

1. March 22, 2021 Agenda And Correspondence

Documents:

[MARCH 22, 2021 AGENDA.PDF](#)

[MARCH 22, 2021 CORRESPONDENCE.PDF](#)

1.1. Late Item 9.6 - Director Of Engineering & Public Works - WPCC Centrifuge Replacement

Documents:

[MARCH 22, 2021 - LATE ITEM 9.6.PDF](#)

## **AGENDA**

**City of Salmon Arm  
Regular Council Meeting**

**Monday, March 22, 2021  
1:30 p.m.**

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

| Page #  | Item # | Description  |
|---------|--------|--|
|         | 1.     | CALL TO ORDER  |
| 1 – 2   | 2.     | IN-CAMERA SESSION  |
|         | 3.     | ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY<br><i>We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.</i> |
|         | 4.     | ADOPTION OF AGENDA   |
|         | 5.     | DISCLOSURE OF INTEREST   |
|         | 6.     | CONFIRMATION OF MINUTES  |
| 3 – 20  | 1.     | Regular Council Meeting Minutes of March 8, 2021   |
|         | 7.     | COMMITTEE REPORTS  |
| 21 – 24 | 1.     | Development and Planning Services Committee Meeting Minutes of March 15, 2021  |
| 25 – 28 | 2.     | Court of Revision for the 2021 73 Avenue Water Main Extension Parcel Assessments Meeting Minutes of March 8, 2021  |
| 29 – 32 | 3.     | Court of Revision for the 2021 Transportation Parcel Tax Rolls Meeting Minutes of March 8, 2021  |
| 33 – 36 | 4.     | Court of Revision for the 2021 Water and Sewer Frontage Tax Rolls Meeting Minutes of March 8, 2021   |
|         | 8.     | COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE  |



9. **STAFF REPORTS**
  - 37 – 40 1. Director of Engineering and Public Works – Replacement UV Bulb Purchase – Wastewater Treatment
  - 41 – 56 2. Director of Development Services – Agricultural Land Commission Application No. ALC 404
  - 57 – 60 3. Director of Corporate Services – Licence Agreement for Airplane Hazard Beacon
  - 61 – 64 4. Director of Engineering and Public Works – Project Award – Canoe Sanitary Sewer Upgrade Projects
  - 65 – 76 5. Chief Financial Officer - COVID 19 Safe Restart Grant in Aid – Not-For-Profits
10. **INTRODUCTION OF BYLAWS**
  - 77 – 82 1. City of Salmon Arm Fire Prevention and Fire Department Amendment Bylaw No. 4454 – First, Second and Third Readings
11. **RECONSIDERATION OF BYLAWS**
12. **CORRESPONDENCE**
  - 83 – 84 1. Informational Correspondence
13. **NEW BUSINESS**
14. **PRESENTATIONS / DELEGATIONS**
  - 85 – 90 1. Presentation 3:30 – 3:45 p.m. (approximately)  
Barry Delaney & Julie Langham Wall – SASCU 2021 Report
  - 91 – 104 2. Presentation 3:45 – 4:00 p.m. (approximately)  
Cathy Peters - Human Trafficking
15. **COUNCIL STATEMENTS**
16. **SALMON ARM SECONDARY YOUTH COUNCIL**
17. **NOTICE OF MOTION**
18. **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**
19. **OTHER BUSINESS**
20. **QUESTION AND ANSWER PERIOD**

**7:00 p.m.**

| <b>Page #</b> | <b>Item #</b> | <b>Description</b>  |
|---------------|---------------|---|
|               | <b>21.</b>    | <b>DISCLOSURE OF INTEREST</b>   |
|               | <b>22.</b>    | <b>HEARINGS</b>   |
| 105 - 114     | 1.            | Development Variance Permit Application No. VP-526 [Jamieson, M. & J.; 2430 8 Avenue SE; Setback requirements]                          |
|               | <b>23.</b>    | <b>STATUTORY PUBLIC HEARINGS</b>  |
| 115 - 122     | 1.            | Zoning Amendment Application No. ZON-1199 [Burgi, M. & S.; 2891 25 Avenue NE; R-1 to R-8]   |
|               | <b>24.</b>    | <b>RECONSIDERATION OF BYLAWS</b>  |
| 123 - 126     | 1.            | City of Salmon Arm Zoning Amendment Bylaw No. 4439 [ZON-1199; Burgi, M. & S.; 2891 25 Avenue NE; R-1 to R-8] - Third and Final Readings |
|               | <b>25.</b>    | <b>QUESTION AND ANSWER PERIOD</b>   |
| 127 - 128     | <b>26.</b>    | <b>ADJOURNMENT</b>  |

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Item 2.

## CITY OF SALMON ARM

Date: March 22, 2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

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

### Vote Record

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

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

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Item 6.1

## CITY OF SALMON ARM

Date: March 22, 2021

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: the Regular Council Meeting Minutes of March 8, 2021, 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 held in the Council Chambers and by electronic means as authorized by Ministerial Order M192, at 1:30 p.m. and reconvened at 2:30 p.m. of the City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia on Monday, March 8, 2021.

### PRESENT:

Mayor A. Harrison  
 Councillor D. Cannon  
 Councillor C. Eliason (participated remotely)  
 Councillor K. Flynn  
 Councillor T. Lavery (participated remotely)  
 Councillor S. Lindgren  
 Councillor L. Wallace Richmond (participated remotely) (entered the meeting at 2:45 p.m.)

Chief Administrative Officer C. Bannister  
 Director of Engineering & Public Works R. Niewenhuizen  
 Director of Corporate Services E. Jackson  
 Director of Development Services K. Pearson  
 Chief Financial Officer C. Van de Cappelle (participated remotely)  
 Manager of Permits & Licensing M. Roy  
 Recorder C. Simmons

### 1. CALL TO ORDER

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

### 2. IN-CAMERA SESSION

0146-2021

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

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:30 p.m.  
 Council returned to Regular Session at 2:21 p.m.  
 Council recessed until 2:31 p.m.

### 3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

#### 4. REVIEW OF AGENDA

Addition under item 9.7 Director of Engineering and Public Works - WPCC Stage IV Expansion - Process selection

Additions under item 23.1

- M. Larose - email dated March 8, 2021 and petition - Zoning 700 30 Street NE - ZON-1183
- J. Kuna - email dated March 7, 2021 - Proposed Amendment to Zoning Bylaw No. 2303
- S. Moorhead and L. Common - letter dated March 7, 2021 - ZON-1183 700 30 Street NE
- A. Wiebe - email dated March 7, 2021 - ZON1183/Bylaw No. 4406

Additions under item 23.2/23.3

- J. Beatty - letter dated March 6, 2021 - Rezoning Application for Two Parcels from A2 Rural Holdings to M2 Light Industrial
- A. Morris and C. McAndrew, Salmon Arm Ecumenical KAIROS Committee - letter dated March 6, 2021 - Rezoning and exclusion from the Agricultural Land Reserve
- J. Henderson - letter dated March 8, 2021 - Proposed Amendment to Zoning Bylaw No 2303 Civic Address 4270 10 Avenue SE and 3831 20 Avenue SE

Additions under item 23.3

- T. Spence - email dated March 5, 2021 - Civic Address: 4270 10 Avenue SE - Proposed Amendment to Zoning Bylaw No. 2303
- V. Stevens - letter dated March 5, 2021 - Proposed Amendment to Zoning Bylaw No. 2303 Civic Address: 4270 10 Avenue SE
- C. Stevens - letter dated March 5, 2021 - Proposed Amendment to Zoning Bylaw No. 2303
- K. Smith - email dated March 8, 2021 - Rezoning of 4270 10 Ave SE to Light Industrial
- J. Wiebe - email dated March 7, 2021 - Petition Re: Little Mountain Rezoning
- C. Spence - letter dated March 7, 2021 - Rezoning of 4270 10 Avenue SE to M2 (Light Industrial)
- S. Wiebe - email dated March 7, 2021 - Add my name to the petition against rezoning the 10 Ave SE to light industrial
- J. Wiebe - email dated March 7, 2021 - rezoning land in the ALR
- J. Wiebe - letter dated March 7, 2021 - Proposed amendment to Salmon Arm Zoning Bylaw No. 2303
- V. Rogers - email dated March 7, 2021 - Against the rezoning of 4270 10 ave SE
- S. Eden - email dated March 7, 2021 - Rezoning of 4270 10 Ave. SE
- B. Eden - email dated March 7, 2021 - Rezoning 4270 10 Ave SE
- V. Stevens - letter dated March 5, 2021 and petition - Proposed Amendment to Zoning Bylaw No. 2303

Additions under item 24.4

- C. Grover, on behalf of the concerned residents of the Village at 10<sup>th</sup> and 10<sup>th</sup> - letter dated March 2, 2020 - Zoning Application 10<sup>th</sup> Ave. SW, Salmon Arm
- E. Hollaus - email dated March 5, 2021 - Rezoning Application
- R. and M. Timoffee - letter dated March 3, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW
- J. and L. Sawatzky - letter dated March 5, 2021 - Proposed Amendment to Zoning Bylaw No. 2303
- D. and D. Titus - letter dated March 3, 2021 - Regarding Rezoning of Property on 10<sup>th</sup> Ave. SW
- F. Prunkle - letter dated March 6, 2021 - Re-zoning of property of 10<sup>th</sup> Ave SW
- D. Clarke - letter dated March 5, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW
- E. M. Houghton - letter dated March 3, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW

#### 4. REVIEW OF AGENDA – continued

Additions under item 24.4 – continued

- R. and E. Gawulik – letter dated March 4, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW
- H. and J. Harder – letter dated March 4, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW
- H. Maki – letter March 5, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW
- D. Lepine – letter dated March 4, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW
- H. Bettles – letter dated March 4, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW
- E. Zauer – letter dated March 4, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW
- M. Peterson – letter dated March 4, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW
- A. and M. Van Vugt – letter dated March 4, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW
- H. Nakrayko – letter dated March 3, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW
- E. Hollaus – letter dated March 3, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW
- G. and G. Steed – letter dated March 3, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW
- P. Archer – letter dated March 3, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW
- H. Norgaard – letter dated March 4, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW
- E. and L. Foltan – letter dated March 4, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW
- R. and R. Ulmer – letter dated March 3, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW
- E. and J. Weleschuk – letter dated March 3, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW
- J. Creasy – letter dated March 3, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW
- B. Shrch – letter dated March 3, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW
- V. Burton – email dated March 8, 2021 – Re Zoning of 1230, 1260, 1290 10 Ave SW Salmon Arm

#### 5. DISCLOSURE OF INTEREST

#### 6. CONFIRMATION OF MINUTES

##### 1. Regular Council Meeting Minutes of February 22, 2021

0147-2021

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: the Regular Council Meeting Minutes of February 22, 2021, be adopted as circulated.

CARRIED UNANIMOUSLY

#### 7. COMMITTEE REPORTS

##### 1. Development and Planning Services Committee Meeting Minutes of March 1, 2021

0148-2021

Moved: Councillor Cannon

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee Meeting Minutes of March 1, 2021 be received as information.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS - continued

2. Environmental Advisory Committee Meeting Minutes of February 19, 2021

0149-2021            Moved: Councillor Lindgren  
                          Seconded: Councillor Cannon  
                          THAT: the Environmental Advisory Committee Meeting Minutes of February 19, 2021, be received as information.

CARRIED UNANIMOUSLY

3. Greenways Liaison Committee Meeting Minutes of February 4, 2021

0150-2021            Moved: Councillor Flynn  
                          Seconded: Councillor Lavery  
                          THAT: the Greenways Liaison Committee Meeting Minutes of February 4, 2021, be received as information.

CARRIED UNANIMOUSLY

4. Social Impact Advisory Committee Meeting Minutes of February 19, 2021

0151-2021            Moved: Councillor Flynn  
                          Seconded: Councillor Cannon  
                          THAT: the Social Impact Advisory Committee Meeting Minutes of February 19, 2021, be received as information.

CARRIED UNANIMOUSLY

5. Downtown Parking Commission Meeting Minutes of February 23, 2021

0152-2021            Moved: Councillor Eliason  
                          Seconded: Councillor Lavery  
                          THAT: the Downtown Parking Commission Meeting Minutes of February 23, 2021, be received as information.

CARRIED UNANIMOUSLY

6. Active Transportation Task Force Meeting Minutes of March 1, 2021

0153-2021            Moved: Councillor Lavery  
                          Seconded: Mayor Harrison  
                          THAT: the Active Transportation Task Force Meeting Minutes of March 1, 2021, be received as information.

CARRIED UNANIMOUSLY

7. Community Heritage Commission Meeting Minutes of March 1, 2021

0154-2021            Moved: Councillor Cannon  
                          Seconded: Councillor Eliason  
                          THAT: the Community Heritage Commission Meeting Minutes of March 1, 2021, be received as information.

CARRIED UNANIMOUSLY

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE1. Board in Brief - February 2021

Received for information.

9. STAFF REPORTS1. Director of Development Services - Agricultural Land Commission Application No. ALC-403 [Miller, S./Lawson Engineering Ltd.; 2240 Highway 97B SE; Subdivision]

0155-2021

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: Agricultural Land Commission Application No. ALC 403 be authorized for submission to the Agricultural Land Commission.

The Mayor called three times for input.

Councillor Wallace Richmond entered the meeting at 2:45 p.m.

CARRIED

Councillors Eliason and Lindgren Opposed

2. Director of Development Services - Recommendation to File Notice of Infraction of Building Bylaw No. 3939 [Grigorjew, S.; 2240 26 Avenue NE]

0156-2021

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: a notice be filed against the title of Lot 1, Plan EPP30784, Section 24, Township 20, Range 10, W6M, KDYD, (2240 26 Avenue NE) pursuant to Section 57 of the Community Charter, as outlined in the staff report dated February 16, 2021.

CARRIED UNANIMOUSLY

3. Director of Engineering and Public Works - New Pump Purchase - Rotten Row Lift Station

0157-2021

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: Council approve the purchase of a new 20 HP Flygt Sewerage Pump for the Rotten Row Sewer Lift Station from Electric Motors & Pump Service Ltd., (EMPS) for the quoted total price of \$26,249.00 plus taxes as applicable;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in procurement of a new 20 HP Flygt Sewerage Pump to authorize sole sourcing of same to Electric Motors & Pump Service Ltd., (EMPS).

CARRIED UNANIMOUSLY

9. STAFF REPORTS – continued

4. Director of Engineering and Public Works - Hypo Generation Cell Replacement – Water Plant

0158-2021

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: Council approve the purchase of three Denora Clortec 75 PPD Electrolytic Cells at a price of \$23,540.00 per cell for the replacement of the existing cells on the sodium hypochlorite generator for a total cost of \$70,620.00 plus applicable taxes;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of the material and to authorize sole sourcing of same to the provincial distributor of this product, Centrix Control Solutions.

CARRIED UNANIMOUSLY

5. Director of Engineering and Public Works - Klahani Park Tennis & Basketball Courts Re-Surfacing

0159-2021

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: Council accept the quote received from Tomko Sports Systems Inc. to undertake the works to supply and install a new Tennis and Basketball Court Surface at Klahani Park in accordance with their quote price of \$57,000.00 plus taxes as applicable;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of the works to authorize sole sourcing to Tomko Sports Systems Inc.

CARRIED UNANIMOUSLY

6. Director of Engineering and Public Works – 2021/2022/2023 Crack Sealing Program – 3 Year Award

0160-2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: Council accept the bid of Sealtec Industries Ltd. in accordance with the unit prices quoted as specified in the Contract, estimated to be:

- 2021 - \$41,200.00 (roadway) and \$10,300.00 (Airport) plus taxes;
- 2022 - \$41,200.00 (roadway) and \$10,300.00 (Airport) plus taxes; and
- 2023 - \$41,200.00 (roadway) and \$10,300.00 (Airport) plus taxes.

CARRIED UNANIMOUSLY



9. STAFF REPORTS – continued7. Director of Engineering and Public Works - WPCC Stage IV Expansion – Process selection

0161-2021

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: Council award the AGS Pilot Study plant supply in relation to the Stage IV Water Pollution Control Centre Design project to Aqua-Aerobic Systems Inc. for the quoted total price of \$117,000.00 USD plus taxes as applicable estimated to be up to \$150,000.00 CAD including transportation costs;

AND THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement of the AGS Pilot Study plant supply to authorize sole sourcing of same to Aqua-Aerobic Systems Inc.

AND THAT: Council award the AGS Pilot Study Engineering Work in relation to the Stage IV Water Pollution Control Centre Design project to WSP Canada Inc. for the quoted total price of \$109,700.00 plus taxes as applicable;

AND THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement of the AGS Pilot Study to authorize sole sourcing of same to WSP Canada Inc.

CARRIED UNANIMOUSLY10. INTRODUCTION OF BYLAWS1. City of Salmon Arm Zoning Amendment Bylaw No. 4439 [ZON-1199 [Burgi, M. & S.; 2891 25 Avenue NE; R-1 to R-8] – First and Second Readings

0162-2021

Moved: Councillor Cannon

Seconded: Councillor Eliason

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4439 be read a first and second time.

CARRIED UNANIMOUSLY11. RECONSIDERATION OF BYLAWS12. CORRESPONDENCE1. Informational Correspondence5. S. Niven, Cystic Fibrosis Canada, British Columbia and Yukon Region – email dated February 25, 2021 – May is CF Awareness Month 2021

0163-2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: Council direct staff to place blue and/or green lights in the bollard at City Hall for the month of May 2021, recognition of Cystic Fibrosis Awareness Month.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE - continued

1. Informational Correspondence - continued

4. W. Laird, Chairperson, Salmon Arm Economic Development Society - letter dated February 26, 2021 - Community Recovery Advisor Grant - Letter of Support Request

0164-2021

Moved: Mayor Harrison

Seconded: Councillor Flynn

THAT: Council provide a letter of support to the Salmon Arm Economic Development Society for the Community Recovery Advisory Grant.

CARRIED UNANIMOUSLY

2. I. Sham, Deputy Manager, Columbia Shuswap Regional District - email dated March 1, 2021 - Council support for the Shuswap Search and Rescue Amendment Bylaw No. 5827, 2021

0165-2021

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the City of Salmon Arm support the enactment of the Columbia Shuswap Regional District Search and Rescue Grant-in-aid Service Amendment Bylaw No. 5827, 2021.

CARRIED UNANIMOUSLY

15. COUNCIL STATEMENTS

0166-2021

Moved: Mayor Harrison

Seconded: Councillor Flynn

THAT: Mayor and Council be authorized to attend the 2021 virtual Council of Forest Industries Convention.

CARRIED UNANIMOUSLY

The Meeting recessed at 3:26 p.m.

The Meeting reconvened at 3:45 p.m.

13. NEW BUSINESS

14. PRESENTATIONS

1. Jennifer Broadwell, Events and Membership Coordinator, Downtown Salmon Arm - Downtown Salmon Arm Highlights of 2020, Year End Presentation

Jennifer Broadwell, Events and Membership Coordinator, Lindsay Wong, Manager and Ron Langridge, Downtown Salmon Arm provided the financial and 2020 Highlights of Downtown Salmon Arm. They were available to answer questions from Council.

14. PRESENTATIONS - continued1. Jennifer Broadwell, Events and Membership Coordinator, Downtown Salmon Arm - Downtown Salmon Arm Highlights of 2020, Year End Presentation - continuedi. Chief Financial Officer - Business Improvement Area - 2021 Annual Budget and 2020 Revenue & Expense Statement - continued

0167-2021

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: Council approve the Business Improvement Area 2021 Budget and 2020 Financial Statements as presented.

CARRIED UNANIMOUSLY2. Amy Vallarino, Environmental Advisory Committee - The City of Salmon Arm is no place for Rodenticides

Amy Vallarino, member of the Environmental Advisory Committee provided a report on Rodenticides use and request to ban on City owned properties. She was available to answer questions from Council.

16. SALMON ARM SECONDARY YOUTH COUNCIL17. NOTICE OF MOTION18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS19. OTHER BUSINESS1. Rodenticides - Councillor Lindgren Notice of Motion from February 22, 2021

0168-2021

Moved: Councillor Lindgren

Seconded: Councillor Cannon

THAT: Council adopt the policy of introducing a complete ban on use of anticoagulant rodenticides on all City of Salmon Arm owned properties, with immediate effect;

AND THAT: Council directs staff to communicate this policy direction to residents and businesses, including information on the harmful impacts of anticoagulant rodenticides and the availability of more ecologically sustainable alternatives;

AND THAT: the Mayor write, on behalf of Council, to the provincial Minister of Environment, requesting that the Province of British Columbia introduce a province-wide ban on the use of anticoagulant rodenticides, to increase protection for wildlife species;

AND FURTHER THAT: the City of Salmon Arm incorporate humane practices in regards to pest control in all City of Salmon Arm owned properties.

CARRIED UNANIMOUSLY

20. QUESTION AND ANSWER PERIOD

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

The Meeting recessed at 4:47 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

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

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

21. DISCLOSURE OF INTEREST

22. HEARINGS

23. STATUTORY PUBLIC HEARINGS

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

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

Submissions were called for at this time.

M. Larose – email dated March 8, 2021 and petition – Zoning 700 30 Street NE – ZON-1183

J. Kuna – email dated March 7, 2021 – Proposed Amendment to Zoning Bylaw No. 2303

S. Moorhead and L. Common – letter dated March 7, 2021 – ZON-1183 700 30 Street NE

A. Wiebe – email dated March 7, 2021 – ZON1183/Bylaw No. 4406

J. Bear, TSL Developments, expressed disappointment with the inclusion of the potential future road development. He concluded that the development fits with the City's Official Community Plan.

23. STATUTORY PUBLIC HEARINGS - continued1. Zoning Amendment Application No. ZON-1183 [Edelweiss Properties Inc./TSL Developments; 700 30 Street NE; R-1 to R-4] - continued

M. Larose, 3070 8 Avenue NE, summarized his letter and spoke to safety concerns along 30<sup>th</sup> Street NE. He questioned if the signage requirements had been met.

J. Bear, TSL Developments, confirmed that signage was installed in accordance with the City regulations.

M. Larose, 3070 8 Avenue NE, spoke to safety concerns along 30<sup>th</sup> Street NE.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:36 p.m. and the next item ensued.

2. Zoning Amendment Application No. ZON-1192 [Mierau, B. & R/Laird, B.; 3831 20 Avenue SE; A2 to M2]

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

Submissions were called for at this time.

J. Beatty - letter dated March 6, 2021 - Rezoning Application for Two Parcels from A2 Rural Holdings to M2 Light Industrial

A. Morris and C. McAndrew, Salmon Arm Ecumenical KAIROS Committee - letter dated March 6, 2021 - Rezoning and exclusion from the Agricultural Land Reserve

J. Henderson - letter dated March 8, 2021 - Proposed Amendment to Zoning Bylaw No 2303 Civic Address 4270 10 Avenue SE and 3831 20 Avenue SE

B. Laird, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:39 p.m. and the next item ensued.

3. Zoning Amendment Application No. ZON-1192 [Charlton, S. & H. /Laird, B.; 4270 10 Avenue SE; A2 to M2]

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

Submissions were called for at this time.

J. Beatty - letter dated March 6, 2021 - Rezoning Application for Two Parcels from A2 Rural Holdings to M2 Light Industrial

A. Morris and C. McAndrew, Salmon Arm Ecumenical KAIROS Committee - letter dated March 6, 2021 - Rezoning and exclusion from the Agricultural Land Reserve

J. Henderson - letter dated March 8, 2021 - Proposed Amendment to Zoning Bylaw No 2303 Civic Address 4270 10 Avenue SE and 3831 20 Avenue SE

23. STATUTORY PUBLIC HEARINGS - continued

3. Zoning Amendment Application No. ZON-1192 [Charlton, S. & H. /Laird, B.; 4270 10 Avenue SE; A2 to M2] - continued

T. Spence - email dated March 5, 2021 - Civic Address: 4270 10 Avenue SE - Proposed Amendment to Zoning Bylaw No. 2303

V. Stevens - letter dated March 5, 2021 - Proposed Amendment to Zoning Bylaw No. 2303  
Civic Address: 4270 10 Avenue SE

C. Stevens - letter dated March 5, 2021 - Proposed Amendment to Zoning Bylaw No. 2303

K. Smith - email dated March 8, 2021 - Rezoning of 4270 10Ave SE to Light Industrial

J. Wiebe - email dated March 7, 2021 - Petition Re: Little Mountain Rezoning

C. Spence - letter dated March 7, 2021 - Rezoning of 4270 10 Avenue SE to M2 (Light Industrial)

S. Wiebe - email dated March 7, 2021 - Add my name to the petition against rezoning the 10 Ave SE to light industrial

J. Wiebe - email dated March 7, 2021 - rezoning land in the ALR

J. Wiebe - letter dated March 7, 2021 - Proposed amendment to Salmon Arm Zoning Bylaw No. 2303

V. Rogers - email dated March 7, 2021 - Against the rezoning of 4270 10 ave SE

S. Eden - email dated March 7, 2021 - Rezoning of 4270 10 Ave. SE

B. Eden - email dated March 7, 2021 - Rezoning 4270 10 Ave SE

V. Stevens - letter dated March 5, 2021 and petition - Proposed Amendment to Zoning Bylaw No. 2303

B. Laird, the applicant, was available to answer questions from Council.

V. Stevens, 4190 10 Avenue SE, provided an overview of his letter and spoke to disturbance of wildlife and nature, lack of infrastructure, increased traffic and agricultural use.

B. McCay, 4090 10 Avenue SE, spoke regarding water pressure concerns, lack of infrastructure and increased traffic.

T. Lund, 4211 10 Avenue SE, spoke in agreeance with neighbours concerns and to negative impact to neighbourhood and multiuse corridor.

J. Henderson, questioned if the Official Community Plan was still what Salmon Arm envisions for the neighbourhood and if infrastructure improvements are worth the development.



23. STATUTORY PUBLIC HEARINGS – continued3. Zoning Amendment Application No. ZON-1192 [Charlton, S. & H. /Laird, B.; 4270 10 Avenue SE; A2 to M2] – continued

Staff confirmed the following:

- A wildlife impact assessment is not required for development;
- Sewer will be managed onsite; and
- This development will not negatively impact water pressure in the area.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 8:06 p.m. and the next item ensued.

4. Zoning Amendment Application No. ZON-1200 [LST Ventures Ltd./West Urban Developments Ltd.; 1230, 1260 & 1290 10 Avenue SW; C-3 to C-2]

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

Submissions were called for at this time.

C. Grover, on behalf of the concerned residents of the Village at 10<sup>th</sup> and 10<sup>th</sup> – letter dated March 2, 2020 – Zoning Application 10<sup>th</sup> Ave. SW, Salmon Arm

E. Hollaus – email dated March 5, 2021 – Rezoning Application

R. and M. Timoffee – letter dated March 3, 2021 – Re-zoning on Property of 10<sup>th</sup> Ave SW

J. and L. Sawatzky – letter dated March 5, 2021 – Proposed Amendment to Zoning Bylaw No. 2303

D. and D. Titus – letter dated March 3, 2021 – Regarding Rezoning of Property on 10<sup>th</sup> Ave. SW

F. Prunkle – letter dated March 6, 2021 – Re-zoning of property of 10<sup>th</sup> Ave SW

D. Clarke – letter dated March 5, 2021 – Re-zoning on Property of 10<sup>th</sup> Ave SW

E. M. Houghton – letter dated March 3, 2021 – Re-zoning on Property of 10<sup>th</sup> Ave SW

R. and E. Gawuluk – letter dated March 4, 2021 – Re-zoning on Property of 10<sup>th</sup> Ave SW

H. and J. Harder – letter dated March 4, 2021 – Re-zoning on Property of 10<sup>th</sup> Ave SW

H. Maki – letter March 5, 2021 – Re-zoning on Property of 10<sup>th</sup> Ave SW

D. Lepine – letter dated March 4, 2021 – Re-zoning on Property of 10<sup>th</sup> Ave SW

H. Bettles – letter dated March 4, 2021 – Re-zoning on Property of 10<sup>th</sup> Ave SW

E. Zauer – letter dated March 4, 2021 – Re-zoning on Property of 10<sup>th</sup> Ave SW

M. Peterson – letter dated March 4, 2021 – Re-zoning on Property of 10<sup>th</sup> Ave SW

A. and M. Van Vugt – letter dated March 4, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW

H. Nakrayko – letter dated March 3, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW

E. Hollaus – letter dated March 3, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW

G. and G. Steed – letter dated March 3, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW

P. Archer – letter dated March 3, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW

H. Norgaard – letter dated March 4, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW

E. and L. Foltan – letter dated March 4, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW

R. and R. Ulmer – letter dated March 3, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW

E. and J. Weleschuk – letter dated March 3, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW

J. Creasy – letter dated March 3, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW

B. Shrch – letter dated March 3, 2021 - Re-zoning on Property of 10<sup>th</sup> Ave SW

V. Burton – email dated March 8, 2021 - Re Zoning of 1230, 1260, 1290 10 Ave SW Salmon Arm

S. Alexander, Director of Development, West Urban Developments, outlined the application including proposed changes resulting from public consultation and was available to answer questions from Council.

C. Grover, spoke on behalf of the residents at 10<sup>th</sup> and 10<sup>th</sup> and their concerns relating to property values, building height, access and egress of proposed development, proposed dumpster location, vehicle pollution, light and parking. She asked Council to consider a maximum height of three stories.

Staff advised that a restrictive covenant could limit building height and that a development agreement could include a minimum number of rental units.

