

1. February 14, 2022 - Agenda And Correspondence

Documents:

[FEBRUARY 14, 2022 - AGENDA.PDF](#)  
[FEBRUARY 14, 2022 - CORRESPONDENCE.PDF](#)  
[FEBRUARY 14, 2022 - ITEM 12.1.10 - ADDITIONAL INFORMATION.PDF](#)  
[FEBRUARY 14, 2022 - LATE ITEM 12.1.20.PDF](#)  
[FEBRUARY 14, 2022 - LATE ITEM 22.4.PDF](#)

1.I. February 14, 2022 - Late Items 22.1 And 22.4

Documents:

[FEBRUARY 14, 2022 - LATE ITEM 22.1 \(JOHNSON\).PDF](#)  
[FEBRUARY 14, 2022 - LATE ITEM 22.4 ADDENDUM.PDF](#)  
[FEBRUARY 14, 2022 - LATE ITEM 22.1 \(BICKFORD\).PDF](#)



## **AGENDA**

### **City of Salmon Arm Regular Council Meeting**

**Monday, February 14, 2022  
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***

<b>Page #</b>	<b>Item #</b>	<b>Description</b>
	1.	CALL TO ORDER
1 – 2	2.	IN-CAMERA SESSION
	3.	ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY <i>We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.</i>
	4.	ADOPTION OF AGENDA
	5.	DISCLOSURE OF INTEREST
	6.	CONFIRMATION OF MINUTES
3 – 14	1.	Regular Council Meeting Minutes of January 24, 2022
	7.	COMMITTEE REPORTS
15 – 20	1.	Development and Planning Services Committee Meeting Minutes of February 7, 2022
21 – 24	2.	Social Impact Advisory Committee Meeting Minutes of January 21, 2022
25 – 28	3.	Active Transportation Task Force Meeting Minutes of February 7, 2022
	8.	COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE
29 – 36	1.	Board in Brief – January 2022
	9.	STAFF REPORTS
37 – 40	1.	Chief Financial Officer – Court of Revision
41 – 48	2.	Chief Financial Officer – Property Taxation and Tax Multiples



9. **STAFF REPORTS - continued**
  - 49 – 54 3. Acting Chief Administrative Officer – Social Impact Advisory Committee Terms of Reference – New Member
  - 55 – 58 4. Acting Chief Administrative Officer – Avon Parking Lot Lease
  - 59 – 62 5. Director of Engineering & Public Works – Purchase Recommendation for Replacement of Unit #934 – Municipal Tractor
  - 63 – 66 6. Director of Engineering & Public Works – Purchase Recommendation for Replacement of Unit #827 – Walker Zero Turn Mower
  - 67 – 70 7. Director of Engineering & Public Works – Zone 2 Pump Station Replacement – Design Service Award
  - 71 - 72 8. Director of Development Services – Liquor Licensing & Street Side Patios
10. **INTRODUCTION OF BYLAWS**
  - 73 - 78 1. City of Salmon Arm Fee for Service Amendment Bylaw No. 4497 [Water Meter Rates] – First, Second and Third Readings
  - 79 - 88 2. City of Salmon Arm Zone 5 Booster Station Loan Authorization Bylaw No. 4502 – First, Second and Third Readings
11. **RECONSIDERATION OF BYLAWS**
  - 89 – 92 1. City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4495 – Final Reading
12. **CORRESPONDENCE**
  - 93 - 94 1. Informational Correspondence
  - 95 - 96 2. L. Fitt, Manager, Salmon Arm Economic Development Society – letter dated February 2, 2022 - MRDT Wayfinding Signage Project
13. **NEW BUSINESS**
  - 97 – 98 1. Marina Lease, Sub-Lease and Operation
14. **PRESENTATIONS / DELEGATIONS**
15. **COUNCIL STATEMENTS**
16. **SALMON ARM SECONDARY YOUTH COUNCIL**
17. **NOTICE OF MOTION**
18. **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**
19. **OTHER BUSINESS**
20. **QUESTION AND ANSWER PERIOD**

**7:00 p.m.**

<b>Page #</b>	<b>Item #</b>	<b>Description</b>
	<b>21.</b>	<b>DISCLOSURE OF INTEREST</b>
	<b>22.</b>	<b>HEARINGS</b>
99 – 114	1.	Development Variance Permit Application No. VP-542 [Cockrill, E. & Weed, J./Gentech Engineering Inc.; 2391 26 Avenue NE; Servicing requirements]
115 – 128	2.	Development Variance Permit Application No. VP-546 [Brindley, T. & Schroers, P.; 3860 Lakeshore Road NE; Maximum parcel coverage]
129 – 142	3.	Development Variance Permit Application No. VP-545 [R.P. Johnson Construction Ltd.; 360 Trans Canada Highway SW; Off Street Parking and Loading Spaces]
143 – 172	4.	Development Variance Permit Application No. VP-541 [Dobie, J. & S./Lawson Engineering Ltd.; 821 60 Street NW; Servicing requirements]
	<b>23.</b>	<b>STATUTORY PUBLIC HEARINGS</b>
	<b>24.</b>	<b>RECONSIDERATION OF BYLAWS</b>
	<b>25.</b>	<b>QUESTION AND ANSWER PERIOD</b>
173 – 174	<b>26.</b>	<b>ADJOURNMENT</b>

**THIS PAGE INTENTIONALLY LEFT BLANK**

Item 2.

## CITY OF SALMON ARM

Date: February 14, 2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

- a) THAT: pursuant to Section 90(1) (c) labour relations or other employee relations and (d) the security of the property of the municipality; 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

THIS PAGE INTENTIONALLY LEFT BLANK

Item 6.1

## CITY OF SALMON ARM

Date: February 14, 2022

Moved: Councillor Lindgren

Seconded: Councillor Lavery

THAT: the Regular Council Meeting Minutes of January 24, 2022, 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 of City Hall 500 – 2 Avenue NE and by electronic means, at 1:00 p.m. and reconvened at 2:30 p.m. on Monday, January 24, 2022.

### PRESENT:

Mayor A. Harrison  
Councillor T. Lavery (participated remotely)  
Councillor S. Lindgren (participated remotely)  
Councillor L. Wallace Richmond  
Councillor D. Cannon (participated remotely) (left the meeting at 1:41 p.m.)

Acting Chief Administrative Officer/ Director of Corporate Services E. Jackson  
Director of Engineering and Public Works R. Niewenhuizen  
Chief Financial Officer C. Van de Cappelle  
Senior Planner C. Larson  
Recorder B. Puddifant (participated remotely)

### ABSENT:

Councillor K. Flynn  
Councillor C. Eliason

#### 1. CALL TO ORDER

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

#### 2. IN-CAMERA SESSION

0017-2022                      Moved: Councillor Wallace Richmond  
                                      Seconded: Councillor Lavery  
                                      THAT: pursuant to Section 90(1) (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; and (g) litigation or potential litigation affecting the municipality 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 1:55 p.m.  
Council recessed until 2:30 p.m.

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

#### 3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

4. REVIEW OF AGENDA

Addition of Item 9.2 – Acting Chief Administrative Officer – UBCM Poverty Reduction Planning & Action Program Grant Application – Stream 2

Addition of Item 9.3 – Acting Chief Administrative Officer – Animal Control Services Contract

Addition of Item 12.2 – R. Parenteau, City of Salmon Arm Grants-in-Aid Committee, Shuswap Community Foundation – letter dated January 21, 2022 – Grants-in-Aid

5. DISCLOSURE OF INTEREST

6. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of January 10, 2022

0018-2022

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting Minutes of January 10, 2022, be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of January 17, 2022

0019-2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee Meeting Minutes of January 17, 2022, be received as information.

CARRIED UNANIMOUSLY

2. Environmental Advisory Committee Meeting Minutes of January 14, 2022

0020-2022

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the Environmental Advisory Committee Meeting Minutes of January 14, 2022, be received as information.

CARRIED UNANIMOUSLY

3. Community Heritage Commission Meeting Minutes of January 10, 2022

0021-2022

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: the Community Heritage Commission Meeting Minutes of January 10, 2022, be received as information.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS - continued

4. Downtown Parking Commission Meeting Minutes of January 18, 2022

0022-2022

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the Downtown Parking Commission Meeting Minutes of January 18, 2022, be received as information.

CARRIED UNANIMOUSLY

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

9. STAFF REPORTS

1. Acting Chief Administrative Officer – Property Disposition 5920 Auto Road SE

0023-2022

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the Mayor and Corporate Officer be authorized to execute the Contract of Purchase and Sale with Northern Plastics Ltd. for the disposition of property legally described as Lot 1, Section 5, Township 20, Range 9, W6M, KDYD, Plan 42507 Except Plan EPP59942 for \$220,000.00 plus applicable taxes, subject to Community Charter advertising requirements.

CARRIED UNANIMOUSLY

2. Acting Chief Administrative Officer – UBCM Poverty Reduction Planning & Action Grant Application – Stream 2

0024-2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: Council authorize the submission of a grant application under the UBCM Poverty Reduction Planning & Action Program Stream 2 –Poverty Reduction Action to undertake an awareness campaign to reduce stigma around poverty and promote social inclusion, and agree to provide overall grant management.

CARRIED UNANIMOUSLY

3. Acting Chief Administrative Officer – Animal Control Services Contract

0025-2022

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: Council award the Animal Control Services Contract to Commissionaires BC for a two (2) year term from February 1, 2022 to January 31, 2024.

CARRIED

Councillor Lindgren Opposed

10. INTRODUCTION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4489 [ZON-1227; McCaffrey, A.; 6821 46 Street NE; R-1 to R-8] – First and Second Readings

0026-2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4489 be read a first and second time;

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

- 1) Registration of a Statutory Right of Way as required by BC Hydro; and
- 2) Approval by the Ministry of Transportation and Infrastructure.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4495 – First, Second and Third Readings

0027-2022

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4495 be read a first, second and third time.

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Fee for Service Amendment Bylaw No. 4491 [Airport User Fees] – Final Reading

0028-2022

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4491 be read a final time.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE

1. Informational Correspondence

5. I. Lee, BC Public Relations and Communications Advisor, BC Council, Girl Guides of Canada – email dated January 6, 20-22 – Guiding Lights across BC – February 22, 2022

0029-2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: Council authorize the installation of blue lights at City Hall on February 22, 2022 in participation of Guiding Lights Across British Columbia.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE - continued

2. R. Parenteau, City of Salmon Arm Grants-in-Aid Committee, Shuswap Community Foundation – letter dated January 21, 2022

0030-2022

Moved: Mayor Harrison

Seconded: Councillor Lindgren

THAT: Council authorize the Shuswap Community Foundation's Grants-in-Aid adjudication Committee to hold a second intake of applications with a deadline of May 15, 2022.

CARRIED UNANIMOUSLY

13. NEW BUSINESS

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

1. Councillors Lindgren and Lavery – Living Wage

0031-2022

Moved: Councillor Lindgren

Seconded: Councillor Lavery

WHEREAS: a Living Wage is the hourly rate needed for two working adults to meet the basic needs of a family of four in order to meet the basic costs of living – food, clothing, accommodation, transportation and childcare in the community they reside in;

AND WHEREAS: a Living Wage has been studied and recommendations made for various regions of BC and Canada;

AND WHEREAS: many local governments are champions for fair Living Wages for their direct employees and contracted suppliers;

THEREFORE BE IT RESOLVED THAT: the City of Salmon Arm consider becoming a Living Wage Employer; committing to a living wage for direct employees and requiring the same for specified contracted workers;

19. OTHER BUSINESS - continued

1. Councillors Lindgren and Lavery - Living Wage - continued

AND THAT: staff report back by June 15, 2022 on the implementation options and implications of a Living Wage policy for both direct employees and specified contracted services occurring on city premises and properties; to take effect on January 1, 2023.

CARRIED UNANIMOUSLY

14. PRESENTATIONS

1. Staff Sergeant West, Salmon Arm RCMP Detachment - Quarterly Policing Report October to December 2021

Staff Sergeant West, Salmon Arm RCMP Detachment, provided an overview of the quarterly policing reports from October to December 2021. He was available to answer questions from Council.

20. QUESTION AND ANSWER PERIOD

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

The Meeting recessed at 3:42 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

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

Acting Chief Administrative Officer/ Director of Corporate Services E. Jackson  
Director of Engineering and Public Works R. Niewenhuizen  
Senior Planner C. Larson  
Recorder B. Puddifant

ABSENT:

Councillor D. Cannon  
Councillor K. Flynn

21. DISCLOSURE OF INTEREST



**22. HEARINGS**

1. Development Variance Permit Application No. VP-544 [Bernard, R.; 870 10 Street NE; Setback requirements]

0032-2022

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: Development Variance Permit No. VP-544 be authorized for issuance for Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP104309 to vary Zoning Bylaw No. 2303 as follows:

1. Section 13.12.4 – Exterior Side Parcel Line Setback reduction from 6.0 m to 3.0 m to facilitate construction of an attached garage addition to the existing single family dwelling.

The Senior Planner explained the proposed Development Variance Permit Application.

R. Bernard, 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 7:05 p.m. and the Motion was:

CARRIED UNANIMOUSLY

2. Development Permit Application No. DP-436 [Aviator Business Park Inc.; 3601 20 Avenue SE; Industrial]

0033-2022

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: Development Permit No. DP-436 be authorized for issuance for Lot 15, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1230 Except Plan KAP83094 in accordance with the drawings attached as Appendix 2 to the Staff Report dated January 7, 2022;

AND THAT: Issuance of DP-436 be withheld subject to the following:

1. Receipt of a security deposit in the amount of 125% of a landscaper's estimate for completion of the approved landscaping plan.

The Senior Planner explained the proposed Development Permit Application.

J. Nielson, Aviator Business Park Inc., the applicant, outlined the application and was available to answer questions from Council,

Submissions were called for at this time.

22. HEARINGS - continued

2. Development Permit Application No. DP-436 [Aviator Business Park Inc.; 3601 20 Avenue SE; Industrial] - continued

A. Smart, 3581 20 Avenue SE outlined concerns relating to fencing and business types operating in this space.

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

CARRIED UNANIMOUSLY

23. STATUTORY PUBLIC HEARINGS

1. Zoning Amendment Application No. ZON-1226 [Hanson, G. & G.; 1020 17 Avenue SE; R-1 to R-8]

The Senior Planner explained the proposed Zoning Amendment Application.

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

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:18 p.m. and the next item ensued.

2. Land Use Contract Termination No. LUC P1971 [Canoe Creek Estates]

The Senior Planner explained the proposed Land Use Contract Termination.

Submissions were called for at this time.

J. Piot, 5231 67 Avenue NE requested clarification on who would benefit from this application, how will this application affect property assessments and property taxes, why the property was not originally zoned R-6 and will the existing property sizes be grandfathered.

M. Stephenson, 6771 51 Street NE expressed concerns with how this application could affect the strata lots with stick built homes and clarified that Canoe Creek Estates is a bare land strata development

J. Piot, 5231 67 Avenue NE requested a letter from the City to confirm that BC Assessment has provided the City with assurances that the application will not have an effect on property assessment

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:40 p.m. and the next item ensued.

23. STATUTORY PUBLIC HEARINGS - continued

3. Zoning Amendment Application No. ZON-1225 [Canoe Creek Estates; R-1 to R-6] See item 23.2 for Staff Report]

The Senior Planner explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:42 p.m. and the next item ensued.

4. Mobile Home Park Amendment Application [Canoe Creek Estates lot sizes] See item 23.2 for Staff Report]

The Senior Planner explained the proposed Mobile Home Park Bylaw Amendment Application.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:43 p.m.

24. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. [Hanson, G. & G.; 1020 17 Avenue SE; R-1 to R-8] - Third and Final Readings

0034-2022

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4488 be read a third and final time.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Land Use Contract Termination Bylaw No. 4485 [Canoe Creek Estates] - Third Reading

0035-2022

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Land Use Contract Termination Bylaw No. 4485 be read a third time.

CARRIED UNANIMOUSLY

24. RECONSIDERATION OF BYLAWS - continued

3. City of Salmon Arm Zoning Amendment Bylaw No. 4486 [Canoe Creek Estates; R-1 to R-6] – Third Reading

0036-2022

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: The bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4486 be read a third time.

CARRIED UNANIMOUSLY

4. City of Salmon Arm Mobile Home Park Amendment Bylaw No. 4487 [Text Amendment; Canoe Creek Estates lot sizes] – Third Reading

0037-2022

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Mobile Home Park Amendment Bylaw No. 4487 be read a third time.

CARRIED UNANIMOUSLY25. QUESTION AND ANSWER PERIOD

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

21. ADJOURNMENT

0038-2022

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of January 24, 2022, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:49 p.m.

CERTIFIED CORRECT:

Adopted by Council the      day of      , 2022.

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

THIS PAGE INTENTIONALLY LEFT BLANK

Item 7.1

## CITY OF SALMON ARM

Date: February 14, 2022

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee Meeting Minutes of February 7, 2022 be received as information.

### Vote Record

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

Opposed:

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



## **DEVELOPMENT AND PLANNING SERVICES COMMITTEE**

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held in Council Chambers, City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, and by electronic means on Monday, February 7, 2022.

### **PRESENT:**

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

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

### **ABSENT:**

Councillor D. Cannon

#### **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**

Councillor Lindgren left the meeting at 8:02 a.m. and returned at 8:03 a.m.

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

Councillor Flynn declared a conflict with Item 5.4 as the applicant is a client of his firm.

#### **5. REPORTS**

1. **Development Variance Permit Application No. VP-542 [Cockrill, E. & Weed, J./Gentech Engineering Inc.; 2391 26 Avenue NE; Servicing requirements]**

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-542 be authorized for issuance for Lot 4, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1500 Except Plan 1948 to vary

5. REPORTS - continued

1. Development Variance Permit Application No. VP-542 [Cockrill, E. & Weed, J./Gentech Engineering Inc.; 2391 26 Avenue NE; Servicing requirements] - continued

Section 4.0 (Works and Services Requirements) of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Waive the requirement to install frontage works along the proposed new parcel (Proposed Lot 1) in exchange for a cash-in-lieu payment; and
2. Defer the requirement to install frontage works along the proposed remainder parcel until time of future subdivision.

