

1. January 11, 2021 Council Agenda And Correspondence

Documents:

[JANUARY 11, 2021 AGENDA.PDF](#)

[JANUARY 11, 2021 CORRESPONDENCE.PDF](#)



AGENDA

City of Salmon Arm Regular Council Meeting

Monday, January 11, 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

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	1.	CALL TO ORDER
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	3.	ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY <i>We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.</i>
	4.	ADOPTION OF AGENDA
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 - 93 – 104 2. City of Salmon Arm Zoning Amendment Bylaw No. 4432 [ZON-1195; Ginn, G.; 861 35 Street SE; R-1 to R-8] – First and Second Readings
 - 105 – 136 3. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4419 [OCP4000-44; McGregor, D.; 1910 11 Avenue NE; HC to HR] – First Reading
 - 137 – 140 4. City of Salmon Arm Zoning Amendment Bylaw No. 4420 [ZON-1190; McGregor, D.; 1910 11 Avenue NE; R1 to R5] [*See item 10.3 for Staff Report*] – First Reading
 - 141 – 146 5. City of Salmon Arm Ticket Information Utilization Amendment Bylaw No. 4425 [Sewer Connection] – First, Second and Third Readings
11. **RECONSIDERATION OF BYLAWS**
 - 147 – 172 1. City of Salmon Arm Zoning Amendment Bylaw No. 4405 [ZON-1182; Cornerstone Christian Reformed Church/Roodzant, J.; 1191 22 Street NE; P-3 to C-6] – Final Reading
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 - 173 – 174 1. Informational Correspondence
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 - 175 – 180 1. Presentation 4:00 – 4:15 p.m. (approximately)
Staff Sergeant West, Salmon Arm RCMP Detachment – Quarterly Policing Report October – December 2020
 - 181 – 190 2. Presentation 4:15 – 4:30 p.m. (approximately)
David Gonella, Executive Director, Salmon Arm Folk Music Society – Roots and Blues Festival
 - 191 – 200 3. Presentation 4:30 – 4:45 p.m. (approximately)
B. Lawson, A. Ely and C. Newnes, Active Transportation Task Force – Task Force Update
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- 205 – 206 21. **ADJOURNMENT**

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Item 2.

CITY OF SALMON ARM

Date: January 11, 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: January 11, 2021

Moved: Councillor Flynn

Seconded: Councillor Eliason

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

Vote Record

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

Opposed:

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

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm held in the Council Chambers and by electronic means as authorized by Ministerial Order M192, at 1:00 p.m. and reconvened at 2:30 p.m. of the City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia on Monday, December 14, 2020.

PRESENT:

Mayor A. Harrison
 Councillor D. Cannon (participated remotely)
 Councillor C. Eliason (participated remotely)
 Councillor K. Flynn
 Councillor S. Lindgren (participated remotely)
 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)
 Manager of Human Resources S. Wood
 Recorder B. Puddifant

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0525-2020 Moved: Councillor Lavery
 Seconded: Councillor Wallace Richmond
 THAT: pursuant to Section 90(1) of the Community Charter, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:00 p.m.
 Council returned to Regular Session at 2:29 p.m.
 Council recessed until 2:33 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 19.2 Committee Appointments

Addition under item 19.3 LGLA Leadership Forum

4. REVIEW OF AGENDA - continued

Addition under item 22.2 J. and T. Dyck – email dated December 11, 2020 – Proposed Cannabis Store in the Piccadilly Mall

Addition under item 22.1 R. Hirtle – email dated December 14, 2020 – Development Variance Permit Application No. VP-522

5. DISCLOSURE OF INTEREST

6. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of November 23, 2020

0526-2020 Moved: Councillor Lindgren
 Seconded: Councillor Cannon
 THAT: the Regular Council Meeting Minutes of November 23, 2020, be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of December 7, 2020

0527-2020 Moved: Councillor Flynn
 Seconded: Councillor Cannon
 THAT: the Development and Planning Services Committee Meeting Minutes of December 7, 2020, be received as information.

CARRIED UNANIMOUSLY

2. Downtown Parking Commission Meeting Minutes of November 17, 2020

0528-2020 Moved: Councillor Eliason
 Seconded: Councillor Lindgren
 THAT: the Downtown Parking Commission Meeting Minutes of November 17, 2020, be received as information.

CARRIED UNANIMOUSLY

3. Community Heritage Commission Meeting Minutes of October 19, 2020

0529-2020 Moved: Councillor Cannon
 Seconded: Councillor Flynn
 THAT: the Community Heritage Commission Meeting Minutes of October 19, 2020, be received as information.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS - continued

4. Greenways Liaison Committee Meeting Minutes of November 12, 2020

0530-2020

Moved: Councillor Lavery
Seconded: Councillor Lindgren
THAT: the Greenways Liaison Committee Meeting Minutes of November 12, 2020, be received as information.

CARRIED UNANIMOUSLY

0531-2020

Moved: Councillor Lavery
Seconded: Councillor Flynn
THAT: Council direct staff to undertake a one (1) year pilot program at the South Canoe Trail System for winter grooming, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

5. Traffic Safety Committee Meeting Minutes of November 19, 2020

0532-2020

Moved: Councillor Eliason
Seconded: Councillor Cannon
THAT: the Traffic Safety Committee Meeting Minutes of November 19, 2020, be received as information.

CARRIED UNANIMOUSLY

6. Shuswap Regional Airport (Salmon Arm) Commission Meeting Minutes of November 23, 2020

0533-2020

Moved: Mayor Harrison
Seconded: Councillor Wallace Richmond
THAT: the Shuswap Regional Airport (Salmon Arm) Commission Meeting Minutes of November 23, 2020, be received as information.

CARRIED UNANIMOUSLY

7. Environmental Advisory Committee Meeting Minutes of December 4, 2020

0534-2020

Moved: Councillor Lindgren
Seconded: Councillor Wallace Richmond
THAT: the Environmental Advisory Committee Meeting Minutes of December 4, 2020, be received as information.

CARRIED UNANIMOUSLY

8. Active Transportation Committee Meeting Minutes of December 7, 2020

0535-2020

Moved: Mayor Harrison
Seconded: Councillor Lavery
THAT: the Active Transportation Committee Meeting Minutes of December 7, 2020, be received as information.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS - continued

9. Social Impact Advisory Committee Meeting Minutes of November 20, 2020

0536-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Social Impact Advisory Committee Meeting Minutes of November 20, 2020, be received as information.

CARRIED UNANIMOUSLY

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

1. Board in Brief - November 2020

Received for information.

9. STAFF REPORTS

1. Director of Engineering & Public Works - Kault Hill Communication Tower - Crown Tenure Reassignment

0537-2020

Moved: Councillor Cannon

Seconded: Councillor Lavery

THAT: Council authorize submission of a Crown Tenure Assignment for the transfer of rights of land tenure for the Kault Hill communications tower to the City of Salmon Arm.

CARRIED UNANIMOUSLY

2. Director of Development Services - Lounge and Special Event Area Liquor License [Shuswap Cider Company; 2090 10 Avenue SW (Westgate Mall)]

0538-2020

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: Council has no objection to the issuance of a lounge and special event area liquor license to the Shuswap Cider Company and submits the following:

- a) The issuance of the lounge and special event area liquor license will have no impact on the surrounding residents;
- b) There will be no detrimental impact on the community if the application is approved; and
- c) The views of the neighbouring residents have not been gathered due to the considerable physical distance (125m) to the nearest residential building.

CARRIED UNANIMOUSLY

9. STAFF REPORTS - continued

3. Director of Engineering and Public Works – Foreshore Saniary Main – CCTV Survey – Award to AquaCoustic Remote Technologies Inc.

0539-2020

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: the 2020 Budget contained in the 2020 – 2024 Financial Plan Bylaw be amended to reflect funding for CCTV Survey of the Foreshore Main in the amount of \$70,000.00 funded from the reallocation of funds from the Foreshore Main Rehabilitation – Phase 1 Point Repairs project;

AND THAT: the contract to undertake a CCTV inspection of approximately 4,900m of the Sanitary Foreshore Main be awarded to AquaCoustic Remote Technologies Inc. for the quoted amount of \$61,909.96 plus applicable taxes;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of the CCTV Survey of the Foreshore Main to authorize sole sourcing of same to AquaCoustic Remote Technologies Inc.

CARRIED UNANIMOUSLY

4. Chief Financial Officer – Uncollectible Accounts Receivable

0540-2020

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the 2020 Budget in the 2020 – 2024 Financial Plan be amended to record the following accounts receivable as bad debts funded from the Reserve for Doubtful Accounts:

1. Donald Cookson - \$656.25

CARRIED UNANIMOUSLY

5. Director of Engineering and Public Works – Purchase Recommendation for Replacement of Unit #55 Mechanics Service Truck

0541-2020

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: the 2020 Budget contained in the 2020 – 2024 Financial Plan Bylaw be amended to reflect additional funding for the purchase of the 'Mechanics Service Truck' in the amount of \$7,500.00 which includes the additional funds, PST, and miscellaneous costs for radio purchase/installation, etc., reallocated from funds from the Equipment Reserve Fund;

AND THAT: Council approve the purchase of the replacement of Unit #55 – Mechanics Service Truck, from Metro Motors Ltd. for the quoted amount of \$96,325.00 plus taxes as applicable.

CARRIED UNANIMOUSLY

9. STAFF REPORTS - continued6. Director of Engineering and Public Works - Shuswap Regional Airport - Training & Quality Assurance Audit

0542-2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: Council approve the SMS Implementation & Airport Staff Training for Quality Assurance Audit Compliance to Stantec Consulting Ltd. for the total quoted price of \$33,880.00 plus taxes as applicable;

AND THAT: the 2020 Budget contained in the 2020 to 2024 Financial Plan be amended to reflect additional funding in the amount of \$35,000.00 for the Airport Training and Quality Assurance Audit to be transferred from Airport Major Maintenance Reserve;

AND THAT: the City's Purchasing Policy No. 7.13 be waived to authorize sole sourcing of same to Stantec Consulting Ltd.

CARRIED UNANIMOUSLY7. Director of Corporate Services - Project Award - Computer Upgrade 2021

0543-2020

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the 2020 Budget contained in the 2020 - 2024 Financial plan Bylaw be amended to include allocation for the replacement of City Computers in the amount of \$160,000.00 funded from the following:

Cemetery Wages & Benefits - Clerical (Digitization)	\$30,000.00
General - COVID-19 Grant Reserve	\$60,000.00
General - Future Expenditure Reserve	\$60,000.00
General Contingencies Reserve	\$11,000.00
	\$161,000.00

AND THAT: Council award the supply of Lenovo Computers to SkySail Technologies in accordance with their quote in the amount of \$149,742.74 plus applicable taxes.

CARRIED UNANIMOUSLY10. INTRODUCTION OF BYLAWS1. City of Salmon Arm Land Use Contract Termination Bylaw No. 4430 [LUC N54304; Abacus Cities Ltd.; Units 101 - 506, 1449 - 1 Avenue NE; Units 302 - 806, 1451 - 1 Avenue NE; 130 - 230 - 15 Street NE; 1480 - 1570 - 1 Avenue NE; 1451 - 1531 Okanagan Avenue NE] - First and Second Readings

0544-2020

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Land Use Contract Termination Bylaw No. 4430 be read a first and second time;

10. INTRODUCTION OF BYLAWS - continued

1. City of Salmon Arm Land Use Contract Termination Bylaw No. 4430 [LUC N54304; Abacus Cities Ltd.; Units 101 - 506, 1449 - 1 Avenue NE; Units 302 - 806, 1451 - 1 Avenue NE; 130 - 230 - 15 Street NE; 1480 - 1570 - 1 Avenue NE; 1451 - 1531 Okanagan Avenue NE] - First and Second Readings - continued

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

CARRIED UNANIMOUSLY

2. City of Salmon Arm Zoning Amendment Bylaw No. 4431 [ZON-1196; Abacus Cities Ltd.; Units 101 - 506, 1449 - 1 Avenue NE; Units 302 - 806, 1451 - 1 Avenue NE; 1451 - 1531 Okanagan Avenue NE; R1 - R4] - First and Second Readings

0545-2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4431 be read a first and second time;

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

CARRIED UNANIMOUSLY

3. City of Salmon Arm Zoning Amendment Bylaw No. 4421 [ZON-1191 Brentwell Construction Ltd./Crevier, L. & S.; 31 - 4 Street SE; R-1 to R-5/Text Amendment R5 Zone] - First and Second Reading

0546-2020

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4421 be read a first and second time;

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

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Cemetery Management Amendment Bylaw No. 4424 [Cemetery Rates] - Final Reading

0547-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Cemetery Management Amendment Bylaw No. 4424 be read a final time.

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS - continued

2. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4410 [OCP4000-43; Clarke, H. & D./Northern Propane Ltd./Kearl, R.; 1050 & 1091 18 Street NE; HR to HC] - Final Reading

0548-2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

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

CARRIED UNANIMOUSLY

3. City of Salmon Arm Zoning Amendment Bylaw No. 4411 [ZON-1184; Clarke, H. & D./Northern Propane Ltd./Kearl, R.; 1050 and 1091 18 Street NE; R-5 to C-6] - Final Reading

0549-2020

Moved: Councillor Lavery

Seconded: Councillor Lindgren

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

CARRIED UNANIMOUSLY

12. CORRESPONDENCE

13. NEW BUSINESS

The Meeting recessed at 3:50 p.m.

The Meeting reconvened at 3:59 p.m.

14. PRESENTATIONS

1. Lana Fitt, Manager, Salmon Arm Economic Development Society - 2021 MRDT Tactical Plan

L. Fitt, Manager, Salmon Arm Economic Development Society provided an overview of the 2021 MRDT Tactical Plan. She was available to answer questions from Council.

0550-2020

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: Council authorize the submission of the 2021 MRDT Tactical Plan to the Province.

CARRIED UNANIMOUSLY

15. COUNCIL STATEMENTS

1. Councillor Lindgren – Salmon Arm and Shuswap Lake Agricultural Association – Security at Fairgrounds

0551-2020

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the City convene a meeting with community partners to develop a coordinated approach to support the Salmon Arm and Shuswap Lake Agricultural Association with respect to issues at the Fall Fair Grounds.

CARRIED UNANIMOUSLY16. SALMON ARM SECONDARY YOUTH COUNCIL17. NOTICE OF MOTION18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

1. COVID-19 Safe Restart Grant – For Discussion

Received for information.

19. OTHER BUSINESS

2. Committee Appointments

0552-2020

Moved: Councillor Louise Wallace Richmond

Seconded: Councillor Cannon

THAT: Council approve the Committees of Council as circulated at the December 14, 2020 Regular Council Meeting.

CARRIED UNANIMOUSLY

1. L. Samson, Administrative Services Manager, Okanagan Regional Library – letter dated November 12, 2020 – Annual Appointment – Okanagan Regional Library Board

0553-2020

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: Councillor Wallace Richmond be appointed to the Okanagan Regional Library Board as the Salmon Arm City Council representative until December 2021.

CARRIED UNANIMOUSLY

19. OTHER BUSINESS - continued

3. LGLA Leadership Forum

0554-2020

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: Council authorize all members of Council to attend the LGLA online Leadership Forum February 3 and 4, 2021 up to a cost of \$200.00 plus applicable taxes funded from 2021 Council Expenses, subject to 2021 Budget approval.

CARRIED UNANIMOUSLY

20. QUESTION AND ANSWER PERIOD

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

2. IN-CAMERA SESSION - continued

0555-2020

Moved: Councillor Cannon

Seconded: Councillor Flynn

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

CARRIED UNANIMOUSLY

Council moved In-Camera at 5:10 p.m.

Council returned to Regular Session and recessed at 5:29 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

Mayor A. Harrison

Councillor D. Cannon (participated remotely)

Councillor K. Flynn

Councillor S. Lindgren (participated remotely)

Councillor T. Lavery (participated remotely)

Councillor L. Wallace Richmond (participated remotely)

PRESENT:

Chief Administrative Officer C. Bannister

Director of Engineering & Public Works R. Niewenhuizen

Director of Corporate Services E. Jackson

Director of Development Services K. Pearson

Recorder B. Puddifant

ABSENT:

Councillor C. Eliason

21. DISCLOSURE OF INTEREST

22. HEARINGS

1. Development Variance Permit Application No. VP-522 [Pym, M./Bernd Hermanski Architect Inc./Hermanski, B.; Setback Requirements]

0556-2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: Development Variance Permit No. VP-522 be authorized for issuance for Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 43148 which will vary the provisions of Zoning Bylaw No. 2303 as follows:

- 1) Section 6.10.1 - reduce the minimum setback of the principal building from the front parcel line from 6.0 m to 0 m as shown in Schedule A of the Staff Report dated November 25, 2020.

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

Submissions were called for at this time.

R. Hirtle - email dated December 14, 2020 - Development Variance Permit Application No. VP-522

Following three calls for submissions and questions from Council, the Hearing was closed at 7:07 p.m. and the motion was:

CARRIED UNANIMOUSLY

2. Cannabis Retail Store Application No. CRS-10 [Inspired Cannabis Co. (1217025 BC Ltd.; #246, 1151 10 Avenue SW)]

0557-2020

Moved: Councillor Lindgren

Seconded: Councillor Cannon

THAT: Council approve application CRS-10;

AND THAT: Council consider its Resolution with respect to the following:

1. Provincial Cannabis Retail Store License Referral No. 007440;
2. City Zoning Bylaw No. 2303 and City Policy No. 3.20;
3. Public notification followed by the holding of a Hearing on December 14, 2020; and
4. The impact of the application on the community.

The Director of Development Services explained the proposed Provincial Cannabis Retail Store Licence Referral.

S. Biln, the applicant, outlined the application and was available to answer questions from Council.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:13 p.m. and the motion was:

CARRIED
Councillor Lavery Opposed

23. STATUTORY PUBLIC HEARINGS

1. Zoning Amendment Application No. ZON-1182 [Cornerstone Christian Reformed Church/Roodzant, J.; 1191 22 Street NE; P-3 to C-6]

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

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:21 p.m. and consideration of the next item ensued.

2. Zoning Amendment Application No. ZON-1189 [South Central Electric Ltd.; 1140 17 Avenue SE; R1 to R8]

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

G. Read, the applicant was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:23 p.m.

24. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4405 [ZON-1182; Cornerstone Christian Reformed Church/Roodzant, J.; 1191 22 Street NE; P-3 to C-6] – Third Reading

0558-2020

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

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

CARRIED

Councillor Lavery Opposed

2. City of Salmon Arm Zoning Amendment Bylaw No. 4417 [ZON-1189; South Central Electric Ltd.; 1140 17 Avenue SE; R1 to R8] – Third and Final Readings

0559-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4417 be read a third and final time.

CARRIED UNANIMOUSLY

25. QUESTION AND ANSWER PERIOD

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

26. ADJOURNMENT

0560-2020

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of December 14, 2020, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:25 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

MAYOR

Adopted by Council the day of , 2020.

Item 7.1

CITY OF SALMON ARM

Date: January 11, 2021

Moved: Councillor Lindgren

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee Meeting Minutes of January 4, 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, January 4, 2021.

PRESENT:

Mayor A. Harrison
 Councillor T. Lavery (participated remotely)
 Councillor L. Wallace Richmond (participated remotely)
 Councillor D. Cannon (participated remotely)
 Councillor S. Lindgren
 Councillor K. Flynn (participated remotely) left the meeting at 8:28 a.m.
 Councillor C. Eliason (participated remotely)

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

ABSENT:

1. CALL TO ORDER

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

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

3. REVIEW OF THE AGENDA

4. DISCLOSURE OF INTEREST

Councillor Flynn declared a conflict of interest with item 5.5 as the applicant is a client of his firm.

5. REPORTS

1. Zoning Amendment No. ZON-1194 [Ewanyshyn, A./Schmidt, K.; 3150 20 Street NE; R-7 to R-8]

Moved: Councillor Cannon
 Seconded: Councillor Eliason
 THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 13, Section 25, Township 20,

5. REPORTS - continued

1. Zoning Amendment No. ZON-1194 [Ewanyshyn, A./Schmidt, K.; 3150 20 Street NE; R-7 to R-8] - continued

Range 10, W6M, KDYD, Plan EPP56746 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone).

CARRIED UNANIMOUSLY

2. Zoning Amendment No. ZON-1195 [Ginn, G.; 861 35 Street SE; R-1 to R-8]

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 11, Section 18, Township 20, Range 9, W6M, KDYD, Plan KAP73719 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone);

AND THAT: Final Reading of the Zoning Amendment Bylaw be withheld subject to confirmation that the proposed Secondary Suite meets Zoning Bylaw and BC Building Code Requirements.

CARRIED UNANIMOUSLY

3. Official Community Plan Amendment Application No. OCP4000-44 [McGregor, D.; 1910 11 Avenue NE; HC to HR]

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Official Community Plan Bylaw No. 4000 Land Use Designation of Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 5510 Except Plans 14376, 24326 and KAP48014 from HC (Commercial-Highway Service/Tourist) to HR (Residential High Density).

D. McGregor, the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

4. Zoning Amendment Application No. ZON-1190 [McGregor, D.; 1910 11 Avenue NE; R-1 to R-5]

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which

5. REPORTS - continued

4. Zoning Amendment Application No. ZON-1190 [McGregor, D.; 1910 11 Avenue NE; R-1 to R-5] - continued

would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 5510 Except Plans 14376, 24326 and KAP48014 from R-1 (Single Family Residential Zone) to R-5 (High Density Residential Zone);

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

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

D. McGregor, the applicant, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

Councillor Flynn declared a conflict and left the meeting at 8:28 a.m.

5. Agricultural Land Commission Application No. ALC-400 [Birch Haven Farms Ltd./DeMille, B.; 3710 10 Avenue SW; Non-Farm Use

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Agricultural Land Commission Application No. ALC-400 be authorized for submission to the Agricultural Land Commission.

B. DeMille, the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. PRESENTATIONS

7. FOR INFORMATION

8. CORRESPONDENCE

9. ADJOURNMENT

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee meeting of January 4, 2021, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:38 a.m.

Mayor Alan Harrison
Chair

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

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Item 7.2

CITY OF SALMON ARM

Date: January 11, 2021

Moved: Councillor Lavery

Seconded: Mayor Harrison

THAT: the Active Transportation Task Force Meeting Minutes of January 4, 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

Minutes of the Meeting of the **Active Transportation Task Force** held by electronic means on Monday, January 4, 2021 at 10:00 a.m.

PRESENT:

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

City of Salmon Arm, Chair
City of Salmon Arm, Chair
Shuswap Trail Alliance
Downtown Salmon Arm
School District No. 83
Shuswap Cycling Club
Greenways Liaison Committee
Interior Health
Social Impact Advisory Committee
Salmon Arm Economic Development Society
Citizen at Large
Citizen at Large
Citizen at Large
Citizen at Large
Citizen at Large
City of Salmon Arm, Planner
City of Salmon Arm, City Engineer
City of Salmon Arm, Recorder

ABSENT:

Shelley Witzky
Louis Thomas

Councillor, Adams Lake Indian Band
Councillor, Neskonalith Indian Band

GUESTS:

Brian Patterson
Lindsay Wong

Urban Systems
Downtown Salmon Arm

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

1. **Call to Order, Introductions and Welcome**
2. **Acknowledgement of Traditional Territory**
3. **Approval of Agenda and Additional Items**

The Agenda for the January 4, 2021 Active Transportation Task Force Meeting was approved by general consensus of the Task Force members.

4. Approval of minutes from December 7, 2020

Moved: Joe Johnson

Seconded: Marianne VanBuskirk

THAT: The minutes of the Active Transportation Committee Meeting of December 7, 2020 be approved.

CARRIED UNANIMOUSLY

5. Presentations

Brian Patterson, Urban Systems provided an outline of Active Transportation in Salmon Arm including context and focus on active transportation, plans and practices in other communities, infrastructure, support programs and policies as well as emerging trends. He was available to answer questions from the Task Force.

6. Old Business / Arising from Minutes

a) Continuation of January 11, 2021 presentation to Council discussion
Blake Lawson reviewed the draft of the recommendations to Council posted on the Task Force Trello site for review and input from the Task Force.

Moved: Joe Johnson

Seconded: Camilla Papadimitropoulos

THAT: the Task Force endorse the presented ideas for presentation to Council at the Regular Council Meeting of January 11, 2021.

CARRIED UNANIMOUSLY

7. New Business

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

9. Next Meeting - February 1, 2021 - 10:00 a.m. to 11:00 a.m.

10. Adjournment

The Active Transportation Task Force Meeting of January 4, 2021 be adjourned by general consensus of the Task Force members.

CARRIED UNANIMOUSLY

The meeting adjourned at 11:36 a.m.

Mayor Alan Harrison, Co-Chair

Councillor Tim Lavery, Co-Chair

Received for information by Council the day of , 2020.

Item 8.1

CITY OF SALMON ARM

Date: January 11, 2021

Board in Brief – December 2020

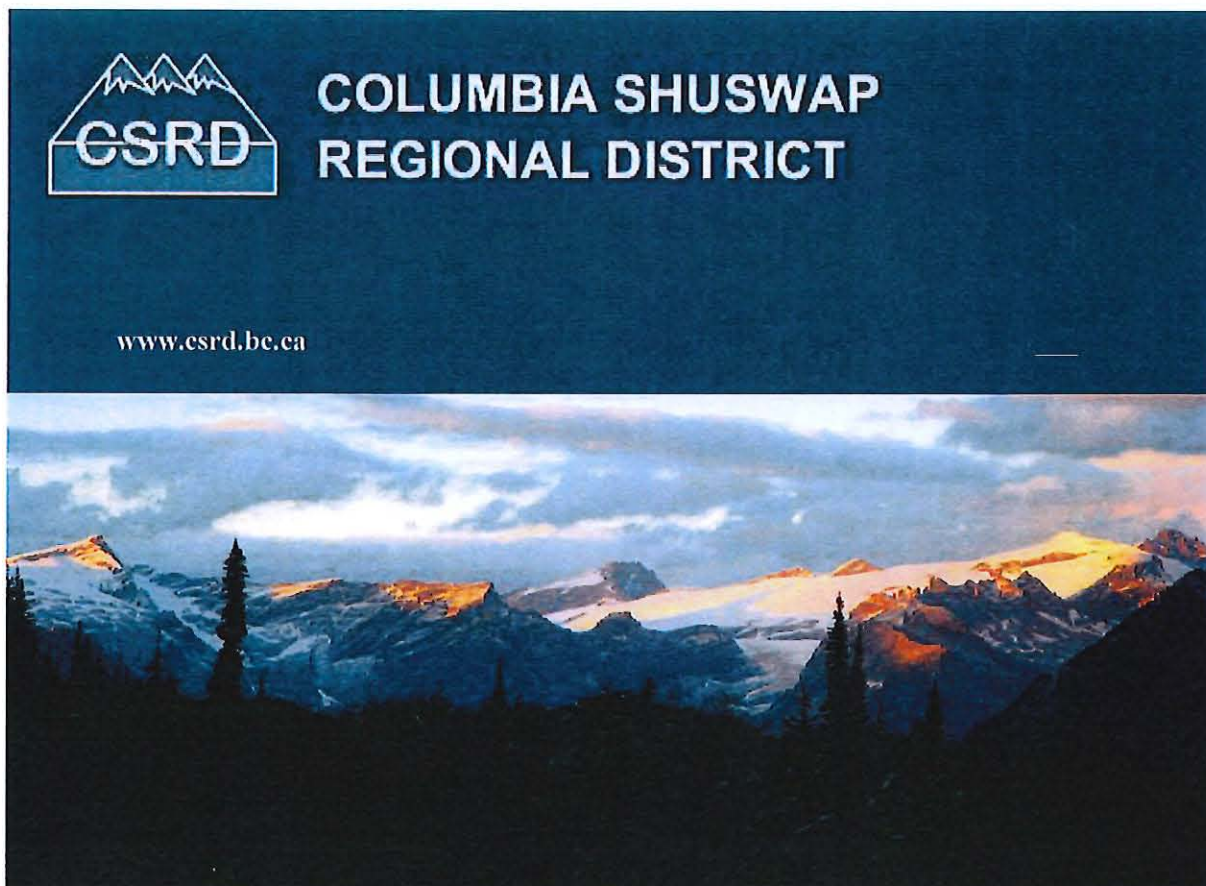
Vote Record

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

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

Caylee Simmons

From: Columbia Shuswap Regional District <communications@csrd.bc.ca>
Sent: December-14-20 1:57 PM
To: Caylee Simmons
Subject: #YourCSRD - December 2020



#YourCSRD - December 2020

December 2020



Web version

Highlights from the Regular Board Meeting

Announcements

Board Presentation to Staff

Board Chair Kevin Flynn presented a gift to Lynda Shykora, Deputy Manager, Corporate Administration Services, in recognition of her retirement. Numerous Directors and the Chief Administrative Officer, praised Shykora for her dedication and commitment to public service. Shykora has spent more than 40 years working in local government, starting as a receptionist and working her way into management roles. She has been with the CSRD for seven years as Deputy Manager, Corporate Administration.



Employee Long Service Awards

The CSRD Board acknowledged the service of these long-serving employees.

Five years of service:

Scott Bepple,
Sean Coubrough,
Suzanne Fordyce,
Laura Schumi.

Ten years of service:

Gerald Christie,
Jodi Pierce,
Phaedra Turner,
Ben Van Nostrand,
Isaac Walker.

Twenty years of service:

Dona Thiem.

Thirty-five years of service:

Hamish Kassa.

Reporting on Statistics from the November 2020 Board Zoom Meeting

The Board reviewed a report from staff regarding the November live-streamed meeting. Staff will bring a report to the Board in January regarding the continuation of live-streaming and recording of Board Meetings. **View report.**

Committee Reports & Updates

Action item arising from Electoral Area Directors Committee Meeting, November 24, 2020

The Board agreed to send a letter to the Minister of Public Safety and Solicitor General requesting the finalization and release of the Road Rescue Report commissioned by the Fire Chiefs Association of BC to facilitate road rescue decision making at a local level.

Action items arising from Committee of the Whole Meeting, December 3, 2020

Acting on the recommendation of the Committee of the Whole, the Board agreed to include the words "enhanced housing opportunities" in the CSRD 2019 - 2022 Strategic Plan as an amendment in the Healthy Communities section.

The Board also directed staff to bring forward an Anti-Discrimination Policy for the Board to consider at the January Board meeting.

Business General & Business by Area

Okanagan-Kootenay Sterile Insect Release (OKSIR) Program

The Board approved a series of resolutions regarding a new funding apportionment formula for the organization. This will see a reduction in the amount paid by the CSRD into the program. **View report.**

COVID-19 Safe Restart Grant Allocation

The Board endorsed allocating \$387,907 from the COVID-19 Safe Restart Grant as recommended by staff for the following purposes:

\$93,907 Operational expenses incurred to date (See **attached**);

20,000 Ongoing operational expenses (technology costs);

\$130,000 SCBA Facemasks and bags for all fire personnel;

\$64,000 CityView Workspace Migration (remote application);

\$80,000 Shuswap Tourism (financial support for two years); this 10th day of December, 2020.

Staff will continue to review other established services to identify lost revenue and/or additional costs due to the COVID-19 pandemic and report back with a recommendation on allocation for the remaining \$257,093 by December 31, 2021. **View report. View press release.**

2021 Annual Appointments to Committees, Boards and External Agencies

The Board endorsed the listing of 2021 annual appointments to Committees, external Boards and Agencies. The appointments remained status quo from the previous year. **View report. View list.**

Grant-in-Aid Requests

The Board approved allocations to organizations to Electoral Areas D and E from the 2020 electoral grants-in-aid. **View report.**

Adaptation, Resilience and Disaster Mitigation Program Grant Application

The Board approved the submission of an application for grant funding to the Adaptation, Resilience and Disaster Mitigation Program Grant to a maximum amount of \$6,312,198 representing 100% of the total eligible costs for flood erosion mitigation work and infrastructure along Newsome Creek in the community of Sorrento. This is the second program CSRD staff have applied to, in hopes of receiving funds for the mitigation work. **View report.**

Solid Waste Disposal Tipping Fee and Regulation Bylaw

The Board agreed to changes to the Solid Waste Disposal Tipping Fee Bylaw to create a consistent fee for loads of yard and garden waste and land clearing waste delivered to the refuse sites in tandem axle trucks and trailers. Residential yard waste will remain free, but these large loads will now be charged the same rate of \$80/tonne. This is already the tipping fee rate for land clearing waste. The new rate takes effect March 1, 2021. **View report.**

2020 Five Year Financial Plan Amendment Bylaw No. 5825, 2020

A budget amendment was necessary to authorize changes that have been made to the budget throughout 2020. These included: additional costs for mosquito control, updated costs for the Sicamous arena and emergency equipment replacement for the Eagle Bay Water System. The Board adopted the amendment. **View report.**



LAND USE MATTERS

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

Electoral Area C: Development Variance Permit No. 641-42 (073182 BC Ltd. (Hagglund))

The subject property is located at 1885, Tappen Notch Hill Road, Tappen. The owner is requesting to vary the maximum grade permitted for an access driveway servicing two lots in a proposed subdivision. The owner has applied to subdivide the properties into four lots, and proposes to utilize an existing access driveway for two of those four lots. The access driveway has a maximum grade of 15%, whereas the CSRD Subdivision Servicing Bylaw requires a maximum grade of 12.5% for driveways accessing more than one dwelling. The owner is applying for a variance for the driveway grade. The Board approved the DVP subject to the CSRD's approval of a Hazardous Lands (Steep Slope) Development Permit for the subdivision. **View report.**

Electoral Area F: Development Variance Permit No. 650-41 (De Weerd)

The subject property is located at 7761 Columbia Drive, Anglemont. The owners have constructed two Allan-block retaining walls up to 3.05m in height on the subject property that have been built into the interior parcel line setbacks. The applicant has applied for a development variance permit to allow for these walls to remain in their current location. The Board approved the DVP subject to the registration of Land Title Covenant Easement agreements for the two lots. **View report.**

Electoral Area C: Development Variance Permit No. 641-43 (Turner)

This item was tabled by the Board until the January 21, 2020 meeting. **View report.**

Zoning, OCP and Land Use Amendments

Electoral Area F: Setback Exception Bylaw Amendments

Development Services staff is proposing amendments to all three zoning bylaws in Electoral Area F:

Anglemont Zoning Bylaw No. 650 (Bylaw No. 650);

Magna Bay Zoning Bylaw No. 800 (Bylaw No. 800);

Scotch Creek/Lee Creek Zoning Bylaw No. 825 (Bylaw No. 825).

The amendments proposed would update the setback exceptions and sight plan regulations in all three bylaws to be the same as the Electoral Area B Zoning Bylaw No. 851 (Bylaw No. 851) for consistency between bylaws; allow a setback exception for eaves and gutters; and simplify site triangle regulations. The proposed zoning is consistent with the Official Community Plan policies. The Board approved third reading and adopted the bylaw amendments. **View report.**

Electoral Area E: Lakes Zoning Amendment (Hill) Bylaw No. 900-28

The applicants have applied to amend Lakes Zoning Bylaw No. 900 to recognize the existing fixed dock associated with 673 Swanbeach Road. Fixed docks are not permitted in the Foreshore Residential (FR1) Zone. This dock is not currently in compliance with the required setbacks and has a larger surface area and wider walkway than is permitted in the FR1 Zone. The applicant has also proposed to increase the number of permitted private mooring buoys for this property to allow for two buoys, as well as include a setback variance for one of the buoys, which is currently not in compliance. The Board gave first reading to the application and directed staff to refer the bylaw to applicable agencies and First Nations. The Board also agreed to waive the public hearing for the proposed bylaw amendment. **View report.**

Release of In-Camera Resolutions

The following resolutions were released from the In-Camera session of the December 10, 2020 meeting:

Sicamous and District Recreation Centre Management Agreement

The Board endorsed the authorized signatories to invoke Section 26 of the Sicamous and District Recreation Centre Management Agreement, and provide six months' written notice to the Sicamous

and District Recreation Centre Society that the existing agreement will be terminated on June 10, 2021.

Appointments to Shuswap Tourism Advisory Committee

The Board appointed four members of the Shuswap Tourism Advisory Committee for a three-month extension starting January 1, 2021 and ending March 31, 2021. They are:

David Gonella,
Mark Lane,
Piotr Ujma,
Gord Bushell.

Officer Appointment

The Board appointed Jennifer Sham as Deputy Manager, Corporate Administration Services to perform the powers, duties, and responsibilities of the position of Manager of Corporate Administration Services (Secretary) as outlined in the Officers Bylaw No. 5301.

NEXT BOARD MEETING

The Regular CSRD Board Meeting will be held Thursday, January 21, 2021 at 9:30 AM at the CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm.

Any scheduling changes to the start time will be noted on the events tab of the CSRD's webpage. Currently, the public is not allowed to attend Board meetings in person, but can view the meetings electronically. Information on how to register will be available on the Events tab of the CSRD website as of Friday, January 15, 2021.

At this time, it is unknown whether regulations from the Provincial Health Officer will be changed to allow for in-person attendance by January 21, 2021. The CSRD will update their website with new information as it becomes available.

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

You are receiving this because you are currently involved in or were previously involved with one of the CSRD's programs; or have subscribed to the CSRD Newsletter.
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Item 9.1

CITY OF SALMON ARM

Date: January 11, 2021

Moved: Councillor

Seconded: Councillor

THAT: Council approve the Environmental Advisory Committee change in membership from fifteen (15) voting members to thirteen (13) by removing the following organizations from the Terms of Reference:

- Shuswap Pro-Development Association; and
- Shuswap Construction Industry Professionals.

