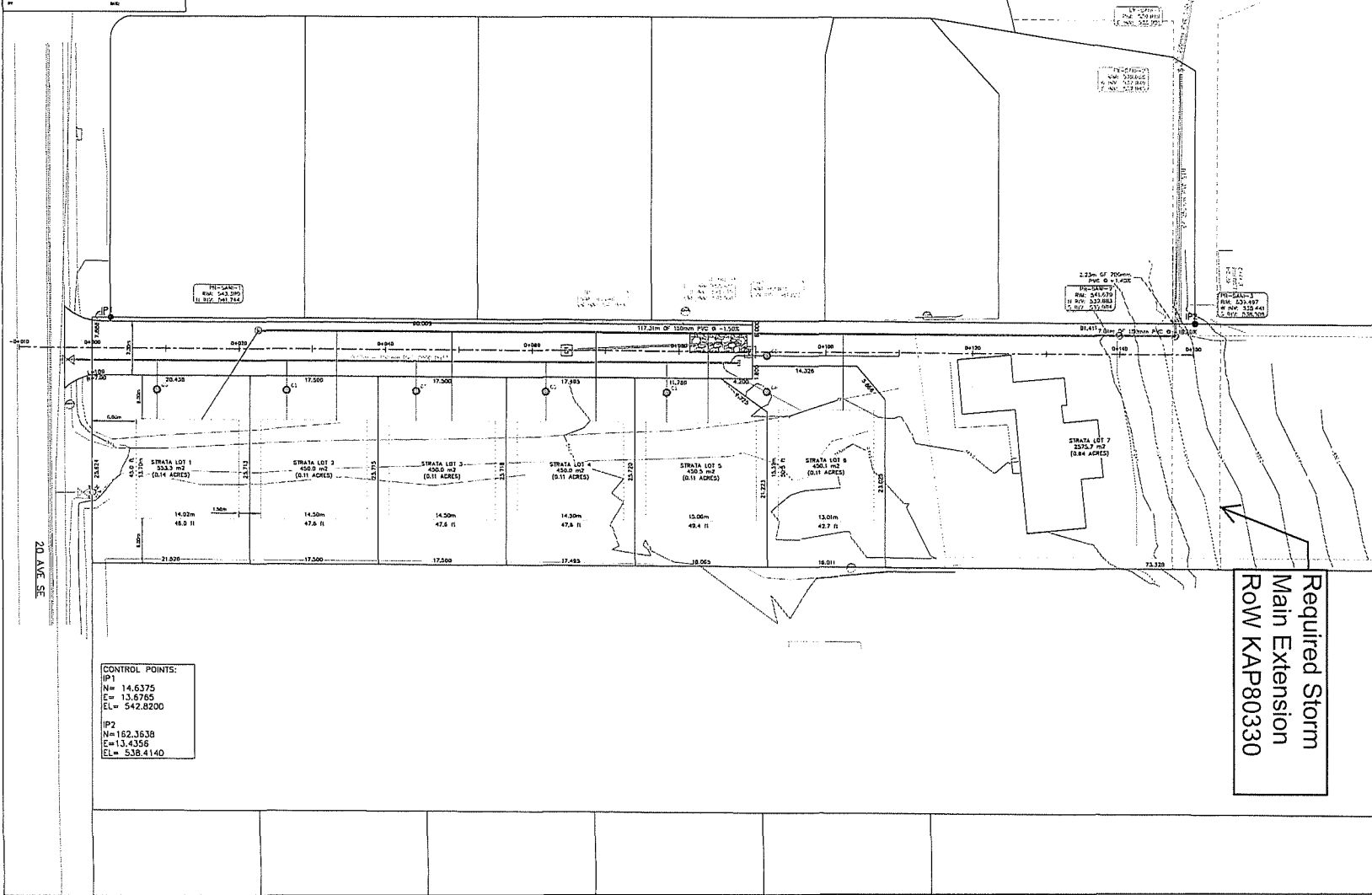
CITY OF SALMON ARM
APPROVED:

13 STREET SE



LEGEND

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- 100. PROPOSED



CONTROL POINTS:
IP1
N= 14.6375
E= 13.6765
EL= 542.8200

IP2
N= 162.3638
E= 13.4356
EL= 538.4140

Required Storm
Main Extension
Row KAP80330

| | |
|-------------|---------------|
| DESIGN | JAW |
| DRAWN | JAW |
| DATE | JULY 17, 2019 |
| CHECKED | JJF |
| SCALE | AS SHOWN |
| PROJECT NO. | 19-009 |
| SHEET | 1 OF 4 |
| DWG. NO. | C-01 |
| REV. NO. | 1 |

FRANKLIN
ENGINEERING LTD.
250.832.8280 • www.franklinengineering.ca

WAYNE RASPBERRY

1441 20TH AVE SE

SITE PLAN



PO Box 2590, 416A 4th Street NE
 Salmon Arm, BC, V1E 4R5
 Phone 250.832.8380

Kevin Pearson, Approving Officer
 City of Salmon Arm
 PO Box 40, 500 2nd Ave NE
 Salmon Arm, BC V1E 4N2

September 30, 2019

RE: Subdivision Variance Permit Application for 1441 20 Ave SE (file 19.13)

Dear Mr. Pearson,

This letter supports a request for variances to the Subdivision Servicing Bylaw for the proposed subdivision at 1441 20 Ave SE, under City file 19.13, submitted by Jason Wickner. Thank you for your review of this letter, which describes the variances that the developers have requested and reasons for this application.

The proposed subdivision lies at the top of the Hillcrest area on 20th Ave SE between 13th Street and 15th Street SE. The site is lower than the road and flat until north of the existing house where it slopes down towards 17th Ave SE.

These variances are intended to lift constraints on development that would negatively impact the existing road and provide unnecessary servicing that will never be used. Through this subdivision, the developer intends to appeal to a shortage of housing available to first time homeowners offered in Salmon Arm. It is our opinion that these requested variances are reasonable and sensible, given the existing infrastructure and potential for future development.

1. Subdivision Servicing Bylaw 4163, Section 4.4: Road Cross Section

Modify the requirement to upgrade 20th Ave SE to RD-3 cross section to eliminate a separated sidewalk and street lighting and pay cash-in-lieu for future bike lane widening. 20th Ave SE is currently built to an Interim Urban Road Standard. The client is prepared to upgrade the road to standard RD-3 cross section, however we believe it is in everybody's best interest to waive the requirement at this time in favour of keeping a constant cross section along 20th Ave SE. The City's Engineering Department has indicated the road would likely have an offset centerline when upgraded to keep the relatively new curb and sidewalk along the north side and widen the road to the south to incorporate bike lanes. Therefore, if this subdivision is required to upgrade to RD-3 for the 30m frontage, this would conflict with future planning by the engineering



PO Box 2590, 416A 4th Street NE
 Salmon Arm, BC, V1E 4R5
 Phone 250.832.8380

department. The installation of street lighting is not possible currently due to 3 phase overhead BC Hydro power transmission lines.

2. Subdivision Servicing Bylaw 4163, Section 4.4: Storm Sewer Servicing

Eliminate the of requirement for extension of storm main through easement at north end of property. The proposed stormwater system uses infiltration for ground disposal. The site is highly suited to storm infiltration due to favourable soils. Site tests have revealed subsurface gravels that are fully capable of infiltrating all the site stormwater flows. Since the only property that could use the extended storm main is directly adjacent to the property, it is reasonable to assume ground infiltration would also be used if the property were to ever be subdivided/developed. Therefore, the requirement to extend the storm main seems premature based on the assumption that it will never be used.

A summary of cost associated with this project is in the table below:

| Item | Cash-in-lieu Contribution | Eliminate Requirement |
|-----------------------------|---------------------------|-----------------------|
| Road widening for Bike Lane | \$4,600 | |
| Sanitary main extension | \$6,120 | |
| Storm main extension | | \$11,290 |
| Street lighting | | \$5,675 |

We welcome your review of these proposed variance requests and look forward to questions you may have regarding them. We trust that we have presented a case that these are reasonable, sound variances to the applicable bylaws, which allow for an efficient use of this site. This proposal offers the advantage of viable view lots that increase the city's housing offering, while maintaining standards that are acceptable in the engineering practice and are applied in other cities in the province.

Thank you for your attention to this variance permit application.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Jason Wickner', is written over a faint, larger signature.

Jason Wickner, P.Eng

Appendix 5

CITY OF SALMON ARM

*Memorandum from the
Engineering and Public
Works Department*

TO: Kevin Pearson, Director of Development Services
 DATE: 17 October 2019
 PREPARED BY: Matt Gienger
 OWNER: **W. Raspberry**, 941 Harbourfront Drive NE, Salmon Arm, BC V1E 3L4
 APPLICANT: **Jason Wickner**, PO Box 2590 Salmon Arm, BC V1E 4R5
 SUBJECT: **VARIANCE PERMIT APPLICATION NO. VP- 504**
 LEGAL: Lot 2, Section 12, Township 20, Range 10 W6M, KDYD, Plan 19098,
 CIVIC: **1441 – 20 Avenue SE**

Further to the request for variance dated October 15, 2019; the Engineering Department has reviewed the site and offers the following comments and recommendations relative to the requested variances:

The applicant is requesting a variance to Subdivision & Servicing Bylaw 4163, Section 4.0 as follows:

1. Waive the requirement to upgrade the frontages of the subject property; and
2. Waive the requirement to extend storm sewer to adjacent property.

1. Waive the requirement to upgrade the frontages of the subject property to providing cash in lieu for a 2m of road widening for the south side of the roadway.

The Subdivision and Development Servicing Bylaw 4163 (SDSB) requires that developers upgrade their frontage onto all City roads to meet the current bylaw standards. This helps the City to move towards a uniform road standard and reduces the burden on the City to fund upgrades across the frontage of development properties.