AND THAT: Council support the motion subject to:

1. Receipt of a cash-in-lieu payment for the extension of the 25 Street NE water main to the south parcel boundary; and
2. Registration of a Land Title Act Section 219 Covenant stipulating no further development or subdivision of the proposed remainder parcel until fully serviced to City Bylaw standards.

B. Hillson, Gentech Engineering Inc., agent for the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

2. Development Variance Permit Application No. VP-546 [Brindley, T. & Schroers, P.; 3860 Lakeshore Road NE; Maximum parcel coverage]

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-546 be authorized for issuance for Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan 26407 to vary Zoning Bylaw No. 2303 as follows:

1. Section 6.7 – Maximum Parcel Coverage increase from 10% to 12% for all accessory buildings in order to facilitate construction of a detached carport.

E. Sutherland, Jaryn Construction, agent for the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

5. REPORTS - continued

3. Development Variance Permit Application No. VP-545 [R.P. Johnson Construction Ltd.; 360 Trans Canada Highway SW; Off Street Parking and Loading Spaces]

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-545 be authorized for issuance for Lot A, Section 14, Township 20, Range 10, W6M, KDYD, Plan 43112 to vary Zoning Bylaw No. 2303 as follows:

1. Section 21.9/Appendix I – Off Street Parking and Loading Spaces – Table A1-1 – Reduce the number of required off-street parking spaces from 689 to 645.

CARRIED UNANIMOUSLY

Councillor Flynn declared a conflict and left the meeting at 8:24 a.m.

4. Development Variance Permit Application No. VP-541 [Dobie, J. & S./Lawson Engineering Ltd.; 821 60 Street NW; Servicing requirements]

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-541 be authorized for issuance for Lot 2, Section 17, Township 20, Range 10, W6M, KDYD, Plan 33563 to vary Section 4.8.1, Subdivision and Development Servicing Bylaw No. 4163, as follows:

1. Waive the upgrading of the west side of 60 Street NW along the frontage of the parcel boundary to an interim Rural Paved Collector Road Standard (RD-8), including installation of an asphalted 1.5m wide bike lane and 1.25m wide shoulder and drainage ditch, and;
2. Waive the upgrading of 8 Avenue NW to a Rural Local Road Standard (RD-7) to the driveway location for Proposed Lot 1, including road dedication of 4.971m, construction of a cul-d-sac at the end of 8 Avenue NW and 65 Street NW and completion of the road surface to gravel. A 100% cash-in-lieu contribution for that portion of 8 Avenue NW along the frontage of Proposed Lot 1 beyond the driveway to the rear parcel line.

AND THAT: Council support a reduction in service level for 8 Avenue NW, reducing the road classification to 'private driveway', requiring the maintenance of the road the responsibility of the adjacent property owners.

A. Waters, Lawson Engineering Ltd., agent for the applicant, and S. Dobie, the applicant, outlined the application and were available to answer questions from the Committee.

5. REPORTS - continued

4. Development Variance Permit Application No. VP-541 [Dobie, J. & S./Lawson Engineering Ltd.; 821 60 Street NW; Servicing requirements] - continued

The motion was split:

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: Development Variance Permit No. VP-541 be authorized for issuance to vary Section 4.8.1., Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Waive the requirement to upgrade the west side of 60 Street NW along the frontage of the parcel boundary to an Interim Rural Paved Collector Road Standard (RD-8), including installation of an asphalted 1.5m wide bike lane and 1.25m wide shoulder and drainage ditch.

CARRIED UNANIMOUSLY

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: Waive the upgrading of 8 Avenue NW to a Rural Local Road Standard (RD-7) to the driveway location for Proposed Lot 1, including road dedication of 4.971m, construction of a cul-de-sac at the end of 8 Avenue NW and 65 Street NW and completion of the road surface to gravel. A 100% cash-in-lieu contribution for that portion of 8 Avenue NW along the frontage of Proposed Lot 1 beyond the driveway to the rear parcel line;

AND THAT: Council support a reduction in service level for 8 Avenue NW, reducing the road classification to 'private driveway', requiring the maintenance of the road the responsibility of the adjacent property owners.

Amendment:

Moved: Councillor Eliason

Seconded: Councillor Lavery

2. Reduce the required road dedication along the 8 Avenue NW frontage from 4.971m to 3.971m, allowing for an ultimate road right of way of 18.0m. Upgrading of 8 Avenue NW to an RD-11 standard.

CARRIED UNANIMOUSLY

Motion as amended:

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 9:00 a.m.

6. FOR INFORMATION

1. Dog Licences – Early Payment Discount Deadline

Received for information.

7. CORRESPONDENCE

8. ADJOURNMENT

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee meeting of February 7, 2022, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:05 a.m.

---

Mayor Alan Harrison  
Chair

Minutes received as information by Council  
at their Regular Meeting of , 2022.

Item 7.2

## CITY OF SALMON ARM

Date: February 14, 2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Social Impact Advisory Committee Meeting Minutes of January 21, 2022 be received as information.

### Vote Record

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

Opposed:

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



# CITY OF SALMON ARM

Minutes of the Social Impact Advisory Committee meeting held electronically on Friday, January 21, 2022, at 10:00 a.m.

## PRESENT:

Councillor Louise Wallace Richmond	City of Salmon Arm, Chair
Dawn Dunlop	Canadian Mental Health Association
Paige Hilland	Shuswap Area Family Emergency (SAFE) Society
Kristy Smith	Okanagan Regional Library
Kim Sinclair	Aspiral Youth Partners
Jo-Anne Crawford	Shuswap Association for Community Living
David Parmenter	Interior Health Association-Mental Health
Erin Jackson	City of Salmon Arm
B. Puddifant	City of Salmon Arm, Recorder

## ABSENT:

Patti Thurston	Shuswap Family Centre
Tim Gibson	Shuswap Children's Association
Jen Gamble	Shuswap Immigrant Services

## GUESTS:

Chiara Dentrey	Seniors Resource Centre
----------------	-------------------------

The meeting was called to order at 10:05 a.m.

1.     **Introductions**
  
2.     **Acknowledgement of Traditional Territory**  
*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.     **Presentations**
  
4.     **Approval of Agenda and Additional Items**

Moved: Kim Sinclair

Seconded: Dawn Dunlop

THAT: the Social Impact Advisory Committee Meeting Agenda of January 21, 2022, be approved as circulated.

**CARRIED UNANIMOUSLY**

5. **Approval of Minutes of November 19, 2021 Social Impact Advisory Committee Meeting**

Moved: Kristy Smith

Seconded: Paige Hilland

THAT: the minutes of the Social Impact Advisory Committee Meeting of November 19, 2021 be approved as circulated.

**CARRIED UNANIMOUSLY**

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

a) **New Intake for Poverty Reduction Planning & Action**

Councillor Wallace Richmond outlined the recent intake for the Poverty Reduction Planning and Action Provincial grant and spoke regarding the participation that may be required from local social agencies. Erin Jackson spoke regarding the logistics of the timeline for the application for the \$50,000.00 grant as well as the importance of identifying a project that would support the SPARC BC report recommendations.

Moved: Kim Sinclair

Seconded: Dawn Dunlop

THAT: the Committee support the application for a Stream 2, \$50,000.00 single applicant grant with the proposal based on the impact study conducted by SPARC BC in consultation with the Committee.

**CARRIED UNANIMOUSLY**

b) **Volunteer Bureau discussion**

Chiara Dentrey outlined the support that she has received to establish a volunteer bureau and the agreement of the Board of the Seniors Resource Centre to have the Volunteer Bureau located at the Seniors Resource Centre.

7. **New Business**

a) **Committee membership - Seniors Group**

Councillor Wallace Richmond discussed the benefits of having a representative from a Seniors Group included in the membership of the Committee.

Moved: Jo-Anne Crawford

Seconded: Dawn Dunlop

THAT: the Committee supports revising the Terms of Reference of the Committee to include a representative from the Seniors Resource Centre.

**CARRIED UNANIMOUSLY**

8. Other Business &/or Roundtable Updates

9. Next meeting – Friday, February 18, 2022 at 10:00 a.m.

10. Adjournment

Moved: Dawn Dunlop

Seconded: Jo-Anne Crawford

THAT: the Social Impact Advisory Committee Meeting of January 21, 2022 be adjourned.

**CARRIED UNANIMOUSLY**

The meeting adjourned at 10:50 a.m.

---

Councillor Louise Wallace Richmond, Chair

Minutes received as information by Council at their Regular Meeting of  
, 2022.

Item 7.3

## CITY OF SALMON ARM

Date: February 14, 2022

Moved: Mayor Harrison

Seconded: Councillor Lavery

THAT: the Active Transportation Task Force Meeting Minutes of February 7, 2022, 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, February 7, 2022 at 10:00 a.m.

### PRESENT:

Mayor Alan Harrison	City of Salmon Arm, Chair
Councillor Tim Lavery	City of Salmon Arm, Chair
Joe Johnson	Greenways Liaison Committee
Blake Lawson	Citizen at Large
Camilla Papadimitropoulos	Citizen at Large
Gary Gagnon	Citizen at Large
Steve Fabro	Citizen at Large
Phil McIntyre-Paul	Shuswap Trail Alliance
David Major	Shuswap Cycling Club
Craig Newnes	Downtown Salmon Arm
Anita Ely	Interior Health
Lana Fitt	Salmon Arm Economic Development Society
Jen Wilson	City of Salmon Arm, City Engineer
Chris Larson	City of Salmon Arm, Senior Planner
Barb Puddifant	City of Salmon Arm, Recorder

### ABSENT:

Louis Thomas	Adams Lake Indian Band
Marianne VanBuskirk	Councillor, Neskonlith Indian Band
Paige Hilland	School District No. 83
Kathy Atkins	Social Impact Advisory Committee
	Citizen at Large

### GUESTS:

Jen Bellhouse	Shuswap Trail Alliance
Cecilia Jaques	City of Nelson
Glenys Verhulst	City of Nelson

The meeting was called to order at 10:01 a.m.

#### 1. Call to Order, Introductions and Welcome

#### 2. Acknowledgement of Traditional Territory

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

#### 3. Approval of Agenda and Additional Items

Moved: Steve Fabro

Seconded: Gary Gagnon

THAT: the Agenda for the February 7, 2022 Active Transportation Task Force Meeting be approved as circulated.

CARRIED UNANIMOUSLY

**4. Approval of minutes from December 6, 2021**

Moved: Joe Johnson

Seconded: Steve Fabro

THAT: The minutes of the Active Transportation Committee Meeting of December 6, 2021 be approved.

CARRIED UNANIMOUSLY

**5. Presentations**

Cecilia Jaques, Climate and Energy Advisor, City of Nelson and Glenys Verhulst, Sustainability Planner, District of Saanich spoke regarding E-bike programs in their respective communities and were available to answer questions from the Task Force.

**6. Old Business / Arising from Minutes****7. Sub-Group Updates**

a) RFP sub-group - no update

b) Interim Ideas Sub-Group - no update

c) C. Larson, Senior Planner, City of Salmon Arm - Request for Proposal update

Chris Larson provided an update on the status of the RFP posted in December, 2021. The bidding time frame has now ended and the City has received 6 bids. City staff is in the process of reviewing the bids and will put forth a recommendation to Council in the near future regarding the proponents.

**8. New Business****9. Other Business &/or Roundtable Updates, Ideas and Questions**

a) Correspondence dated January 14, 2022 - M. Corfield, Chief Executive Officer, Corfield and Associates - Engagement on updates to BC's Geographical Naming Principles, Policy and Procedures

Received for information.

**10. Next Meeting**

The next meeting of the Active Transportation Task Force will be March 7, 2022 at 10:00 a.m.

**11. Adjournment**

Moved: Camilla Papadimitropoulos

Seconded: Steve Fabro

THAT: the February 7, 2022 Meeting of the Active Transportation Task Force be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 11:27 a.m.

---

Mayor Alan Harrison, Co-Chair

---

Councillor Tim Lavery, Co-Chair

Received for information by Council the                      day of                      , 2022.

Item 8.1

## CITY OF SALMON ARM

Date: February 14, 2022

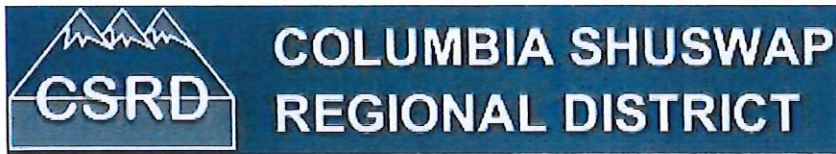
Board in Brief –January 2022

### Vote Record

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

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



[www.csr.bc.ca](http://www.csr.bc.ca)

## #YourCSR - January 2022

January 2022



[Web version](#)

## Highlights from the Regular Board Meeting

### Business arising from the Minutes

#### Shuswap Trail Alliance Secwepemc Landmarks Project

In response to a request from the Board for more information, the Board's invitation, Jen Bellhouse, Executive Director, The Shuswap Trail Alliance, gave an overview of the project's history and future plans.



#### Federation of Canadian Municipalities (FCM) Annual Conference and Trade Show Attendance

A motion regarding Director attendance at the Conference will be brought forward to the February 17, 2022 Regular Board Meeting.

## Correspondence

### Letter of Support - Impact of Proposed Mountain Goat Ungulate Winter Range on Heli and Snow Cat Sector

The Board approved a motion to send a letter to the Ministry of Forests, Lands, and Natural Resource Operations and Rural Development to continue communication and consultation with industry representatives regarding the impact of the proposed mountain goat ungulate winter range.

## Committee Reports and Updates

### Shuswap North Okanagan Rail Trail Governance Advisory Committee (January 7, 2022)

The Board supported a series of motions to extend the contract of the Shuswap Trail Alliance to provide administrative support, fundraising coordination, grant research and preparation, communications and Rail Trail development support until June 30, 2023. The Board also approved a Statutory Right of Way agreement between the Columbia Shuswap Regional District, Regional District of North Okanagan and Splatins Development Corporation Inc. for the operation and maintenance of a multi-modal transportation corridor.

## Business General & Business by Area

### Grant-in-Aid Requests

The Board approved allocations from the 2022 electoral grant-in-aid budget for projects in Electoral Areas A and C. [View report.](#)

### Electoral Area E: Area E Community Works Funds – Cambie Hall Community Association

The Board approved spending to \$14,741 plus applicable taxes from the Area E Community Works Fund for phase 2 of the water system upgrade at the Cambie Community Hall. [View report.](#)

### Electoral Area A: Golden and Electoral Area A Emergency Management Services Agreement

The Board approved an agreement with the Town of Golden for the provision of emergency management services for the Town of Golden and Electoral Area A for a five-year term expiring on December 31, 2026. [View report.](#)



P32

**Electoral Area A: Golden and District Recreation Centre Management Agreement**

The Board approved an agreement with the Town of Golden for the management of the Golden and District Recreation Centre for a four-year term. [View report.](#)

**Administration Bylaws****Whitetooth Ski Hill Legacy Fund Administration Amendment Bylaw No. 5841, 2021**

This item was postponed by the Board to be brought back to the February 17, 2022 Regular Board Meeting.

**Delegations****South Shuswap Transportation Society**

South Shuswap Transportation Society President, Ron Lane and Safety & Education Director, Bryan Lowes presented information about the [South Shuswap Rides](#) service. The society's mission is to provide door-to-door transportation service to residents in the communities of Sorrento, Blind Bay, Notch Hill, White Lake, Eagle Bay, Sunnybrae, and Tappen. It is targeted towards seniors, people with disabilities, people who are unable to drive, and those who do not have a vehicle.

**LAND USE MATTERS****ALR Applications****Electoral Area A: ALR Exclusion Application No. 2582A**

The property owners at 1127 Horse Creek Road North have made application for the land to be excluded from the Agricultural Land Reserve (ALR). This is the first application to

proceed under the CSRD's newly adopted ALR Exclusion Policy P-24. The Board voted to accept staff's recommendation that the application advance to Stage 2 of the process, which will include public consultation. The Agricultural Land Commission (ALC) will ultimately decide if the property will be excluded from the ALR. [View report.](#)

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

### **Electoral Area C: Development Variance Permit No. 701-124**

The subject property is located at 2489 Forest Drive in Blind Bay and property owner is proposing to construct an accessory building on an existing foundation. The property owner has requested a variance to increase the maximum permitted height for an accessory building from 6.0 m to 8.5 m. The Board approved issuance of the DVP. [View report.](#)

### **Electoral Area C: Development Variance Permit No. 701-125**

The subject property is located at 2591 Bay Crescent in Blind Bay. The applicant has applied for a building permit for an addition to a single-family dwelling which will be located too close to the rear parcel line. A variance has been requested to reduce the minimum setback from the rear parcel line from 5.0 m to 3.8 m. Another variance has been requested to reduce the minimum setback from the rear parcel line from 5.0 m to 4.35 m to accommodate an existing shed. The Board approved issuance of the DVP. [View report.](#)

## **Zoning, OCP and Land Use Amendments**

### **Electoral Area F: Scotch Creek/Lee Creek Zoning Amendment Bylaw No. 825-47**

The subject property is located at 1343 Deodar Road in Scotch Creek. The property owners are proposing to build a new 190 m<sup>2</sup> accessory building with a secondary dwelling unit on the upper floor. It is proposed to add a site-specific regulation to the R1 zone in Bylaw No. 825 for the subject property to permit a 53.6 m<sup>2</sup> dwelling unit on the upper floor of the 190 m<sup>2</sup> accessory building. The Board approved second and third reading, and adoption of the Bylaw. They also approved a Development Variance Permit (DVP) to increase the maximum height for the accessory building from 6 m to 7.2 m. [View zoning amendment report.](#) [View DVP report.](#)

### **Electoral Area E: Electoral Area E Official Community Plan Bylaw No. 840 and Electoral Area E Zoning Bylaw No. 841**

The proposed OCP and Zoning Bylaw will replace Rural Sicamous Land Use Bylaw No. 2000, which covers only the western portion of Electoral Area E, and together will introduce new land use policies and zoning regulations to the entirety of the Electoral Area. The Board approved third reading. The Bylaws will now be sent to the Ministry of Transportation and Infrastructure for approval before being considered for adoption. [View](#)



P34

[report.](#)**Electoral Area B: Electoral Area B Official Community Plan Amendment Bylaw No. 850-17 and Electoral Zoning Amendment Bylaw No. 851-24**

The subject property is located at 1408 and 1416 Mt. Begbie Road, Begbie Bench. The applicant wants to develop the subject property as a resort. It will be constructed in phases and will ultimately provide a total of 15 tourist cabins, a lodge with eight sleeping units, 10 glamping shelters, spa facilities and restaurant for resort guests only, staff accommodation and a helipad. The Board gave first reading to the application and directed staff to refer the bylaw to applicable agencies and First Nations. [View report.](#)

**Electoral Area C: Lakes Zoning Amendment Bylaw No. 900-33C**

The applicant would like to rezone a portion of the foreshore for water-access only properties on Aline Hill adjacent to Shares 15-17 to match the zoning for the rest of this shared interest development and allow for these three shares to be able to install or replace a dock for access. The Board approved second and third reading, and adoption of the Bylaw. [View report.](#)

**Release of In-Camera Resolutions**

The following resolutions were released from the In-Camera session of the January 20, 2022 meeting:

**Resignation from the Sorrento-Blind Bay Incorporation Advisory Committee**

THAT: the Board accept the resignation of Tracy Lundberg-Schimpf from the Sorrento-Blind Bay Incorporation Advisory Committee this 20th day of January, 2022;  
AND THAT: the Sorrento-Blind Bay Incorporation Advisory Committee will consist of eight members.