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: January 5, 2021
SUBJECT: Environmental Advisory Committee Terms of Reference

MOTION FOR CONSIDERATION:

THAT: Council approve the Environmental Advisory Committee change in membership from fifteen (15) voting members to thirteen (13) by removing the following organizations from the Terms of Reference:

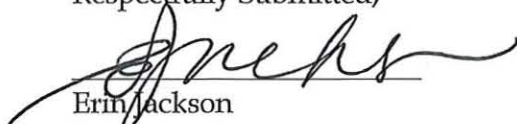
- Shuswap Pro-Development Association; and
 - Shuswap Construction Industry Professionals
-

Background:

The Terms of Reference (attached as Appendix 1), outlines the composition of the Environmental Advisory Committee. Committee membership currently includes one (1) Council representative, three (3) Citizens at Large and eleven (11) organizations; however, two of the member organizations, Shuswap Pro-Development and Shuswap Construction Industry Professionals (SCIP), are no longer able to participate. As such, it is recommended that they be removed from the list of voting members and not replaced. Should circumstances change in the future, one or both organizations can request reinstatement or attend as guests when time permits.

With the change in membership, quorum will now be achieved when seven (7) members are present. There have been some difficulties achieving quorum in recent months and for this reason, staff support the reduction of membership and recommend that Council adopt the Motion for Consideration which will effectively amend the Environmental Advisory Committee Terms of Reference.

Respectfully Submitted,



Erin Jackson
Director of Corporate Services

Appendices:
Appendix 1 -Environmental Advisory Committee Terms of Reference

City of Salmon Arm
Environmental Advisory Committee
Terms of Reference

The City of Salmon Arm recognizes that we live in a finite world and that the natural ecosystem around us is what we depend on for our survival. As a community we will be respectful of the local and global ecosystems.

The Environmental Advisory Committee, "the Committee", has been established to advise the Council for the City of Salmon Arm on environmental matters.

1. Purpose of the Committee:

To act as an advisory body and resource group to City Council and Administration regarding ways to protect, maintain and enhance the natural environment in accordance with the provisions of the Environmental section of the Official Community Plan.

2. Activities:

1. The Committee shall undertake activities and projects with City Council's support or direction.
2. Project review and comment:
 - 2.1 Council or City staff may elect to forward specific City projects or private development projects to the committee for review and comment. The Committee will provide written review and comment on these projects in a timely manner.
 - 2.2 The Committee may also independently elect to provide review and comment on environmental issues and concerns that come directly to the attention of the Committee.
 - 2.3 The Committee's comments and recommendations will not bind council to a course of action. The Committee's reviews and comments will be presented to Council in a positive, respectful and well researched fashion.
 - 2.4 The Committee's comments and reviews will have due regard for federal, provincial and municipal legislation and the policies and direction of City Council.
 - 2.5 As part of completing recommendations, the Committee may consult with outside parties having an interest in the natural environment such as property owners, the development industry, government agencies, school boards, experts, consultants and

public interest groups. Such consultation would require the approval of City Council.

3. Upon the direction of City Council, the Committee will undertake and co-ordinate with City Administration the completion of natural environmental research projects.
4. The Committee may undertake educational initiatives both formally and informally, which raise the profile of the natural environment of the City of Salmon Arm. The nature of this education will be determined from time to time on the basis of need.
5. The Committee will provide input and comments on environmental aspects of policies of the City of Salmon Arm. Further, the Committee may make recommendations and advise Council on policies to be developed.

6. Membership

6.1 The Committee shall be composed of 15 members, as follows:

- ◆ One (1) member of City Council;
- ◆ One (1) member appointed to represent Salmon Arm Bay Nature Enhancement Society [SABNES];
- ◆ One (1) representative from the Forest Industry;
- ◆ One (1) representative from the Agricultural Industry;
- ◆ One (1) representative appointed to represent the Adams Lake Indian Band;
- ◆ One (1) representative appointed to represent the Neskonlith Indian Band;
- ◆ One (1) member appointed to represent Shuswap Environmental Action Society [SEAS];
- ◆ One (1) member appointed to represent the Fish and Game Club;
- ◆ One (1) member appointed to represent Shuswap Naturalists;
- ◆ One (1) member appointed to represent Shuswap Construction Industry Professionals;
- ◆ One (1) member appointed to represent WA:TER;
- ◆ One (1) member appointed to represent Shuswap Pro Development Association; and
- ◆ Three (3) citizens at large with professional expertise respecting environmental and/or as personal interest in the environment

6.2 Appointment of members, other than the City Councillor and those appointed by a specific group, shall be advertised and ratified by City Council. Committee membership shall be two (2) years. The terms of office for appointments may be varied to provide for continuity in the Committee.

6.3 The Committee shall be chaired by the member of City Council appointed to the Committee. If this Councillor is unable to attend a scheduled meeting, the Committee will appoint a chair from the attending membership at that meeting. Any

comments, recommendations or motions of the Committee will be as valid as if the Councillor had been present.

6.4 Fifty percent (50%) + one (1) shall constitute a quorum.

6.5 The Committee may request that members resign after missing three consecutive meetings without prior notice.

6.6 Committee members representing a specific group or organization are responsible for designating an alternate representative of that group or organization if they are unable to attend themselves.

7. Procedural Matters

7.1 The Committee shall meet once per month at City hall. The date and time of such meetings shall be determined by the Committee, and may be varied at any time by the Committee. The actual starting time may be altered to accommodate site tours. There shall be no regular meeting held during the months of July or August, unless otherwise agreed by a majority of members.

7.2 The City Councillor chairing the Committee may vote on any motion. In the event of a tie vote, the motion is defeated.

7.3 A member of City staff will be available to the Committee on a regular basis to assist with any administrative or procedural matters, including the recording of minutes. City staff members may be invited, from time to time, to attend committee meetings to comment on matters relevant to Committee proceedings.

7.4 There shall be no remuneration payable to members for sitting on the Environmental Advisory Committee.

7.5 Environmental Advisory Committee members shall obtain permission from property owners prior to entering private property.

7.6 Committee meetings are open to the public, but members of the public who attend will not be permitted to vote on any matter before the Committee. Such members of the public may ask questions or make comments, at the discretion of the Committee.

8. Reporting

Committee minutes will be presented to Council for information purposes.

8.1 All recommendations of the Committee must be ratified by Council prior to being actioned.

8.2 The Environmental Advisory Committee is responsible directly to Council.

8.3 All media releases must be ratified by Council.

Item 9.2

CITY OF SALMON ARMDate: January 11, 2021

THAT: Council appoint _____, _____, _____ as citizens-at-large to the Greenways Liaison Committee for a three year term, expiring December 31, 2023.

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: December 4, 2020

SUBJECT: **Greenways Liaison Committee Appointments**

MOTION FOR CONSIDERATION

THAT: Council appoint one (1) City Councillor and three (3) citizens-at-large to the Greenways Liaison Committee.

BACKGROUND

Aligned with the Greenways Liaison Committee's Terms of Reference (Appendix 1), solicitation for citizens-at-large members was advertized in the Salmon Arm Observer and the City's website over the month of November. Six letters of interest were received and are attached as Appendix 2.

Other committee members include two representatives from the Shuswap Trail Alliance and one from the Interior Health Authority.

The following City staff will attend committee meetings in a technical / advisory (non-voting) capacity:

Chris Larson, Senior Planner; and
Darin Gerow, Manager of Public Works/Parks

Depending on the appointed Councillor's schedule, the first meeting of the new committee term is tentatively scheduled for Thursday, January 14th at 3:00 p.m. This date and time can be adjusted if necessary.



Kevin Pearson, RPP, MCIP
Director of Development Services

CITY OF SALMON ARM

GREENWAYS LIAISON COMMITTEE

TERMS OF REFERENCE

BACKGROUND

A "greenway" is a linear corridor of land reserved and appropriately surfaced for public use. They are most commonly used as recreational trails for the purposes of walking, hiking and bicycling, and may include sidewalk connections and on-street bicycle lanes.

The original Greenways Liaison Committee (the "Committee") was initially formed as a select committee of Council in 2009, with its primary goals being to:

- 1) promote greenways in the City of Salmon (the "City");
- 2) assist with the facilitation of the City's Greenways Strategy; and
- 3) provide Council with responsive and strategic advice on Greenways projects.

The Salmon Arm Greenways Strategy was adopted in 2011 with a purpose to provide direction for the long-term planning and implementation of a trail/path network spanning the City providing outdoor recreation and tourism opportunities, accommodating alternative transportation, and supporting corridors for ecological connectivity.

COMMITTEE MANDATE

The mandate of the Greenways Liaison Committee (the "Committee") is now to continue as a select committee that will utilize the knowledge and resources of the City and community including, among others, citizens and greenway project stakeholders, to coordinate new and improved greenway projects, provide recommendations regarding outdoor recreation and alternative transportation opportunities, and promote the implementation of the Greenways Strategy within the City of Salmon Arm.

COMMITTEE PRODUCTS

During the course of its mandate, the Committee will:

- Work towards the implementation of the City's Greenways Strategy;
- Review plans for new and improved greenways, including providing recommendations about potential land acquisition, design, signage, construction and funding;
- Review and provide recommendations about the City's Long Term Financial Plan and annual budgets with respect to monies planned and allocated for greenway development and maintenance;
- Encourage the promotion of the City's greenways network; and,

- Provide recommendations to Council for long-term planning and budgeting to accommodate alternative transportation.

COMMITTEE MEMBERSHIP

The Committee shall consist of nine (9) members.

The seven (7) voting members shall include:

- One (1) City Council member;
- One (1) Interior Health Authority representatives;
- Two (2) Shuswap Trail Alliance representatives; and,
- Three (3) citizens at-large.

Voting members shall be appointed by Council. The City Council member shall be appointed on an annual basis. The remaining voting members shall be appointed for a three year term (the current term will end on December 31, 2023).

Committee members will serve on a voluntary basis.

Two (2) non-voting City staff members from the following departments shall attend each meeting in a technical and administrative capacity:

- Development Services Department (1 staff member)
- Engineering and Public Works Department (1 staff member)

GREENWAY PROJECT STAKEHOLDERS

Greenway project stakeholders will be invited to participate in Committee meetings in a technical and advisory capacity when their interests and/or projects are being considered by the Committee.

COMMITTEE ADMINISTRATION

The Development Services Department will coordinate, prepare agendas, record and post minutes, and prepare follow-up correspondence for Committee meetings.

MEETING FREQUENCY AND ATTENDANCE

It is expected that the Committee will meet four times per year. Additional meetings may be required depending upon the topics and projects under consideration by the Committee.

Committee members are expected to attend meetings on a regular basis.

MEETING STRUCTURE

- The appointed City Councillor will serve as the Committee's Chair and spokesperson;
- Attendance by four (4) voting members of the Committee will constitute a quorum;
- A majority vote shall be a majority of the members present;
- Non-voting members of the Committee will attend in a technical and advisory capacity;
- No sub-committees will be established by the Committee;
- The Committee will conduct its meetings in accordance with the City's Procedure Bylaw;
- Committee meetings are open to the public, with the exception of any in-camera item; and
- Minutes of each meeting shall be available to the public upon request, with the exception of in-camera items.

DECISION MAKING

- Committee members will deal with matters on the established agenda and within their mandate;
- Any recommendation to City Council will be determined with a majority vote by the voting members of the Committee;
- Any member who has a conflict of interest in a matter being dealt with by the Committee must advise the Chair and that member will be excused from the Committee meeting while the matter is being dealt with; and
- Once a decision or recommendation has been made by the Committee, it is expected that all Committee members will respect that decision.

Adopted by City Council on this _____ day of _____.

NOVEMBER 24, 2020

PAGE 1/2

CITY OF SALMON ARM

Application for Appointment to the Greenways Liaison Committee

The City of Salmon Arm is seeking applications for Citizens at Large to become members of the Greenways Liaison Committee. The mandate of this Committee is to utilize the knowledge and resources of the City of coordinate new greenway projects, make recommendations regarding outdoor recreation, alternative transportation opportunities and to promote the implementation of the Greenways Strategy within the City.

In order to assist the City Council in the selection and appointment of the Committee membership, prospective members are requested to forward a completed application form to City Hall by November 27, 2020 at 4:00 p.m. Applications can be mailed to Box 40, Salmon Arm, BC, V1E 4N2, faxed to 250-803-4042, sent by email to ejackson@salmonarm.ca or dropped off at City Hall, 500 - 2 Avenue NE.

Name ROBERT A. BICKFORD Number of years living in Salmon Arm 12

Civic address [REDACTED]

Mailing address (if different than above) _____

Email address [REDACTED]

Telephone Home [REDACTED] Work _____ Cell _____

Occupation (RETIRED) FOREST ENGINEER, (RETIRED) WOODLANDS,
SAWMILLS AND PLYWOOD PLANT DIVISIONAL MANAGEMENT.

Community Affiliations/Memberships

- * B.C. REGISTERED PROFESSIONAL FORESTER #750 (RET.)
- * CITY OF SALMON ARM GREENWAYS LIAISON COMMITTEE - 2012 -> PRESENT
- * COLUMBIA SHUSWAP REGIONAL DISTRICT AIRIAIE PARKS AND RECREATION ADVISORY COMMITTEE - 2010 -> PRESENT - CHAIR - 2 TERMS (4 YRS)
- * SALMON ARM FLY FISHERS ASSOCIATION - 2010 -> PRESENT.
- * SALMON ARM BOY NATURE ENHANCEMENT SOCIETY MEMBER
- * SALMON ARM CITY AND SABLES' FORESHORE DOG USE JOINT COMMITTEE

NOV. 2020 -

APPLICATION - APPOINTMENT TO GREENWAYS COMMITTEE

45
Pg 2/2

ROBERT BICKFORD

Reasons for seeking Appointment

A CAREER IN THE FOREST INDUSTRY (BC/ONTARIO) PRESENTED THE OPPORTUNITY FOR OUR FAMILY TO ENJOY MUNICIPAL SPONSORED RECREATIONAL 'OUT DOOR' ACTIVITIES YEAR ROUND. 'TO GIVE BACK' BY VOLUNTEERING IS A REASON TO BE INVOLVED.

I ENJOY EVALUATING EXISTING AND PROPOSED TRAILS WITH AN EYE TO DESIGN - SIDE SLOPE, SOIL TYPE, VERTICAL GRADE, TREE RETENTION AND SURFACE WATER.

I ENJOYED BEING INVOLVED WITH THE FORESHORE DOG USE COMMITTEE MADE UP OF CITY AND SAGUON REPRESENTATIVES. TRAIL MONITORING SUGGESTS A SUCCESSFUL RESULT.

REVIEWING annual Greenways budgets, proposed works and year end performance is key to a successful programme and validating the need for the committee.

I, ROBERT A BICKFORD, hereby signify that I am willing to accept an appointment to the Greenways Liaison Committee.

NOVEMBER 24 2020
Date

R. A. Bickford
Signature

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In order to be considered, this application must be returned to City Hall prior to 4:00 p.m. on November 27, 2020

CITY OF SALMON ARM

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Name Steve Fabro Number of years living in Salmon Arm 18

Civic address [REDACTED]

Mailing address (if different than above) A/A

Email address [REDACTED]

Telephone Home [REDACTED] Work [REDACTED] Cell [REDACTED]

Occupation Driving Instructor - Direct Drive Driver Training

Community Affiliations/Memberships

Shuswap Trail Alliance - Member

Greenways Liaison Committee - Citizen at Large

Active Transportation Task Force - Citizen at Large

Shuswap Cycling Club - Member

Royal Canadian Legion - Branch 62 - Salmon Arm - Member

Larch Hills Nordic Society - Member

Reasons for seeking Appointment To provide Feed back From
user groups that will enhance our trail
systems + increase useage of our
greenways.

Actively promote the creation o F
more greenways that will bring
visitors to our area.

As a regular user o Four local
trails I am passionate about the
upkeep o F our trails + creation o F
new trails. I regularly volunteer for trail
maintenance + trail building.

I, Steve Fabro, hereby signify that I am willing to
 accept an appointment to the Greenways Liaison Committee.

Nov 24/20
 Date

Steve Fabro
 Signature

The purpose of this form is to provide information which will assist City Council in knowing each candidate better. The person whose name is being put forward as a candidate must sign this application in order to signify that he or she would be willing to accept the appointment should it be made.

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CITY OF SALMON ARM

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Name _____ Number of years living in Salmon Arm 43

Civic address [REDACTED]

Mailing address (if different than above) _____

Email address [REDACTED]

Telephone Home _____ Work _____ Cell _____

Occupation Land Surveyor

Community Affiliations/Memberships SCIP, ATTF

Reasons for seeking Appointment _____

This would be my 4th term on GLC, I believe my experience on the Committee presents me
 with an opportunity to contribute based on long history with this group. I am also the GLC
 rep on the Active Transportation Task Force.

I, Joseph C. Johnson, hereby signify that I am willing to
 accept an appointment to the Greenways Liaison Committee.

November 13, 2020

Date

Joseph Johnson
 G5W5CT

Signature

Digitally signed by Joseph
 Johnson G5W5CT
 Date: 2020.11.13 07:32:37
 -08'00'

The purpose of this form is to provide information which will assist City Council in knowing
 each candidate better. The person whose name is being put forward as a candidate must sign
 this application in order to signify that he or she would be willing to accept the appointment
 should it be made.

In order to be considered, this application must be returned to City Hall prior to 4:00 p.m. on
 November 27, 2020

CITY OF SALMON ARM

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In order to assist the City Council in the selection and appointment of the Committee membership, prospective members are requested to forward a completed application form to City Hall by May 17, 2019 at 4:00 p.m. Applications can be mailed to Box 40, Salmon Arm, BC, V1E 4N2, faxed to 250-803-4042, sent by email to ejackson@salmonarm.ca or dropped off at City Hall, 500 - 2 Avenue NE.

Name Pamela Dettwiler Number of years living in Salmon Arm 24

Civic address _____

Mailing address (if different than above) _____

Email address _____

Telephone Home _____ Work _____ Cell _____

Occupation Retired Teacher

Community Affiliations/Memberships SABNES, Lady Striders,

Larch Hills Nordic Society, SEAS,

Shuswap Outdoors Club, Shuswap Trail Alliance,

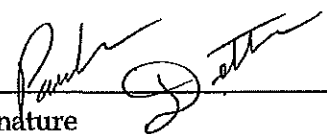
Shuswap Theatre, Shuswap District Arts

Council, R.I. Haney Heritage Village and Museum

Reasons for seeking Appointment I love walking in Salmon Arm. I really want to make it more convenient for others of all ages and fitness levels to walk and be active in our community. I believe that I have something to contribute with my knowledge of Salmon Arm and what I have learned about creating walkable neighbourhoods. Working with the other committee members to brainstorm possibilities, share ideas, research options and present recommendations would be a valuable way that I could contribute to our beautiful city.

I, Pamela Dettwiler, hereby signify that I am willing to accept an appointment to the Greenways Liaison Committee.

Nov. 25, 2020
Date


Signature

The purpose of this form is to provide information which will assist City Council in knowing each candidate better. The person whose name is being put forward as a candidate must sign this application in order to signify that he or she would be willing to accept the appointment should it be made.

In order to be considered, this application must be returned to City Hall prior to 4:00 p.m. on May 17, 2019.

November 25, 2020

To Salmon Arm City Council

It is very exciting to have the opportunity to apply to join the Greenways Liaison Committee as a Citizen-at-Large. Salmon Arm has done some wonderful work in creating greenways, and other opportunities for active recreation and transportation. It would be wonderful to be able to contribute to continued improvement in this area.

I am an enthusiastic pedestrian and have walked over much of Salmon Arm in the twenty-four years that I've been here. Having lived in four different neighbourhoods, and always walked for both transportation and recreation; I am knowledgeable about the city, as a pedestrian, as a cyclist, and as a driver. I have seen what works well and what could be improved.

In addition to having excellent map reading skills; I am very interested in urban design and walkability. It is a subject that I enjoy reading about. Having lived in, and visited, a number of other cities, large and small; I have seen things that have worked well in other communities. I enjoy collaborating and sharing ideas. I'm creative and very good at problem solving. As a former teacher, I am also organized and practical.

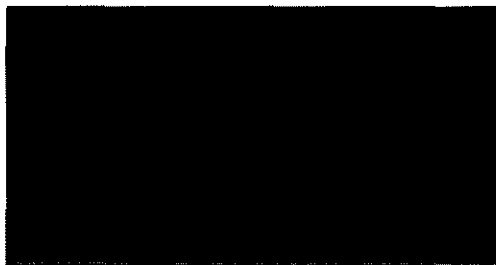
I have served on a variety of boards for a number of different organizations. This however, is a particular passion of mine. I believe that everyone benefits from spending more time outside. Designing communities that make it easier to get around without a car and to be active outside makes individuals healthier and happier. Helping people to get out of their cars makes a city friendlier, more beautiful and a more desirable place to live. It also creates more recreation opportunities for tourists. It would be wonderful to be able to contribute to the continual improvement of Salmon Arm by being a Citizen-at-Large on the Greenways Liaison Committee.

Thank you very much for considering my application

A handwritten signature in cursive script, appearing to read 'Pamela Dettwiler', written in dark ink.

Pamela Dettwiler

Pamela Dettwiler



Currently retired from 28 years as a teacher

- planning the year and units of study
- designing lessons
- instructing students as a group and individually using a variety of strategies
- supporting and encouraging students
- researching and creating resources and teaching materials
- collaborating with other teachers, and with teaching assistants
- evaluating student work and giving constructive feedback
- assessing student learning
- completing report cards and communicating with parents
- working on committees and making presentations to colleagues
- supporting extra-curricular activities for students
- organizing field trips and other events
- staying current with alterations to curriculum and other changes in the profession

Employment History

School District #83 North Okanagan Shuswap

<i>2013-2019</i>	North Canoe Elementary:	grades 4 and 5
<i>2010-2013</i>	Education Outreach program	science and math 9-12
<i>2006-2010</i>	Shuswap Middle School	grades 6 and 7
<i>1997-2006</i>	Shuswap Junior High	science and math 8-10

School District #57 Prince George

<i>1991-1996</i>	Mackenzie Secondary School	science and math 8-12
------------------	----------------------------	-----------------------

Current Volunteer Positions

Tutoring ESL online through Okanagan University College

Helping with the Good Food Box

Working at the Reino Keski-Salmi Loppet

Acting and volunteering backstage with Shuswap Theatre

Previous Volunteer Positions

Board Member with the Shuswap Theatre Society

Board member on the Shuswap Exceptional Children's Association

Board member for SABNES (Salmon Arm Nature Bay Enhancement Society)

Education

1990

Bachelor of Education (Secondary Science)

University of British Columbia – Vancouver campus

1986

Bachelor of Science (Agriculture-Animal Sciences)

University of British Columbia – Vancouver campus

Hobbies and Interests

hiking and walking, cooking for friends, singing, painting, and sewing,

travelling to visit friends and family, cross country skiing, reading,

learning about local history, science and nature, and also architecture and design

CITY OF SALMON ARM

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Name Margo Longland Number of years living in Salmon Arm 1.5 yrs

Civic address _____

Mailing address (if different than above) _____

Email address _____

Telephone Home _____

Work _____

Cell _____

Occupation Senior Program Manager, Conservation and Energy Management, BCHydro

Community Affiliations/Memberships _____

Salmon Arm Bay Nature Enhancement Society

Tsuts'weye Women's Entrepreneur + Innovation Network
(Salmon Arm)

Salmon Arm Minor Hockey Assoc.

Larch Hills Nordic Society

Salmon Arm Curling Club

Reasons for seeking Appointment _____

See attached cover letter. Thanks
for your consideration.

I, Margo Longland, hereby signify that I am willing to
accept an appointment to the Greenways Liaison Committee.

Nov 26, 2020
Date

[Signature]
Signature

The purpose of this form is to provide information which will assist City Council in knowing each candidate better. The person whose name is being put forward as a candidate must sign this application in order to signify that he or she would be willing to accept the appointment should it be made.

In order to be considered, this application must be returned to City Hall prior to 4:00 p.m. on November 27, 2020

November 26, 2020

Erin Jackson
500-2 Avenue NE, Box 40
Salmon Arm, B.C. V1E 4N2

Dear Erin,

Please find enclosed my application and resume for a role as Citizen at Large for the Greenways Liaison Committee. Thank-you for the opportunity to be considered for this position.

My young family and I recently relocated to Salmon Arm from Vancouver. We choose to move to Salmon Arm because we loved the community and thought it would be a great place to raise a family.

In Salmon Arm, I see a community with so much potential and its developing greenway system is and will be a great asset to the City. As a society, we need greenways to reduce our reliance on fossil fuels, improve our health, connect with our communities, and support our mental health. I have spent much time using the greenways already and have thought and talked about issues that I see shaping their use and improvement such as connectivity, maintenance, public awareness, and safety. A major decision-making factor in choosing our home was its location near trails and greenways for moving about the City. The importance of greenways and connectivity was something we enjoyed in Vancouver and didn't want to lose when we moved. I regularly walk or bike downtown (or to uptown), walk the kids to school at Bastion via the trails behind our house through Hoadley Park, and walk for fitness on the many city trails such as Cress Creek, Turner, and the Foreshore. In short, I am an active and knowledgeable citizen user of our greenways system.

While I am newcomer to the community, I bring a strong background with my educational, work, and life experiences, which will be an asset to the committee. I have extensive experience working and collaborating on teams and working groups with various levels of government. I am an easy-going, enthusiastic, and committed person. I am growing my connections in the community. In a short time since arriving, I already have a variety of memberships and associations that will support my ability to reach out and represent our community on this committee over the next three years.

Sincerely,



Margo Longland



MARGO LONGLAND



ABOUT ME

I am a highly respected, passionate and skilled environmental program manager, who would like to use my unique skill set and interests to support community building and development for a sustainable future. I recently relocated to Salmon Arm with my young family after living in Vancouver for 25yrs.

EXPERIENCE

2003 – 2005

RESEARCHER AND ANALYST, INDEPENDENT CONTRACTOR

Decision analysis and values of recreation (Guam Coral Reefs, Backcountry Skiers)

2004 – 2008

EVALUATION ANALYST, BC HYDRO

Quantitative and qualitative assessment of BC Hydro's energy efficiency programs

2008 – PRESENT

PROGRAM MANAGER, BC HYDRO

Development and management of residential energy efficiency programs for BC Hydro

EDUCATION

2004

MASTER'S DEGREE - RESOURCE AND ENVIRONMENTAL MANAGEMENT, SFU

Multi-disciplinary resource management degree with a research focus on human decision making and choice assessment related to environmental issues and valuation.

2000

BACHELOR'S DEGREE – CONSERVATION BIOLOGY, UBC

Extensive training in biology, ecology, conservation and management of species at risk

SKILLS

- Business case planning and development
- Budgeting, financial planning, and forecasting
- Extensive experience managing complex, high-value projects with budgets > \$15 million
- Collaborative engagement and work with government, community, and business groups
- Developing and managing environmental programs to engage citizens to participate
- Survey and research project design
- Contract management
- Data Analytics/Excel

ACTIVITIES

I enjoy any activity in nature including hiking, biking, gardening, and birdwatching. I have a regular yoga and meditation practice for fitness and wellbeing. I am also an avid reader who loves to learn.

CITY OF SALMON ARM

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Name Joshua Meikle Number of years living in Salmon Arm 13

Civic address [REDACTED]

Mailing address (if different than above) _____

Email address [REDACTED]

Telephone Home [REDACTED] Work [REDACTED] Cell [REDACTED]

Occupation Program and Technology Manager for Shuswap Makerspace


Community Affiliations/Memberships _____

Reasons for seeking Appointment _____

I would like to contribute to bettering this
amazing community: this is where I'm raising
my family and I strongly support the
protection and development of new
greenways and pathways (it is essential to
contributing to the 'liveability' of a community).

I, Joshua Meikle, hereby signify that I am willing to
 accept an appointment to the Greenways Liaison Committee.

November 5, 2020
 Date


 Signature

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Name Anita Olson Number of years living in Salmon Arm 47

Civic address [REDACTED]

Mailing address (if different than above)

Email address [REDACTED]

Telephone Home Work Cell [REDACTED]

Occupation Physiotherapist

Community Affiliations/Memberships I am a member of the Larch Hills Nordic Society and was a local gym member pre-COVID. I raised 3 children in Salmon Arm and was involved in many local organizations such as ringette, hockey, soccer and school PACs. In June 2020, I retired from Interior Health. I was the Physiotherapy Professional Practice Leader for Allied Health in Salmon Arm. I was responsible for the operational and program management of a 30 person department and administered close to a 2 million dollar annual budget. I recently was one of the organizers of a Seniors Health and Wellness Centre for our area.

Reasons for seeking Appointment As I have recently retired, I now have the time and the energy
to contribute to my community. I am an avid outdoor enthusiast - hiking, walking and cycling in the summer and
cross-country skiing and snowshoeing in the winter. I regularly use the local trails in our area and always explore
trails during my travels.

I would be very excited to be involved in the Greenways Liaison Committee. I see many benefits
to greenways projects. Trails provide health benefits by improving health through active living. Transportation is
improved and fuel costs decreased with pedestrian and bike trails. Trails can also generate economic activity by
increasing the value of properties, by making the community more attractive to live in and by promoting tourism.
They also help to preserve natural landscape.

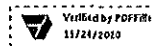
~~I have spent the last third of my career planning, participating and chairing various committees in my health care~~
~~role. My entire career involved working with teams. I feel I would be a valuable and enthusiastic asset to the~~
 Greenways Liaison Committee.

Anita Olson

I, _____, hereby signify that I am willing to
 accept an appointment to the Greenways Liaison Committee.

November 23, 2020

Anita Olson



Date

Signature

The purpose of this form is to provide information which will assist City Council in knowing
 each candidate better. The person whose name is being put forward as a candidate must sign
 this application in order to signify that he or she would be willing to accept the appointment
 should it be made.

In order to be considered, this application must be returned to City Hall prior to 4:00 p.m. on
 November 27, 2020

Item 9.3

CITY OF SALMON ARMDate: January 11, 2021

Moved: Councillor

Seconded: Councillor

THAT: the following individuals be appointed as the Columbia Shuswap Regional District representatives to the Shuswap Regional Airport Commission for a term ending December 31, 2022:

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

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: January 6, 2021
SUBJECT: Shuswap Regional Airport Commission Appointments

Recommendation:

THAT: the following individuals be appointed as the Columbia Shuswap Regional District representatives to the Shuswap Regional Airport Commission for a term ending December 31, 2022:

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

Background:

Pursuant to the City of Salmon Arm Shuswap Regional Airport Commission Establishment Bylaw No. 2152, Council must appoint all members to the Shuswap Regional Airport Commission (Airport Commission) by resolution. The bylaw specifies that all appointments, except those to fill interim vacancies, shall be for a two (2) year term based on the calendar year.

In 2019 the following individuals were appointed as the City of Salmon Arm representatives to the Shuswap Regional Airport Commission for a term expiring December 31, 2021:

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

During the committee appointments that occurred at the end of 2020, Councillor Eliason was appointed to replace Mayor Harrison for the duration of this term.

Respectfully submitted,



Erin Jackson
Director of Corporate Services



COLUMBIA SHUSWAP REGIONAL DISTRICT

555 Harbourfront Drive NE, PO Box 978, Salmon Arm, BC V1E 4P1
T: 250.832.8194 | F: 250.832.3375 | TF: 1.888.248.2773 | www.csr.bc.ca

December 11, 2020

File No:8400 20 01

Via Email: ejackson@salmonarm.ca

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

Dear Sirs:

RE: Shuswap Regional Airport Commission – 2021 Appointees

Please be advised that the Columbia Shuswap Regional District Board has made its appointments for 2021 on the Shuswap Regional Airport Commission. The individuals appointed remains unchanged from 2020:

Paul Demenok (Electoral Area C),
Rene Talbot (Electoral Area D),
Rhona Martin (Electoral Area E), and
Terry Rysz (District of Sicamous).

The contact information for the above individuals remains unchanged.

Please copy any correspondence sent to the appointees to the Columbia Shuswap Regional District by email to admin@csr.bc.ca.

Yours truly,

COLUMBIA SHUSWAP REGIONAL DISTRICT

Per:

Lynda Shykora, Deputy Manager
Corporate Administration Services

cc: Directors Demenok, Talbot, Martin and Rysz

ELECTORAL AREAS

A GOLDEN-COLUMBIA
B REVELSTOKE-COLUMBIA

C SOUTH SHUSWAP
D FALKLAND-SALMON VALLEY

E SICAMOUS-MALAKWA
F NORTH SHUSWAP-SEYMOUR ARM

MUNICIPALITIES

GOLDEN
REVELSTOKE

SALMON ARM
SICAMOUS

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Item 9.4

CITY OF SALMON ARM

Date: January 11, 2021

Moved: Councillor

Seconded: Councillor

THAT: ALC Application No. 400 (ALC ID 61586) be forwarded 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

TO: His Worship Mayor Harrison and Members of Council

DATE: December 16, 2020

FROM: Development Services Department

RE: Agricultural Land Commission (ALC) Application No. 400
Type: Non-Farm Use - ALC ID 61586

PROPERTY: Lot B, Plan KAP15907, Sec. 9, Twp. 20, Rge. 10
3710 – 10 Avenue SW

OWNER / APPLICANT: Birch Haven Farms Ltd. / Brad DeMille

STAFF RECOMMENDATION

THAT: ALC Application No. 400 (ALC ID 61586) be forwarded to the Agricultural Land Commission.

BACKGROUND

The subject property fronts the south side of the Trans Canada Highway and the Salmon River along its western boundary. The land has had a long history as a farming operation and an associated retail business (DeMille's Farm Market). The applicant is proposing retail liquor sales within the C-8 zoned portion of the subject property (ALC application is attached).

The majority of the property is an active farm, zoned "Salmon Valley" (A-1), while the retail site, approximately 3,900 m², is zoned "Farm Produce Commercial" (C-8). All of the land is designated "Salmon Valley Agriculture" for Land Use in the Official Community Plan. Reference map is attached.

The C-8 Zone (attached) had historically been aligned with ALC Policy and Regulations. In 2009, the area of the C-8 zone boundary on the subject property was slightly expanded and the regulations of the C-8 zone were amended as follows:

- 1) An additional 170 m² portion of the subject property was rezoned from A-1 to C-8;
- 2) "retail sales of arts and crafts" was added as a permitted accessory use in the C-8 zone;
- 3) The maximum sales floor area in the C-8 zone was increased from 400 m² (4,306 ft²) to 680 m² (7,319 ft²); and
- 4) The parking space requirement for "Farm Produce Sales" was amended from 1 per 13 m² (140 ft²) of gross floor area and covered area to 1 per 17 m² (183 ft²) of sales floor area.

All of the above was first approved by the ALC by Non-Farm Use Resolution No. 341/2009.

Retail sales in the ALR are supposed to be directly related to items produced on the farm. More specifically, the ALC Regulations stipulate that at least 50% of the retail sales area must be used for the sale of farm product produced on that farm... and the total retail sales area for all products, both farm and off-farm in origin, must not exceed 300 m². Wineries, cideries, breweries, distilleries and meaderies are held to this standard for their operations. The off-farm origin liquor sales is an expansion of the non-farm retail sales and is considered a non-farm use of the property.

CITY BYLAW REQUIREMENTS

Licensee Retail Store (LRS) is the permitted use of the City's Zoning Bylaw required for retail liquor sales. LRS is currently not permitted in the C-8 zone; therefore a Zoning Bylaw Amendment application is also required for the applicant's proposal.

There are two possible scenarios for a Zoning Bylaw Amendment:

- 1) Add LRS as a permitted use to the C-8 Zone, which would then be applicable to the other C-8 zoned properties in the City. The nearest and only other being the Pedro's Farm & Garden Market on the neighbouring farmland to the east.
- 2) Create a site specific zone (CD) which would mirror the C-8 Zone with the addition of LRS and only be applicable to the subject property.

The ALC's decision on this Non-Farm Use application will help in determining the better option to consider. The applicant has not applied for the Zoning Bylaw Amendment yet.

LRS is an outright permitted use in most commercial zones but has not been contemplated for C-8 until now. The Liquor Cannabis Regulation Branch of the Province has the ultimate authority over liquor licensing. Staff are not privy to the LCRB's involvement with the applicant's proposal to date.

AGRICULTURAL ADVISORY COMMITTEE

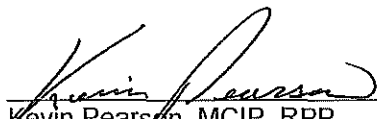
On December 8, 2020, the City's Agricultural Advisory Committee met when this application was under review and supported as follows.

THAT: the ACC recommends that Council support the Non-Farm Use application submitted by Birch Haven Farms Ltd.
 Moved: Mike Schroeder
 Seconded: Don Syme

Opposed: John McLeod, James Hanna
 Abstain: Ron Ganert
 CARRIED

CONCLUSION

Staff is of the opinion that this application should be forwarded to the ALC for a decision. If approved, a Zoning Bylaw Amendment and Provincial Liquor Licensing would then be required for LRS.


 Kevin Pearson, MCIP, RPP
 Director of Development Services

Provincial Agricultural Land Commission - Applicant Submission

Application ID: 61586

Application Status: Under LG Review

Applicant: Birch Haven Farms Ltd.

Local Government: City of Salmon Arm

Local Government Date of Receipt: 10/22/2020

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

Proposal Type: Non-Farm Use

Proposal: We would like to sell liquor at our Farm Market. Our proposal makes no changes to the size, integrity and continuity of the Agricultural Land Reserve. We will continue to farm lands we own and lease in order to supply our market. In addition our proposal will encourage the farming of agriculture lands and the growth of the industry in our region and throughout BC as we seek out grower and suppliers for our new venture.

Mailing Address:

3710 10th Avenue S.W.

Salmon Arm, BC

V1E 3K1

Canada

Primary Phone: (250) 833-9976

Email: demilles@shaw.ca

Parcel Information

Parcel(s) Under Application

1. Ownership Type: Fee Simple

Parcel Identifier: 008-678-111

Legal Description: Lot B, KAP15901, section 9 township 20, range 10, meridian land district 25 except 32284 manufactured home reg #57018

Parcel Area: 27.9 ha

Civic Address: 3710 10th Ave SW Salmon Arm BC V1E 3K1

Date of Purchase: 01/01/1979

Farm Classification: Yes

Owners

1. Name: Birch Haven Farms Ltd.

Address:

3710 10th Avenue S.W.