20 Avenue SE is currently constructed to an Interim Urban Road standard, but is classified as an Urban Collector Road. The SDSB, requires upgrading in accordance with Specification Drawing No. RD-3 which may include, but is not limited to, road widening for bike lanes, boulevard construction and street lighting. In this location, underground hydro and telecommunications is not a requirement of subdivision due to three phase power lines.

The existing road cross-section includes relatively new curb, gutter and sidewalk; however, they do not meet our current SDSB standard in regards to bike lanes and offset sidewalk and would require full replacement to achieve the required cross-section.

Given the age and condition of existing curb, gutter and sidewalk along 20 Avenue SE, upgrading the frontage of the subject property to a full RD-3 standard would be considered extremely premature. Realistically, should the City plan for the addition of bike lanes along 20 Avenue NE, staff would recommend adding 2.0m of pavement width on the south side to avoid unnecessary infrastructure replacement.

DEVELOPMENT VARIANCE PERMIT APPLICATION NO. VP-501

Page 2

There is currently no street lighting along the subject property frontage. The Collector Road standard is Davit pole style lighting. Davit street lighting cannot be accommodated within the frontage due to the height of the lighting conflicting with the 3-phase hydro; however, Staff have received confirmation from BC Hydro that residential style street lighting could easily be accommodated along the frontage.

With consideration to the above, the Engineering Department is in support of a variance to maintain the existing cross section of 20 Avenue SE and require cash in lieu for road widening of 2.0m. Staff are not in favour of waiving

Recommendation:

The Engineering Department recommends that the requested variance to waive the requirement to upgrade the frontages of the subject property be denied. However, the Engineering Department would support the variance if amended to include installation of street lighting.

2. Waive the requirement to extend Storm Sewer to adjacent property.

The Subdivision and Development Servicing Bylaw 4163 (SDSB) requires that developers upgrade services within their frontage to meet the current bylaw standards.

A storm sewer main within ROW KAP74141 is approximately 6m west of west property line of the subject property. Extending this storm sewer through Right of Way KAP80330 to the eastern property line of subject property is required.

If the applicant can provide an ISMP, including a hydrology report, that supports onsite disposal for the property to the east (1481 20 Ave SE) that would benefit from the extension of the storm sewer extension, and all other conditions of the PLA are met, the applicant would not be required to extend the storm sewer main and a variance would not be required.

Recommendation:

The Engineering Department recommends that the requested variance to waive the requirement to extend storm sewer to adjacent property be denied, and a cash contribution be required. The contribution can be refunded in the future if the adjacent parcel does not require a storm service.



Matt Gienger
Engineering Assistant



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

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CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Monday, October 28, 2019 at 7:00 p.m.

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

Redesignate Lot 2, Section 14, Township 20, Range 10, W6M, KDYD, Plan 28506 from INS (Institutional) to HDR (High Density Residential).

b) Proposed Amendment to Zoning Bylaw No 2303:

Rezone Lot 2, Section 14, Township 20, Range 10, W6M, KDYD, Plan 28506 from P-3 (Institutional) to R-5 (High Density Residential).

Civic Address: 130 Shuswap Street SW

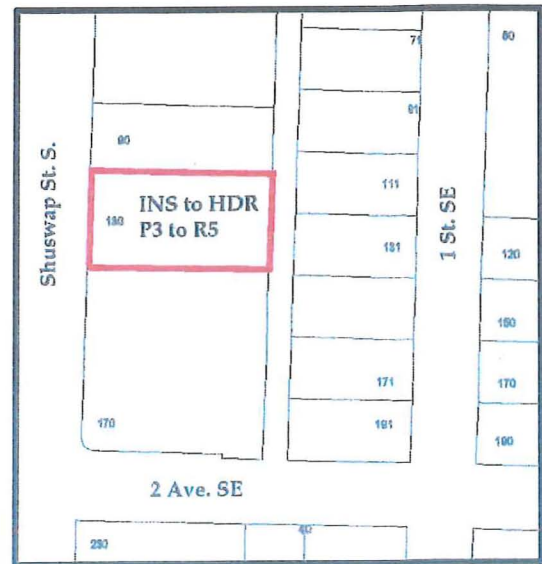
Location: South of the intersection of Shuswap Street and Trans Canada Highway

Present Use: Church

Proposed Use: 2 - Four plexes and 1 Duplex

Owner/Applicant: Muto Holdings Ltd.

Reference: OCP4000-39/Bylaw No. 4345 and
ZON-1153/ Bylaw No. 4347



The files for the proposed bylaws is available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from October 16 to October 28, both inclusive, in the office of the Corporate Officer at City Hall, 500 - 2 Avenue NE.

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

Erin Jackson, Director of Corporate Services

Item 22.1+22.2,
23.1+23.2

CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

DATE: August 27, 2019

SUBJECT: Official Community Plan Amendment Application No. OCP4000-39
Zoning Amendment Application No. 1153

Legal: Lot 2, Section 14, Township 20, Range 10, W6M, KDYD, Plan 28506
Civic: 130 Shuswap Street SE
Owners/Applicant: Muto Holdings LTD.

MOTION FOR CONSIDERATION

- THAT:** A bylaw be prepared for Council's consideration, adoption of which would amend the Official Community Plan Bylaw No. 4000 Land Use Designation of Lot 2, Section 14, Township 20, Range 10, W6M, KDYD, Plan 28506 from INS (Institutional) to HDR (High Density Residential);
- AND THAT:** Pursuant to Section 475 of the *Local Government Act*, Council has considered this Official Community Plan amendment after appropriate consultation with affected organizations and authorities;
- AND THAT:** Pursuant to Section 476 of the *Local Government Act*, Council has considered this Official Community Plan amendment after required consultation with School District No. 83;
- AND THAT:** Pursuant to Section 477 (3) (a) of the *Local Government Act*, Second Reading of the Official Community Plan bylaw be withheld pending Council's consideration of the amendment in conjunction with:
- 1) The Financial Plans of the City of Salmon Arm; and
 - 2) The Liquid Waste Management Plan of the City of Salmon Arm.
- AND THAT:** A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 14, Township 20, Range 10, W6M, KDYD, Plan 28506 from P-3 (Institutional) to R-5 (High Density Residential);
- AND FURTHER THAT:** Final Reading of the Zoning Amendment Bylaw be withheld subject to:
- 1) Ministry of Transportation and Infrastructure approval; and
 - 2) Adoption of the associated Official Community Plan Amendment Bylaw.
-

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted;

PROPOSAL

The subject parcel is located at 130 Shuswap Street NE, just south of the Trans Canada Highway (Appendices 1 and 2). It is designated Institutional (INS) in the City's Official Community Plan (OCP) and zoned P-3 (Institutional) in the Zoning Bylaw (Appendix 3 and 4). The parcel is currently vacant (site photos are attached as Appendix 5).

The purpose of this application is to amend the OCP and rezone the subject parcel to accommodate a multi family residential use. As discussed in more detail, a high density land use designation is deemed to be the most appropriate designation of the OCP.

The Zoning Map attached shows the mix of zones in the immediate area, predominantly Residential and Institutional (R-1, R-4, and R-5, as well as P-3), with Commercial zones to the north and further west. Land uses adjacent to the subject parcel include the following:

North: Residential (R-1 Single Family and R-5 High Density Residential beyond)
South: Institutional (P-3 Institutional with R-1 Single Family Residential beyond)
East: Residential (R-1 Single Family Residential)
West: Institutional (P-3 Institutional with C-2 Commercial beyond)

A conceptual site plan (Appendix 6) has been submitted to illustrate the development proposal featuring 10 residential units in the form of two 4-plex buildings and a duplex building. While the details of the attached plans are not final, they represent the intent of the applicant at this time and would be subject to detailed review at the Development Permit stage.

If rezoned to R-5, a form and character residential development permit application would be required prior to development to address building forms, site plan, lot grading, and landscaping designs. A Development Permit application would be reviewed by City staff, the Design Review Panel, and then by Council for consideration of approval.

Staff note that preliminary analysis indicates that site configuration may present challenges in achieving the development scenario as indicated by the applicant. Some form of underground or under-building parking may be required to meet parking requirements at the proposed density. Additionally, a screened refuse/recycling area would be required. Site plans submitted at the development permit stage would be required to address such requirements.

OCP POLICY

The proposed OCP amendment from Institutional (INS) to HR (High Density - Residential) would place the subject parcel in Residential Development Area A, considered the highest priority for development. The proposed amendment would align with the OCP's Urban Residential Objectives listed in Section 8.2 and the Urban Residential Policies listed in Section 8.3, including providing a variety of housing types, providing housing options, and supporting compact communities. In terms of siting, the proposal appears aligned with OCP Siting Policies under Section 8.3.19, including good access to transportation routes, recreation, community services, and utility servicing.

Section 475 & 476 - Local Government Act

Pursuant to Sections 475 and 476 of the Local Government Act (consultation during OCP amendments), the proposed OCP amendments were referred to the following organizations on July 8, 2019:

| | |
|-------------------------------|---------------------|
| Adams Lake Indian Band: | No response to date |
| Neskonlith Indian Band: | No response to date |
| Economic Development Society: | No response to date |
| School District No. 83: | No response to date |
| (pursuant to Section 476) | |

Section 477 - Local Government Act

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

COMMENTSMinistry of Transportation & Infrastructure

MOTI has granted preliminary approval (Appendix 7).

Engineering Department

Servicing information provided to applicant in advance of any future development (Appendix 8).

Staff note that the parcel does not currently have a vehicular access to Shuswap Street, a designated Urban Arterial, and that future vehicular access will not be permitted by the City Engineer.

Building Department

Potential limiting distance concerns. BC Building Code applies.