S. Alexander, Director of Development, West Urban Developments, confirmed that garbage bins, parking, number and size of units could be addressed during the Development Permit. She confirmed that the applicant would be in favour of a covenant to set minimum number of rental units; however the proposed building would need to be similar in height to allow for density.

C. Grover, questioned why Council had not considered a maximum building height.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 8:44 p.m.

The Meeting recessed at 8:44 p.m.

The Meeting reconvened at 8:50 p.m.

24. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4406 [ZON-1183; Edelweiss Properties Inc./TSL Developments; 700 30 Street NE; R-1 to R-4] - Third Reading

0169-2021 Moved: Councillor Eliason  
Seconded: Councillor Flynn  
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4406 be read a third time.

Amendment:

Moved: Councillor Lavery  
Seconded: Councillor Eliason  
THAT: the developer provide a cash contribution of \$24,000.00 for future roadworks.

CARRIED UNANIMOUSLY

Motion as Amended:

CARRIED UNANIMOUSLY

2. City of Salmon Arm Zoning Amendment Bylaw No. 4428 [ZON-1192; Mierau, B. & R/Laird, B.; 3831 20 Avenue SE; A2 to M2] - Third Reading

0170-2021 Moved: Councillor Flynn  
Seconded: Councillor Cannon  
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4428 be read a third time.

CARRIED UNANIMOUSLY

3. City of Salmon Arm Zoning Amendment Bylaw No. 4441 [ZON-1192; Charlton, S. & H./Laird, B.; 4270 10 Avenue SE; A2 to M2] - Third Reading

0171-2021 Moved: Councillor Cannon  
Seconded: Councillor Wallace Richmond  
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4441 be read a third time.

CARRIED UNANIMOUSLY

4. City of Salmon Arm Zoning Amendment Bylaw No. 4440 [ZON-1200; LST Ventures Ltd./West Urban Developments Ltd.; 1230, 1260 & 1290 10 Avenue SW; C-3 to C-2] - Third Reading

0172-2021 Moved: Councillor Wallace Richmond  
Seconded: Councillor Cannon  
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4440 be read a third time.

CARRIED UNANIMOUSLY

25. QUESTION AND ANSWER PERIOD

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

26. ADJOURNMENT

0173-2021

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: the Regular Council Meeting of March 8, 2021, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:39 p.m.

CERTIFIED CORRECT:

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

Adopted by Council the            day of            , 2021.

\_\_\_\_\_  
MAYOR

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Item 7.1

## CITY OF SALMON ARM

Date: March 22, 2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee Meeting Minutes of March 15, 2021 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 by electronic means by Ministerial Order M192, on **Monday, March 15, 2021.**

### **PRESENT:**

Deputy Mayor D. Cannon  
 Councillor T. Lavery (participated remotely)  
 Councillor L. Wallace Richmond (participated remotely)  
 Councillor S. Lindgren (participated remotely)  
 Councillor K. Flynn (participated remotely)  
 Councillor C. Eliason (participated remotely)

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:**

Mayor A. Harrison

#### **1. CALL TO ORDER**

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

#### **2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY**

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

#### **3. REVIEW OF THE AGENDA**

#### **4. DISCLOSURE OF INTEREST**

#### **5. REPORTS**

1. **Development Variance Permit Application No. VP-526 [Jamieson, M. & J.; 2430 8 Avenue SE; Setback requirements]**

Moved: Councillor Lavery  
 Seconded: Councillor Wallace Richmond  
 THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-526 be authorized for issuance for Lot 24, Section 13, Township 20, Range 10, W6M, KDYD, Plan 28278 which will vary Zoning Bylaw No. 2303 as follows:

5. REPORTS - continued

1. Development Variance Permit Application No. VP-526 [Jamieson, M. & J.; 2430 8 Avenue SE; Setback requirements] - continued

- a) Section 6.11.1 – Front Parcel Line Setback reduction from 6.0 m to 3.0 m to accommodate an addition to the garage portion of the principal building.

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

CARRIED UNANIMOUSLY

2. Agricultural Land Commission Application No. ALC-404 [Franklin, J. & A.; 1240 60 Street NE; Non-Adhering Residential Use

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Agricultural Land Commission Application No. ALC-404 be authorized for submission to the Agricultural Land Commission.

J. Franklin, the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. FOR INFORMATION

7. CORRESPONDENCE

8. ADJOURNMENT

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee meeting of March 15, 2021, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:16 a.m.

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Deputy Mayor Debbie Cannon  
Chair

Minutes received as information by Council  
at their Regular Meeting of \_\_\_\_\_, 2021.

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Item 7.2

## CITY OF SALMON ARM

Date: March 22, 2021

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the Court of Revision for the 2021 73 Avenue Water Main Extension Parcel Assessments Meeting Minutes of March 8, 2021 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 COURT OF REVISION  
2021 73 AVENUE WATER MAIN  
EXTENSION PARCEL TAX ASSESSMENTS**

Minutes of the Court of Revision for the 2021 73 Avenue Water Main Extension Parcel Assessments held in the Council Chambers and by electronic means as authorized by Ministerial Order M192, at 7:00 p.m. on Monday, March 8, 2021.

**PRESENT:**

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

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

**1. CALL TO ORDER**

Mayor Harrison called the meeting to order at 7:01 p.m.

**2. ADMINISTRATION OF OATHS**

The oaths for Members of the Court of Revision, as required pursuant to the provisions of Section 204 of the Community Charter, were administered by the Corporate Officer.

**3. COURT OF REVISION FOR 2021 73 AVENUE WATER MAIN EXTENSION - APPEALS**

The Chief Financial Officer addressed the Court advising that no appeals had been received.

Mayor Harrison called for input from the public.

**4. AUTHENTICATION OF 2021 73 AVENUE WATER MAIN EXTENSION PARCEL TAX ASSESSMENT ROLL**

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: this 73 Avenue Water Main Extension Parcel Tax Assessment Roll, comprised of 6 parcels, is hereby confirmed by the Court of Revision of the City of Salmon Arm, and, except as may be amended on further appeal, is hereby certified to be the "73 Avenue Water Main Extension Parcel Tax Assessment Roll."

CARRIED UNANIMOUSLY

5. ADJOURNMENT

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the 2021 73 Avenue Water Main Extension Parcel Tax Court of Revision be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:02 p.m.

CERTIFIED CORRECT:

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

\_\_\_\_\_  
MAYOR

Received as information by Council  
on the    day of            , 2021.

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Item 7.3

## CITY OF SALMON ARM

Date: March 22, 2021

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the Court of Revision for the 2021 Transportation Parcel Tax Rolls Meeting Minutes of March 8, 2021 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 COURT OF REVISION** **2021 TRANSPORTATION PARCEL TAX ASSESSMENTS**

Minutes of the Court of Revision for the 2021 Transportation Parcel Tax Rolls held in the Council Chambers of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means as authorized by Ministerial Order M192, at 7:00 p.m. on Monday, March 8, 2021.

### **PRESENT:**

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

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

### **1. CALL TO ORDER**

Mayor Harrison called the meeting to order at 7:03 p.m.

### **2. ADMINISTRATION OF OATHS**

The oaths for Members of the Court of Revision, as required pursuant to the provisions of Section 204 of the Community Charter, were administered by the Corporate Officer.

### **3. COURT OF REVISION FOR TRANSPORTATION PARCEL TAX - APPEALS**

The Chief Financial Officer addressed the Court advising that no appeals had been received.

Mayor Harrison called for input from the public.

### **4. AUTHENTICATION OF 2021 TRANSPORTATION PARCEL TAX ASSESSMENT ROLL**

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: this Transportation Parcel Tax Assessment Roll, comprised of 8,590 parcels, is hereby confirmed by the Court of Revision of the City of Salmon Arm and, except as may be amended on further appeal, is hereby certified to be the "Transportation Parcel Tax Assessment Roll".

CARRIED UNANIMOUSLY

5. ADJOURNMENT

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the 2021 Transportation Parcel Tax Court of Revision be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:04 p.m.

CERTIFIED CORRECT:

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

\_\_\_\_\_  
MAYOR

Received as information by Council  
on the day of \_\_\_\_\_, 2021.

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Item 7.4

## CITY OF SALMON ARM

Date: March 22, 2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Court of Revision for the 2021 Water and Sewer Frontage Tax Rolls Meeting Minutes of March 8, 2021 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 COURT OF REVISION** **2021 WATER AND SEWER FRONTAGE ASSESSMENTS**

Minutes of the Court of Revision for the 2021 Water and Sewer Frontage Tax Rolls held in the Council Chambers of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means as authorized by Ministerial Order M192, at 7:00 p.m. on Monday, March 8, 2021.

**PRESENT:**

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

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

**1. CALL TO ORDER**

Mayor Harrison called the meeting to order at 7:04 p.m.

**2. ADMINISTRATION OF OATHS**

The oaths for Members of the Court of Revision, as required pursuant to the provisions of Section 204 of the Community Charter, were administered by the Corporate Officer.

**3. COURT OF REVISION FOR WATER AND SEWER - APPEALS**

The Chief Financial Officer addressed the Court advising that no appeals had been received.

Mayor Harrison called for input from the public.

**4. AUTHENTICATION OF 2021 WATER AND SEWER FRONTAGE TAX ASSESSMENT ROLL**

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: this frontage tax assessment roll, comprised of 7,317 properties for water and 6,357 for sewer, and representing a total taxable frontage of 703,554 feet for water and 487,898 feet for sewer, is hereby confirmed by the Court of Revision of the City of Salmon Arm and, except as may be amended on further appeal, is hereby certified to be the frontage tax assessment roll for Water and Sewer.

**CARRIED UNANIMOUSLY**

5. ADJOURNMENT

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the 2021 Water and Sewer Frontage Tax Court of Revision be  
adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:06 p.m.

CERTIFIED CORRECT:

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

\_\_\_\_\_  
MAYOR

Received as information by Council  
on the    day of            , 2021.

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Item 9.1

## CITY OF SALMON ARM

Date: March 22, 2021

Moved: Councillor

Seconded: Councillor

THAT: Council approve the purchase of 120 new UV bulbs for the Trojan UV 3000 Plus™ from Ramtech Environmental products, for the quoted total price of \$50,642.40 plus taxes and shipping as applicable;

AND THAT: the 2021 Budget contained in the 2021 – 2025 Financial Plan Bylaw be amended to reflect additional funding for the UV bulb purchase in the amount of \$10,000.00 funded from Future Sewer Expenditure;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of 120 new UV bulbs to authorize sole sourcing of same to Ramtech Environmental Products.

### Vote Record

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

Opposed:

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





File: 2021-10

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TO: His Worship Mayor Harrison and Members of Council  
FROM: Robert Niewenhuizen, Director of Engineering and Public Works  
PREPARED BY: Hart Frese, Chief Operator WWTP  
DATE: March 9, 2021  
SUBJECT: **REPLACEMENT UV BULB PURCHASE – WASTEWATER TREATMENT**

---

### **STAFF RECOMMENDATION**

**THAT:** Council approve the purchase of 120 new UV bulbs for the Trojan UV 3000 Plus™ from Ramtech Environmental Products, for the quoted total price of \$50,642.40 plus taxes and shipping as applicable;

**AND THAT:** The 2021 Budget contained in the 2021 - 2025 Financial Plan Bylaw be amended to reflect additional funding for the UV bulb purchase in the amount of \$10,000.00 funded from Future Sewer Expenditure;

**AND THAT:** The City's Purchasing Policy No. 7.13 be waived in the procurement of 120 new UV bulbs to authorize sole sourcing of same to Ramtech Environmental Products.

---

### **BACKGROUND**


The Trojan Ultra Violet 3000 Plus™ disinfection system was installed in late 2018. The system utilizes 4 banks of UV lights with each bank containing 30 bulbs. The life span of a bulb is approximately 12,000 hours and as a result the existing bulbs require replacement this year. The system normally runs on 2 banks but will automatically vary intensity and the number of banks running based on demand.

### **STAFF COMMENTS**

Although generic bulbs are available at a discount of approximately 15%, they come with an uncertainty as to the quality and durability. Additionally, the TrojanUV OEM bulbs come with warranty coverage and a free recycling program. For this reason, staff recommends the purchase of OEM bulbs from the TrojanUV western Canada representative company Ramtech Environmental Products. As such, staff views this as a sole source project under Policy No. 7.13 Section 3 whereby it is a non-competitive situation due to the proprietary nature of the TrojanUV bulbs. Delivery time for the bulbs approximately 3-4 weeks from time of award.

The 2021 major maintenance budget for this purchase was approved at \$50,000.00; however, the prices and shipping costs for the bulbs have increased since the original quote was sourced back in October 2020. The additional funds required can be taken from Future Sewer expenditure.

Respectfully submitted,



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Robert Nieuwenhuizen, AScT  
Director of Engineering and Public Works

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Item 9.2

## CITY OF SALMON ARM

Date: March 22, 2021

Moved: Councillor

Seconded: Councillor

THAT: Agricultural Land Commission Application No. ALC 404 be authorized for submission to the Agricultural Land Commission.

### Vote Record

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

Opposed:

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

# CITY OF SALMON ARM

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To: His Worship Mayor Harrison and Council

Date: March 10, 2021

Subject: Agricultural Land Commission Application No. ALC 404  
Non-Adhering Residential Use – Building a New Principal Residence While Occupying an Existing Residence

Legal: The South ½ of the South ½ of the South East ¼ of Section 20, Township 20, Range 9, W6M, KDYD, Except Plan B949, 39285 and KAP70592

Civic: 1240 60 St NE

Owner: J. & A. Franklin

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## STAFF RECOMMENDATION

**THAT: Agricultural Land Commission Application No. ALC 404 be authorized for submission to the Agricultural Land Commission.**

---

## PROPOSAL

The applicant is requesting permission to occupy an existing dwelling while constructing a new dwelling on the subject property. The subject property is within the Agricultural Land Reserve (ALR) and requires the issuance of a Non-Adhering Residential Use application.

## BACKGROUND

The subject property is located at 1240 60 St NE as shown in Appendices 1 and 2. The property is approximately 6.0ha in size and contains a single family dwelling and two accessory buildings. The property is almost entirely within the Agricultural Land Reserve (ALR) as shown on Appendix 3 with the applicant proposing to have the Agricultural Land Commission (ALC) approve the use of the existing residence while constructing the new residence. The proposed site plan and ALC application are attached as Appendix 4.

Changes made to the ALC Regulations in 2019 require lands owners to request specific permission for any residential unit in addition to the single residential unit permitted. An excerpt from the ALC Policy L-26 regarding these types of applications is attached as Appendix 5.

Type B Permits, issued by the City, are Second Dwelling Agreements that allow an owner to occupy an existing residence while constructing a second residence. The Agreement provides assurance that the existing unit will be decommissioned or demolished prior to completion of the new residence. In this instance, staff would require the issuance of a Type B Permit with the issuance of the Building Permit for the new residential unit. The applicant is required to provide a \$5000.00 security deposit and the permit is valid for 1 year. The owner is required to decommission or demolish the existing unit before the security is returned. A sample Second Dwelling Agreement and requirements for decommissioning a second dwelling are enclosed for information as Appendix 6.

Adjacent zoning and land uses include the following:

North: Rural Holding (A-2) – Single Family Dwelling and Agriculture  
 South: Rural Holding (A-2) – Single Family Dwelling and Agriculture  
 East: Rural Holding (A-2) – Single Family Dwelling and Agriculture  
 West: Rural Holding (A-2) – Single Family Dwelling and Agriculture



Agricultural Advisory Committee

The Agricultural Advisory Committee reviewed the application at their March 10, 2021 meeting and passed the following resolution:

THAT: The AAC recommends that Council forward ALC Application No. 401 for consideration.

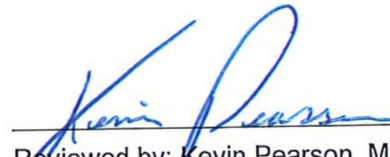
CONCLUSION

Type B Permits are regulated by the Zoning Bylaw and are used regularly to govern the demolition or decommissioning of existing residential units prior to the occupancy of a new unit on properties which permit one residential unit only. Staff note that the tools in place to enforce the Permits are sufficient and have no objections to the ALC implementing or enforcing ALC regulations in a similar manner. Staff support a review of this application by the ALC.

The risk is that owners sometimes want to keep the existing dwelling which leads to increased development in rural areas (i.e. subdivision, secondary residential/detached dwelling units), which is generally frowned upon.



Prepared by: Melinda Smyrl, MCIP, RPP  
Planner



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

44

# Subject Property Map

20 AVE. N.E.

80 ST. N.E.

10 AVE. N.E.

80 ST. N.E.

80 ST. N.E.

CHAMBERLAIN AVE.



- Subject Property
- Parcels



Ortho Map

60 S

240

1040

980



-  Subject Property
-  Parcels



46

ALR Map

1411

1412

1431

1541

1550

1641

1711

60 ST. N.E.

1740

1851

1871

1930

1930

2010

2100

221

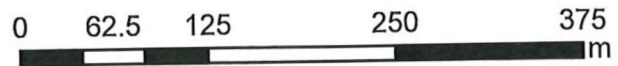
220

230

24

60 ST. N.E.

250



- Subject Property
- Parcels
- ALR





# Provincial Agricultural Land Commission - Applicant Submission

**Application ID:** 62300

**Application Status:** Under LG Review

**Applicant:** Jayme Franklin , Ava Franklin

**Agent:** Jayme Franklin

**Local Government:** City of Salmon Arm

**Local Government Date of Receipt:** 02/17/2021

**ALC Date of Receipt:** This application has not been submitted to ALC yet.

**Proposal Type:** Non-Adhering Residential Use - Additional Residence for Farm Use

**Proposal:** To replace the existing house by building a new one while we live in the existing one. As per City of Salmon Arm Bylaw, we will be bound to demolish the existing house after occupancy of the new house with a \$5000 deposit and Notarized agreement. This agreement is already notarized and included in the uploaded attachments.

## Agent Information

**Agent:** Jayme Franklin

**Mailing Address:**

1240 60 St NE

Salmon Arm, BC

V1E 1Y3

Canada

**Primary Phone:** (250) 832-5919

**Mobile Phone:** (250) 832-8380

**Email:** jayme@franklinengineering.ca

## Parcel Information

### Parcel(s) Under Application

#### 1. Ownership Type: Fee Simple

**Parcel Identifier:** 007-816-162

**Legal Description:** South 1/2 of the South of the South East 1/4 Section 20 Township 20 Range 9 W6M KDYD (Kamloops Div of Yale) EXCEPT Plan B949

**Parcel Area:** 5.7 ha

**Civic Address:** 1240 60 St NE

**Date of Purchase:** 07/24/2020

**Farm Classification:** No

**Owners**

#### 1. Name: Jayme Franklin

**Address:**

1240 60 St NE

Salmon Arm, BC

V1E 1Y3

Canada

**Phone:** (250) 832-5919

**Applicant:** Jayme Franklin , Ava Franklin

Cell: (250) 832-8380

Email: jayme@franklinengineering.ca

2. Name: Ava Franklin

Address:

1240 60 St NE

Salmon Arm, BC

V1E 1Y3

Canada

Phone: (250) 833-6454

Email: avamarina@gmail.com

---

### Current Use of Parcels Under Application

**1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).**

*The property has not been farmed for a very long time. The existing hayfield runs from the front West property line at the road up to about 40m from the back East property line. It is currently overgrown with weeds and even evergreen trees, which shows how long it has been unattended. It will require turning the entire field, seeding, and starting a new hay crop this spring, which should be able to be established within the year although higher production is expected the following year. The property is quite sloped, so we believe reviving hay is the best farming use for the property.*

**2. Quantify and describe in detail all agricultural improvements made to the parcel(s).**

*There's a hay barn in the back corner of the property, which is accessed via a road up the north edge of the property and then switchbacks near the top to overcome the grade and bank to get up to the barn's elevation. The barn is in the back corner as this is the least desirable agricultural land (steep). The lands to the West at the bottom of the parcel against 60th St. are less sloped and much better for farming. This is the reason we're proposing the new house up against the back slope of the property, just off the barn road, as opposed to beside 60th or the existing residence location. There are a couple of small sheds on the property and a larger shed which will all be removed with the existing house.*

**3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).**

*There's an existing house that we live in which is at the end of its life. It was originally built in 1930 and has received little attention ever since. There's no insulation, the roof requires replacement, and there is no foundation under three-quarters of the house.*

### Adjacent Land Uses

#### North

Land Use Type: Agricultural/Farm

Specify Activity: Haskap/Residential

#### East

Land Use Type: Residential

Specify Activity: Big House/Some grapes

#### South

Land Use Type: Residential

Specify Activity: Driveway to the East Lot

## West

**Land Use Type:** Agricultural/Farm

**Specify Activity:** Hay across 60th

## Proposal

### 1. What is the purpose of the proposal?

*To replace the existing house by building a new one while we live in the existing one. As per City of Salmon Arm Bylaw, we will be bound to demolish the existing house after occupancy of the new house with a \$5000 deposit and Notarized agreement. This agreement is already notarized and included in the uploaded attachments.*

### 2. Describe the necessity for an additional residence for farm use and how it will support agriculture in the short or long term.

*The existing house is not able to be salvaged. We recently bought the property with the understanding of it needing a new house but are living in the existing one for financial reasons until/while we can build a new house whilst bringing the farm back to life. There has been no farming on the property for some time and constructing a new house will allow us to retain the property and develop hay production. We will be demolishing the existing house, not converting it to non-residential use, as per the uploaded City agreement. Once the existing house is demolished, we will be converting the surrounding area back to agricultural use.*

### 3. Describe the size, type and number, as well as occupancy of all residential structures currently located on the property.

*There is one 1247sqft house that my family of 5 live in.*

### 4. What is the total floor area of the proposed additional residence in square metres?

*414 m<sup>2</sup>*

### 5. Describe the rationale for the proposed location of the additional residence.

*The location with the least impact on agriculture is at the back of the property, off the existing road, closer to the barn where it is steeper and less desirable to farm. This leaves the best agricultural land (less sloped land) at the front of the property for haying. The proposed new house location is as far back against the slope as possible due to the topography and still well within 60m from the back property line, as opposed to within 60m from the front property line. The front area is much better farmland and already hayfield.*

### 6. What is the total area of infrastructure necessary to support the additional residence?

*992m<sup>2</sup> - This area covers a short driveway off the existing road, the house, the garage, the septic system, and amenities.*

### 7. Do you need to import any fill to construct the additional residence or infrastructure?

*Yes*

## Proposal dimensions

**Total fill placement area (0.01 ha is 100 m<sup>2</sup>)** *0.1 ha*

**Maximum depth of material to be placed as fill** *0.3 m*

**Volume of material to be placed as fill** *200 m<sup>3</sup>*

**Estimated duration of the project.** *1 Years*

### Describe the type and amount of fill proposed to be placed.

*Driveway and turnaround area - 8" of 3" minus gravel and then 4" of 25mm crush for a finished gravel surface. Drain rock for perimeter drain around the footings. Not really sure how much fill is needed to*

*build a house but have double my estimate to make sure we are covered.*

**Briefly describe the origin and quality of fill.**

*A gravel pit 1.3km down the road. Sand and gravel mixture with a tiny bit of silt and trace clays for the driveway and screeded out rocks for drain rock on footings and radon rock under the slab.*

**Applicant Attachments**

- Agent Agreement-Jayme Franklin
- Other correspondence or file information-City Agreement
- Proposal Sketch-62300
- Certificate of Title-007-816-162

**ALC Attachments**

None.

**Decisions**

None.

## ALC - Policy L-26 (Excerpt)

**5.0 Building a New Principal Residence While Occupying an Existing Residence**

It is the Commission's preference that the original principal residence be removed prior to the construction of a new principal residence, so that the new principal residence can be constructed in the same location as the original residence, thus minimizing the impact on the land base. However, the Commission recognizes that in some circumstances this may not be feasible.

On October 23, 2019, the Commission delegated its decision-making authority to the CEO for NARU applications which propose to build a new residence while occupying an existing residence, when the proposal meets the criteria outlined in Appendix D.

**Role of the Local Government:**

Local governments must review NARU applications and either provide comments and recommendations for the Commission's consideration or, in some cases, authorize the application to proceed to the Commission: ALCA, ss. 25(3), 34(4)-(5). For applications in relation to settlement lands, the first nation government must authorize the application to proceed to the Commission: ALCA, s. 25(3.1).

An absence of local zoning bylaws does not relieve a landowner of complying with the restrictions in the ALCA and Agricultural Land Reserve Use Regulation (the "ALR Use Regulation").

Local government bylaws can be more restrictive of residential use of the ALR than the ALCA: ALCA, s. 46(6). The ALR Use Regulation identifies certain designated farm uses and permitted non-farm uses that local governments must not prohibit, but places no limitation on local government powers to prohibit or otherwise restrict residential uses of ALR land.

## Appendix D:

### CEO Delegated Decision-Making Criterion 17:

Non-Adhering Residential Use applications for building a new principal residence while occupying an existing residence that complies with the following criteria:

- i. At the time of the application there is only one residence on the parcel;
- ii. Siting\* of the new principal residence has a maximum 60 metre setback from the front lot line to the rear or opposite side of the total residential footprint, with the total residential footprint being a maximum of 2,000 m<sup>2</sup>. Lots narrower than 33 metres are exempted from the 60 metre maximum setback (for the total residential footprint) from the front lot line; however, the footprint must fill the front of the lot to a maximum of 2,000 m<sup>2</sup>; and,
- iii. Receipt/confirmation of the following within 30 days of the date of a decision to approve is issued:
  - a. registration of a restrictive covenant requiring the removal of the original residence;
  - b. a signed affidavit committing to removal of the original residence; and,
  - c. an ILOC sufficient to ensure removal of the original residence within 60 days of completion of the new principal residence.

\* The following exceptional circumstances may also be considered with respect to the siting of the new principal residence:

- a. Clustering with Existing Residential Structures: The clustering of the new principal residence with other existing non-agricultural uses on the parcel to limit the fragmentation of ALR land and avoid the restriction of agricultural activities.
- b. Commodity-Specific Needs: The strategic placement of the new principal residence to benefit or optimize the agricultural operation (e.g. monitoring of livestock on a large parcel).
- c. Topographic Features: Siting of the new principal residence as appropriate to reduce the use of potentially productive farming land for residential purposes (e.g. sited on a non-farmable area of the parcel).



#3293

## SCHEDULE "G-2"

TYPE "B" - SECOND DWELLING AGREEMENT

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

Dear Sir(s):

Re: Civic Address \_\_\_\_\_ Roll # \_\_\_\_\_  
Legal Description \_\_\_\_\_

It is my wish to construct a new single family residence on the above described property, but to reside in the existing residence during the construction period. Under the City of Salmon Arm Zoning Bylaw No. 2303, only one (1) single family residence is permitted per parcel. In order that I, \_\_\_\_\_, owner of the property, may obtain a building permit for the new residence from the building inspector, I hereby voluntarily agree to the following:

1. To submit to the City of Salmon Arm a performance bond by cash or certified cheque, or by an irrevocable letter of credit drawn upon a local chartered bank or local registered credit union for a period of one (1) year, the sum of five thousand dollars (\$5,000.00).
2. To conform to the requirements of Zoning Bylaw No. 2303 and all other municipal bylaws within one (1) year from the date of this agreement, or upon approval of the new residence for occupancy, whichever is earlier, by:

Check a) or b):

- ☐ a) conversion of the first residence to a permitted use building to the satisfaction of the building inspector, (requires a separate building permit for change of use) or;
- ☐ b) removal of the first residence to the satisfaction of the building inspector (requires a demolition permit).

Further it is my understanding that:

1. In the event of my failure to comply with the provisions of paragraph 2, within the specified time period, the City of Salmon Arm shall have the right to enter upon the land and to remove or demolish the first residence at my cost, drawing upon the deposit or letter of credit if necessary.
2. If my new residence is not completed within one (1) year, I have the right to reapply to the building inspector for an extension, not exceeding one (1) year, and conditional upon renewal of any letter of credit for a one (1) year period. Application fee is \$200; renewal prior to expiry is \$200.
3. Upon completion of the demolition or removal, or conversion to an accessory building to the satisfaction of the building inspector, any unused portion of my deposit will be refunded.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Witness (Notary Public)

\_\_\_\_\_  
Date

Information provided by this form may be subject to *Freedom of Information and Protection of Privacy Act* inquiries.

## DECOMMISSIONING DWELLING UNITS

This guide outlines the options and steps to be taken to decommission a *dwelling unit*.

All words printed in italics, in this guide, are defined in section 2 of Zoning Bylaw 2303. The following types of *dwelling units* are included in this guide:

- *Detached Suite*
- *Manufactured Home*
- *Mobile Home*
- *Secondary Suite*
- *Single Family Dwelling*

### HOW TO DECOMMISSION A STAND ALONE *DWELLING UNIT*:

This category includes a *detached suite*, *manufactured home*, *mobile home* and *single family dwelling*. The steps required to decommission a stand alone *dwelling unit* are as follows:

1. Apply for a building permit to decommission the dwelling unit (note that plumbing, electrical and gas permits may also be required). Note that the proposed decommissioned building must meet all Zoning Bylaw requirements. Once the required permits are issued, take the following additional steps:
2. The kitchen must be permanently removed. This includes removal of all kitchen sink(s), counter(s), cabinets and appliances.
3. All cooking facilities must be permanently removed. Any stove, oven and cooktop wiring and/or gas lines must be deactivated. This includes removal of all plugs and breakers and capping of all gas lines.
4. Arrange for all required inspections. Once all inspections are complete a Notice of Permit Completion will be issued.