Salmon Arm, BC

V1E 4M2

Canada

Phone: (250) 833-9976

Cell: (250) 832-7550

Email: demilles@shaw.ca

Current Use of Parcels Under Application

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

DeMille's Farm market is a third generation family farm. With roots in California farming, the family moved to the Salmon Arm Valley in 1970 and has owned this property since 1979. From a humble beginning of ten rows of corn and roadside stand, DeMille's now farm 67 acres of our 69 acres site - all of which is in the Agricultural Land Reserve. Famous for our sweet corn, we also grow and sell alfalfa, pumpkins, vegetables, sunflowers and hemp on a total of 130 acres. In addition, our Farm Market sells agriculture products from throughout BC.

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

None part of the application

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

Existing Farm Market.

Adjacent Land Uses

North

Land Use Type: Agricultural/Farm

Specify Activity: Highway

East

Land Use Type: Agricultural/Farm

Specify Activity: Farm

South

Land Use Type: Agricultural/Farm

Specify Activity: Farm

West

Land Use Type: Agricultural/Farm

Specify Activity: Orchard

Proposal

1. How many hectares are proposed for non-farm use?

1 ha

2. What is the purpose of the proposal?

We would like to sell liquor at our Farm Market. Our proposal makes no changes to the size, integrity and continuity of the Agricultural Land Reserve. We will continue to farm lands we own and lease in order to supply our market. In addition our proposal will encourage the farming of agriculture lands and the growth of the industry in our region and throughout BC as we seek out grower and suppliers for our new venture.

3. Could this proposal be accommodated on lands outside of the ALR? Please justify why the proposal cannot be carried out on lands outside the ALR.

No

Applicant: Birch Haven Farms Ltd.

4. Does the proposal support agriculture in the short or long term? Please explain.

DeMille's Farm Market is proud to contribute to the Salmon Arm economy by serving residents of our valley and attracting tourists from and wide. With the addition of liquor sales, we believe our revenue will be further diversified and enable us to remain viable during difficult economic times.

5. Do you need to import any fill to construct or conduct the proposed Non-farm use?

No

Applicant Attachments

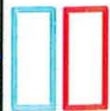
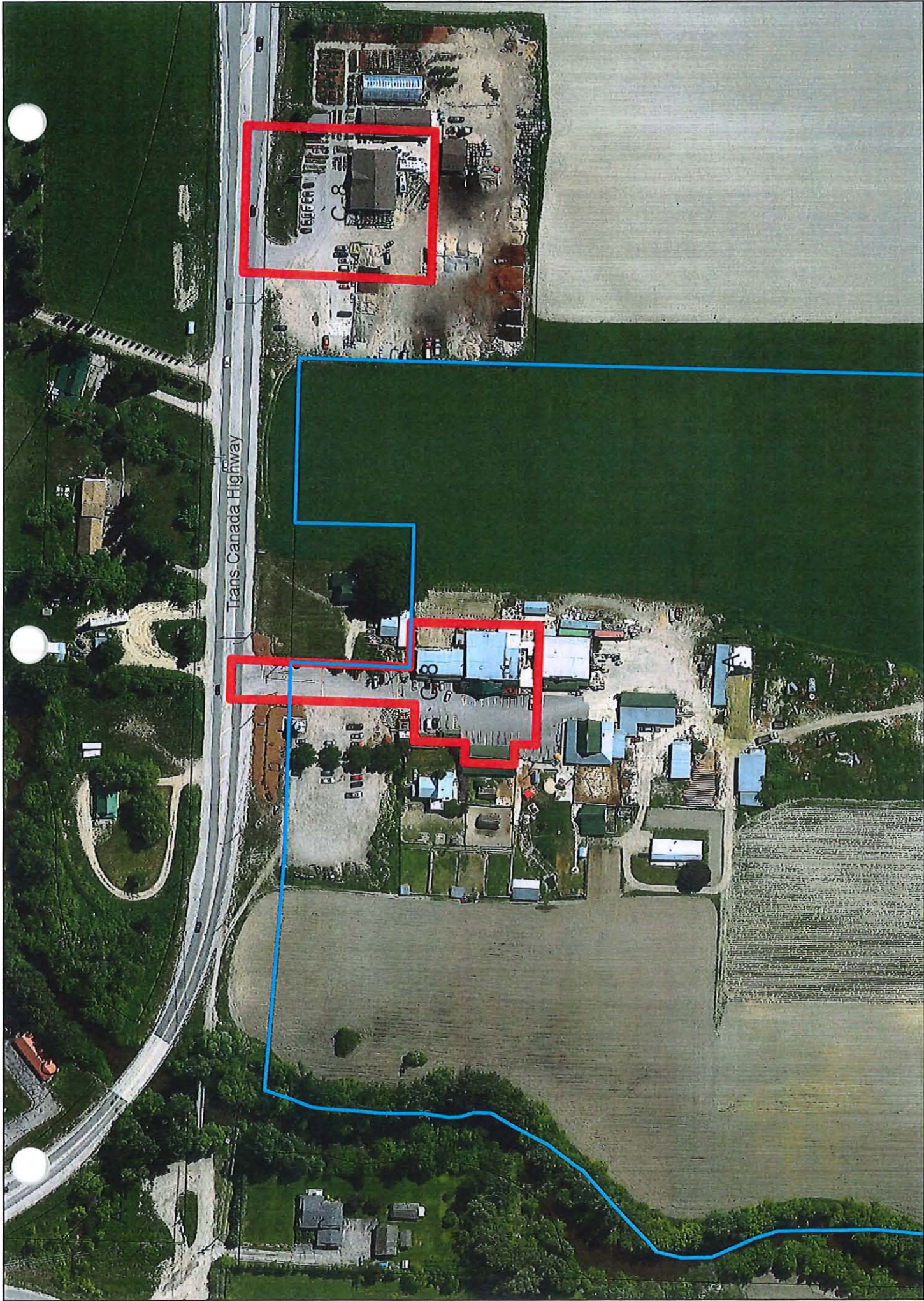
- Proposal Sketch - 61586
- Certificate of Title - 008-678-111

ALC Attachments

None.

Decisions

None.



Subject Property

C-8 Zone

100 50 0 100 Meters



SECTION 22 - C-8 - FARM PRODUCE COMMERCIAL ZONE

Purpose

- 22.1 The C-8 *Zone* is intended to provide for the year-round retail sale of farm produce.

Regulations

- 22.2 On a *parcel zoned C-8*, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the C-8 *Zone* or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 22.3 The following uses and no others are permitted in the C-8 *Zone*:

- .1 retail sale of farm produce;
- .2 *mobile food vending*;
- .3 *outside vending*;
- .4 *public use*;
- .5 *public utility*;
- .6 *accessory use*.

#4240

#2837

Accessory Use

- 22.4 The following *accessory uses* and no others are permitted in the C-8 *Zone*:

- .1 retail sale of confectioneries and soft drinks;
- .2 retail sale of packaged food stuffs;
- .3 retail sale of bedding plants, processed fruits, shrubs or trees and plant food;
- .4 retail sales of arts and crafts.

#3768

Maximum Parcel or Site Coverage

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

Maximum Height of Principal Buildings

- 22.6 The maximum *height* of the *principal buildings* shall be 10.0 metres (32.8 feet).

Minimum Parcel Size or Site Area

- 22.7 The minimum *parcel* size or *site* area shall be 1,000.0 square metres (10,764 square feet).

SECTION 22 - C-8 - FARM PRODUCE COMMERCIAL ZONE - CONTINUED

Minimum Parcel or Site Width

22.8 The minimum *parcel* or *site* width shall be 20.0 metres (65.6 feet).

Minimum Setback of Principal Building

22.9 The minimum *setback* of the *principal building* from all *parcel* lines shall be 6.0 metres (19.7 feet).

Maximum Sales Floor Area

#3768 22.10 The maximum sales *floor area* shall be 680.0 square metres (7,319 square feet).

Outside Storage

22.11 Outside storage shall be screened as per Appendix III.

Parking and Loading

#3768 22.12 Parking and loading shall be required as per Appendix I.

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Item 9.5

CITY OF SALMON ARM

Date: January 11, 2021

Moved: Councillor

Seconded: Councillor

THAT: the Mayor and Corporate Officer be authorized to execute the Amended 2020/2021 Annual Operating Agreement between the City of Salmon Arm and BC Transit, as outlined in the memorandum dated January 5, 2021.

Vote Record

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

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



File: 2240.20.11

TO: His Worship Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

DATE: January 5, 2021

SUBJECT: **2020/2021 ANNUAL TRANSIT OPERATING AGREEMENT – AMENDED**

RECOMMENDATION:

THAT: The Mayor and Corporate Officer be authorized to execute the Amended 2020/2021 Annual Operating Agreement between the City of Salmon Arm and BC Transit.

BACKGROUND:

BC Transit has forwarded an Amended 2020/2021 Annual Operating Agreement (AOA) for the Shuswap Regional Transit system for approval.

This agreement is based on the Transit Service Agreement (2014-2023) which is the new principal overarching service agreement. Each year, the AOA confirms the budgeted service levels, revenue projections and cost structure for the transit system. The Amended AOA reflects services levels and revenue related to the changes due to COVID-19 pandemic. Specifically, it reflects reduced forecasts for passenger revenues and reduced vehicle lease fees.

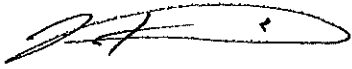
Under the Federal 'Safe Restart' Program the federal and provincial governments have committed to provide joint contributions in support of transit services. BC Transit has entered into a Contribution Agreement to receive \$86 million to provide relief to Local Government Partners to help meet their share of costs to maintain affordable essential Transit Service Levels during the COVID-19 pandemic recovery period.

The City of Salmon Arm has been allocated \$130,646.00 under this contribution agreement. Once the Amended AOA has been approved by Council, BC Transit will apply approximately 50% (\$65,323.00) of the contribution to offset the Municipality's share of reduced revenues and consequently net increase in costs for 2020/21 and any excess contributions will be deferred to the Municipality's Local Transit Fund to be used in 2021/22. In addition to Safe Restart funding, BC Transit has also reduced the cost of vehicle lease fees by waiving associated fees from July 1 – December 31, 2020. This is anticipated to result in savings of approximately \$66,300.00.

Staff have reviewed the agreements along with the projected revenues and expenses associated with the Amended 2020/2021 AOA. Budgeted revenues are anticipated to be reduced by \$42,600.00 and budgeted costs reduced by \$100,000.00, resulting in net savings of \$57,400.00. It is not recommended that the 2020 budget be amended at this time, rather staff will review the changes once finalized with the 2020 year-end process and any adjustments will be presented to Council with

the final year-end amendment in the spring 2021. Any net savings realized will be redirected to the Transit Services reserve to offset future related costs.

Respectfully submitted,



Robert Niewenhuizen,
Director of Engineering and Public Works

cc Chelsea Van de Cappelle, CFO

X:\Operations Dept\Engineering Services\8500-TRANSIT\Annual Operating Agreements\2020-2021\Amendment\Annual Operating Agreement Amendment 2020-21 (R1).docx

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Item 10.1

CITY OF SALMON ARM

Date: January 11, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4426 be read a first and second time.

[ZON-1194; Ewanyshyn, A. & Schmidt, K.; 3150 20 Street NE; R-7 to R-8]

Vote Record

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

Opposed:

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



To: His Worship Mayor Harrison and Members of Council

Date: December 14, 2020

Subject: Zoning Bylaw Amendment Application No. 1194

Legal: Lot 13, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP56746
 Civic Address: 3150 – 20 Street NE
 Owner/Applicant: Ewanyshyn, A. & Schmidt, K.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 13, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP56746 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 3150 – 20 Street NE (Appendix 1 and 2). The proposal is to rezone the parcel from R-7 (Large Lot 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 Large Lot Single Family Residential (R-7) in the Zoning Bylaw (Appendix 3 & 4).

The subject parcel is located in the Upper Lakeshore residential neighbourhood, largely comprised of R-1, R-7 and R-8 zoned parcels. There are currently ten R-8 zoned parcels within the proximity of the subject parcel, including the parcel directly to the south.

The property is approximately 0.24 hectares (2,400 square metres) in size, and contains an existing single family dwelling. The parcel is large enough to either permit a *secondary suite* within the existing house, or for a new *detached suite*. With the existing single family dwelling positioned towards the rear of the parcel, which is restricted by covenants on title from residential development, the front yard is the most likely location for a potential future *detached suite*. Site photos are attached as Appendix 5.

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 large subject property has potential to meet the conditions for the development of a *secondary suite*, including sufficient space to meet the parking requirement.

COMMENTS

Engineering Department

No concerns with rezoning.

Building Department

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

Fire Department

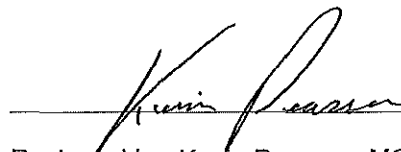
No concerns.

Planning Department

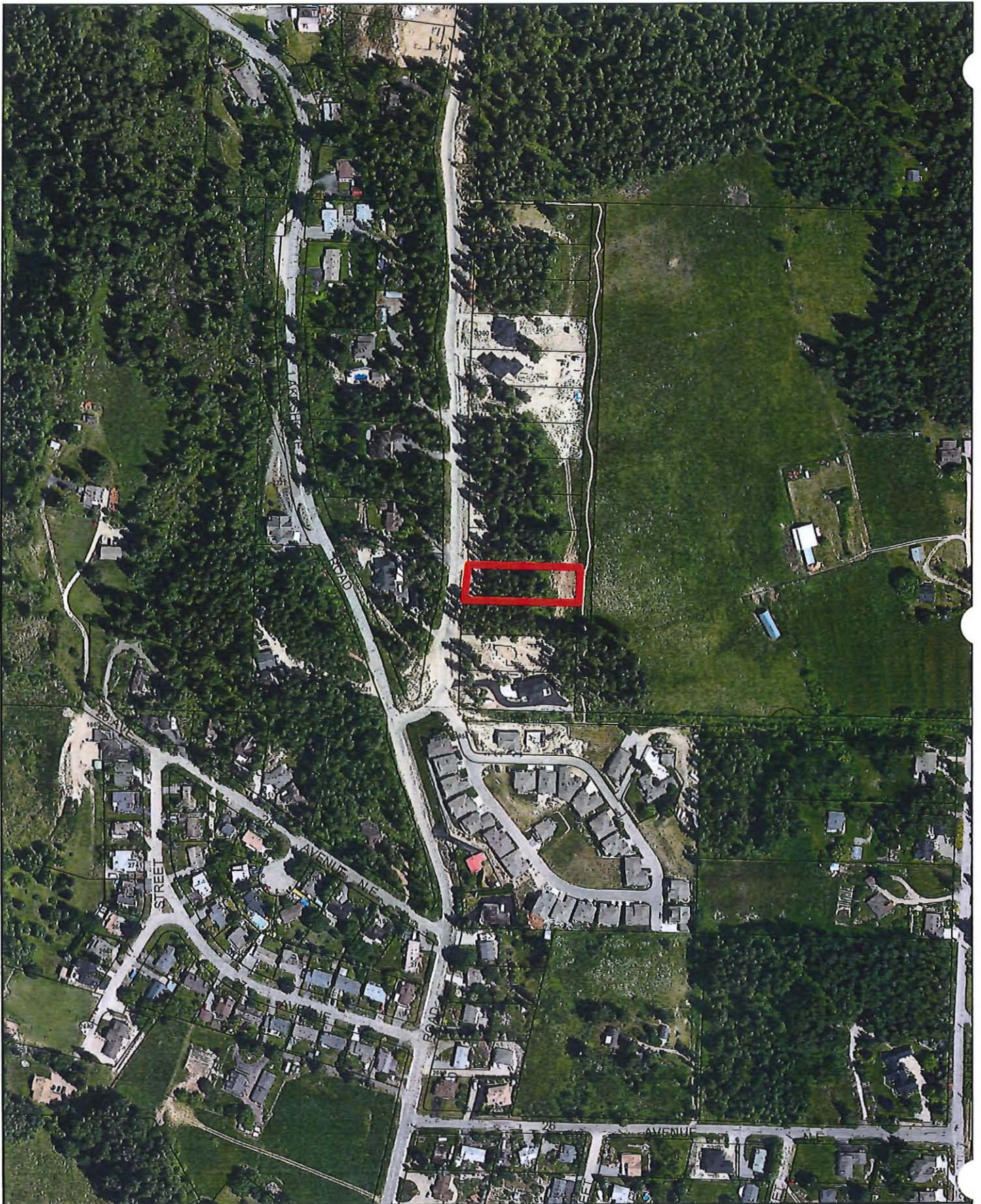
The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. Any new development will require a building permit and will be subject to applicable Development Cost Charges, as well as meeting Zoning Bylaw and BC Building Code requirements.



Prepared by: Chris Larson, MCIP, RPP
Senior Planner



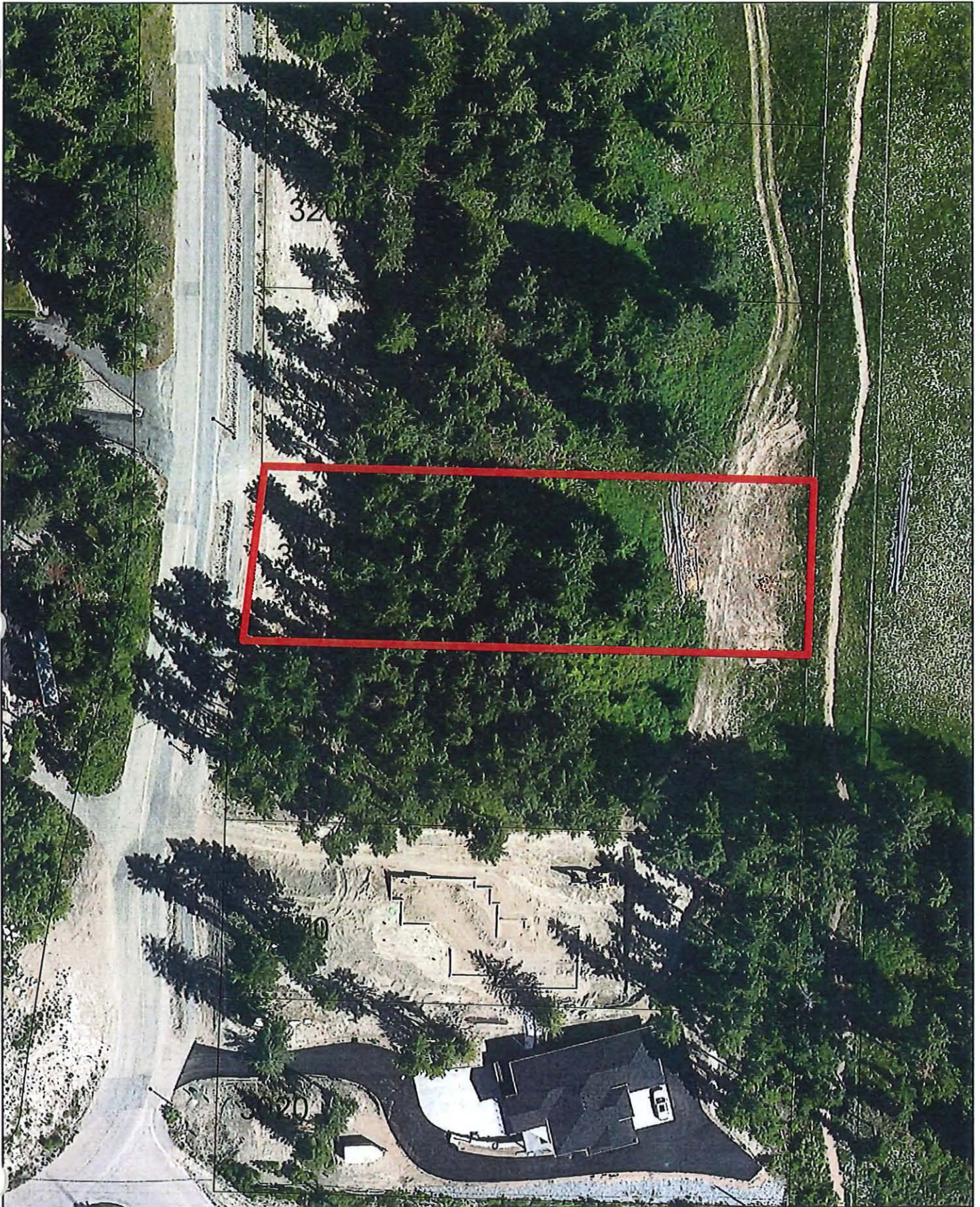
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



0 30 60 120 180 240 Meters



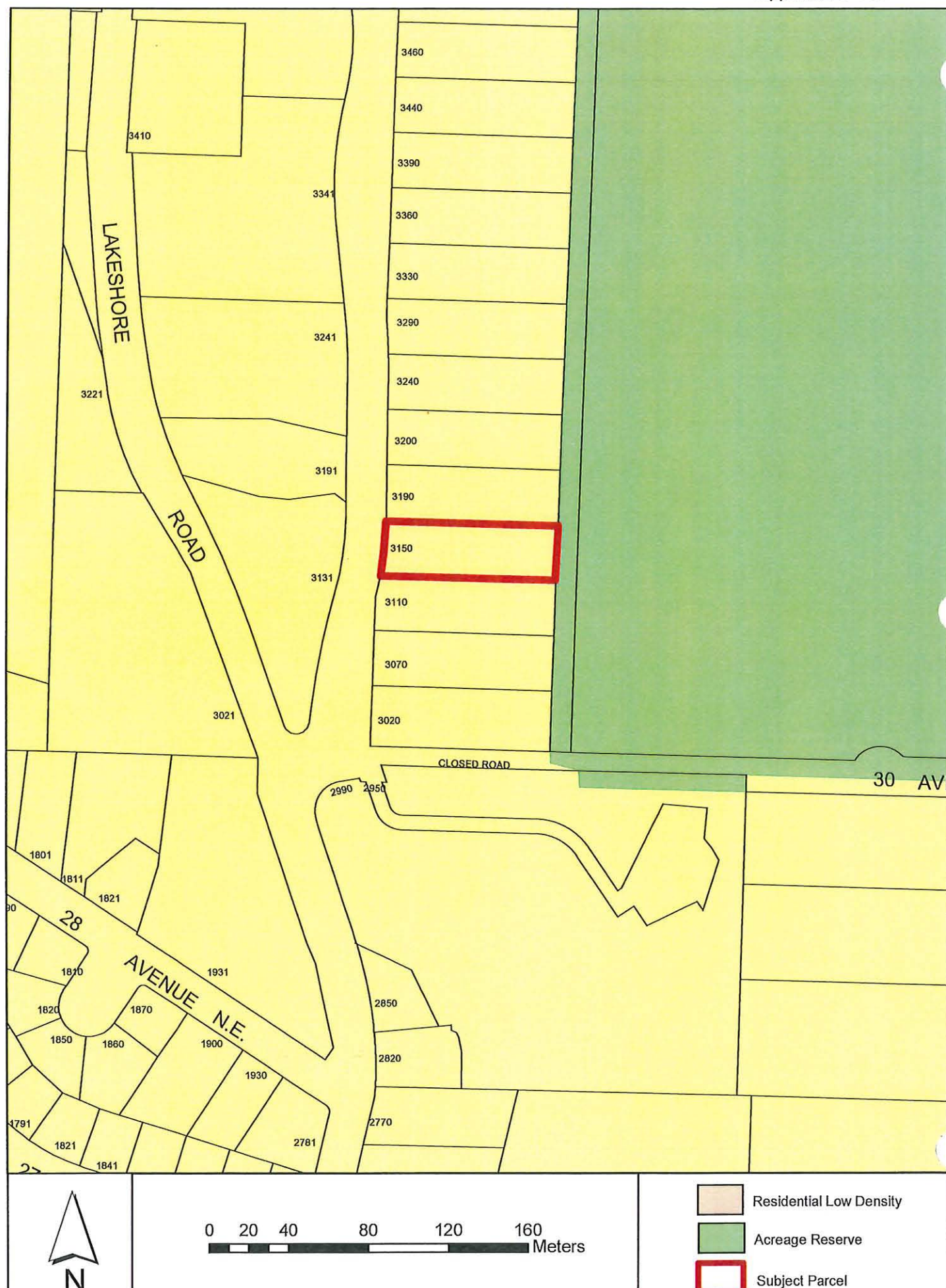
Subject Parcel

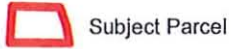
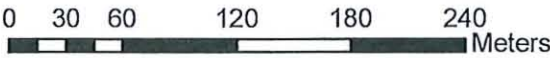


0 5 10 20 30 40 Meters



Subject Parcel







View northeast from 20 Street NE.



View southeast from 20 Street NE.

CITY OF SALMON ARM

BYLAW NO. 4426

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 the _____ 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 13, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP56746 from R-7 (Large Lot 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

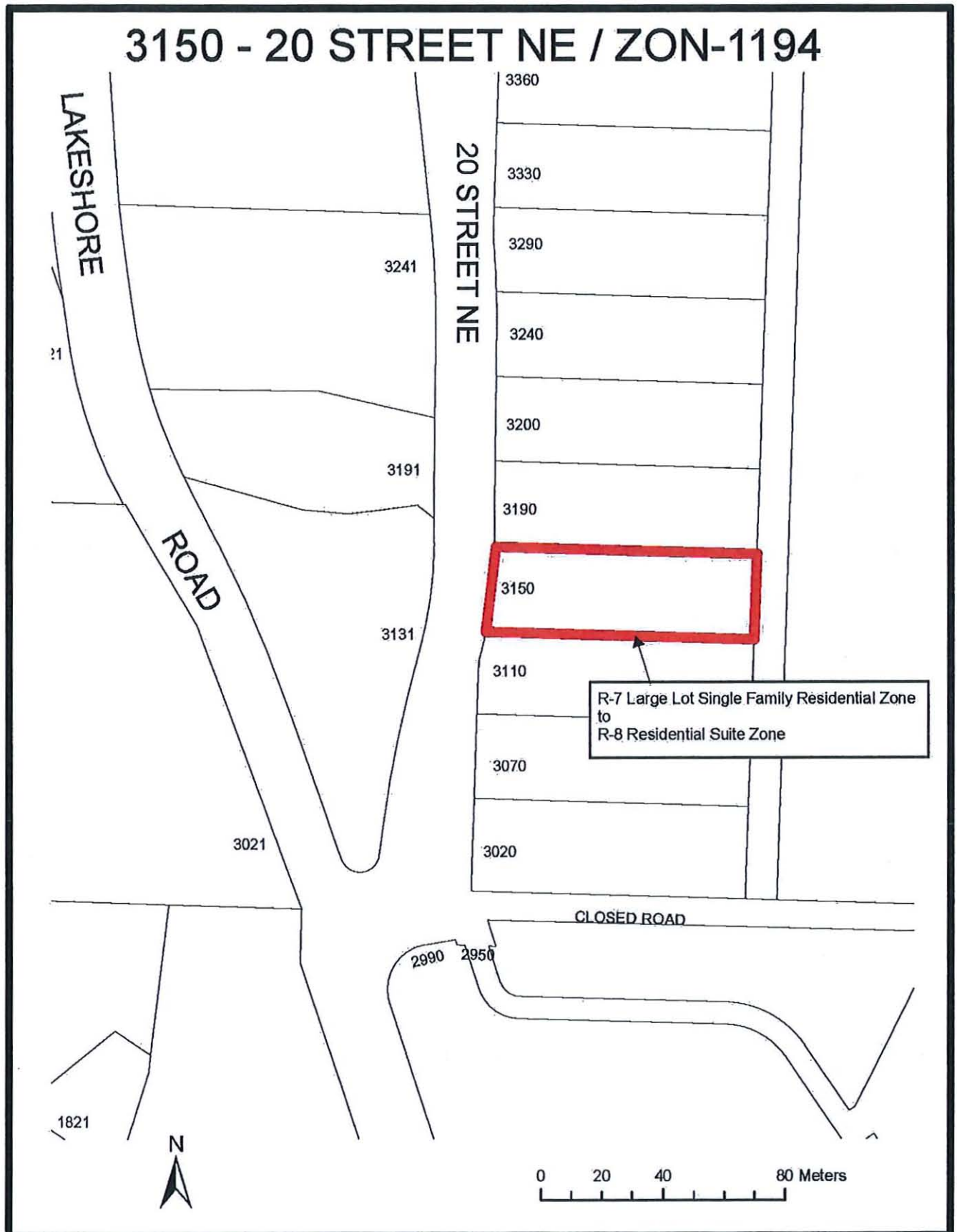
This bylaw may be cited as “City of Salmon Arm Zoning Amendment Bylaw No. 4426”

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

SCHEDULE "A"



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Item 10.2

CITY OF SALMON ARM

Date: January 11, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4432 be read a first and second time;

AND THAT: final reading be withheld subject to confirmation that the proposed secondary suite meetings Zoning Bylaw and BC Building Code requirements.

[ZON-1195; Ginn, G.; 861 35 Street SE; R-1 to R-8]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: December 10, 2020

Subject: Zoning Bylaw Amendment Application No. 1195

Legal: Lot 11, Section 18, Township 20, Range 9, W6M, KDYD, Plan KAP73719
Civic Address: 861 35 St SE
Owner/Applicant: Gena Ginn

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 11, Section 18, Township 20, Range 9, W6M, KDYD, Plan KAP73719 from R1 (Single Family Residential) to R8 (Residential Suite Zone);

AND THAT: Final reading of the zoning amendment bylaw be withheld subject to confirmation that the proposed *secondary suite* meets Zoning Bylaw and BC Building Code requirements.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

To rezone a single family dwelling R1 (Single Family Residential Zone) property to R8 (Residential Suite Zone) in order to permit the development of a secondary suite within the existing single family dwelling.

BACKGROUND

The subject property is located in the Little Mountain Subdivision (Appendix 1 & 2). The parcel is designated Residential Low Density in the City's Official Community Plan (OCP), and zoned R1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4).

Adjacent land uses include the following:

North: R8/Single Family Residence and Suite
South: R1/Single Family Residence
East: R1/Single Family Residence
West: R1/Single Family Residence and P3/Church

The subject property is 527m² (5672.5ft²) in area and contains a single family dwelling with two car garage that was constructed in 2003. The single family residence is approximately 120m² (1300 ft²) above a basement of approximately 118.9m² (1280ft²) in area. The site plan for the basement, as per the 2003 Building Permit, is included as Appendix 5.

The proposed suite is approximately 68m² (736ft²) in area within a portion of the basement. At the time that the house was constructed the builder included features such as an interconnected smoke alarm system and plumbing that allows for an easier conversion of the basement area into a suite. Drawings submitted in support of the application are enclosed as Appendix 6.

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

COMMENTS

Engineering Department

No concerns with rezoning. Off-street parking must be provided for both the single family residence and the suite.

Building Department

The applicant has submitted a Building Permit Application for the conversion of a portion of the basement to a secondary suite. The Building Department has no issues with the proposed suite provided that the applicant upgrade the existing $\frac{3}{4}$ " water service to a 1" water service and that the construction of the unit meets the BC Building Code requirements.

Fire Department

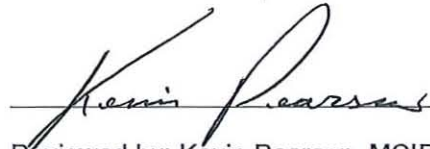
No concerns.

Planning Department

The conversion of a portion of the basement into a secondary suite is supported by the previously mentioned OCP policy and the proposed layout of the unit is compliant with zoning requirements, including an additional off-street parking space for the suite. Staff support the rezoning of the subject property from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone).