Fire Department

No concerns.

Planning Department

The surrounding neighbourhood has been undergoing slow development with a mix of older, single family housing and newer condominium, institutional and commercial development. The subject parcel is located in an area well-suited for higher density residential development featuring sidewalks and transit routes, being within close walking distance of the commercial City Centre. As noted, the High Density - Residential (HD) designation in the City's Official Community Plan (OCP) supports the proposed development scenario, which in the opinion of staff aligns with broad OCP policies.

The maximum residential density permitted under R-5 zoning is 100 dwelling units per hectare of land. As the subject property is 0.105 hectares in area, the maximum permitted density would be 10 dwelling units. With a density bonus under R-5 zoning, the maximum density is 130 units per hectare, or 13 units, with a potential height increase to 15 m. The minimum residential density permitted under R-5 zoning is 3 units in the form of a triplex. The applicant is currently proposing a 10 unit development subject to a Development Permit application.

Table 1 – R-5 Zoning Analysis (0.105 hectare area)

| | <u>R-5 Permitted/Required</u> | <u>R-5 with Bonus</u> | <u>Proposed</u> |
|--------------------------------|-------------------------------|-----------------------|-----------------|
| Density | 10 units | 13 units | 10 units |
| Height | 12 m | 15 m | tbd |
| Parcel Coverage | 55 % | 70 % | tbd |
| Setback – front | 5 m | 5 m | tbd |
| Setback – interior side | 2.4 m | 2.4 m | tbd |
| Setback – rear | 5 m | 5 m | tbd |
| Parking | 12 | 16 | tbd |
| Small Car Spaces | 20 % (2) | 20 % (3) | tbd |

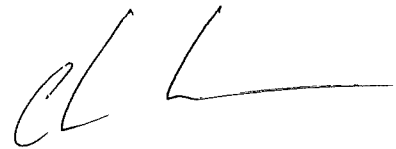
Considering the proposed development concept, a 10 unit development would be required to provide 12 parking stalls. The provision of on-site parking is practical and necessary, as the opportunity for on-street parking at this site is very limited. With Shuswap Street designated as an Urban Arterial road and expected to carry greater traffic flows into the future, access from development is expected to be kept at a minimum under the provisions of the Subdivision and Development Servicing Bylaw.

If rezoned as proposed, a form and character development permit application would be required prior to development. Detailed site plans, building renderings, a landscape plan provided by a landscape architect, and a lot grading plan submitted at the development permit stage are all required. Specific details regarding building design including heights, and site planning including the requisite screened refuse/recycling area, fencing and landscaping have not yet been determined.

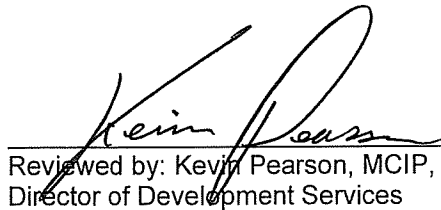
Staff note that as vehicular access will not be permitted to Shuswap Street, the site configuration presented by the applicant's preliminary site plan would not be feasible. Parking and access details eliminating access to Shuswap Street would be required with a Development Permit application. Parking areas are required to meet the standards specified in the Zoning Bylaw, including hard surfacing, grading, drainage, and delineation (painted lines) of parking spaces.

CONCLUSION

The proposed High Density - Residential (HR) OCP land use designation and R-5 zoning of the subject properties is consistent with OCP residential policy, and is therefore supported by staff.



Prepared by: Chris Larson, MCP
Planning and Development Officer

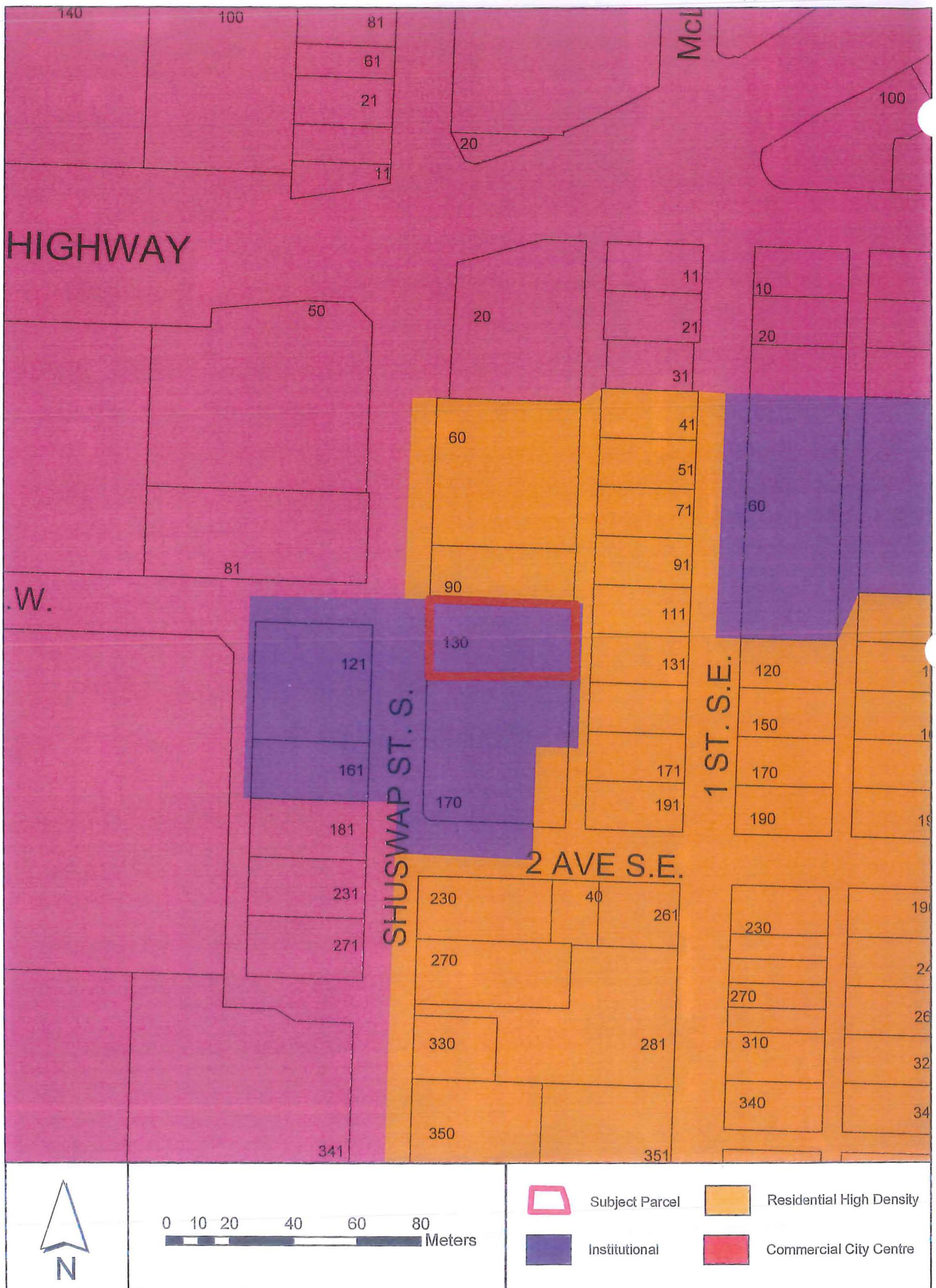

Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services

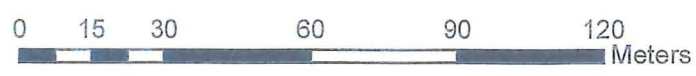
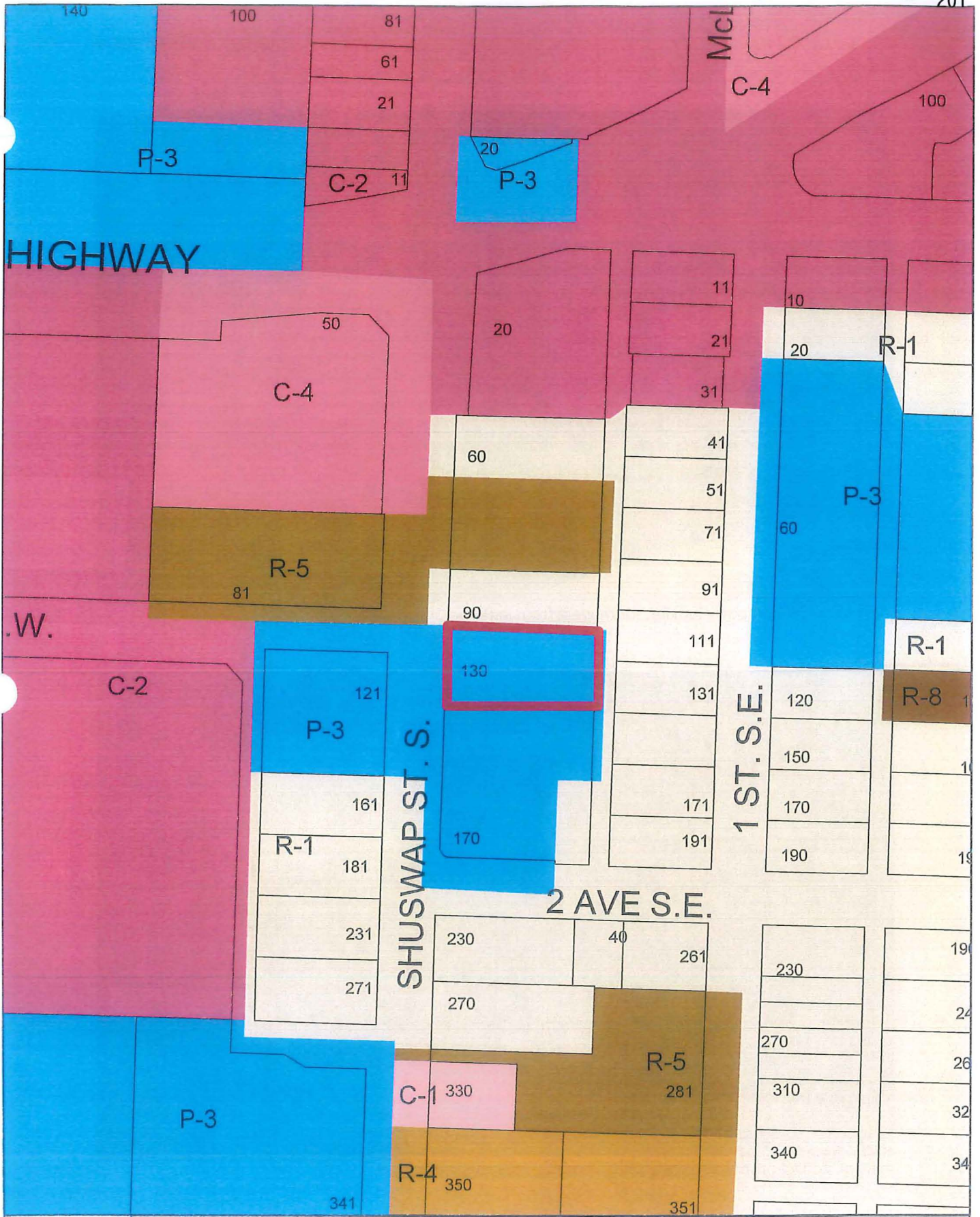