Note that once a *mobile home* has been decommissioned it cannot be turned back into a *dwelling unit*.

### HOW TO DECOMMISSION A *SECONDARY SUITE*:

In order to decommission a *secondary suite* any one or combination of the following options may be chosen:

Option 1: Permanently remove all kitchen and cooking facilities.

Option 2: Permanently remove all bathroom fixtures.

Option 3: Create permanent opening(s) between the suite and the principal dwelling.

Steps involved for Option 1 to decommission a *secondary suite* by removing all kitchen and cooking facilities:

1. Apply for a building permit to decommission the dwelling unit (note that plumbing, electrical and gas permits may also be required). Once the required permits are issued, take the following additional steps:
2. The kitchen must be permanently removed. This includes removal of all kitchen sink(s), counter(s), cabinets and appliances.
3. All cooking facilities must be permanently removed. Any stove, oven and cooktop wiring and/or gas lines must be deactivated. This includes removal of all plugs and breakers and capping of all gas lines.
4. Arrange for all required inspections. Once all inspections are complete a Notice of Permit Completion will be issued.

Steps involved for Option 2 to decommission a *secondary suite* by removing all bathroom fixtures:

1. Apply for a building permit to decommission the dwelling unit (note that plumbing, electrical and gas permits may also be required). Once the required permits are issued, take the following additional steps:
2. Permanently remove all bathroom fixtures including toilets, showers, tubs, sinks and vanities, etc.
3. Arrange for all required inspections. Once all inspections are complete a Notice of Permit Completion will be issued.

Steps involved for Option 3 to decommission a *secondary suite* by creating permanent opening(s) between the suite and the principal dwelling:

1. Apply for a building permit to decommission the dwelling unit (note that plumbing, electrical and gas permits may also be required). Once the required permits are issued, take the following additional steps:
2. If there is no opening between the suite and principal dwelling habitable areas, an opening must be created. The minimum clear opening size is 32"wide x 78"high. If this is not possible, then Option 1 or 2 must be used to decommission the secondary suite.
3. If there is an existing doorway between the suite and principal dwelling habitable areas, the door, hinges, lock and frame must all be permanently removed.
4. Arrange for all required inspections. Once all inspections are complete a Notice of Permit Completion will be issued.

#### **APPLYING FOR A BUILDING PERMIT TO DECOMMISSION A DWELLING UNIT:**

An application for a building permit to decommission a dwelling unit includes:

- 1) A completed Building Permit Application Package
- 2) A State of Title Certificate issued within 3 months of building permit application date
- 3) Two (2) sets of drawings accurately dimensioned and drawn to scale, including the following:
  - Scale  $\frac{1}{4}" = 1'0"$  or metric equivalent
  - A floor plan of the entire floor area of the existing dwelling unit prior to decommissioning, plus any adjacent common areas, storage areas and principal dwelling areas, showing the use of all areas and spaces.
  - A floor plan of the entire floor area of the existing dwelling unit after proposed decommissioning, with the future intended use of all areas and spaces clearly indicated.
  - Other documentation, as may be required by the building inspector.

Item 9.3

## CITY OF SALMON ARM

Date: March 22, 2021

Moved: Councillor

Seconded: Councillor

THAT: Council agree to acquire the Licence for the term of 10 years from the Province over the land legally described as that part of the Northeast ¼ of Section 9, Township 20, Range 9, West of the Sixth Meridian, Kamloops Division of Yale District, and containing 0.25 hectares, for communication site purposes.

### Vote Record

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

Opposed:

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

**CITY OF**  
**SALMON ARM**

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TO: His Worship Mayor Harrison and Council  
DATE: March 12, 2021  
FROM: Erin Jackson, Director of Corporate Services  
PREPARED BY: Caylee Simmons, Executive Assistant  
SUBJECT: Licence agreements for Airplane Hazard Beacon

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**RECOMMENDATION:**

THAT: Council agree to acquire the Licence for the term of 10 years from the Province over the land legally described as that part of the Northeast 1/4 of Section 9, Township 20, Range 9, West of the Sixth Meridian, Kamloops Division of Yale District, and containing 0.25 hectares, for communication site purposes.

---

**BACKGROUND:**

In 2017, Council authorized staff to enter into an agreement for airplane hazard beacon site purposes with the Ministry of Forests, Lands and Natural Resource Operations for a period of ten (10) years, at an annual cost of \$200.00 plus GST. The Airport Navigational Beacon is located in the Larch Hills area, as shown on Appendix A.

To execute the agreement, the Ministry of Forests, Lands and Natural Resource Operations requires Council to adopt the staff recommendation.



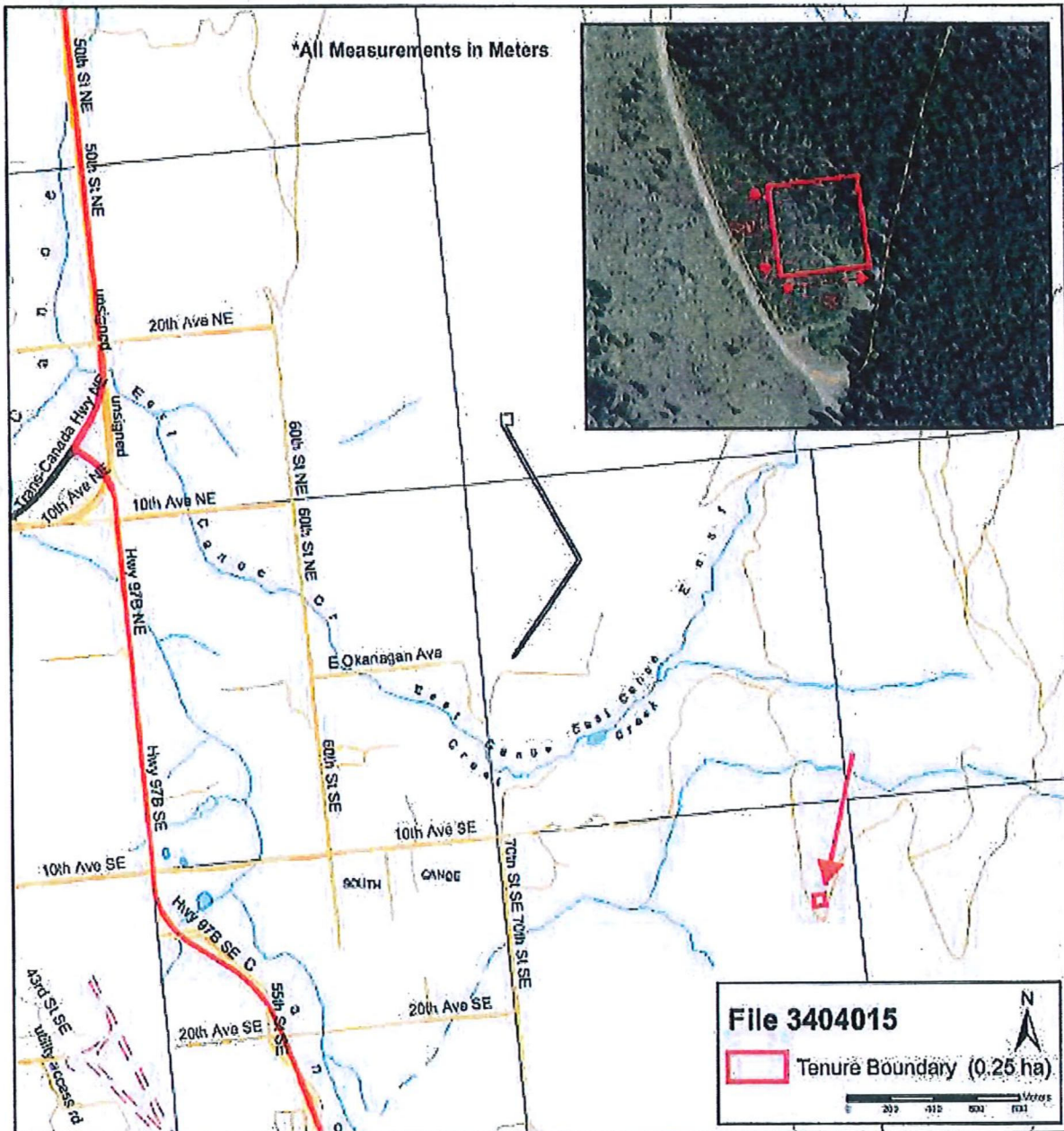
Erin Jackson  
Director of Corporate Services



## Appendix A

## LEGAL DESCRIPTION SCHEDULE

That part of the Northeast 1/4 of Section 9 Township 20 Range 9 West of the Sixth Meridian,  
Kamloops Division Yale District and containing 0.2500 hectares, more or less.



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## Item 9.4

## CITY OF SALMON ARM

Date: March 22, 2021

Moved: Councillor

Seconded: Councillor

THAT: the 2021 Budget contained in the 2021 - 2025 Financial Plan Bylaw be amended to reflect additional funding for the Sanitary Sewer - 70 Avenue New Interceptor project in the amount of \$40,000.00 funded from Unexpended Revenue in the Sanitary Sewer - 75 Avenue NE Replacement project;

AND THAT: Council approve the award of the Sanitary Sewer - 75 Avenue NE Replacement project to Mountain Side Earthworks Ltd. In accordance with the terms and conditions of their tender for Part 'A' works in the amount of \$205,018.33 plus taxes as applicable;

AND THAT: Council approve the award of the Sanitary Sewer - 70 Avenue New Interceptor project to Mountain Side Earthworks Ltd. In accordance with the terms and conditions of their tender for Part 'C' work in the amount of \$145,789.30 plus taxes as applicable.

**Vote Record**

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

Opposed:

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





File: 2020-38-41

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: March 15, 2021  
 SUBJECT: **PROJECT AWARD – CANOE SANITARY SEWER UPGRADE PROJECTS**

### **STAFF RECOMMENDATION**

**THAT:** The 2021 Budget contained in the 2021 - 2025 Financial Plan Bylaw be amended to reflect additional funding for the Sanitary Sewer - 70 Avenue New Interceptor project in the amount of \$40,000.00 funded from Unexpended Revenue in the Sanitary Sewer – 75 Avenue NE Replacement project;

**And That:** Council approve the award of the Sanitary Sewer – 75 Avenue NE Replacement project to Mountain Side Earthworks Ltd. in accordance with the terms and conditions of their tender for Part 'A' works in the amount of \$205,018.33 plus taxes as applicable;

**And That:** Council approve the award of the Sanitary Sewer – 70 Avenue New Interceptor project to Mountain Side Earthworks Ltd. in accordance with the terms and conditions of their tender for Part 'C' works in the amount of \$145,789.30 plus taxes as applicable.

### **BACKGROUND**

In 2020 design was completed for Canoe Sanitary Sewer Upgrades consisting of replacement of a 200mm AC Sanitary Sewer Main on 75 Ave NE, replacement of an existing AC Sanitary Sewer Main crossing CP Rail R/W and a Sanitary Bypass Interceptor at 70 Ave NE.

An invitation to tender was issued on February 9, 2021 and closed on March 4, 2021, at which time the City received five (5) compliant submissions, with results as follows:

| Company                              | Part 'A'<br>75 Ave NE | Part 'B'<br>CP rail x-ing | Part 'C'<br>70 Ave Int | Total Tender<br>Amount<br>(excl. taxes) |
|--------------------------------------|-----------------------|---------------------------|------------------------|---|
| <b>Mountain Side Earthworks Ltd.</b> | <b>\$ 205,018.33</b>  | <b>\$ 250,409.85</b>      | <b>\$ 145,789.30</b>   | <b>\$ 601,217.48</b>                    |
| D. Webb Contracting Ltd.             | \$ 255,525.00         | \$ 250,555.00             | \$ 159,750.00          | \$ 665,830.00                           |
| Mounce Construction Ltd.             | \$ 262,862.32         | \$ 249,971.93             | \$ 182,149.28          | \$ 694,983.53                           |
| LB Chapman Construction Ltd.         | \$ 262,618.81         | \$ 250,726.98             | \$ 235,624.47          | \$ 748,970.26                           |
| General Assembly Excavating Ltd.     | \$ 387,499.61         | \$ 565,759.64             | \$ 221,218.81          | \$ 1,174,478.06                         |
| <i>Gentech Engineering Estimate</i>  | <i>\$ 189,150.00</i>  | <i>\$ 164,625.00</i>      | <i>\$ 120,400.00</i>   | <i>\$ 474,175.00</i>                    |

PROJECT AWARD – CANOE SANITARY SEWER UPGRADE PROJECTS  
Page 2

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The lowest tendered price is over the approved 2021 Combined Budget of \$425,000 (\$285k 75 Ave NE Replacement, \$140k 70 Ave Interceptor). Budget amounts include all costs associated with the project including construction works, geotechnical testing, engineering services and CP Rail permits and fees.

The tender submissions were reviewed and evaluated by the City's project manager, Gentech Engineering and they have recommended Mountain Side Earthworks be considered the successful tenderer and award pending funds being legally available.

Staff have reviewed options to proceed with the current approved budget and recommend proceeding with award of Parts 'A' & 'C' as tendered. Staff propose relining the existing 200mm AC Sanitary Sewer Main crossing the CP Rail R/W at a cost of \$14,000. The City would schedule this relining after Part 'A' is complete.

In an attempt to seek competitive pricing and more interest, this project was tendered with a completion date of October 31, 2022. Upon award, the successful contractor will be required to provide a detailed construction schedule conforming to the requested completion date.

Respectfully submitted,



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Robert Niewenhuizen, AScT  
Director of Engineering and Public Works

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Item 9.5

## CITY OF SALMON ARM

Date: March 22, 2021

Moved: Councillor

Seconded: Councillor

THAT: Policy No. 7.30, cited as "COVID 19 Safe Restart Grants in Aid" be adopted as presented;

AND THAT: the 2021 Budget contained in the 2021 – 2025 Financial Plan Bylaw be amended to include an allocation of \$50,000.00 for COVID 19 Safe Restart Grants in Aid funded from the COVID 19 Safe Restart Grant Reserve.

### Vote Record

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

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






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To: Mayor Harrison and Members of Council  
 Date: March 16, 2021  
 From: Chelsea Van de Cappelle, Chief Financial Officer  
 Subject: COVID 19 Safe Restart Grant in Aid – Not-For-Profits

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Recommendation:

THAT: The Policy No. 7.30 cited as "COVID 19 Safe Restart Grants in Aid" be adopted as presented;

AND THAT: The 2021 Budget contained in the 2021 - 2025 Financial Plan Bylaw be amended to include an allocation of \$50,000.00 for COVID 19 Safe Restart Grants in Aid funded from the COVID 19 Safe Restart Grant Reserve.

Background:

The City of Salmon Arm (City) was fortunate to receive a COVID-19 Safe Restart Grant in 2020 equal to \$3,598,000. The funding was provided to assist local governments to address operational issues and fiscal pressures as a result of COVID-19. Eligible costs were left quite broad to provide latitude for local governments to address priorities that are being experienced locally. The cost categories identified by the Ministry of Municipal Affairs was non-exhaustive and includes:

- Revenue Shortfalls;
- Facility Reopening and Operating Costs;
- Emergency Planning and Response Costs;
- Bylaw Enforcement and Protective Services;
- Computer and Technology Costs;
- Services for Vulnerable Persons; and
- Other Related Costs.

As a result of COVID 19 hardships, it is expected that the City will receive a number of requests for funding from non-profit organizations which provide municipal services or the like. During the 2021 Budget deliberations, in an effort to support these organizations, Council requested that staff bring forward a recommended adjudication process and total allocation for consideration.

Following the 2020 year-end process (estimated) and 2021 budget, there remains an un-allocated COVID 19 Safe Restart Grant amount of \$1,158,805.00. When considering a total Grant in Aid allocation it is important to consider that there may be operational deficits for the City over that budgeted in 2021 as well as considerations for 2022 and future years. Given the uncertainty

surrounding the pandemic, it is difficult to quantify future financial impacts. That said; it is also important to support these organizations now to ensure their future viability and availability to the community.

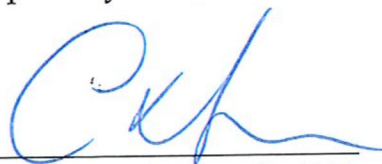
To determine a reasonable total amount to allocate for funding, staff considered the amount received from the Province, the number of local non-profit organizations and the funding other municipalities of a similar size have allocated. This research has suggested that the funding allocated by other municipalities varies widely and is dependent on the eligibility criteria and scope of eligible expenditures. For example, some municipalities will only provide a grant to those non-profit organizations that support services for vulnerable persons (i.e. persons living with disabilities, mental illness or additions, persons experiencing homelessness or other vulnerabilities). However, staff feel that there are many other local non-profit organizations that support other services which are a benefit to the community. Given this, staff recommend Council consider a broad scope of eligibility as related to COVID 19 impacts and therefore recommend a total of \$50,000.00 in funding.

Attached is a recommended policy and application for COVID Safe Restart Grants in Aid and should be adhered to by all applicants. Applications from for-profit organizations will not be considered; in accordance with the Community Charters' general prohibition against assistance to business.

It is proposed that Council will consider requests up to a maximum of \$10,000.00 per applicant per year. Applications will be accepted for Council consideration up to June 30th of each year until the allocated funding pool is depleted or reduced per Council direction. Applications will be brought forward collectively for Council approval following June 30, 2021 after which applications will be held until the following year.

Requests for financial assistance must be aligned with the general intent of the COVID 19 Safe Restart Grant Funding received by the City, to address operational issues and fiscal pressures as a result of COVID 19. Applicants must demonstrate a financial need by providing financial statements for the previous two fiscal years ending 2019 and 2020, a current year to date financial statement (2021) and a budget (2021) to support their request. Finally, applicants must identify other financial assistance received from other organizations or levels of governments. Activities that would result in the double recovery of funds will not be considered.

Respectfully Submitted,

  
Chelsea Van de Cappelle, CPA



**TOPIC:** COVID 19 Safe Restart Grants in Aid

**REASON:**

The COVID 19 Safe Restart Grants in Aid Policy is intended to set the parameters under which Council will consider applications for COVID 19 Safe Restart funding for organizations which are eligible. The parameters will provide fair, consistent treatment and consideration for all applicants providing charitable and non-profit core community services or services to vulnerable populations within the City of Salmon Arm.

The Council of the City of Salmon Arm recognizes the value to the community of non-profit organizations and charities maintaining a local office, and that a contribution by Council may support continued community services.

**BACKGROUND:**

The City of Salmon Arm (City) received a COVID 19 Safe Restart Grant from the Province of BC in November of 2020. The funding was provided to assist local governments in addressing operational issues and fiscal pressures as a result of COVID 19 and to ensure continued delivery of services to members of the community.

To ensure the continued and future viability of organizations delivering core community services and those delivering critical community based supports to vulnerable populations, the City has designated a proportion of the COVID 19 Safe Restart Grant to assist with COVID related shortfalls and expenditures.

COVID 19 Safe Restart Grants in Aid are provided at the discretion of Council. There is no obligation to provide a grant.

**POLICY:**

The City may support charitable or non-profit organizations in their delivery of core community services or those delivering services to vulnerable populations; within limits set by the Annual Operating Budget by providing financial assistance from the COVID 19 Safe Restart Grant up to a maximum of \$10,000.00 per applicant per year under the following terms and conditions:

**Section 1 - Eligibility Criteria**

- 1.1 To be eligible for a COVID 19 Safe Restart Grant in Aid, an organization must comply with all of the eligibility criteria outlined below. The application forms and supporting documentation are an integral part of this process.

## The applicant(s):

## 1. Is a Non-Profit Organization;

Non-profits are defined as community organizations, associations or societies that are (whether incorporated or unincorporated) organized and operated exclusively for social welfare, civic improvement, pleasure, recreation or any other purpose except profit.

## 2. Must provide services or programs that are compatible or complementary to those offered by the City (i.e. core community services) or support vulnerable populations.

For the purposes of this policy, “vulnerable populations” means communities in Salmon Arm that experience physical, economic and social barriers that would typically include those living in poverty (i.e. low income cut-off) and diverse marginalized groups who are at risk of being socially excluded to inclusion, such as seniors, youth, Indigenous, veterans, visible minorities, women, LGBTQ2+, low income, unemployed, single parent families, newcomers to Salmon Arm, individuals living with a disability, experiencing homelessness or from an official language minority community.

## 3. Must provide services and supports to the benefit of Salmon Arm residents;

Requests for financial assistance from applicants operating outside of the boundaries of the City will not be considered unless its members are largely resident in the City and it is clear that there will be a benefit to the Salmon Arm community.

## 4. Must demonstrate a financial need by providing financial information, signed by the organizations’ Auditor or Treasurer, including:

- Comparative financial statements (i.e. Income Statement and Balance Sheet) for the previous two fiscal years;
- Year to date financial statements for the current fiscal year; and
- Revenue and expenditure budget for the current fiscal year.

## 5. Must explain the intended use of any cash reserves or retained earnings shown on financial statements and must provide an explanation as to why such monies cannot be used to fund the proposed project or assist with the financial request.

## 6. Must provide details of financial assistance received by other organizations or levels of government in the previous year together with details of current applications made or intended to be made to other organizations or levels of government.

Activities that would result in double recovery of funds, for example for items or services covered by other government assistance such as Emergency Community Support Fund or the Canada Emergency Wage Subsidy or through insurance, will not be considered.

## 7. Must be in compliance with all municipal policies, plans, bylaws and other applicable regulations.

## 1.2 Council may, at its discretion, consider the relative size and/or scale of the non-profit organization.



- 1.3 Requests for financial assistance must be aligned with the general intent of the COVID 19 Safe Restart Grant Funding received by the City, to address operational issues and fiscal pressures as a result of COVID 19.

## **Section 2 – Applications**

- 2.1 The application form supplied by the municipality must be utilized by all applicants. The application form requires organizations to:
- Provide a full description of the organization, its purposes and programs;
  - Provide all necessary documentation, including financial information, to support the status they claim; and
  - Declare that the information provided is true and accurate.
- 2.2 Applications must be submitted on or before **June 30<sup>th</sup>**. Applications received after the deadline cannot be considered unless a general extension is provided.

## **Section 3 – Process**

- 3.1 Council will consider all applications received collectively.
- 3.2 Organizations may submit more than one application up to the maximum grant limit established by this policy. A new application will be required with each additional request.
- 3.3 Applications are reviewed for completeness by the Finance Department and applicants are contacted for additional information if necessary.
- 3.4 Applications will be presented to Council for consideration and approval.
- 3.5 All recipient organizations will be required to submit a narrative and financial report for the use of the funding received.
- 3.6 Council may request a presentation from the Applicant.

## **Section 4 – Extent and Conditions**

- 4.1 Council may, at its discretion, reject any or all applications brought forward for consideration in any given year.
- 4.2 COVID 19 Safe Restart Grants in Aid are subject to the City's budgetary constraints.
- 4.3 The following activities and circumstances will not be considered as eligible for a grant:
- Applications received from private sector, for-profit businesses and/or organizations not meeting the eligibility criteria as outlined in Section 1 of this policy.
- 4.4 Any financial assistance received from the City must be spent by the applicant in compliance with the details of the project or purpose stated in its application.

- 4.5 It is the responsibility of any approved organization to notify the City if significant changes occur with respect to the organization.

|                                      |                      |
|--------------------------------------|----------------------|
| Prepared by: Chief Financial Officer | Date: March 16, 2021 |
| Approved by: Council                 | Date:                |

**COVID 19 Safe Restart Grant in Aid Application  
2021**
**GENERAL INFORMATION**
**APPLICATIONS DUE - JUNE 30, 2021**

Organization Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Primary Contact &amp; Title: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**GRANT IN AID FUNDING REQUEST**

Funding Request (Maximum \$10,000 per applicant/year): \_\_\_\_\_

1. How will these funds support the community during the COVID 19 pandemic?

2. Does the request for financial assistance align with the general intent of the COVID 19 Safe Restart Funding i.e. addresses operational and fiscal pressures as a result of the COVID 19 pandemic?

- ☐ No – If No, not eligible  
☐ Yes – If Yes, please describe how the financial assistance aligns:

*Where space provided is insufficient, attach additional pages.*

- If applicable, please explain the intended use of any cash reserves or retained earnings shown on the financial statements.

If applicable, please explain the relevance of any information.

- [illegible]

*Where space provided is insufficient, attach additional pages.*

5. List all Agencies to whom a grant has been requested for the ensuing year, and note amount of request and status (approved, denied or pending) of application:

| AGENCY | AMOUNT REQUESTED | DECISION |
|--------|------------------|----------|
|        |                  |          |
|        |                  |          |
|        |                  |          |
|        |                  |          |
|        |                  |          |
|        |                  |          |

### ORGANIZATION INFORMATION

6. Is your organization a Charity or Non-Profit Society that is active and in good standing?
- ☐ No – If No, not eligible
- ☐ Yes – If Yes, provide confirmation of charity or non-profit status – Registered Charity No. \_\_\_\_\_
7. Is the organization in compliance with all municipal policies, plans, bylaws and other applicable regulations (i.e. business licensing, permits and zoning)?
- ☐ Yes
- ☐ No - If No, please explain:

8. Describe the services and activities provided by your organization and how they provide a benefit to the community and/or members:



**COVID 19 Safe Restart Grant in Aid Application  
2021**

9. Describe how COVID 19 has impacted or continues to impact your organization's operations and/or finances:

10. Does the organization provide services or programs to people outside of the City of Salmon Arm?

☐ No

☐ Yes - If Yes, please indicate which services or programs are regional in nature:

| SERVICES OR PROGRAMS | % OF TOTAL SERVICES OR PROGRAMS |
|----------------------|---------------------------------|
|                      |                                 |
|                      |                                 |

11. Do you plan to provide a portion of the COVID 19 Grant in Aid received to any other organization?

☐ No

☐ Yes - If Yes, not eligible

**DECLARATION**

I understand that all required information must be attached to this application to be considered for a COVID 19 Safe Restart Grant in Aid and that additional information may be requested prior to consideration of this application.

I understand that if this application is approved in full or part, it is our organization's responsibility to forward a narrative and financial statement outlining the use of funding to the City of Salmon Arm.

I understand that if this application is approved in full or part, it is our organization's responsibility to contact the City of Salmon Arm if significant changes occur with respect to the organization.

I certify that I am an authorized signing officer of the organization and that the information provided in this application and supporting documentation is true and accurate to the best of my knowledge.

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Position: \_\_\_\_\_

*Knowingly submitting an application or information that is not true or accurate will result in loss of eligibility.*

Item 10.1

## CITY OF SALMON ARM

Date: March 22, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled Fire Prevention and Fire Department Amendment Bylaw No. 4454 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*

### *Fire Department*

#### **MEMORANDUM**

---

**Date:** March 17<sup>th</sup>, 2021  
**To:** Carl Bannister  
**From:** Brad Shirley, Fire Chief  
**Re:** Updated Bylaw # 3792 amendment

---

#### **Recommendation:**

Add a classification of Burning For Community Wildfire Risk Reduction to Part 4 General – Section 10 - Land Clearing Open Burning - as follows:

#### **13. Burning For Community Wildfire Risk Reduction**

- a) This classification is for the burning of residual forest biomass associated with wildfire fuel reduction, for the purpose of Community Wildfire Risk Reduction conducted by forest related industry.
- b) This is specifically for properties located outside residential areas, on Crown or City land within City Boundary, which may include parks.
- c) The venting index for Salmon Arm must be met, or alternatively, a Custom Ventilation Forecast issued by Ministry of Environment.
- d) Fires must be monitored continuously by a competent person.

Con't



- e) Equipment, machinery and fire suppression capabilities, appropriate to the size and or hazard of fire, must be on site during the fire.
- f) All burning must comply with the Ministry of Environment and Climate Change Strategy "Open Burning Smoke Control Regulation"
- g) No burning will take place between June 15<sup>th</sup> and September 15<sup>th</sup>
- h) There is no fee for this permit however the Fire Department must be notified prior to burning.

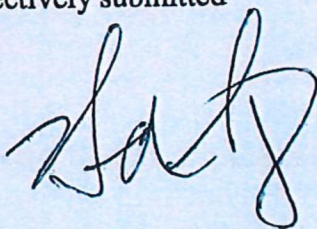
**Background:**

With Community Wildfire Risk Reduction activities taking place in and around our community, and where residual forest biomass associated with wildfire fuel reduction cannot be chipped or removed, burning of this material must at times take place.

Currently the Land Clearing section of the burning bylaw has sections not suitable for Wildfire Risk Reduction type burning including, not permitting a burn for more than 96 hours, a 15 day smoke free period between each permit, not more than 3 piles burning at one time and not referencing the allowance of a customized venting index.

Adding this category will allow for the forest industry to conduct this burning specifically for Wildfire Risk Reduction.

Respectively submitted

A handwritten signature in blue ink, appearing to read 'Brad Shirley', is written over the printed name.