Prepared by: Melinda Smyrl, MCIP, RPP
Planner



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




Subject Property Map

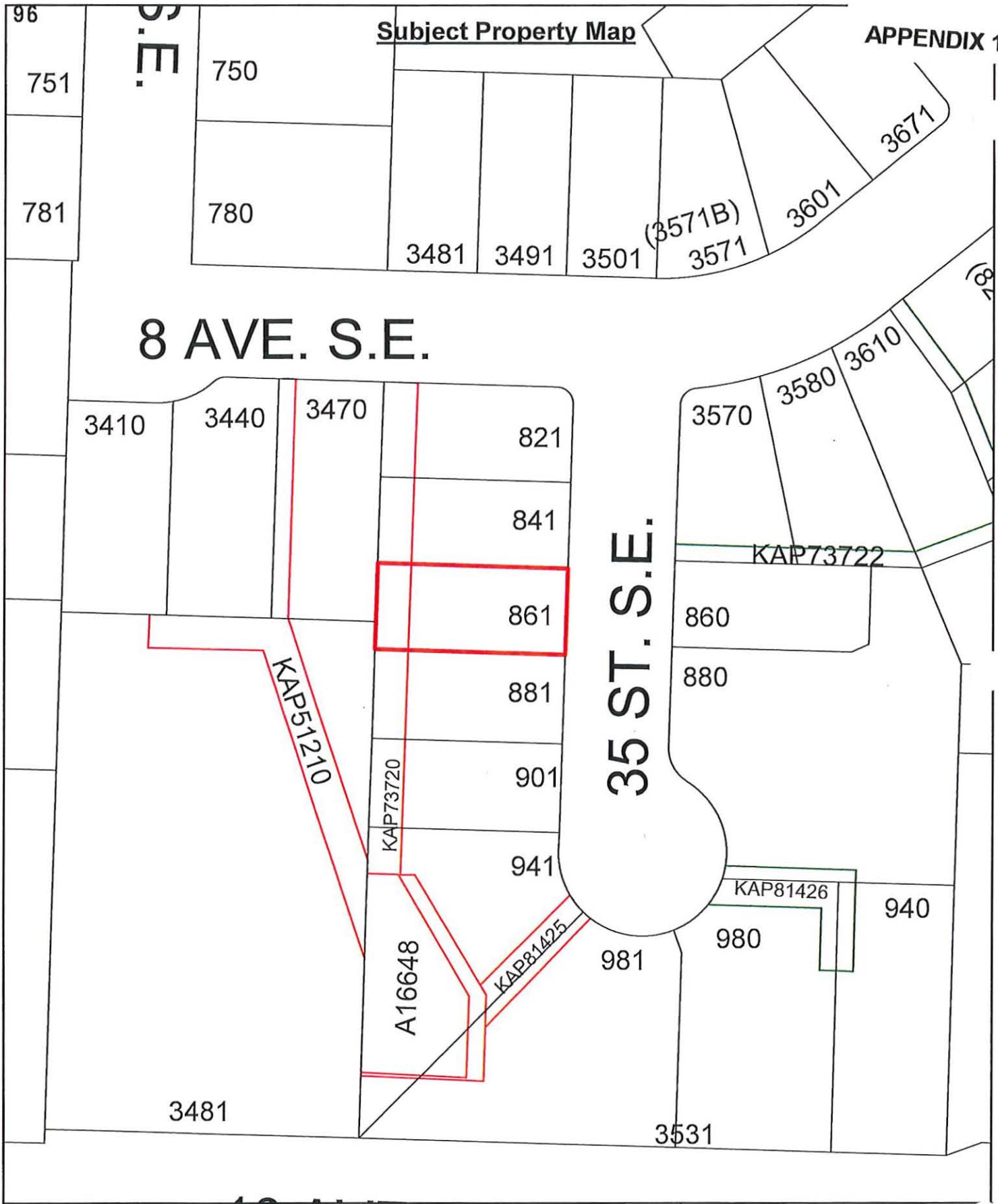
APPENDIX 1

8 AVE. S.E.

35 ST. S.E.




-  Subject Property
-  Right of Way
-  Easement

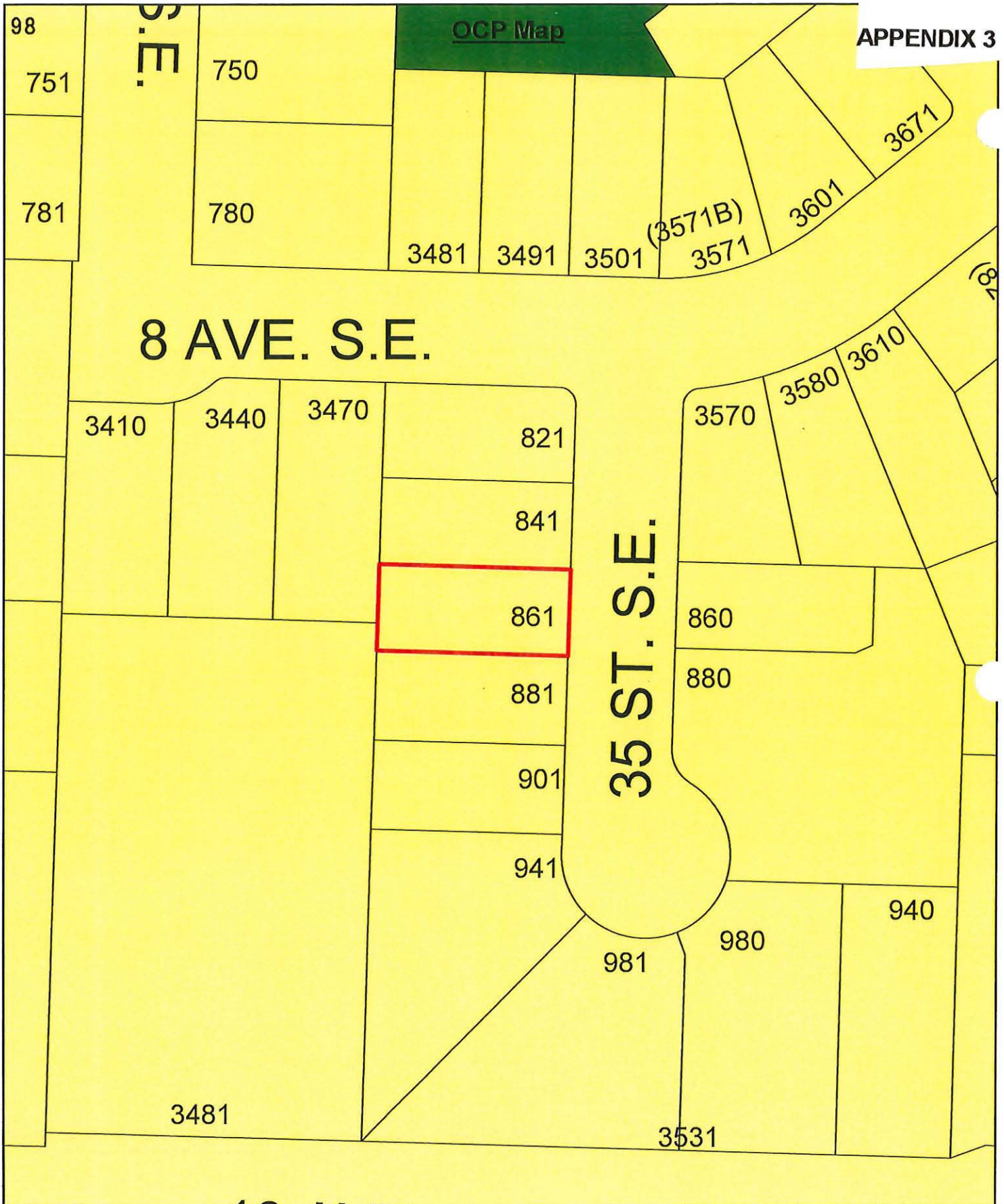


Ortho Map



 Subject Property

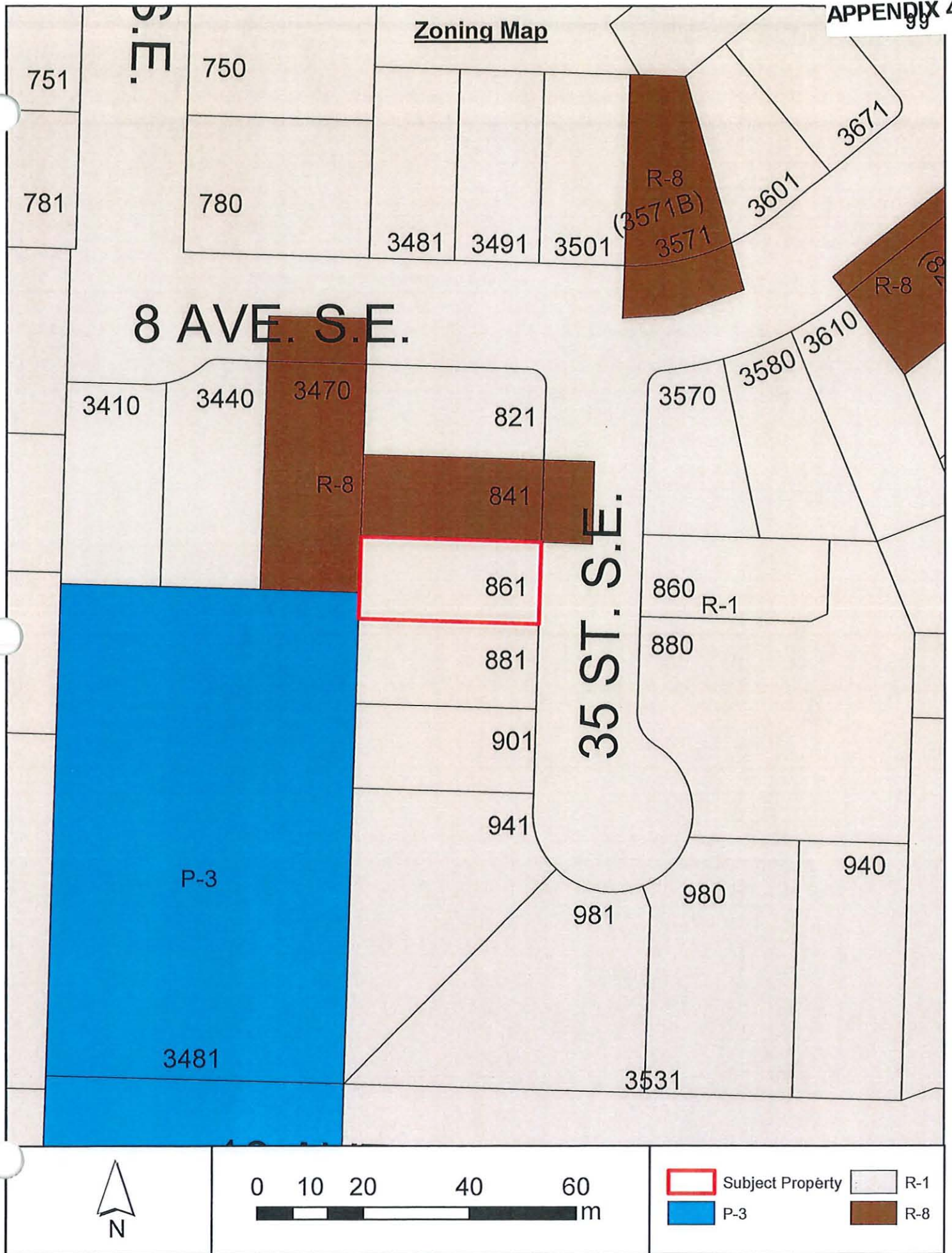
OCP Map

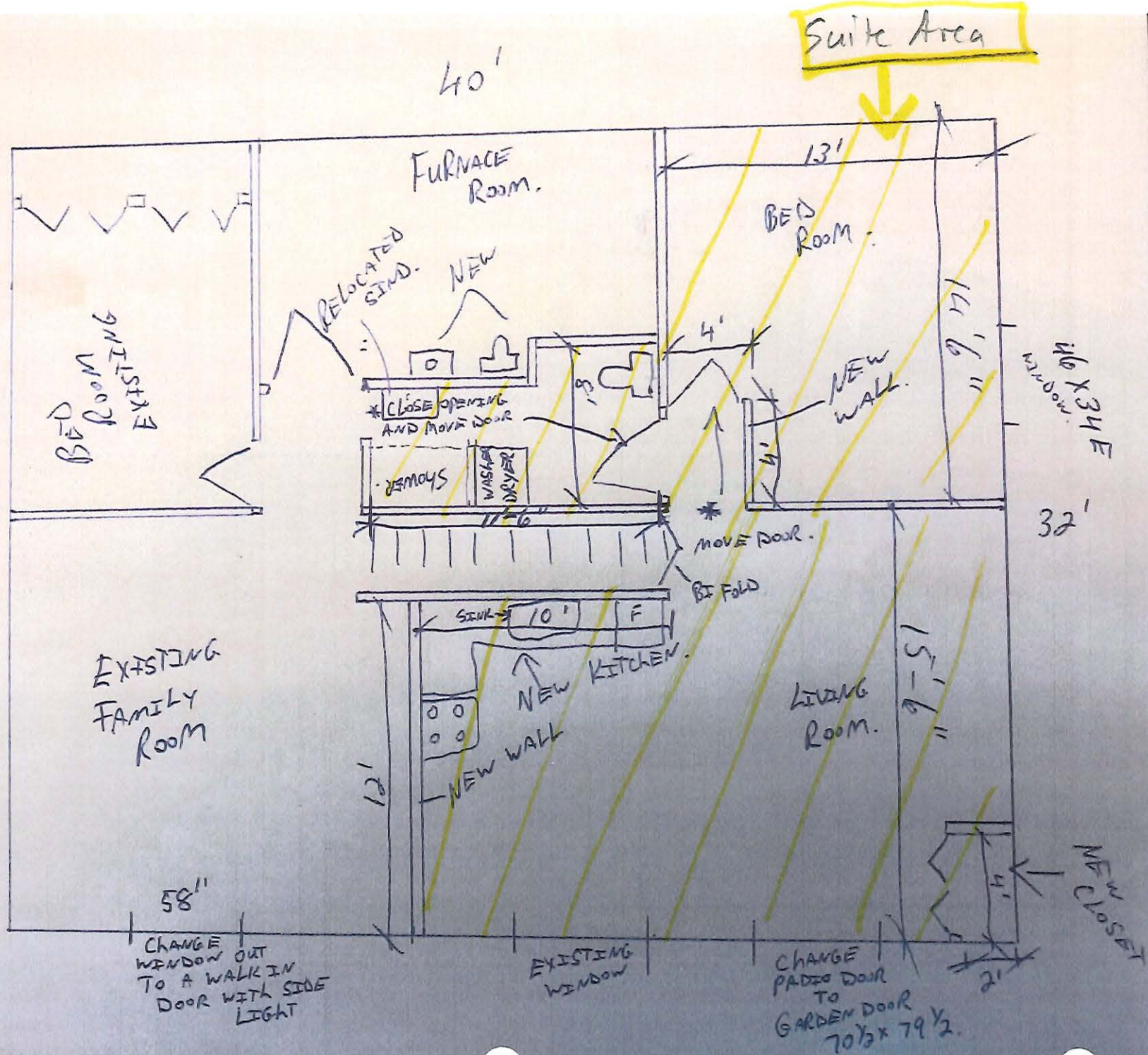


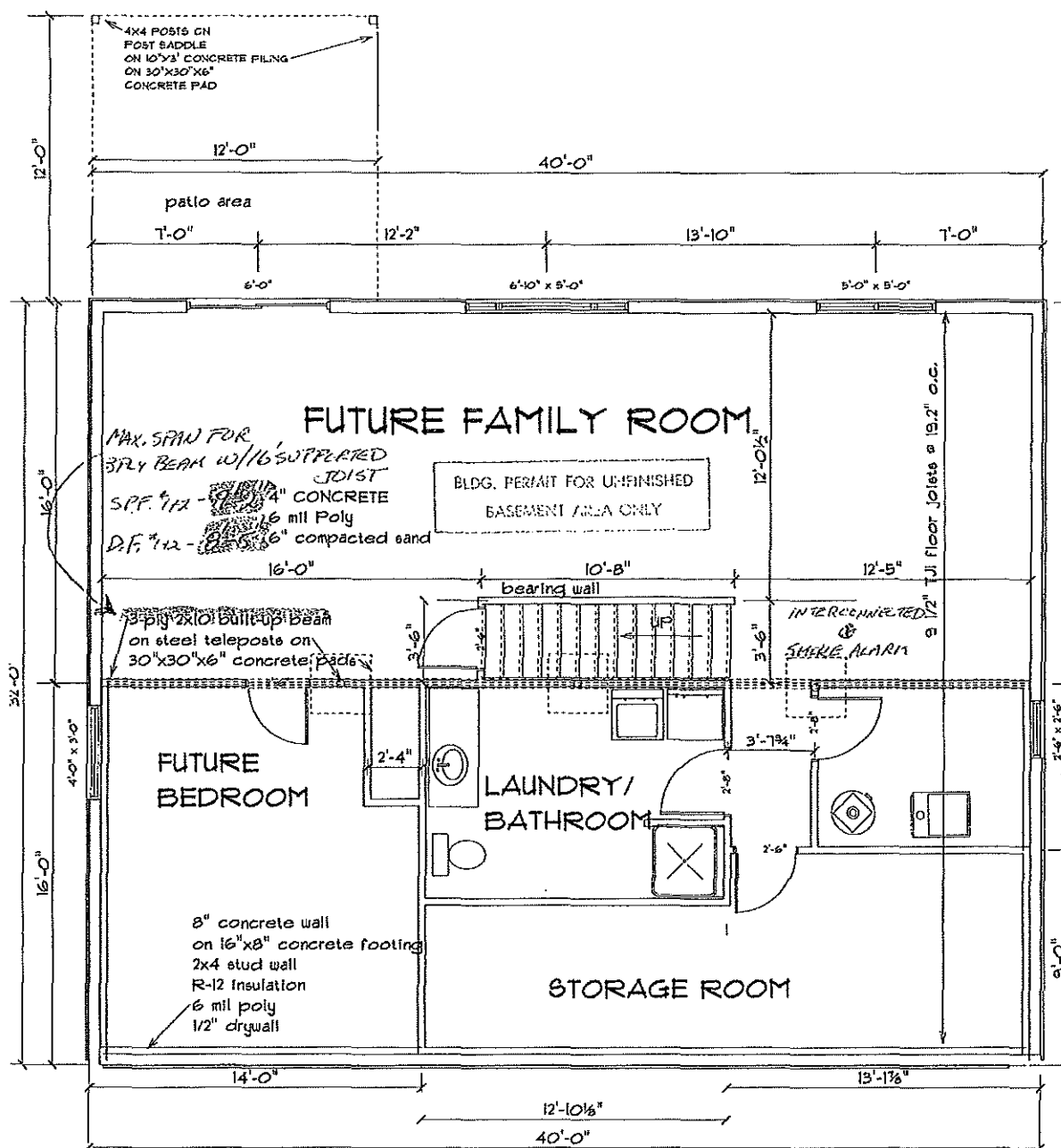
0 10 20 40 60 m

- Subject Property
- Park
- Residential - Low Density

Zoning Map







BASEMENT LAYOUT
SCALE: 1/4" = 1'-0"

CITY OF SALMON ARM

BYLAW NO. 4432

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 the _____ 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 11, Section 18, Township 20, Range 9, W6M, KDYD, Plan KAP73719 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

City of Salmon Arm
Zoning Amendment Bylaw No. 4432

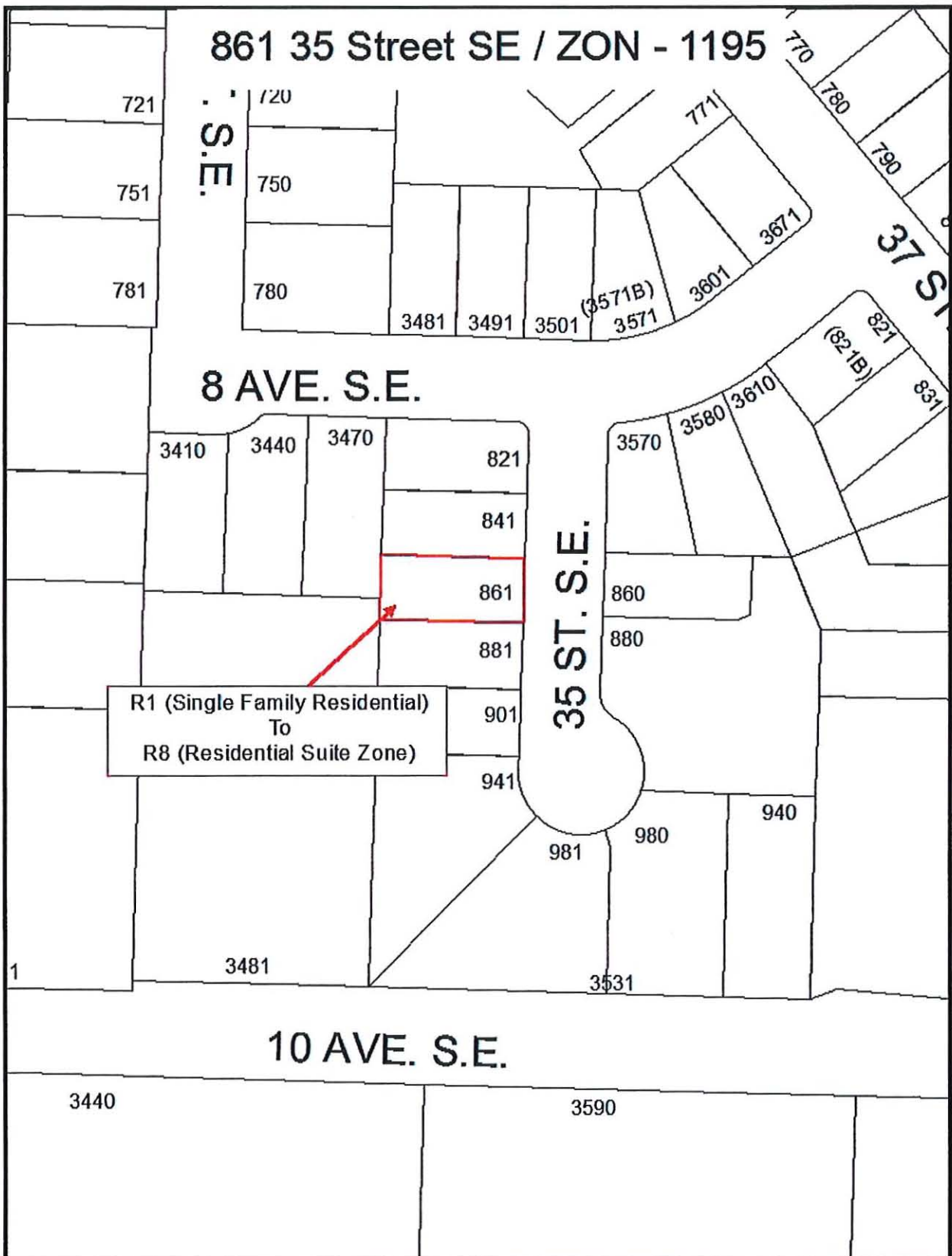
5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4432"

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



Item 10.3

CITY OF SALMON ARM

Date: January 11, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4419 be read a first time.

[OCP4000-44; McGregor, D.; 1910 11 Avenue NE; HC to HR]

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: December 11, 2020

Subject: Official Community Plan Amendment Application No. OCP4000-44
Zoning Bylaw Amendment Application No. 1190

Legal: Lot 2, Section 24, Township 20, Range 10, W6M KDYD, Plan 5510 Except Plans 14376, 24326 and KAP48014

Civic: 1910 – 11 Avenue NE

Owner/Applicant: McGregor, D.

MOTION FOR CONSIDERATION

- THAT:** A bylaw be prepared for Council's consideration, adoption of which would amend the Official Community Plan Bylaw No. 4000 Land Use Designation of Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 5510 Except Plans 14376, 24326 and KAP48014 from HC (Commercial – Highway Service / Tourist) to HR (Residential High Density);
- AND THAT:** Pursuant to Section 475 of the *Local Government Act*, Council has considered this Official Community Plan amendment after appropriate consultation with affected organizations and authorities;
- AND THAT:** Pursuant to Section 476 of the *Local Government Act*, Council has considered this Official Community Plan amendment after required consultation with School District No. 83;
- AND THAT:** Pursuant to Section 477 (3) (a) of the *Local Government Act*, Second Reading of the Official Community Plan bylaw be withheld pending Council's consideration of the amendment in conjunction with:
- 1) The Financial Plans of the City of Salmon Arm; and
 - 2) The Liquid Waste Management Plan of the City of Salmon Arm.
- AND THAT:** A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 5510 Except Plans 14376, 24326 and KAP48014 from R-1 (Single-Family Residential Zone) to R-5 (High Density Residential Zone);
- AND FURTHER THAT:** Final Reading of the Zoning Amendment Bylaw be withheld subject to:
- 1) Ministry of Transportation and Infrastructure approval; and
 - 2) Adoption of the associated Official Community Plan Amendment Bylaw.
-

STAFF RECOMMENDATION

THAT: The motion for consideration be defeated.

BACKGROUND

The subject parcel is located at 1910 – 11 Street NE, directly west of the RCMP station and north of the Trans Canada Highway (Appendix 1 and 2). The subject parcel is designated Highway Service / Tourist Commercial (HC) in the City's Official Community Plan (OCP), and zoned R-1 (Single-Family Residential) in the Zoning Bylaw (Appendix 3 and 4). This area is generally residential with a mix of zones, predominantly Residential (R-1), Institutional (P-3) and Commercial zones, with some Medium and High Density Residential (R-4 and R-5) zoned parcels also in the vicinity.

The subject parcel is approximately 2,821 square metres (0.7 acres) in area, with approximately 58 metres of frontage along 11 Street NE, and currently contains a single family dwelling. Site photos are attached as Appendix 5.

Land uses adjacent to the subject parcel include the following:

South: Road – Trans Canada Highway (TCH)
North: Road (11 Street NE), with Residential (R-1 and R-4) parcels beyond
East: Institutional (P-3) parcel
West: High Density Residential (R-5), currently under consideration for C-6 commercial

The proposal is to amend the OCP to the High Density Residential Land Use Designation and rezone the subject parcel to R-5 (High Density) to facilitate future high density residential development. Although not required at this rezoning stage, a development concept showing 18 units has been provided (Appendix 6). Staff note that while the provision of the development concept illustrates the intent of the applicant, this concept fails to address the requirements of the proposed R-5 Zone. Further details and professional analysis would be required to demonstrate feasibility and compliance with applicable regulations.

If rezoned to R-5 as proposed, a multi-family development would require a Development Permit application, and such an application is expected to be detailed in expressing the proposed development concept. A Development Permit application would consider precisely the form and character details of the proposed development concept, including a site plan, landscape plan, and building elevations.

OCP POLICY

The subject parcel is designated Highway Service / Tourist Commercial in the OCP. The request to amend the OCP to the High Density Residential designation would support R-5 zoning.

However, the proposal would result in a reduction of Commercial designated land. In terms of commercial policies of the current HC (Highway Service / Tourist Commercial) OCP designation, the subject parcel aligns with the Commercial Objectives and Policies listed in OCP Section 9, including supporting commercial uses within the primary commercial areas of the City, in proximity to the TCH. As previously noted, this parcel has highway exposure, a limited feature supporting commercial use. Furthermore, staff note OCP policy 9.3.3 which states that the intrusion of primary residential uses in commercially designated areas should be minimized.

The current OCP HC designation would support C-6 Tourist/Recreation Commercial zoning. The subject parcel is considered by staff to be well-suited for commercial use, being within close proximity to the TCH, residential areas, as well as the recreation centre and arena. Staff note that the C-6 Zone allows for residential use, including *upper floor dwelling units and work/live studios*.

Section 475 – Local Government Act

Pursuant to Section 475 of the *Local Government Act* (consultation during OCP development / amendments) the proposed OCP amendments were referred to the following external organizations:

Economic Development Society	No response to date
Adams Lake Indian Band	Appendix 7
Neskonlith Indian Band	No response to date

Formal response was received from the Title and Rights Coordinator of the Adams Lake Indian Band noting concerns on October 28, 2020. Subsequently, the City inquired via Data Request to the Archeological Branch of British Columbia on November 5, 2020 as to the status of the subject property. The response from the Archeological Branch on November 18, 2020 asserts the following:

1. Provincial records indicate no known archeological sites are recorded on the property, however Archeological Potential Mapping indicates portions of the property could contain unknown archaeological sites.
2. No study or permit is required at this time however it is the responsibility of the proponent to proceed under the *Heritage Conservation Act* accordingly.

COMMENTS

Ministry of Transportation and Infrastructure

It is recommended that final reading of the Bylaw be withheld subject to approval of the Bylaw by the Ministry of Transportation and Infrastructure. Preliminary approval granted December 8, 2020. Comments provided to applicant (Appendix 8).

Engineering Department

Comments provided to applicant (Appendix 9). Frontage improvements as per the Subdivision and Servicing Bylaw would be required for development.

Building Department

No concerns with rezoning. Architect required for 5-plex.

Planning Department

The surrounding neighbourhood is characterized by a mix of older, single family housing and newer residential, commercial and institutional development, most significantly the uptown SASCU / Askew's location and the 21 Street NE underpass. The subject parcel is located in an area adjacent the TCH within close walking distance of the eastern commercial node, recreation centre, arena, schools including Okanagan College, and transit routes, with the City Centre and hospital approximately 1 km to the west.

The maximum residential density permitted under R-5 (High Density) zoning is 100 dwelling units per hectare of land. As the subject property is approximately 0.28 hectares in area (0.7 acres), the maximum permitted density under R-5 would be 28 dwelling units assuming: 1) some form of strata development; 2) the present gross area of the subject parcel; and 3) no density bonus. The R-5 Zoning regulations are attached as Appendix 10.

This proposal includes an 18 unit multi-family development concept at this preliminary stage. Staff note that if rezoned to R-5, a number of multi-family residential development scenarios could present themselves, potentially involving subdivision, or stratification.

It should be noted that there have been eight OCP amendments in this general area since 2015 involving amendments to commercial designated land, with approximately 1.25 hectares of land redesignated from commercial to other (generally residential) land use designations. This represents a minor erosion of commercial inventory in this uptown area. Recently however, there have been applications for lands adjacent the TCH in close proximity to this subject parcel for commercial land use. Should this proposal be supported, it would represent a decrease in the commercial land base of the City.

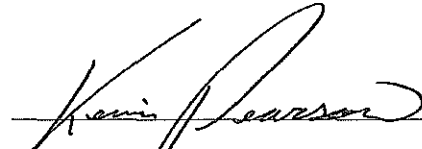
Staff recognize the need for a range of diverse housing options within the community, however the need for commercial options must also be acknowledged. The TCH frontage adds specific value at this location as a potential commercial site. Staff note that C-6 zoning is supported under the current OCP land use designation, which would allow for both commercial and residential development permitting residential use in the form of both *upper floor dwelling units* and *work/live studios*. Such a commercial development would similarly involve a Development Permit application to address form and character.

CONCLUSION

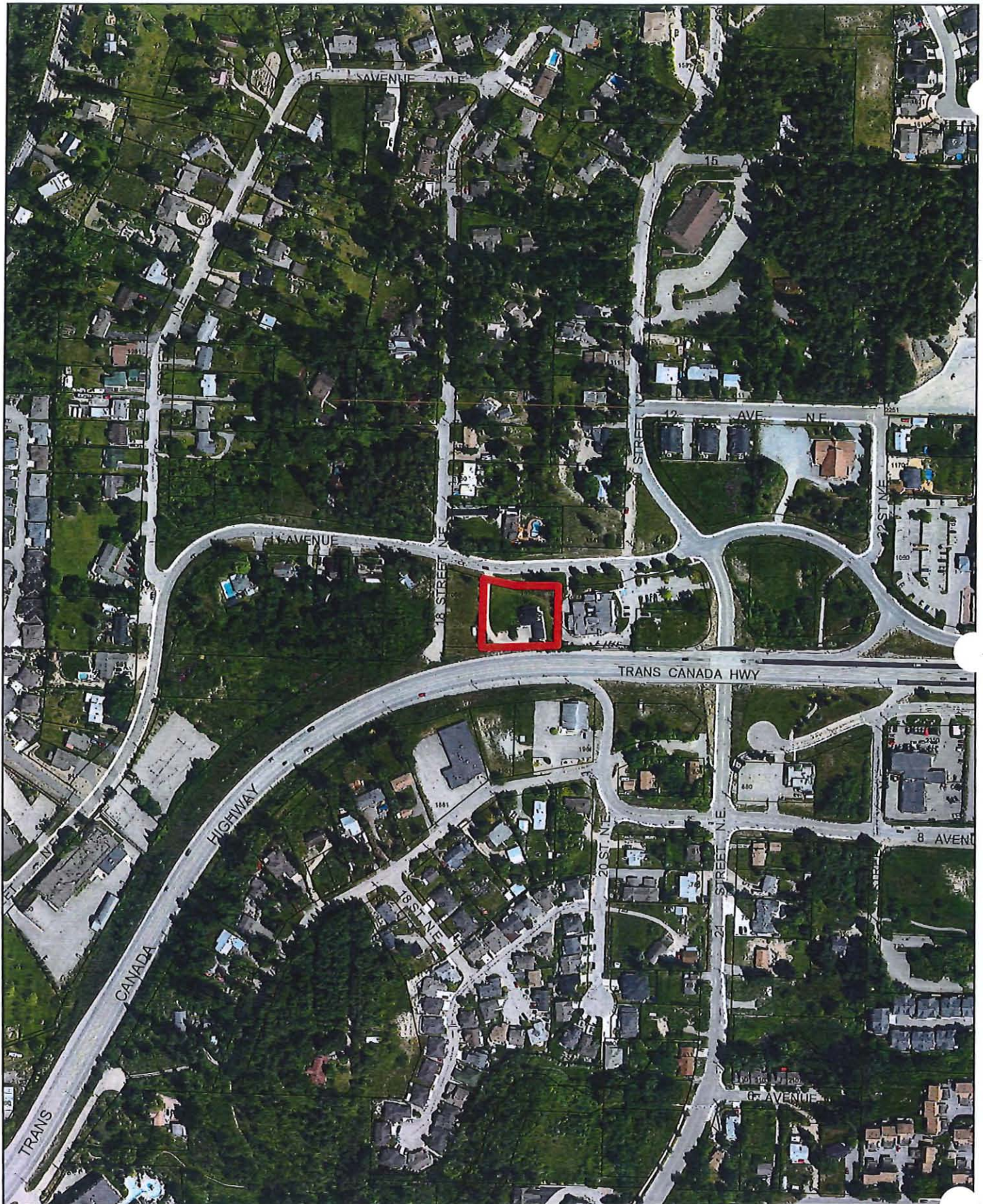
Staff's opinion is that the location and specific site characteristics are suited to commercial development. Given the OCP policy to minimize the intrusion of primary residential uses in commercially designated areas, and the recent trend towards commercial development in the area, the proposed HR land use designation and R-5 zoning of the subject property is not supported by staff.




Prepared by: Chris Larson, RPP, MCIP
Senior Planner

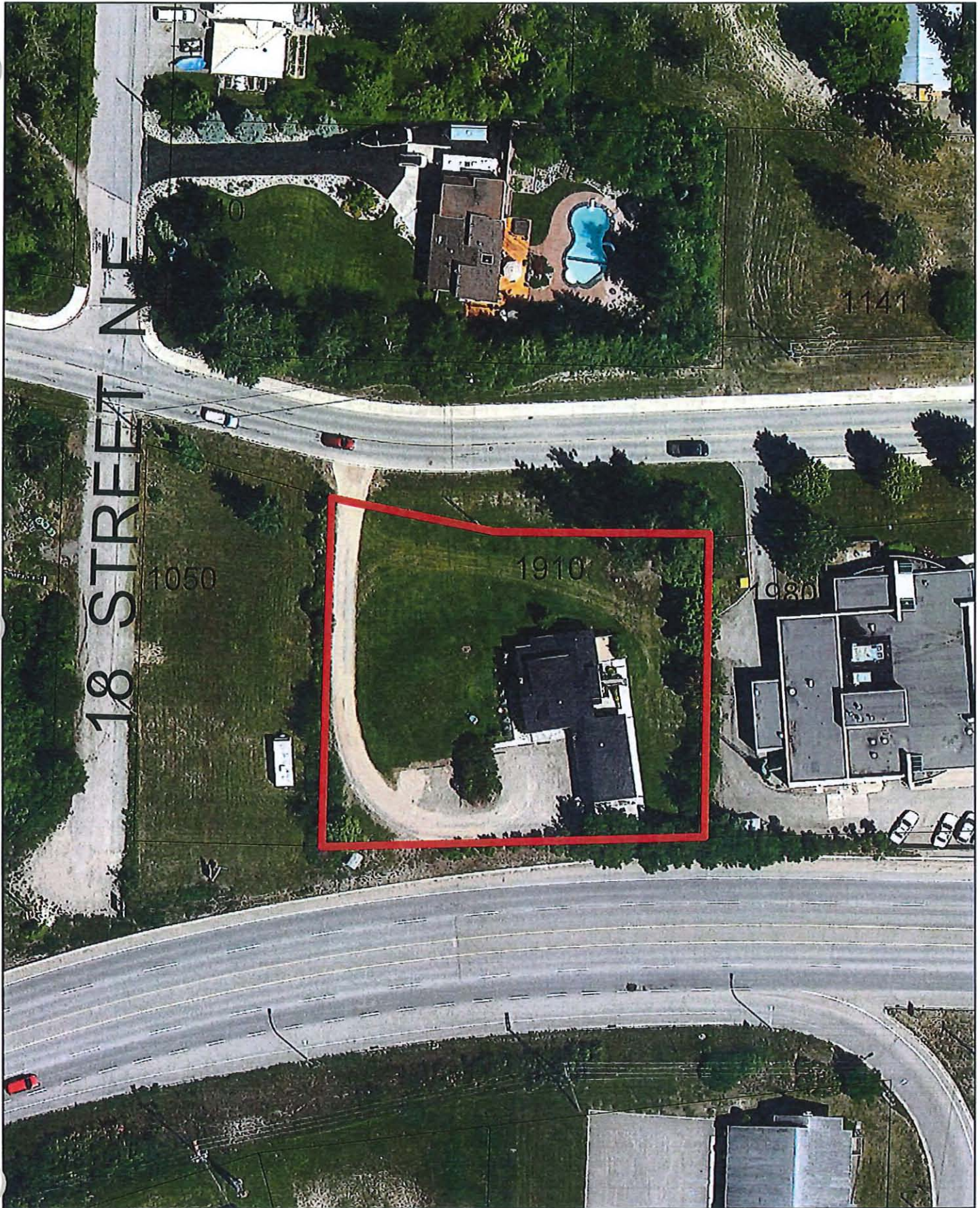


Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



0 30 60 120 180 240
Meters

 Subject Parcel

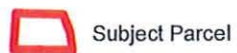
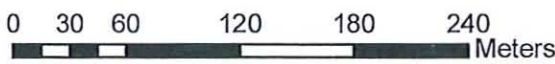
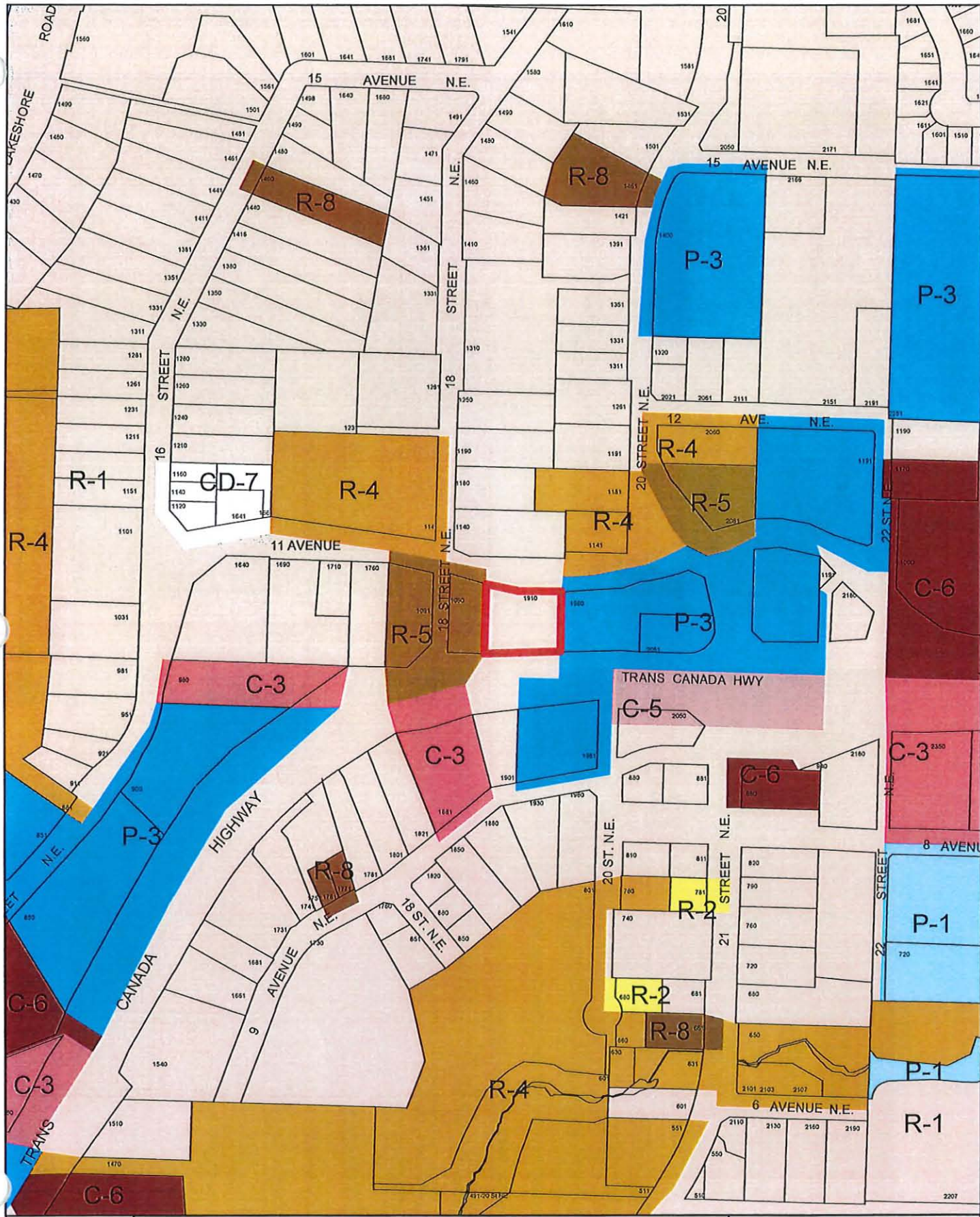


0 5 10 20 30 40 Meters



Subject Parcel







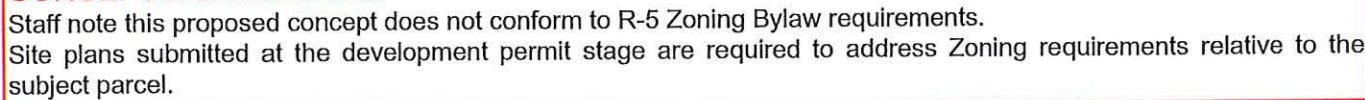
View of subject parcel looking southeast from 11 Avenue NE.