**Electoral Area C Parks – Eagle Bay Park Playground Equipment Purchase**

THAT: the Board empower the authorized signatories to enter into an agreement with RecTec Industries in the amount of \$105,520 plus applicable taxes for the purchase of playground equipment for the proposed Eagle Bay Community Park.

**NEXT BOARD MEETING**

The Regular CSRD Board Meeting will be held Thursday, February 17, 2022 in the CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm. The Regular Board meeting public session generally starts at 9:30 AM.

Any scheduling changes to the meeting start time will be noted on the Events tab of the CSRD's website.

In-person attendance is available to the public in accordance with current provincial health orders. Seating is limited and will be first-come, first-served.

The public is strongly encouraged to join the meeting via Zoom. Information on how to register for the Zoom meeting access is on the Events tab of the CSRD website under the Board meeting date.



Columbia Shuswap Regional District  
555 Harbourfront Drive NE, PO Box 978  
Salmon Arm, BC V1E 4P1  
[www.csrld.bc.ca](http://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.  
[Unsubscribe](#)

THIS PAGE INTENTIONALLY LEFT BLANK

Item 9.1

## CITY OF SALMON ARM

Date: February 14, 2022

Moved: Councillor

Seconded: Councillor

THAT: Council be appointed as members of the Water and Sewer Frontage Tax, Transportation Parcel Tax and the 73<sup>rd</sup> Avenue Water Main Extension Parcel Tax Roll Review Panel;

AND THAT: the Court of Revision for the Water and Sewer Frontage Tax, Transportation Parcel Tax and the 73<sup>rd</sup> Avenue Water Main Extension Parcel Tax Roll be held in the Council Chambers of City Hall on Monday, March 14, 2022 at 7:00 p.m.

### Vote Record

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

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



## CITY OF SALMON ARM

---

To: Mayor Harrison and Members of Council  
From: Chelsea Van de Cappelle, Chief Financial Officer  
Date: February 7, 2022  
Subject : Court of Revision

---

### Recommendation

That Council be appointed as members of the Water and Sewer Frontage Tax, Transportation Parcel Tax and the 73<sup>rd</sup> Avenue Water Main Extension Parcel Tax Roll Review Panel.

And that the Court of Revision for the Water and Sewer Frontage Tax, Transportation Parcel Tax and the 73<sup>rd</sup> Avenue Water Main Extension Parcel Tax Roll be held in the Council Chambers of City Hall on Monday, March 14, 2022 at 7:00 p.m.

### Background

In accordance with Section 204 of the Community Charter, the Tax Roll Review Panel must consider any complaints respecting the Water and Sewer Frontage Tax, Transportation Parcel Tax and the 73<sup>rd</sup> Avenue Water Main Extension Parcel Tax Roll and must authenticate the rolls in accordance with this Division.

For the purposes of this Division, the Council must:

- a) appoint at least three persons as the members of the Parcel Tax Roll Review Panel;
- b) establish the time and place for the sitting of the panel, and;
- c) have advance notice of the time and place published in accordance with Section 94 of the Community Charter (public notice).

Pursuant to Section 205(1) of the Community Charter, a person may make a complaint to the Parcel Tax Roll Review Panel on one or more of the following grounds:

- a) there is an error or omission respecting a name or address on the parcel tax roll;
- b) there is an error or omission respecting the inclusion of a parcel;
- c) there is an error or omission respecting the taxable area or the taxable frontage of a parcel;
- d) an exemption has been improperly allowed or disallowed.

Pursuant to Section 205 (2) of the Community Charter, a complaint must not be heard by the Parcel Tax Roll Review Panel unless written notice of the complaint has been given to the municipality at least 48 hours before the time set for the first sitting of the review panel. The Parcel Tax Roll Review Panel may direct the correction of the parcel tax roll respecting any matter referred to under Section 205(1).



---

Chelsea Van de Cappelle, CPA  
Chief Financial Officer

THIS PAGE INTENTIONALLY LEFT BLANK

9.2

**CITY OF SALMON ARM**Date: February 14, 2022**Chief Financial Officer – Property Taxation and Tax Multiples  
- For Information****Vote Record**

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

Opposed:

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



---

To: Mayor Harrison and Members of Council  
Date: January 27, 2022  
From: Chelsea Van de Cappelle, Chief Financial Officer  
Subject: Property Taxation and Tax Multiples

---

### FOR DISCUSSION

This report has been brought forward for discussion and to reaffirm Council's position with respect to its revenue and taxation policies and objectives.

#### Background

In 2008, new revenue policy disclosure requirements were introduced by the Province. Section 165 of the *Community Charter* requires that the City disclose its revenue and tax policies and objectives. The intent of the legislation is to ensure local governments assess their current revenue and tax policy position, establish a long term (5 year) vision for the municipality and implement specific objectives and policies to promote sustainability.

As required, the City has a full revenue and tax policy disclosure contained in the Financial Plan, including the method by which tax rates, user fees, etc. are developed including:

- The proportion of revenue proposed to come from various funding sources;
- The distribution of property taxes among the property classes; and
- The use of permissive and revitalization tax exemptions.

Council has periodically reaffirmed its position regarding the existing revenue and taxation policies and objectives and made changes as deemed necessary.

#### Proportion of Total Revenue Proposed to Come From Each Funding Source

As Council is aware, property taxes continue to form the greatest proportion of revenue for the City. The City endorses a 'user pay' philosophy in its collection of fees and charges (i.e. development, building, plumbing and fire permits, recreational program and rental fees and cemetery services, etc.). The policy of the City is to work towards full cost recovery for services provided. The objective in reviewing fees and charges periodically is to measure the cost of providing a service versus the cost recovery established through user fees.

The property tax system provides a stable and consistent source of revenue for many services that are difficult to fund on a user pay basis or those services that benefit the community as a whole, for example, fire protection, snow removal, storm drainage and street lighting, just to name a few. For this reason, property taxation will continue to be the major source of the City's revenue.

The following chart details the proportion of total revenues collected by the City in 2021:

Revenue Source	Percentage to Total Revenue Includes Conditional Government Transfers	Percentage to Total Revenue Excludes Conditional Government Transfers
Property Taxes	37.84%	45.87%
Parcel Taxes	7.09%	8.60%
User Fees, Charges and Interest Income	21.79%	26.42%
Other Sources	18.19%	0.82%
Proceeds From Borrowing	15.09%	18.29%
	100.00%	100.00%

#### Distribution of Property Taxes Among the Property Classes

The present practice of municipalities including the City of Salmon Arm, for developing tax rates is based on the proportion of each property class's revenue to total revenue required (the Annual Budget). Any inflationary increase in assessments is reduced to reflect only the real increase in new construction in each class, thus, reflecting the City's responsible treatment of all taxpayers.

The objective of Council is to set tax rates in such a manner as to maintain tax stability while maintaining equality between the property classes. This practice allows the various taxpayers in the municipality to be confident that their property tax bill will only increase as much as their proportion of the increase in tax revenue required from year to year. The policy of Council is to maintain a proportionate relationship between the property classes. In other words, from year to year, approximately the same amount of general municipal tax revenue is collected from each property tax class (i.e. Residential, Utilities, Major Industry, Business, etc.) notwithstanding Council approved tax increases and taxation shifts.

The following chart details the current distribution of property taxes between property classes for 2021:

Property Class	2021 Tax Rate	Class Multiple	Percentage to Total Property Tax	Percentage to Total Property Assessment Value
Residential (1)	3.8106	1.00:1	66.54%	85.86%
Utilities (2)	23.3118	6.12:1	0.82%	0.17%
Major Industry (4)	65.7256	17.25:1	2.78%	0.21%
Light Industry (5)	10.7869	2.83:1	2.42%	1.10%
Business (6)	10.7869	2.83:1	26.71%	12.17%
Managed Forest Land (7)	8.2540	2.17:1	0.00%	0.00%
Recreational/Non Profit (8)	2.7756	0.73:1	0.14%	0.26%
Farm (9)	12.8055	3.36:1	0.59%	0.23%

#### Tax Multiples

A tax multiple quantifies the relationship between the property tax class where the residential rate is the base rate. In 2021, residential assessments increased which reduced the tax rate prior to applying the tax increase. An increase in the residential tax rate will increase the tax multiple (because it is the denominator) for the other property tax classes unless that property tax class also saw a decrease in assessments which was less than its "new construction".

Year	Tax Multiple Class 4	Municipal Tax Revenue Class 4	Total Tax Revenue	Percentage to Total
2011	13.38:1	\$539,360	\$13,446,801	4.01%
2012	13.11:1	\$550,525	\$13,922,133	3.95%
2013	17.18:1	\$544,903	\$14,413,849	3.78%
2014	17.03:1	\$493,159	\$14,917,043	3.31%
2015	15.68:1	\$490,010	\$15,366,410	3.19%
2016	14.72:1	\$479,515	\$16,172,407	2.97%
2017	15.63:1	\$497,086	\$16,727,153	2.97%
2018	17.52:1	\$522,649	\$17,330,134	3.02%
2019	18.48:1	\$573,660	\$18,254,612	3.14%
2020	17.04:1	\$523,660	\$18,614,170	2.81%
2021	17.25:1	\$526,278	\$18,938,255	2.78%

Interestingly, as the table above reflects, an increase in the tax rate and the resulting tax multiple does not necessarily mean increased property taxes. This is a generally misunderstood concept. If there is an inflationary increase in Class 1 (Residential) assessments, the Class 1 (Residential) tax rate will be reduced. Assuming there was no change in Class 4 (Major Industry) assessments its tax rate will remain the same. The resulting tax multiple will increase for Class 4 (Major Industry) without any increase in property taxes.

The relationship between tax multiples and tax rates is complex, therefore one should not assume because the tax multiple (or tax rate for that matter) for a certain Class has increased or decreased that the amount of tax revenue will move in the same direction.

### Tax Shifting

In 2017, after an extensive review of Light Industry (Class 5) & Business and Other (Class 6) tax multiples, including public consultation, Council moved toward equalizing the property tax rates for those property classifications. The rationale for this change was to support the retention of existing industry and attraction of new industry that may be considering the move to Salmon Arm. The equalization strategy has been applied annually thereafter.

It should be noted that shifting a portion of the tax burden away from any one (1) class of property would require the remaining classes to make up the shortfall (all things being equal). This is because the City requires a certain amount of tax revenue to operate and offer services.

The equalization processes involves shifting general municipal property taxes between Class 5 and Class 6. The following tables reflect the approximate historical tax shifts necessary to equalize the tax rates and the impact on taxpayers within each class:

Year	Preliminary Tax Rate Before Equalization		Final Tax Rate After Equalization		Approximate Tax Shift (\$)	
	Class 5	Class 6	Class 5	Class 6	Class 5	Class 6
2016	-	-	18.7052	11.6603	\$ -	\$ -
2016 Adj	18.7052	11.6603	12.1037	12.1037	(169,600.00)	169,600.00
2017	12.1163	11.9321	11.9450	11.9450	(5,100.00)	5,100.00
2018	10.8583	11.4375	11.3951	11.3951	17,900.00	(17,900.00)
2019	10.6341	11.1474	11.1080	11.1080	17,500.00	(17,500.00)
2020	10.0622	10.6808	10.6288	10.6288	24,500.00	(24,500.00)
2021	10.0205	10.8562	10.7869	10.7869	32,500.00	(32,500.00)



Year	Impact per \$100,000 of Assessed Value		Impact per \$500,000 of Assessed Value		Impact per \$1,000,000 of Assessed Value	
	Class 5	Class 6	Class 5	Class 6	Class 5	Class 6
2016	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2016 Adj	(660.15)	44.34	(3,300.75)	221.70	(6,601.50)	443.40
2017	(17.13)	1.29	(85.65)	6.45	(171.30)	12.90
2018	53.68	(4.24)	268.40	(21.20)	536.80	(42.40)
2019	47.39	(3.94)	236.95	(19.70)	473.90	(39.40)
2020	56.66	(5.20)	283.30	(26.00)	566.60	(52.00)
2021	76.64	(6.93)	383.20	(34.65)	766.40	(69.30)

As the tables above reflect, from 2018 to 2021 the tax shift required to equalize the tax rates changed direction resulting in tax revenue being shifted from Class 6 to Class 5. This is primarily the result of Class 5 experiencing higher inflationary assessment increases than Class 6, 89.8% from 2017 to 2021 compared to 19.7%. The resulting increases reduced the Class 5 preliminary tax rate lower than Class 6 prior to equalization, necessitating a tax shift from Class 6 to Class 5 to equalize the tax rates. Historically, the Class 5 tax rate was higher than Class 6.

The impact of the tax shift on a Class 5 taxpayer is significantly more than that of Class 6 as the Class 5 assessment pool is smaller, representing approximately 50 occurrences compared to 664.

Year	Class 5 Taxable Assessment	Class 6 Taxable Assessment	Combined Total (5 & 6) Taxable Assessment	Class 5 % of Total	Class 6 % of Total
2017	\$ 29,721,500	\$ 397,079,169	\$ 426,800,669	6.96%	93.04%
2018	33,390,500	422,841,450	456,231,950	7.32%	92.68%
2019	36,930,100	444,270,459	481,200,559	7.67%	92.33%
2020	43,282,000	471,710,050	514,992,050	8.40%	91.60%
2021	42,419,000	468,855,161	511,274,161	8.30%	91.70%
2022 (estimate)	51,518,000	531,223,747	582,741,747	8.84%	91.16%

The City has received the preliminary 2022 Assessment Roll and associated new construction estimates. Based on the 2022 preliminary assessment values received, to equalize the tax rates; a tax shift from Business and Other (Class 6) to Light Industry (Class 5) of approximately \$24,500.00 will be required. The resulting impact on taxpayers in each class is estimated to be:

Mayor Harrison and Members of Council  
Memorandum - Property Taxation and Tax Multiples

Page 2

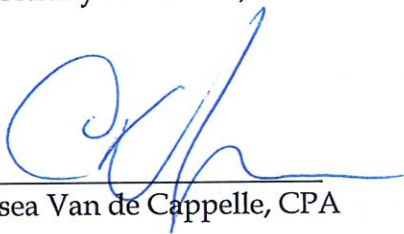
Year	Impact per \$100,000 of Assessed Value		Impact per \$500,000 of Assessed Value		Impact per \$1,000,000 of Assessed Value	
	Class 5	Class 6	Class 5	Class 6	Class 5	Class 6
2022	\$ 47.66	\$ (4.61)	\$ 237.80	\$ (23.05)	\$ 475.60	\$ (46.10)

Should Council wish to make changes to the Light Industry and Business equalization strategy, a motion of Council would be required.

It should be noted that any tax shift between classes does not affect the tax levies from other Governments.

Further, the Province already caps the Class 2 (Utilities) tax rate to \$40 per \$1,000.00 of assessed value and 2.5 times the rate applicable to Class 6 (Business) further restricting the City's ability to distribute a tax shift on an equal basis to other classes.

Respectfully Submitted,



Chelsea Van de Cappelle, CPA

THIS PAGE INTENTIONALLY LEFT BLANK

Item 9.3

## CITY OF SALMON ARM

Date: February 14, 2022

Moved: Councillor

Seconded: Councillor

THAT: the Social Impact Advisory Committee Terms of Reference, attached as Appendix A to the staff report dated February 8, 2022, be amended by adding a member representing the Seniors Resource Centre.

### 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: February 8, 2022

SUBJECT: Social Impact Advisory Committee Terms of Reference - New Member

---

**MOTION FOR CONSIDERATION:**

THAT: the Social Impact Advisory Committee Terms of Reference, attached as APPENDIX A, be amended by adding a member representing the Seniors Resource Centre.

**Background:**

At the January 21, 2022 Meeting of the Social Impact Advisory Committee, the following Resolution was adopted:

THAT: the Committee supports revising the Terms of Reference of the Committee to include a representative from the Seniors Resource Centre.

CARRIED UNANIMOUSLY

By increasing the number of voting members (including the Chair) to 14, quorum will now be achieved when 8 members are present.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Erin Jackson", written over a horizontal line.