**Brad Shirley, Fire Chief**



**CITY OF SALMON ARM****BYLAW NO. 4454****A bylaw to amend the Fire Prevention and Fire Department Bylaw No. 3792**

---

WHEREAS it is deemed expedient to amend the Fire Prevention and Fire Department Bylaw;

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

1. "City of Salmon Arm Fire Prevention and Fire Department Bylaw No. 3792" is hereby amended as follows:

**Amend as follows:**

Add a classification of Burning, for Community Wildfire Risk Reduction to Part 4 – General, Section 10 - Land Clearing Open Burning - as follows:

**13. Burning For Community Wildfire Risk Reduction**

- a) This classification is for the burning of residual forest biomass associated with wildfire fuel reduction, for the purpose of Community Wildfire Risk Reduction conducted by forest related industry.
- b) This is specifically for properties located outside residential areas, on Crown or City land within City Boundary, which may include parks.
- c) The venting index for Salmon Arm must be met, or alternatively, a Custom Ventilation Forecast issued by Ministry of Environment.
- d) Fires must be monitored continuously by a competent person.
- e) Equipment, machinery and fire suppression capabilities, appropriate to the size and or hazard of fire, must be on site during the fire.
- f) All burning must comply with the Ministry of Environment and Climate Change Strategy "Open Burning Smoke Control Regulation" .
- g) No burning will take place between June 15<sup>th</sup> and September 15<sup>th</sup>.
- h) There is no fee for this permit, however, the Fire Department must be notified prior to burning.

2. SEVERABILITY

If any part, section, sub-section, clause, or sub-clause of this bylaw for any reason is held to be invalid by the decision of a Court of competent jurisdiction, the invalid portion shall be severed and the decision 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 Fire Prevention and Fire Department Amendment Bylaw No. 4454"

|                         |        |      |
|-------------------------|--------|------|
| READ A FIRST TIME THIS  | DAY OF | 2021 |
| READ A SECOND TIME THIS | DAY OF | 2021 |
| READ A THIRD TIME THIS  | DAY OF | 2021 |
| ADOPTED BY COUNCIL THIS | DAY OF | 2021 |

\_\_\_\_\_  
MAYOR

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

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## INFORMATIONAL CORRESPONDENCE - MARCH 22, 2021

- |     |  |   |
|-----|--|---|
| 1.  | A. Harrison, Mayor to Ministry of Environment and Climate Change - letter dated March 15, 2021 - Ban the Use of Anticoagulant Rodenticides   | N |
| 2.  | D. Roell - letter dated March 3, 2021 - Speeding   | A |
| 3.  | N. Kurta - letter dated March 3, 2021 - Royal Purple Proclamation Request  | S |
| 4.  | V. McKay - email dated March 15, 2021 - Business Permit  |   |
| 5.  | M. Bennett, Shuswap Food Action Society - card received March 2021 - Thank you City of Salmon Arm Wellness Warriors  | N |
| 6.  | A. Varnes, Program Manager, Salmon Arm Arts Centre - new release dated March 2021 - The Wharf Sessions   | N |
| 7.  | N. Harisch, President, R.J. Haney Heritage Village & Museum - letter dated March 8, 2021 - Liquor License for the Sprig of Heather Restaurant  | A |
| 8.  | J. Broadwell, Manager, Downtown Salmon Arm - letter dated March 12, 2021 - Alexander Plaza   | A |
| 9.  | D. Shultz, President, Salmon Arm Curling Club - letter dated March 12, 2021 - Operational Funding Thank you  | N |
| 10. | Interior Health Authority - newsletter dated March 2021 - Healthy Communities  | N |
| 11. | Shuswap Watershed Council - March 10, 2021 Council Meeting Highlights  | N |
| 12. | G. Mauser, Chair, BCWF Firearms Committee and Professor Emeritus - letter received March 11, 2021 - Bill C-21  | A |
| 13. | H. O'Hara, Executive Director, BC Association of Farmers' Markets and V. Brown, President, Board of Directors, BC Association of Farmers' Markets - letter received March 11, 2021 - 2020 Farmers' Market Nutrition Coupon Program | A |
| 14. | K. Holowatiuk, Campaign Coordinator, Delivering Community Power - email and attachments dated March 15, 2021 - Request for Support Delivering Community Power  | A |
| 15. | D. Nicholls, ADM, Chief Forester, Officer of the Chief Forester - letter dated February 2, 2021 - The Provincial Tree Planting Program and COVID-19 Protocols  | N |
| 16. | J. Cote, Mayor, City of New Westminster to M. Mark, Minister of Tourism, Arts, Culture and Sport - letter dated March 5, 2021 - Support for Laid-off Hotel and Tourism Industry Workers  | N |
| 17. | C. Fraser, Mayor, Township of Spallumcheen to P. Hajdu, Minister of Health - letter dated March 5, 2021 - Support for 988 Crisis Line  | N |
| 18. | J. Ross, Mayor, Village of Belcarra to N. Shin, Member of Parliament Port Moody-Coquitlam - letter dated March 10, 2021 - Endorsement of 9-8-8 Crisis Line Initiative  | N |
| 19. | K. Barchard, Corporate Officer, City of Pitt Meadows - letter dated March 11, 2021 - Fair Taxation from Railway Operations & Industrial Parks  | N |
| 20. | K. Kenney, Corporate Officer, City of Langley - letter dated March 11, 2021 - Raise Disability and Income Assistance to a Livable Rate   | N |
| 21. | L. Helps, Mayor, City of Victoria - letter dated March 10, 2021 - Help Cities Lead Campaign  | A |

N = No Action Required  
A = Action Requested

S = Staff has Responded  
R = Response Required

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Item 14.1

## CITY OF SALMON ARM

Date: March 22, 2021

### Presentation 3:30 p.m. (approximately)

**NAME:** Barry Delaney & Julie Langham Wall

**TOPIC:** SASCU 2021 Report

#### Vote Record

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

Opposed:

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



# SASCU

The Shuswap's Very Own Financial Institution  
2021 Report

SASCU

## Agenda

- 2020 – A Look Back
- What's Next?
- Questions



## Annual Results 2020

key numbers

**1,057**

new members

**19,500/mo.**

E-transfers sent. Up from 8,000 prior to making it FREE in 2018

**(\$19.2M)**

Loan portfolio shrank

**\$116.4M**

Very high deposit growth

**\$5.5M**

Strong profitability

**5,050/mo.**

Calls received monthly by our Contact Centre – up from 3,000 pre-COVID



SASCU 3

## COVID Response

Our focus was to remain open and keep everyone safe:

1. Mid March, our Contact Centre call volume tripled.
2. We implemented a six-month mortgage deferral program that was member and community centric.
3. Resumed normal operating hours and in-branch line-ups and appointments.
4. 50 staff members, out of 150, are working from home.
5. Food Banks: We gave \$18,000 to 6 local food banks, double our usual amount.  
Salvation Army, Second harvest, Eagle Valley, Sorrento, North Shuswap, SAFE & Lighthouse

SASCU 4



## 2020

LOGIN TO ONLINE BANKING

Branch Name  
Salmon Arm Downtown

Member Number  
[Redacted]

Access Code (PAC)  
[Redacted]

Login

[Add a Membered Account](#)

Single Sign-In  
Launched

+

Stronger Password  
Requirements



We support more than 2,000 businesses. In 2020, we launched improved on-line banking functionality

SASCU 5

## 2020



We digitized more services including retail/commercial mortgage renewals and change of signors for non-profits.



- Local
- Extended Hours
- Expanded Services
- Outreach

SASCU 6

BD1

2020

Christmas Car Give Away



Katy Ackerman

SASCU 7

## What's Next?

- Online appointment booking system for our membership.
- New Account Line Up.
- Offer international money E-transfers.
- Continue community outreach.
- New banking phone app.



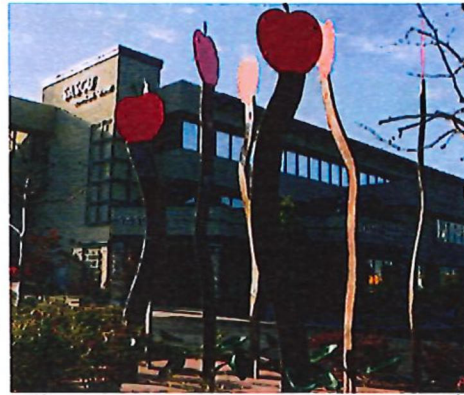
SASCU 8



## What's Next?

**It's our 75<sup>th</sup> Birthday in 2021!**

- To celebrate we are creating a legacy by commissioning a public art installation for Salmon Arm
- There will be strong consultation with the Arts & Culture community.
- The Apple sculpture recognized our 60<sup>th</sup> Birthday.



SASCU 9

# SASCU

Item 14.2

## CITY OF SALMON ARM

Date: March 22, 2021

**Presentation 3:45 p.m. (approximately)**

**NAME:** Cathy Peters

**TOPIC:** Human Trafficking

### **Vote Record**

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

Opposed:

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



Dear Mayor Alan Harrison and Salmon Arm City Council,

**FEBRUARY 22 is NATIONAL HUMAN TRAFFICKING AWARENESS DAY.**

My name is Cathy Peters and as a private citizen I have been raising awareness regarding **Human Sex Trafficking, Sexual Exploitation and Child Sex Trafficking in British Columbia** to BC politicians (Civic, Provincial and Federal), police agencies and to the public for the past 7 years.

You may be aware of my advocacy. I had a booth at UBCM Vancouver Convention in 2019; **"An Anti-Human trafficking Initiative"**.

I was a former inner city "life skills" high school teacher 40 years ago where my focus was to keep students out of gang life and the sex industry.

Due to **globalization, an unregulated internet, limited law enforcement and lack of prevention education**, the sex industry has grown rapidly and is specifically targeting the vulnerable, Indigenous, LGBTQ2, youth at risk, new migrants, runaway youth, youth in care, disabled and any girl under 14 years of age. Some boys are targeted as well. No community is immune.

The media narrative in BC is that "sex work" is legitimate as a choice and a job. However, there is "another side" that is not being reported. I speak for the voiceless; the 95%, who are coerced, tricked, manipulated, forced and lured into the sex industry. It is not a choice or a job.

Please view my new website: [www.beamazingcampaign.org](http://www.beamazingcampaign.org). Page 2 has two teaching video workshops; one for parents and one for youth.

I have worked on a Federal (paper) petition with a sponsoring BC MP. If you would like a copy of it please contact me.

**ASK: to present as a Delegation to City Council and/or City Hall staff.**

I have included useful resource information in this package. For background information refer to the **TIP (Trafficking in Persons) 2020 report** from the USA State Department that gives an assessment of 185 countries in the world. The summary on Canada is important to read. Ontario has been cited as best practices globally; BC is decades behind any province in addressing this crime.

Please contact me if you support my advocacy and forward my name and information to stakeholders in your area. CoVid has exacerbated the problem since the luring is taking place online and youth have more unsupervised screen time.

I look forward to hear from you.

Sincerely, Cathy Peters

BC anti-human trafficking educator, speaker, advocate  
1101-2785 Library Lane, North Vancouver, BC V7J 0C3  
Email: [ca.peters@telus.net](mailto:ca.peters@telus.net)

[www.beamazingcampaign.org](http://www.beamazingcampaign.org)

Phone: 604-828-2689



**Buying and selling children for sex is one of the fastest growing crimes in Canada, and it is happening in communities across BC.**

Globalization, unregulated technology, lack of law enforcement and inadequate prevention education is allowing this crime to grow globally.

Human sex trafficking (HT) involves the recruitment, transportation or harbouring of people for the purpose of exploitation through the use of force, coercion, fraud, deception or threats against the victim or person known to them. It is known as modern day slavery. According to the US State department's annual global report on trafficking in persons (TIP), Canada is a source, transit and destination for sex trafficking. (<https://www.state.gov/j/tip/rls/>)

Child sex trafficking is a lucrative crime. It has low costs and huge profits; a trafficker can make \$280,000 per victim, per year. The average age of entry into prostitution in Canada is 12-14 years of age, although traffickers are known to target younger children. Traffickers seek young victims both to service the demand for sex with those who look young, and because these victims are easier to manipulate and control.

The biggest problem in Canada is that people do not know there is a problem; therefore, child sex trafficking is expanding in the dark. Every child can be a target and a potential victim, but learning about this issue is the first step.

**Five things that parents can do to help prevent their children from being lured into sex trafficking:**

**1. Set a high standard of love within your home**

The way you define and express love shapes your children's self-image, confidence and opinions of future relationships. Treat them the way you want their future partners to treat them. Help them to distinguish between real love and empty promises or cheap gifts.

**2. Talk to your children about sexual abuse**

According to the US Department of Justice, someone in the US is sexually assaulted every two minutes, of which 29% are between the ages of 12-17. Let your children know that if anyone has or ever does hurt them, they can talk to you. This is the most important thing you can say. Don't assume they have not been hurt by sexual violence before. Leave the door open for your child to talk about past circumstances that they haven't shared with you.

**3. Talk to your children about sex trafficking**

Discuss ways children and teens are targeted for sex trafficking. Let them know that traffickers specifically try to woo young girls and boys with promises of a better life – whether it's promises of love and attention, or promises of nice things and trips. Traffickers can be male or female, even classmates. Traffickers may even use kids to recruit other kids.

**4. Talk to your children about the dangers of social media**

It is important to provide practical safety tips, such as: don't share personal information on the internet; don't accept Facebook requests from unknown people; NEVER share naked photos of yourself with anyone; and tell a parent or a trusted adult if you feel threatened or uncomfortable online. Children also need help defining friendships. Teach them that a friend is not someone you met yesterday and that a "friend" on Facebook is not the same thing as a friendship.

**5. Pay attention to your children**

Monitor your children's social media accounts. Look for ways to meet their friends, their friends' parents and those they hang out with. Be alert to boyfriends who are much older, or friendships that tend to isolate your child from other friends or family. Notice if your child has new clothing items, makeup products, cell phone or other items and ask how they acquired them.

#### **Resources and Links:**

- Covenant House (crises program for ages 16-24): [info@covenanthousebc.org](mailto:info@covenanthousebc.org), 604-685-7474
- Internet Safety Tips: [www.Cybertip.ca](http://www.Cybertip.ca)
- Fraser Health Forensic Nurse Service (24 hours): 1-855-814-8194
- Kids Help Phone: 1-800-668-6868
- Office to Combat Trafficking in Persons (OCTIP): 1-888-712-7974 (24/7 interpretation available), 604-660-5199, [octip@gov.bc.ca](mailto:octip@gov.bc.ca)
- Plea Community Services Society (assisting youth 24/7): [onyx@plea.bc.ca](mailto:onyx@plea.bc.ca), 604-708-2647
- Vancouver Rape Relief and Women's Shelter (24/7): 604-872-8212, [info@rapereliefshelter.bc.ca](mailto:info@rapereliefshelter.bc.ca)
- RCMP: Victims of Human Trafficking National Headquarters (24 hours): 1-866-677-7267
- Trafficking Resource Centre (USA): [www.traffickingresourcecenter.org](http://www.traffickingresourcecenter.org)
- VictimLinkBC (24/7): 1-800-563-0808 Ministry of Public Safety, BC
- Youth Against Violence (24/7): [info@youthagainstviolenceline.com](mailto:info@youthagainstviolenceline.com), 1-800-680-4264

#### **Authorities Contacts:**

- RCMP: [www.rcmp-grc.gc.ca](http://www.rcmp-grc.gc.ca); 1-855-850-4640 OR 1-800-771-5401
- Ministry of Child Protection Services: 1-800-663-9122 or 604-660-4927 (24 hours) or 310-1234 if a child is in danger to reach Ministry of Child and Family Development
- Crime Stoppers : 1-800-222-TIPS (8477)

#### **About the Author:**

Cathy Peters raises awareness of Child Sex Trafficking to all three levels of government in British Columbia, police agencies and the public. She is a former inner city high school teacher and has volunteered for two Members of Parliament (John Weston/BC, Joy Smith/Manitoba). She has made hundreds of presentations, including to City Councils, School Boards, Police Boards, high schools, universities and law enforcement agencies.

For information about her prevention education presentations, please contact Cathy Peters at [ca.peters@telus.net](mailto:ca.peters@telus.net)

#### **Additional Resources:**

**Children of the Street Society (Coquitlam)** provides prevention education in BC schools; 25,000 students last school year Grades 3-12. They have an excellent website with tools/resources listed for every community in BC:  
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**Joy Smith Foundation (Manitoba)** provides prevention education, resources and an overview of human sex trafficking Canada: <http://www.joysmithfoundation.com/>

**Shared Hope International (Washington State)** sponsors The JuST (Juvenile Sex Trafficking) Conference in the USA; an event that spotlights the most pressing issues in the anti-trafficking field. Visit: [www.justconference.org](http://www.justconference.org) for more information.

## 10 strategies for cities and municipalities to consider:

**Key: It is unacceptable for women and children to be bought and sold in a modern equal society.**

1. Learn about the issue; Google "thetraffickedhuman.org", read "Invisible Chains" by Benjamin Perrin, "Pornland" by Dr. Gail Dines (world expert on porn research). Have staff take the BC OCTIP (Office to Combat Trafficking in Persons) **free online course**. Encourage police to take HT course on the Police Knowledge Network.
2. Incorporate the United Nations 4 Pillars in a local strategy to stop Human trafficking/sexual exploitation: **Prevention, Protection, Prosecution, Partnerships**.
3. **Prevention:** raise awareness in community. "Education is our greatest weapon". ie. Children of the Street Society does school and community programs. Encourage "Men End exploitation" movements: ie. Moosehide Campaign, Westcoast Boys Club Network. Support porn addiction services for youth; ie "Fightthenewdrug" program recognizing the public health effects to youth of viewing violent sexual material.
4. Use communications to support a cultural mindshift. Ontario has "Saving the girl next door program", the RCMP has the "I'm Not for Sale" campaign. King County (Seattle) has "Buyer Beware" program. **Protection:** help victims, have exit strategies in place for them, consider 24-7 "wrap-around programs" ie. Salvation Army "Deborah's Gate", Covenant House, Servants Anonymous, Union Gospel Mission.
5. **Prosecution:** increase policing budget, training and priorities. Have "john" deterrents in place, **enforce the law; "Protection of Communities and Exploited Persons Act" which addresses "demand"** ie. perpetrators, johns, buyers of commercially paid sex.
6. **Train community stakeholders: Health care workers, fire department, municipal business licensing managers** to recognize human trafficking/sexual exploitation ie. Fraser Health Authority has a human trafficking protocol, Surrey Fire department is trained to recognize HT indicators. Train judges/criminal justice system.
7. **Partnerships: Collaboration:** with other cities and municipalities at local government associations, Police agencies and RCMP, 3 levels of government (civic, provincial, federal); UBCM, FCM with Resolutions.
8. No decriminalization of prostitution because the vulnerable (aboriginal girls/women, youth, children) in our communities will be targets to be lured, groomed and exploited for the sex trade. In the global sex trade today, which we are a part of, there is no demarcation between prostitution and trafficking. **Goal: safe, healthy, working, vibrant communities.**

**CANADIAN FEDERAL LAW:****"The Protection of Communities and Exploited Persons Act"**

1. **Targets the demand** by targeting the buyer of sex; the predator, pimp, trafficker, john are criminalized 2. Recognizes the seller of sex is a victim; usually female and is not criminalized. 3. Exit strategies put in place to assist the victim out of the sex trade.

**UBCM RESOLUTIONS September 2015:****B53****HUMAN TRAFFICKING; NCLGA Executive**

WHEREAS human trafficking is a real and devastating issue in British Columbia;  
 AND WHEREAS significant work & research has been done as of late to aid in the prevention and prosecution of human trafficking throughout Canada:  
 THEREFORE BE IT RESOLVED that UBCM call on the RCMP, local police forces and local governments to work collaboratively in order to implement the recommendations found within the National Task Force on Sex Trafficking of Women and Girls in Canada's recent report ("NO MORE' Ending Sex -Trafficking In Canada") as well as the Province of British Columbia's "Action Plan to Combat Human Trafficking."  
 ENDORSED BY THE NORTH CENTRAL LOCAL GOVERNMENT ASSOCIATION  
 UBCM RESOLUTIONS COMMITTEE RECOMMENDATION

**B80****RAPE CULTURE IN CANADA; NCLGA Executive**

WHEREAS sexual assaults continue to be committed across Canada, and victims are of every age, race, income and gender;  
 AND WHEREAS sexual assaults are under reported, and prosecution and conviction rates are low:  
 THEREFORE BE IT RESOLVED that UBCM advocate for an intergovernmental task force to be convened to determine the steps needed to erase the "rape culture" that is pervasive in schools, universities, workplaces and elsewhere across Canada;  
 AND BE IT FURTHER RESOLVED that the task force be mandated to elicit testimony from victims in order to determine the steps needed to improve the reporting, arrest and conviction rates across Canada.  
 ENDORSED BY THE NORTH CENTRAL LOCAL GOVERNMENT ASSOCIATION  
 UBCM RESOLUTIONS COMMITTEE RECOMMENDATION

## **Forensic Nursing Service @ Fraser Health**

Fraser Health Authority has designed a **Human Trafficking Screening Protocol**, with the following sample questions:

What type of work do you do?

Can you leave your job or situation if you want?

Can you come and go as you please?

Have you been threatened if you try to leave?

Have you been physically harmed in any way?

What are your working or living conditions like?

Where do you sleep and eat?

Do you sleep in a bed, cot or on the floor?

Have you been deprived of food, water, sleep or medical care?

Do you have permission to eat, sleep or go to the bathroom?

Are there locks on your doors and windows so you cannot get out?

Has anyone threatened your family?

Has your identification for documentation been taken from you?

Is anyone forcing you to do anything that you do not want to do?

**Evaluation of safety:** Are you feeling safe right now? Is it safe for me to talk to you? Do you have any concerns for your safety? Is there anything I can do for you?

## **INDICATORS OF HUMAN TRAFFICKING AND SEXUAL EXPLOITATION**

Recognizing potential red flags and knowing the indicators of human trafficking is a key step in identifying more victims and helping them find the assistance they need.

**Common Work and Living Conditions:** The individual(s) in question:

Is not free to leave or come and go as he/she wishes. Is under 18 and is providing commercial sex acts. Is in the commercial sex industry and has a pimp / manager. Is unpaid, paid very little, or paid only through tips. Works excessively long and/or unusual hours. Is not allowed breaks or suffers under unusual restrictions at work. Owes a large debt and is unable to pay it off. Was recruited through false promises concerning the nature and conditions of his/her work. High security measures exist in the work and/or living locations (e.g. opaque windows, boarded up windows, bars on windows, barbed wire, security cameras, etc.)

### **Poor Mental Health or Abnormal Behavior**

Is fearful, anxious, depressed, submissive, tense, or nervous/paranoid. Exhibits unusually fearful or anxious behavior after bringing up law enforcement. Avoids eye contact.

### **Poor Physical Health**

Lacks health care. Appears malnourished. Shows signs of physical and/or sexual abuse, physical restraint, confinement, or torture.

### **Lack of Control**

Has few or no personal possessions. Is not in control of his/her own money, no financial records, or bank account. Is not in control of his/her own identification documents (ID or passport). Is not allowed or able to speak for themselves (a third party may insist on being present and/or translating)

### **Other**

Claims of just visiting and inability to clarify where he/she is staying/address. Lack of knowledge of whereabouts and/or do not know what city he/she is in. Loss of sense of time. Has numerous inconsistencies in his/her story.

This list is not exhaustive and represents only a selection of possible indicators. Also, the red flags in this list may not be present in all trafficking cases and are not cumulative. Learn more at [www.traffickingresourcecenter.org](http://www.traffickingresourcecenter.org).



## Preventing Child Sex Trafficking in BC

**Buying and selling children for sex is one of the fastest growing crimes in Canada, and it is happening in communities across BC.**

Globalization, unregulated technology, lack of law enforcement and inadequate prevention education is allowing this crime to grow globally.

Human sex trafficking (HT) involves the recruitment, transportation or harbouring of people for the purpose of exploitation through the use of force, coercion, fraud, deception or threats against the victim or person known to them. It is known as modern day slavery. According to the US State department's annual global report on trafficking in persons (TIP), Canada is a source, transit and destination for sex trafficking. (<https://www.state.gov/j/tip/rls/>)

Child sex trafficking is a lucrative crime. It has low costs and huge profits; a trafficker can make \$280,000 per victim, per year. The average age of entry into prostitution in Canada is 12-14 years of age, although traffickers are known to target younger children. Traffickers seek young victims both to service the demand for sex with those who look young, and because these victims are easier to manipulate and control.

The biggest problem in Canada is that people do not know there is a problem; therefore, child sex trafficking is expanding in the dark. Every child can be a target and a potential victim, but learning about this issue is the first step.

**Five things that parents can do to help prevent their children from being lured into sex trafficking:**

### 1. Set a high standard of love within your home

The way you define and express love shapes your children's self-image, confidence and opinions of future relationships. Treat them the way you want their future partners to treat them. Help them to distinguish between real love and empty promises or cheap gifts.

### 2. Talk to your children about sexual abuse

According to the US Department of Justice, someone in the US is sexually assaulted every two minutes, of which 29% are between the ages of 12-17. Let your children know that if anyone has or ever does hurt them, they can talk to you. This is the most important thing you can say. Don't assume they have not been hurt by sexual violence before. Leave the door open for your child to talk about past circumstances that they haven't shared with you.

### 3. Talk to your children about sex trafficking

Discuss ways children and teens are targeted for sex trafficking. Let them know that traffickers specifically try to woo young girls and boys with promises of a better life – whether it's promises of love and attention, or promises of nice things and trips. Traffickers can be male or female, even classmates. Traffickers may even use kids to recruit other kids.

### 4. Talk to your children about the dangers of social media

It is important to provide practical safety tips, such as: don't share personal information on the internet; don't accept Facebook requests from unknown people; NEVER share naked photos of yourself with anyone; and tell a parent or a trusted adult if you feel threatened or uncomfortable online. Children also need help defining friendships. Teach them that a friend is not someone you met yesterday and that a "friend" on Facebook is not the same thing as a friendship.

### 5. Pay attention to your children

Monitor your children's social media accounts. Look for ways to meet their friends, their friends' parents and those they hang out with. Be alert to boyfriends who are much older, or friendships that tend to isolate your child from other friends or family. Notice if your child has new clothing items, makeup products, cell phone or other items and ask how they acquired them.

#### Resources and Links:

- Covenant House (crises program for ages 16-24): [info@covenanthousebc.org](mailto:info@covenanthousebc.org), 604-685-7474
- Internet Safety Tips: [www.Cybertip.ca](http://www.Cybertip.ca)
- Fraser Health Forensic Nurse Service
- Kids Help Phone: 1-800-668-6868
- Office to Combat Trafficking in Persons (OCTIP): 1-888-712-7974 (24/7 interpretation available), 604-660-5199, [octip@gov.bc.ca](mailto:octip@gov.bc.ca)
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#### Authorities Contacts:

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- Ministry of Child Protection Services: 1-800-663-9122 or 604-660-4927 (24 hours) or 310-1234 if a child is in danger to reach Ministry of Child and Family Development
- Crime Stoppers : 1-800-222-TIPS (8477)

### National Human Trafficking Crisis Hotline Number: 1-866-528-7109

#### About the Author:

Cathy Peters raises awareness of Child Sex Trafficking to all three levels of government in British Columbia, police agencies and the public. She is a former inner city high school teacher and has volunteered for two Members of Parliament (John Weston/BC, Joy Smith/Manitoba). She has made hundreds of presentations, including to City Councils, School Boards, Police Boards, high schools, universities and law enforcement agencies.

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A MODERN EQUAL SOCIETY DOES NOT BUY AND SELL WOMEN AND CHILDREN.

## CHAPTER 25

An Act to amend the Criminal Code in response to the Supreme Court of Canada decision in Attorney General of Canada v. Bedford and to make consequential amendments to other Acts

[Assented to 6th November, 2014]

Preamble

Whereas the Parliament of Canada has grave concerns about the exploitation that is inherent in prostitution and the risks of violence posed to those who engage in it;

Whereas the Parliament of Canada recognizes the social harm caused by the objectification of the human body and the commodification of sexual activity;

Whereas it is important to protect human dignity and the equality of all Canadians by discouraging prostitution, which has a disproportionate impact on women and children;

Whereas it is important to denounce and prohibit the purchase of sexual services because it creates a demand for prostitution;

Whereas it is important to continue to denounce and prohibit the procurement of persons for the purpose of prostitution and the development of economic interests in the exploitation of the prostitution of others as well as the commercialization and institutionalization of prostitution;

Whereas the Parliament of Canada wishes to encourage those who engage in prostitution to report incidents of violence and to leave prostitution;

And whereas the Parliament of Canada is committed to protecting communities from the harms associated with prostitution;

Now, therefore, Her Majesty, by and with the advice and consent of the Senate and House of Commons of Canada, enacts as follows:

## SHORT TITLE

1. This Act may be cited as the *Protection of Communities and Exploited Persons Act*.

## CHAPITRE 25

Loi modifiant le Code criminel pour donner suite à la décision de la Cour suprême du Canada dans l'affaire Procureur général du Canada c. Bedford et apportant des modifications à d'autres lois en conséquence

[Sanctionnée le 6 novembre 2014]

Préambule

Attendu :

que le Parlement du Canada a de graves préoccupations concernant l'exploitation inhérente à la prostitution et les risques de violence auxquels s'exposent les personnes qui se livrent à cette pratique;

que le Parlement du Canada reconnaît les dommages sociaux causés par la chosification du corps humain et la marchandisation des activités sexuelles;

qu'il importe de protéger la dignité humaine et l'égalité de tous les Canadiens et Canadiennes en décourageant cette pratique qui a des conséquences négatives en particulier chez les femmes et les enfants;

qu'il importe de dénoncer et d'interdire l'achat de services sexuels parce qu'il contribue à créer une demande de prostitution;

qu'il importe de continuer à dénoncer et à interdire le proxénétisme et le développement d'intérêts économiques à partir de l'exploitation d'autrui par la prostitution, de même que la commercialisation et l'institutionnalisation de la prostitution;

que le Parlement du Canada souhaite encourager les personnes qui se livrent à la prostitution à signaler les cas de violence et à abandonner cette pratique;

que le Parlement du Canada souscrit pleinement à la protection des collectivités contre les méfaits liés à cette pratique,

Sa Majesté, sur l'avis et avec le consentement du Sénat et de la Chambre des communes du Canada, édicte :

## TITRE ABRÉGÉ

Short title

# **SEX TRAFFICKING** is a **BOOMING** industry

## **DEFINED:**

**SEX TRAFFICKING** occurs when someone uses force, fraud or coercion to cause a commercial sex act with an adult or causes a minor to commit a commercial sex act. A

**COMMERCIAL SEX ACT** includes prostitution, pornography and sexual performance done in exchange for any item of value, such as money, drugs, shelter, food or clothes.