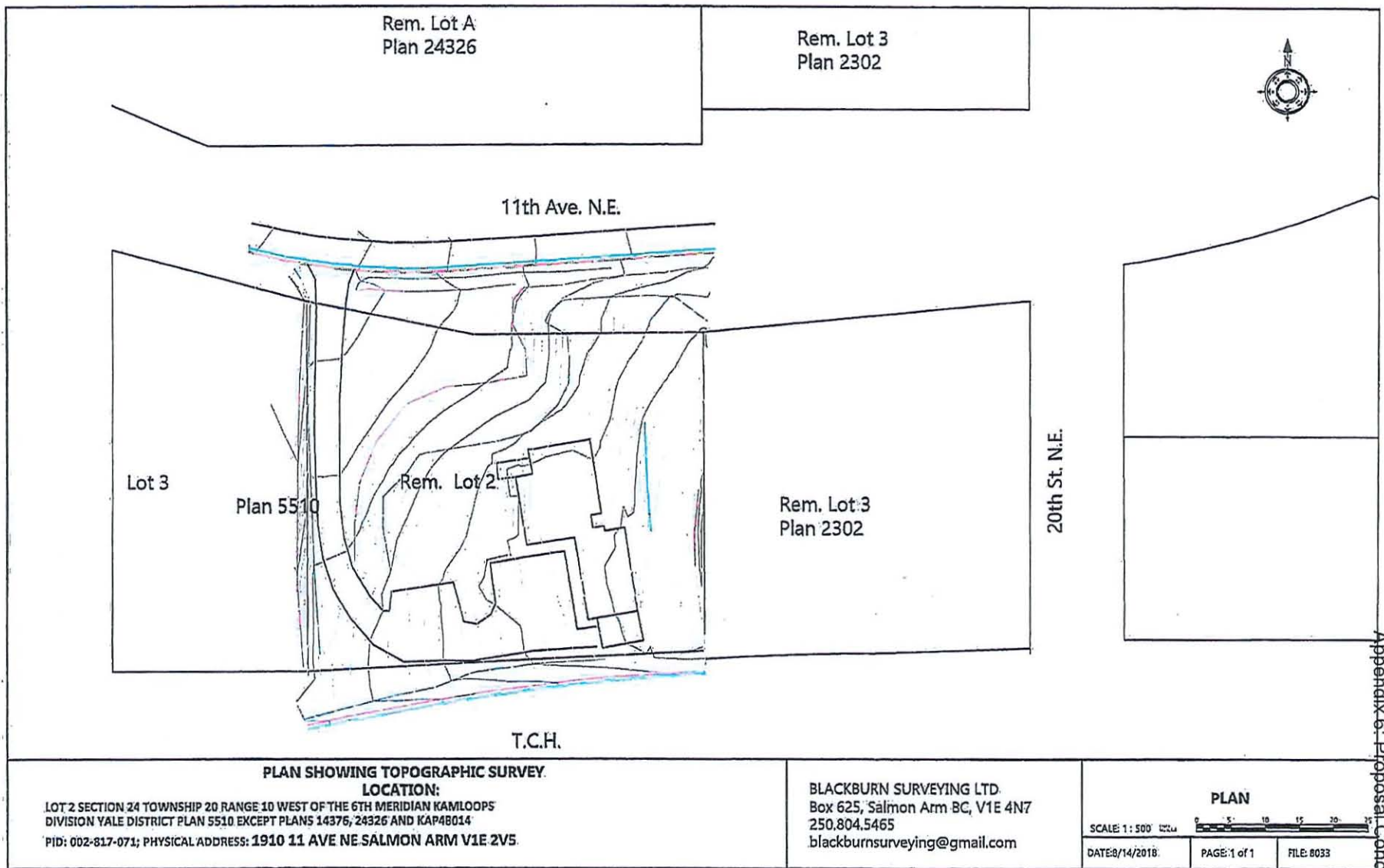


View of subject parcel looking southwest from 11 Avenue NE.



Proposed plan – Townhomes - 18 units







Adams Lake Indian Band

Project Name:

Salmon Arm OCP amend proposed High Density Residential Development

Consulting Org Contact:

Kathe Frese

Consulting Organization:

[City of Salmon Arm](#)

Date Received:

Wednesday, October 28, 2020

The Adams Lake Indian Band has concerns with the Salmon Arm OCP amend proposed High Density Residential Development. Through a preliminary analysis we have identified some concerns which include:

- 340 overlapping or nearby traditional use sites.
- nearby archeological sites.

We reiterate that Adams Lake holds constitutionally protected Aboriginal rights including title throughout the entirety of its traditional territory. Members of Adams Lake continue to exercise their Aboriginal rights as their ancestors have done for generations, including hunting, trapping, gathering and fishing, along with rights associated with spiritual and cultural traditions which are practiced in accordance with Secwepemc customs, laws and governance structures. al title based on a pattern of regular occupation throughout the various seasons for hunting and gathering, as well as spiritual practices within Sun Peaks. [Emphasis added]

Therefore we require that you satisfy any appropriate archeological studies needed.

Regards,

Dave Nordquist, RPF
Title and Rights Coordinator
Adams Lake Indian Band

Chris Larson

From: Cooper, Diana FLNR:EX <Diana.Cooper@gov.bc.ca>
Sent: November-18-20 12:58 PM
To: Chris Larson
Subject: RE: Data Request: Chris Larson - City of Salmon Arm

Hello Chris,

Thank you for your referral regarding 1910 11 Avenue NE, Salmon Arm, PID 002817071, LOT 2 SECTION 24 TOWNSHIP 20 RANGE 10 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 5510 EXCEPT PLANS 14376, 24326 AND KAP48014. Please review the screenshot of the property below (outlined in yellow) and notify me immediately if it does not represent the property listed in your referral.

Results of Provincial Archaeological Inventory Search

According to Provincial records, there are no known archaeological sites recorded on the subject property.

Data is not currently available to the Province that describes the potential for previously unidentified archaeological sites to occur in the area.

Archaeology Branch Advice

The Archaeology Branch does not identify a need for archaeological study or Provincial heritage permit(s) at the time of this referral.

Please notify all individuals (e.g., owners, developers, equipment operators) involved in land-altering activities (e.g., home renovations, property redevelopment, landscaping, service installation) that if archaeological material is encountered during development, they **must stop all activities immediately** and contact the Archaeology Branch for direction at 250-953-3334.

Rationale and Supplemental Information

- Archaeological study and Provincial heritage permit(s) are not required in the absence of an archaeological site.
- There is always a possibility for previously unidentified archaeological sites to exist on the property.
- Archaeological sites are protected under the *Heritage Conservation Act* and must not be damaged or altered without a Provincial heritage permit issued by the Archaeology Branch. This protection applies even when archaeological sites are previously unidentified or disturbed.

Questions?

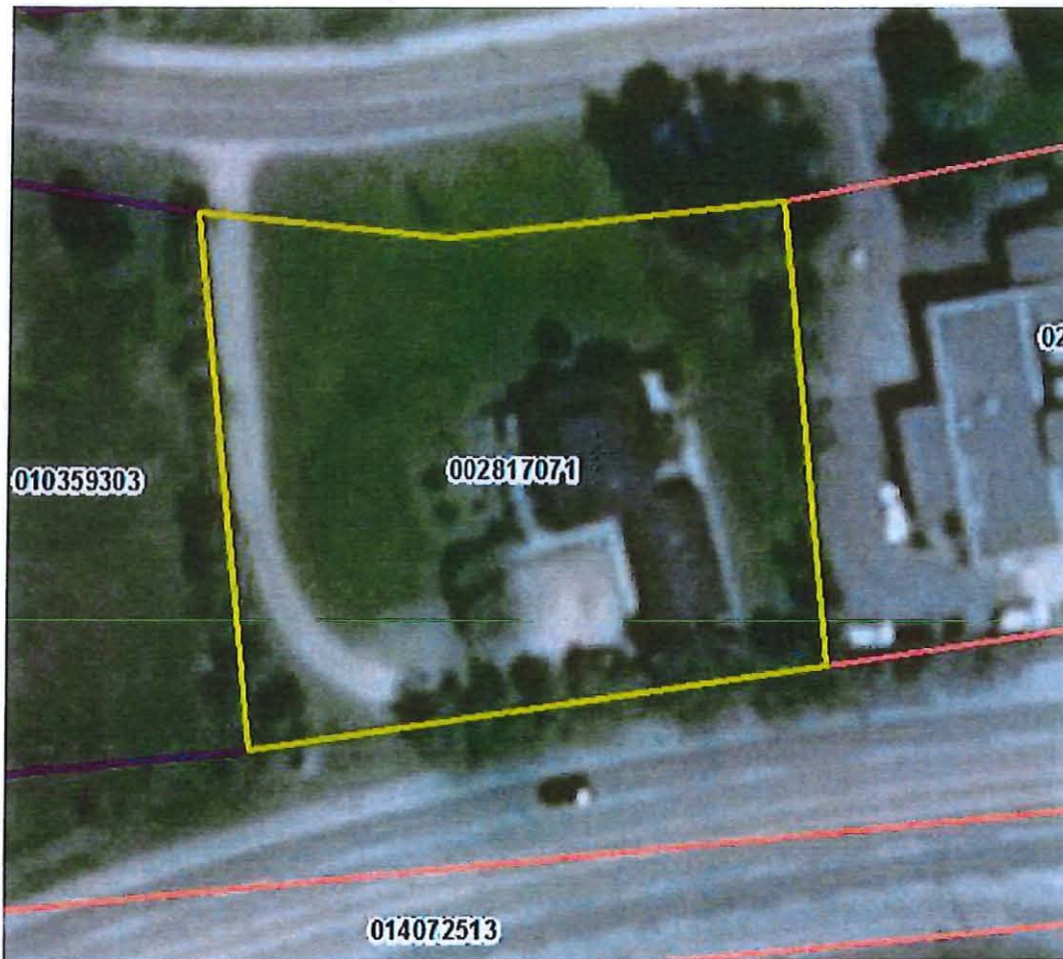
For questions about the archaeological permitting and assessment process, please contact the Archaeology Branch at 250-953-3334 or archaeology@gov.bc.ca.

For more general information, visit the Archaeology Branch website at www.gov.bc.ca/archaeology.

Please let me know if you have any questions regarding this information.

Kind regards,

Diana



Please note that subject lot boundaries (yellow) indicated on the enclosed screenshot are based on information obtained by the Archaeology Branch on the date of this communication and may be subject to error or change.



Diana Cooper

Archaeologist/Archaeological Information Administrator

Archaeology Branch | [Ministry of Forests, Lands, Natural Resource Operations and Rural Development](#)

Phone: (250) 953-3343 | Email: diana.cooper@gov.bc.ca | Website: www.gov.bc.ca/archaeology

From: clarson@salmonarm.ca <clarson@salmonarm.ca> On Behalf Of ArchDataRequest@gov.bc.ca

Sent: November 5, 2020 4:16 PM

To: Arch Data Request FLNR:EX <ArchDataRequest@gov.bc.ca>

Subject: Data Request: Chris Larson - City of Salmon Arm

Terms and Conditions
Accepted

Yes

Name

Chris Larson

Email

clarson@salmonarm.ca

I am a

Local Government Representative

Appendix 7: Adams Lake & Archeology Branch

Affiliation	City of Salmon Arm
Address	500 - 2 Avenue NE Box 40
City	Salmon Arm
Province	BC
Postal Code	V1E 4N2
Phone Number	250-803-4051
Information Requested	I request information and advice about archaeological sites on the parcel(s) described below (include civic address, PID, legal description; attach maps below if available): Lot 2, Section 24, Township 20, Range 10, W6M KDYD, Plan 5510 Except Plans 14376, 24326 and KAP48014 CIVIC: 1910 – 11 Avenue NE PID: 002-817-071
Why Site Information is Required	Other (describe below): Official Community Plan Amendment Application No. OCP 4000-44 Zoning Amendment Application No. ZON-1190. Owner wishes to redesignate and rezone the property to accommodate future residential development.
Third Party Access	The following person(s) may have access to this information: City of Salmon Arm staff, owner/applicant, Adams Lake Band
Format Required	PDF, Map(s)
Who Prompted	Archaeology Branch web site
File Attachment#1	APP1 - Aerial ZON1190.pdf
File Attachment#2	APP2 - parcel - ZON1190.pdf
File Attachment#3	
File Attachment#4	
File Attachment#5	



BRITISH
COLUMBIA

Ministry of Transportation
and Infrastructure

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

Your File #: OCP4000-44 &
ZON-1190
eDAS File #: 2020-05636
Date: Dec/08/2020

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

Attention: City of Salmon Arm Development Services

**Re: Proposed Bylaw 4420 for:
Lot 2, 24-20-10 W6M KDYD Plan 5510 Except Plans 14376, 24326 and
KAP48014**

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

The land owner must be aware of the following:

The subject property must have access off a municipal road as direct access to the Trans-Canada Highway will not be permitted.

All new structures must be located outside of the provincial setback of 4.5m from the Trans-Canada Highway road/property line.

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

Yours truly,

Tara Knight
Development Officer

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

CITY OF SALMON ARM

*Memorandum from the
Engineering and Public
Works Department*

TO:	Kevin Pearson, Director of Development Services
DATE:	27 October 2020
PREPARED BY:	Chris Moore, Engineering Assistant
OWNER:	McGregor, D., PO Box 10023, Salmon Arm, BC V1E 3B9
APPLICANT:	Owner
SUBJECT:	OCP AMENDMENT APPLICATION No. OCP4000-44 ZONING AMENDMENT APPLICATION FILE No. ZON-1190
LEGAL:	Lot 2, Section 24, Township 20, Range 10, W6M KDYD, Plan 5510 Except Plans 14376, 24326 and KAP48014
CIVIC:	1910 – 11 Avenue NE

Further to your referral dated 21 October 2020, we provide the following servicing information. **The following comments and servicing requirements are not conditions for Rezoning and OCP amendment; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:**

General:

1. Full municipal services are required as noted herein. Owner / Developer to comply fully with the requirements of the Subdivision and Development Services Bylaw No 4163. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with underground electrical and telecommunication wiring upon development.
4. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Owner / Developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. Erosion and Sediment Control measures will be required prior to the commencement of construction. ESC plans to be approved by the City of Salmon Arm.
7. At the time of building permit the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

OCP AMENDMENT APPLICATION No. OCP4000-44
ZONING AMENDMENT APPLICATION FILE No. ZON-1190
27 October 2020
Page 2

8. For the on-site development, prior to commencement the applicant will be required to submit to the City for review and approval detailed engineering plans in accordance with the requirements of the Subdivision and Development Servicing bylaw 4163. These plans must be prepared by a qualified professional engineer. As a condition of final subdivision approval, the applicant will be required to deposit with the City for a period of 1 year, funds equaling 10% of the estimated cost for all works that are to be transferred to the City.
9. For the off-site improvements at the time of building permit the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of building permit approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

Roads / Access:

1. 11 Avenue NE, on the subject property's northern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that no additional road dedication is required (to be confirmed by a BCLS).
2. 11 Avenue NE is currently constructed to an Interim Local Road standard. Upgrading to an Urban Local Road standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, offset sidewalk, boulevard construction, street lighting, and hydro and telecommunications. Offsets and streetlight specifications to conform to Specification Drawing No. RD-3. Owner / Developer is responsible for all associated costs.
3. Trans Canada Highway on the subject properties southern boundary is a provincial controlled access highway. Additional dedication/improvements will be determined by Ministry of Transportation.
4. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
5. Only one (1) driveway access will be permitted onto 11 Avenue NE. The existing letdown may be relocated at time of building permit, subject to approval of City Engineer. Owner / Developer responsible for all associated costs.
6. Internal roadways are to be a minimum of 7.3m measured from face of curb. Truck turning movements shall be properly analysed to ensure internal road network will allow emergency and service vehicle access.

OCP AMENDMENT APPLICATION No. OCP4000-44
ZONING AMENDMENT APPLICATION FILE No. ZON-1190
27 October 2020
Page 3

Water:

1. The subject property fronts a 200mm diameter Zone 2 watermain on 11 Avenue NE. No upgrades will be required at this time.
2. The subject property is to be serviced by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use. Water meter will be supplied by the City at the time of building permit, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.
3. Records indicate that the subject property is currently serviced by a 19mm service from the 200mm diameter watermain on 11 Avenue NE. Due to the size and / or age of the existing service, upgrading to a new metered service (minimum 25mm) will be required. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
4. Bare Land Strata developments with ground oriented access have the option of a bulk water meter installed at property line at time of subdivision with invoicing to the Strata Corporation or individual strata lot metering with invoicing to each strata lot (currently on an annual flat rate). To qualify for the second option each unit requires a separate outside water service shut-off connected to the onsite private water main. Contact Engineering Department for more information. All meters will be provided at time of building permit by the City, at the owner/developers cost.
5. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
6. Fire protection requirements to be confirmed with the Building Department and Fire Department.

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on 11 Avenue NE. No upgrades will be required at this time.
2. The subject property is to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.
3. Records indicate that the existing property is serviced by a 100mm service from the sanitary sewer on 11 Avenue NE. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

OCP AMENDMENT APPLICATION No. OCP4000-44
ZONING AMENDMENT APPLICATION FILE No. ZON-1190
27 October 2020
Page 4

Drainage:

1. The subject property fronts a 525mm diameter storm sewer on 11 Avenue NE. No upgrades will be required at this time.
2. Records indicate that the existing property is not currently serviced with a storm service connection.
3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
4. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
5. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed parcel(s) shall be serviced (each) by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Geotechnical:

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



Chris Moore
Engineering Assistant



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

From: Debbie McGregor
Date: 2020-12-16 7:35 a.m. (GMT-08:00)
To: Chris Larson , Kevin Pearson
Subject: Re: 1910 11 Avenue NE - OCP-44 ZON-1190

Good morning,

And thank you again, for sending the list of 'uses' that apply under C-6 zoning. I've looked it over, and just can't envision any of the suggested uses, on the property at 1910 - 11th Ave NE.

With the need for housing so high, and with so many vacant commercial buildings and lots, I really think it is in the best interest of the City/young families that are moving here, that I go forward with my application to change the zoning to R5 and ideally go ahead with the project to build 18 affordable townhomes with tandem garages and 2-car driveways. I realize the concept plan I submitted will need to be adjusted to conform with the BC Building Code, but that will be taken care of when I have my architect create the final plans.

Thank you for your time, and if you need any further information, feel free to email or call me at 604-307-9714. I look forward to meeting you in person at the first reading.

Regards,
Debbie McGregor

SECTION 10 - R-5 - HIGH DENSITY RESIDENTIAL ZONE

Purpose

- #2789 10.1 The purpose of the R-5 Zone is to provide for high *density, multiple family* residential *development* in selected locations throughout the *Municipality*. New *developments* zoned R-5 shall be required to obtain a *Development Permit* as per the requirements of the *Official Community Plan*, and shall comply with the provisions of the *Fire Services Act, British Columbia Building Code*, and other applicable legislation.

Regulations

- 10.2 On a *parcel* zoned R-5, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the R-5 Zone or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 10.3 The following uses and no others are permitted in the R-5 Zone:

- #2789 .1 *boarders*, limited to two;
- #2789 .2 *boarding home*;
- #2782 .3 *commercial daycare facility*;
- #2782 .4 *home occupation*;
- .5 *multiple family dwellings*;
- .6 *public use*;
- .7 *public utility*;
- #2789 .8 *rooming house*;
- #2786 .9 *triplex*;
- .10 *accessory use*.

Maximum Height of Principal Building

- 10.4 The maximum *height* of the *principal buildings* shall be 12.0 metres (39.4 feet). This may be increased to 15.0 metres (49.2 ft.), via the Development Permit process, if any of the special amenity(ies) in Table 3 are provided.

Maximum Height of Accessory Building

- 10.5 The maximum *height* of an *accessory building* shall be 6.0 metres (19.7 feet).

Maximum Parcel Coverage

- #2811 10.6 .1 The total maximum *parcel coverage* for *principal* and *accessory buildings* shall be 55% of the *parcel area*, of which 10% shall be the maximum parcel coverage for *accessory buildings*.
- .2 The above *parcel coverage* may be increased to 70% of the *parcel area* if all requisite parking, except for visitors, is provided underground.

SECTION 10 - R-5 - HIGH DENSITY RESIDENTIAL ZONE - CONTINUED

Minimum Parcel Area

- 10.7 The minimum *parcel area* shall be 775.0 square metres (8,342.3 square feet).

Minimum Parcel Width

- 10.8 The minimum *parcel width* shall be 30.0 metres (98.5 feet).

Minimum Setback of Principal Buildings

- 10.9 The minimum *setback* of buildings from the:

- | | | |
|----|---|------------------------|
| .1 | Front parcel line shall be | 5.0 metres (16.4 feet) |
| .2 | Rear parcel line shall be | 5.0 metres (16.4 feet) |
| .3 | Interior side parcel line shall be | 2.4 metres (7.8 feet) |
| .4 | Exterior side parcel line shall be | 5.0 metres (16.4 feet) |
| .5 | Refer to Section 4.9 for "Special Building Setbacks" which may apply. | |

#2811

Minimum Setback of Accessory Buildings

- 10.10 The minimum *setback* of accessory buildings from the:

- | | | |
|----|---|------------------------|
| .1 | Front parcel line shall be | 5.0 metres (16.4 feet) |
| .2 | Rear parcel line shall be | 1.0 metre (3.3 feet) |
| .3 | Interior side parcel line shall be | 1.0 metre (3.3 feet) |
| .4 | Exterior side parcel line shall be | 5.0 metres (16.4 feet) |
| .5 | Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply. | |

#2811

Maximum Density

Note: The following *density* provisions are based on the *gross parcel area*. Parking requirements, *setback* requirements, road dedication, etc. have not been taken into consideration.

- 10.11 .1 The maximum *density* shall be a total of 100 *dwelling units* or *sleeping units* per hectare (40.5 *dwelling units* or *sleeping units* per acre).
- .2 Notwithstanding Section 10.11.1, the maximum *density* in the R-5 Zone may be increased to a maximum of 130 *dwelling units* per hectare (52.6 units per acre) in accordance with Table 3. In Table 3, Column I sets out the special amenity to be provided and Column II sets out the added *density* assigned for each amenity.

#2789

SECTION 10 - R-5 - HIGH DENSITY RESIDENTIAL ZONE - CONTINUED

TABLE 3

COLUMN I SPECIAL AMENITY TO BE PROVIDED	COLUMN II ADDED DENSITY
1. Provision of each <i>dwelling unit</i> which caters to the disabled (e.g. wheelchair access)	▪ 2 units per hectare (0.8 units per acre)
2. Provision of <i>commercial daycare facility</i> 7 - 10 children 11 - 15 children 16 or more children	▪ 4 units per hectare (1.6 units per acre) ▪ 6 units per hectare (2.4 units per acre) ▪ 8 units per hectare (3.2 units per acre)
3. Provision of below <i>grade</i> or parkade type parking for at least 50% of the required off street parking	▪ 10 units per hectare (4.0 units per acre)
4. Provision of each rental <i>dwelling unit</i>	▪ 2 units per hectare (0.8 units per acre)
5. Provision of affordable rental <i>dwelling unit</i> in accordance with special agreement under Section 904 (s3218)	▪ 5 units per hectare (2.0 units per acre)

Parking

10.12 Parking shall be required as per Appendix I.

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

Purpose

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

Regulations

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

Permitted Uses

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

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

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

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

Accessory Uses

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

Maximum Height of Principal Buildings

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

Maximum Height of Accessory Buildings

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

Minimum Parcel Size or Site Area

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

Minimum Parcel or Site Width

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

Minimum Setback of Principal and Accessory Buildings

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

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

Outside Storage

20.10 Outside storage shall be screened as per Appendix III.

Parking and Loading

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

CITY OF SALMON ARM

BYLAW NO. 4419

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia and by electronic means as authorized by Ministerial Order M192, British Columbia, on at the hour of 7:00 p.m. was published in the _____ 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. "City of Salmon Arm Official Community Plan Bylaw No. 4000" is hereby amended as follows:

1. Re-designate Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 5510, Except Plans 14376, 24326 and KAP48014 from HC (Highway Service/Tourist Commercial) to HR (Residential High Density), as shown on Schedule "A" attached hereto and forming part of this bylaw.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "**City of Salmon Arm Official Community Plan Amendment Bylaw No. 4419**".

READ A FIRST TIME THIS DAY OF 2021

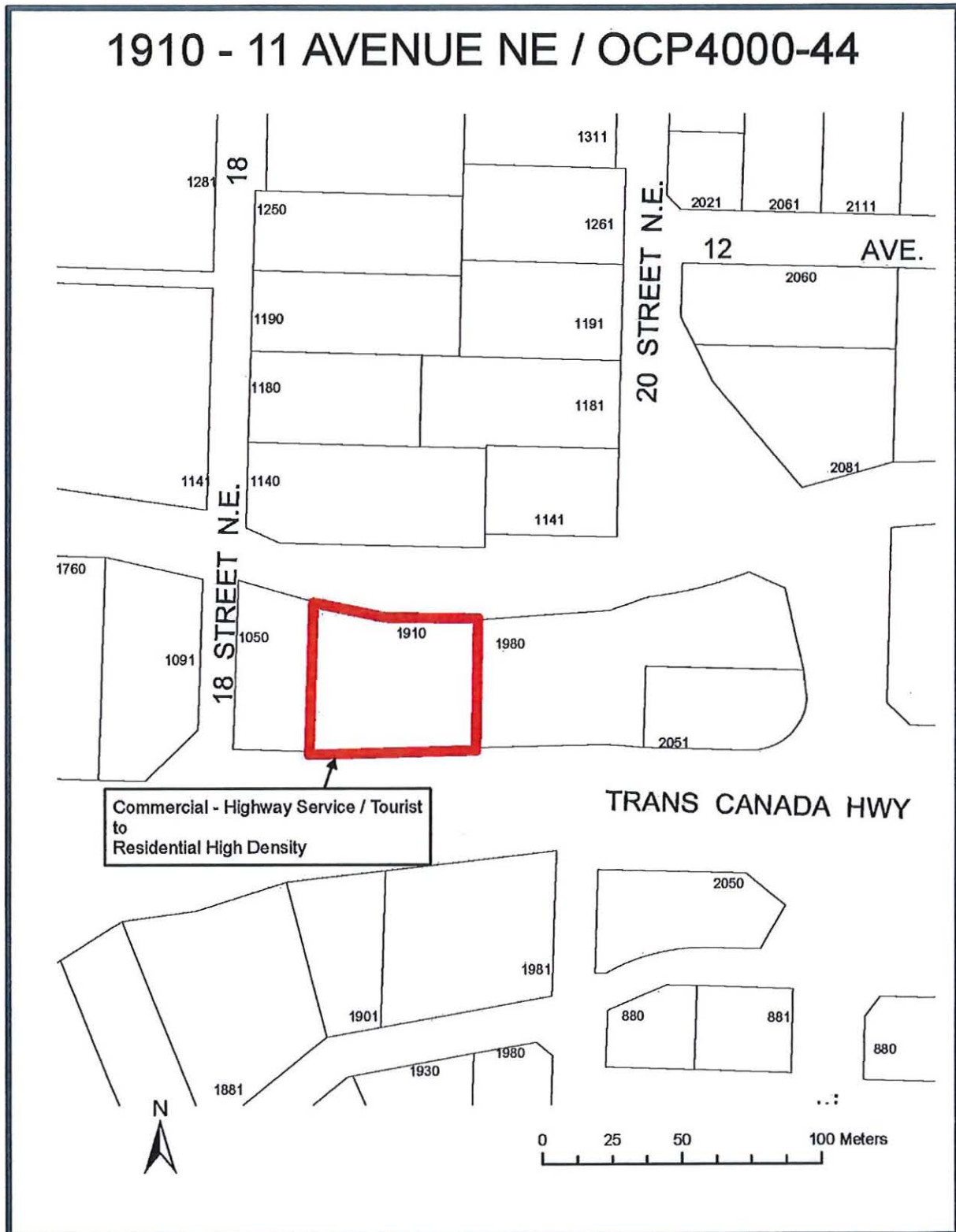
READ A SECOND TIME THIS DAY OF 2021

READ A THIRD TIME THIS DAY OF 2021

ADOPTED BY COUNCIL THIS DAY OF 2021

MAYOR

CORPORATE OFFICER



Item 10.4

CITY OF SALMON ARM

Date: January 11, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4420 be read a first time;

AND THAT: final reading be withheld subject to:

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

[ZON-1190; McGregor, D.; 1910 11 Avenue NE; R1 to R5]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4420

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 the _____ 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 5510, Except Plans 14376, 24326 and KAP48014 from R-1 (Single Family Residential Zone) to R-5 (High Density Residential Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

City of Salmon Arm
Zoning Amendment Bylaw No. 4420

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4420"

READ A FIRST TIME THIS DAY OF 2021

READ A SECOND TIME THIS DAY OF 2021

READ A THIRD TIME THIS DAY OF 2021

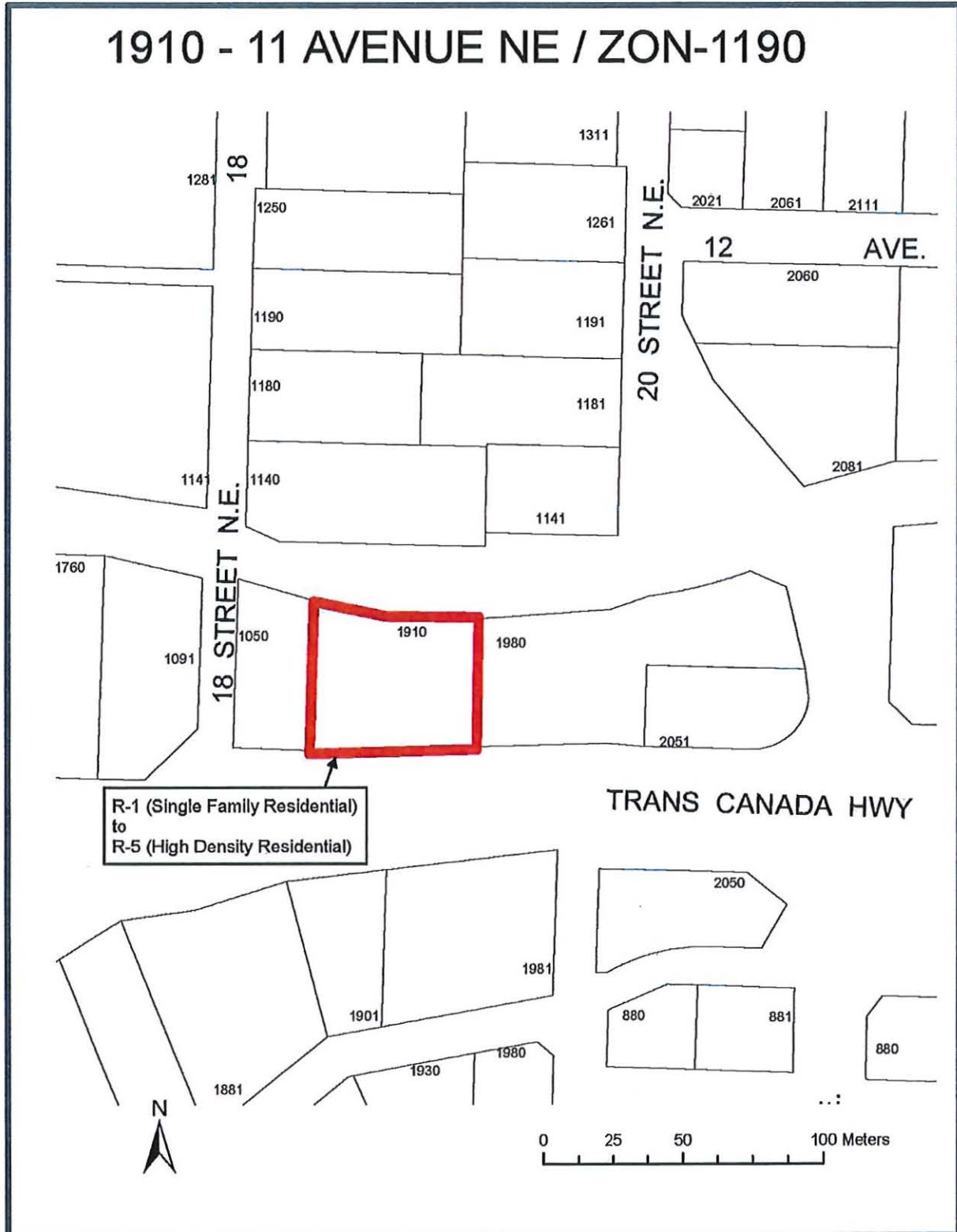
APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF 2021

For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2021

MAYOR

CORPORATE OFFICER



Item 10.5

CITY OF SALMON ARM

Date: January 11, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Ticket Information Utilization Amendment Bylaw No. 4425 be read a first, second and third time.

[Sewer Connection]

Vote Record

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

Opposed:

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



File: ENG 5340.Sewerage/Bylaw

TO: His Worship Mayor Harrison and Members of Council
FROM: Robert Niewenhuizen, Director of Engineering and Public Works
Maurice Roy, Manager of Permits and Licensing
PREPARED BY: Matt Gienger, Engineering Assistant
DATE: January 5, 2021
SUBJECT: AMENDMENTS FOR TICKETING BYLAW

STAFF RECOMMENDATION:

THAT: Council give the "City of Salmon Arm Ticket Information Utilization Bylaw No 4425" first, second and third reading.

PROPOSAL: To amend Schedule 1 of the bylaw to include:

"20. Sewer Connection Bylaw No. 1410

- Bylaw Enforcement Officer
- Director of Engineering and Public Works
- Building Official

And to add Schedule 21 to the bylaw as attached.

BACKGROUND:

By listing the Sewer Connection Bylaw No. 1410 in the Ticketing Bylaw, the City will be able to ticket infractions as listed in the attached proposed Schedule 21.

A handwritten signature in black ink, appearing to be "Rob Niewenhuizen".

Rob Niewenhuizen
Director of Engineering & Public Works

BYLAW NO. 2760

SCHEDULE 21

BYLAW	SECTION	FINE
Sewer Connection Bylaw No. 1410		
Connection without permit.	3, 4	\$200.00
Tampering or interfering.	6	\$200.00
Failure to connect.	7	\$200.00
Unauthorized discharge.	9	\$100.00
Unauthorized discharge.	10	\$100.00
Obstructing substances.	11	\$100.00
Unauthorized substances.	12	\$100.00
Non-conforming garbage grinder.	14	\$100.00
Not allowing inspection.	15	\$100.00
Damage to public sewer.	17	\$200.00
Failure to allow entry.	18	\$100.00

CITY OF SALMON ARM

BYLAW NO. 4425

A bylaw to amend City of Salmon Arm Ticket Information Utilization Bylaw No. 2760

WHEREAS Council may designate certain bylaw offences, authorize the use of certain words or expressions, set certain fine amounts and designate persons as Bylaw Enforcement Officers;

AND WHEREAS it is deemed expedient to amend City of Salmon Arm Ticket Information Utilization Bylaw No. 2760;

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

1. City of Salmon Arm Ticket Information Utilization Bylaw No. 2760 is hereby amended as follows:
 - a) Schedule 1 is hereby amended to include:

20. Sewer Connection Bylaw No. 1410	<ul style="list-style-type: none"> • Bylaw Enforcement Officer • Director of Engineering and Public Works • Building Official
-------------------------------------	--
 - b) Schedule 21 of the Sewer Connection Bylaw No. 1410 is hereby inserted to the Ticket Information Utilization Bylaw No. 2760.
2. This bylaw may be cited for all purposes as "City of Salmon Arm Ticket Information Utilization Amendment Bylaw No. 4425".

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

BYLAW NO. 2760

SCHEDULE 21

BYLAW	SECTION	FINE
Sewer Connection Bylaw No. 1410		
Connection without permit.	3, 4	\$200.00
Tampering or interfering.	6	\$200.00
Failure to connect.	7	\$200.00
Unauthorized discharge.	9	\$100.00
Unauthorized discharge.	10	\$100.00
Obstructing substances.	11	\$100.00
Unauthorized substances.	12	\$100.00
Non-conforming garbage grinder.	14	\$100.00
Not allowing inspection.	15	\$100.00
Damage to public sewer.	17	\$200.00
Failure to allow entry.	18	\$100.00

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Item 11.1

CITY OF SALMON ARMDate: January 11, 2021

Moved: Councillor

Seconded: Councillor

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

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

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

DATE: September 15, 2020

SUBJECT: Zoning Amendment Application No. 1182

Legal: Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP97409

Civic: 1191 – 22 Street NE

Owner: Cornerstone Christian Reformed Church

Applicant: Roodzant, J.

MOTION FOR CONSIDERATION

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

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

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

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

BACKGROUND

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

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

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

OCP POLICY

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

COMMENTSMinistry of Transportation and Infrastructure

Preliminary approval has been granted (Appendix 7).

Engineering Department

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

Fire Department

No Fire Department concerns.

Building Department

No concerns with rezoning.

Planning Department


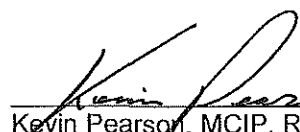
The surrounding neighbourhood has been undergoing slow development with a mix of older, single family housing and newer condominium, and commercial development, most significantly the uptown SASCU/Askew's location, Copper View residential development, and the 21 Street NE underpass.