Erin Jackson  
Acting Chief Administrative Officer

**Appendices:**

- A – Social Impact Advisory Committee Terms of Reference
- B – Letter from Senior's Resource Society

**CITY OF SALMON ARM  
SOCIAL IMPACT ADVISORY COMMITTEE  
TERMS OF REFERENCE**

---

**MANDATE**

The mandate of the Social Impact Advisory Committee is to assist Council in an advisory capacity regarding social impacts identified within the municipal boundaries of the City of Salmon Arm, in an effort to minimize the negative impacts and maximize the positive impacts.

**SCOPE**

The Committee will advise and make recommendations to Council on policies, priorities, new initiatives and direction to maintain and improve the social well being of all citizens through a) the provision of the City's core services and b) community services which are supported by the City.

**MANDATE AND SCOPE LIMITATIONS**

The Committee shall recommend to Council a priority list of issues to be reviewed and discussed at Committee meetings, which must be approved by Council.

Other issues referred to the Committee by Council may supersede previously prioritized issues, and the Committee may review other issues that are not prioritized subject to time constraints during meetings.

The scope of the Committee shall not include issues that are under the mandate of another committee of Council.

The Committee shall acknowledge which issues are outside the City's jurisdiction, legislative authority, and / or resource capability, when reviewing issues and making a recommendation to Council.

**COMMITTEE MEMBERSHIP**

The membership shall include one (1) member of Council who will serve as the Committee Chair, a maximum of three members of the public representing the community-at-large, and a representative from each of the following organizations:

- Interior Health;
- Okanagan College;
- Canadian Mental Health Association;
- Shuswap Area Family Emergency (S.A.F.E.) Society;

- 
- Shuswap Association for Community Living;
  - Okanagan Regional Library (Salmon Arm);
  - Shuswap Children's Association;
  - Shuswap Family Centre;
  - Shuswap Immigrant Services Society;
  - Aspiral Youth Partners;
  - Adams Lake Indian Band; and
  - Neskonalith Indian Band

Committee members will serve on a voluntary basis and without remuneration. School District and Provincial representatives will continue to be encouraged to attend as non-voting members.

### **MEETING FREQUENCY AND ATTENDANCE**

Committee meetings will be held a minimum of three (3) times in a twelve month period and no more than one (1) meeting per month.

Committee members are expected to attend meetings on a regular basis. Members who are absent for more than three (3) consecutive Committee meetings may be dismissed from the Committee by Council.

### **INVITATIONS TO GUESTS**

By request of the Committee Chair, invitations may be extended to any guest deemed to have applicable background knowledge and / or technical expertise on an agenda issue.

### **CITY STAFF INVOLVEMENT**

One (1) clerical staff from Corporate Services shall coordinate, prepare agendas, attend, and record minutes for Committee meetings, and prepare follow-up correspondence.

By request of the Committee Chair, invitations may be extended to City staff from any department who is deemed to have applicable involvement, background knowledge and/or technical expertise on an agenda issue.

### **MEETING STRUCTURE**

- The appointed Council member will Chair the Committee and be its spokesperson;
- The Committee may schedule a regular date and time for meetings;
- Attendance by fifty percent plus one (50% +1) of the Committee members constitutes a quorum;
- Only Committee members may take part in the debate and vote on a matter before the Committee (City staff members and guests are exempt from voting on matters);

- 
- The Committee will deal with all matters within their mandate. No sub-committees will be established by the Committee;
  - The Committee will conduct its meetings in accordance with the City's Procedure Bylaw; and
  - Minutes of each meeting shall be available to the public upon request and posted on the City's website, with the exception of In-Camera items.

#### **DECISION MAKING**

- Committee members will deal only with matters within their mandate and scope;
- All decisions and recommendations will be determined by a majority vote of the members present at the meeting;
- 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

#### **REPORTING**

- Committee minutes will be presented to Council for information purposes;
- All recommendations of the Committee must be ratified by Council prior to being auctioned;
- The Social Impact Advisory Committee is responsible directly to Council; and
- All media releases must be ratified by Council.





January 24<sup>th</sup>, 2022

On behalf of the Board of Directors, I am writing to confirm that Chiara Dentrey, Volunteer Coordinator at the Seniors Resource Centre, will be the Centre's representative at the Social Impact Advisory Committee.

Chiara will attend committee meetings and participate in other committee obligations.

Kind regards,

A handwritten signature in blue ink, appearing to read "Allan Munholland". The signature is fluid and cursive, with the first name "Allan" being more prominent.

Allan Munholland  
President, Seniors' Resource Centre  
320A -2 Avenue NE  
Salmon Arm, BC V1E 1H1  
250-832-7000  
Fax 250-833-0550

Item 9.4

## CITY OF SALMON ARM

Date: February 14, 2022

Moved: Councillor

Seconded: Councillor

THAT: Council authorize the Mayor and Corporate Officer to execute a Lease Agreement with WH Laird Holdings Ltd. for the City to use Lots 16 (part) and 17, Section 14, Township 20, Range 10, W6M, KDYD, District Plan 304, except Plan 15141 (130 Hudson Avenue NE) for the term of March 1, 2022 to February 28, 2023 as a Downtown Parking Commission parking lot for a annual fee of 50% of the annual revenue.

### 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: February 8, 2022  
SUBJECT: Avon Parking Lot Lease

---

**MOTION FOR CONSIDERATION:**

THAT: Council authorize the Mayor and Corporate Officer to execute a Lease Agreement with WH Laird Holdings Ltd. for the City to use Lots 16 (part) and 17, Section 14, Township 20, Range 10, W6M, KDYD, District Plan 304, except Plan 15141 (130 Hudson Avenue NE) for the term of March 1, 2022 to February 28, 2023 as a Downtown Parking Commission parking lot for an annual fee of 50% of the annual revenue.

---

**Background:**

The City of Salmon Arm has been leasing the Avon Parking Lot since 2007 and operating it as a Downtown Parking Commission parking lot. The revenue is shared 50/50 with the owner, WH Laird Holdings Ltd. Mr. Laird has agreed to continue leasing the parking lot to the City for a further one (1) year period.

All 18 of the parking stalls at this lot are rented for \$35.00 per space, per month. It is anticipated that the fee will be increased to \$60.00 per space, per month effective July 1, 2022. This increase was recommended by the Downtown Parking Commission as evidenced in the Meeting Minutes of January 18, 2022.

Staff recommend that the Motion for Consideration be adopted.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Erin Jackson", is written over a horizontal line.

Erin Jackson  
Acting Chief Administrative Officer  
Appendices:  
Appendix 1 –Avon Parking Lot Lease Agreement

This Agreement dated for reference the 28th day of February, 2022

BETWEEN: CITY OF SALMON ARM  
P.O. Box 40  
Salmon Arm, BC V1E 4N2  
(hereinafter called the "Lessee")

AND: WH LAIRD HOLDINGS LTD.  
Box 1022  
Salmon Arm, BC V1E 4P2  
(hereinafter called the "Lessor")

WHEREAS the Lessor is the Owner of the following lands:

Lots 16 and 17, Section 14, Township 20, Range 10, West of the 6<sup>th</sup> Meridian, KDYD, District Plan 304, except Plan 15141

(130 Hudson Avenue NE, Salmon Arm BC)

WITNESS that in consideration of the rents, covenants and agreements hereafter reserved and contained on the part of the parties, the Lessor hereby leases to the Lessee the following lands, premises and improvements thereon:

Lots 16 (part) and 17, Section 14, Township 20, Range 10, West of the 6<sup>th</sup> Meridian, KDYD, District Plan 304, except Plan 15141, (being ±6700 square feet) shown outlined on Appendix 1 attached hereto;

(hereinafter called the "Lands")

Location: 130 Hudson Avenue NE, Salmon Arm BC (Avon Lot)

for a term of one (1) year; said term to commence on the 1<sup>st</sup> day of March, 2022 and to end on the 28<sup>th</sup> day of February, 2023 for the purposes of a "Temporary Gravel Parking Lot".

**1. Mutual Covenants:**

- a) The Lessor shall pay all frontage and property taxes and other levies.
- b) The Lessee will pay annual operating and maintenance costs and may rent vehicle parking stalls to the general public.
- c) The Lessee will share revenue 50/50 with the Lessor and remit same to the Lessor annually in January of the subsequent year.
- d) The Lessee shall keep and maintain the said Lands in a clean and tidy condition.

Provided always, and it is agreed between the Parties as follows:

- a) If the Lessee remains in possession after the expiration of this lease, it shall be deemed to be a tenant from month to month and otherwise the provisions of this lease shall continue to apply; however, in any case, the Lessor will give the Lessee six (6) months prior written notice before the Lessor terminates this Agreement, while it continues on a month to month basis.
- b) Each party to the Agreement shall be responsible for providing adequate liability and property insurance coverage.
- c) The Lessee and Lessor shall each indemnify and save harmless each other from and against all claims, demands, losses, costs, damages, actions, suits, proceeding fines or assessments by whomever made, brought or prosecuted and in any manner based upon, arising out of, related to, occasioned by, or attributed to the breach of any provisions of the Agreement to be performed by each other and its servants, employees, members, agents and contractors. This covenant shall survive the termination of this Agreement.
- d) Any notice or delivery to be given or made hereunder shall be sufficiently given or made if given in person or mailed to the Parties at their respective addresses shown above and in the case of prepaid mail shall be deemed to have been received the day following the posting of same.
- e) This Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF the parties hereto have duly executed this Agreement on this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

THE CORPORATE SEAL OF THE  
CITY OF SALMON ARM was  
hereunto affixed in the presence of its  
duly authorized signatories:

\_\_\_\_\_  
Alan Harrison  
Mayor

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Erin Jackson  
Corporate Officer

SIGNED, SEALED AND DELIVERED  
on behalf of the WH Laird Holdings  
Ltd. duly authorized representatives  
in the presence of:

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Print Name

Item 9.5

## CITY OF SALMON ARM

Date: February 14, 2022

Moved: Councillor

Seconded: Councillor

THAT: Council approve the purchase of the 2022 Trackless MT7 Unit from Kendrick Equipment Ltd. for the quoted amount of \$184,947.76 plus taxes as applicable.

### Vote Record

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

Opposed:

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





File: ENG 2022-00-09

TO: His Worship the Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Darin Gerow, Manager of Roads & Parks

DATE: February 4, 2022

SUBJECT: **PURCHASE RECOMMENDATION FOR REPLACEMENT OF UNIT #934 – MUNICIPAL TRACTOR**

### **STAFF RECOMMENDATION**

**AND THAT: Council approve the purchase of the 2022 Trackless MT7 Unit from Kendrick Equipment Ltd. for the quoted amount of \$184,947.76 plus taxes as applicable.**

### **BACKGROUND**

The City of Salmon Arm Public Works Department Unit #934 is a 2011 Trackless MT6 Municipal Tractor. We currently have two of these tractors within our fleet, the other being a 2017 Trackless MT6. These tractors are utilized for many different tasks such as: snow plowing, snow blowing, sidewalk sanding, sweeping and flail mowing. A very versatile piece of equipment that is used throughout the entire year. Having two of these tractors operating in conjunction with a skid steer in the winter months is the only way we are currently able to complete our sidewalk snow clearing routes.

A Request for Quotation was advertised on BC Bid for the Supply & delivery of a Municipal Tractor on January 10, 2022. Eight (8) companies requested the quotation documents. We received four (4) quotes on February 1, 2022, as follows:

Company	Model	Sub-Total Price	Price Incl. Tax
Kendrick Equipment	2022 Trackless MT7	\$ 184,947.76	\$ 207,141.49
Vimar Equipment Ltd.	2022 Willie 275	\$ 200,674.00	\$ 224,754.88
Rollins Machinery	2022 Multihog CX75	\$ 203,020.00	\$ 227,382.40
Cubex Ltd.	2022 MacLean MV5	\$ 234,564.50	\$ 262,712.24

\*Costs above do NOT include the optional 'Front Flail' attachment price

Staff have reviewed all submitted quotes. They ranged from 70% to 100% meeting the specifications as set out in the Request for Quotation with the Trackless MT7 meeting 100% of the specifications.

The Request for Quotation - Technical Specification was written around a Trackless brand unit as all our existing attachments would still fit this unit, in addition our operators and mechanics are well versed in the operation and maintenance of this specific brand. We did accept all

Municipal Tractor Award  
Page 2

---

quotations on similar brands to ensure we fairly could compare equipment and what they have to offer.

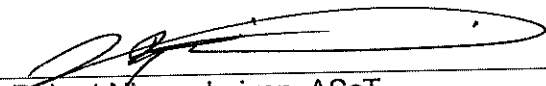
Included in the Request for Quotation was the trade in of our 2011 Trackless MT6. There had been early discussions to keep this unit due to the inevitable requirement to maintain the sidewalks/walkways west of town at the completion of the Highway Project. Another piece of equipment will undoubtedly be required once we take over the winter maintenance of these walkways. Due to the age, hours and annual maintenance costs, it is in our opinion keeping the 2011 is not financially feasible.

Inclusive in the purchase price are the following attachments: Angled Sweeper Broom, Snowplow, Snowblower, and Rear Sand/Salt Spreader. We included an optional front mounted horizontal flail mower, however have deemed not required due to financial constraints.

Kendrick Equipment Ltd. is based out of Surrey, BC and have previously supplied multiple pieces equipment, successfully to the City of Salmon Arm.

The approved funding for this purchase is \$210,000.00 from the 2022 Machinery & Equipment Capital Budget. We recommend that the purchase of the 2022 Trackless MT7 be awarded to Kendrick Equipment Ltd., for the quoted price of \$184,947.76 plus taxes as applicable.

Respectfully submitted,



Robert Niewenhuizen, ASCT  
Director of Engineering and Public Works

cc Chelsea Van de Cappelle, CFO



THIS PAGE INTENTIONALLY LEFT BLANK

Item 9.6

## CITY OF SALMON ARM

Date: February 14, 2022

Moved: Councillor

Seconded: Councillor

THAT: The 2022 Budget contained in the 2022 – 2026 Financial Plan Bylaw be amended to reflect additional funding for the purchase of the 2022 Walker MT27i zero turn mower in the amount of \$10,300.00, which includes the additional funds, PST and a small contingency, reallocated from the Equipment Replacement Reserve Fund;

AND THAT: Council approve the purchase of the replacement of Unit #827 – Zero Turn Mower, from Savoy Equipment Ltd. for the quoted amount of \$41,835.61 plus taxes as applicable.

### Vote Record

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

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



File: ENG 2022-00-10

TO: His Worship the Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Darin Gerow, Manager of Roads & Parks

DATE: February 3, 2022

SUBJECT: **PURCHASE RECOMMENDATION FOR REPLACEMENT OF UNIT #827 - WALKER ZERO TURN MOWER**

### **STAFF RECOMMENDATION**

**THAT:** The 2022 Budget contained in the 2022 – 2026 Financial Plan Bylaw be amended to reflect additional funding for the purchase of the 2022 Walker MT27i zero turn mower in the amount of \$10,300.00, which includes the additional funds, PST and a small contingency, reallocated from the Equipment Replacement Reserve Fund.

**AND THAT:** Council approve the purchase of the replacement of Unit #827 – Zero Turn Mower, from Savoy Equipment Ltd. for the quoted amount of \$41,835.61 plus taxes as applicable.

### **BACKGROUND**

The City of Salmon Arm Public Works Department Unit #827 is a 2017 Walker Zero Turn Mower. Between the months of April to October this unit is utilized every single weekday mowing our parks, which include but not limited to Fletcher Park, Marine Park, Klahani, etc. As in the name of the mower, it has a zero turn capabilities which is invaluable in tight areas and around picnic tables, benches, garbage receptacles, etc.

A Request for Quotation was advertised on BC Bid for the supply & delivery of a Zero Turn Mower on January 13, 2022. Five (5) companies requested the quotation documents however only one (1) provided a quote, which was received on January 28, 2022, as follows:

Company	Model	Sub-Total Price	Price Incl. Tax
Savoy Equipment Ltd., Kelowna BC	2022 Walker MT27i	\$ 41,835.61.00	\$ 46,827.90

Staff have reviewed the submitted quote and the submission of Savoy Equipment Ltd. has satisfactorily met all specified details.

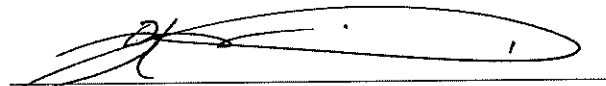
The specification included many generic items, however important was the grass collection with a high lift function. This allows the operator to dump our clippings in the back of most of our trucks, which allows us to keep on a tight mowing scheduling throughout summer. In addition we have specified some attachments to help with operations such as: collection deck, mulching deck, dethatcher and a spreader.

We offered our backup 2012 walker Zero turn mower on trade in. At first they declined the trade however we are currently in negotiations and if a trade in value is agreed upon the cost of purchase may be slightly reduced. We will utilize our 2017 as our official backup.

Savoy Equipment Ltd. is based out of Kelowna and have previously supplied equipment to the City of Salmon Arm.

The approved funding for this purchase is \$35,000.00 from the 2022 Machinery & Equipment Capital Budget. We recommend the 2022 Budget contained in the 2022 – 2026 Financial Plan Bylaw be amended to reflect additional funding for the purchase of 2022 Walker MT27i Zero Turn Mower in the amount of \$10,300.00 which includes the additional funds, PST, and miscellaneous costs reallocated from the Equipment Replacement Reserve Funds and that the mower purchase be awarded to Savoy Equipment., for the quoted price of \$41,835.61.00 plus taxes as applicable.

Respectfully submitted,



Robert Niewenhuizen, ASCT  
Director of Engineering and Public Works

cc Chelsea Van de Cappelle, CFO

THIS PAGE INTENTIONALLY LEFT BLANK

Item 9.7

## CITY OF SALMON ARM

Date: February 14, 2022

Moved: Councillor

Seconded: Councillor

THAT: Council approve the Award for Preliminary and 90% Detailed Design to WSP Canada Inc. as per their proposal submission for Detailed Design Phase, for the total estimated price of \$199,729.12 plus taxes as applicable;

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

### Vote Record

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

Opposed:

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

File: 2021-43

---

TO: His Worship Mayor Harrison and Members of Council  
FROM: Robert Niewenhuizen, Director of Engineering and Public Works  
PREPARED BY: Tim Perepolkin, Capital Works Supervisor  
DATE: February 8, 2022  
SUBJECT: **ZONE 2 PUMP STATION REPLACEMENT – DESIGN SERVICES AWARD**

---

### **STAFF RECOMMENDATION**

**THAT:** Council approve the Award for Preliminary and 90% Detailed Design to WSP Canada Inc. as per their proposal submission for Detailed Design Phase, for the total estimated price of \$199,729.12 plus taxes as applicable.