0 5 10 20 30 40 Meters



Subject Parcel







View of subject property looking south-west from lane.



View of subject property looking south-east from Shuswap Street.



Your File #: ZON-1153
eDAS File #: 2019-03817
Date: Jul/16/2019

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** ⁴³⁴⁷~~4346~~ for:
Lot 2, Section 14, Township 20, Range 10 W6M, KDYD, Plan 28506
130 Shuswap Street SE, Salmon Arm

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

It is recommended that the City of Salmon Arm consider imposing development cost charges towards intersection improvements with the Trans-Canada Highway, as warranted.

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 |
|---|
| Salmon Arm Area Office Bag 100 850C 16th Street NE Salmon Arm, BC V1E 4S4 Canada Phone: (250) 712-3660 Fax: (250) 833-3380 |

CITY OF SALMON ARM

*Memorandum from the
Engineering and Public
Works Department*

TO: Kevin Pearson, Director of Development Services
 DATE: 2 August 2019
 PREPARED BY: Chris Moore, Engineering Assistant
 OWNER: **Muto Holdings Ltd.** Inc. No. BC0235957, 381 HWY 97B NE,
 Salmon Arm, BC V1E 1X5
 SUBJECT: **OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION NO. OCP4000-39**
ZONING AMENDMENT APPLICATION FILE NO. ZON-1153
 LEGAL: Lot 2, Section 14, Township 20, Range 10, W6M KDYD, Plan 28506
 CIVIC: **130 Shuswap Street SE**

Further to your referral dated July 5 2019, we provide the following servicing information. **The following comments and servicing requirements are not conditions for OCP or Zoning Applications; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages.**

General:

1. Full municipal services are required as noted herein. Owner / Developer to comply fully with the requirements of the Subdivision and Development Services Bylaw No 4163. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with underground electrical and telecommunication wiring upon development.
4. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Owner / Developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. Erosion and Sediment Control measures will be required at time of construction. ESC plans to be approved by the City of Salmon Arm.
7. 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.
8. For the off-site improvements at the time of building permit the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of building permit approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION NO. OCP4000-39
ZONING AMENDMENT APPLICATION FILE NO. ZON-1153

2 August 2019

Page 2

Roads / Access:

1. Shuswap Street, 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).
2. Shuswap Street 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, street lighting and underground hydro and telecommunications. Owner / Developer is responsible for all associated costs.
3. The Lane on the subject properties eastern boundary, is designated as a Lane standard, requiring 7.3m road dedication (3.65m on either side of lane centerline). Available records indicate that 0.65m of additional road dedication is required (to be confirmed by a BCLS).
4. The Lane is currently constructed to a Lane standard. No upgrades are anticipated at this time.
5. As Shuswap Street is designated as an Arterial Road and is a significant connection between 10 Avenue and the TCH, no vehicular access onto Shuswap Street will be permitted.

Water:

1. The subject property fronts a 200mm diameter Zone 1 watermain on Shuswap Street. No upgrades will be required at this time.
2. The subject property is to be serviced by a single metered water service connection, installed in a pit at property line (as per Specification Drawing No. W-11), adequately sized to satisfy the proposed use. Water meter will be supplied by the City at the time of building permit, at the Owner / Developer's cost.
3. Records indicate that the existing property is serviced by a 19mm service from the 200mm diameter watermain on Shuswap Street. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
4. Fire protection requirements to be confirmed with the Building Department and Fire Department.

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on Shuswap Street and partially fronts a 150mm diameter sanitary sewer on the Lane on the east property line. Upgrading this sanitary 150mm diameter sewer to 200mm diameter is required.

Appendix 8: Engineering Comments
OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION NO. OCP4000-39
ZONING AMENDMENT APPLICATION FILE NO. ZON-1153

2 August 2019

Page 3

2. The subject property 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 is responsible for all associated costs.
3. Records indicate that the existing property is serviced by a 100mm service from the sanitary sewer located in the Lane on the eastern property line. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Drainage:

1. The site does not front on an enclosed storm sewer system.
2. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
3. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
4. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The subject property shall be serviced by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer is to identify a suitable existing City storm sewer to receive the proposed discharge from the development and offsite extension of the City storm sewer will be required. 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.



Chris Moore
Engineering Assistant



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



Sept 13, 2019

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

Attention: Kevin Pearson
Director of Development Services

Dear Sir:

Re: OCP Amendment Application No OCP4000-39

The Salmon Arm Economic Development Society (SAEDS) Board of Directors has reviewed the information for the above-noted OCP Amendment Referral to amend the OCP designation of the property located at 130 Shuswap Street SE, Salmon Arm, from Industrial to High Density Residential. The Board has no objections to the application, based on the information provided.

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

Sincerely,

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

Lana Fitt, Economic Development Manager
Salmon Arm Economic Development Society

CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Monday, October 28, 2019 at 7:00 p.m.

2) Proposed Amendment to Zoning Bylaw No 2303:

Proposed Rezoning of Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 10397 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone)

Civic Address: 870 - 10 Street NE

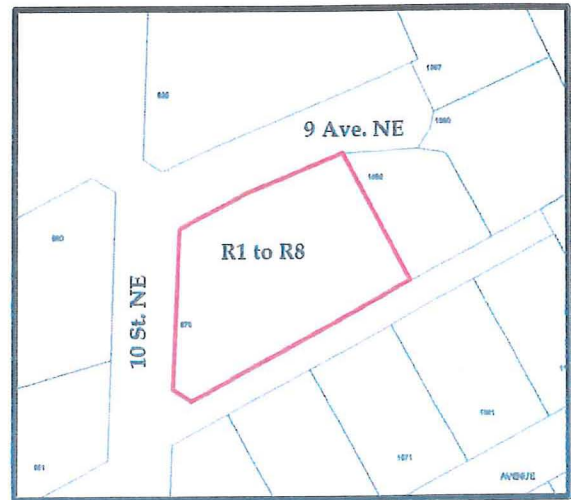
Location: Northeast of intersection 8 Avenue NE and 10 Street NE

Present Use: Single Family Dwelling

Proposed Use: Single Family Dwellings with Secondary/Detached Suites

Owner / Applicant: Nova Capital Ltd./I. McDiarmid

Reference: ZON-1156/ Bylaw No. 4351



The files for the proposed bylaws is available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from October 16 to October 28, both inclusive, in the office of the Corporate Officer at City Hall, 500 - 2 Avenue NE.

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

Erin Jackson, Director of Corporate Services

Item 22.3/23.3



To: His Worship Mayor Harrison and Members of Council

Date: October 8, 2019

Subject: Zoning Bylaw Amendment Application No. 1156

Legal: Lot A, Section 13, Township 20, Range 10, W6M KDYD, Plan 10397

Civic Address: 870 – 10 Street NE

Owner/Applicant: Nova Capital LTD. / McDiarmid, I.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 10397 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 & Infrastructure approval.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 870 – 10 Street NE (Appendix 1 and 2) and is under subdivision application (SUB-19.18) to create one new lot and a remainder. A proposed sketch plan of the subdivision (Appendix 3) has been provided. The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the development a *secondary suite* on each of the proposed parcels.

BACKGROUND – SECONDARY SUITES

The parcel is designated High Density Residential in the City's Official Community Plan (OCP), and zoned Single Family Residential (R-1) in the Zoning Bylaw (Appendix 4 & 5). The subject parcel is located in the downtown residential neighbourhood close to McGuire Lake Park and the hospital, largely comprised of R-1 zoned parcels (as well as some R-4 and R-7 parcels) containing single family dwellings. There are currently five R-8 zoned parcels within the proximity of the subject parcel. If a high density residential development and zoning were proposed, the maximum number of dwelling units permitted with R-5 Zoning would be 15 units on the existing 1,555 m² parcel, assuming gross parcel area.

With subdivision, the existing single family dwelling would be retained on the proposed Remainder Lot, while a new parcel would be created as shown in the attached sketch plan (Appendix 3). Site photos are attached as Appendix 6.

Also with subdivision, a 455 square metre new parcel would have potential to meet the conditions for the development of a *secondary suite* within a new single family dwelling (but not a *detached suite*), while the 1,100 square metre Remainder may have potential to meet the conditions for the development of a *detached suite*. These parcel areas referred to are conceptual at this stage and do not factor in required road and lane dedications.