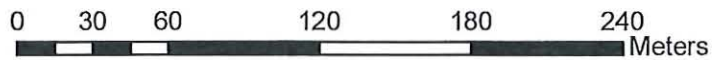
It should be noted that there have been six OCP amendments in this general area since 2015 involving an amendment to commercial designated land, with approximately 1.25 hectares of land redesignated from commercial to other (generally residential) land use designations, representing a minor erosion of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

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

CONCLUSION

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


Chris Larson, MCP
Planning and Development Officer
Kevin Pearson, MCIP, RPP
Director of Development Services



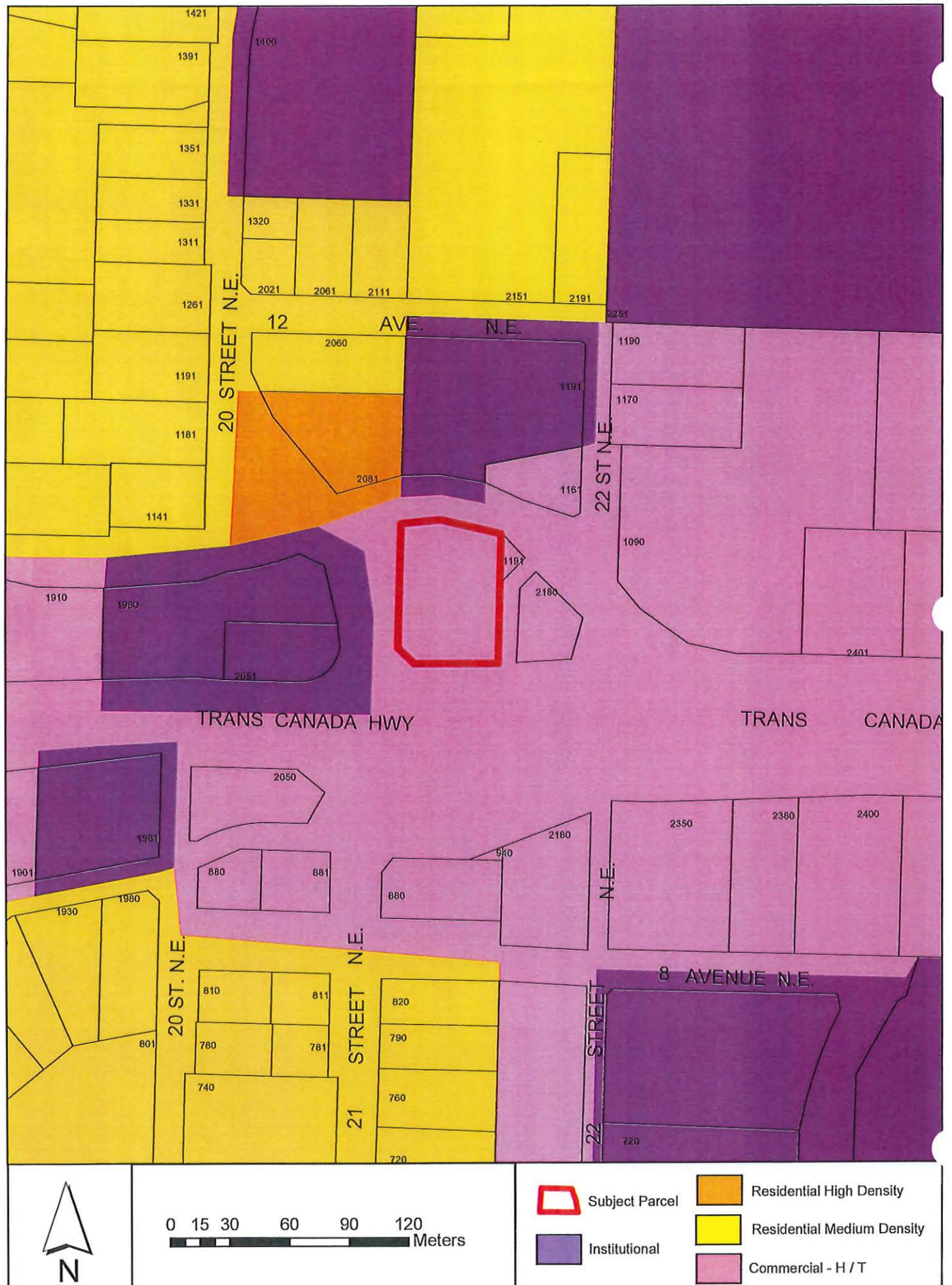
Subject Parcel

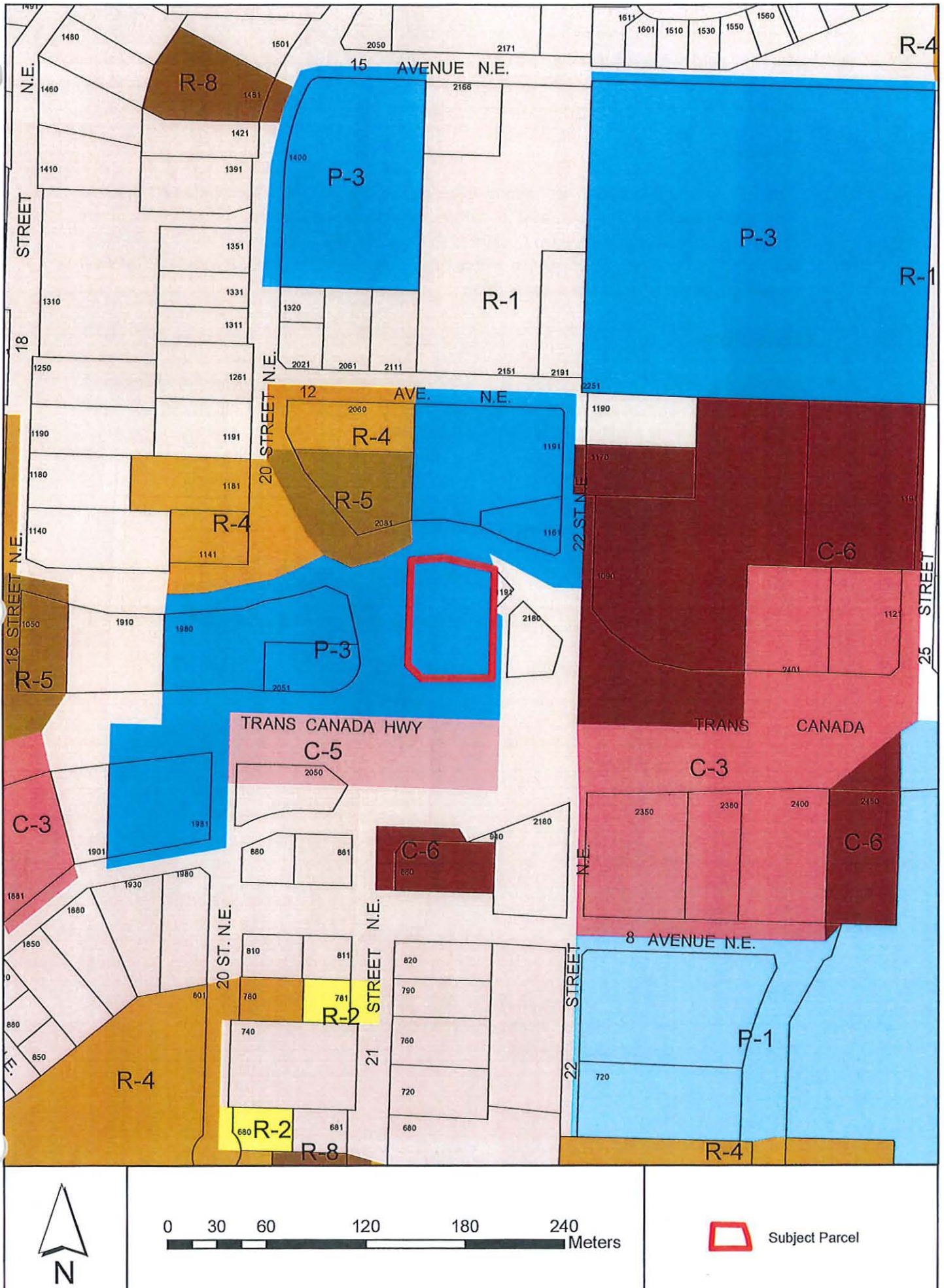


0 10 20 40 60 80 Meters



Subject Parcel





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

Purpose

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

Regulations

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

Permitted Uses

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

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

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

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

Accessory Uses

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

Maximum Height of Principal Buildings

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

Maximum Height of Accessory Buildings

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

Minimum Parcel Size or Site Area

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

Minimum Parcel or Site Width

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

Minimum Setback of Principal and Accessory Buildings

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

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

Outside Storage

20.10 Outside storage shall be screened as per Appendix III.

Parking and Loading

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



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



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



BRITISH
COLUMBIA

Ministry of Transportation
and Infrastructure

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

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

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

Attention: City of Salmon Arm, Development Services

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

Thank you for the above noted referral.

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

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

Yours truly,

Tara Knight
Development Officer

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

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

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

Further to your referral dated July 22, 2020, we provide the following servicing information. **The following comments and servicing requirements are not conditions for Rezoning; however, these comments are conditions of subdivision and are provided as a courtesy in advance of any development proceeding to the next stages:**

General:

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

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

October 5, 2020

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8. At the time of building permit the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.
 9. For the off-site improvements at the time of subdivision the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of subdivision approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

Roads / Access:

1. 11 Avenue NE, on the subject property's southern and northern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that no additional road dedication is required (to be confirmed by a BCLS).
2. 11 Avenue NE is currently constructed to an Interim Local Road standard. Upgrading to an Urban Local Road standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, offset sidewalk on south side of road (proposed zoning for south parcel requires sidewalk on both sides of road), boulevard construction, street lighting, and hydro and telecommunications. Offsets and streetlight specifications to conform to Specification Drawing No. RD-3. Owner / Developer is responsible for all associated costs.
3. 12 Avenue NE, on the subject property's northern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that no additional road dedication is required (to be confirmed by a BCLS).
4. 12 Avenue NE is currently constructed to an Interim Local Road standard. Upgrading to an Urban Local Road standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, fire hydrant and street lighting. Owner / Developer is responsible for all associated costs.
5. 21 Street NE, on the subject property's western boundary, is designated as an Urban Collector Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that no additional road dedication is required (to be confirmed by a BCLS).
6. 21 Street NE is currently constructed to an Interim Local Road standard. Upgrading to an Urban Collector Road standard is required, in accordance with Specification Drawing No. RD-3. Upgrading may include, but is not limited to, separated sidewalk and boulevard construction. Foot traffic travelling south is encouraged to use the foot path on the subject parcel's eastern boundary and as such, sidewalk along 21 Street would only be required at the intersection of 21 Street NE and 11 Avenue NE for crosswalk access. Owner / Developer is responsible for all associated costs.

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

October 5, 2020

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7. 22 Street NE, on the subject property's eastern boundary, is designated as Urban Local Road standard, with an ultimate 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that no additional road dedication is required (to be confirmed by BCLS).
 8. 22 Street NE is currently constructed to an Interim Local Paved Road standard. Upgrading to an Urban Local Road standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, fire hydrant and street lighting. Owner / Developer is responsible for all associated costs.
 9. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
 10. A 3.0m by 3.0m corner cut is required to be dedicated at the intersection of 12 Avenue NE and 22 Street NE.
 11. A 5.0m by 5.0m corner cut would typically be required at the intersection of 11 Avenue NE and 21 Street NE; however, the large boulevard and significant distance from property line to edge of road on the west side of the subject parcel deem a corner cut unnecessary at this time.
 12. For the remaining parcel, existing accesses may remain, but no additional accesses will be allowed.
 13. For the proposed parcel, accesses shall be designed by keeping to a minimum number. Only one (1) driveway access will be permitted onto 11 Avenue NE at existing letdown location (directly opposed to remaining parcel access from 11 Avenue NE). Existing letdown may be widened at time of building permit or development permit, subject to approval of City Engineer. Owner / Developer responsible for all associated costs.
 14. Engineering staff recommend that a Section 219 Land Title Act Covenant be registered prior to Final Reading stipulating no future Development approval on the proposed parcel until a Traffic Impact Analysis (TIA) is provided to the satisfaction of the City Engineer with acknowledgement that the owner/applicant is responsible for any and all off-site improvements recommended by the TIA.

Water:

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

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

October 5, 2020

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

Sanitary:

1. The subject property fronts a 200mm diameter sanitary main on 12 Avenue NE. No upgrades will be required at this time.
2. A 200mm sanitary main terminates at the western extent of the subject property's frontage on 11 Avenue NE. City has no plans to develop the parcel at 2180 11 Avenue NE (east of the subject parcel) and therefore no extension or upgrades will be required at this time.
3. The subject property fronts a 150mm diameter sanitary main on 22 Street NE. No upgrades will be required at this time.
4. No sanitary main is present within the subject property's frontage on 21 Street NE. No upgrades or extension of main will be required at this time.
5. Records indicate that the remaining parcel is serviced by a 100mm service from the sanitary main on 12 Avenue NE. No upgrades are required at this time.
6. Records indicate that the proposed parcel is serviced by a 100mm service (to be confirmed) from the sanitary main on 11 Avenue NE. No upgrades are required at this time.

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

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Drainage:

1. The subject property fronts a 525mm diameter storm main on 11 Avenue NE. No upgrades will be required at this time.
2. The subject property fronts a 600mm diameter storm main on 12 Avenue NE. No upgrades will be required at this time.
3. The subject property fronts a 600mm diameter storm main on 22 Street NE. No upgrades will be required at this time.
4. No storm main is present within the subject property's frontage on 21 Street NE. No upgrades or extension of main will be required at this time
5. Records indicate that the remaining parcel is serviced from the storm sewer on 12 Avenue NE. No upgrades are required at this time.
6. Records indicate that the proposed parcel is serviced by a 150mm storm service (size to be confirmed) from the sanitary sewer on 11 Avenue NE. No upgrades are required at this time.
7. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.

Geotechnical:

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



Matt Gienger
Engineering Assistant



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

10. INTRODUCTION OF BYLAWS

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

0445-2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

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

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

Amendment:

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

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

DEFEATED

Mayor Harrison, Councillors Cannon and Flynn Opposed

Amendment:

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

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

DEFEATED

Mayor Harrison, Councillors Cannon and Flynn Opposed

Amendment:

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

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

CARRIED

Councillors Cannon and Flynn Opposed

Motion as Amended:CARRIED UNANIMOUSLY

From: Amy Megyesi <dramymegyesi@gmail.com>

Sent: November 2, 2020 11:29 AM

To: Alan Harrison <aharrison@salmonarm.ca>; Debbie Cannon <dcannon@salmonarm.ca>; Chad Eliason <celiason@salmonarm.ca>; Kevin Flynn <kflynn@salmonarm.ca>; Tim Lavery <tlavery@salmonarm.ca>; Louise Wallace-Richmond <lwallacerichmond@salmonarm.ca>

Cc: Alexandra Enns <alex.enns@outlook.com>

Subject: Request for Traffic Impact Analysis for property to be rezoned/subdivided from Cornerstone Christian Reform Church

Dear Sirs and Mesdames:

Further to the October 13 Council meeting, I am requesting your support to waive the request for a Traffic Impact analysis on the above noted property. (1191 22 St NE). Should the rezoning proceed, we are the intended purchasers.

The intended use of this property will be a medical clinic on the first floor and commercial offices on the second floor. We do not anticipate large volumes of vehicular traffic, especially in comparison with the surrounding current uses (school, grocery store, hotel.) As a rough estimate I would anticipate 6-8 clients per hour. The commercial office will largely be workers who are there all day long. Our peak periods are not anticipated to coincide with the school. We will have adequate on-site parking for our patients and staff.

Also Mr Roodzant (applicant from Cornerstone Church) assures me he has spoken with the Ministry of Transportation and they have no concerns regarding traffic and this property.

Requiring this additional step is going to increase our costs and really produce no meaningful result.

Respectfully yours,
Amy Megyesi

**CORNERSTONE CHRISTIAN REFORMED CHURCH**

1191 22nd St. NE, Salmon Arm, B.C., Canada, V1E 2V5
(250) 832-8452
www.sacrc.ca



Dear Council Members,

On behalf of Cornerstone Christian Reformed Church, I request that city council accept the rezoning application without the requirement of completing a Traffic Impact Analysis.

We understand that some councilors have concerns about the traffic on 11th Avenue, and that they would like to receive an outside opinion from someone not connected with developing the property. It is also my understanding that this requirement typically comes from the city Engineering and Public Works department. This department has considered the request and did not anticipate any problems and did not request this study to be completed. It was stated that the intersection and pedestrian crosswalk have recently been upgraded and they are not concerned with this zoning.

We are currently entertaining an offer to purchase the property for the building of a doctor's office. We feel that this would be a fantastic use for this piece of property, bringing a beneficial service to the upper part of town. We also feel that this development would not add a significant traffic burden to the area.

We feel that imposing a traffic study on a road that has recently been studied and improved, will not provide any benefit for the extra work and cost involved.

Respectfully,
Ed Roodzant

On behalf of
Cornerstone Christian Reformed Church.

-----Original Message-----

From: June Stewart

Sent: December-08-20 6:28 PM

To: Caylee Simmons

Subject: Amendment to Zoning Bylaw 2303

I do not have any objections to the rezoning but ask that the City of Salmon Arm ensure that consideration is given to providing a traffic circle at the intersection of 11 Ave NE and 20 Street NE, which forms one border of the property in question.

One adjoining property was built on last year, another property at the intersection is still vacant but with future plans for high density housing, and the subject property forms a third boundary. 20th Street is one of the few north/south connector roads and additional development will only add pressure to the intersection. Take planning action now, so it doesn't become another Okanagan and 20th Street problem.

June Stewart

7-2060 12 Avenue NE

Salmon Arm

23. STATUTORY PUBLIC HEARINGS

1. Zoning Amendment Application No. ZON-1182 [Cornerstone Christian Reformed Church/Roodzant, J.; 1191 22 Street NE; P-3 to C-6]

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

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:21 p.m. and consideration of the next item ensued.

CITY OF SALMON ARM

BYLAW NO. 4405

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia and by electronic means as authorized by Ministerial Order M192, British Columbia, on December 14, 2020 at the hour of 7:00 p.m. was published in the December 2 and 9, 2020 issues of the Salmon Arm Observer;

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

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

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

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

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

City of Salmon Arm
Zoning Amendment Bylaw No. 4405

5. CITATION

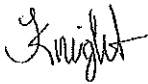
This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4405"

READ A FIRST TIME THIS 13 DAY OF October 2020

READ A SECOND TIME THIS 9 DAY OF November 2020

READ A THIRD TIME THIS 14 DAY OF December 2020

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 16th DAY OF December 2020



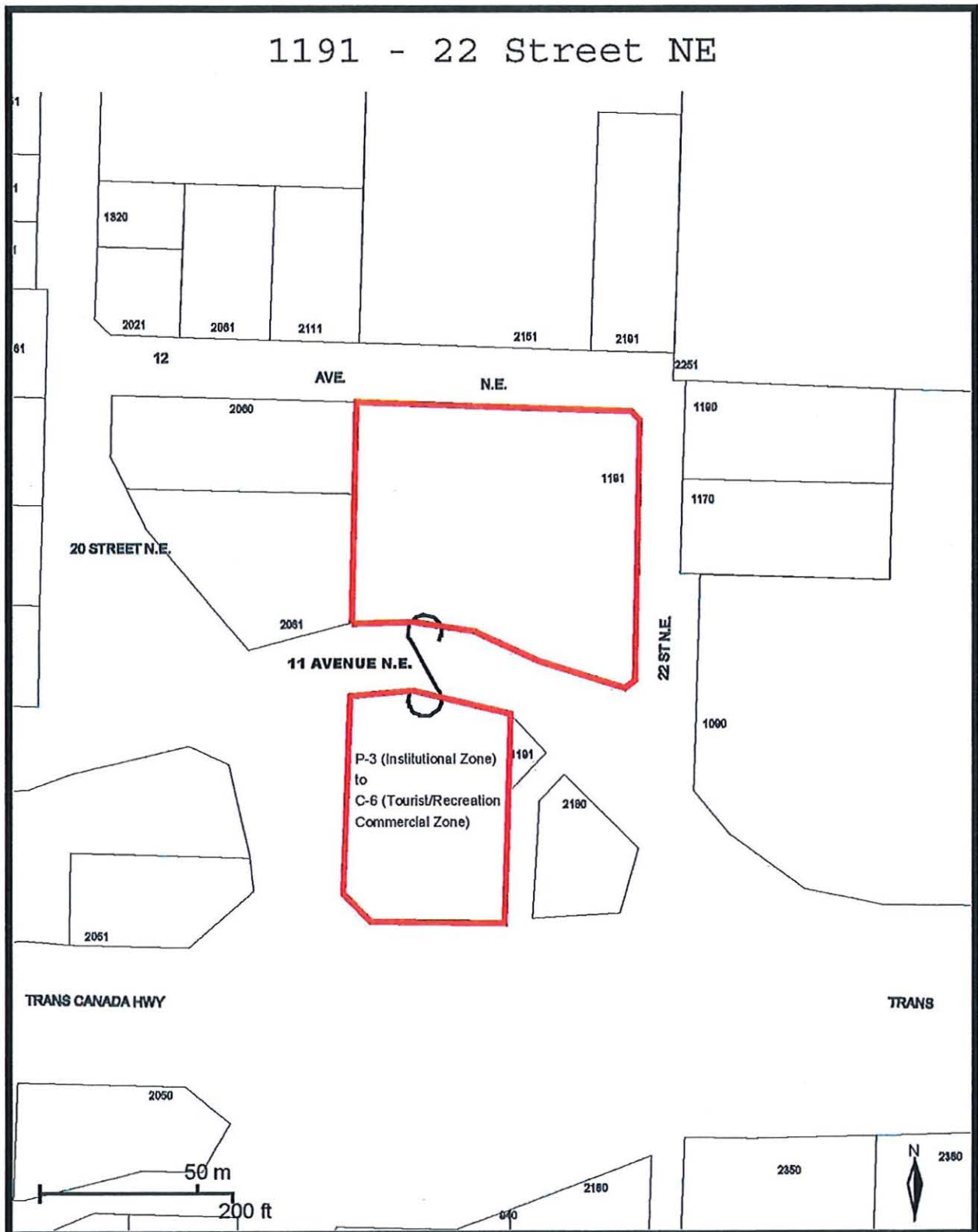
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



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INFORMATIONAL CORRESPONDENCE – JANUARY 11, 2021

1.	Building Department – Building Statistics – December 2020	N
2.	Building Department – Building Permits – Yearly Statistics	N
3.	D. Boyd, General Manager, Shuswap Recreation Society – letter dated December 21, 2020 – Recreation Campus Planning	S/R
4.	V. Morris – email dated December 23, 2020 – 3.6 million: spend on foreshore trail	A
5.	P. Cannon, Family Support Worker/Early Years Family Navigator, Shuswap Children's Association – letter dated January 4, 2021 – StoryWalk for Unplug & Play Family Literacy Week	R
6.	A. Slater, Southern Interior Local Government Association – letter dated December 12, 2020 – Call for Resolutions for 2021 Convention	A
7.	Southern Interior Local Government Association – letter dated December 15, 2020 – SILGA Constitution	N
8.	A. Slater, Southern Interior Local Government Association – letter dated December 15, 2020 – SILGA Convention Call for Nominations 2021	A
9.	Southern Interior Local Government Association – letter received December 2020 – SILGA Community Excellence Awards	N
10.	Auditor General for Local Government – email dated December 15, 2020 – AGLA releases Performance Audit Report on the District of Mackenzie	N
11.	D. Isinger, Provincial Commissioner (BC), Girl Guides of Canada – email dated December 13, 2020 – Guiding Lights Across BC – February 22, 2021	A
12.	K. Leinweber, Owner/Race Director, Moose Mountain Trail Races & Shuswap Ultra c/o The Lewiston Ultra Events – email dated December 17, 2020 – City Council Approval 2021 Shuswap Ultra (Lewiston Ultra Events)	A
13.	K. Leinweber, Director, Salty Dog Enduro – email dated December 17, 2020 – City Council Approval 2021 Salty Dog Enduro	A
14.	K. Moore, Mayor, City of Rossland to Premier J. Horgan, A. Dix, Minister of Health, S. Robinson, Minister of Finance and K. Conroy, MLA Kootenay West – letter dated December 16, 2020 – Letter of Support for The Corporation of The City of Vernon	N
15.	K. Christian, Mayor, City of Kamloops – letter dated December 18, 2020 – Overdose Crisis and Call for Overdose Action Plan	N
16.	Inashiki Sister City Exchange Committee – letter and newsletter dated December 2020	N

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

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Item 14.1

CITY OF SALMON ARM

Date: January 11, 2021

Presentation 4:00 p.m. (approximately)

NAME: Staff Sergeant West, Salmon Arm RCMP Detachment

TOPIC: Quarterly Policing Report October – December 2020

Vote Record

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

Opposed:

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



Royal Canadian
Mounted Police

Gendarmerie royale
du Canada

Security Classification/Designation
Classification/désignation sécuritaire

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

Your File - Votre référence

Our File - Notre référence

195-7

Date

Mayor and Council City of Salmon Arm

January 5, 2021

RE: Salmon Arm RCMP Detachment
Quarterly Policing Report – October 1 through December 31, 2020

Déar Mayor and Council,

My report this quarter covers the time period from October 1 to December 31, 2020.

Detachment News

Our members and staff continue to be committed to our community's public safety as we do our best to ensure public safety within our Detachment boundaries. We have put in place the necessary materials and safety protocols to ensure all of our RCMP staff and members are as safe in their work place as they can be.

Civil fingerprinting for local residents did resume in October for Police Information Checks and Vulnerable Sector Checks. It did take some time to resume this service to ensure our staff and the public felt safe.

Over this quarter the officers responded to over 1765 calls for service in this quarter. Of these calls, 1228 were within the City of Salmon Arm. The calls for service represent 70% of our total file workload, and decreased by approximately 110 calls over 2019 which was up substantially over 2018.

In 2020 your Detachment responded to 7680 calls for service which was up by 2.8 % over 2019 and within the Municipality it was up 2.1% over 2019.

Due to transfers and member retirements we have seen a vacancy pattern that we are working to address at this time and I am happy to inform council that we have 2 new members named to transfer in to our office. We presently have 3 other staffing requests to fill vacancies within our regular member ranks. Due to these vacancies we have engaged the RCMP's Southeast District Reserve Constable program to provide well need relief to our officers. Engaging this program is the most cost effective way to maintain our level of response to calls for service.

Canada

RCMP GRC 2823 (2002-11). WPT

Page 1 of 3

Our Detachment has now received approval to staff the General Investigation Section position that was approved by Council last year. We will staff the position internally and request a transfer in to back fill a General Duty Constable position. I am happy to report that we have internal interest from qualified members within our office to fill this General Investigation Section position.

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

- Over 119 Documented traffic stops.
 - Which includes 13 - 17 impaired drivers being removed from our roads.
 - Also includes 13 prohibited drivers being charged and vehicles impounded.
- Our officers laid 13 high risk driving charges which include distracted driving, excessive speed, and other high risk offences in this quarter.
- 25 injury and damage over \$10,000 within Salmon in the quarter. Up from 9 in 2019 over the same quarter. Collisions overall are down over last year in total.
- Impaired Driving Collisions are trending downward.
- There was 1 fatal collision which was just outside Salmon Arm on the Trans Canada Highway and road conditions at the time was a causal factor.

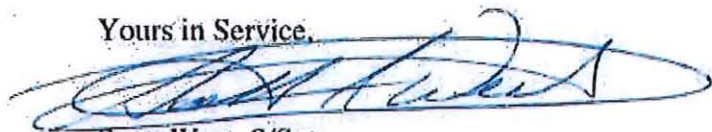
Investigative highlights this past quarter:

- In the past quarter we have arrested one individual on 3 occasions for drug related offences and this person now had outstanding warrants for his arrest.
- In a recent property related search for stolen items officers seized drug paraphernalia attributed to drug trafficking and over \$3500 in cash.
- One case resulted in charges against one person who recently moved to the Salmon Arm area and a substantial quantity of stolen property was recovered which had just been stolen from a local business.
- We continue other drug investigations within the city.
- Breach charges:
 - There were 20 breach of interim release charges laid in this quarter which is up over last year by 42% (6 files).
- Domestic violence cases were down 11% (6 Cases) this quarter over 2019
- Property Crime:
 - Break and Enter reports were down which we expected due to people being at home more often during the pandemic.
 - Break and enter complaints to business were also down to 6 from 11 in 2019.
 - Theft from vehicles were down.
- A number of search warrants and production orders were conducted to recover property and gain information to support child pornography cases within our area.

Looking forward:

Our on line crime reporting system did see some minor technical issues and will be publicized in 2021. I have attached statistics for the city jurisdiction and the rural area that we police.

Yours in Service,



Scott West, S/Sgt.

NCO i/c Salmon Arm RCMP Detachment



**SALMON ARM RCMP
MAYOR'S REPORT
QUARTER 4, 2018**

Salmon Arm Detachment

1980 11th Ave N.E.

Salmon Arm, BC

V1E 2V5

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

City of Salmon Arm

500 2nd Ave N.E.

Salmon Arm, BC

V1E 4 N2

January 6, 2020

Dear Mayor Alan Harrison,

RE: Quarterly Crime Statistics - October / November / December

CRIME CATEGORIES	CITY Q4 2019	CITY Q4 2020	RURAL Q4 2019	RURAL Q4 2020
Homicide / Attempted Homicide	0	0	0	0
Assaults	19	14	7	10
Sexual Offences	1	1	0	2
Robbery	1	0	0	0
Auto Theft	5	9	2	7
Break and Enters	22	6	6	10
Theft From Motor Vehicle	30	18	12	3
Drug Investigations	11	14	0	5
Motor Vehicle Collisions	54	46	29	49
Motor Vehicle Collisions W Fatality	0	1	1	1
Impaired Driving - CC	13	11	3	6
Impaired Driving - MVA (IRPs)	16	6	1	4
TOTAL PERSONS/VIOLENT CC	68	56	14	29
TOTAL PROPERTY CC	225	182	56	57
TOTAL OTHER CC	88	99	17	27
TOTAL CRIMINAL CODE (CC)	381	337	87	113

TOTAL CALLS FOR SERVICE	1339	1228	495	521
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COMMUNITY	CITY Q4 2019	CITY Q4 2020	RURAL Q4 2019	RURAL Q4 2020
Files with youth negative contacts	7	5	0	1
Mental Health Related Calls	93	120	24	34
Files involving Alcohol / Drugs	216	207	52	81
Domestic Violence	51	45	14	20

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

Yours truly,

Scott West, S/Sgt., NCO I/C

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Item 14.2

CITY OF SALMON ARM

Date: January 11, 2021

Presentation 4:15 p.m. (approximately)

NAME: David Gonella, Executive Director, Salmon Arm Folk Music Society

TOPIC: Roots and Blues Festival

Vote Record

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

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



Salmon Arm Folk Music Society
 Mailing: PO Box 21, Salmon Arm, BC V1E 4N2
 Location: 541 3rd St. SW, Salmon Arm, BC V1E 1V4
 Phone: 250.833.4096 | Fax: 250.833.4097
 Website: www.rootsandblues.ca
 General Inquiries: info@rootsandblues.ca
 Executive Director: davidg@rootsandblues.ca
 Sponsorship: sponsor@rootsandblues.ca
 Volunteer: volunteer@rootsandblues.ca

October 17, 2020

City of Salmon Arm
 500 - 2nd Ave. N.E.
 Salmon Arm, B.C.
 V1E 1H1

Dear Debbie Canon,

RE: Multi-Year Grant Request

The Salmon Arm Folk Music Society deeply appreciates the Mayor and Council's support of the ROOTS and BLUES Festival, which continues to be an important cultural and economic contributor to the Salmon Arm region. The 2020 Festival was affected by the ongoing COVID-19 pandemic and considering the negative impact the pandemic had on our community the SAFMS decided to do our part and forgo the City grant support for the 28th annual event.

Unlike many other festivals across Canada the local festival did not cancel, we saw this as an opportunity to pivot and improve our ability to offer a professionally produced event online. The 28th Annual Festival reached over 20k viewers and proved SAFMS has the ability to transform programming to meet the needs of our audiences and adjust to any obstacle we face as an organization. We are very proud of the online festival, many in the cultural community across Canada consider our online version to be the bar that other festival organizers will attempt to reach.

Looking forward to the 29th Annual Festival, the SAFMS will consider building into the performer agreements and supplier contracts a fee scale based on our predicted audience size and the three event format options below:

1. Traditional festival format with 20-40% less attendance. This option will only be followed if we have permission from the provincial health authority to program a mass gathering event. Festival camping will be available. For guests unready to attend a mass gathering event, the organizers will provide an online streaming access for a fee. Time period to be determined.
2. A multi-venue format based on the well-regarded Celtic Colours Festival in Nova Scotia. Plans in the community would be to secure 15-25 venues with 50-100 room attendance capacity to allow each band/performer to perform 4-5 music sets in a single venue with the same crew. For guests unready to attend a mass gathering event the organizers will provide an online streaming access for a fee. Time period to be determined.

3. Virtual Online Program. A stay at home order is in effect in the late Spring of 2021, the organizers will program an online show and revenue will be generated from a streaming fee. Festival camping will be considered and conducted only in the event we have support from the provincial health authority and the City.

Considered by Tourism Canada, Destination BC and Shuswap Tourism to be the primary "anchor" tourism event in the Okanagan and Shuswap regions. The long-term stability of the event will ensure the event will continue to be a major tourism draw to Salmon Arm benefitting local business and cultural industries. The pivot to a multi-venue and an online program is to retain the festival dates in the minds of our patrons, and continue to establish the Salmon Arm ROOTS and BLUES Festival as a premiere and relevant event that patrons can expect to be available in the future and continue to stimulate tourism to the City of Salmon Arm and the Shuswap region.

In an effort to promote the festival's long-term financial stability we respectfully request a multi-year grant for the amount per year listed below:

2021 - \$50,000
 2022 - \$51,000
 2023 - \$52,000
 2024 - \$53,000

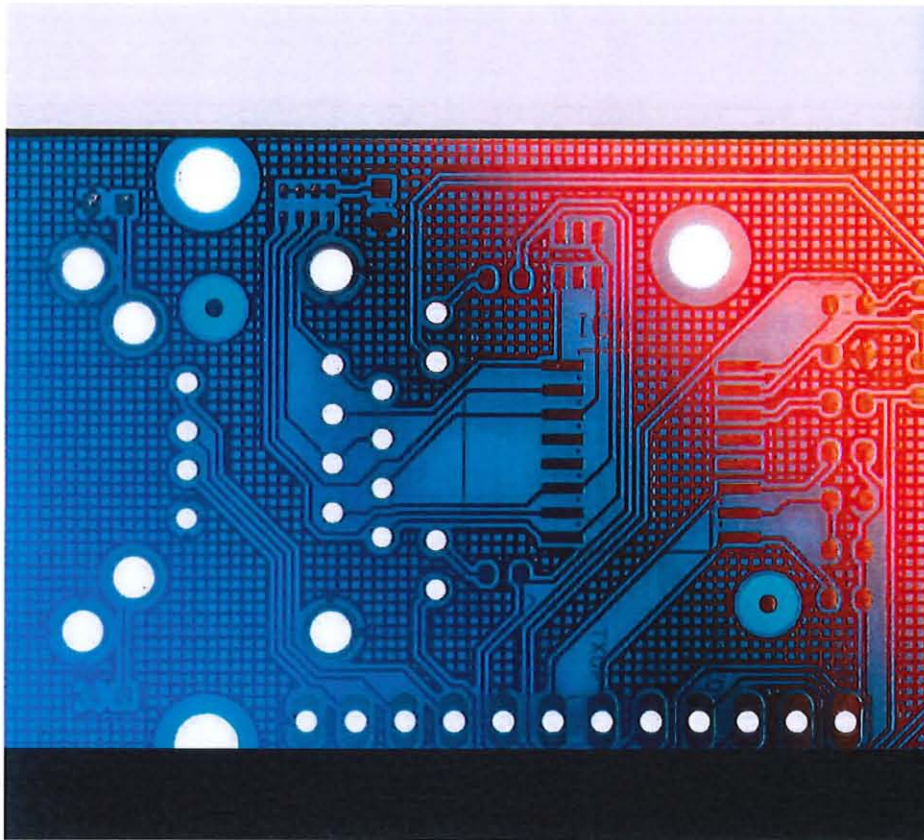
When the time is convenient, we would like the opportunity to meet with Council in the Fall of 2020 to review the 28th Annual event, and if requested, provide details supporting our grant request.

Sincerely,



David Gonella
 Executive Director

Recognition of Territory Message: We respectfully acknowledge and recognize that the work of the SAFMS takes place on the unceded traditional territory of the Secwepemc Peoples.



SALMON ARM ROOTS & BLUES

LIVE TO ONLINE

OUR CHALLENGE

- No mass gatherings
- \$ loss
- Convince
- Retain
- Relevancy



OUR PIVOT

- Pivot
- Repurpose
- Maximize
- Shift
- Key
- Roles



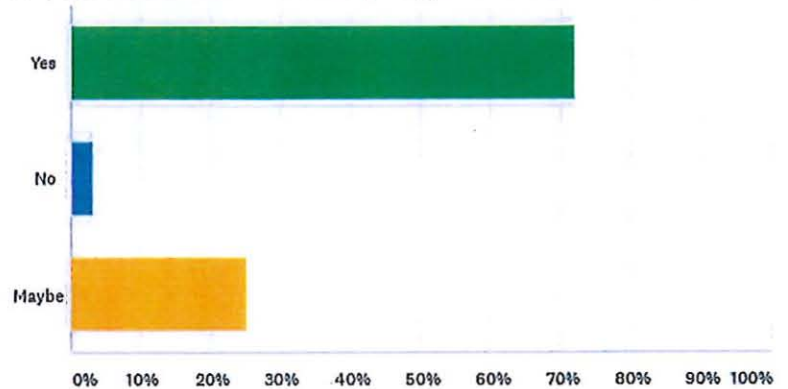
RESULTS

- Glimmer
- Positive
- Building
- New \$



POST EVENT SURTVEY RESULTS

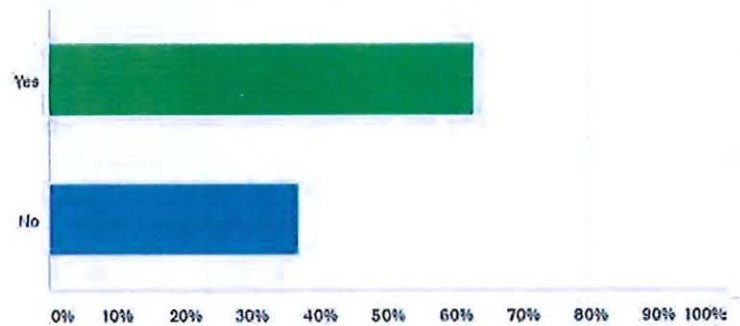
Would you attend an online program in the future?



ANSWER CHOICES	RESPONSES	
Yes	71.90%	284
No	3.04%	12
Maybe	25.06%	99
TOTAL		395

POST EVENT SURTVEY RESULTS

Would you attend a multi-venue festival?



ANSWER CHOICES	RESPONSES	
Yes	62.98%	245
No	37.02%	144
TOTAL		389

POST EVENT SURTVEY RESULTS

Selection of Patron Comments

"Intimacy created by the broadcast to experience the artists. The broadcast made us want to go to Salmon Arm and the festival. Loved how the partnership with tourism created a sense of such a special place to be."

"Spread the festival as far and wide as you can--whether we are still dealing with a pandemic or not. I had friends from all over BC and AB watching and enjoying. Even without a pandemic, they could not have attended. You have done a GREAT thing by putting the festival online. And, yes, it's worth charging a fee to make the online component happen again. Maybe there's even a grant for outreach to the disabled."