**It thrives because there is serious demand.**

**Buyer:** fuels the market with their money

**Trafficker/pimp:** exploits victims to earn revenue from buyers

**Victim:** includes both girls and boys who are bought and sold for profit

Traffickers find victims through: Social network, Home/neighborhood, clubs or bars, internet, school,

And lure them through promises: Protection, Love, Adventure, Home, Opportunity.

**TRAFFICKERS USE:** FEAR, VIOLENCE, INTIMIDATION, THREATS  
to ensure compliance and meet demand.

The **common age** a child enters sex trafficking is **14-16**; too young and naïve to realize what's happening.

Society may call it **PROSTITUTION**, but Federal Law calls it **SEX TRAFFICKING**.

Because of social stigma or misinformation, victims go:

**UNIDENTIFIED** (silenced by fear and the control of the trafficker),

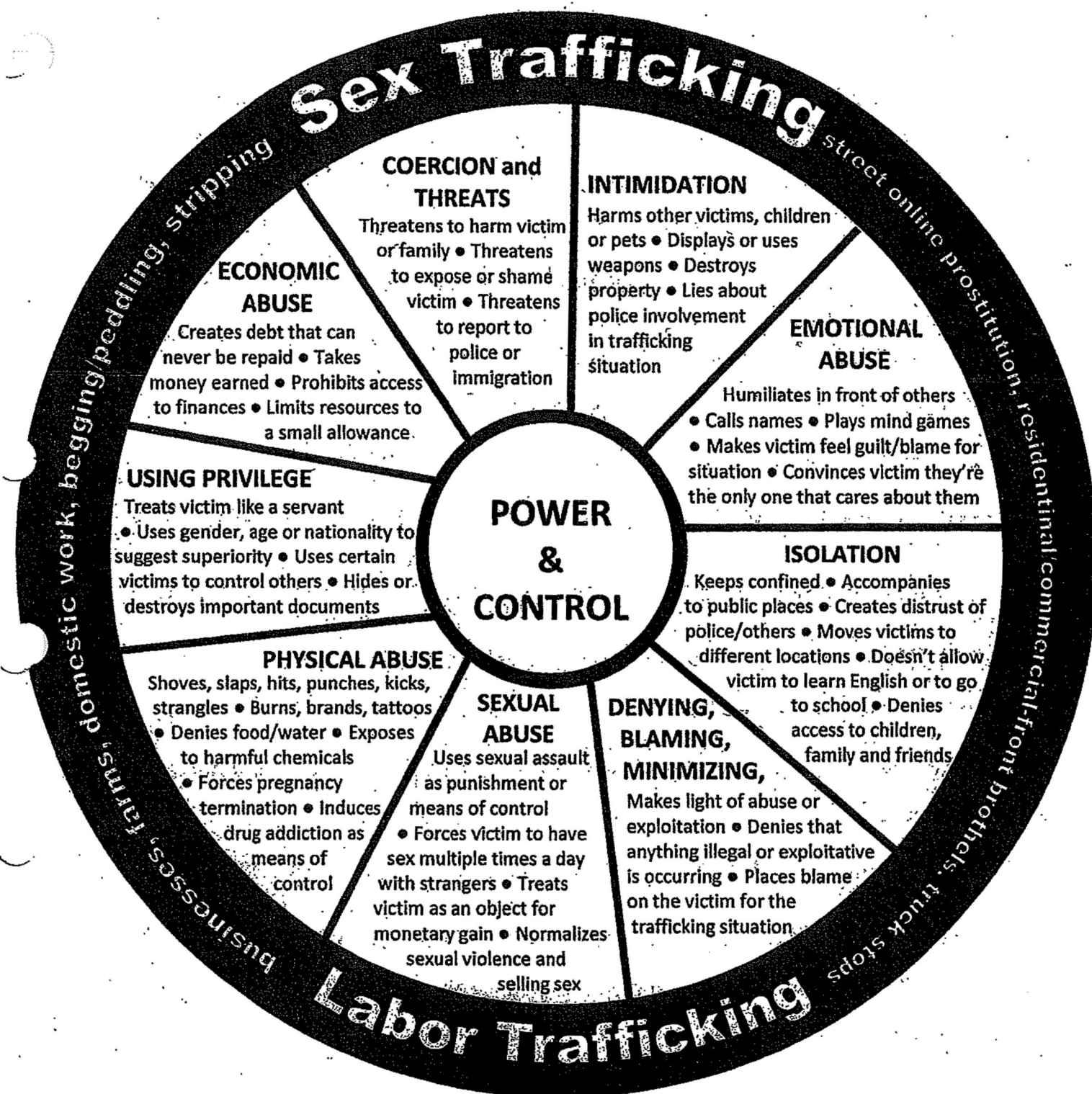
**MISIDENTIFIED** (pigeonholed into treatment for only surface issues).

**So**

Sex trafficked children are instead treated for:

drug abuse, alcohol abuse, domestic violence, delinquency, teenage pregnancy, STDS, abortion...all masking the true need...FREEDOM.





This wheel was adapted from the Domestic Abuse Intervention Project's Duluth Model Power and Control Wheel, available at [www.theduluthmodel.org](http://www.theduluthmodel.org)

Polaris Project | P.O. Box 53315, Washington, DC 20009 | Tel: 202.745.1001 | [www.PolarisProject.org](http://www.PolarisProject.org) |

[Info@PolarisProject.org](mailto:Info@PolarisProject.org)

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Item 22.1

## CITY OF SALMON ARM

Date: March 22, 2021

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-526 be authorized for issuance for Lot 24, Section 13, Township 20, Range 10, W6M, KDYD, Plan 28278 which will vary Zoning Bylaw No. 2303 as follows:

- a) Section 6.11.1 – Front Parcel Line Setback reduction from 6.0 m to 3.0 m to accommodate an addition to the garage portion of the principal building.

[Jamieson, M. & J.; 2430 8 Avenue SE; Setback requirements]

### 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: March 9, 2021

SUBJECT: Variance Permit Application No. VP-526 (Setback)  
Legal: Lot 24, Section 13, Township 20, Range 10, W6M, KDYD, Plan 28278  
Civic Address: 2430 8 Avenue SE  
Owner/Applicant: M. and J. Jamieson

## STAFF RECOMMENDATION

**THAT:** Development Variance Permit No. VP - 526 be authorized for issuance for Lot 24, Section 13, Township 20, Range 10, W6M, KDYD, Plan 28278 which will vary Zoning Bylaw No. 2303, (R1 – Single Family Residential Zone) as follows:

i) Section 6.11.1 Front Parcel Line Setback reduction from 6.0m to 3.0m to accommodate an addition to the garage portion of the principal building.

## PROPOSAL

The applicant is proposing a front yard setback variance from 6.0m to 3.0m in order to construct an addition onto the existing garage.

## BACKGROUND

The subject property is 755.9m<sup>2</sup> (8136 ft<sup>2</sup>) in area and is comprised of a single family dwelling with an attached one car garage (Appendices 1 and 2). The subject property is located in the Lower Hillcrest area on 8<sup>th</sup> Avenue SE. The property is designated Residential Low Density in the Official Community Plan (OCP) and is zoned R1 – Single Family Residential (Appendices 3 and 4). The front parcel line of the subject property aligns with the arc of the cul-de-sac along the east portion of the lot.

In 1978 a variance was approved for the siting of the existing house and an attached carport, which had already been constructed at the time of the decision. In 1997 a Building Permit was issued to enclose the carport for a garage.

Adjacent land uses include the following:

North: R1 (Single Family Residence) & P1 (Kingsman Park)  
South: R1 (Single Family Residence)  
East: R1 (Single Family Residence)  
West: R1 (Single Family Residence)

The applicant is proposing an addition to the existing garage consistent with the design of the existing house and garage. As noted in their letter (Appendix 5) the addition to the garage "will bring the North side of the garage closer to the property frontage. This is due to the curved shape of the property line from the cul-d-sac". The applicant cites damage from settling and lifting that has caused issues with the existing garage and in order to properly address those issues and meet additional storage needs, the area needs to be properly enclosed (see Appendix 6). The site plan attached as Appendix 7, prepared by a BCLS, shows the proposed setback from the eave of the proposed addition to be sited at 3.27m at the closest point of the building to the front property line. The building face, measured from the north east

corner of the addition would be sited 4.06m from the same parcel line setback, as shown on the proposed site plan. The variance is measured from the closest point of the building to the front parcel line. The required front yard setback is 6.0m. Staff have cited the variance request to 3.0m, despite the survey plan, to allow for minor changes at the time of construction.

Development Variance Permits are considered on a case-by-case basis and in doing so a number of factors are taken into consideration when reviewing a request. These factors include site specific conditions such as lot configuration, negative impact to general form and character of the surrounding neighbourhood and negative impact(s) on adjacent properties.

In this instance, the proposed development and the arc of the cul-de-sac present challenges to additions on the east portion of the existing single family dwelling. If the applicant were to align the building face with the required setback, the face of the building face would be stepped back in appearance and not be consistent with the other single family dwellings in the same cul-de-sac. With regard to negative impact and parking areas, there is a generous boulevard fronting the properties within the cul-de-sac. Conflicts of cars parked into the paved street area are not anticipated, in part because the proposed development would provide for parking and storage within the addition. Related to traffic safety, sightlines appear to be unaffected. The existing parking area fronting the one car garage would be unchanged by the proposed addition and available for additional parking if needed.

#### COMMENTS

##### Engineering Department

No concerns.

##### Building Department

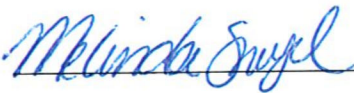
No concerns.

##### Fire Department

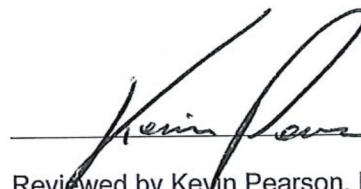
No concerns.

##### Planning Department

Given the arc of the cul-de-sac and scale of the proposed development staff do not object to the variance request to reduce the front yard setback from 6.0m to 3.0m.



Prepared by Melinda Smyrl, MCIP, RPP  
Planner



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







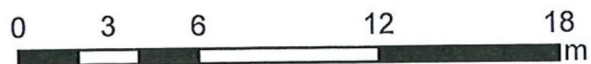
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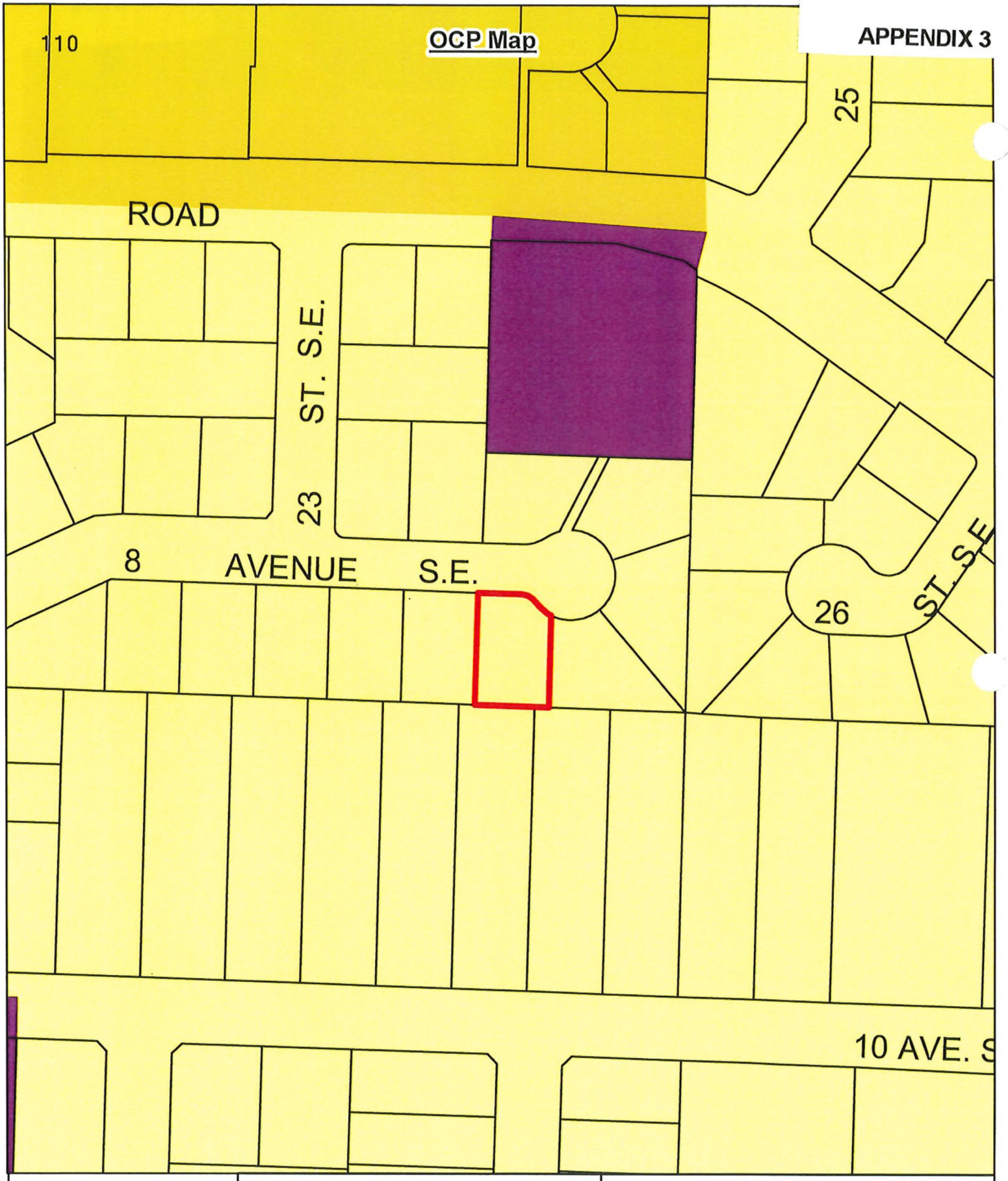
2430

245



-  Parcels
-  Subject Property





Subject Property

Parcels



Institutional

Residential - Low Density

Residential - Medium Density



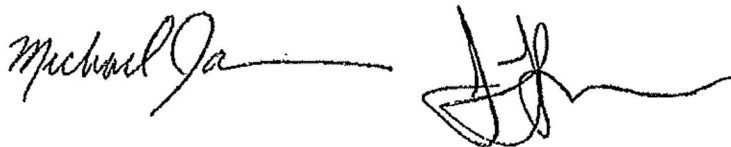


January 26, 2021

We purchased the property in July 2006. After moving in, we soon realized the attached garage was actually a carport that had been framed on top of the asphalt. Since then, the asphalt has been lifting and settling, allowing run off water to flow under the walls and into the garage.

We now wish to rebuild the garage and expand it, to the allowable set back (1.5 metres) on the east property line. In doing so, this will bring the North side of the garage closer to the property frontage. This is due to the curved shape of the property line from the cul-de-sac. We are asking for a variance from the 6 meter setback to a 3.27 metre setback.

Please consider our variance application, to allow for the expansion of the garage.

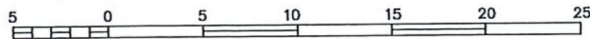
The image shows two handwritten signatures in black ink. The signature on the left is 'Michael Jamieson' written in a cursive style. The signature on the right is 'Jodi Jamieson', also in cursive, with a more stylized, looped initial 'J'.

Michael Jamieson

Jodi Jamieson

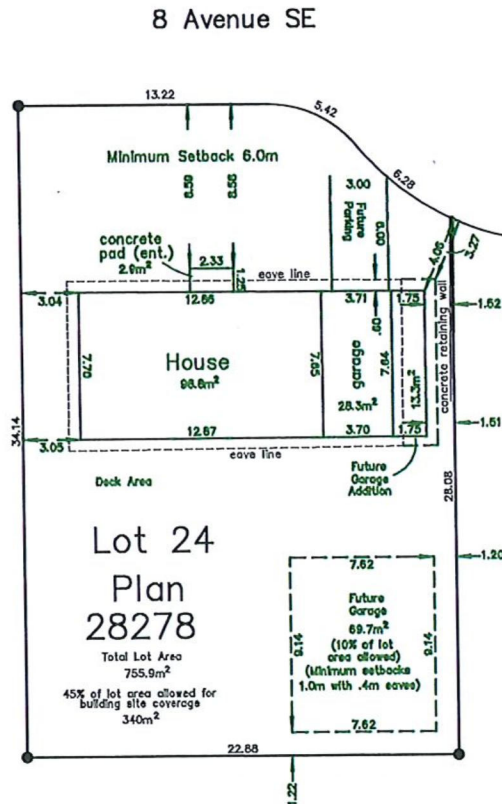
# Site Plan of Lot 24, Sec 13, Tp 20, Rge 10, W6M, KDYD, Plan 28278

Scale 1:250



All distances are in metres.

The intended plot size of this plan is 280mm in width by 432mm in height (B size) when plotted at a scale of 1:250



## LEGEND

- Standard Iron Post Found (OIP)
- Date of Survey: March 6, 2021
- Dimensions derived from Plan 28278

Civic Address: 2430 8 Avenue SE

Parcel Identifier (PID): 004-587-405

List of documents registered on title which may affect the location of improvements:  
None

This plan was prepared for construction planning purposes and is for the exclusive use of our client. BROWNE JOHNSON LAND SURVEYORS accepts no responsibility or liability for any damages that may be suffered by a third party as a result of reproduction, transmission or alteration to this document without consent of BROWNE JOHNSON LAND SURVEYORS.

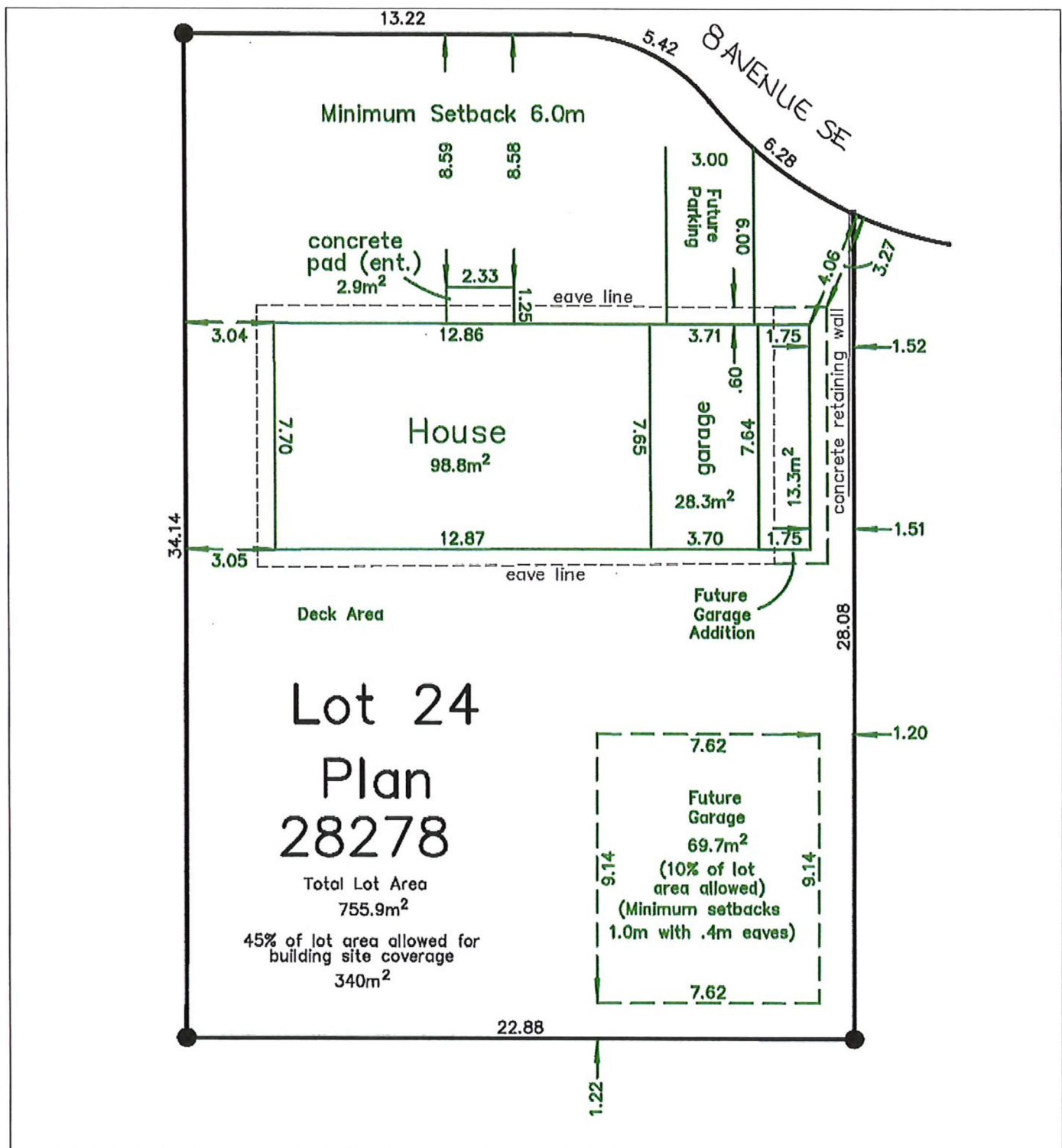
Measurements to existing house and garage are to the siding corners.

March 7, 2021

BROWNE JOHNSON LAND SURVEYORS  
B.C. AND CANADA LANDS  
SALMON ARM, B.C. 250-832-9701  
File: 84-21 84-21.raw



## Site Plan





Item 23.1

**CITY OF SALMON ARM**

Date: March 22, 2021

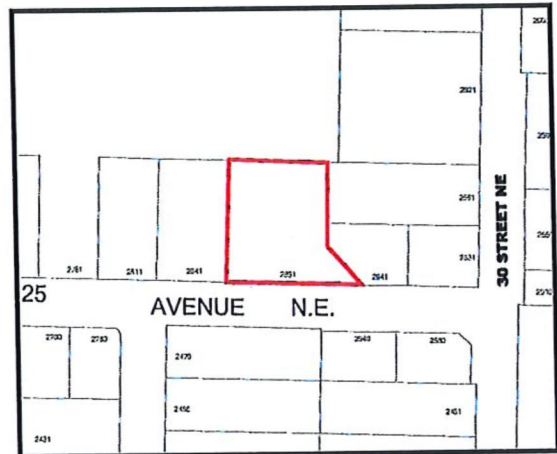
**CITY OF SALMON ARM**  
**NOTICE OF PUBLIC HEARING**

Notice is hereby given that the Council of the City of Salmon Arm will hold a virtual Public Hearing on Monday, March 22, 2021 at 7:00 p.m.

**1) Proposed Amendment to Zoning Bylaw No 2303:**

Rezone Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 23198 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

**Civic Address:** 2891 25 Avenue NE  
**Location:** West of 30 Street NE on the North side of 25 Avenue NE  
**Present Use:** Single Family Dwelling  
**Proposed Use:** Single Family Dwelling with Suite  
**Owner/Applicant:** Burgi, M. & S.  
**Reference:** ZON-1199/ Bylaw No. 4439



The staff reports for the proposals are available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices> March 9 to 22, 2021 inclusive. Those who deem their interest affected by the proposed bylaws are urged to review the online file, contact the undersigned or phone the Development Services Department at 250.803.4000 to obtain the facts of the proposal prior to the hearing.

Pursuant to Ministerial Order No. M192 made under the *Emergency Program Act*, R.S.B.C. 1996, c.111, s.10, City Council will not be allowing members of the public to attend this meeting. If you wish to attend virtually email [cityhall@salmonarm.ca](mailto:cityhall@salmonarm.ca).

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

Erin Jackson, Director of Corporate Services

**Vote Record**

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

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

To: His Worship Mayor Harrison and Members of Council

Date: March 1, 2021

Subject: Zoning Bylaw Amendment Application No. 1199

Legal: Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 23198  
 Civic Address: 2891 – 25 Avenue NE  
 Owner/Applicant: Burgi, M. & S.

---

### **STAFF RECOMMENDATION**

**THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 23198 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).**

---

### **PROPOSAL**

The subject parcel is located at 2891 – 25 Avenue NE (Appendix 1). The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite).

### **BACKGROUND – SECONDARY SUITES**

The parcel is designated Low Density Residential in the City's Official Community Plan (OCP), and zoned Single Family Residential (R-1) in the Zoning Bylaw (Appendix 2 & 3).

The subject parcel is located in the Upper Lakeshore residential neighbourhood, largely comprised of R-1 and R-8 zoned parcels. There are currently seven R-8 zoned parcels within the proximity of the subject parcel, including the parcel directly to the north.

The entire property is approximately 0.24 hectares (2,400 square metres) in size, and contains an existing single family dwelling. The applicant has submitted a subdivision application (SUB-20.13), with preliminary conditional approval granted in November 2020 for the creation of a new parcel (Appendix 4). The proposed portion of land under subdivision application is vacant and 511 square metres in size. This proposed lot area is large enough to permit a *secondary suite* within a new single family dwelling, but would not permit a *detached suite*. Site photos are attached as Appendix 5.

Recently (February 16, 2021), the applicant submitted a Variance Application requesting reduced frontage and servicing requirements which will be before Council for consideration soon.

The initial application received was to amend a portion of the parcel, covering just the new 511 square meter proposed parcel. At the Development and Planning Services Committee Meeting of March 1, 2021, the applicant requested an amendment to the application to apply the change from R-1 to R-8 to the entire 0.24 hectare parcel.

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, as well as the potential future new parcel and remainder parcel, has potential to meet the conditions for the development of a *secondary suite*, including sufficient space to meet the parking requirement.

COMMENTSEngineering Department

No concerns with rezoning.

Based on the parcel area which is substantially greater than the minimum required for two additional parcels, the Infill Exemption of the Subdivision and Servicing bylaw does not apply. Full works and services are required for subdivision to the Urban Standard.

A Development Variance Application requesting reduced frontage and servicing requirements was received on February 16, 2021.

Building Department

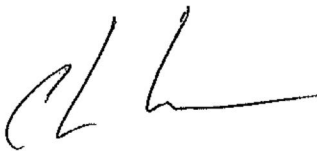
No concerns. BC Building Code requirements must be met to construct a *secondary suite*.

Fire Department

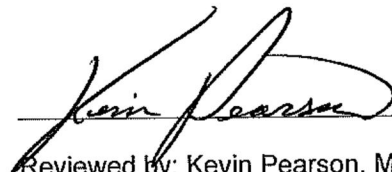
No concerns.