**AND THAT:** The City's Purchasing Policy No. 7.13 be waived in the procurement of these works to authorize sole sourcing to WSP Canada Inc.

---

### **BACKGROUND**

The Zone 2 Pump Station is located in Canoe immediately northeast of the Water Treatment Plant on the lakeside of the CP Rail tracks. This station was put into service in 1970 and pumped water from Shuswap Lake where it was disinfected and pumped to the City distribution system. In 1995 a new Zone 1 Pump Station and trunk main were constructed adjacent the Zone 2 Station. Both stations share a common wall; the floor elevation of Zone 2 is approximately 750mm below Zone 1 floor. This arrangement reduces the overall possible capacity of the Water Treatment Plant and the Zone 2 Station has experienced flooding when Shuswap Lake peaked above 349.60± m.

Staff issued Request for Proposals on BC Bid on May 20, 2021 with only one proposal received by the June 24 deadline. The RFP included a Feasibility Study component to review three (3) options for constructing a new Zone 2 Pump Station along with a 'Design Services' component for each of the options. The Feasibility Study was awarded to WSP, the sole proponent and completed in 2021. As noted in the award memo dated July 19, 2021, it was staff's intent to move forward with the same engineering firm through Detailed Design and Construction which will involve sole sourcing of works upwards of \$375,000. As the RFP included estimates of the detailed design and construction phases staff are able to ensure the costs are competitive and good value to the City.

Upon review of the Feasibility Study it was clear that reconstruction of the existing pump house would be the most costly and included highest level of risk. Staff have determined that construction of a new below grade pump station adjacent the Water Treatment Facility is the preferred best option.

Moving forward with construction of the Zone 2 Pump Station is contingent on funds being available for the overall estimated construction costs. Moving forward with Preliminary and 90% Detailed Design will provide ability to establish accurate construction estimates and prepare an overall project construction budget.

The approved 2022 Capital Budget includes \$200,000 for Design, funded from Water DCC and Reserves and \$2,040,000 for Construction funded from Water DCC's and Long Term Debt. Upon completion of the 90% Detailed Design stage review and update of the construction estimates, staff intend to move forward with the Alternative Approval Process (AAP) for the borrowing.

Subject to a successful AAP process, the AAP timelines and tenders coming in under budget, we anticipate construction could commence in fall/winter of 2022 or spring of 2023.

#### **STAFF COMMENTS**

Staff recommend award of Preliminary and 90% Detailed Design to WSP Canada Inc. as per their proposal submission for the total estimated price of \$199,729.12 plus taxes as applicable and that the City's Purchasing Policy No. 7.13 be waived to authorize sole sourcing to the same. WSP have an experienced team and have completed many similar projects in the past.

Respectfully submitted,



---

Robert Niewenhuizen, ASCT  
Director of Engineering and Public Works



THIS PAGE INTENTIONALLY LEFT BLANK

Item 9.8

## CITY OF SALMON ARM

Date: February 14, 2022

Moved: Councillor

Seconded: Councillor

THAT: Council support "Permanent Structural Changes" for Provincial Liquor Licensing on approved street side patios.

### Vote Record

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

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



---

To: His Worship Mayor Harrison and Members of Council

From: Director of Development Services

Date: February 7, 2022

Subject: Liquor Licensing & Street-Side Patios

---

Motion for Consideration:

THAT City of Salmon Arm Council support "Permanent Structural Changes" for Provincial Liquor Licensing on approved street side patios.

---

Background:

Provincial Liquor Cannabis Regulation Branch (LCRB) asks for municipal support (or not) for the licensing of liquor sales and consumption on street-side patios. Last year, the following three street side patios were approved by the LCRB and endorsed by City Council for a "Temporary Expanded Services Area":

1. Hudson Avenue (Hanoi 36)
2. Shuswap Street (Shuswap Pie Co.)
3. Lakeshore Road (Meikle Studios)

Hanoi 36 applied for "Permanent Approval" prior to the LCRB's October 31, 2021 deadline. Should Council approve the motion for consideration, the resolution would apply to all street side patios approved under the City's street-side patio application process.

Subject to Council's approval, the City's Building Officials would provide an occupant load stamp of approval on the patio schematic, which the LCRB also requires for its approval. As the patios are located on city streets / boulevards, the applicant is required to provide the City with proof of third party liability insurance and an annual damage deposit.

Staff note that there were no written complaints lodged to the City in regards to street side patios in general, or liquor consumption on the patios. LCRB licencing officials are responsible for monitoring and enforcing any liquor-licensing requirements and complaints.

Respectfully,

A handwritten signature in black ink, appearing to read "Kevin Pearson".

Kevin Pearson, MCIP, RPP

Item 10.1

## CITY OF SALMON ARM

Date: February 14, 2022

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4497 be read a first, second and third time.

[2022 Water Meter Rates]

### Vote Record

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

Opposed:

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



File: 2022-FFS

TO: His Worship Mayor Harrison and Members of Council

FROM: Rob Niewenhuizen, Director of Engineering and Public Works

DATE: January 21, 2022

SUBJECT: **AMENDMENT TO THE FEE FOR SERVICE BYLAW NO. 2498**

### RECOMMENDATION

**THAT:** "City of Salmon Arm Fee for Service Amendment Bylaw No. 4497" be read a first, second and third time.

### BACKGROUND:

Following review of the City of Salmon Arm Fee for Service charges for 5/8" x 3/4", 3/4" and 1" T-10 water meters, it has been determined that the cost associated with the procurement of water meters has increased markedly and an amendment to the Fee For Service Bylaw is required in order to ensure full cost recovery. Staff are proposing a housekeeping amendment to establish new charge rates for the Residential water meters and the Commercial radio frequency head (RFH) water meters as shown below:

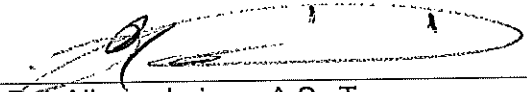
Table 1: Residential Water Meter Costs

Water Meter Size	Previous Years Rates				New Charge
	2017/18	2019	2020	2021	2022
5/8" X 3/4"	\$240.00	\$260.00	\$280.00	\$290.00	\$300.00
3/4"	\$340.00	\$370.00	\$395.00	\$405.00	\$435.00
3/4" SL	N/A			\$375.00	\$395.00
1"	\$430.00	\$470.00	\$500.00	\$515.00	\$550.00

Table 2: Commercial RFH Water Meter Costs

Water Meter Size	Previous			New Charge
	2019	2020	2021	2022
5/8" T-10	\$520.00	\$550.00	\$560.00	\$600.00
PIT		\$585.00	\$595.00	\$635.00
3/4" T-10	\$570.00	\$605.00	\$620.00	\$660.00
PIT		\$640.00	\$655.00	\$695.00
1" T-10	\$700.00	\$740.00	\$755.00	\$815.00
PIT		\$760.00	\$779.00	\$835.00

We respectfully recommend that section 6 of the Fee for Service Bylaw No. 4497 be amended to reflect the increase in costs associated with the sale of new water meters.



Rob Niewenhuizen, A.Sc.T.  
Director of Engineering and Public Works

cc Chelsea Van De Cappelle, Chief Financial Officer

X:\Operations Dept\Engineering Services\BYLAWS & POLICIES\Fee For Service Bylaw\2022\HWM - Water Meters Rates 2022.docx

## CITY OF SALMON ARM

BYLAW NO. 4497**A bylaw to amend "District of Salmon Arm Fee for Service Bylaw No. 2498"**

WHEREAS it is deemed desirable and expedient to alter the fees imposed by "District of Salmon Arm Fee for Service Bylaw No. 2498";

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

1. Schedule "B", Appendix 1 – Miscellaneous Fee Schedule – Public Works of "District of Salmon Arm Fee for Service Bylaw No. 2498" subsection 6 is hereby deleted in its entirety and replaced with Schedule "B" Appendix 1 – Miscellaneous Fee Schedule – Public Works, attached hereto and forming part of this bylaw.

6.	<b>Water Connection Charge</b>	
	• Connection Fee - 3/4"	At cost
	• Connection Fee - 1"	At cost
	• Connection Fee - 1 1/2"	At cost
	• Connection Fee - 2"	At cost
	The charges set out in Section 6 above include an inspection and administration fee of \$55.00. Where a connection has been provided and paid for by a developer, the owner or his agent shall pay only the \$55.00 fee.	
	Where a water meter is required to conform to City policy for water reconnection/connection standards and conditions for Residential, the charge will be as follows:	
	• 5/8" remote water meter	\$300.00
	• 3/4" remote water meter	\$435.00
	• 3/4" short lay for pit setter	\$395.00
	• 1" remote water meter	\$550.00
	• 1 1/2" remote water meter	At cost plus Administration fee
	• 2" remote water meter	At cost plus Administration fee
	Where a water meter is required to conform to City policy for water reconnection/connection standards and conditions for Commercial RFH, the charge will be as follows:	
	• 5/8" remote water meter	\$600.00
	• 5/8" for pit setter applications	\$635.00
	• 3/4" remote water meter	\$660.00
	• 3/4" for pit setter applications	\$695.00
	• 1" remote water meter	\$815.00
	• 1" for pit setter applications	\$835.00

Fee for Service Amendment Bylaw  
(Water Meter Rates) No. 4497

	<ul style="list-style-type: none"> <li>1 ½" remote water meter</li> </ul>	At cost plus Administration fee
	<ul style="list-style-type: none"> <li>2" remote water meter</li> </ul>	At cost plus Administration fee
	<p><b>Gleneden Water System:</b> Each property that connects to the Gleneden Water System (depicted as "Gleneden Water Service Area" on Figure 1 attached hereto and forming part of this bylaw), in addition to all other appropriate fees, must make a "one-time" payment to the City of a special Capital Cost Contribution for the parent property in an amount equivalent to the current single family development cost charge for water specified in Development Cost Charge Bylaw No. 2261 as amended, prior to connection to the water system.</p>	

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "City of Salmon Arm Fee for Service Amendment Bylaw No. 4497.

READ A FIRST TIME THIS DAY OF 2022

READ A SECOND TIME THIS DAY OF 2022

READ A THIRD TIME THIS DAY OF 2022

ADOPTED BY COUNCIL THIS DAY OF 2022

\_\_\_\_\_  
MAYOR

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



THIS PAGE INTENTIONALLY LEFT BLANK

Item 10.2

## CITY OF SALMON ARM

Date: February 14, 2022

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zone 5 Booster Station Loan Authorization Bylaw No. 4502 be read a first, second and third time;

AND THAT: Bylaw No. 4467 cited as the City of Salmon Arm Zone 5 Booster Station Loan Authorization Bylaw No. 4467, be rescinded;

AND THAT: Approval of the electors be obtained through the Alternative Approval Process for the proposed borrowing of \$2,298,000.00 for the purpose of undertaking the construction of a replacement Zone 5 Booster Station;

AND THAT: Council establish Monday, May 30, 2022 at 4:00 p.m. as the deadline for receipt of the Elector Response Forms from electors for the proposed borrowing of \$2,298,000.00 for the purpose of undertaking the construction of the replacement Zone 5 Booster Station;

AND THAT: Council establish the Elector Response Form as shown as Appendix 1 to the Staff Report dated February 9, 2022 for the proposed borrowing of \$2,298,000.00 for the purpose of undertaking the construction of the replacement Zone 5 Booster Station;

AND THAT: Council establish the fair determination of the total number of elector responses required as 1,503 for the proposed borrowing of \$2,298,000.00 for the purpose of undertaking the construction of the replacement Zone 5 Booster Station.

### Vote Record

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

Opposed:

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

# CITY OF SALMON ARM

---

To: Mayor Harrison and Members of Council  
 From: Chelsea Van de Cappelle, Chief Financial Officer,  
 Robert Niewenhuizen, Director of Engineering and Public Works, and  
 Erin Jackson, Director of Corporate Services  
 Date: February 9, 2021  
 Subject: Loan Authorization Bylaw No. 4502 – Zone 5 Booster Station

---

## Recommendation:

- THAT: Bylaw No. 4502 cited as the “City of Salmon Arm Zone 5 Booster Station Loan Authorization Bylaw No. 4502”, be given three (3) readings;
- AND THAT: Bylaw No. 4467 cited as the “City of Salmon Arm Zone 5 Booster Station Loan Authorization Bylaw No. 4467”, be rescinded;
- AND THAT: Approval of the electors be obtained through the Alternative Approval Process for the proposed borrowing of \$2,298,000.00 for the purpose of undertaking the construction of the replacement Zone 5 Booster Station;
- AND THAT: Council establish Monday, May 30, 2022 at 4:00 p.m. as the deadline for receipt of the Elector Response Forms from electors for the proposed borrowing of \$2,298,000.00 for the purpose of undertaking the construction of the replacement Zone 5 Booster Station;
- AND THAT: Council establish the Elector Response Form as shown on Appendix 1 for the proposed borrowing of \$2,298,000.00 for the purpose of undertaking the construction of the replacement Zone 5 Booster Station;
- AND THAT: Council establish the fair determination of the total number of elector responses required as 1,503 for the proposed borrowing of \$2,298,000.00 for the purpose of undertaking the construction of the replacement Zone 5 Booster Station;

## Background:

The Zone 5 Booster Station feeds into the Zone 5 reservoir providing water to large portions of the SE quadrant of the City including the Industrial Park. The existing booster station has exceeded its useful life and the existing reservoir is incapable of providing volumes required for four (4) hour fire flows. Upgrades to the booster station include pumps capable of providing domestic and fire flows without necessary reliance on the reservoir volumes.

Through the Asset Management Risk Evaluation process for 2021, the Zone 5 Booster Station was revised from “High” to a “Very High” risk due to increased development in the lower SE quadrant putting further usage pressure on the system.



Mayor Harrison and Members of Council  
 Memorandum – Loan Authorization Bylaw No. 4467 – Zone 5 Booster Station

---

A design and Class 'A' Opinion of Probable Cost was completed by WSP in May of 2021. The estimated cost to complete the proposed works including 15% contingency is \$2,500,000.00.

In June 2021, staff brought forward a report to undertake the construction of the replacement Zone 5 Booster Station along with the associated Loan Authorization Bylaw No. 4467 for three (3) readings. Following this, the City sought approval from the Inspector of Municipalities. During this review process, it was recommended that the City reconsider the amount of funding from Development Cost Charges (DCC) as the projected project cost is now more than that estimated and identified in the 2006 DCC Bylaw. As a result, staff have revised the funding alternatives and the original Loan Authorization Bylaw No. 4467 is no longer accurate. It is recommended that this bylaw be rescinded.

**Estimated Costs and Funding:**

The following table summarizes the total estimated costs to undertake the construction of the Zone 5 Booster Station upgrade:

Description	Cost
Construction Costs	\$ 1,923,000.00
Engineering (15%)	288,500.00
Contingencies (15%)	288,500.00
Borrowing Costs	23,000.00
Total Costs	2,523,000.00
Less: Development Cost Charges	(225,000.00)
Net Costs	\$ 2,298,000.00

The existing budget for this project is \$2,523,000.00. The Zone 5 Booster Station is eligible for funding from the Water Development Cost Charge Reserve to a maximum of \$225,000.00.

It is anticipated that the annual operation and maintenance costs will remain similar to the current Zone 5 Booster Station. However, there is likely to be a period (approximately 6 months) when both stations are operational until the old station is decommissioned. The estimated increase in costs during this time is \$13,850.00.

**Long Term Debt:**

The 2022 Budget reflects borrowing in the amount \$2,298,000.00 to undertake the construction of the replacement Zone 5 Booster Station. The City intends to fund the project utilizing the temporary borrowing provisions (Section 181) of the Community Charter. Temporary borrowing may only be accessed once Council has adopted the loan authorization bylaw and obtained the necessary approvals. Under temporary borrowing, the City will be responsible for monthly interest (at a variable rate) only on any outstanding balance. Once the project is complete, the City will transfer the outstanding balance to long-term borrowing. It is anticipated that this will occur in the fall of 2022 or spring of 2023, and therefore may impact the 2022 Budget when the debenture goes under repayment. Repayment of the debenture debt is approximately \$121,335.00 (Term: 30 years; Interest Rate: 2.91%).

Mayor Harrison and Members of Council  
 Memorandum – Loan Authorization Bylaw No. 4467 – Zone 5 Booster Station

---

The projected annual repayment of the debenture debt is estimated as follows:

Principal	\$ 54,460.00
Interest – 2.91%	<u>66,875.00</u>
	\$ 121,335.00

With respect to debt repayment funding, a number of options were explored to rationally assess fairness and reasonableness and the economic impact to the water system users. Funding options explored included increases to user fees, frontage taxes and a reduction in expenditures.

The reduction to expenditures included the following options:

- Operation and Maintenance – is not feasible without jeopardizing the integrity of the system;
- Transfer to Reserves – the transfer to the Water Major Maintenance Reserve could be reduced to account for the repayment, but may necessitate the need to borrow in the future; and
- Capital Expenditures – a certain amount of major maintenance infrastructure work needs to be undertaken annually.

Frontage tax funding should be used for new or upgraded major water infrastructure. All properties with access to the water system contribute to these types of projects. An analysis of the frontage tax rate compared to capital repayment requirements have indicated the rate is sufficient to support current needs.

As a result, capital expenditures funded from revenues were reduced by approximately \$260,000.00 to \$500,000.00 to fund the annual repayment requirements of both the proposed debenture and one anticipated for the construction of the Zone 2 Pump Station. The projected repayment requirements have already been included in the 2022 Budget.

The costs associated with increased operating and maintenance can be funded from the Water Future Expenditure Reserve, approximate balance - \$95,150.00, if necessary.