COMMENTSMOTI

Preliminary approval has been granted.

Engineering Department

No concerns with rezoning. Full comments to be provided with application SUB-19.18.

Building Department

Building Permit required and BC Building Code requirements must be met to construct a *secondary suite*.

Fire Department

No concerns.

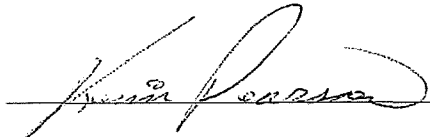
Planning Department

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 a *detached suite*, with sufficient space for additional off-street parking stalls.

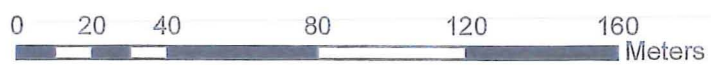
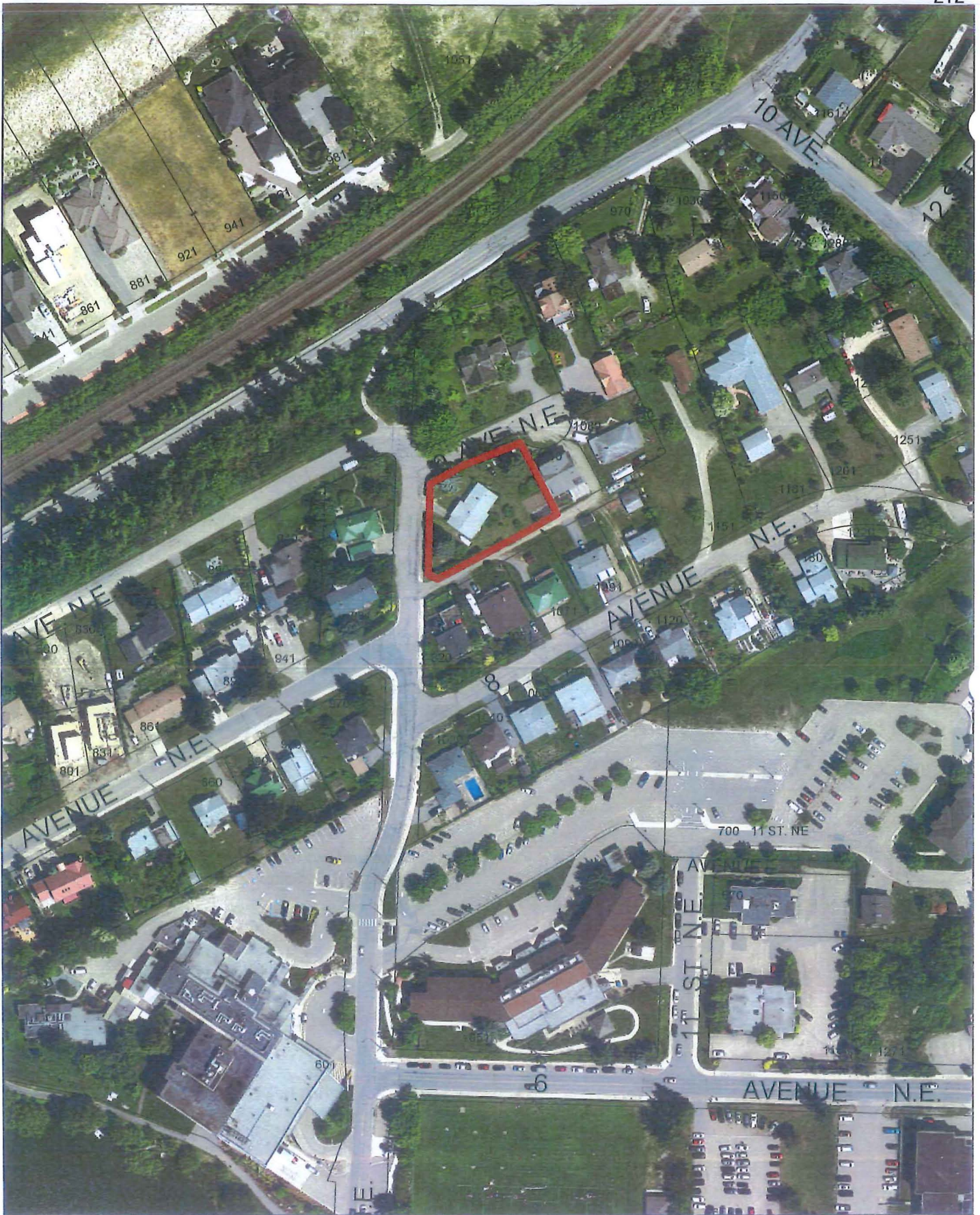
While the parcel is well suited to a higher density residential development ideally with R-4 or R-5 zoning, the proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. Any new development will require a building permit and will be subject to the Subdivision and Development Servicing Bylaw, applicable Development Cost Charges, as well as meeting Zoning Bylaw and BC Building Code requirements.



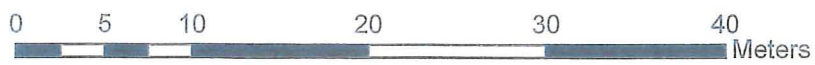
Prepared by: Chris Larson, MCP
Planning and Development Officer




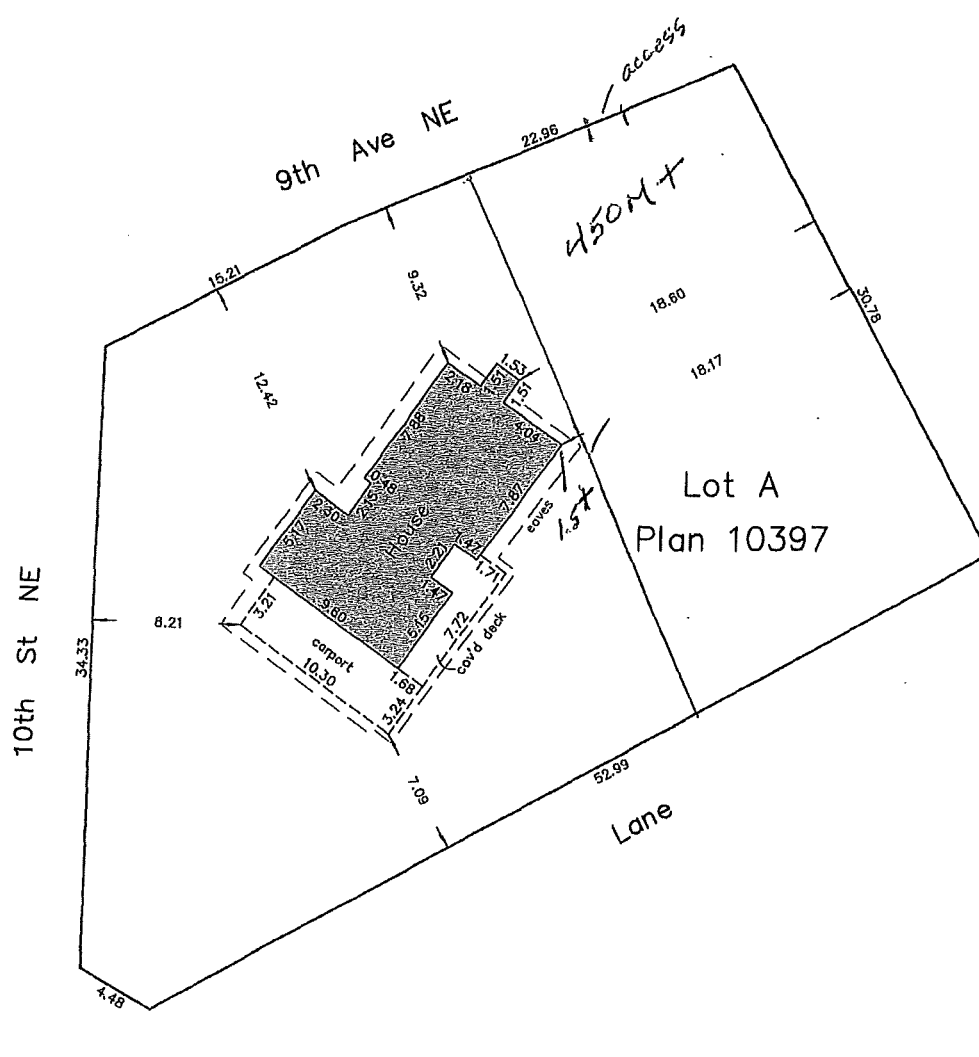
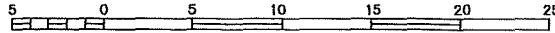
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services