Planning Department

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



Prepared by: Chris Larson, MCIP, RPP  
Senior Planner




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

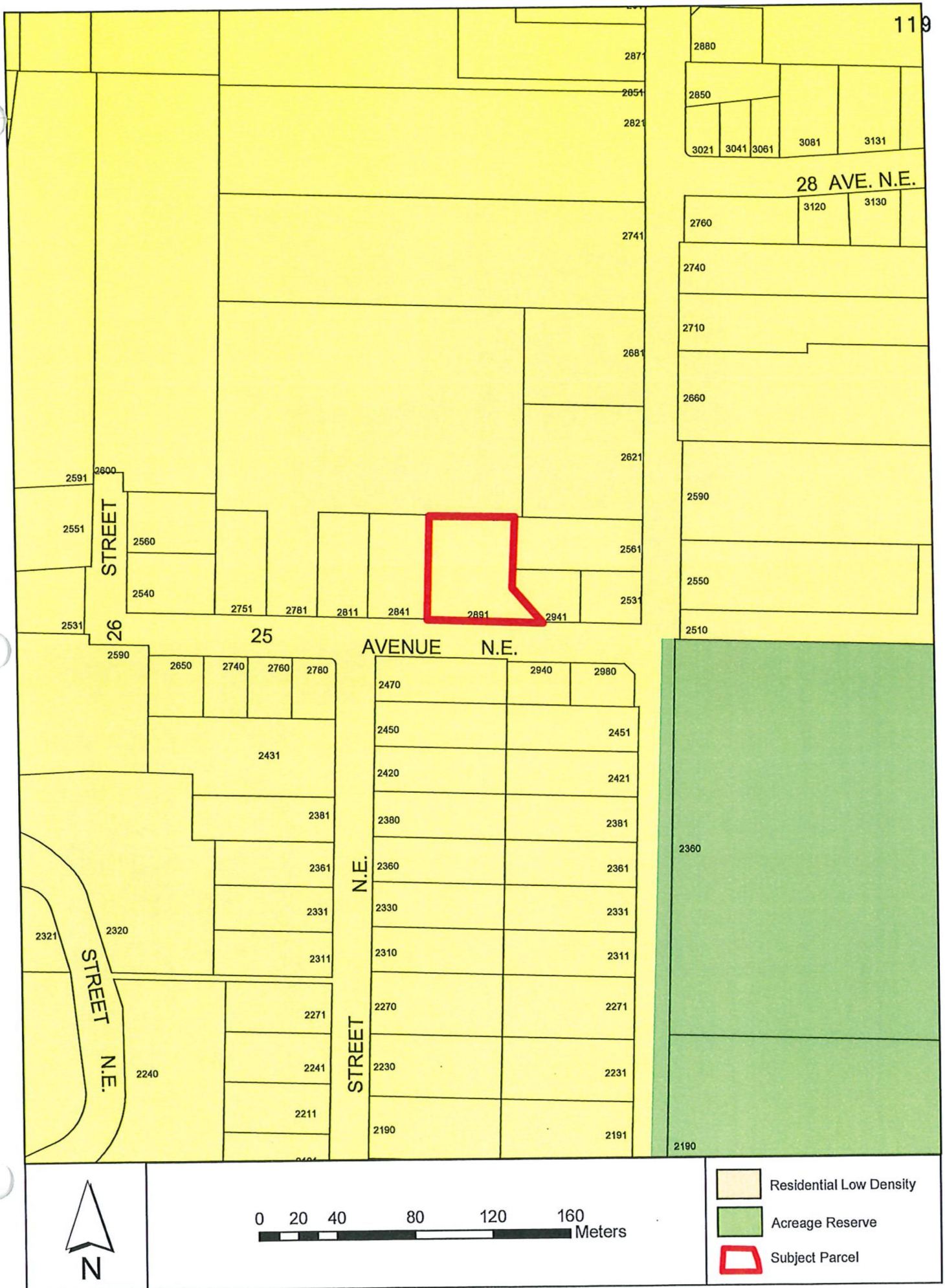




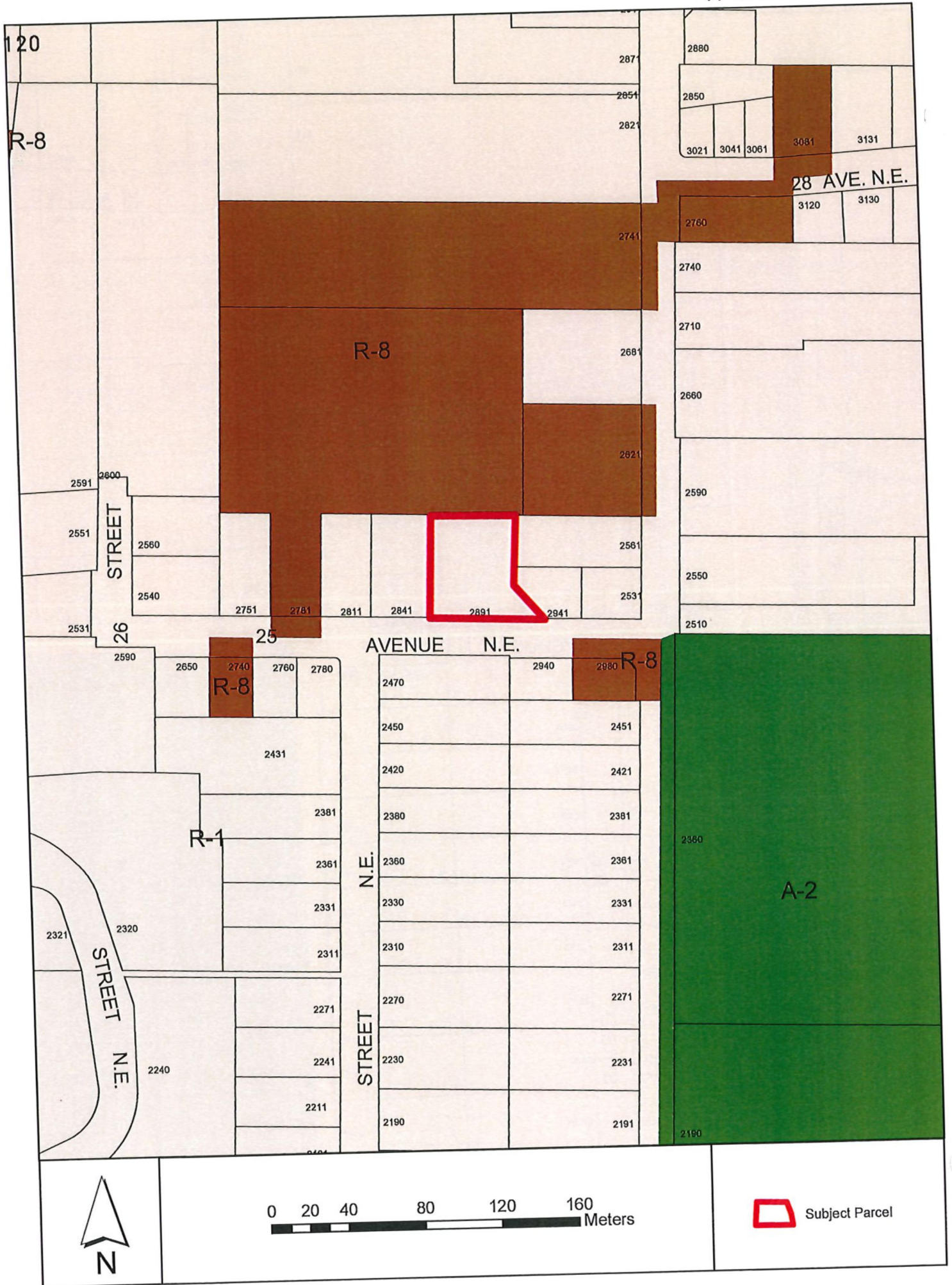
0 20 40 80 120 160 Meters

 Subject Parcel



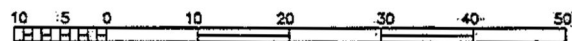






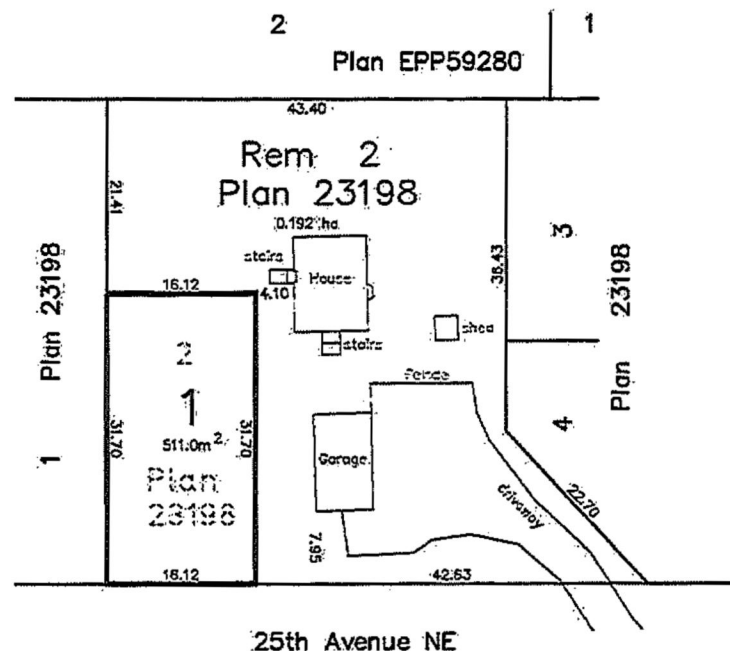
# Sketch Plan of Proposed Subdivision of Part of Lot 2, Sec 24, Tp 20, Rge 10, W6M, KDYD, Plan 23198

Scale 1:500



All distances are in metres.

The intended plot size of this plan is 432mm in width by  
280mm in height (B size) when plotted at a scale of 1:500.



BROWNE JOHNSON LAND SURVEYORS  
B.C. AND CANADA LANDS  
SALMON ARM, B.C. 250-832-9701  
File: 379-20





View northeast over subject parcel.



View northwest over subject parcel.

Item 24.1

## CITY OF SALMON ARM

Date: March 22, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4439 be read a third and final time.

[ZON-1199; Burgi, M. & S.; 2891 25 Avenue NE; R-1 to R-8]

### Vote Record

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

Opposed:

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

## CITY OF SALMON ARM

### BYLAW NO. 4439

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

---

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia and by electronic means as authorized by Ministerial Order M192, British Columbia, on \_\_\_\_\_ at the hour of 7:00 p.m. was published in \_\_\_\_\_ and \_\_\_\_\_ 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 24, Township 20, Range 10, W6M, KDYD, Plan 23198 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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



5. CITATION

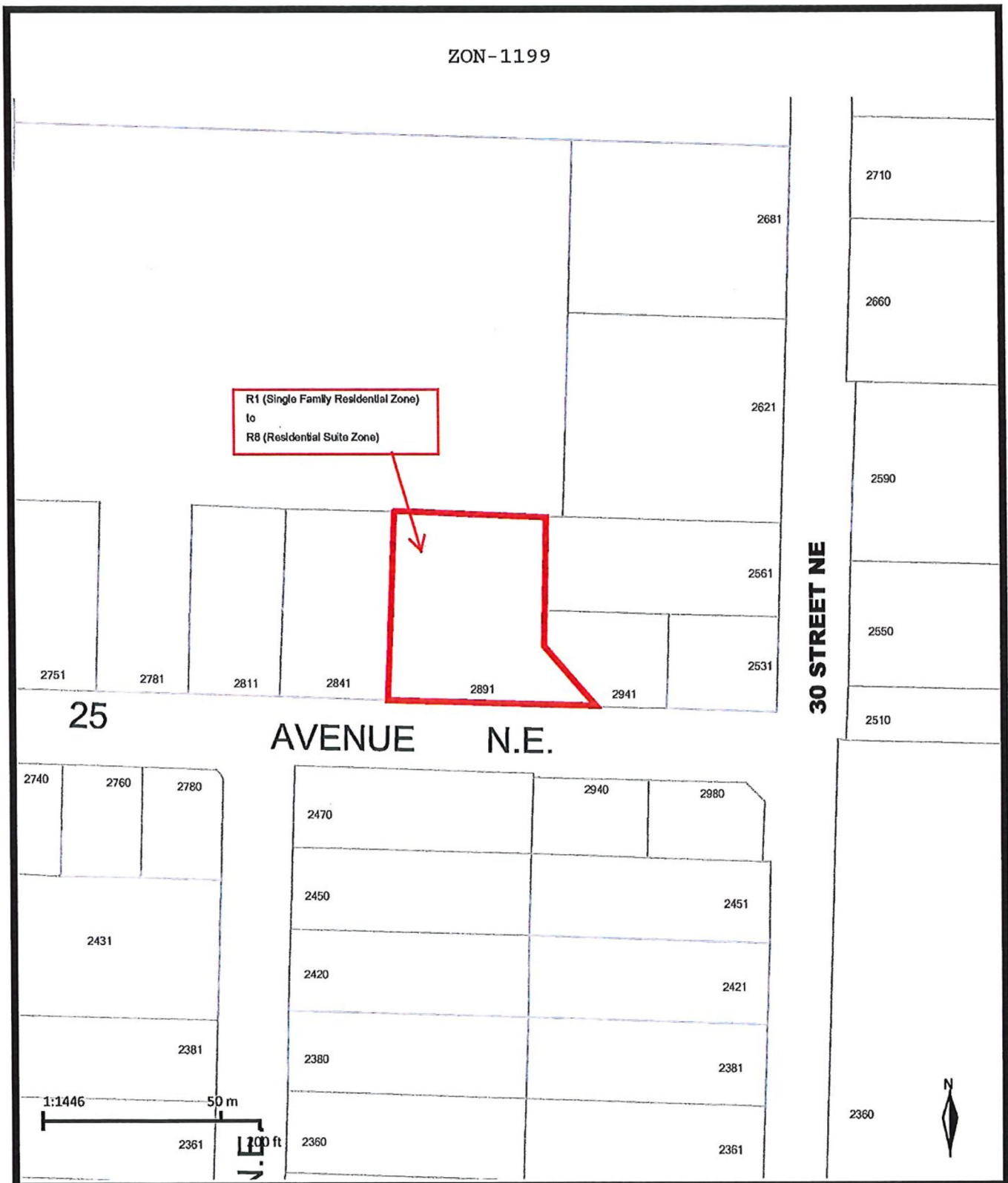
This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4439"

|                         |   |        |       |      |
|-------------------------|---|--------|-------|------|
| READ A FIRST TIME THIS  | 8 | DAY OF | March | 2021 |
| READ A SECOND TIME THIS | 8 | DAY OF | March | 2021 |
| READ A THIRD TIME THIS  |   | DAY OF |       | 2021 |
| ADOPTED BY COUNCIL THIS |   | DAY OF |       | 2021 |

\_\_\_\_\_  
MAYOR

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

SCHEDULE "A"



Item 26.

## CITY OF SALMON ARM

Date: March 22, 2021

Moved: Councillor Cannon

Seconded: Councillor Eliason

THAT: the Regular Council Meeting of March 22, 2021, be adjourned.

### Vote Record

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

Opposed:

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

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### INFORMATIONAL CORRESPONDENCE - MARCH 22, 2021

|     |  |   |
|-----|--|---|
| 1.  | A. Harrison, Mayor to Ministry of Environment and Climate Change – letter dated March 15, 2021 – Ban the Use of Anticoagulant Rodenticides   | N |
| 2.  | D. Roell – letter dated March 3, 2021 – Speeding   | A |
| 3.  | N. Kurta – letter dated March 3, 2021 – Royal Purple Proclamation Request  | S |
| 4.  | V. McKay – email dated March 15, 2021 – Business Permit  |   |
| 5.  | M. Bennett, Shuswap Food Action Society – card received March 2021 – Thank you City of Salmon Arm Wellness Warriors  | N |
| 6.  | A. Varnes, Program Manager, Salmon Arm Arts Centre – new release dated March 2021 – The Wharf Sessions   | N |
| 7.  | N. Harisch, President, R.J. Haney Heritage Village & Museum – letter dated March 8, 2021 – Liquor License for the Sprig of Heather Restaurant  | A |
| 8.  | J. Broadwell, Manager, Downtown Salmon Arm – letter dated March 12, 2021 – Alexander Plaza   | A |
| 9.  | D. Shultz, President, Salmon Arm Curling Club – letter dated March 12, 2021 – Operational Funding Thank you  | N |
| 10. | Interior Health Authority – newsletter dated March 2021 – Healthy Communities  | N |
| 11. | Shuswap Watershed Council – March 10, 2021 Council Meeting Highlights  | N |
| 12. | G. Mauser, Chair, BCWF Firearms Committee and Professor Emeritus – letter received March 11, 2021 – Bill C-21  | A |
| 13. | H. O'Hara, Executive Director, BC Association of Farmers' Markets and V. Brown, President, Board of Directors, BC Association of Farmers' Markets – letter received March 11, 2021 – 2020 Farmers' Market Nutrition Coupon Program | A |
| 14. | K. Holowatiuk, Campaign Coordinator, Delivering Community Power – email and attachments dated March 15, 2021 – Request for Support Delivering Community Power  | A |
| 15. | D. Nicholls, ADM, Chief Forester, Officer of the Chief Forester – letter dated February 2, 2021 – The Provincial Tree Planting Program and COVID-19 Protocols  | N |
| 16. | J. Cote, Mayor, City of New Westminster to M. Mark, Minister of Tourism, Arts, Culture and Sport – letter dated March 5, 2021 – Support for Laid-off Hotel and Tourism Industry Workers  | N |
| 17. | C. Fraser, Mayor, Township of Spallumcheen to P. Hajdu, Minister of Health – letter dated March 5, 2021 – Support for 988 Crisis Line  | N |
| 18. | J. Ross, Mayor, Village of Belcarra to N. Shin, Member of Parliament Port Moody-Coquitlam – letter dated March 10, 2021 – Endorsement of 9-8-8 Crisis Line Initiative  | N |
| 19. | K. Barchard, Corporate Officer, City of Pitt Meadows – letter dated March 11, 2021 – Fair Taxation from Railway Operations & Industrial Parks  | N |
| 20. | K. Kenney, Corporate Officer, City of Langley – letter dated March 11, 2021 – Raise Disability and Income Assistance to a Livable Rate   | N |
| 21. | L. Helps, Mayor, City of Victoria – letter dated March 10, 2021 – Help Cities Lead Campaign  | A |

N = No Action Required  
A = Action Requested

S = Staff has Responded  
R = Response Required

*From the Office of the Mayor*

March 15, 2021

Ministry of Environment and Climate Change Strategy  
PO Box 9360 Stn Prov Govt  
Victoria, BC V8W 9M2

**Re: Ban the Use of Anticoagulant Rodenticides**

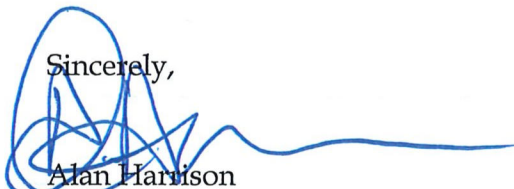
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At the March 8, 2021 Regular Meeting, Council unanimously supported a policy to ban the use of anticoagulant rodenticides on City owned properties and to incorporate humane pest control practices when necessary.

The City of Salmon Arm encourages a Provincial Ban on the use of anticoagulant rodenticides to increase protection for wildlife species.

The use of anticoagulant rodenticides are harmful to the eco system and the City of Salmon Arm is taking steps as a local government to reduce our negative environmental impact. In addition, we are educating our citizens in rodent-proofing private property and humane alternatives to eliminate rodents.

Sincerely,



Alan Harrison  
Mayor

Item 12.1.1

RECEIVED

MAR - 4 2021

March 3 , 2021 . CITY OF  
SALMON ARM

To City of Salmon Arm , Mayor and Council ,

As a taxpayer and resident of Salmon Arm , I am once again writing , to request that action be taken to reduce the amount of speeding , within city limits .

Please find enclosed a copy of my letter to the Salmon Arm RCMP Detachment .

The amount of drivers who blatantly ignore the speed limit signs is staggering. It is ridiculous that this is allowed to go on , especially in a city that prides itself in having walking trails in city limits . I would like to see Salmon Arm be a safe place for all traffic participants and it would be good for the city , to go with the times in this regard . One only has to look at smaller and larger cities , to see how many options there are to reduce speeding and implement " traffic calming measures " . In my last letter , of 2019 , I made several suggestions , that work well elsewhere .

There seems to be a reluctance and complacency , by Salmon Arm City Council , to take any action on this issue . The negativity that I encountered by a City of Salmon Arm employee was shocking - the reasoning was " that everybody speeds in Salmon Arm " !

I have witnessed , on several occasions , that even the City of Salmon Arm Works Department , exceeds the speed limit , in a school zone . Without having flashing lights or emergency lights on .

I have addressed the Traffic Safety Committee before , but to no avail . There was a suggestion to join the Citizen Traffic Patrol , but that does not make a difference , as everyone ignores that .

The only way that people will slow down , is to enforce the speed limit and write out tickets for speeding , on a consistent basis . The road rage in Salmon Arm is getting out of control.

Just think of the amount of revenue , that writing out speeding tickets would generate !

I would welcome to discuss the above at any time , in any manner.

As a concerned citizen of Salmon Arm , I hereby make an urgent request to enforce adherence to speed limit , and improve compliance with same.

Looking forward to a reply , respectfully ,

 (D. ROELL)

Cc : Salmon Arm RCMP Detachment  
- : Desiree Roell

Desiree Roell





March 3 , 2021 .

To Salmon Arm RCMP Detachment ,

Once again , as a taxpayer in Salmon Arm , I am writing to bring to your attention , the amount of speeding within the city limits .

The blatant disregard for the speed limit is shocking , there are , in my opinion only about 5 - 10 % of the drivers that obey the speed limit . The word road rage comes to mind , as vehicles come charging into the city . Commercial vehicles absolutely ignore any speed limit signs.

My urgent request is for more and frequent enforcement of speed limits . I feel issuing speeding tickets and fines , are the only way that drivers will start to comply with the rules .

From this rises my question : Where does the revenue from issuing traffic tickets go to? I would hope that most of that would be returned locally. Can you please advise?

I will also write a letter to the City of Salmon Arm - Mayor and Council , as I have done previously , without much result . The argument from an employee of City Hall was " that everybody does it " . That , to me , is a non argument and frankly was shocked by that reply!

Thank you so much for looking into this . I would like Salmon Arm to be a safe city for everybody . I welcome any contact in this matter . Please also see my similar request in 2019 .

Specific areas are , 20 Avenue NE , 30 th Street NE , 30 th Street SE , Auto Road SE , just to name a few , but it happens all over the city.

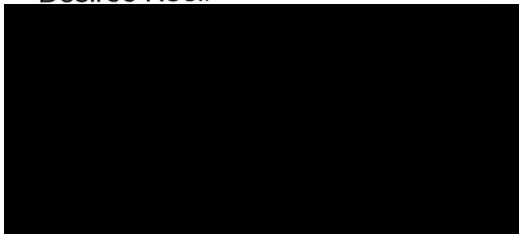
Looking forward to a reply , respectfully ,

A handwritten signature in blue ink, appearing to read "D. Roell", with a stylized flourish to the left.

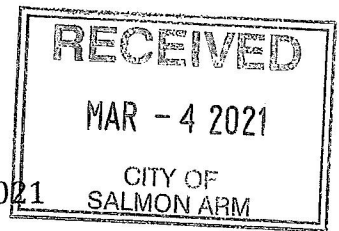
C.c : City of Salmon Arm - Mayor and Council.

- : Desiree Roell.

Desiree Roell



March 3, 2021



Mayor Allan Harrison and Council  
City of Salmon Arm

I am writing on behalf of the Salmon Arm Royal Purple organization. May 16 to 22<sup>nd</sup> is Royal Purple week across Canada. As such, we are asking for a proclamation for that week.

As part of this not for profit organization, we are a group of 28 ladies, and in May, will be celebrating 59 years of service in Salmon Arm. We will also be presenting donations of (approximately) \$13,000.00 to local charities in May. Our total annual donations are from \$15 to \$20,000.00.

To raise these funds we have catered (banquets, memorial teas), made & sold meat pies, held craft fairs etc. and money from BC Gaming funds. Pre-covid, due to our aging members, we discontinued catering to banquets. We will resume pie making and memorial teas when it is safe to do so. We will also resume monthly visits to a local care facility, bearing baked goodies and making a social visit.

A proclamation may not be practical, however, we are asking. As much as our contributions may be minimal in comparison to other organizations, they are needed now more than ever. As a matter of interest, 5 of our newest members are former Vernon Royal Purple members. Vernon, Kelowna and Merritt lodges have all recently closed.

We are in need of new members and hope to be of service to needy groups for many years to come. Thank you for your consideration.

Please reply to Nancy Kurta: e-mail [nancylen3@gmail.com](mailto:nancylen3@gmail.com).  
phone 778-824-0744. Or to Salmon Arm Royal Purple #279, 3690 30 Street NE,  
Salmon Arm BC V1E 3L1.

Committee: Ellen Hammer and Nancy Kurta.

Yours truly

Nancy Kurta

Encl: Copy of sample proclamation and directive from National Royal Purple.



## *Sample proclamation*

FROM THE OFFICE OF THE MAYOR/REEVE

Proclamation of Canadian Royal Purple Week – May 16-22, 2021

WHEREAS, this Canadian Society of fun-loving, dynamic, dedicated volunteers help children and their communities.

WHEREAS, this Nationally Incorporated not-for profit organization provides a forum for like-minded individuals to come together to make a difference in their communities.

WHEREAS, local decision making and the opportunity to learn builds sustainability.

WHEREAS, the Principles of Canadian Royal Purple, Justice, Charity, Love and Service provide a strong foundation to learn and prosper.

WHEREAS, the impact of the volunteer work of Canadian Royal Purple members serves each lodge's community.

WHEREAS, membership is open to a resident of Canada who has reached 14 years of age, who supports democratic and lawful government and the purposes and objectives of the Canadian Royal Purple Society.

WHEREAS, Royal Purple is a valuable asset to our community \_\_\_\_\_ Lodge # \_\_\_\_\_ has existed since \_\_\_\_\_.

WHEREAS, Royal Purple has existed in Canada since 1914.

NOW, THEREFORE BE IT RESOLVED that as the Mayor/Reeve of \_\_\_\_\_.

I do proclaim our City/Town will recognize May 16-22, 2021 as "Canadian Royal Purple Week."

We hereby recognize Canadian Royal Purple for the significant impact it has made and continues to make in our Community.

For more information on joining this organization call \_\_\_\_\_ or \_\_\_\_\_.

[Canadianroyalpurplesociety.org](http://Canadianroyalpurplesociety.org)

Edited: January, 2021

# *Directions from National Royal Purple*

*Proclamation Steps to make this happen in your city/town/village.*

A proclamation is a formal way of making a public announcement.

In this proclamation we honor the members dedication, educate the public on what Canadian Royal Purple does in general terms and invites people to join the local Lodge.

1. First, use the sample proclamation, add your local information. The proclamation can be edited for local use.
2. Second, identify the best person/office to approach with the proclamation. Discuss the local impact and encourage this person to put forward the proclamation to Council. You may need to educate your local Council – take the history and contributions YOU"VE made to your community.
3. Third, make an appointment with the official for the signing of the proclamation, if possible. Take a photograph with the Mayor/Reeve signing the proclamation. Obtain permission to use the photo to promote Canadian Royal Purple Week.
4. Forward the photo to Provincial and National webmasters and local newspapers for sharing.

March 15, 2021

Salmon Arm Royal Purple  
#279, 3690 30 Street NE  
Salmon Arm, BC V1E 3L1

Dear Nancy Kurta,

Re: Proclamation for Royal Purple Week

---

We are in receipt of your letter dated March 3, 2021, requesting a proclamation for Royal Purple Week from May 16 – 22, 2021.

Your email will be included in the Informational Correspondence section of the March 22, 2021 Regular Council Agenda. Salmon Arm Council, at their Regular Meeting of June 23, 1998, resolved to discontinue issuance of proclamations.

On behalf of Council of the City of Salmon Arm, we thank the Salmon Arm Royal Purple for their involvement and donations in Salmon Arm.

Regards,



Erin Jackson  
Director of Corporate Services

:cs

**Sent:** Monday, March 15, 2021 12:38 PM  
**Subject:** Online Form Submittal: Mayor and Council

Mayor and Council

First Name Valerie

Last Name McKay

Address:

Return email address:

Subject: Business Permit

Body You have got to be kidding!  
Has this City literally gone to Pot? You are allowing a cannabis  
store to open in the Picadilly Mall????????????????Really?

Would you like a response: Yes

Disclaimer

*Written and email correspondence addressed to Mayor and Council may become public documents once received by the City. Correspondence addressed to Mayor and Council is routinely published within the Correspondence Section of Regular Council Agendas.*

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





Erin and The City of Salmon Arm  
Wellness Warriors,

Thank you, Erin, for creating a team  
on behalf of our beautiful city and fund-  
raising for our Society! It is truly  
appreciated to know that we have support from  
our leadership and we hope we can work  
together to create a healthy, resilient &  
positive community with abundance for all.  
We are all so fortunate to be here and we look  
forward to the work ahead! Sincerely, Melanie Bennett  
on behalf of SFAS



For Immediate Release

The Salmon Arm Arts Centre brings you ... *The Wharf Sessions*: a live album for WOW 2021

Here at the Arts Centre, spring is when we usually plan and prepare for Wednesday on the Wharf (WOW), the outdoor summer concert series that has run for more than 27 years. For twelve consecutive Wednesday evenings starting in June, Marine Peace Park comes alive with the sounds of toe tappin' live music, as friends gather over picnics and children jump, dance, and twirl to the ever-present beat.

Like so many live music events, however, limits on public gatherings mean that WOW won't be offered in its usual format in 2021. Instead, the Salmon Arm Arts Centre has used our collective imagination, and we're excited to bring the joy of live music to the community in an accessible new way.

In place of WOW concerts at Marine Peace Park, the Arts Centre is pleased to announce *The Wharf Sessions*, a live recorded digital WOW album to be released on streaming platforms in June 2021. Just like WOW, the album will feature a range of musical styles, new and familiar faces, and fantastic music created here in the Shuswap. As all the music will be recorded live at the gazebo, and listeners can expect to hear the ambient sounds of the park, including birds, trains, and passers-by.

*The Wharf Sessions* is a collaboration between the Salmon Arm Arts Centre and the new Song Sparrow Hall, with production and audio engineering by Craig Newnes and Clea Roddick. The album will stream digitally and be available for download all summer long.

Got a favorite local band? Want them to have a track on the album? The Arts Centre is holding a contest from March 9th to 31st called *The Wharf Sessions People's Choice Contest* in which the public can vote for their favourite local band to be included on the album. Folks can vote in person at the Salmon Arm Art Gallery's Front Desk, by phone at 250 832 1170, or by email at [wow@salmonarmartscentre.ca](mailto:wow@salmonarmartscentre.ca) through to March 31, 2021.

Watch our social media feeds this spring when we release the full album lineup, including the People's Choice winner! Follow us on Instagram, facebook and youtube: @salmonarmartscentre.