**Elector Assent:**

Elector Assent is required to undertake long-term debt for the construction of the replacement Zone 5 Booster Station and the process is outlined below.

The Local Government Act enables the City to establish and operate any service which is deemed necessary or desirable for all or part of the community. The construction of the replacement Zone 5 Booster Station aligns with the City of Salmon Arm's Corporate Strategic Plan and our focus on the provision of Core Services. In order to move forward with the long-term borrowing required for this project, there are some steps that need to be followed.

Pursuant to Section 180 of the Community Charter, approval of the electors is required before Council can adopt a long-term Loan Authorization Bylaw. In accordance with Section 84, elector approval may be obtained by either of the following means:

- a) assent of the electors through referendum; or
- b) approval of the electors by alternative approval process.

Both methods provide for formal consultation with the public, however; utilizing the alternative approval process would be more efficient and less cost prohibitive than a referendum,

considering the essential nature of this project and the fact that the City has conducted a number of alternative approval processes and developed a set of forms and best practices.

Once the Loan Authorization Bylaw has received third reading it must be approved by the Inspector of Municipalities. When the bylaw has received statutory approval the alternative approval process can begin. It is estimated that the processes could be completed by May 30, 2022; however, this is a date that Council must establish.

**Alternative Approval Process:**

Pursuant to Section 86 of the Community Charter, notice of the approval process will be published in a newspaper once per week for 2 consecutive weeks. In addition, it will be posted in the lobby of City Hall and on the City's website. The public notice must include a description of the proposed bylaw, amount of proposed debenture, term, elector response procedure, the deadline for elector responses and a statement that Council may proceed with borrowing the funds unless at least 10% (1,503) of the electors indicate that Council must obtain the assent of the electors through a referendum before moving forward. Elector responses will be collected by the Corporate Officer for not less than thirty (30) days following the second public notice, on a form which includes the full name, residential address and signature of each elector, and, if applicable, the address of the property in relation to which the individual is entitled to register as a non-resident property elector.

After the established deadline, the Corporate Officer must determine and certify whether enough elector response forms have been submitted to exceed the 10% (1,503) threshold. This determination is final and conclusive. If more than 10% have responded, Council can not adopt the bylaw and will need to decide whether to continue to a referendum.

**Fair Determination of Electors Methodology:**

According to BC Stats, by 2018 the population of Salmon Arm had increased to 19,299. Of this number, 82% or 15,825 are presumed eligible to vote (based on the age group percentages calculated using both the 2016 Statistics Canada and BC Stats information). With an additional conservative reduction of 5%, the 10% required for the purpose of the alternative approval process is approximately 1,503.


Recognizing that Statistics Canada conducts the Census of Population in order to develop a statistical portrait of Canada on one (1) specific day and that even on that day the census numbers are an approximation, it is impossible to determine the exact population of the City at this time. Using the 2021 Census population number for Salmon Arm of 19,432 and the aforementioned formula, the resulting number does not support an adjustment to the fair determination of electors at this time. Therefore adjusting based on BC Stats estimated increase and a further reduction of 5%, the City has come up with the most conservative estimate available.

Mayor Harrison and Members of Council

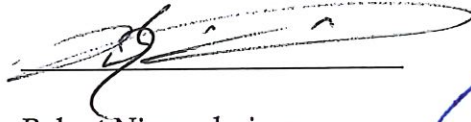
Memorandum – Loan Authorization Bylaw No. 4467 – Zone 5 Booster Station

---

It is recommended that Council proceed with obtaining elector approval through the alternative approval process as detailed in the motion for consideration.



Chelsea Van de Cappelle, CPA  
Chief Financial Officer



Robert Niewenhuizen  
Director of Eng. & Public Works



Erin Jackson  
Director of Corporate  
Services

### **Instructions to Electors:**

1. The person signing the Elector Response Form is an eligible elector of the City of Salmon Arm;
2. The form must include full name, residential address and signature of the elector; and
3. If signing as a Property Elector (non-resident), full residential address of property in Salmon Arm must be entered, as well as your residential address.

- I am 18 years of age or older;
- I am a Canadian citizen;
- I have resided in British Columbia for at least the past six (6) months;
- I have resided in OR have been the registered owner of real property in the City of Salmon Arm for at least the past 30 days; and
- I am not disqualified by the *Local Government Act* or any other enactments.

**Elector(s)**  
**Signature(s)**

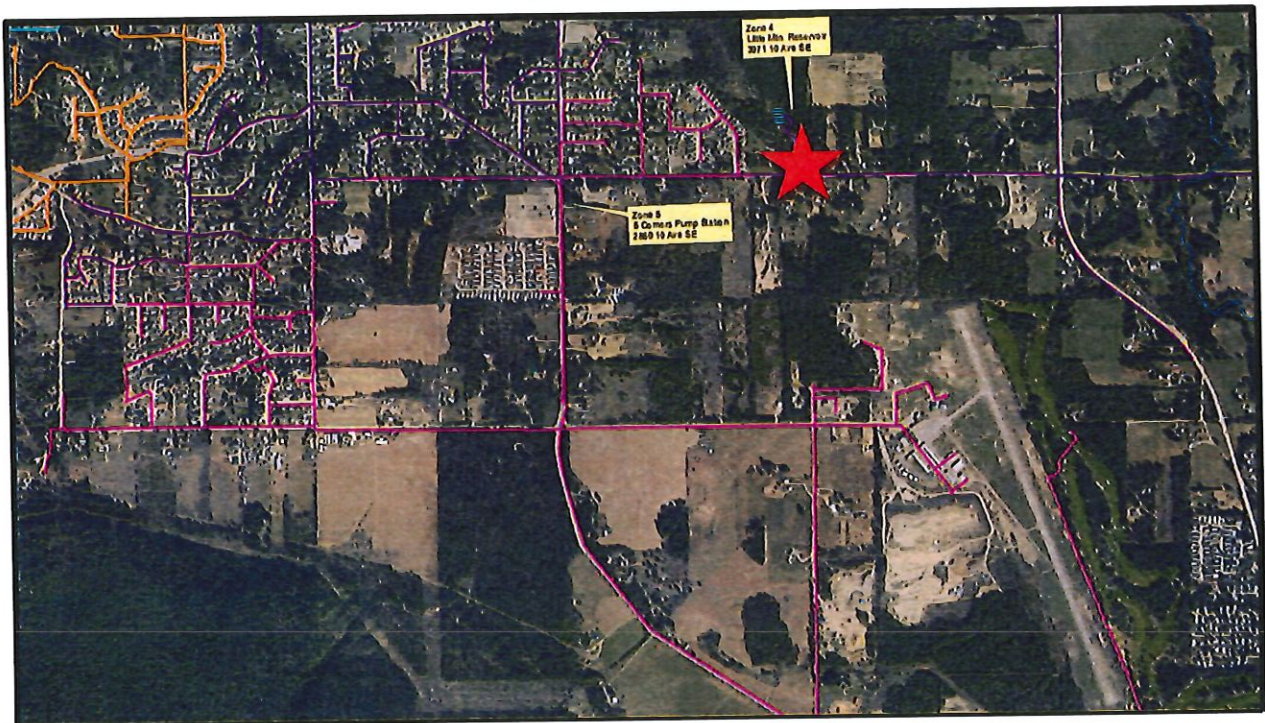
Erin Jackson  
Corporate Officer



**CITY OF**  
**SALMON ARM**  
 Public Notice

Pursuant to Section 180 of the Community Charter, approval of the electors is required before Council can adopt a Loan Authorization Bylaw. In accordance with Section 84, Council has authorized staff to undertake an Alternative Approval Process as the means for determining whether the public is in support of borrowing for the following vital project, which aligns with the City of Salmon Arm's Corporate Strategic Plan and the provision of essential core services.

**Replacement Zone 5 Booster Station**  
**\$2,298,000.00**



The Zone 5 Booster Station feeds into the Zone 5 reservoir providing water to large portions of the SE quadrant of the City including the Industrial Park. The existing booster station has exceeded its useful life and the existing reservoir is incapable of providing volumes required for four (4) hour fire flows. Upgrades to the booster station include pumps capable of providing domestic and fire flows without necessary reliance on the reservoir volumes. Through the Asset Management Risk Evaluation process for 2021, the Zone 5 Booster Station was revised from "High" to a "Very High" risk due to increased development in the lower SE quadrant putting further usage pressure on the system.

The total project cost is estimated at \$2,523,000.00 of which \$225,000.00 is proposed to be funded from the Water Development Cost Charge Reserve Fund. The City proposes to borrow the remaining project funding of \$2,298,000.00. The repayment is projected at \$121,335.00 annually financed over thirty (30) years at an estimated interest rate of 2.91%. The proposed borrowing will not result in a frontage tax increase and can be funded from existing water utility revenues.

## CITY OF SALMON ARM

BYLAW NO. 4502**A bylaw to authorize the borrowing for the purpose of a capital nature**

---

WHEREAS under the provisions of Section 179 of the Community Charter, Council may, by a loan authorization bylaw adopted with the approval of the Inspector, incur a liability by borrowing for any purpose of a capital nature;

WHEREAS it is deemed desirable and expedient to design and construct the replacement of the Zone 5 Booster Station;

AND WHEREAS the amount to be borrowed to construct such improvements and to do all things necessary in connection herewith is the sum of \$2,298,000.00 which is the amount of debt intended to be created by this bylaw;

AND WHEREAS the maximum term for the debentures to be issued to secure the monies authorized to be borrowed hereunder is thirty (30) years;

AND WHEREAS the approval of the Inspector has been obtained prior to its adoption, pursuant to Section 179 of the Community Charter;

AND WHEREAS the electors within the boundaries of the City of Salmon Arm were notified, under the alternative approval process, pursuant to Section 86 of the Community Charter, that Council intends to borrow to undertake the construction of the replacement Zone 5 Booster Station and do all things necessary in connection herewith;

AND WHEREAS the Council has been advised through a report prepared by the Corporate Officer that elector responses submitted by the electors within the boundaries of the City of Salmon Arm, requesting Council not to proceed with the borrowing to construct the replacement Zone 5 Booster Station unless it is approved by assent of the electors are insufficient;

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

1. The Council of the City of Salmon Arm is hereby authorized and empowered to undertake and carry out or cause to be carried out the borrowing for the construction of the replacement Zone 5 Booster Station and do all things necessary in connection herewith and without limiting the generality of the foregoing:
  - a) To borrow upon the credit of the Municipality a sum not exceeding \$2,298,000.00 and the maximum term for the debentures to be borrowed hereunder is thirty (30) years.

b) To acquire all such property, easements, rights-of-way, licences, rights or authorities as may be requisite or desirable for or in connection with the construction of the replacement Zone 5 Booster Station.

2. This bylaw may be cited as "City of Salmon Arm Zone 5 Booster Station Loan Authorization Bylaw No. 4502"

READ A FIRST TIME THIS DAY OF 2022

READ A SECOND TIME THIS DAY OF 2022

READ A THIRD TIME THIS DAY OF 2022

APPROVED BY THE INSPECTOR PURSUANT TO SECTION 179 OF THE COMMUNITY

CHARTER THIS DAY OF 2022

ADOPTED BY COUNCIL THIS DAY OF 2022

\_\_\_\_\_  
MAYOR

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

Item 11.1

## CITY OF SALMON ARM

Date: February 14, 2022

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4495 be read a final time.

### Vote Record

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

Opposed:

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



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

---

Date: January 18, 2022  
To: Mayor Harrison and Members of Council  
From: Chelsea Van de Cappelle, Chief Financial Officer  
Subject: Revenue Anticipation Bylaw No. 4495

---

Recommendation

That Bylaw No. 4495 cited as the "City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4495", be given 3 readings;

And that the Mayor and Corporate Officer be authorized to execute any applicable agreements to facilitate same.

Background

As per Section 177 of the Community Charter, a Council may, by bylaw, provide for the borrowing of money to meet current expenditures and to pay amounts required to meet the municipalities taxing obligations in relation to other local governments.

As the City's tax collection does not occur until July 4, 2022, it may be necessary to temporarily borrow funds to cover expenditures in the first six (6) months of 2022.

The aforementioned bylaw provides the City with the authority to undertake such borrowings, should they be necessary.

Respectfully Submitted,



Chelsea Van de Cappelle, CPA

**CITY OF SALMON ARM****BYLAW NO. 4495****A bylaw to provide for the borrowing of money in anticipation of revenue required to meet current lawful expenditures of the municipality in 2022**

---

WHEREAS the Council of the City of Salmon Arm may, by bylaw, in accordance with Section 177 of the Community Charter, without assent of the electors or the approval of the Inspector of Municipalities, provide for the borrowing of money as may be necessary to meet current lawful expenditures of the municipality and to pay amounts required to meet the municipality's taxing obligations in relation to another local government or other public body;

AND WHEREAS the debt outstanding shall not exceed, at any time, the sum of the unpaid taxes for all purposes imposed during the current year and the money remaining due from other governments;

AND WHEREAS prior to the adoption of the Annual Property Tax Bylaw in any year, the taxes in that year are deemed to be 75% of all taxes imposed for all purposes in the preceding year;

AND WHEREAS the whole amount of taxes imposed in the immediate preceding year was \$35,323,109.06;

AND WHEREAS the sum of unpaid current taxes for all purposes imposed during the current year and the money remaining due from Other Governments totals \$26,492,331.80;

AND WHEREAS in order to meet the current lawful expenditures of the municipality it may be necessary to borrow up to the sum of \$1,000,000.00;

AND WHEREAS there are no liabilities outstanding under Section 177;

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

1. The Council shall be and is hereby empowered and authorized to borrow upon the credit of the municipality an amount or amounts not exceeding the sum of One Million Dollars (\$1,000,000.00).
2. The form of obligation to be given as acknowledgement of the liability shall be a promissory note or notes bearing the corporate seal and signed by the Mayor and Treasurer.

- CORPORATE OFFICER

## Item 12.1

## INFORMATIONAL CORRESPONDENCE - FEBRUARY 14, 2022

1.	Building Department – Building Statistics – January 2022	N
2.	Building Department – Building Permits – Yearly Statistics	N
3.	J. Piot – email dated January 27, 2022 - signage	R
4.	J. Hanna – letter dated February 1, 2022 – Second museum for Salmon Arm	R
5.	J. Broadwell, Manager, Downtown Salmon Arm – letter dated January 25, 2022 – Hudson Street Closure for Downtown Farmer's Market 2022 Season	A
6.	J. Broadwell, Manager, Downtown Salmon Arm – letter dated January 25, 2022 – Request to close Hudson Street for Salty Street Fest	A
7.	D. Podlubny, Director, Shuswap Association for Rowing and Paddling – letter dated January 31, 2022 – Purple-Air Sensor	A
8.	A. Varnes, Program Manager, Salmon Arm Arts Centre – email dated January 21, 2022 – Press Release: Wednesday on the Wharf 2022	N
9.	K. Leinweber and T. Peasgood, Directors, Salty Dog Enduro – email dated February 3, 2022 – 2022 Salty Dog Enduro	A
10.	L. Fitt, Manager, Salmon Arm Economic Development Society – email dated February 9, 2022 – Thank you and next steps	A
11.	S. Friesen, Public Engagement Coordinator, The Wellspring Foundation for Education – email dated January 21, 2022 – Lake2Lake Ride for Rwanda September 17 & 18, 2022	R
12.	S. Martens, Community & Indigenous Relations Manager, Fortis BC – email dated February 3, 2022 – Renewable Gas News Release	N
13.	Heritage BC – Heritage Week 2022	N
14.	B. Bedford, Executive Director, Local Government Infrastructure and Finance Branch, Ministry of Municipal Affairs – letter dated February 2, 2022 – Investing in Canada Infrastructure Program – Green Infrastructure – Climate Change Mitigation – <u>CleanBC Communities Fund Intake 3 Open for Applications</u>	A
15.	Communications BC – email dated February 4, 2022 - Health Canada : Test your home for Radon	N
16.	Z. Wells, Community Relationship Specialist BC/Yukon Heart & Stroke – email dated February 4, 2022 – Impact Report Feb 2022	N
17.	T. Barker, District of Stewart – email dated January 28, 2022 – BC Wildfires Petition – Letter of Support	N
18.	L. Baird, Mayor, Village of Cumberland – letter dated January 28, 2022 – Private Members Bill C-216 Health-Based Approach to the Substance Use Act	N
19.	L. Help, Mayor, City of Victoria – letter dated February 2, 2022 – Quebec's Bill 21 – An Act respecting the laicity of the State	N

N = No Action Required  
A = Action Requested

S = Staff has Responded  
R = Response Required



THIS PAGE INTENTIONALLY LEFT BLANK

Item 12.2

## CITY OF SALMON ARM

Date: February 14, 2022

L. Fitt, Manager, Salmon Arm Economic Development Society  
- letter dated February 2, 2022 – MRDT Wayfinding Signage Project

### Vote Record

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

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

February 2, 2022

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

Dear Mayor Harrison and Council,

Salmon Arm Economic Development Society (SAEDS) has been working with City staff and community partner organizations to finalize the details of the MRDT Wayfinding Signage Project. Phase 1 of this project consists of 23 vehicle directional signs, 9 destination location (park entrance) signs and the 4 downtown pedestrian/bike wayfinding pillars. The vehicle directional signs have now been fabricated and installation is in progress. The next step in this project is the final design, fabrication and installation of the destination location signs and the downtown pillars.

The MRDT Wayfinding Signage Project is focussed on visitor services, with the goal of supporting the resiliency and rejuvenation of Salmon Arm's tourism sector by increasing our capacity to welcome visitors and improve our visitors' experience. The destination location signs and pillar signs present a unique opportunity to incorporate a Secwepemc welcome to recognize the history, cultural heritage and highly-valued presence of our First Nations communities. SAEDS recognizes the inclusion of a traditional welcome would have to be determined in consultation with, and under the direction of, our area First Nation Bands.