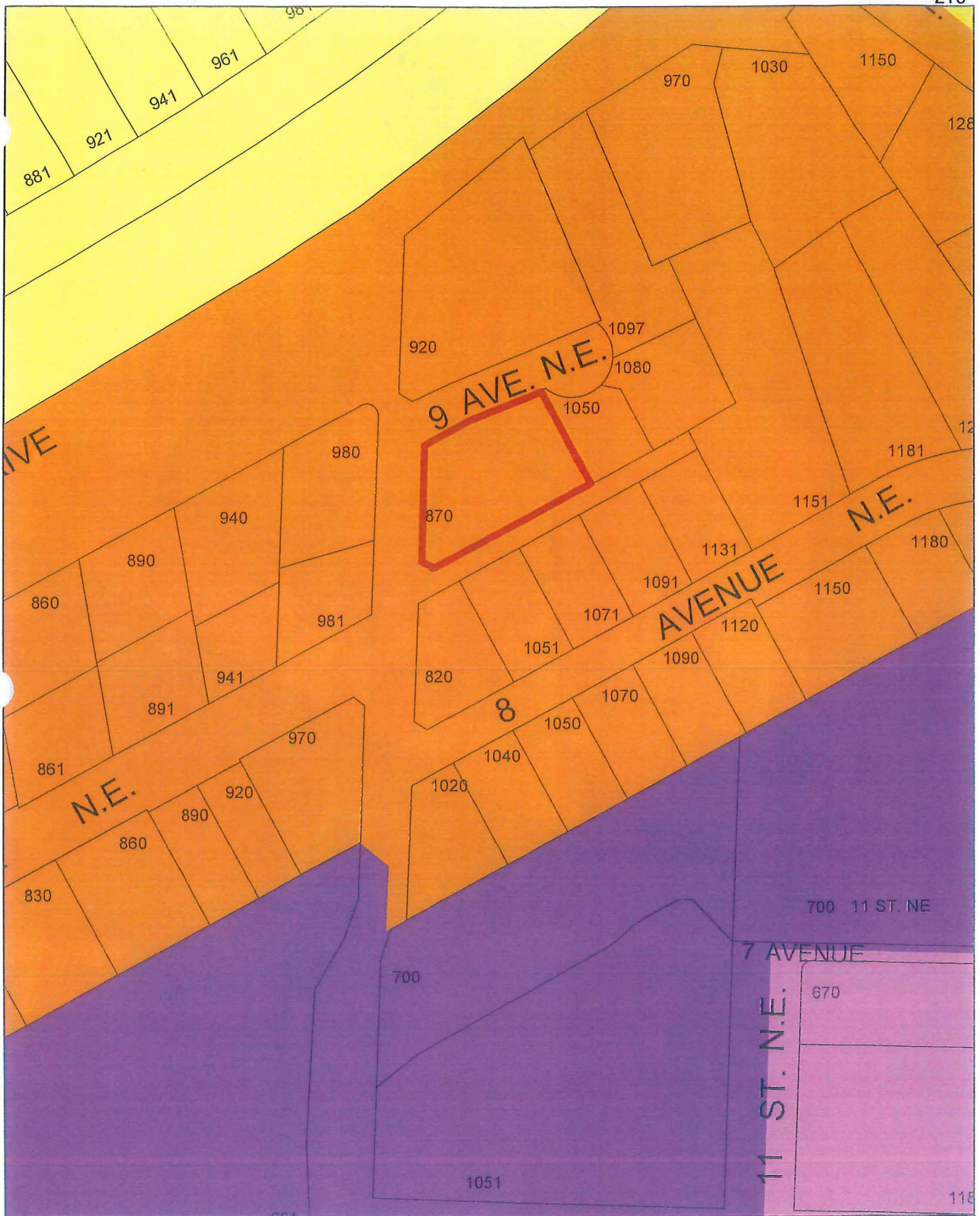


Subject Parcel








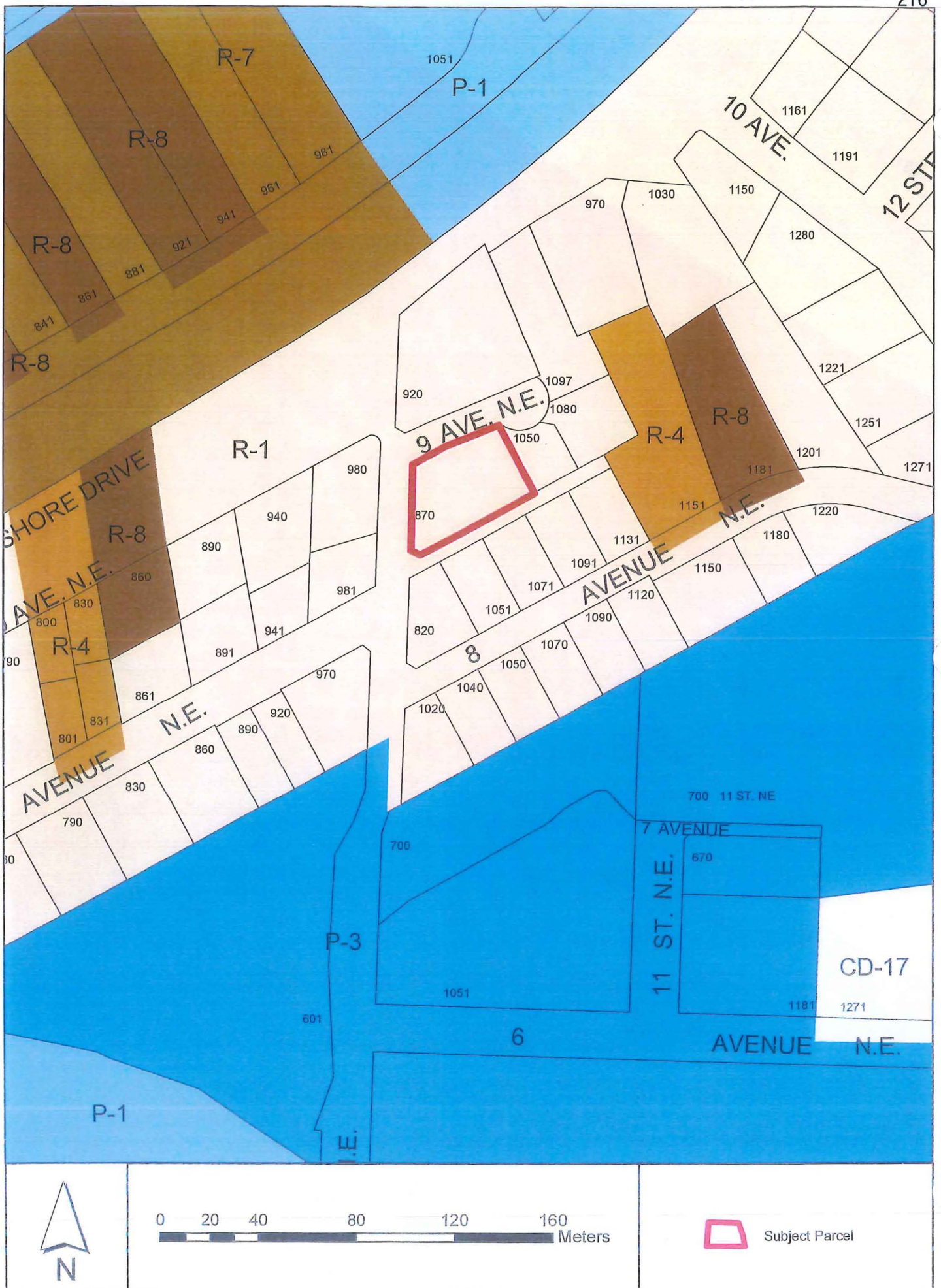
Appendix 3: Proposed Subdivision Concept

| | |
|---|---|
|  | BRITISH COLUMBIA AND CANADA LANDS Box 362, Solmon Arm, B.C. V1E 4N5 250-832-9701 office@brownejohnson.com |
| BC LAND SURVEYOR'S BUILDING LOCATION CERTIFICATE | |
| To: Ian McDermid 726 Abbington Lane Tappen, BC V0E 2X3 | Re: Lot A, S 13, Tp 20, R 10, W6M, KDYD, Plan 10397 Parcel Identifier (PID): 009-578-315 Civic Address: 870 10th St NE, Solmon Arm |
| List of documents registered on title which may affect the location of improvements: <p style="text-align: center;">None</p> | |
|  | |
| <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Scale 1:250</p>  <p>All distances are in metres. Dimensions derived from field measurements.</p> </div> <div style="width: 50%;"> <p>Offsets from property line to building are measured from the siding.</p> </div> </div> | |
| <p>The signatory accepts no responsibility or liability for any damages that may be suffered by a third party as a result of any decisions made, or actions taken based on this document.</p> <p>This plan was prepared for application purposes and is for the exclusive use of our client. This document shows the relative location of the surveyed structures and features with respect to the boundaries of the parcel described above. This document shall not be used to define property boundaries.</p> <p>This building location certificate has been prepared in accordance with the Professional Reference Manual and is certified correct this 8th day of August, 2019.</p> | <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Mark Mason 88BCMC</p> </div> <div style="width: 50%;"> <p>Digitally signed by Mark Mason 88BCMC Date: 2019.08.12 09:57:49 -07'00'</p> </div> </div> <p style="text-align: right;">BCLS</p> |
| <p><small>COPYRIGHT © BROWNE JOHNSON 2019 LAND SURVEYORS</small></p> <p><small>All rights reserved. No person may copy, reproduce, transmit or alter this document in whole or in part without the prior written consent of BROWNE JOHNSON LAND SURVEYORS.</small></p> <p style="text-align: center;">THIS DOCUMENT IS NOT VALID UNLESS ORIGINALLY or DIGITALLY SIGNED.</p> <div style="display: flex; justify-content: space-between;"> <p><small>Our File: 362-19</small></p> <p><small>Fb: raw</small></p> </div> | |



0 10 20 40 60 80 Meters

- | | | | |
|---|--------------------------------------|---|--------------------------|
|  | Subject Parcel |  | Residential High Density |
|  | Institutional |  | Residential Low Density |
|  | Commercial - Highway Service/Tourist | | |





View of subject parcel looking southeast from 10 Street NE and 9 Avenue NE.



View northeast from 10 Street NE and 8 Avenue NE.

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CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Monday, October 28, 2019 at 7:00 p.m.