For more info  
Astrid Varnes, Program Manager  
Salmon Arm Arts Centre  
250 832 1170  
[wow@salmonarmartscentre.ca](mailto:wow@salmonarmartscentre.ca)



# The Wharf Sessions

## PEOPLE'S CHOICE CONTEST

VOTE March 9 - 31, 2021

Vote for your  
favourite  
local band!



Salmon Arm Arts Centre and Song Sparrow Hall are pleased to announce **The Wharf Sessions**, a live recorded digital album celebrating the best of Wednesday on the Wharf. Recorded live under the gazebo at Marine Peace Park, the album will feature everything you love about WOW.

**Have a favourite local band  
you'd like to hear on the album?**

Cast your **People's Choice** vote before March 31st!

## HOW TO **VOTE**

**In person** Tues-Sat, 11am-4pm at the Salmon Arm Art Gallery  
**Via email** to [wow@salmonarmartscentre.ca](mailto:wow@salmonarmartscentre.ca)  
**By phone** (250) 832-1170







SALMON ARM MUSEUM & HERITAGE ASSOCIATION AT

## R.J. Haney Heritage Village & Museum

751 Hwy. 97B NE

P.O. Box 1642

Salmon Arm, BC V1E 4P7

Mayor and Council

March 8, 2021

City of Salmon Arm  
PO Box 40  
Salmon Arm, BC  
V1E4N2

Re: Liquor License for the Sprig of Heather Restaurant

Dear Mayor and Council

This letter is to advise you that the Salmon Arm Museum Association is applying for a Primary Food License to serve liquor in the Sprig of Heather restaurant. Currently, we use Special Occasion Licenses for events, including our Dinner Theatre program. This Licence will give us more flexibility, enhance the visitor experience and save us money. Our General Manager has been in touch with the Provincial Licencing body and the local Liquor Inspector and it appears we would qualify and will be able to meet the requirements.

Yours truly  
Salmon Arm Museum & Heritage Association

Norma Harisch, President

### Real History - Hands-On Activities

♦ Ph: (250) 832-5243 ♦ [info@salmonarmmuseum.org](mailto:info@salmonarmmuseum.org) ♦ [facebook.com/Haneyheritage](https://facebook.com/Haneyheritage) ♦ [www.salmonarmmuseum.org](http://www.salmonarmmuseum.org)

Item 12.1.7

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

March 12, 2021

To Mayor and Council

Re: Alexander Plaza

The Salmon Arm Downtown Improvement Association at its regular board meeting of March 10, 2021 approved the following:

*Motion to approve Alexander Plaza, an open-air pedestrian mall along Alexander Street, from Hudson Avenue to Lakeshore Drive. Times of operation to be Friday evenings from 5pm – 7:30pm, and Saturdays from 9:00 am – 3:00 pm; beginning June 18, and ending September 25, 2021.*

The 2020 pilot season of the Alexander Plaza was deemed successful in creating a safe, socially distanced place to take in arts, shopping, outdoor dining, and live music in response to COVID-19 safety protocol. In February 2021, DSA conducted a survey of both downtown members and area residents to determine the desire to continue this program. From 210 participants, 96% were in favour of Alexander Plaza on Saturdays and 84% were in favour of the Friday evening addition.

In efforts to expand on the new reality of safely moving throughout places of commerce, and to continuing creative thinking on how to utilize downtown Salmon Arm as a place of attraction to both residents and visitors, Downtown Salmon Arm is seeking support for this proposal to:

- Open Alexander Street from Hudson to Lakeshore as an open-air mall to accommodate more people by redirecting vehicle traffic from 5:00 pm – 7:30 pm Fridays, and 9:00 am – 3:00 pm Saturdays, from June 18 to September 25.
- Create a safe, inclusive, and engaging space for participants of all ages, abilities, and identifications.
- Program activities on the street during this time that celebrate Shuswap life, such as live music, plein air art, artisan booths, food and beverage providers, outdoor cinemas, community awareness, and others based on available funding.
- Create a way-finding route from the Downtown Farmer's Market to Alexander Street with the assistance of PLAY Shuswap that encourages creative movement.
- Create wayfinding from Alexander Plaza to downtown businesses and attractions that are located throughout downtown.
- Continue support for businesses who wish to set up 'sidewalk' sales, outdoor benches, or dining areas.

DOWNTOWN SALMON ARM  
250 SHUSWAP STREET NE, PO BOX 1928  
SALMON ARM, BRITISH COLUMBIA V1E 4P9



# **DOWNTOWN SALMON ARM**

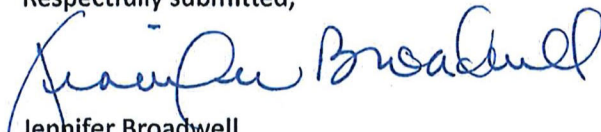
- Continue evaluation of the program's success throughout and after operational dates.
- Request city staff to provide assistance with the street closure at 4pm Fridays and 7am Saturdays.

In our growing community, the demographics are changing and flourishing. Downtown Salmon Arm wishes to move with this refashioning by welcoming our long-term and newly landed residents to its epicenter through thoughtful timing and activation.

Should you require further information, please contact me.

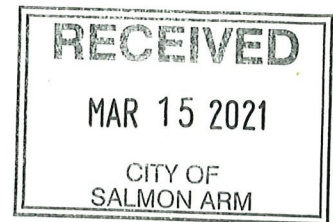
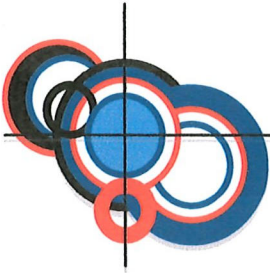
Thank you for your time.

Respectfully submitted,



Jennifer Broadwell  
Manager

DOWNTOWN SALMON ARM  
250 SHUSWAP STREET NE, PO BOX 1928  
SALMON ARM, BRITISH COLUMBIA V1E 4P9



## Salmon Arm CURLING CLUB

691 - 28th St NE, Salmon Arm, BC, V1E2S7

March 12, 2021

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

Dear Mayor Harrison and Council Members:

**Subject: 2021 Operational Funding - \$40,000.00**

On behalf of the Salmon Arm Curling Club, thank you for the operational funding provided to the Club through the City's 2021 Budget and its COVID Recovery Fund. The money provided will assist the SACC in managing the substantial losses experienced due to the pandemic.

As Council is aware, the last two curling seasons have been extremely challenging for the Club and the provincial health orders to cancel all adult sports effective March 16, 2020 and then again on December 8, 2020 resulted in the immediate closures of our facility and all its activities – although the monies required to maintain the facility remained.

The operational funding provided by Council will go a long way to ensure that curling remains a viable sport within the community.

Thank you so very much from all the curlers in the community.

Sincerely,

Donna Shultz,  
President

# Healthy Communities

Monthly Newsletter



Interior Health  
*Every person matters*

March 2021

## Community Recognition

---

### Sicamous Now Has Licensed Childcare

The District of Sicamous council took a leap of faith purchasing a building in advance of knowing how to ultimately pay for it. That building has now turned into their new beautiful licensed childcare center for the community, run by the community. Watch the ribbon cutting and take a virtual tour of the Little Bear's Childcare Centre [here](#). Early childhood development is an important building block of a healthy community!

### Osoyoos and the Thompson Nicola Regional District (TNRD) Complete Housing Needs Reports

Municipalities throughout the province of BC are developing Housing Needs Reports in order to meet the 2019 provincial requirements. These reports strengthen the ability of local governments to understand what kinds of housing are most needed in their communities, and to help inform local plans, policies, and development decisions which will lead to creating healthier communities. Recently completed reports in the Interior region include the [Town of Osoyoos](#) and the [TNRD](#) (along with many of its member municipalities).

The TNRD's engagement process was a key component of the assessment and included the following objectives:

- 1) Collect data,
- 2) Ground truth data findings,
- 3) Promote equity through the engagement process, and
- 4) Identify community strengths to inform asset-based recommendations.

Find the TNRD's engagement summary [here](#). You can read about Osoyoos' growth based on findings from their housing needs report [here](#).

### New Seniors' Housing Facility Takes Shape in Clinton

The development of a supportive living facility in Clinton began more than 10 years ago to meet a growing need in the village. The Clinton and District Assisted Living Society has been a critical component to making the facility happen and they acknowledge the ongoing support of the Village of Clinton, the Thompson Nicola Regional District, multiple levels of government, local organizations, churches, and surrounding First Nation communities. Read [this article](#) and [this article](#) to learn how the facility came to be.



## Local Government Role in Vaccine Rollout

Thank  
you!!

Thank you to all municipalities who worked with IH to establish the very important [community vaccination clinics](#)! Partnerships have been crucial as we tackle the pandemic together.

## Events & Learning Opportunities

---

### Physical Activity Policy and Surveillance: The Relevance of a Sustained National & Provincial/Territorial Monitoring System - Webinar

The Canadian Fitness and Lifestyle Research Institute is [hosting a webinar](#) on **March 25<sup>th</sup> at 11:30am (PST)** to explore effective monitoring and surveillance of physical activity and sport. This data can be used to plan, implement, and evaluate policies, programs and practice. It also helps identify trends, gaps, challenges, and promising practices. Policy-makers, decision-makers, and leaders in physical activity, sport, and recreation are invited to attend to learn more about:

- How Canadian data influences national and provincial/territorial strategies and action plans;
- Best practices in physical activity surveillance from around the world, including new research on global physical activity and policy surveillance (e.g. WHO policies, Sustainable Development Goals, and the Global Action Plan for Physical Activity);
- The development of new research tools and indicators nationally and globally.



Canadian Fitness  
and Lifestyle  
Research Institute

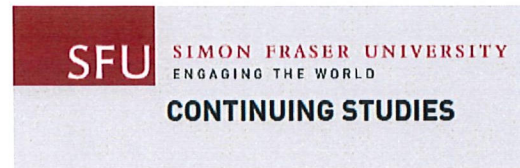
### From Risk to Resilience: A Health Equity Approach to Pandemic Preparedness, Response and Recovery - Webinar Series



This 5-part conversation series is an opportunity for public health professionals, community health leaders, researchers and decision-makers to build our collective capacity to use a health equity approach in preparing for, responding to, and recovering from COVID-19 and future pandemics. The series is anchored in the 2020 Annual Report from Canada's Chief Public Health Officer. Listen to the past recorded conversations from the series and register for future ones [here](#).

## Planning and Designing Healthy Communities

This two-day intensive workshop (**April 23 & 24**) will introduce participants to key principles and strategies for the planning and designing of healthy communities.



Building on recent work and new research on the relationship between urban design and public health, the instructors will introduce participants to the Healthy Built Environment Linkages Toolkit and provide guidance on how to develop a health impact assessment.

Featuring guest speakers from the Metro Vancouver public health community, this interactive course will be grounded in the practical demands of local government policy development, design and implementation. [Click here for more information and registration.](#)

## The End of Poverty: Tamarack Institute's Virtual Event



We are at a unique moment in history in which cities, provinces/territories and our federal government are all converging with independent, yet interrelated, poverty reduction strategies.

On **May 5-6<sup>th</sup> 2021**, join Tamarack's Cities Reducing Poverty Network to explore

Ending Poverty pathways and co-create a vision to end poverty for all Canadians. This virtual gathering is open to everyone. Elected officials from all levels of government, city staff, business leaders, funders, poverty reduction collaborative leaders, community organizations, and experts with lived/living experience of poverty will teach and learn together.

The End of Poverty will include inspiring keynotes, engaging panels and workshops, and daily small group discussions, each serving to help us collectively advance ideas for ending poverty. Registrants will also have the opportunity to deepen their learning through one of four courses that will be offered at 50% off Tamarack's regular rate. Check out the [event webpage](#) to learn more and register.

## Advancing Healthy Public Policy

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### Updated B.C. Provincial Injury Data Online Tool

Injury data is helpful when planning for active transportation or road safety initiatives. The iDOT© is an easy-to-use, menu-driven system that makes injury data available to injury prevention practitioners and professionals, as well as the public. It is an effective and efficient way for users to access injury data including mortality, morbidity, traffic accidents, and sports. The iDOT Tools and Visualizations has been updated to include 2018 data in the [Mortality Tool](#) and 2019 data in the [Traffic Accident System Tool](#).



## 100% Renewable Energy in Your Community Playbook & Toolkit

This Playbook, brought to us by the West Kootenay EcoSociety, provides a play-by-play guide to developing bottom-up support in your community for climate action. The Toolkit is a list of example resources for you to cut, copy, paste and customize for your use. We offer resources like this because climate change is a major public health threat. Together this playbook & toolkit are a template to get your community to a commitment and a plan to adopt 100% renewable energy. [Access them both here.](#)

**100% RENEWABLE ENERGY  
IN YOUR COMMUNITY:  
PLAYBOOK & TOOLKIT**

## Let's Talk: Health Equity Resources from the NCCDH

We recommend the [Let's Talk Series](#) from the National Collaborating Centre for Determinants of Health. Check out [Let's Talk: Community Engagement for Health Equity](#) that explains how equitable engagement involves hearing from all different voices and inviting those who face inequities to be involved in the decision-making process. Also, [Let's Talk: Whiteness and Health Equity](#), demonstrates how Whiteness is not only detrimental to Black, Indigenous and other racialized peoples; Whiteness also affects the health and well-being of white people.

## BC Food Security Gateway



The BC Food Security Gateway (The Gateway) is an online resource that provides BC communities with up-to-date food security information. [The Gateway](#) is meant to inform and link readers to projects, initiatives, and organizations in British Columbia as well as publications, tools, guides, and news – so that everyone can contribute to building food

security in BC. Most recently, The Gateway has been featuring resources and blog posts about how to take an anti-racist approach in food system work.

## One-stop Shop for Green Infrastructure Resources

The [Municipal Hub: Green Infrastructure Resources for Municipalities](#) from the Green Infrastructure Ontario Coalition is a one-stop-shop for resources that support municipalities and other practitioners in overcoming barriers and implementing more green infrastructure.



Closer to home, we have the [BC Climate Action Toolkit](#), which offers similar resources targeted to BC local governments working to reduce greenhouse gas emissions and, at the same time, strengthen their communities.

## Funding News

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### Strengthening Communities' Services Program

Building on the Province's commitment to help people and communities through the pandemic, local governments and Treaty First Nations may now apply for \$100 million in grants to address

the impacts of homelessness, support people and strengthen communities' health and safety. Check out this [press release](#) from the province. This new program will provide grants to temporarily support communities to meet emerging health and safety needs on the ground. The program is application based and open to all local governments, including municipalities, regional districts and Treaty First Nations. Application deadline is **April 16, 2021**; visit this [website](#) for more information.

### **Local Government Development Approvals Grant**

The province has announced a new program to support local governments in improving their development approval processes while meeting local government planning and policy goals when it comes to fulfilling the housing needs in our communities. The intent of this grant program is to aid the implementation of established best practices and innovative methods to support non-profit housing organizations, developers, and community stakeholders to deliver diverse housing types across the housing continuum. Application deadline is **May 7, 2021**. To apply, please visit this [website](#).

### **Plan H Funding**

Be sure to watch the [PlanH](#) funding website for the 2021 funding streams to open! The next round of funding will be available this spring for local governments. If you require any assistance with your grant application, please reach out to your local IH-Healthy Communities contact!



**Sincerely,**

*Your Healthy Communities Team*

[\*\*healthycommunities@interiorhealth.ca\*\*](mailto:healthycommunities@interiorhealth.ca)

To subscribe, send a blank email with [Subscribe to Monthly e-newsletters](#) in the subject line.

To unsubscribe, send a blank email with [Unsubscribe to Monthly e-newsletters](#) in the subject line.



## Election of Chair and Vice Chair for 2021

Paul Demenok, CSRD Director for Area 'C', South Shuswap, was acclaimed as Chair, and Jay Simpson, CSRD Director for Area 'F', North Shuswap, was acclaimed as Vice Chair.

## Update from Program Managers

Erin Vieira provided an update on program operations since the last meeting:

- The 2021 Water Quality Grant Program launched in late February. Proponents can find information about eligibility and an application package online at [www.shuswapwater.ca](http://www.shuswapwater.ca). The application period closes April 30<sup>th</sup>.
- Staff reviewed a recommendation from the Shuswap Water Monitoring Group that the SWC lead the development of a collaborative regional algal response plan with several water quality monitoring partners, including the BC Ministry of Environment and Climate Change Strategy and Interior Health Authority
- Staff are preparing media campaigns for the prevention of Zebra and Quagga Mussels to the Shuswap. Campaign messaging focuses on Clean-Drain-Dry practices and watercraft inspection.
- Staff reviewed the results of a series of presentations to community groups through late Fall and Winter 2020
- Staff have submitted two grant applications for funding to support the SWC's work; both applications are to federal granting programs

Expenses to the end of the third quarter (April 1<sup>st</sup> - December 30<sup>th</sup> 2020) total \$215,802 against the annual operating budget of \$323,450.

## Budget and workplan for 2021-22 approved

Staff presented the proposed workplan and budget for 2021-22. The operational expenses total \$390,250 with a projected operative reserve of \$113,645. The budget reflects two unconfirmed grant applications to federal funding programs. The budget will be adjusted according to the outcomes of the applications. The workplan and budget were approved, and take effect April 1<sup>st</sup> 2021.

## Guest presentation on Upper Adams River Salmon Restoration project

Mr. Don Holmes, R.P. Bio, Lakeshore Environmental, gave a presentation about a three-year salmon restoration project taking place in the Adams Lake watershed, led by Adams Lake Indian Band and the Secwepemc Fisheries Commission. The project proposes to fertilize parts of Adams Lake to boost the plankton communities and improve juvenile salmon growth and survival; the project also includes a comprehensive monitoring program.

*A full meeting summary is available on the SWC website.*

## SWC MEMBERS:

Paul Demenok – Chair  
CSRD Area 'C'

Jay Simpson – Vice Chair  
CSRD Area 'F'

Rene Talbot  
CSRD Area 'D'

Rhona Martin  
CSRD Area 'E'

Rod Crowe  
TNRD, Village of Chase

Ken Christian  
TNRD, City of Kamloops

Debbie Cannon  
City of Salmon Arm

Colleen Anderson  
District of Sicamous

Dave Nordquist  
Secwepemc Nation,  
Adams Lake Indian Band

Steven Teed  
Secwepemc Nation,  
Adams Lake Indian Band

Rick Fairbairn  
RDNO Area 'D'

Denis Delisle  
RDNO Area 'F'

Dennis Einarson  
BC Ministry of Environment  
& Climate Change Strategy

Lindsay Benbow  
BC Ministry of Agriculture, Food  
and Fisheries

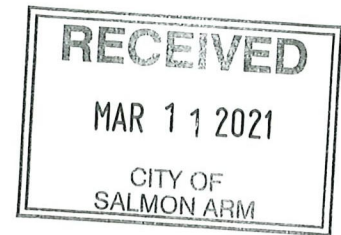
Lorne Hunter  
Community Representative

Randy Wood  
Community representative

Sharon Bennett  
Community Representative

Natalya Melnychuk  
Community Representative

Mayor Alan Harrison  
City of Salmon Arm  
BOX 40  
500 2 AVENUE NE  
SALMON ARM, BC V1E 4N2  
Email: [aharrison@salmonarm.ca](mailto:aharrison@salmonarm.ca)



Dear Mr. Harrison:

Thank you for your principled objection to introducing new municipal bylaws for regulating legal handgun ownership. [Bill C-21](#) offers municipalities a poisoned chalice. I agree with you. Bill C-21 is misdirected. Criminal code enforcement belong to higher levels of government.

Under Bill C-21, municipal bylaws would be enforced by Ottawa by introducing conditions on legally registered handguns and, therefore, Bill C-21 ignores illegal handguns. If a municipality were to ban handguns, the RCMP would simply revoke the registrations of all legal handguns in that municipality.

Because Bill C-21 ignores unregistered handguns, a municipal bylaw activated under [Bill C-21](#) could not stop anyone from using an illegal handgun.

Thank you for recognizing that Bill C-21 is aimed at the wrong target. Legal handgun owners are not the problem. According to [Statistics Canada data](#), they are extremely law abiding.

As I'm sure you know, handguns are already [strictly regulated](#) by the federal government. Anyone who legally owns a handgun must be vetted by the RCMP, pass a safety test to acquire a firearm licence, and, of course, register their handgun. Legal owners are subject to a nightly check for any possible legal infraction as well as adhering to strict regulations on the use and storage of their firearms.

Why is Ottawa focusing on sport shooters who own legally registered handguns?  
Why isn't Ottawa taking violent crime seriously?

These are questions that you may wish to see address through the Union of BC Municipalities.

Thank you again for your principled stand.

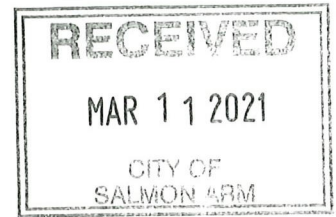
Respectfully yours,

Gary Mauser  
Chair, BCWF Firearms Committee  
And  
Professor Emeritus

A handwritten signature in black ink, appearing to read "Gary Mauser". The signature is fluid and cursive, with a long horizontal stroke at the end.



Institute for Canadian Urban Research Studies  
Beedie School of Business  
Simon Fraser University  
Burnaby BC CANADA V5A 1S6  
604-936-9141  
[www.sfu.ca/~mauser/](http://www.sfu.ca/~mauser/)



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

Dear Mayor Harrison & Council,

We would like to share with you the exciting results of the 2020 BC Farmers' Market Nutrition Coupon Program in Salmon Arm. BC Association of Farmers Markets (BCAFM) delivers this provincial program and is extremely proud of its deep impact on both people and farmers across BC, particularly at this time during the COVID pandemic.

Over the last year, this valued program connected with 75 communities making fresh, healthy, local foods more accessible to 15,890 British Columbians and directly benefited 940 farmers across British Columbia.

In 2020, a total of **\$10,230** was invested directly in **Salmon Arm** through the Program.

Our partner in your community, the **Shuswap Family Centre** provided lower-income pregnant women, families and seniors with coupons to purchase fresh fruits, vegetables, cheese, eggs, nuts, fish, meat and herbs direct from farmers at your local farmers' market.

As a result, program participants from Salmon Arm ate more local foods, learned about healthy eating, and felt connected to their community. At the same time, the local food system was strengthened with farmers in your community benefitting from additional revenue to sustain their farms.

#### **Our Request To You**

Our community partners, participants and farmers are grateful for this Program in your community. If you agree, we kindly ask you to send a thank you letter to the Honourable Adrian Dix, Minister of Health. Your encouragement and feedback can strengthen support for ongoing funding for the Farmers' Market Nutrition Coupon Program and ensure we continue to build healthier BC communities together.

#### **Opportunity to Meet?**

If you were like to learn more about the Program, the work of your local farmers market and community partners, we would be pleased to organize an online meeting. Please contact the program manager, Peter Leblanc at [peter@bcfarmersmarket.org](mailto:peter@bcfarmersmarket.org) set this up.

We look forward to working with your community again in 2021!

With gratitude,

Heather O'Hara  
Executive Director  
BC Association of Farmers' Markets

Vicky Brown  
President, Board of Directors  
BC Association of Farmers' Markets

**BC Association of Farmers' Markets**

208 - 1089 West Broadway Vancouver, BC V6H 1E5  
604-734-9797 | [bcfarmersmarket.org](http://bcfarmersmarket.org) | [bcfarmersmarkettrail.com](http://bcfarmersmarkettrail.com)

**From:** Dani Nadeau <dnadeau@cupw-sttp.org>  
**Sent:** March-15-21 11:01 AM  
**To:** Caylee Simmons <csimmons@salmonarm.ca>  
**Subject:** SUPPORT DELIVERING COMMUNITY POWER

Dear Municipal leaders,

Attached is a letter from our National President, Jan Simpson, as well as a resolution that may be adopted by your council.

Our "[Delivering Community Power](#)" campaign fits perfectly into a just and inclusive post-COVID, post-carbon recovery that will benefit all communities. Canada Post and its network of 6,400 post offices need to offer more.

On behalf of over 55,000 postal workers from coast to coast to coast, I urge you to adopt this resolution. Your support will be invaluable to ensure the federal government's commitment to necessary change.

If you need more information or have any questions about our campaign, please feel free to contact me and I will be happy to help.

Please accept my best regards.

A handwritten signature in black ink, appearing to read 'KH', with a long horizontal line extending to the right.

Kate Holowatiuk

Delivering Community Power

Campaign Coordinator- Pacific Region

[kholowatiuk@cupw-sttp.org](mailto:kholowatiuk@cupw-sttp.org)

(780) 884-3962

March, 2021

**Subject: Request for Support for Delivering Community Power**

Dear Municipal Leaders,

In 2016, the Canadian Union of Postal Workers, with a coalition of allies, launched [Delivering Community Power](#) – a visionary program for Canada Post to confront climate change, promote better access to expanded services, bring financial inclusion to unbanked and underbanked communities, and address other social inequalities – all by making the most of our existing public postal service network.

Today, while progress has been made on many of the initiatives in the vision, the situation has become more urgent. Effects of climate change are deadly and are affecting nearly every part of society all around the world. The COVID-19 pandemic has revealed the need for a more equal, more resilient society that prioritizes the health of our most vulnerable neighbours and loved ones, *before* profit. We are relying more than ever on the internet to connect people and to do our business, but rural residents are getting second-class service.

The continuing decline of letters combined with a dramatic rise in parcels from e-commerce makes it plain to see: the postal service has to adapt to a new reality. This is a great opportunity to address multiple problems at once, with a valued public infrastructure that connects everyone in their own community.

Please consider proposing the attached resolution to have your municipality endorse the campaign for expanded services, financial viability, climate action, and – all through leveraging our public postal system. The time is now!

Thank you for your support!



Jan Simpson  
National President  
Canadian Union of Postal Workers

//dn cope 225



## MAILING INFORMATION

Please send your resolution to: Anita Anand, Minister of Public Services and Procurement, Rm 18A1, 11 Laurier Street Phase III, Place du Portage, Gatineau, QC, K1A 0S5

Please send copies of your resolution to:

Jan Simpson, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3

Your Member of Parliament. You can get your MP's name, phone number and address by calling 1-800 463-6868 (at no charge) or going to the Parliament of Canada website: <https://www.ourcommons.ca/Members/en>

***Please save this document using the name of your organization or municipality in the document's name.***

## SUPPORT DELIVERING COMMUNITY POWER

**Whereas** there is an urgent need for banking services among the unbanked or underbanked, given that thousands of villages and rural municipalities do not have a bank branch and more than 900 municipalities have expressed their support for postal banking;

**Whereas** thousands of Canadians do not have access to affordable high-speed Internet, and the federal government has long promised to bridge the rural broadband gap;

**Whereas** urgent action is needed to establish a robust network of electric vehicle charging stations;

**Whereas** to achieve carbon-neutral targets by 2050, Canada Post must greatly accelerate the electrification of its fleet;

**Whereas** the extensive network of post offices in our communities can provide a wide range of services as community hubs;

**Whereas** Canada Post's letter carriers and RSMCs can check-in on vulnerable residents to help keep us in our homes longer as we age;

**Whereas** Canada Post must play its part for a more equitable post-pandemic recovery;

**Whereas** "The Way Forward for Canada Post," the report of the 2016 federal public review of the postal service, recommended that Canada Post expand services and adapt its services to the changing needs of the public;

**Whereas** the Canadian Union of Postal Workers has advanced *Delivering Community Power*, a vision of the post-carbon digital-age postal service that address the above needs and more;

**Be it resolved that** \_\_\_\_\_ endorse *Delivering Community Power*, and write to the Honourable Anita Anand, Minister for Public Services and Procurement, with its rationale and a copy of this resolution.



Reference: 260847

Feb. 2, 2021

## **The Provincial Tree Planting Program and COVID-19 Protocols**

Dear Mayor / Chief and Council

It was my intent to reach out to the municipalities, indigenous communities, forest licensees and the planting contract community prior to the start of the 2021 planting season. The past year has been filled with new and challenging business processes focused on keeping workers and communities safe as the COVID-19 pandemic spread across the province. As you'll remember, last spring's planting season began as our knowledge of the pandemic started to unfold, and through an unprecedented season of collaboration by all sectors, we successfully planted over 300 million trees with close to 6000 tree planters and without a single confirmed case of the COVID-19 virus in our workforce.

The combination of Public Health Office orders and operating guidelines, along with the forest sector working collaboratively with government and local communities, was paramount in helping make the 2020 planting season successful. The forestry sector is currently preparing for the 2021 tree planting season again, to ensure community and worker safety with respect to COVID-19. Forest activities, including tree planting, continue to be designated an essential service during the COVID-19 pandemic. As an important part of the provincial economy and for environmental sustainability, every year the forest sector in BC engages in Canada's largest tree planting program to ensure that areas harvested or destroyed by insects and wildfire are replanted. The 2021 planting season will be equally significant to last year, with about 300 million seedlings scheduled to be planted.

The 2021 planting program will begin on BC's coast at the end of February and in the interior in about mid-April. Learning from our experiences last year, the forest sector response and safe delivery of the 2020 tree planting program, preparations began last fall and will continue through the tree planting season to ensure that the safety of our workers and the surrounding communities are our highest priority.

For the 2021 tree planting season our goals are once again to:

- Prevent the transmission of any potential infection from the silviculture workers to communities around the province; and
- Ensure that the planters are kept safe and healthy so they can complete another planting season successfully.

Page 1 of 3



- Keep municipalities and indigenous community leaders informed of the planting as it moves with the spring openings.