A placeholder has been included in the preliminary design of both the destination location and pillar signs for a Secwepemc welcome, should this move forward. As these signs represent a partnership project between SAEDS and the City and will be positioned on City owned lands, we will await direction from Council on the preferred next steps; however, SAEDS would look forward to the opportunity to work collaboratively with City staff to consult with our area Bands. The signs are an important addition to our City's visitor services and we are excited to see this project moving forward.

Sincerely,



Lana Fitt

Salmon Arm Economic Development Society

Item 13.1

## CITY OF SALMON ARM

Date: February 14, 2022

The following Motion was released from the In-Camera Council Meeting of January 24, 2022:

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Mayor and Corporate Officer be authorized to execute the Marina Lease, Sub-Lease and Operation Agreement with Sea Dog Rentals Inc. for a three year term, with a two year option to renew, effective April 1, 2022, subject to approval by the Ministry of Forests, Lands and Natural Resource Operations and Community Charter advertising requirements;

AND THAT: the lease fee be \$40,000.00 for 2022, 2023 and 2024.

CARRIED UNANIMOUSLY

### Vote Record

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

Opposed:

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

THIS PAGE INTENTIONALLY LEFT BLANK

Item 22.1

## CITY OF SALMON ARM

Date: February 14, 2022

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-542 be authorized for issuance for Lot 4, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1500 Except Plan 1948 to vary Section 4.0 (Works and Services Requirements) of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Waive the requirement to install frontage works along the proposed new parcel (Proposed Lot 1) in exchange for a cash-in-lieu payment; and
2. Defer the requirement to install frontage works along the proposed remainder parcel until time of future subdivision;

AND THAT: Council support the motion subject to:

1. Receipt of a cash-in-lieu payment for the extension of the 25 Street NE water main to the south parcel boundary; and
2. Registration of a Land Title Act Section 219 Covenant stipulating no further development or subdivision of the proposed remainder parcel until fully serviced to City Bylaw standards.

[Cockrill, E. & Weed, J./Gentech Engineering Inc.; 2391 26 Avenue NE; Servicing requirements]

### Vote Record

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

Opposed:

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

## **CITY OF SALMON ARM**

---

TO: His Worship Mayor Harrison and Members of Council

DATE: January 31, 2022

SUBJECT: Development Variance Permit Application No. VP-542 (Servicing)  
Legal: Lot 4, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1500 Except Plan 1948  
Civic Address: 2391 – 26 Avenue NE  
Owner: Cockrill, E. & Weed, J.  
Agent: Gentech Engineering Inc.

---

### **MOTION FOR CONSIDERATION**

**THAT:** Development Variance Permit No. VP-542 be authorized for issuance for Lot 4, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1500 Except Plan 1948 to vary Section 4.0 (Works and Services Requirements) of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Waive the requirement to install frontage works along the proposed new parcel (Proposed Lot 1) in exchange for a cash-in-lieu payment; and
2. Defer the requirement to install frontage works along the proposed remainder parcel until time of future subdivision.

**AND THAT:** Council support the Motion for Consideration subject to:

1. Receipt of a cash-in-lieu payment for the extension of the 25 Street NE water main to the south parcel boundary.
  2. Registration of a Land Title Act - Section 219 covenant stipulating no further development or subdivision of the proposed remainder parcel until fully serviced to City Bylaw standards.
- 

### **PROPOSAL**

The owners submitted their Variance Application and a Subdivision application on October 15, 2021 to create one new residential parcel (Proposed Lot 1). The Proposed Lot 1 and the Remainder Parcel are highlighted in Appendix 4. This proposal triggers service and frontage upgrades along both the new and remaining parcels as required by Subdivision and Development Servicing (SDS) Bylaw No. 4163. The applicant has provided a concept for future subdivision for the large Remainder Parcel. The applicant has requested to provide a cash-in-lieu payment for the frontage upgrades related to Proposed Lot 1, and to defer the frontage upgrades for the Remainder until time of further subdivision.

### **BACKGROUND**

The large subject parcel is located at 2391 – 26 Avenue NE (Appendix 1), in the Upper Lakeshore residential neighbourhood, largely comprised of R-1 and R-8 zoned parcels. The parcel is designated Low Density Residential in the City's Official Community Plan (OCP), and zoned Single Family Residential (R-1) in the Zoning Bylaw (Appendix 2 & 3).



The entire property is approximately 7 acres (27,000 square metres) in size and presently contains an existing single family dwelling. The applicant submitted a subdivision application (SUB-21.20) on October 15, 2021 for the creation of one new parcel (Appendix 4), including a future subdivision concept. The City's Preliminary Layout Review outlining the conditions required for subdivision approval was issued to the applicant on December 2, 2021. Site photos are attached (Appendix 5).

### COMMENTS

#### Engineering Department

Detailed comments are attached as Appendix 6.

#### Building Department

No concerns.

#### Fire Department

No concerns.


#### Planning Department

The applicant is requesting variances to the Subdivision and Development Servicing Bylaw No. 4163 to accommodate a 2 lot subdivision and development permitted by zoning. Given the current parcel area, zoning regulations, and potential for future development, the parcel does not qualify for exemptions from the frontage and servicing upgrade requirements. The purpose behind these servicing requirements is to ensure that properties under development are connected to the expected municipal systems and to ensure that each system (water, sanitary and storm sewers, as well as street lighting and active transportation infrastructure) is extended to the boundary of an adjacent property to mitigate gaps in the systems. The larger the gap, the more expectation there is that the City and/or future developers should take on the financial burden of works and services to facilitate development, or that the City allow for some reduction in expected standards.

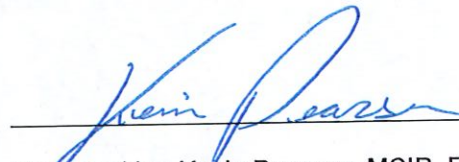
The applicant has offered cash-in-lieu in exchange for the works associated with the new parcel, and deferment of the remainder to time of future subdivision. While Engineering supports this request, noting the fire flow deficiencies in the area staff recommend Council support be subject to the inclusion of a cash-in-lieu payment for the extension of the 25 Street NE water main to the south parcel boundary.

The recommended registration of a Section 219 covenant restricting further building or subdivision of the Remainder Parcel until fully serviced to City Bylaw standards clarifies and ensures that full frontage improvements would be required if ever in the future that land were proposed to be developed further.

Staff recognize the rationale behind the requested variances given the scale and cost of the proposed development relative to the improvements required, as well as the opportunity to have the improvements completed with future development, and have thus provided Council with an option to consider in alignment with the recommendation of the Engineering Department.

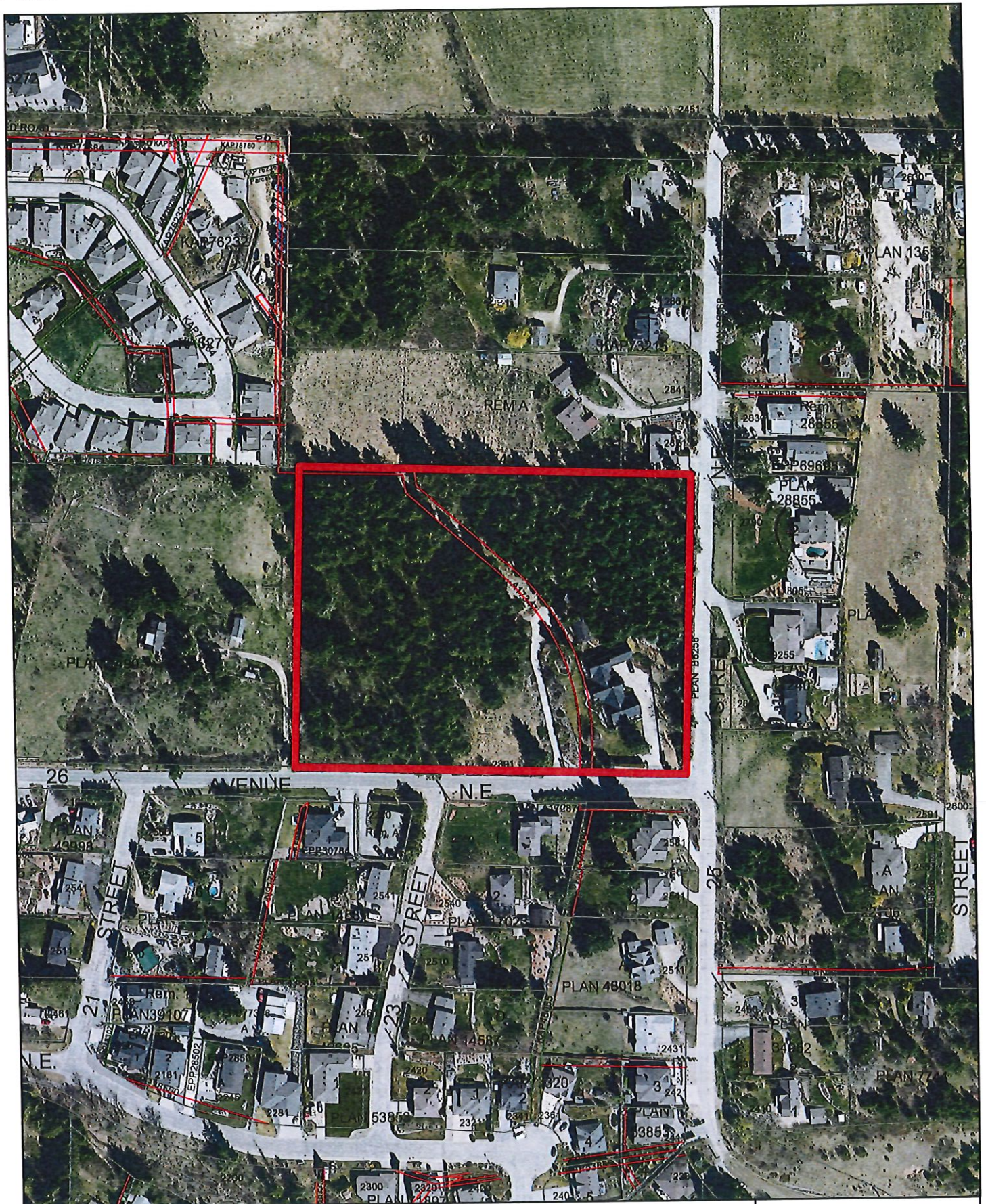


Prepared by: Chris Larson, MCIP, RPP  
Senior Planner



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



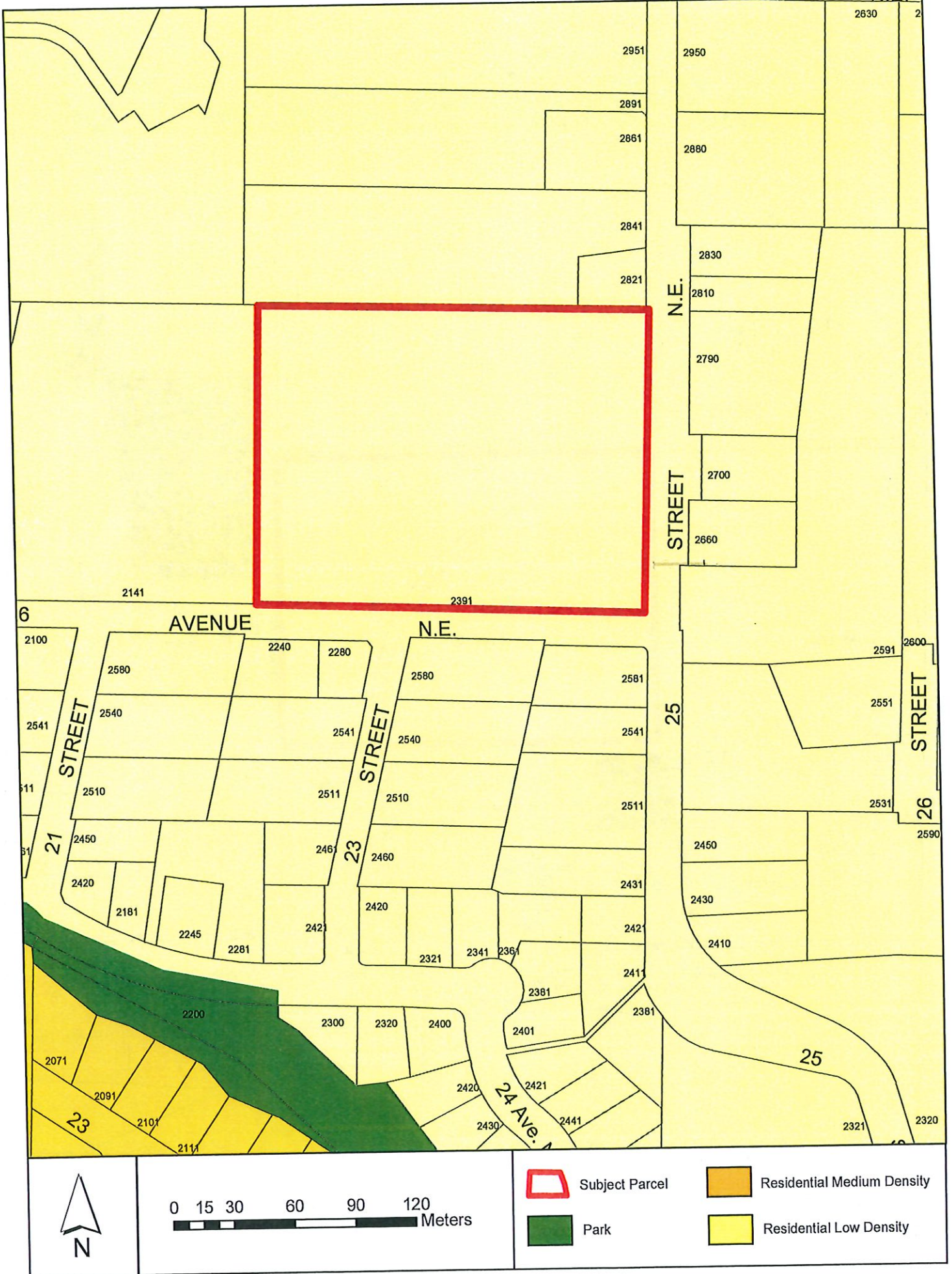


0 30 60 120 180 240 Meters

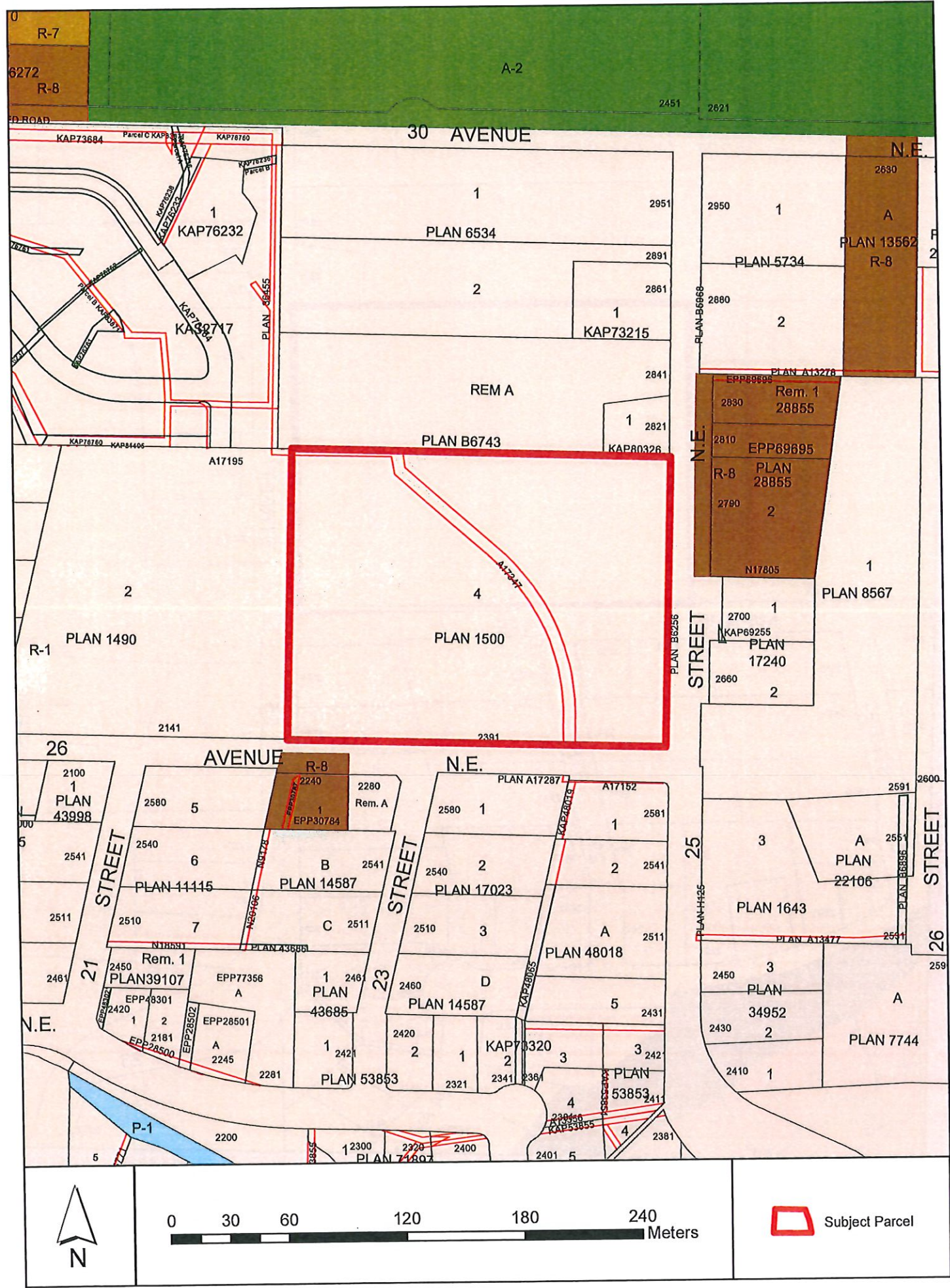


Subject Parcel









**GENTECH ENGINEERING INC.**

CIVIL ENGINEERING

P.O. Box 328  
#3 - 551 TRANS-CANADA HIGHWAY  
SALMON ARM, B.C. V1E 4N5

PH. (250) 832-7662  
FAX (250) 832-7664  
[www.gentechengineering.com](http://www.gentechengineering.com)

October 13, 2021

JW13-1422

City of Salmon Arm  
P.O. Box 40  
Salmon Arm, BC  
V1E 4N2

Attention: Kevin Pearson, MCIP, RPP  
Director of Development Services

Re: 2391 26<sup>th</sup> Avenue NE Subdivision  
**Variance Application**

---

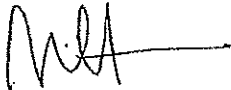
This letter is in support of the rationale of why the owner is applying for a variance for the above noted project.