3) Proposed Amendment to Zoning Bylaw No 2303:

Proposed Rezoning of Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP86105 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

Civic Address: 531 - 5 Street SE

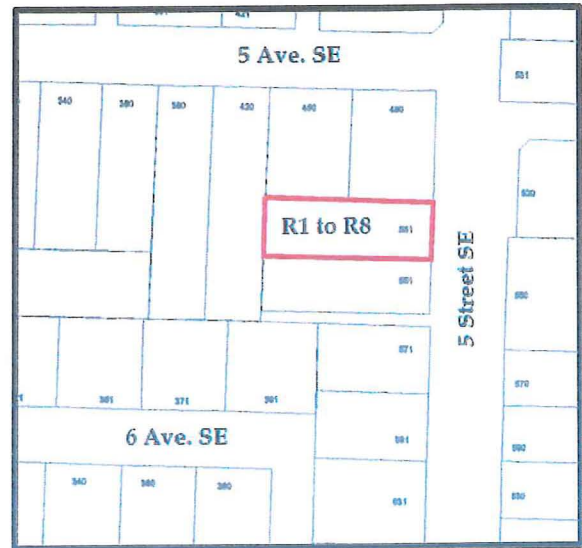
Location: South of the intersection at 5 Street SE and 5 Avenue SE on the West side of 5 Street SE

Present Use: Vacant land

Proposed Use: Single Family Dwelling with Secondary Suite

Owner / Applicant: Larson, A. & F.

Reference: ZON-1158/ Bylaw No. 4355



The files for the proposed bylaws is available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from October 16 to October 28, both inclusive, in the office of the Corporate Officer at City Hall, 500 - 2 Avenue NE.

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

Erin Jackson, Director of Corporate Services



To: His Worship Mayor Harrison and Members of Council

Date: September 29, 2019

Subject: Zoning Bylaw Amendment Application No. 1158

Legal: Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP86105

Civic: 531 5 Street SE

Owner/Applicant: Larson, A. & F.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP86105 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 & Infrastructure approval.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 531 5 Street SE (Appendix 1 and 2) and is currently vacant. The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the construction and use of a *secondary suite* in a new single family dwelling (Appendix 3).

BACKGROUND

The subject parcel is designated High Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 4 & 5). The subject parcel is located in the downtown residential area of the City (within Residential Development Area A, the highest priority area for development), south of City Hall and Fletcher Park, largely comprised of parcels containing single family dwellings and associated accessory buildings, as well as R-5 zoned parcels with larger multi-dwelling buildings. There are no R-8 zoned parcels within the vicinity of the subject parcel.

The subject parcel meets the conditions as specified to permit a *secondary suite* within the proposed R-8 zone, and at just under 700 square metres in area and 15 m in parcel width, it does not meet the requirements (minimum 700 square metres and 20 m wide) to permit a detached suite. Site photos are attached (Appendix 6). The intent of the applicant is to develop a conforming *secondary suite* within a new single family dwelling (Appendix 3).

Secondary Suites

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

COMMENTSMinistry of Transportation and Infrastructure

Preliminary approval has been granted.

Engineering Department

No engineering concerns.

Building Department

Building Permit required and BC Building Code will apply. No concerns with proposed zoning.

Fire Department

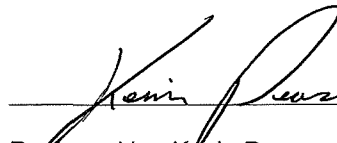
No concerns.

Planning Department

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



Prepared by: Chris Larson, MCP
Planner, Development Services



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



Subject Parcel



0 5 10 20 30 40 Meters



Subject Parcel

Site Plan of 531 5 St SE
 Lot 1, Sec 14, Tp 20, R10, W6M, KDYD
 Plan EPP86105

Property Lines
 45.783m
 91° 54' 08"
 55° 10"
 19° 7"
 15.227m
 1° 53' 20"
 46.001m
 91° 54' 43"

Setback Lines
 1.5m
 6m
 11' 3 3/4"
 9' 11 1/4"
 21' 3"
 21' 10"
 34' 7 1/2"
 12' 9 1/2"
 4' 9 1/2"
 49' 10"
 9' 7 13/16"
 20' 9 1/2"
 6m
 1.5m
 21' 10"
 34' 7 1/2"
 5' 9 1/2"

Separate entrance for proposed suite

Sanitary
Storm
Water
Driveway

5 St SE

Scale 1/16" = 1'

0 10 20 30 40

N

Site Location
 50° 41' 44.86" N
 119° 16' 47.3" W

Lot Area 698.7m²
Proposed Site Coverage 214.6m²
Propose 30.7% coverage

PROJECT
 531 5 ST SE

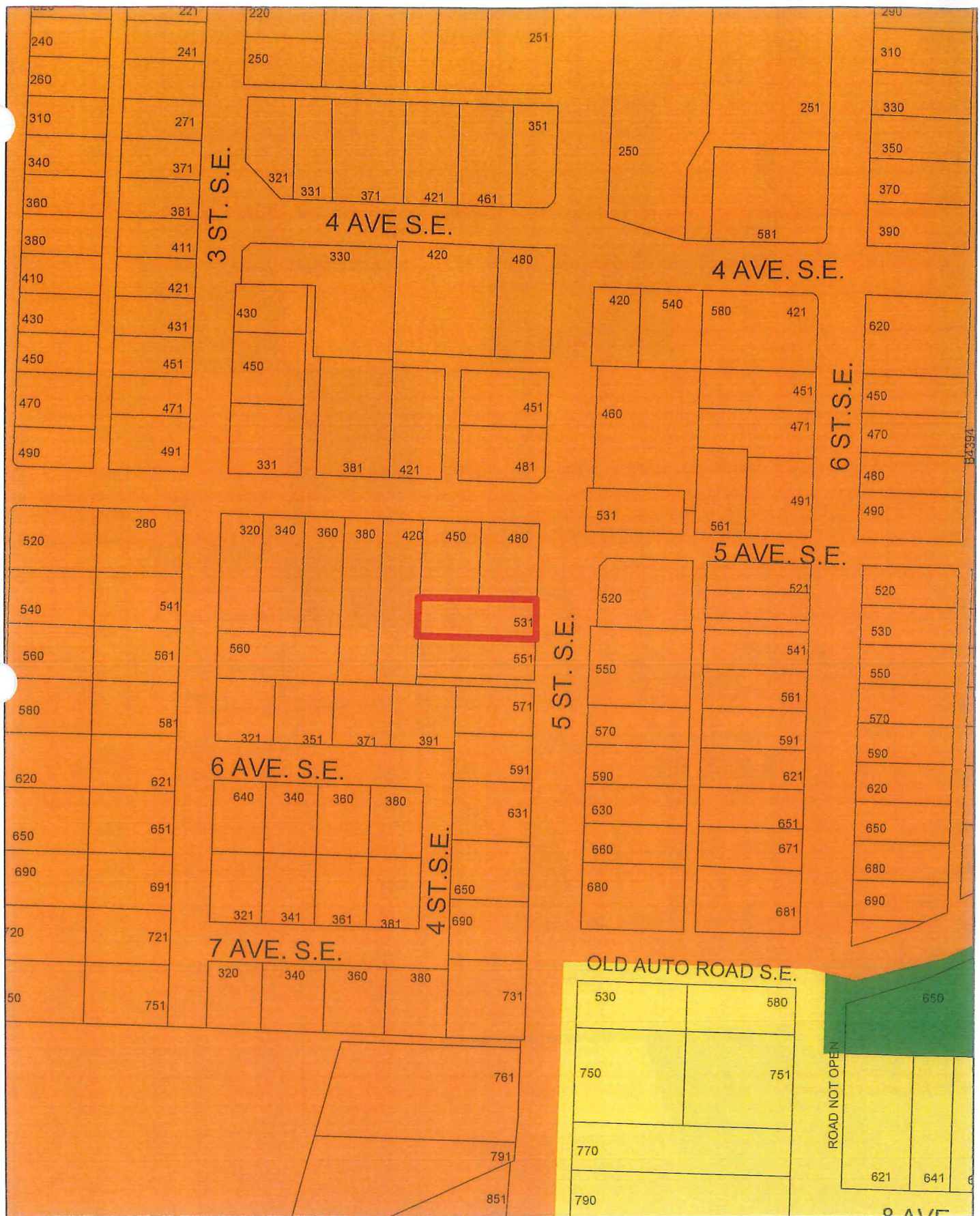
DESIGN BY
 ANDREW LARSON

CONTACT
 aflarson@telus.net
 250 803 9070

DATE
 2019-08-21

DRAWING
 Site Plan

SCALE
 1/16" = 1'