POST EVENT SURTVEY RESULTS

Selection of Patron Comments

"Considering the challenges you were up against I think your organization did a great job. I have never been to your annual event before and this year was to be my first. I look forward to future opportunities to attend in the traditional fashion."

"Since we knew nothing about the festival before running across a blurb in some travel literature we had no idea what to expect. The music was great but giving insight into the experience was fantastic. Hope we can actually get there next year!"

WHAT'S NEXT?

OUR PIVOT

v.2021

- Health Protocols
- Traditional Format
- Multi-Venue Format
- Virtual Format

SALMON
ARM
ROOTS &
BLUES

THE REQUEST



QUESTIONS



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Item 14.3

CITY OF SALMON ARM

Date: January 11, 2021

Presentation 4:30 p.m. (approximately)

NAME: B. Lawson, A. Ely and C. Newnes, Active Transportation Task Force

TOPIC: Task Force Update

Vote Record

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

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



City of Salmon Arm – Active Transportation Task Force

Interim Report to Council

Introduction

Active Transportation (AT) is defined as any self-propelled, human-powered mode of travel such as walking, cycling, in-line skating, skateboarding, skiing, and canoeing, as well as travelling with the help of devices such as mobility aids, electric bikes (e-bikes) and electric kick scooters (e-scooters). Active Transportation can also be combined with other modes of travel such as public transit.

As outlined in the Terms of Reference, the primary goal of the Active Transportation Task Force is to provide information and recommendations to Council to best position the City in further developing the Active Transportation system to achieve a modern, more efficient system that meets the needs of the community as it continues to grow. The recommendations should guide the city in developing a modern Active Transportation Plan and in seeking potential funding opportunities from higher levels of government.

The general scope of this task force is to:

- Review the existing Greenways plans and strategies;
- Identify potential funding opportunities;
- Identify and engage potential private, non-profit, and government partners to collaborate in the development of Active Transportation;
- Research best practices in Active Transportation from other jurisdictions; and
- Make recommendations to Council regarding next steps for policies and actions for safe, attractive, and convenient Active Transportation options for people of all ages and abilities over the next 20 years.

Task Force Work to Date

The task force was formed in July of 2020 and brought together various members of the community including two members of City of Salmon Arm Council, one member of each of Neskonlith and Adams Lake Indian Band Councils, City staff, members of: Shuswap Trail Alliance, Salmon Arm Economic Development Society, Downtown Salmon Arm, School District #83, Interior Health, Shuswap Cycle Club, Greenways Liaison

Committee, Social Impact Advisory Committee, and five citizens at large. Keeping in mind the terms of reference above, some of the highlights of the work to date include:

- The group has been learning and working on a file sharing and organizational platform called Trello where it has gathered existing documents, templates, reports, and articles related to Active Transportation. The Trello platform has also been a useful tool to communicate, comment, and distribute information and ideas.
- Beginning in September, the group has met virtually (due to COVID-19 protocols) on an approximately bi-weekly basis.
- These meetings included the following presentations:
 - City staff members Chris Larson and Jennifer Wilson reviewed the city's current plans and strategies, discussed AT from a development planning and engineering perspective, and shared how AT is currently funded on a municipal level.
 - Phil McIntyre-Paul with Shuswap Trails Alliance reviewed the history and current status of trails and active transportation research, planning, and connectivity work in Salmon Arm and the surrounding region and acknowledged the commitment of the City of Salmon Arm, Neskonalith and Adams Lake Bands and their partners. He also reviewed the Shuswap Regional Trails Strategy and the supporting policies and guidelines that have been developed to support trail and active transportation work in this region.
 - Kate Berniaz from Transportation Programs and Corporate Initiatives, and Jesse Skulmoski with Strategic Initiatives and Active Transportation Grants, BC Ministry of Transportation and Infrastructure. This presentation focused on current provincial programs and initiatives including the Provincial Active Transportation Design Guide and provided valuable information regarding grant funding opportunities for both planning and infrastructure that may be available to the City.
 - Brian Patterson, an Active Transportation planning expert with Urban Matters Consulting discussed design elements of AT, best practices in infrastructure development, and ideas for support programs and policies. He also highlighted statistics on AT usage in Salmon Arm compared to other communities, discussed how other communities are developing AT plans and projects, and shared some emerging trends in the industry.

Emerging “Big Ideas” and Initial Recommendations:

The Terms of Reference outlined that we will look to “make recommendations to Council regarding next steps regarding policies and actions for safe, attractive, and convenient Active Transportation options for people of all ages and abilities over the next 20 years”. The Task Force is still working toward making its final recommendations to council later this year, but would like to now present initial recommendations in anticipation of provincial funding opportunities in the near future. To establish these initial recommendations each member of the Task Force, using their increased knowledge of Active Transportation, contributed several ideas to the Trello platform. These were then grouped into broad goals and big ideas which are detailed in the Appendix below. The most common and pressing findings to emerge are included in our initial recommendations.

The Task Force encourages council to consider the following recommendations at this time:

1. The City should continue to collaborate with Neskonith and Adams Lake Bands through our partnership agreements in developing an equitable, complete, and connected Active Transportation system.
2. A quality comprehensive Active Transportation Master Plan should be developed through an inclusive, equitable public participation approach. The plan should include engineering, enforcement, education, encouragement, and evaluation components for all active modes of travel (walking, cycling, transit, and small wheeled transportation) and should integrate with existing city and regional systems and plans.
3. Council should consider allocating \$30,000 of the 2021 budget toward developing a quality comprehensive Active Transportation Plan. It is our understanding:
 - a. Through cost comparison of Active Transportation plans developed by other similarly sized communities, and our discussions with Active Transportation planning specialists, we determined that a plan for Salmon Arm would be in the \$60,000 – \$100,000 range, with a quality plan closer to \$100,000. The main cost and better outcome of a higher quality plan is the thoroughness of the public engagement process.
 - b. \$20,000 was allocated for Active Transportation in the 2020 budget.
 - c. Another \$30,000 allocated in 2021 budget for a total of \$50,000 would maximize Provincial grant funding anticipated to contribute up to a maximum of 50% towards the cost of a plan or \$50,000, which would reach the desired total of \$100,000 for a quality plan.
 - d. Active transportation improves equity and vitality of community members and the community as a whole by lowering costs of living, and increasing access to amenities, businesses, and natural elements. It also contributes to reduced greenhouse gas emission

targets. As such, Active Transportation improvements are considered a good way at a community level to support recovery from COVID-19 and longer-term community resilience.

- e. According to Brian Patterson of Urban Matters, the majority of communities in BC already have some kind of Active Transportation master plan in place. Furthermore, in the limited data available, Salmon Arm ranks fairly low on the scale of AT participation and well below similar cities like Nelson.
4. The process for developing an Active Transportation plan should begin in 2021 and be completed before the next OCP update. Senior levels of government are supporting local COVID-19 recovery through increased funding levels. As the country and province recovers it is anticipated these funding opportunities will significantly decrease.
5. Support interim Active Transportation measures which could include:
 - a. Any projects that increase walking, cycling, accessibility, safety and participation.
 - b. Not supporting variance applications for Active Transportation elements of developments whenever possible.
 - c. Request staff review the Provincial Active Transportation Design Guide and work with the province to improve local design guidelines.
6. Continue to educate and advertise the use of Active Transportation within the city to ensure that the public is aware of the significant environmental benefits of Active Transportation.

The Task Force would like to thank council members for their time and attention to this subject. We believe Active Transportation is a necessary and vital component of a vibrant, modern, and inclusive city and look forward to your continued support.

APPENDIX:

The Task Force has been sharing and discussing many ideas from broad goals and concepts to specific projects as a first step toward establishing recommendations to council. We would like to introduce some of the key benefits of Active Transportation, offer a few ideas for project design and implementation, and highlight some important considerations for the development of an AT Master Plan.

Active Transportation Key Concepts & Big Ideas

1. Health Benefits

One of the main benefits of AT is active living for health and well-being. Plan H from the BC Healthy Communities Society states the following:

- Well-planned multi-purpose facilities and safe and accessible outdoor spaces and trails not only support and promote healthy, active lifestyles, but they enable people of all ages, abilities, and backgrounds to connect to their neighbours and contribute to the social fabric of the community.
- Local governments play a large role in building the conditions that support all British Columbians to lead healthier, more active lives. These conditions for active living begin right in our communities – where people live, work, learn, and play.

The task force sees health benefits as a key component of an AT Master Plan and should be a strong element of community engagement and education. Some of our ideas around AT health benefits include:

- Consider both commuting and leisure use of our AT network, looking at the different needs of each.
- Consider both physical health and social health. The vision of an improved AT network is to support the entire community and work toward improving equity and accessibility.
- Consider what encourages people to use modes of AT (i.e. culture, health/wellness, habits, convenience).
- Increased usage of AT modes reduces pollution and greenhouse gas emissions. This aligns with the city's declaration of a climate emergency.

2. Safety Benefits

Increased safety is a major benefit of modern, effective AT infrastructure and should be a key consideration in future planning, development, and design. Some of our initial ideas on safety include:

- Main transportation corridors and high-traffic networks should have a high emphasis on increased safety for users of AT modes. This could include bike lanes, separated multi-use paths, properly marked shared roads, traffic calming measures, temporary lane dividing tools like bollards, and better signage.
- Much of the AT literature talks about the importance of reduced speed and traffic calming, especially within the downtown core.
- Consider adopting the 'Vision Zero' approach - a global initiative with a clear and simple goal of zero fatalities or serious injuries on roadways. The approach looks to increase safety, healthy, and equitable mobility for everyone and has been adopted by several major cities in Canada.

3. Design Considerations

Presentations from the Province of BC and Brian Patterson from Urban Matters highlighted several areas of evolution on concepts of municipal planning and design. The province specifically encouraged feedback on the AT Design Guide and would like it to function as an updatable, working document.

The task force has reviewed numerous design concepts and discussed how they will influence future planning and implementation of AT infrastructure. Some of our initial ideas include:

- Design and planning should consider the four distinct seasons in Salmon Arm, account for the surplus of tourists in the summer, and look at how AT is used in the winter.
- Consider multi-use paths throughout our transportation network in place of sidewalks.
- Review the AT Design Guide and consider how to incorporate new standards for road widths and separated transportation lanes where possible.
- AT planning and implementation should consider key priority connections including schools, work, retail, shopping centres, uptown, west-bay and suburban residential areas, looking at how people move to and from these areas.
- Consider future densification of the downtown core which should be looked at differently than suburban residential areas.
- The needs of mobility challenged citizens must be considered, specifically from areas like Raven and Hillcrest. The foreshore trail could be upgraded to accommodate scooters and wheelchairs. A multi-use path from Hillcrest would also increase independence for these citizens and take pressure off the Handy Dart.
- AT planning should consider working from the centre out which may include a central arterial multi-use path to act as the main hub of the AT network.

4. The Future of Active Transportation & Technology

The task force has considered technology and the emergence of alternative modes of transportation. Some of our ideas include:

- Assisted technology like e-bikes and e-scooters have emerged in recent years, especially in cities like Salmon Arm with geographical challenges (ie. hills and winter conditions). The city could consider incentives to employers and/or users to increase use of these modes.
- Consider what technologies may emerge in the future and look at ways that society may evolve to operate in the coming years. This may include driverless cars which could impact commuting and parking. Salmon Arm may see an increase in density for our downtown core which could increase usage of AT and demand for a more robust AT network.

Active Transportation Master Plan Considerations

The recurring theme of all the work to date and every presentation so far has been the urgent need for an Active Transportation Master Plan. The task force has been discussing the following aspects of this process:

1. Engagement

We see community engagement as key to incorporating the ideas, needs, and values of the community and developing a plan that works for everyone. Engagement should continue through all stages of planning and implementation, and throughout the lifetime of the infrastructure. Some of our initial ideas for engagement include:

- Initiate an engagement process that encourages ideas and feedback from a wide demographic.
- Include youth in the process.
- Include a component of educational programming for both youth and adults.
- Look for areas where Salmon Arm could be a leader and raise awareness of AT such as the 'Vision Zero' concept - a strategy to eliminate all traffic fatalities and severe injuries, while increasing safe, healthy, equitable mobility for all.
- Collaborate with Neskonlith, Adams Lake, and Little Shuswap Bands, and seek opportunities for reconciliation.

2. Costs and Funding Opportunities

The task force has sought to understand how AT projects are currently funded and look at ways this system could be improved. We have also investigated what funding may be available from higher levels of government. Some of our initial findings include:

- Provincial AT grants are available for both plans and projects in the near term.
- Extra funding may be ready and available short-term due to COVID-19 recovery programs, but that funding will likely dry up in future years.
- The main sources of funding for AT planning, design, and infrastructure are public (taxpayer) funds, developer funds, and funding from higher level of government (i.e. grants). All three funding sources should be considered in future planning and implementation.
- Evaluate how reserve funds are saved and distributed, including investigating what is done in other communities and any potential legal issues.
- Council could consider not approving variance requests for AT aspects of development projects where possible to increase the pool of money from developers.
- The city should allocate funding as soon as possible to conduct a comprehensive Active Transportation Master Plan that addresses policy, codes and bylaws, budget, design, development requirements, education, and connects with complementary elements of community planning (social health, equity, and resilience, environment, parking, roads and vehicle traffic, housing, building codes, parks and greenways, energy, food security, and arts & culture.)

3. Implementation

The task force encourages the City to carefully consider how best to implement an AT plan to ensure short, medium, and long-term results. Some of our initial ideas for implementation include:

- The AT plan should be completed before the next OCP update and become a key piece of that update.
- The AT plan should include a strong monitoring and reporting program to ensure that the goals, targets, and schedules of the plan are being met.
- The AT plan should be able to be effectively implemented alongside other current and future master plans including parking, overall transportation, parks, greenways, arts and culture, and recreation.
- Create a short- and medium-term implementation plan with steps the city could take toward interim AT improvements. This could include updating and maintaining of maps, routes, and other transportation planning documents.

4. Ideas for Possible City Policies

The task force has discussed ideas for possible short-term policy updates and how the city may make improvements to AT infrastructure in the short and medium term until a comprehensive plan is developed. Some of our initial ideas include:

- Council could consider policies which would encourage existing roads to be upgraded with sidewalks, bike lanes, and multi-use paths rather than re-surfacing the same surface road width.
- Policies encouraging the introduction of designated bike lanes and walking lanes will encourage AT participation.
- Look for small 'quick-win' type projects like wayfinding signage or the use of bollards (temporary posts) to establish lane separation.
- The task force has reviewed the Subdivision and Servicing Bylaws and understand recent improvements to the standardization of AT planning and infrastructure. The idea of re-opening the Subdivision and Servicing Bylaw to look at further AT opportunities has been discussed.

Item 19.1

CITY OF SALMON ARMDate: January 11, 2021

Moved: Councillor

Seconded: Councillor

THAT: Councillor Lindgren be appointed to the Okanagan Regional Library Board Alternate for the City of Salmon Arm until December 2021.

Vote Record

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

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

19. OTHER BUSINESS2. Committee Appointments

0552-2020

Moved: Councillor Louise Wallace Richmond

Seconded: Councillor Cannon

THAT: Council approve the Committees of Council as circulated at the December 14, 2020 Regular Council Meeting.

CARRIED UNANIMOUSLY1. L. Samson, Administrative Services Manager, Okanagan Regional Library - letter dated November 12, 2020 - Annual Appointment - Okanagan Regional Library Board

0553-2020

Moved: Councillor Flynn

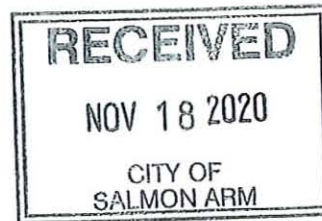
Seconded: Councillor Lindgren

THAT: Councillor Wallace Richmond be appointed to the Okanagan Regional Library Board as the Salmon Arm City Council representative until December 2021.

CARRIED UNANIMOUSLY

November 12, 2020

Mayor
City of Salmon Arm
Box 40
500 – 2nd Avenue NE
Salmon Arm, BC V1E 4N2



203

Re Annual Appointment - Okanagan Regional Library Board

Annual appointments to the Library Board are made according to the *BC Library Act*. There are four regular meetings required of the Board in each year and such other meetings as the Board may decide. Regular meetings are generally held on the third Wednesday in February, May, September and November, except in years when municipal elections are held. In election years, there is a meeting in October and no meeting in November. Meetings typically start at 9:30 AM and may constitute a full day. They are held at Library headquarters at 1430 K.L.O. Road, Kelowna. During the pandemic, meetings are held virtually. Pursuant to Board Policy, Board members' expenses for travel, meals and hotel only are paid by the Library. The 2021 Meeting Schedule will be approved at the November 18, 2020 Board Meeting and then uploaded to our website www.orl.bc.ca

Please complete and return:

- Letter of Appointment form: Name the Library Trustee and the Alternate you wish to appoint;
- Library Trustee and Alternate Trustee Contact Information forms: Have both the representative and the alternate complete one each.

The forms can be returned by fax 250-861-8696 or e-mail lsamson@orl.bc.ca. If you have any questions, please reach out.

Thank you for your continuing support of the Okanagan Regional Library.

Sincerely,

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

Leah Samson
Administrative Services Manager
Okanagan Regional Library

Attached:
Letter of Appointment Form

Trustee Contact Information Form

LIBRARY ACT, Part 3 – Regional Library Districts

How the library board is appointed

- 16** (1) The library board is to consist of a representative of each municipality and regional district that is a party to the agreement to establish the regional library district.
- (2) A municipal council must, by resolution,
- (a) appoint one of its members to be a member of the library board, and
 - (b) appoint another of its members as an alternate member to serve on the library board if the member appointed under paragraph (a) is absent or unable to act.
- (3) If there is more than one electoral participating area in the regional library district, the regional district board must, by resolution,
- (a) appoint from among the directors of the electoral participating areas a member of the library board, and
 - (b) appoint another of the directors of the electoral participating areas as an alternate member to serve on the library board if the member appointed under paragraph (a) is absent or unable to act.
- (4) If there is only one electoral participating area in a region library district,
- (a) the director of the electoral participating area is a member of the library board, and
 - (b) the alternate director of the electoral participating area is the alternate member on the library board if the director of the electoral participating area is absent or unable to act.

When members are appointed

- 17** (2) All subsequent regular appointments must be made each December at the first meeting of the municipal council or regional district board.
- (4) If an appointment is not made at the time specified in this section, the appointment must be made as soon as convenient.

Term of Office

- 18** (1) A member of the library board holds office for a term of one year, or for the remainder of the year for which the appointment is made.
- (2) A member is eligible for reappointment, but no member may serve for more than 8 consecutive years.”
- (3) The term of office of a member continues until a successor is appointed unless the member is removed for cause.

Item 21.

CITY OF SALMON ARM

Date: January 11, 2021

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Regular Council Meeting of January 11, 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 - JANUARY 11, 2021

1.	Building Department – Building Statistics – December 2020	N
2.	Building Department – Building Permits – Yearly Statistics	N
3.	D. Boyd, General Manager, Shuswap Recreation Society – letter dated December 21, 2020 – Recreation Campus Planning	S/R
4.	V. Morris – email dated December 23, 2020 – 3.6 million: spend on foreshore trail	A
5.	P. Cannon, Family Support Worker/Early Years Family Navigator, Shuswap Children’s Association – letter dated January 4, 2021 – StoryWalk for Unplug & Play Family Literacy Week	R
6.	A. Slater, Southern Interior Local Government Association – letter dated December 12, 2020 – Call for Resolutions for 2021 Convention	A
7.	Southern Interior Local Government Association – letter dated December 15, 2020 – SILGA Constitution	N
8.	A. Slater, Southern Interior Local Government Association – letter dated December 15, 2020 – SILGA Convention Call for Nominations 2021	A
9.	Southern Interior Local Government Association – letter received December 2020 – SILGA Community Excellence Awards	N
10.	Auditor General for Local Government – email dated December 15, 2020 – AGLA releases Performance Audit Report on the District of Mackenzie	N
11.	D. Isinger, Provincial Commissioner (BC), Girl Guides of Canada – email dated December 13, 2020 – Guiding Lights Across BC – February 22, 2021	A
12.	K. Leinweber, Owner/Race Director, Moose Mountain Trail Races & Shuswap Ultra c/o The Lewiston Ultra Events – email dated December 17, 2020 – City Council Approval 2021 Shuswap Ultra (Lewiston Ultra Events)	A
13.	K. Leinweber, Director, Salty Dog Enduro – email dated December 17, 2020 – City Council Approval 2021 Salty Dog Enduro	A
14.	K. Moore, Mayor, City of Rossland to Premier J. Horgan, A. Dix, Minister of Health, S. Robinson, Minister of Finance and K. Conroy, MLA Kootenay West – letter dated December 16, 2020 – Letter of Support for The Corporation of The City of Vernon	N
15.	K. Christian, Mayor, City of Kamloops – letter dated December 18, 2020 – Overdose Crisis and Call for Overdose Action Plan	N
16.	Inashiki Sister City Exchange Committee – letter and newsletter dated December 2020	N

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

CITY OF SALMON ARM
BUILDING DEPARTMENT REPORT
DECEMBER 2020

LAST YEAR (2019)
CURRENT MONTH YEAR-TO-DATE

CURRENT YEAR (2020)
CURRENT MONTH YEAR-TO-DATE

		NO.	VALUE	NO.	VALUE	NO.	VALUE	NO.	VALUE
1	New Single Family Dwellings	5	1,420,000	49	15,993,000	3	900,000	58	19,808,785
2	Misc. Additions etc. to SFD's	3	202,625	101	3,964,513	9	174,500	115	5,637,851
3	New Single Family Dwellings with suites	-	-	21	7,383,000	3	1,170,000	18	7,415,000
4	New Secondary/Detached Suites	-	-	10	609,600	-	-	18	936,200
5	New Modulars/MH's (Factory Built)	1	120,000	10	1,923,000	1	175,000	18	3,226,633
6	Misc. Additions etc. to Modulars/MH's	-	-	12	70,770	1	40,300	21	514,415
7	MFD's (# Units)	-	-	6 (76)	14,130,000	-	-	2 (41)	6,750,000
8	Misc. Additions etc. to MFD's	-	-	8	233,600	1 (2)	125,000	10 (2)	242,309
9	New Commercial	-	-	3	7,210,000	-	-	4	5,120,960
10	Misc. Additions etc. to Commercial	-	-	20	700,049	-	-	14	710,630
11	New Industrial	-	-	4	3,569,498	-	-	2	1,850,000
12	Misc. Additions etc. to Industrial	-	-	3	1,285,000	-	-	5	1,348,200
13	New Institutional	-	-	2	586,033	-	-	1	15,000
14	Misc. Additions etc. to Institutional	1	3,500	10	337,000	-	-	2	6,000
15	Signs	-	-	31	262,471	2	8,500	17	76,544
16	Swimming Pools, Pool Buildings	-	-	3	254,000	-	-	7	407,000
17	Demolitions	3	-	21	-	1	-	13	-
18	Temporary Trailers, A & B Permits	-	-	3	-	-	-	2	-
19	Misc. Special Inspections, etc.	-	-	34	-	1	-	21	-
	TOTAL PERMITS ISSUED	13	1,746,125	351	58,511,534	22	2,593,300	348	54,065,527

MFD's - Apartment, Row, Duplex, Strata (# of dwelling units created)

Farm building values not included

BUILDING PERMITS - YEARLY

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
2001	585,500	11,938,550	12,265,250	12,842,790	13,534,790	14,712,550	16,330,650	17,717,625	19,031,075	19,895,255	21,318,855	21,458,195
2002	585,500	1,952,500	3,340,850	3,821,240	5,455,840	6,411,690	8,844,690	10,932,510	15,780,890	16,705,600	17,738,200	17,923,700
2003	130,110	920,780	2,974,020	4,486,120	5,993,320	13,294,120	15,555,250	17,937,005	20,318,920	22,000,340	24,005,740	24,782,360
2004	430,700	1,506,500	5,903,780	8,379,104	10,122,768	12,086,319	14,779,343	21,598,763	30,371,023	33,614,173	34,957,458	35,881,343
2005	1,072,000	2,269,650	4,344,750	6,806,152	12,110,482	28,031,457	29,985,585	34,743,645	37,600,445	42,915,856	45,525,611	47,576,746
2006	815,550	3,224,468	8,012,449	11,501,929	16,084,809	20,066,533	23,714,194	26,370,890	36,479,806	37,278,358	42,332,995	43,077,170
2007	1,531,087	3,901,669	16,148,674	22,413,118	27,232,134	32,401,472	35,657,297	42,829,750	51,945,799	55,703,387	65,885,802	66,289,555
2008	1,797,604	4,203,429	12,947,058	27,647,379	33,857,533	36,582,025	39,759,375	42,395,454	45,412,474	50,699,301	53,383,541	53,522,880
2009	409,369	864,839	2,039,460	5,207,311	6,763,615	7,800,085	9,677,455	11,579,746	18,882,737	20,713,554	23,523,664	24,337,664
2010	1,518,563	2,708,062	5,931,546	10,081,816	12,260,236	13,526,546	16,597,121	18,790,511	19,848,804	21,174,632	22,953,692	27,249,702
2011	568,645	2,003,976	5,063,837	7,449,773	9,471,416	11,761,850	12,794,028	14,222,970	18,194,801	19,682,061	30,563,013	31,934,415
2012	2,189,660	3,128,562	4,794,040	6,337,260	10,000,544	12,120,246	17,883,185	24,375,078	26,118,787	26,493,820	28,130,500	28,666,430
2013	881,740	1,440,110	13,907,060	15,814,195	17,433,454	20,194,778	23,204,628	24,180,485	26,567,302	29,195,224	30,890,086	31,231,349
2014	665,304	2,806,404	8,075,941	20,789,869	27,574,834	29,877,686	33,456,523	41,971,923	42,784,769	44,804,191	46,460,471	47,707,993
2015	1,172,285	1,853,539	3,894,754	6,750,389	8,575,425	18,388,180	20,475,407	26,442,225	29,143,303	31,248,595	35,417,465	37,368,595
2016	1,268,865	2,298,280	4,987,625	8,904,610	12,253,660	16,279,464	19,265,124	23,811,029	29,823,014	36,084,949	40,154,959	41,418,659
2017	1,183,280	2,841,725	7,219,495	11,761,657	18,136,656	23,823,576	30,793,243	36,066,891	52,130,226	59,858,542	63,366,686	64,675,041
2018	1,970,104	3,943,104	10,028,787	14,363,122	20,252,322	30,488,747	37,540,412	40,421,060	55,689,215	59,634,580	64,988,531	66,797,572
2019	6,060,645	6,835,345	10,699,845	18,074,843	22,220,523	26,015,593	31,103,281	45,971,877	48,902,359	52,267,409	56,765,409	58,511,534
2020	2,218,950	4,293,250	6,900,060	9,289,060	12,891,318	23,340,638	26,757,691	32,516,960	37,062,215	46,505,927	51,472,227	54,065,527



Shuswap Recreation Society
2600 10th Ave NE
Salmon Arm BC V1E 2S4

December 21, 2020

Re: Recreation Campus Planning

City of Salmon Arm
Box 40
500 2nd Ave NE
Salmon Arm BC V1E 4N2

Attention: City of Salmon Arm Mayor and Council

Dear Councillors,

We are writing to request the balance of the funds required to complete the schematic design phase of a new aquatic facility for our community. Based on previous estimates from HCMA Architecture + Design we expect \$270,000 will be required to advance to this next phase in our Recreation Campus Master Plan.

In the initial stages of our Recreation Campus Master Plan in 2018 we completed community site assessments and an engineering assessment of our current facility conditions. From there we received preliminary concept drawings based on community engagement and needs assessments. These drawings and community driven requirements were then presented to the community for further feedback and an optimal design was chosen for a new aquatic facility for our community. These preliminary steps have provided us with sufficient information to engage a team of professional consultants to provide a schematic design of a proposed facility.

These schematic designs will be a necessary element for any Federal and Provincial infrastructure grants that come available in 2021 and beyond. Given a lead time of up to a year from the initiation to the completion of the necessary schematic designs our Board felt it was necessary to initiate the next phase on the Recreation Campus Master Plan in 2021.

It was made clear in the current facility condition assessment that up to \$3.2M in repairs may be realized in the next 5 years of our 35-year-old facility. Being prepared for the necessary Federal and Provincial funding opportunities is the highest priority for our Board of Directors to meet the needs of our community. Our Board is aware of the commitment and support of Council to establish reserve funds for these purposes and at the October 27, 2020 Board of Directors meeting of the Shuswap Recreation Society, the Society passed a motion to support Council by formally requesting the completion of this funding in 2021.

Yours truly,

Darby Boyd, General Manager

Shuswap Recreation Society
2600 10th Ave NE
Salmon Arm BC V1E 2S4

December 21, 2020

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Box 40
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Yours truly,

Darby Boyd, General Manager

From: Carl Bannister
Sent: December-23-20 3:11 PM
To: Darby Boyd
Subject: RE: Letter

Thanks Darby. Fyi, as discussed, the City currently has over \$300,000 set aside for this. I will include this letter on the Agenda anyway so Council can discuss. As also discussed, I intend to take this project on in the near future to try and advance it (likely towards a Referendum in 2026 – tbd). However, I will not be doing that until the RSU is done. I think it is almost time for the City / Council to become more involved. Further, I expect that Council will wrestle somewhat with a Timeline as we are about to incur a lot more debt for WPCC project.

From: Darby Boyd
Sent: December-23-20 2:34 PM
To: Carl Bannister
Cc: Chelsea Van de Cappelle
Subject: Letter

Carl,

I have attached a draft letter from the Society related to the funding needed for schematic designs for a new pool. As discussed, this was requested and approved by our Board and is intended to be part of the 2021 budget deliberations. Could you review the letter and provide any comments or suggestions you feel would be helpful? Pending changes, I will finalize, sign and submit this letter to you next week. In the event the letter is sufficient, I have attached a signed copy for your records. Thanks.

Darby

Subject: Online Form Submittal: Mayor and Council

Mayor and Council

First Name Vivian

Last Name Morris

Address:

Return email address:

Subject: 3.6 million: spend on foreshore trail

Body

Dear Mayor and Council.I would like you to consider spending some of the 3.6 million developing our foreshore trail. It currently is in terrible condition with the northern end rocky, uneven and dangerous. Donated benches, tables, and birch viewing platforms are falling apart due to lack of upkeep maintenance. Our beautiful walkway is rotting and miscoloured from lack of upkeep. Our foreshore trail should be a gem in the Shuswap. It is not. In comparison to towns with downtown foreshore trails such as Harrison Hot springs, Nakusp and New Denver to mention three our trail is a disgrace. It's time to make it a gem. A concrete raised trail like the one close to town needs to be built at the north end to allow for safe walking, running and riding along with allowing for fish habitat. Can we not take this opportunity with some of these funds and finally do something to realize the potential of our waterfront?The trail has never been used so much since the pandemic hit. It's pandemic money so appropriate to spend on our beautiful front yard.

Vivian Morris

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.

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January 4, 2021

Mayor and Council
City of Salmon Arm
500 2 Ave NE
Salmon Arm, BC V1E 4N2

Dear Mayor Harrison and City Councillors,

RE: StoryWalk® for Unplug & Play Family Literacy Week

With Unplug & Play Family Literacy Week slowly approaching (January 25 to January 30), we decided to organize another StoryWalk®. We have discussed this with Thomas Briginshaw, Literacy Outreach Coordinator at the Literacy Alliance of the Shuswap Society (LASS), and he has welcomed this idea as a great addition for the Unplug & Play Literacy Week.

We would like to organize this StoryWalk® on **January 27, from 10am till 4pm at McGuire Lake Park.**

To prevent creating a crowd and to ensure social distancing, each mounted page will be at least 16ft apart (one family allowed at each "page"). The StoryWalk® will be available from 10am till 4pm so families will have enough time to come and enjoy the story.

I am writing this request for the City's permission to organize this StoryWalk®, so we can keep bringing joy to children and their parents/caregivers.

Thank you so much for your help.

Sincerely,

Pavlina Cannon
Family Support Worker/Early Years Family Navigator
Shuswap Children's Association

SILGA Southern Interior Local Government Association

December 12, 2020

To: All SILGA Members

Call for Resolutions for 2021 Convention

The SILGA Annual General Meeting and Convention is scheduled to be held virtually sometime between April 27th and April 30th, 2021. The SILGA Constitution requires that resolutions to be considered at the Annual Meeting are to be received by the Secretary-Treasurer no later than 60 days prior to this meeting. Friday February 26th, 2021 will be the deadline for receipt of resolutions.

If your local government wishes to submit a resolution for consideration at the 2021 SILGA Convention, please forward by email your resolution to yoursilga@gmail.com. Any background information on the resolution would be helpful. Each resolution should be endorsed by the sponsoring Member's Municipal Council or Regional Board. The resolution should be relative to regional issues and should not pertain to a finite local interest.

If you do not receive a confirmation email regarding your resolution, please contact the SILGA office at 250 851 6653.

For information on how to properly write a resolution please refer to the UBCM website below.

<http://www.ubcm.ca/EN/main/resolutions/resolutions/resolutions-procedures.html>

or go to the resolutions page on the SILGA website at

<http://www.silga.ca/convention/resolutions/>

Resolutions not received by February 26th, 2021 will be considered late resolutions and must go through the following procedures to be considered at the AGM.

Late Resolutions

- (1) Resolutions submitted following the expiry of the regular deadline noted in section 10.4 shall be considered "Late Resolutions" and shall comply with all other submission requirements, except that a copy of the resolution shall be provided to SILGA by noon on the Friday preceding the date of the Annual General Meeting. The resolutions committee will meet on the Tuesday preceding the Annual General Meeting to provide recommendations as to whether the late resolution(s) should be brought to the Members for inclusion in the resolution debate. All late resolutions must be adopted by a Special

PO Box 27017 Cityview PO.
Kamloops, BC
V2E 0B2

tel: 250-851-6653
www.silga.ca
yoursilga@gmail.com

SILGA *Southern Interior Local Government Association*

Resolution of the Member Representatives in attendance at the Annual General Meeting to be included in the discussion.

- (2) Late resolutions will be reviewed by the Resolutions Committee prior to the Meeting and only those of a subject matter which could not have been submitted by the normal deadline date outlined in section 10.4 will be considered.
- (3) Late Resolutions shall be available for discussion after resolutions printed in the resolutions book have been considered.
- (4) Late Resolutions admitted for plenary discussion shall be dealt with in the order presented in the Late Resolutions report.
- (5) In the event that a late resolution is recommended to be admitted for discussion, the sponsoring member of the late resolution shall produce sufficient copies for distribution to the Members at the Annual General Meeting.
- (6) The Late Resolution will, after reading, be properly before the meeting, and the regular procedures for handling resolutions will apply.

Alison Slater
SILGA



*Southern Interior Local
Government Association*

December 15, 2020

The SILGA Constitution needed updating and at the December 4th SILGA Executive meeting the SILGA board passed the following constitutional amendment resolutions. These resolutions will be debated during the resolutions session at the 2021 SILGA AGM and need to be given to its members 60 days prior to the AGM.

The current constitution can be found on the SILGA website at <https://www.silga.ca/aboutus/constitution/>. If any member requires clarification on a resolution, please contact the SILGA office at 250-851-6653.

(1) TITLE: SILGA Constitution –Section 2 – Purposes

SPONSOR: SILGA

WHEREAS SILGA's scope of purpose has broadened to achieve the associations' goals of "Connect – Educate – Advocate";

THEREFORE BE IT RESOLVED that the SILGA Constitution Section 2.34.2 be amended as follows:

- 2.3** to support and advance to the Union of British Columbia Municipalities (UBCM) on behalf of the membership proposed changes in legislation, regulations or Government policy;

Amended to read:

to support and advance to the Union of British Columbia Municipalities (UBCM) and/or Provincial Ministries on behalf of the membership proposed changes in legislation, regulations or Government policy;

- 2.4** to coordinate communications between Members and the other Local Government Associations;

Amended to read:

to coordinate communications between Members, other Local Government Associations and various governmental organizations;

(2) TITLE: SILGA Constitution –Section 4 Amendment - Officers

SPONSOR: SILGA

WHEREAS SILGA staff is paid as an Independent Contractor with the job title of General Manager;

THEREFORE BE IT RESOLVED that the SILGA Constitution Section 4.2 be amended as follows:

- 4.2 The Secretary-Treasurer will be the Executive Director of SILGA, to be employed and paid a salary in an amount and on employment terms and conditions authorized by unanimous decision of the Directors.

Amended to read:

The Secretary-Treasurer will be the General Manager of SILGA, to be paid a contracted fee in the amount and on the terms and conditions authorized by the majority of the Directors.

(3) TITLE: SILGA Constitution –Section 8 Amendment – Meeting of the Members

SPONSOR: SILGA

WHEREAS if under Public Health Orders the SILGA convention is unable to be held in person;

THEREFORE BE IT RESOLVED that the SILGA Constitution Section 8.2 be amended as follows:

- 8.2 One general meeting shall be held every year in the month of April or May which shall be known as the Annual General Meeting.

Amended to read:

- 8.2 One general meeting shall be held every year in the month of April or May which shall be known as the Annual General Meeting. If a virtual Annual General Meeting is deemed necessary by the SILGA board, the SILGA board or staff will choose a third party virtual meeting platform as well as a third party electronic voting platform to allow confidential online voting for all aspects of the Annual General Meeting. Member Representatives will be provided in advance with detailed instructions on how to access the virtual platform and the voting procedures.

(4) TITLE: SILGA Constitution –Section 10 amendments – Submission of AGM resolutions

SPONSOR: SILGA

WHEREAS the SILGA bylaws need to be updated to reflect more clearly the current procedures for submitting and vetting resolutions by member local governments.

THEREFORE BE IT RESOLVED that the SILGA Constitution Section 10 be amended as follows:

- 10.2 The President shall appoint a Resolutions Committee of three Members of the Executive at least sixty (60) days prior to the Annual General Meeting.