To ensure that we can achieve our goals, as we did in 2020, please be aware of the following:

- Those working in the silviculture industry in the north of the province must follow the requirements of the new Provincial Health Officer (PHO) order, *Resource Sector Worksites and Industrial Camps in the Region of the Northern Health Authority* published as of January 12, 2021, <https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/covid-19-pho-order-industrial-camps-northern-health.pdf> while the rest of the province is required to follow the pre-existing order *Industrial Camps – July 2, 2020*. [https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/archived-docs/pho\\_order\\_industrial\\_camps\\_april\\_23\\_2020.pdf](https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/archived-docs/pho_order_industrial_camps_april_23_2020.pdf) All workers will be required to follow the PHO orders as they are amended to address changing conditions.
- Along with PHO orders, there are a number of guidance documents available to the planting contractors, both from the Ministry of Health and the Western Forestry Contractors Association (WFCA).
- A key success factor in 2020, which will continue for 2021, is the commitment for government and industry to align and collaborate on delivery of the planting program. A critical piece of that commitment includes frequent and clear communication.

An essential part of that commitment to communication is to identify and resolve issues both within the planting programs and also, most importantly, to provide information to communities about what is happening as the tree planting season progresses. As with all good communication, it will also provide you with an opportunity to ask questions and provide details about local issues.

Outreach and communication will begin over the next few weeks as we approach the planting season in your area.

I have asked the Ministry of Forests, Lands, Natural Resource Operations and Rural Development District Managers to be the point of contact for tree planting information for communities following on the success and effectiveness of the role they played in 2020.

In the interim, if you have specific questions please direct them to Shane Berg, Deputy Chief Forester at [Shane.Berg@gov.bc.ca](mailto:Shane.Berg@gov.bc.ca). With your assistance, I am confident we will accomplish similar successes in 2021.

Yours truly,

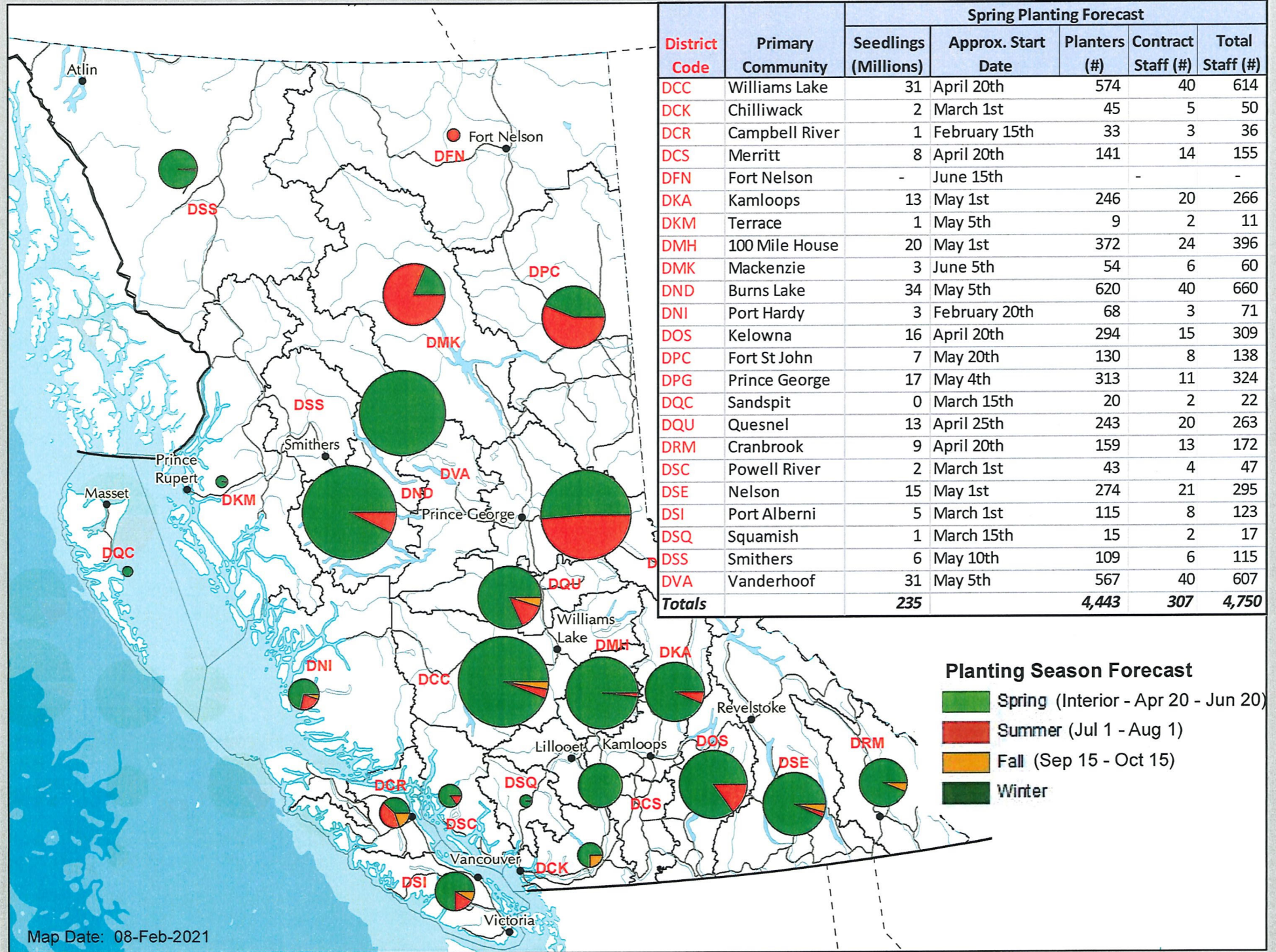


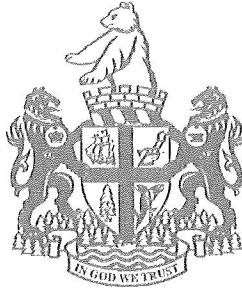
Diane Nicholls, RPF  
ADM, Chief Forester  
Office of the Chief Forester



pc: The Honourable Katrine Conroy, Minister  
Dr. Bonnie Henry, Provincial Health Officer

# 2021 Spring Planting Forecast by Natural Resource District





Jonathan X. Côté  
Mayor

March 5, 2021

The Honourable Melanie Mark  
Minister of Tourism, Arts, Culture and Sport  
PO Box 9082, Stn Prov Govt  
Victoria, BC V8W 9E2

Dear Minister Mark:

**Re: Support for Laid-off Hotel and Tourism Industry Workers**

I am writing to ask that the BC government protect the livelihoods of laid-off hotel and tourism industry workers and their rights to return to their jobs when the pandemic eases. These rights are at risk as there are reports of hotels refusing to commit to bringing workers back to their jobs when business returns. To this end, on March 1, 2021, the New Westminster City Council passed the following resolution:

*WHEREAS the COVID-19 pandemic has exacerbated existing inequalities and its social, health, and economic impacts are particularly devastating for women and racialized communities;*

*AND WHEREAS the tourism and hospitality industries have been drastically impacted;*

*AND WHEREAS of the 50 000 hotel workers that were laid off in March 2020, the majority are women and people of colour;*

*AND WHEREAS the duration of the pandemic means that recall rights require extension;*

*AND WHEREAS there are reports of hotels in British Columbia refusing to commit to bringing workers back to their jobs when business returns;*

Office of the Mayor  
Corporation of the City of New Westminster  
511 Royal Avenue, New Westminster, BC • Canada V3L 1H9 T (604) 527 4522 F (604) 527 4594  
[www.newwestcity.ca](http://www.newwestcity.ca)



*AND WHEREAS the City of New Westminster is committed to a COVID recovery plan that takes better care of people, the environment, and the community than the systems we had before the pandemic;*

*AND WHEREAS the City of New Westminster recognizes hotel workers and people who work in the tourism industry as valued and valuable members of our community;*

*THEREFORE, BE IT RESOLVED THAT the City of New Westminster affirms that people should not lose their livelihoods due to the pandemic; and*

*BE IT FURTHER RESOLVED THAT the City of New Westminster write to the Ministers of Labour and Tourism expressing our support for the right for laid off workers to return to their jobs when the pandemic eases; and*

*BE IT FURTHER RESOLVED THAT this letter be forwarded to all BC municipalities asking to write their support; and*

*BE IT FURTHER RESOLVED THAT the City of New Westminster writes to the Lower Mainland Local Government Association and Union of BC Municipalities encouraging them to host future conferences and events in venues that respect worker rights and pay at least a living wage.*

We appreciate your consideration of this important matter.

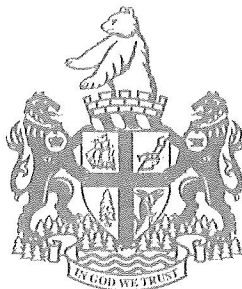
Yours truly,



Jonathan X. Cote  
Mayor

Cc: Hon. Harry Bains, Minister of Labour  
All BC municipalities





Jonathan X. Côté  
Mayor

March 5, 2021

The Honourable Harry Bains  
Minister of Labour  
PO Box 9064, Stn Prov Govt  
Victoria, BC V8W 9E2

Dear Minister Bains:

**Re: Support for Laid-off Hotel and Tourism Industry Workers**

I am writing to ask that the BC government protect the livelihoods of laid-off hotel and tourism industry workers and their rights to return to their jobs when the pandemic eases. These rights are at risk as there are reports of hotels refusing to commit to bringing workers back to their jobs when business returns. To this end, on March 1, 2021, the New Westminster City Council passed the following resolution:

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We appreciate your consideration of this important matter.

Yours truly,

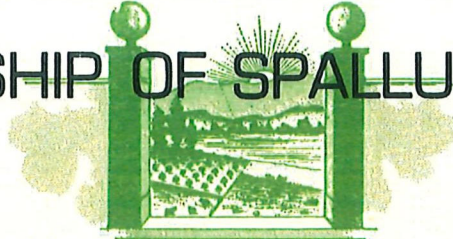


Jonathan X. Cote  
Mayor

Cc: Hon. Melanie Mark, Minister of Tourism, Arts, Culture and Sport  
All BC municipalities

THE CORPORATION OF THE  
TOWNSHIP OF SPALLUMCHEEN

TEL. (250) 546-3013  
FAX. (250) 546-8878  
OUR FILE NO.



4144 Spallumcheen Way  
Spallumcheen, B.C. V0E 1B6

Email: mayor@spallumcheentwp.bc.ca

March 5, 2021

www.spallumcheentwp.bc.ca

OFFICE OF THE MAYOR

File: 0320-20-01

The Honourable Patty Hajdu

sent via email

House of Commons  
Ottawa, Ontario,  
Canada  
K1A 0A6

Patty.Hajdu@parl.gc.ca

**Re: Support for 988 Crisis Line**

Please be advised that at the Monday, March 1, 2021 Regular Council Meeting, the Township of Spallumcheen Council passed the following resolution:

***“THAT the Township of Spallumcheen Council pass the following motion and direct a letter indicating such support to the local MP, MPP, Federal Minister of Health, the CRTC and local area municipalities as outlined in the letter from Member of Parliament Mel Arnold, North Okanagan - Shuswap for support for a National Suicide Prevention Hotline:***

***WHEREAS the Federal government has passed a motion to adopt 988, a National three-digit suicide and crisis hotline;***

***AND WHEREAS the ongoing COVID-19 pandemic has increased the demand for suicide prevention services by 200 percent;***

***AND WHEREAS existing suicide prevention hotlines require the user to remember a 10-digit number and go through directories or be placed on hold;***

***AND WHEREAS in 2022 the United States will have in place a national 988 crisis hotline;***

***AND WHEREAS the Township of Spallumcheen Council recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in a crisis and seeking help;***

***NOW THEREFORE BE IT RESOLVED THAT the Township of Spallumcheen Council endorses this 988 crisis line initiative.”***

Council understands, now more than ever, that Canadians may need access to additional resources amidst the COVID-19 pandemic. It is imperative, we as elected officials, do everything that we can to help everyone come out stronger on the other side of this unprecedented and challenging time.

Thank you for your attention to this matter, if you have any questions in this regard please contact the undersigned.

Respectfully,

A handwritten signature in black ink, appearing to read 'C Fraser'.

Christine Fraser  
Mayor

cc. Member Municipalities  
MP Todd Doherty  
MP Mel Arnold  
Canadian Radio-Television and Telecommunications Commission (CRTC)





## VILLAGE OF BELCARRA

*"Between Forest and Sea"*

4084 BEDWELL BAY ROAD, BELCARRA, B.C. V3H 4P8

TELEPHONE 604-937-4100 FAX 604-939-5034

belcarra@belcarra.ca • www.belcarra.ca



March 10, 2021

Honourable Nelly Shin  
Member of Parliament  
Port Moody – Coquitlam  
1116 Austin Avenue  
Coquitlam, BC V3K 3P5

Via email: [nelly.shin@parl.gc.ca](mailto:nelly.shin@parl.gc.ca)

Dear Honourable Nelly Shin,

Re: Belcarra Council Motion – Endorsement of 9-8-8 Crisis Line Initiative

Please be advised that at a Regular meeting of Belcarra Council held on March 8, 2021, the following motion was passed:

“That the Village of Belcarra endorse the 9-8-8 crisis line initiative; and  
That staff be directed to send a letter indicating support to the local MP, MPP, Federal Minister of Health, the CRTC and UBCM municipalities to indicate the support of Belcarra.”

Thank you for bringing this matter to the attention of Belcarra Council. 2021 has been an unprecedented challenge. There have been considerable impacts from the COVID-19 Pandemic on the mental health of Canadians. Through unanimous consent, Belcarra supports the creation of a National 3-Digit Suicide Prevention Hotline in Canada.

Sincerely,

Jamie Ross  
Mayor

cc Hon. Adrian Dix, Minister of Health  
Rick Glumac, MLA  
CRTC  
UBCM Member Municipalities



March 11, 2021

File: 01-0390-20/21

UBCM Member Municipalities

Sent via email

Dear UBCM Members:

**Re: Fair Taxation from Railway Operations & Industrial Parks**

At its March 2, 2021 Regular Council Meeting, Pitt Meadows City Council endorsed two resolutions related to fair taxation from railway operations and industrial parks for inclusion and discussion at the upcoming LMLGA Convention, in advance of the UBCM Convention this fall. Certified copies of both resolutions and background information regarding same have been enclosed for your information.

Sincerely,  
City of Pitt Meadows

Kate Barchard  
Corporate Officer

Enclosure

## CERTIFICATION

I, TANYA BARR, Deputy Corporate Officer for the City of Pitt Meadows, HEREBY CERTIFY that the following is a true and exact extract of the Minutes for the Regular Meeting of the Pitt Meadows City Council held on Tuesday, March 2, 2021 regarding the Proposed Lower Mainland Local Government Association Resolution - Golden Ears Business Park:

*"It was MOVED and SECONDED THAT Council approve the following resolution and submit it to the Lower Mainland Local Government Association (LMLGA) for consideration:*

- A. *WHEREAS section 5 (f) of the Assessment Act - Prescribed Classes of Property Regulation B.C. Reg. 438/81 mandates that land or improvements used for transporting of products or used for the storage of products are classified as Class 5 Light Industry, but specifically excludes land or improvements being used principally as an outlet for the sale of a finished product to a purchaser for purposes of his or her own consumption;*
- B. *AND WHEREAS this legislation creates unfair taxation from industrial parks which are a heavy burden on City infrastructure through heavy trucking activity in movement of product;*
- C. *THEREFORE BE IT RESOLVED THAT the UBCM urge the Provincial Government to repeal section 5 (f) of the Assessment Act - Prescribed Classes of Property Regulation B.C. Reg. 438/81 to create fair taxation from industrial parks.*

*CARRIED."*



Tanya Barr  
Deputy Corporate Officer  
City of Pitt Meadows



Date Signed



## **Fair Taxation from Industrial Parks**

### **Backgrounder**

At the March 2, 2021 Regular Meeting, Council passed a resolution seeking endorsement by the Lower Mainland Local Government Association (LMLGA) regarding ending unfair taxation benefitting Industrial Parks.

Industrial parks are an area zoned and planned for the purpose of industrial development. Also, an industrial park is a more 'heavyweight' version of a business park or office park. The Golden Ears Business Park is a large-scale industrial park in Pitt Meadows. The concentration of industry in an industrial park raises environmental concerns from the heavy transportation volumes as well as the burden on road infrastructure with the constant movement of cargo on semitrailers.

The Assessment Act categorizes property held for transporting products as Class 5 Light Industry.

However, the Assessment Act – Prescribed Classes of Property Regulation B.C. Reg. 438/81 section 5 (f) specifically excludes property being used as an outlet for the sale of a finished product to a purchaser for purposes of his or her own consumption. The existence of this section results in creating unfair taxation by moving Industrial Park operations to Class 6 Business.

Recognizing the burden on city services in the provision of road infrastructure, removal of section 5 (f) would result in Industrial Park operations being more appropriately included within the Class 5 Light Industry classification. This action would create fairer taxation by including industrial park activities within the property class more relative to the nature of the operations.

Additional background information may be found in the January 19, 2021 Council Agenda package:

[https://pittmeadows.ca.granicus.com/MetaViewer.php?view\\_id=2&clip\\_id=1208&meta\\_id=143659](https://pittmeadows.ca.granicus.com/MetaViewer.php?view_id=2&clip_id=1208&meta_id=143659)



March 11, 2021

UBCM member local governments

VIA Email

Dear Mayor and Council:

**Re: Raise Disability and Income Assistance to a Livable Rate**

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At its March 8, 2021 Regular Council meeting, the Council for the City of Langley endorsed the following resolution and resolved that it be forwarded to UBCM member local governments, local MLAs and MPs, as well as the Provincial ministers responsible for Social Development, Poverty Reduction, Finance, and Housing, requesting favourable consideration:

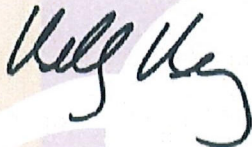
**WHEREAS** after many years of frozen income assistance rates and only minimal increases to disability benefits the current Provincial Government increased rates, for single people, by \$150 between 2017 and 2019 but most people who receive disability benefits or income assistance continue to live well below the poverty line; and

**WHEREAS** the Provincial Government added a \$300/month COVID benefit for those receiving disability and income assistance, which temporarily reduced people's risk of losing their housing and increased their access to necessities including food and medical supplies, but as of January 2021 the benefit has been reduced to \$150/month and there is no commitment to provide additional support past March 2021;

**BE IT RESOLVED THAT** the Province of British Columbia permanently reinstate the automatic, \$300/month benefit for people receiving disability benefits and income assistance and move to raise disability and income assistance to a livable rate that is above the market basket measure (MBM).

Background information on this resolution is enclosed for reference.

Yours truly,  
CITY OF LANGLEY



Kelly Kenney  
Corporate Officer

Enclosure





## **CITY OF LANGLEY**

### **COUNCIL MEMBER MOTION**

#### **RAISE DISABILITY AND INCOME ASSISTANCE TO A LIVABLE RATE – Mayor van den Broek**

##### **BACKGROUND:**

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For decades B.C. has had one of the highest rates of poverty in the country. As part of a broader Poverty Reduction Strategy, the current Provincial government increased disability and income assistance rates, for single people, by \$150 between 2017 and 2019. Even with these increases most people who receive this assistance continue to live below the poverty line.

In response to the economic hardships of the pandemic, the Federal Government determined that \$2000/month was required to meet a minimum standard of living in Canada. This is significantly higher than what people on disability or income assistance receive per month. In April of 2020 the Province of British Columbia provided an automatic, monthly, \$300 COVID benefit for those receiving disability and income assistance. This significantly reduced people's risk of losing their housing and increased their access to necessities including food and medical supplies but did not raise disability or income assistance rates to or above the poverty line.

A single person on income assistance receives \$760/month and \$1060 with the COVID top-up. Someone on disability benefits is eligible for \$1183.42/month or \$1483 with the top-up. These rates do not reflect the cost of living in BC. The current average rent for a one bedroom in Langley is \$1200, forcing people who access assistance to give up basic necessities in order to pay rent. These gaps send an impact across our whole community, creating or worsening other social crises, including homelessness and mental health issues, and lock community members into poverty. As of January 2021, the \$300 monthly top-up has been reduced by half and there is no guarantee of an extension of this top-up past March 2021.

Access to one-time, temporary measures to address gaps in funding, like the Recovery Benefit, are subject to an application process. The application process will be a barrier for those who require additional support to apply. The Provincial government has signaled towards a permanent increase for disability and income assistance. This is welcomed news but reinstating the \$300 top-up, even permanently, would not raise disability or income assistance rates to the poverty line. Ultimately, to eliminate poverty, disability and income assistance must be raised to livable rates that are above the market basket measure (MBM). Community members have shared their significant challenges, poverty and disability groups, locally and across BC, have strongly advocated for this change, Victoria and New Westminster City Council recently passed a similar motion, and Vancouver City

Council passed a motion to raise rates in 2019. We recommend advancing this issue to the Province through the Union of BC Municipalities.

**MOTION:**

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**THAT** Council endorses the following resolution and directs staff to forward copies to UBCM member local governments, local MLA's and MP's, as well as the Provincial ministers responsible for Social Development, Poverty Reduction, Finance, and Housing, requesting favourable consideration:

**WHEREAS** after many years of frozen income assistance rates and only minimal increases to disability benefits the current Provincial Government increased rates, for single people, by \$150 between 2017 and 2019 but most people who receive disability benefits or income assistance continue to live well below the poverty line; and

**WHEREAS** the Provincial Government added a \$300/month COVID benefit for those receiving disability and income assistance, which temporarily reduced people's risk of losing their housing and increased their access to necessities including food and medical supplies, but as of January 2021 the benefit has been reduced to \$150/month and there is no commitment to provide additional support past March 2021.

**BE IT RESOLVED THAT** the Province of British Columbia permanently reinstate the automatic, \$300/month benefit for people receiving disability benefits and income assistance and move to raise disability and income assistance to a livable rate that is above the market basket measure (MBM).



March 10, 2021

Dear Colleagues,

On behalf of Victoria City Council, I am writing today to inform you that Council has voted to endorse the Help Cities Lead campaign and to request that your city consider doing the same. Emissions from buildings account for about 11% of the province's GHG emissions. This is the third highest source of GHG emissions in BC after road transportation (27.1%) and the oil and gas sector (17.6%). For municipalities, GHG emissions from existing buildings account for 40-60% of community emissions. In Victoria, this number is around 50% of our community GHG inventory.

In British Columbia, the regulation of buildings typically occurs at the provincial level. For the past two decades British Columbia has been at the forefront of action and policies taken in Canada to reduce energy use and GHG emissions from buildings. The 2018 CleanBC Plan moved the province further in this direction with key commitments for the building sector such as a net-zero energy building standard by 2032, a building upgrade standard by 2024, and exploring building energy labelling options.

A number of local governments, including Victoria, are keen to take even bolder action, and have set ambitious targets of our own to significantly reduce GHG emissions from buildings over the next 10 years in alignment with climate emergency declarations. The success of the Province in achieving deep emissions reductions from the building sector are directly connected to the success of local governments to achieve their own targets because most buildings are situated within these communities. However, tools currently available to local governments to pursue these ambitious reduction targets are largely limited to information campaigns and incentives. Although helpful, on their own these tools are insufficient to achieve broad and deep energy and GHG reductions given limited budgets.

Help Cities Lead ([helpcitieslead.ca](http://helpcitieslead.ca)) is an education and awareness campaign working to build support for more focused collaboration between the Province of British Columbia and local governments on building climate policy.

The campaign project team identifies five regulatory measures where additional authority would be instrumental for municipalities in accelerating climate action:

1. Regulating GHG emissions for new buildings – the BC Energy Step Code only regulates energy efficiency in new buildings. Leading local governments would also like the ability to regulate GHG emissions from new buildings.
2. Mandatory home energy labelling - In Canada and British Columbia, legislation requires energy labelling for a broad range of consumer products including motor vehicles, furnaces, windows, lightbulbs, and kitchen appliances. However, there are no labeling requirements for the single largest purchase a given Canadian is likely to make—their home.



3. Property assessed clean energy (PACE) financing - programs allow property owners to finance the up-front cost of building energy efficiency upgrades—such as more efficient heating systems, or windows—by paying the costs back over time via a voluntary property tax assessment. The assessment is attached to the property, not an individual; if, and when, the property is sold, the financing carries on with the new owner.

4. Regulating GHG emissions for existing buildings – this would include the development of a new regulation that would set greenhouse gas emissions targets from existing buildings.

5. Mandatory building energy benchmarking and reporting - Energy benchmarking is the process of collecting and monitoring energy data from a large number of buildings over time so that governments and the private sector can compare the performance of any one participating building against similar properties.

Direction to implement the first three of these measures – enabling local governments to regulate GHG emissions for new buildings, home energy labelling, and PACE financing – were included in the ministerial mandate letters issued in November 2020. Help Cities Lead encourages the Province to move as quickly as possible and in close consultation with local governments to develop and implement these measures.

Help Cities Lead would also like the Province to enable local governments to choose, when ready, to opt into the remaining two measures not addressed by the mandate letters – namely, regulating GHG emissions for existing buildings and building energy benchmarking and reporting.

The suite of initiatives is intended to compliment what the provincial government and utilities are already doing in this area and help to lay the groundwork for eventual province-wide adoption of these measures.

These actions would let municipalities, ready to take bolder action on climate, lead the way in regulating emissions in buildings. This would provide a template for action for other jurisdictions and even for provincial regulation in the future.

As such, we are requesting that your city consider endorsing the Help Cities Lead campaign and that you communicate this support directly to the Province by writing to the below Ministers:

- Minister of Environment and Climate Change Strategy, ENV.Minister@gov.bc.ca
- Minister of Municipal Affairs, MAH.Minister@gov.bc.ca
- Minister of Energy, Mines, and Low-Carbon Innovation, EMPR.Minister@gov.bc.ca
- Minister of Finance, FIN.Minister@gov.bc.ca
- Attorney General and Minister responsible for Housing, AG.Minister@gov.bc.ca

Thank you for your time and consideration. Please do not hesitate to reach out should you have any questions regarding this letter.

Sincerely,



Lisa Helps  
Victoria Mayor

File: 2021-xx

TO: His Worship Mayor Harrison and Members of Council  
FROM: Robert Niewenhuizen, Director of Engineering and Public Works  
PREPARED BY: Hart Frese, Chief Operator WWTP  
DATE: March 18, 2021  
SUBJECT: **PROJECT AWARD – WPCC CENTRIFUGE REPLACEMENT**

### **STAFF RECOMMENDATION**

**THAT: Council Approve the award of the purchase of a replacement centrifuge to Archer Separation Inc., in accordance with the terms and conditions of their proposal in the total amount of \$150,750.00 plus taxes as applicable;**

**AND THAT: The 2021 Budget contained in the 2021 - 2025 Financial Plan Bylaw be amended to reflect additional funding for the estimated installation costs plus contingency in the amount of \$40,000.00 be funded from the WPCC Trickling Filter Heads Reserves.**

### **BACKGROUND**

In 1997 the City purchased a Pieralisi Centrifuge to dewater the biosolids that are produced at the Wastewater Treatment Plant. This particular machine has been rebuilt twice since the initial installation and was scheduled to be rebuilt again in 2020. During the disassembly phase of the rebuild the technician responsible for this task noticed cracks in the main bowl which would require replacement of the bowl at an estimated cost of \$90,000.00; thus substantially increasing the cost of the refurbishing to over \$130,000.00. For this reason and the fact that the machine is beyond the typical service life of a centrifuge staff determined that the prudent approach would be to research its replacement cost as a whole.

Staff reached out to three suppliers, with results as follows:

| Company                   | Manufacture | Cost          | Estimate to Install | Total Amount (excl. taxes) |
|---------------------------|-------------|---------------|---------------------|----------------------------|
| Archer Separation Inc     | Haus        | \$ 150,750.00 | \$ 30,000.00        | \$ 180,750.00              |
| Centrix Control Solutions | Pieralisi   | \$ 166,271.23 | \$ 25,000.00        | \$ 191,271.23              |
| Alfa Laval                | Alfa Laval  | \$ 162,500.00 | \$ 30,000.00        | \$ 192,500.00              |

The proposal submissions were reviewed and evaluated by staff and references were contacted. With Archer Separation Inc. being the lowest bid and the President and founder of the company being well known by the WWTP staff as being very knowledgeable, trustworthy and resourceful, staff recommends that Archer Separation Inc. be considered the successful tenderer and awarded the contract to supply the centrifuge. Another key factor in this recommendation is that the delivery

## PROJECT AWARD – WPCC CENTRIFUGE REPLACEMENT

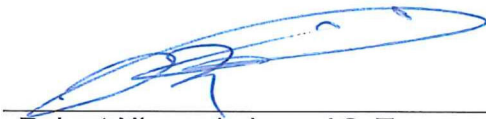
Page 2

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time for the Haus centrifuge is 6-8 weeks while the other two centrifuges have an expected delivery schedule ranging from 21-26 weeks.

The 2021 capital budget was approved at \$151,975.00; however, as explained in the report, staff are confident that it would be more beneficial in the long run to have the centrifuge replaced rather than repaired based on the estimated costs. The additional funds required for this purchase can be taken from WPCC Trickling Filter Heads Reserves, which is currently estimated at \$131,465.87. With the WPCC plant expansion on the horizon the trickling filter improvements may not be required should the City choose an alternate treatment process.

Respectfully submitted,



---

Robert Niewenhuizen, ASCT  
Director of Engineering and Public Works