0 12.5 25 50 75 100 Meters



Subject Parcel



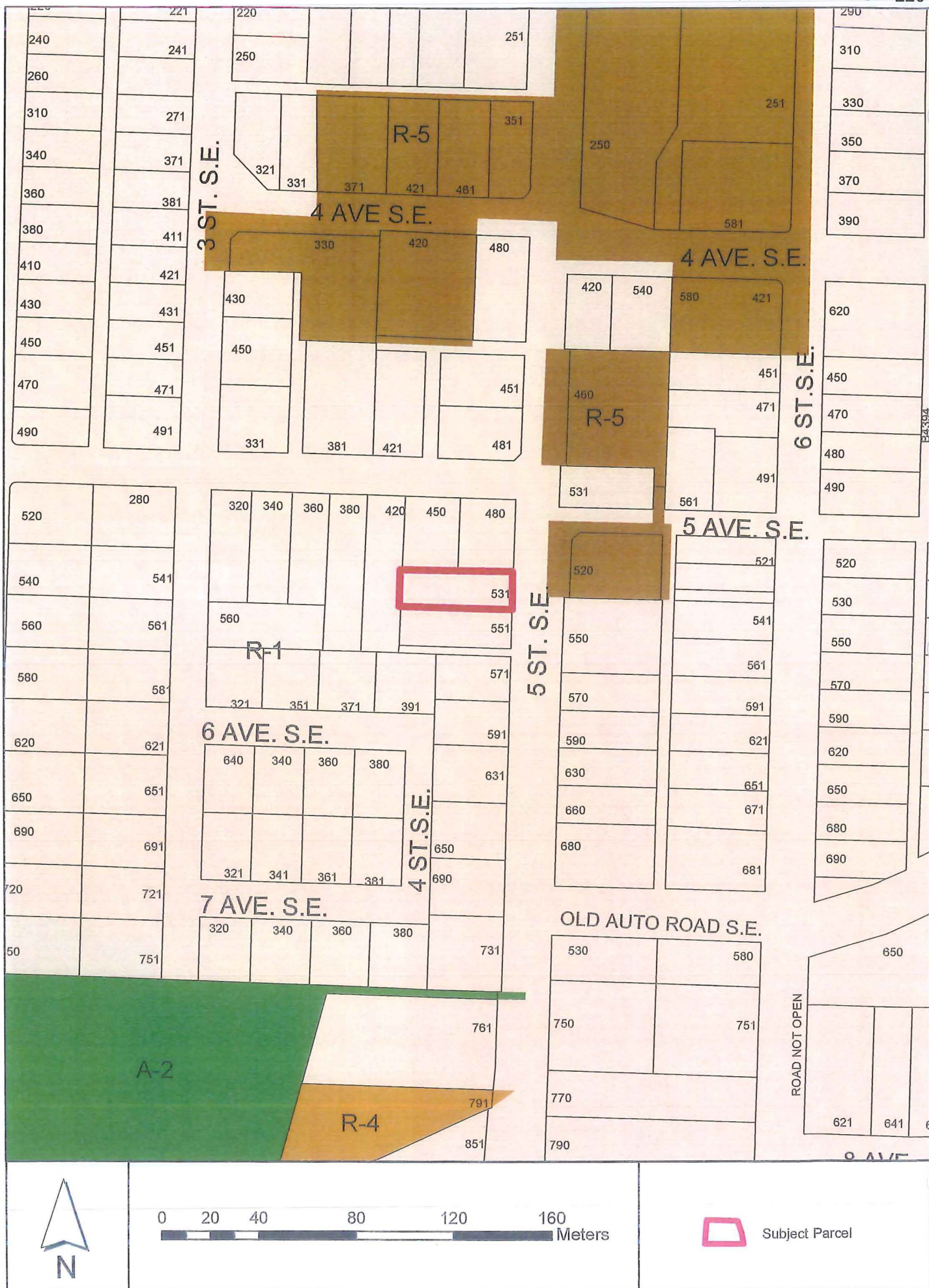
Residential High Density



Park



Residential Medium Density



Appendix 6: Site Photos



View of subject parcel looking southwest from 5 Street SE.



View of subject parcel looking northwest from 5 Street SE.

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Item 23.1

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4345 be read a third time.

[OCP4000-39; Muto Holdings Ltd.; 130 Shuswap Street SW; INS to HDR]

Vote Record

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

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

CITY OF SALMON ARM

BYLAW NO. 4345

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on _____, at the hour of 7:00 p.m. was published in the _____ and _____, 2019 issue of the Salmon Arm Observer;

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

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

1. "City of Salmon Arm Official Community Plan Bylaw No. 4000" is hereby amended as follows:

1. Re-designate Lot 2, Section 14, Township 20, Range 10, W6M, KDYD, Plan 28506 from INS (Institutional) to HDR (High Density Residential), as shown on Schedule "A" attached hereto and forming part of this bylaw;

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as “**City of Salmon Arm Official Community Plan Amendment Bylaw No. 4345**”.

READ A FIRST TIME THIS 9th DAY OF September 2019

READ A SECOND TIME THIS 15th DAY OF October 2019

READ A THIRD TIME THIS DAY OF 2019

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER



Item 23.2

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4347 be read a third time.

[ZON-1153; Muto Holdings Ltd.; 130 Shuswap Street SW; P-3 to R-5]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4347

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on _____, 2019 at the hour of 7:00 p.m. was published in the _____ and _____, 2019 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 2, Section 14, Township 20, Range 10, W6M, KDYD, Plan 28506 from P-3 (Institutional) to R-5 (High Density Residential) , as shown on Schedule "A" attached hereto and forming part of this bylaw;

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

City of Salmon Arm
Zoning Amendment Bylaw No. 4347

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4347"**

READ A FIRST TIME THIS 9th DAY OF September 2019

READ A SECOND TIME THIS 15th DAY OF October 2019

READ A THIRD TIME THIS DAY OF 2019

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

For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

ZON-1153

Subject Property

Trans Canada Highway

SHUSWAP ST. S.

2 AVE S.E.

1 ST. S.E.

50 m

100 ft

N

230

270

280

290

300

310

320

330

340

350

360

370

380

390

400

410

420

430

440

450

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Item 23.3

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4351 be read a third time.

[ZON-1156; Nova Capital. & McDiarmid, I.; 870 10 Street NE; R-1 to R-8]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4351

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on _____, 2019 at the hour of 7:00 p.m. was published in the _____ and _____, 2019 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 10397 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

City of Salmon Arm
Zoning Amendment Bylaw No. 4351

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4351"**

READ A FIRST TIME THIS 15th DAY OF October 2019

READ A SECOND TIME THIS 15th DAY OF October 2019

READ A THIRD TIME THIS DAY OF 2019

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

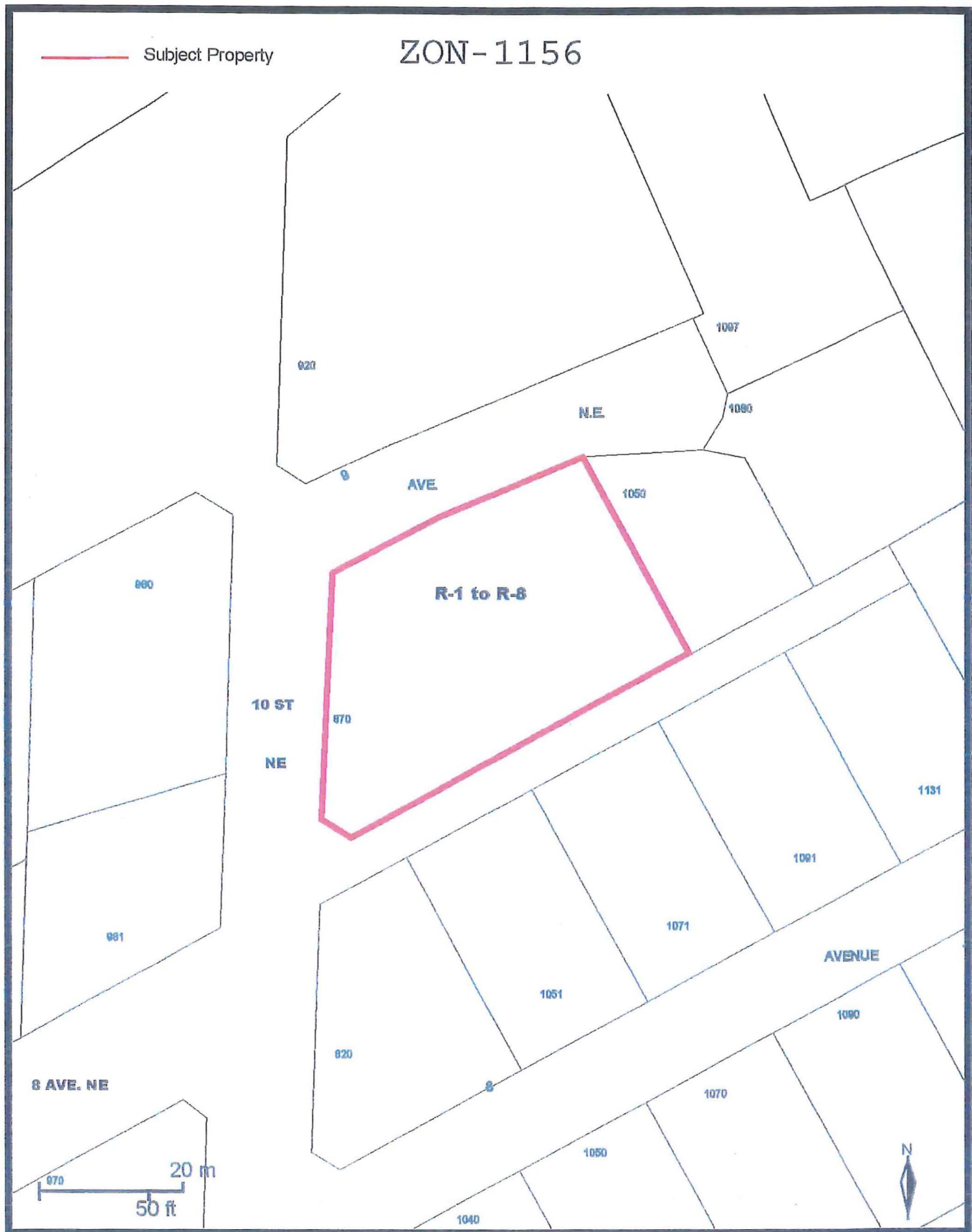
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 23.4

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4355 be read a third time.

[ZON-1158; Larson, A. & F.; 531 5 Street SE; R-1 to R-8]

Vote Record

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

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

CITY OF SALMON ARM

BYLAW NO. 4355

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on _____, 2019 at the hour of 7:00 p.m. was published in the _____ and _____, 2019 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP86105 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

City of Salmon Arm
Zoning Amendment Bylaw No. 4355

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4355"**

READ A FIRST TIME THIS 15th DAY OF October 2019

READ A SECOND TIME THIS 15th DAY OF October 2019

READ A THIRD TIME THIS DAY OF 2019

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

For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 25.

CITY OF SALMON ARM

Date: October 28, 2019

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of October 28, 2019, be adjourned.

Vote Record

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

Opposed:

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

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