Amended to read:

- 10.2 The President shall appoint a Resolutions Committee of three or more Members of the Executive at least sixty (60) days prior to the Annual General Meeting.

10.4 Resolutions Submitted Prior to the Annual Meeting

- (1) Each resolution shall be prepared on a separate sheet of 8½" by 11" paper under the name of the sponsoring Member local government and shall bear a short descriptive title;

Amended to read:

Each resolution shall be prepared on the sponsoring Member local government's letterhead and shall bear a short descriptive title;

10.6 Resolutions Submitted Prior to the Annual Meeting

The Executive will have resolutions printed and circulated to Member Representatives in the Annual Meeting Member Representatives' packets.

Amended to read:

The Executive will have the resolutions available on the SILGA website as well as circulated to Member Representatives via email.

(5) TITLE: SILGA Constitution Fee Amendment – Appendix A

SPONSOR: SILGA

WHEREAS SILGA's membership fees do not have a provision for inflation;

THEREFORE BE IT RESOLVED that SILGA request an amendment to the SILGA Bylaws to reflect the following fee structure for each member:

2021 and beyond \$300 plus \$0.075 per capita* with a 2% CPI annual increase

*based on most recently available Statistics Canada census information



December 15, 2020

To: All SILGA Members

Re: SILGA Convention – Call for Nominations 2021

As per the Constitution of the Southern Interior Local Government Association (amended 2017), the “Call for Nominations” is now going out to all member Mayors, Councillors, Regional Chairs and Directors who wish to seek a position on the SILGA Executive for the 2021/22 term. Elections will be held virtually prior to the SILGA Convention in late April. Dates TBD.

Offices to be filled are President, 1st Vice President, 2nd Vice President and seven Directors. One member of the SILGA board must be an Electoral Area Director of a member Regional District. Those presently serving may run for another term if they so wish.

Excerpt from the SILGA constitution regarding new voting procedures:

7.10 The election of Officers to the Executive shall be held at the Annual General Meeting on a first ballot and that of the Directors at Large subsequently on a second ballot. Any candidate that is unsuccessful in obtaining an Officer position on the first ballot may become a candidate for a Director at Large position on the second ballot.

7.11 If, in the election of the Officers to the Executive on the first ballot, an Electoral Area Director of a regional district is elected, the Director at Large positions will then be filled by the candidates with the most votes.

7.12 If, in the election of the Officers to the Executive on the first ballot, an Electoral Area Director of a regional district is not elected, then in the election of the Directors at Large, the candidate - of those candidates that are Electoral Area Directors of a regional district - with the most votes will be elected as a Director at Large and the balance of the Director at Large positions will be filled by the remaining candidates with the most votes. If only one Electoral

Area Director of a regional district candidate runs for a Director at Large position, that candidate will be acclaimed.

Deadline for nominations is Friday, February 28, 2021. You will be asked to complete a biography and submit a photo for the printing of the official Nominating Committee Report to be contained in the Convention Package.

Please note there will be no nominations accepted "from the floor".

The SILGA nomination committee is chaired by Past President Shelley Sim, District of Clearwater.

All those interested in serving are asked to contact Councillor Sim by email at shelleysim@telus.net or the SILGA office at 250-851-6653. All information should be forwarded to both Councillor Sim and the SILGA office (yoursilga@gmail.com).

Alison Slater
SILGA

SILGA

Community

Excellence Awards

Are you proud of your community or regional area's accomplishments? Would you like it to be recognized at our convention and more broadly through social media and the news?

To promote the environmental, social, and economic well being of our member communities and to share ideas and best practices throughout the SILGA area, we have created awards to showcase a community in each of these categories.

To nominate your local government, simply provide a brief letter describing a fantastic project, event, or activity that you are proud of. A winner will be chosen in each category and presented an award during our AGM. We are intentionally making this process as easy and seamless as possible. If your community or area has excelled in any of the following categories, let us know:

- **Environmental Sustainability**
- **Social Responsibility**
- **Economic Development**

The Rules:

Nominations must come in the form of a letter to the SILGA Executive Director (no requirements as to length, and letters should be emailed).

1. Nomination Letters must be received by February 1st, 2021.
2. Letters must clearly state which award the nomination is for.
3. Nominations should be one page in length and should succinctly describe the project and itemize the beneficial outcomes. SILGA wants to share best practices in our region with the hope that every local government can learn from the winning submissions. In that regard, please provide contact information for the key individual(s) who worked on the projects/events.
4. These awards are for local governments, not individuals. Recipients must be SILGA members in good standing.
5. Nomination letters can come from anyone representing a local government, and there is no limit on the amount of nominations per community. An official resolution is not required.
6. Submissions from previous years may be reused.

What you get if your local government wins:

1. Your local government will be officially recognized at the upcoming AGM.
2. A representative from your local government will have an opportunity to speak (5 minutes) to all assembled delegates about the project or event.
3. Your local government will receive a beautiful plaque to permanently display at your government office.
4. Award recipients will have their achievements highlighted more broadly through our social media channels, newsletter and via press release to the entire SILGA media network.

These awards are an opportunity for us to share best practices, to get others from local governments thinking outside the box, and to promote knowledge sharing amongst our members. It is our firm belief that our SILGA local governments continue to implement remarkable, unique projects that make their communities a better place to live time and time again. We want to make sure we share our successes as much as possible, so others might benefit.

From: AGLG Info AGLG:EX

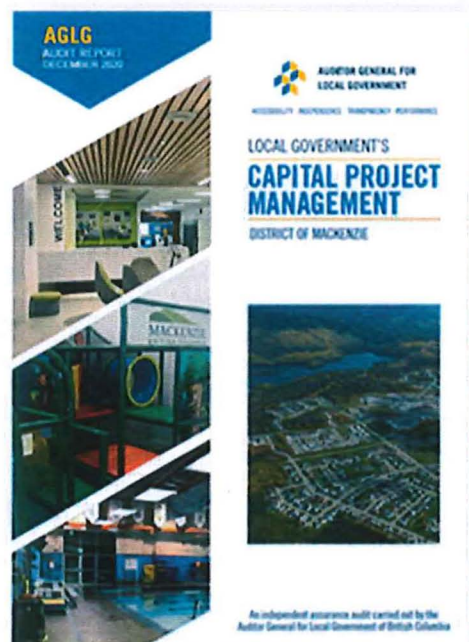
Sent: December-15-20 12:49 PM

To: AGLG Info AGLG:EX

Subject: AGLG releases Performance Audit Report on the District of Mackenzie



Office of the AGLG releases Performance
Audit Report on the District of Mackenzie



Local Government's

Capital Project Management

The report, released today, outlines our findings regarding the District of Mackenzie and its capital project management practices in the planning and delivery of the Mackenzie Recreation Centre Energy Retrofit and Community Hall upgrades project, phase 2.

There are 17 recommendations in this audit report, covering:

- strengthening capital project governance, risk management and reporting
- enhancing capital project budget, scope and schedule development and monitoring, procurement policy and compliance with it, financial controls and records management
- improving stakeholder engagement and developing a capital project close-out process

The result of our performance audit process is this report, which we urge you to read in full, as it identifies good practices that all local governments may incorporate into their own capital project management.

[View Audit Report »](http://www.aglg.ca/app/uploads/sites/26/2020/12/AG_Mackenzie-AuditReport_Dec-8-final.pdf)

http://www.aglg.ca/app/uploads/sites/26/2020/12/AG_Mackenzie-AuditReport_Dec-8-final.pdf

We welcome your feedback and comments.

Please email info@aglg.ca or visit our website at www.aglg.ca.

Auditor General for Local Government
Suite 201 10470-152nd Street Surrey, BC V3R 0Y3
Office: (604) 930-7100

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From: BC Provincial Commissioner
Sent: December-13-20 5:31 PM
To: Alan Harrison; Caylee Simmons
Subject: Guiding Lights Across BC - Feb 22 2021 - Salmon Arm

Dear City of Salmon Arm,

On behalf of Girl Guides of Canada's British Columbia Council, I am writing to ask for your support for girl empowerment in BC this February 22 by lighting up your local landmarks in the colour blue.

Every year on February 22, Girl Guides celebrate World Thinking Day, a day of international friendship. It is an opportunity to speak out on issues that affect girls and young women, celebrate the founding of Girl Guides, and be connected to the 10 million members around the world who are part of the Guiding movement.

Here in British Columbia, we have thousands of girls and women who are members of Girl Guides of Canada. We have Girl Guide programs in nearly every community in BC - including 5 groups in Salmon Arm this year - and our girls/volunteers light up their communities year-round through leadership, community service, and efforts to create *a better world, by girls*. Girls typically participate in annual Thinking Day activities held on/around February 22. Due to the impacts of COVID-19, our usual large gatherings, campfire singalongs, community events, special camps, and other activities are impacted, so this year will look different than usual.

For Thinking Day 2021, we will be celebrating in a way that is COVID-friendly, keeps our communities safe, and brings a smile to the faces of girls, families, volunteers, and the public: **Guiding Lights Across British Columbia**. This community initiative will light up outdoor landmarks, bridges, buildings, stadiums, and other illuminated locations, with blue lights, in celebration of the sisterhood of Guiding across BC and beyond, on February 22. Blue is the well-known colour of Girl Guides and girls/women in BC have worn their blue Girl Guide uniforms with pride for many generations.

We will be mobilizing our members to admire these lit-up sites in ways that comply with COVID-19 rules (both from public health authorities and Girl Guides' own member safety protocols) in effect at that time, posting photos on social media, emailing our members with info about how to participate, and more. We are excited for this open-air opportunity that will enable everyone to safely celebrate.

Our Girl Guide members and broader network of supporters would be thrilled to have your landmarks lit up as part of Guiding Lights Across British Columbia, and to highlight your participation as part of this province-wide event. Please contact us at bc-pc@girlguides.ca to confirm your ability to participate in this February 22, 2021 activity.

Thank you for your support for Guiding in BC!

Diamond Isinger
Provincial Commissioner (BC)
Girl Guides of Canada-Guides du Canada



December 17, 2020

To: Mayor & Council of Salmon Arm/City Council Approval

RE: 2021 Shuswap Ultra, hosted under Lewiston Ultra Events

I am forwarding Letter of Request to Mayor & Council of Salmon Arm for City Council Approval for the 2021 SHUSWAP ULTRA, hosted under Lewiston Ultra Events.

The Shuswap Ultra has been hosted in community since 2018, with the exception of 2020 due to COVID-19, and has been an enormous success for community, tourism, small businesses, runners, volunteers, etc. Thank you to The City of Salmon Arm for the generous use of Klahani Park, parking signs, sandbags, resources and for supporting the event.

In 2021, we will likely still be under COVID-19 restrictions and I am hoping to host the event over two days.

- Saturday September 25, 2021 will host Shuswap Ultra 60KM soloists to start in Klahani Park and finish at Hyde Mountain Golf Resort (similar to previous years)
- Sunday, September 26, 2021 will host Shuswap Ultra 10KM & 20KM participants to start and finish at Larch Hills Nordic Chalet.

The Shuswap Ultra will follow current Provincial COVID-19 Regulations/Restrictions and will host a staggered start, limited numbers, additional waiver, COVID-19 check list, revised ERP, etc if required.

I have maintained consistent and positive communication with all stakeholders; included are letters of support from Shuswap Tourism, Shuswap Trail Alliance, Salmon Arm Economic Development, Salmon Arm Chamber of Commerce, Sicamous Chamber of Commerce Downtown Salmon Arm & Larch Hills Nordic Society, for the 2021 event.

The Shuswap Ultra holds tenure permit and is in process of updating/amending to the new two day platform. The event would be capped at 200-300 racers per day and will include cut off times. Everyone would be off course by 7-8pm.

In 2021, I am hoping to have a similar set up at Klahani Park as we have had previously, with potential additions required due to COVID-19 (sanitization stations, physical distancing roping, etc.). Porta potties would be delivered early morning or the night before by Trigs Septic. I will approach the Ministry of Transportation (MOT) in the new year for use of the gravel pit as this allows more than enough room without displacing area residents and other users of the park. Racers, volunteers, etc would begin arriving at the park for 7am and majority of people will be cleared by 8:30-9am. There will be 1-2 volunteers on site thru the day to monitor parking. I will ensure the area is left as found, if not better. All race garbage will be removed when we clear the area at the end of the day. There will be no bussing of racers for 2021 and volunteer support may be limited.

I would like to request Klahani bathrooms be unlocked for 6:30am. I will ensure the bathrooms are left clear, clean and free of garbage before we leave the area.

I am also hoping to get a key for the South Canoe gate, a few days before the event, as well as approximately 8 'no parking' signs. I understand there are some residents in the area that do not appreciate on street parking and I will maintain a friendly neighbor relationship and respect these requests. The signs would remain in place, on the side of the road from the gravel pit to Klahani Park for the morning. They will be returned the Monday/Tuesday following the event.

Shuswap Search & Rescue, Luke Gubbels/Gord Bose, etc, are on board for the 2021 event.



Insurance will be maintained for 2021 and confirmation documents will be forwarded prior to the event.

It is an absolute honour to host this event in the Shuswap. I look forward to hearing from you and please let me know if further information is required.

In community,

Kara Leinweber, Owner/Race Director
Moose Mountain Trail Races & Shuswap Ultra
c/o The Lewiston Ultra Events
www.thelewistonultra.com
IG @thelewistonultraevents
FB @Lewiston Ultra Events Community
Twitter @LewistonUltra
587.899.7125

October 12, 2020

To Whom It May Concern,

Re: The Lewiston Ultra Event

The following community organizations are pleased to express our support for the Lewiston Ultra Event. Due to COVID-19, a modified event, The Shuswap Lewiston Ultra Run Alone Together, was held on July 21, 2020 and was an extremely successful event with very positive reviews.

The Shuswap region community organizations include, **Salmon Arm Economic Development Society, Shuswap Trail Alliance, Shuswap Tourism, Salmon Arm chamber of Commerce, Downtown Salmon Arm, and Sicamous Chamber of Commerce.**

As a planned annual event, The Lewiston Ultra has the potential to become an anchor tourism event in the Shuswap, attracting racers and families, as well as general spectators for multi-day stays. It is anticipated that this exciting event will provide significant economic contribution back to our region and province in the form of visitor spending. This initiative aligns with many community tourism goals including those within the Shuswap Tourism Strategy and Salmon Arm's Municipal and Regional District Tax (MRDT) Business plan of increasing sport tourism events - particularly in the off/shoulder season.

In addition to the important SMA charity component, other benefits of this event include the opportunity to:

- Showcase our well-established and maintained trail system;
- Market the Shuswap region for return tourist visits;
- Attract new residents and businesses;
- Support existing businesses through sports tourism revenue
- Add to the regions vibrancy through expanded activities for residents.

Collaboratively, we look forward to working with the Lewiston Ultra team through the planning, marketing, and implementation stages to ensure it is a well supported event; recognizing and understanding that 2021 event will comply with all Provincial COVID-19 guidelines and protocols. This is an important event for the community and we look forward to supporting it for many years to come.

Sincerely,


Salmon Arm Economic Development Society


Shuswap Tourism


Salmon Arm chamber of Commerce


Shuswap Trail Alliance


Sicamous Chamber of Commerce


Downtown Salmon Arm



Larch Hills Nordic Society
P.O. Box 218, Salmon Arm BC V1E 4N3
www.SkiLarchHills.bc.ca

November 8, 2020

Attn: Kara Kay Leinweber, Race Director, The Lewiston Ultra

Re: Lewiston Ultra Run – Larch Hills – September 2021

Dear Kara,

The Larch Hills Nordic Society is pleased to provide this letter acknowledging our support for the proposed Lewiston Ultra Run to be held within the Larch Hills Nordic ski area for a portion of the event in September 2021.

We have discussed with the Lewiston Ultra Organizing Committee that this event is to only take place with the approval of the BC Provincial Health Officer and must adhere to all Covid-19 safety protocols if the event is permitted to take place.

Please let us know if there is anything further we need to do to support this event. The Lewiston Ultra promises to be a great event again this year..

Sincerely,

Suzy Beckner

President

Larch Hills Nordic Society

cc Shuswap Trail Alliance

From: Kara Leinweber
Sent: Thursday, December 17, 2020 10:29 AM
To: Rob Niewenhuizen; Erin Jackson
Cc: Donna Flatman; Tom Peasgood
Subject: City Council Approval - 2021 Salty Dog Enduro

Good morning Erin, Good morning Rob,

On behalf of Salty Dog Enduro, I am forwarding request to Mayor & Council of Salmon Arm for City Council Approval for the 2021 Salty Dog Enduro hosted by the Shuswap Cycling Club, in partnership with Skookum Cycle & Ski.

The Salty Dog Enduro has been hosted in community for two decades, with the exception of 2020 due to COVID-19, and has been an enormous success for community, tourism, small businesses, riders, volunteers, etc. Thank you to The City of Salmon Arm for the generous use of Klahani Park, parking signs, resources and for supporting the event.

In 2021, we will likely still be under COVID-19 restrictions and are hoping to host a revised platform for the event:

- Hosted the weekend of May 14-16, riders will have an assigned time (staggered start) and leave approximately every minute. Riders will self seed fast to slow.
- Event will start at 8am & the last rider will go out at approximately 3pm.
- Finishers BBQ near Klahani park, riders do a drive through post ride for free burger, 20 year mug, etc.

The Salty Dog will follow current Provincial COVID-19 Regulations/Restrictions and will host a staggered start, limited numbers, additional waiver, COVID-19 check list, COVID specific ERP, etc if required.

We have maintained consistent and positive communication with all stakeholders; included is letter of support from Shuswap Tourism, Shuswap Trail Alliance, Salmon Arm Economic Development, Salmon Arm Chamber of Commerce, Sicamous Chamber of Commerce & Downtown Salmon Arm the 2021 event.

The Salty Dog holds tenure permit and is in process of updating/amending to a revised course that allows for a staggered start, physical distancing, etc. The event would be capped at 400 riders and will include cut off times. Everyone would be off course by 6-7pm.

In 2021, we are hoping to have a similar set up at Klahani Park as we have had previously, with possible additions required due to COVID-19 (sanitization stations, physical distancing roping, etc.). The Ministry of Transportation (MOT) will be contacted in the new year for use of the gravel pit as this allows more than enough room without displacing area residents and other users of the park. Riders, volunteers, etc would begin arriving at the park for 7am and majority of people will be cleared by 6-7pm. The area will be left as found, if not better. All race garbage will be removed when we clear the area at the end of the day. Volunteer support may be limited.

We would like to request Klahani bathrooms be unlocked for 6:30am & will ensure the bathrooms are left clear, clean and free of garbage before we leave the area.

We are hoping to get a key for the South Canoe gate, a few days before the event, as well as approximately 10-12 'no parking' signs. We understand there are some residents in the area that do not appreciate on street parking and we will maintain a friendly neighbor relationship and respect these requests. The signs would remain in place, on the side of the road from the gravel pit to Klahani Park for the duration of the event. They will be returned the Monday/Tuesday following the event.

Shuswap Search & Rescue, Luke Gubbels/Gord Bose, etc, are on board for the 2021 event.

Insurance will be maintained for 2021 and confirmation documents will be forwarded prior to the event.

It is an absolute honour to host this event. We look forward to hearing from you and please let us know if further information is required.

In community,

Kara Leinweber
Director, Salty Dog Enduro

October 12, 2020

To Whom It May Concern,

Re: Salty Dog Event

The following community organizations are pleased to express our support for the Salty Dog Event. The Salty Dog Event has been an important part of the community for 20 years. During the difficult time of COVID-19, the salty Dog Event adapted to a series of virtual races, ensuring community support and involvement was maintained.

The Shuswap region community organizations include, **Salmon Arm Economic Development Society, Shuswap Trail Alliance, Shuswap Tourism, Salmon Arm chamber of Commerce, Downtown Salmon Arm, and Sicamous Chamber of Commerce.**

This planned annual event, The Salty Dog event is an anchor tourism event in the Shuswap, attracting racers and families, as well as general spectators for multi-day stays. It is anticipated that this exciting event will provide significant economic contribution back to our region and province in the form of visitor spending. This initiative aligns with many community tourism goals including those within the Shuswap Tourism Strategy and Salmon Arm's Municipal and Regional District Tax (MRDT) Business plan of increasing sport tourism events – particularly in the off/shoulder season.

In addition to the important SMA charity component, other benefits of this event include the opportunity to:

- Showcase our well-established and maintained trail system;
- Market the Shuswap region for return tourist visits;
- Attract new residents and businesses;
- Support existing businesses through sports tourism revenue
- Add to the regions vibrancy through expanded activities for residents.

Collaboratively, we look forward to working with the Salty Dog team through the planning, marketing, and implementation stages to ensure it is a well supported event; recognizing and understanding that 2021 event will comply with all Provincial COVID-19 guidelines and protocols. This is an important event for the community and we look forward to supporting it for many years to come.

Sincerely,



Salmon Arm Economic Development Society


Salmon Arm chamber of Commerce


Sicamous Chamber of Commerce


Shuswap Tourism


Shuswap Trail Alliance


Downtown Salmon Arm

December 16, 2020

Premier John Horgan
Box 9041, STN PROV GOVT
Victoria, BC V8W 9E1

Selina Robinson, Minister of Finance
Email: Fin.Minister@gov.bc.ca

Adrian Dix, Minister of Health
P.O. Box 9050, STN PROV GOVT
Victoria, BC V8W 9E1

Katherine Conroy, MLA Kootenay West
Email: katrine.conroy.mla@leg.bc.ca

Re: Letter of Support for The Corporation of The City of Vernon

The City of Rossland Council, at their Regular meeting held on Monday December 14, 2020, passed the following resolution:

"WHEREAS cost is a significant barrier to people accessing contraception, particularly to people with low incomes, youth, and people from marginalized communities; and

WHEREAS providing free prescription contraception has been shown to improve health outcomes for parents and infants by reducing the risks associated with unintended pregnancy, and is likely to reduce direct medical costs on the provincial health system; and

WHEREAS contraceptive methods such as condoms or vasectomies are available at low cost, no cost, or are covered by BC's Medical Services Plan, whereas all contraceptive methods for people with uterus (such as birth control pills, intrauterine devices, or hormone injections) have high up-front costs, making access to contraception unequal and gendered;

THEREFORE, BE IT RESOLVED

THAT the City of Rossland write to the Provincial Minister of Finance, the Provincial Minister of Health, the Premier of BC, and the local MLA supporting universal no-cost access to all prescription contraception available in BC under the Medical Services Plan; and

THAT this letter be forwarded to all BC municipalities asking to write their support as well

CARRIED."

Thank you for your consideration.

Best Regards,

Kathy Moore,
Mayor



December 18, 2020

All UBCM Members
via email

Dear Colleagues:

Re: Overdose Crisis and Call for Overdose Action Plan

At the December 15, 2020, Regular Council meeting, Council passed the following resolution:

WHEREAS the opioid crisis is one of the largest public health emergencies of our lifetime, with a death about every two hours on average and a death toll of over 16,360 since 2016 (January 2016 to March 2020);

AND WHEREAS other countries have significantly reduced drug-related fatalities with reforms such as legal regulation of illicit drugs to ensure safe supply and decriminalization for personal use;

AND WHEREAS the federal government has indicated it is premature to discuss these measures until there are comprehensive supports for people to get well;

AND WHEREAS supports are needed, but measures that save lives are essential if people are to survive and access supports;

AND WHEREAS the Canadian Association of Chiefs of Police has stated that they agree the evidence suggests "decriminalization for simple possession as an effective way to reduce the public health and public safety harms associated with substance use", causing the Federal Health Minister to indicate the government is now "deliberating" over decriminalization;

AND WHEREAS the overdose crisis rages, showing few signs of abating;

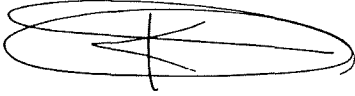
THEREFORE BE IT RESOLVED that Council:

- a) *request that the Government of Canada:*
 - i) *declare the overdose crisis a national public health emergency so that it is taken seriously and funded appropriately*
 - ii) *immediately seek input from the people most affected by this crisis and meet with provinces and territories to develop a comprehensive, Pan-Canadian overdose action plan, which includes comprehensive supports and full consideration of reforms that other countries have used to significantly reduce drug-related fatalities and stigma, such as legal regulation of illicit drugs to ensure safe supply of pharmaceutical alternatives to toxic street drugs, and decriminalization for personal use*

- b) *forward this motion to other BC municipalities and request they make a similar motion to ask the Government of Canada to address the overdose crisis*

On behalf of Council, thank you for your consideration in this regard.

Yours truly,

A handwritten signature in black ink, consisting of a large, loopy 'K' followed by 'C', all contained within an oval shape.

Ken Christian, Mayor
City of Kamloops

/cg

attachment

CITY OF KAMLOOPS

RESOLUTION FROM THE MINUTES OF A REGULAR MEETING OF THE MUNICIPAL COUNCIL OF THE CITY OF KAMLOOPS, HELD IN THE VALLEY FIRST LOUNGE, SANDMAN CENTRE, 300 LORNE STREET, KAMLOOPS, BC

RESOLVED:

That Council:

- a) request that the Government of Canada:
 - i) declare the overdose crisis a national public health emergency so that it is taken seriously and funded appropriately
 - ii) immediately seek input from the people most affected by this crisis and meet with provinces and territories to develop a comprehensive, Pan-Canadian overdose action plan, which includes comprehensive supports and full consideration of reforms that other countries have used to significantly reduce drug-related fatalities and stigma, such as legal regulation of illicit drugs to ensure safe supply of pharmaceutical alternatives to toxic street drugs, and decriminalization for personal use
- b) forward this motion to other BC municipalities and request they make a similar motion to ask the Government of Canada to address the overdose crisis

CARRIED.

I HEREBY CERTIFY that this is a true copy of a resolution from the minutes of a meeting of the Kamloops City Council held on the 15th day of December, 2020.

Dated at Kamloops, BC, this 18th day of December, 2020.



M. Mazzotta
Corporate Officer



親愛なるサーモンアーム市の皆様へ

朝夕冷え込む季節になりましたが、お元気でしょうか。

この度、広報「姉妹都市」No.26を発行しましたので、お送りいたします。ぜひ皆様でご覧ください。

受入れ、派遣事業が共に中止となり、会えない期間とても寂しく思います。いま、世界中の国々が苦境に立たされている時にはありますが、両市の友好は時を刻むように、止まることなく確かに進み続けています。この危機を共に乗り越え、サーモンアーム市の方々とまた再会できるその日が来ることを市民一同祈っています。

日増しに寒さがつのってまいります。カナダは雪が降り、厳しい季節になるかとは思いますが、お風邪などひかれませんよう、お気をつけください。

The mornings and nights are getting cold but we hope you are doing well.

The public relations magazine for our sister city exchange has been completed and will be sent to you. We featured our wonderful 30-year anniversary of the exchange program.

Please have a look and enjoy it.

We feel sad that we have not seen each other since all our exchange programs have been cancelled.

Although the world is in a difficult situation, our friendship has been marking the passage of time. We hope that the day we meet you again will come and we can overcome this crisis together.

It's freezing and might be harsh and cold in winter in Canada.

Please stay healthy.

Thank you,

Best regards,

■Inashiki Sister City Exchange Committee■



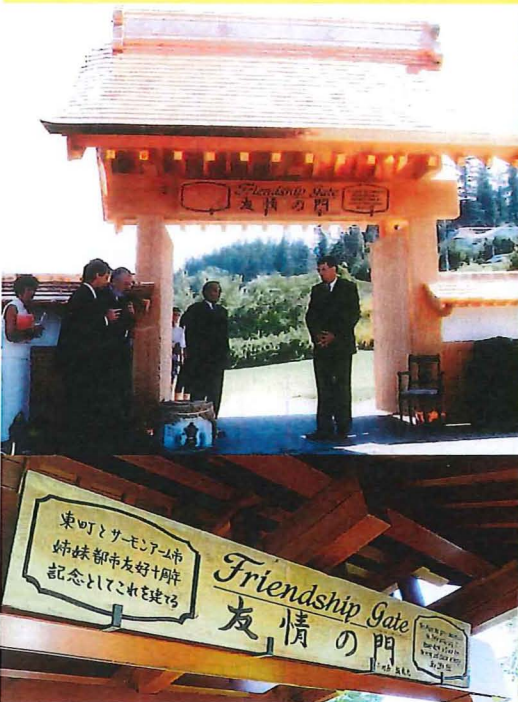
1570-1 Inuzuka, Inashiki, Ibaraki,
300-0595
Japan



姉妹都市

— 世界をつなぐ笑顔と勇気 —

No.26
2020.12



写真左上: 1998年7月25日 友情の門竣工式 (サーモンアーム市にて)
写真右下: 2002年3月30日 友情の家竣工式 (稲敷市にて)

— 令和3年度稲敷市親善大使海外派遣事業の中止のお知らせ —

■令和3年8月(2021.8)に予定していた派遣事業については、受入側となるサーモンアーム市と協議した結果、参加生徒及び受入家庭の健康と安全を最優先とし、中止することを決定しました。交流事業を楽しみにされていた皆様には大変申し訳ありませんが、ご理解いただきますようお願いいたします。詳しくは稲敷市役所 市民協働課 TEL029-892-2000 (代)へお問い合わせください。

1990

姉妹都市交流

東村姉妹都市調印

1998 友情の門竣工
1999 カナダ首相から
10周年を祝い親書が届く

2002 友情の家竣工

2005 カナディアンロッキー
絵画展 (横関新一氏)

2006 稲敷市姉妹都市調印式



▲1990.4.11
サーモンアーム市スミス市長夫妻が来村し、東村役場において調印書締結。

2002



▲2002.3.30
サーモンアーム市から「友情の門」の返礼として、カナディアンログハウスが建築される。



2006

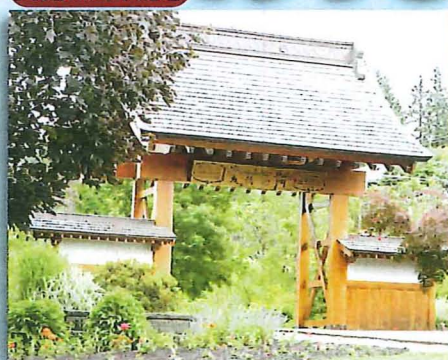
稲敷市・サーモンアーム市
姉妹都市提携 調印式典
Sister City Signing Ceremony



▲2006.3.27
2005年の町村合併により稲敷が誕生し、両市の新たな親交を束して調印式が行われる。高城長とマージ・ケンテル市長代行調印書にサインした。

1998

交流10周年記念



▲1998.7.25
東町より5名の技術者を派遣。日本式四脚門を建築し、友好の象徴としてサーモンアーム市へ贈呈。

交流15周年記念

2005



▲2005.2.1~13
横関新一氏作品によるカナディアンロッキー絵画展を開催。46点にも及ぶ作品を展示し、カナダの雄大な自然を紹介。



サーモンアーム市長からのメッセージ

稲敷市の皆様へ
皆様が訪れてくださった2019年の夏は、とても楽しかったです。生徒たちがお互いを理解し合い、強い友情で結ばれる様子を見て、この交流がとても価値のあるものと感じました。3月の交流を中止せざるを得なかったことは大変残念に思っています。参加予定者は皆、美しい稲敷市を訪れ再び友情を築くことを楽しみにしていました。今は世界的な感染が広がるさなかではありますが、永遠に続くものではありません。安全な渡航ができるようになり、またお会いすることを楽しみにしています。それまでの間、マクガイル湖公園にある「友情の門」を通りながら、皆さんのことを想い続けたいと思います。また会いましょう。

サーモンアーム市長 アラン・ハリソン



Greetings to our Inashiki Friends, We so enjoyed your visit to Salmon Arm in the summer of 2019. It was so rewarding to see all of the students getting to know each other, and to form strong friendships. We were terribly disappointed that we had to cancel our return exchange in March. Everyone was looking so forward to visiting your



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30年の歩み

2020

交流30周年

2010 「花水木」植樹

2011 「楓」植樹
東日本大震災
復興応援メッセージが届く2016 SISTER CITY EXCHANGE REUNION
(稲敷市歴代姉妹都市交流会)

交流20周年記念

2010



▲2010.8.18

姉妹都市交流委員会からの記念品として、友情の門脇に「花水木」を植樹。

2011

◀2011.3.25

サーモンアーム市から、「花水木」の返礼として、「楓」が友情の家脇に植樹される。



▶2011.4.4

サーモンアーム市から手作りの千羽鶴や心温まる励ましのメッセージなど、東日本大震災のお見舞いの品や義援金が贈られる。



稲敷市長あいさつ

サマ・サーモンアーム市と姉妹都市提携を結んで30年を迎えました。この間、多くの市民の皆様によって両市友好と信頼が深められ、中には本当の家族のような愛育されました。

この絆は、何ものにも代えがたい、両市が共有する財産であり、深く心に刻まれております。これまでの友好関係を支えて下さった多くの皆様の熱意とご尽力に心から敬意と感謝を申し上げます。世界規模で感染症が拡大するこの困難な時期をともに乗り越え、未来の平和と繁栄を築いていきたいと思います。



これまでの姉妹都市交流に携わった方々

姉妹都市提携以来、これまで延べ **1490人以上** (※) の方々が、派遣・受入事業により交流しています。

(※) ホストファミリーの家族の方々を含む。

■派遣 サーマンアーム市を訪れた青少年等 497人
■受入 稲敷市に訪れた青少年等 513人
来訪した青少年等の受入ホストファミリー 480家族

◀東村(町)▶青少年派遣13回・青少年受入13回・一般派遣5回
◀稲敷市▶青少年派遣11回・青少年受入10回

平成21年度派遣事業(新型インフルエンザ流行の影響を受け中止)



Mitch Pugh	友田 輪	Carter Lorenz	市川 瑛翔	Nyah Filipchuk	岡戸 星流
Isaac Ellis	塚本 未来也	Ryley Bracken	椎名 智士	Charise Moody	田谷 陽織
Matthew Huyter	根本 菜央	Charlie Kehl	馬場 悠成	Hailey White	小貫 真那
Maxwell Hearder		Cody Viik	新里 脩真	Caitlin Quilty	高城あかり
Gabriel Walsh	進藤 楓日	Ben Sui		Kaily Jeffrey	宮本 舞
Calyub Schoor	根本 聖己	Michael Fisher	高城 友徳	Ashlee McAvoy	井川 綾乃

2020年3月に予定していた受入事業は、新型コロナウイルス感染症感染拡大の影響を受け、中止となりました。ホストファミリーや関係者の皆さまには、受入れの準備や研修への参加並びにサーモンアーム市訪問団の方を歓迎する各種行事の準備にご協力をいただき、誠にありがとうございました。今後とも姉妹都市交流事業につきまして、皆さまのご協力をよろしくお願いいたします。

About SALMON ARM City ～サーモンアーム市ってこんなところ～

カナダ、ブリティッシュコロンビア州の南に位置するのどかな街がサーモンアーム市です。ロッキー山脈の南端の山々と、霞ヶ浦よりも広いシュースワップ湖に面しており、雄大な自然に満ちあふれています。

高さ10mに制限された町並みや、観光客を魅了する絵のように綺麗な景色、ごみひとつない環境づくり、広く区画された道路など、暮らしやすさに心配りがされています。

林業や農業を中心に栄えていましたが、近年では夏は湖でハウスボート、冬はスキーなどレジャー施設の充実した観光も、重要な産業となっています。東村（町）から始まった親善交流を契機に日本語教育も行われており、親日家も多い魅力的な街です。



面積：155.28km²
人口：17,706人
時差：16時間

新型コロナウイルス禍の中の事業

稲敷市姉妹都市交流委員会
会長 石井 道朗



世界中に拡大した新型コロナウイルス感染症。現在、その終息の兆しも見られず、三密を避け、ソーシャルディスタンスを保ち、マスクをし、自粛生活をしているところです。

このような中、本委員会では諸事業の見直しと工夫をし、活動をしてまいりました。

その一つ目は、総会の代案として、会員の書面決議による活動内容並びに予算案の承認でした。

二つ目は、今年3月の第11回サーモンアーム市親善訪問団の受入れ事業です。両国のコロナウイルス感染症の状況により中止せざるを得ませんでした。今回の事業に早くからホストファミリーを引き受けいただきましたご家族の皆様方に心からお詫び申し上げます。今後も、このような機会がありましたならこれに懲りずにご協力賜りますようお願い申し上げます。

三つ目は、広報紙の発行です。役員の皆様方にご意見をいただき、「これまでの歩み」を振り返り、事業の継続発展を確認することとし皆様に配布いたしました。ご覧ください。

最後に、2021年からの事業につきましては、市当局の運営方針に従い、会員一同一丸となり交流事業を支援していきたいと思っております。

親善大使海外派遣事業及び親善訪問団受入の日程について

	派遣	受入
令和3年度	中止	2022年3月予定
令和4年度	なし	なし
令和5年度	2023年8月予定	2024年3月予定
令和6年度	なし	なし

派遣事業における個人負担について

親善大使海外派遣事業の派遣費用は、概ね30万円です。派遣費用の半分（上限額15万円）は稲敷市より補助されますので、実質約15万円程度の個人負担となります。

※新型コロナウイルス感染症等の影響により日程の変更、中止となる場合があります。

— INFORMATION —

会員募集！あなたも国際交流しませんか？

稲敷市姉妹都市交流委員会

親善大使海外派遣事業や親善訪問団受入事業など、稲敷市が実施する姉妹都市（サーモンアーム市）との幅広い活動に協力し、交流活動を展開しています。

○姉妹都市交流事業の詳細は
稲敷市ホームページをご覧ください

問合せ・申込は
『市民協働課内事務局』
029-892-2000(代)まで

稲敷市 姉妹都市交流 検索

編集後記

11年前の新型インフルエンザ、9年前の東日本大震災の時と、今までにも交流を取りやめにせざるを得ない年がありました。今回は新型コロナウイルスの感染拡大です。世界的な歴史とともに歩んできたわけですが、それでもサーモンアーム市と稲敷市の友情は途切れることなく、紡がれてきています。今回のことにおいても、少々時間はかかるかもしれませんが、友情の絆は、きっとま