The owners, Jim Weed and Elaine Cockrik, are getting older and would like to downsize their living quarters. They have reviewed numerous properties in Salmon Arm and can not find what they are looking for. They are proposing to subdivide a lot off of their existing property. This lot would be in compliance with their ideas of a future subdivision.

The City of Salmon Arm Subdivision & Development Servicing Bylaw No. 4163, Section 3.0 Design Requirements, requires the owner to upgrade the frontage of the property to centreline of the adjacent road. The owner is willing to provide a cash in lieu fee for the frontage of the new proposed lot. The remaining frontage would be upgraded when the future subdivision was to proceed in the near future.

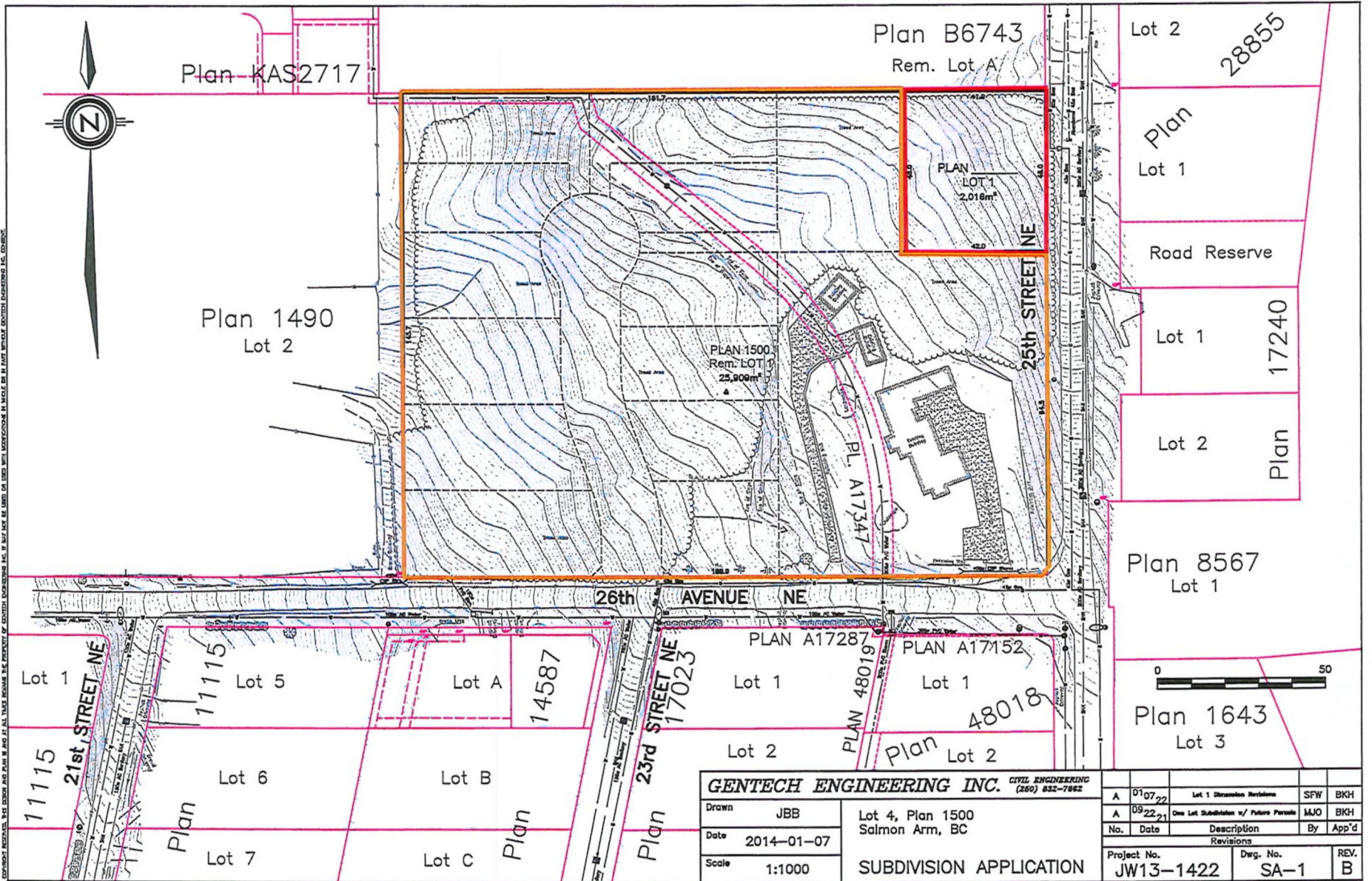
We are hoping the city staff can support this option.

Yours truly,



Brian Hillson, PLEng.









View to the northwest from 25 Street NE.



View southwest along 25 Street NE.





*Memorandum from the  
Engineering and Public  
Works Department*

---

TO: Kevin Pearson, Director of Development Services  
DATE: 10 November, 2021  
PREPARED BY: Chris Moore, Engineering Assistant  
OWNER: J. Weed & E. Cockrill  
APPLICANT: **Gentech Engineering Inc.**  
SUBJECT: **SUBDIVISION FILE NO. SUB-21.20 &  
VARIANCE PERMIT APPLICATION FILE NO. VP-542**  
LEGAL: Lot 4, Section 24, Township 20, Range 10, WGM, KDYD, Plan 1500  
Except Plan 1948  
CIVIC: **2391 – 26 Ave NE**

---

Further to your referral dated October 22, 2021, we provide the following servicing information:

**General:**

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

**SUBDIVISION FILE NO. SUB-21.20 & VARIANCE PERMIT APPLICATION FILE NO. VP-542**

10 November, 2021

Page 2

- 
9. 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.
  10. 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. 25 Street NE, on the subject property's eastern 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. 25 Street NE is currently constructed to an Interim Rural 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, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
3. 26 Avenue NE, on the subject property's southern 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 2.38m of additional road dedication is required (to be confirmed by a BCLS).
4. 26 Avenue NE is currently constructed to an Interim Rural 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, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
5. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
6. A 20m wide Road Reserve is required from 26 Avenue NE at the intersection with 23 Street NE to the northern property line for future potential development of the properties to the north.
7. A 3.0m by 3.0m corner cut is required to be dedicated at the intersection of 26 Avenue NE and 25 Street NE.



**SUBDIVISION FILE NO. SUB-21.20 & VARIANCE PERMIT APPLICATION FILE NO. VP-542**

10 November, 2021

Page 3

---

**Water:**

1. The subject property fronts a 100mm diameter Zone 2 watermain on 26 Avenue NE, partially fronts a 100mm diameter Zone 3 watermain on 25 Street NE and a 300mm diameter Zone 2 watermain in a right of way (ROW) crosses the subject property. Upgrading the 100mm diameter watermain to 150mm diameter across the frontage of the property is required, additionally extension of the 150mm Zone 3 watermain on 25 Street to 26 Avenue NE is required.
2. An additional 3m right of way is required for the watermain running along the northern property line (total width 6m).
3. During future subdivision of the remainder lot, the 300mm diameter Zone 2 watermain is to be relocated to within the proposed 23 Street NE.
4. The existing lot is to be serviced by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use. Water meter will be supplied by the City at the time of subdivision, at the Owner / Developer's cost.
5. Records indicate that the existing property is serviced by a 19mm service from the Zone 2 watermain. 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.
6. The proposed parcel 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 (minimum 25mm). Water meter will be supplied by the City at the time of building permit, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.
7. The subject property is located within an area of identified fire flow deficiency, according to the 2011 Water Study (OD&K 2012). However, Hydrant 0472 was flowed in 2018 and acceptable flows were achieved, therefore no further upgrades are required to provide fire flows in accordance with the requirements of the Subdivision and Development Servicing Bylaw No 4163.
8. Fire protection requirements to be confirmed with the Building Department and Fire Department.
9. Fire hydrant installation will be required. Owners consulting Engineer shall review the site to ensure placement of fire hydrants meet the low density spacing requirements of 150 meters.

**SUBDIVISION FILE NO. SUB-21.20 & VARIANCE PERMIT APPLICATION FILE NO. VP-542**

10 November, 2021

Page 4

---

**Sanitary:**

1. The subject property fronts a 200mm diameter sanitary sewer on 25 Street NE and a 150mm diameter sanitary sewer terminates at the intersection of 23 Street NE and 26 Avenue NE on the subject property's southern boundary. Extension of a sanitary sewer to and along the frontage on 26 Avenue is not required at this time as the remainder lot is serviced and there are no other benefitting properties. No further upgrades are required at this time.
2. The remainder and proposed parcel(s) are each to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.
1. Records indicate that the existing property is serviced by a 100mm service from the sanitary sewer on 26 Avenue NE. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

**Drainage:**

1. The subject property does not currently front onto a City storm sewer
2. Records indicate that the existing property is not currently serviced by a storm service. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
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.
6. Extension of the City Storm system to and along the frontages of the subject property will be required to accommodate the required road drainage. Owner / Developer is responsible for all associated costs.

**SUBDIVISION FILE NO. SUB-21.20 & VARIANCE PERMIT APPLICATION FILE NO. VP-542**

10 November, 2021

Page 5

---

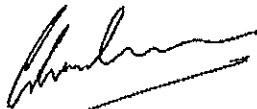
**Geotechnical:**

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

**Variance Request:**

The applicant is requesting to pay a cash in lieu (CIL) payment for the frontage works on the proposed lot and to defer all upgrades associated with the remainder lot until time of future subdivision.

The Engineering Department supports the CIL payment on the proposed lot. Deferment of the frontage works on the remainder lot is also supported, with the exception of the extension of the watermain on 25 Street NE. **The Engineering Department recommends that Council require extension of the watermain on 25 Street NE to the southern property boundary through this subdivision as the looping of the Zone 3 watermain to address fire flow deficiencies is a priority for the City.** A cash-in-lieu payment would be taken at this time and the remainder of the watermain extension required to loop Zone 3 would be recommended as a future capital project and brought forward to Council.



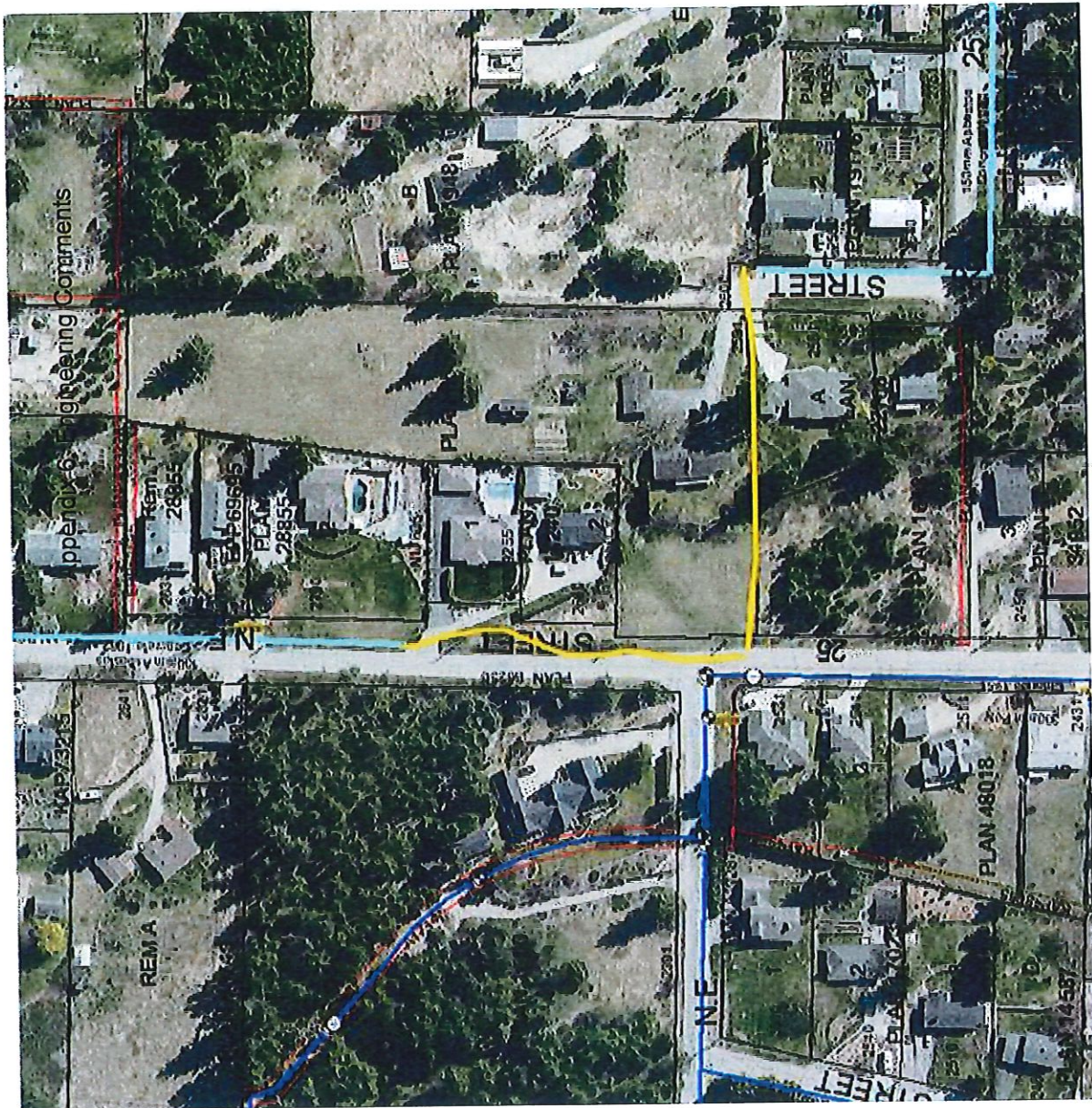
---

**Chris Moore**  
Engineering Assistant



---

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



THIS PAGE INTENTIONALLY LEFT BLANK



Item 22.2

## CITY OF SALMON ARM

Date: February 14, 2022

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-546 be authorized for issuance for Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan 26407 to vary Zoning Bylaw No. 2303 as follows:

1. Section 6.7 – Maximum Parcel Coverage increase from 10% to 12% for all accessory buildings in order to facilitate construction of a detached carport.

[Brindley, T. & Schroers, P.; 3860 Lakeshore Road NE; Maximum parcel coverage]

### 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: January 31, 2022

Subject: Development Variance Permit Application No. VP-546 (Maximum parcel coverage)

Legal: Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan 26407  
 Civic Address: 3860 Lakeshore Road NE  
 Owner/Applicant: Brindley, T. & Schroers, P.

### **STAFF RECOMMENDATION**

**THAT: Development Variance Permit No. VP-546 be authorized for issuance for Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan 26407 to vary Zoning Bylaw No. 2303 as follows:**

**Section 6.7 - Maximum Parcel Coverage increase from 10% to 12% for all accessory buildings in order to facilitate construction of a detached carport.**

### **PROPOSAL**

The subject parcel is located at 3860 Lakeshore Road NE (Appendices 1 and 2). The proposal is to construct a new detached carport (Appendix 5). Due to the existing presence of other additional accessory buildings/structures also currently on the subject property, this proposal requires the maximum parcel coverage permitted to be increased from 10% to 12% for all accessory buildings.

### **BACKGROUND**

The parcel is designated Low Density Residential (LR) in the City's Official Community Plan (OCP) and is zoned R1 (Single Family Residential) in the Zoning Bylaw (Appendices 3 and 4). The subject property is located between the Appleyard and Raven area/neighbourhoods, with frontage onto Lakeshore Road NE. This area largely consists of rural residential uses.

Land uses directly adjacent to the subject property include the following:

North: Single family dwelling with accessory building/structure	Zoned R1
South: Single family dwelling	Zoned R1
East: Single family dwelling with accessory building/structure	Zoned R1
West: Single family dwelling with accessory building/structure	Zoned R1

The property is 0.22 ac in area/size and currently contains a single family dwelling and accessory buildings/structures (i.e. a carport, garage/shop, and a shed). The single family dwelling was built first in approximately 2007. The property owner/applicant is proposing to construct a new 16' x 22' (352 ft<sup>2</sup>) detached carport on the property. Besides from Section 6.7 of the Zoning Bylaw, the proposed addition meets all other R1 – Single Family Residential Zone regulations.

Site photos are attached, as Appendix 6.

COMMENTSFire Department

No concerns.

FortisBC

Natural gas service alteration may be required before carport construction. Staff have advised that the applicant reach out to FortisBC well in advance.

Engineering Department

No concerns.

Building Department

No concern to increase parcel coverage from 10% to 12%.

Planning Department

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

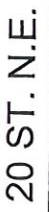
As described in the letter submitted by the owner/applicant (Appendix 7), the purpose of this variance is to construct a small low-profile post and beam carport to go over an existing paved parking spot. Presently, the existing percentage of all accessory buildings is approximately 8.7%, and with the addition of the new proposed carport, the percentage of land used by accessory buildings would then increase to approximately 12%. The height of the new proposed structure will stand at a height of 9'-8" measured from the high side of the roof. All neighbours are set back from this point and are at a higher elevation, thus the new structure will not block the view of either neighbour.

Originally, the owner/applicant had submitted a Variance Permit application that requested two different variances to Sections 6.7 and 6.11 of the Zoning Bylaw. The owner/applicant had also originally intended to reduce the front parcel line setback along Lakeshore Road NE from 6.0 m to 5.0 m in order to construct the carport. However, after receiving initial comments from other departments, planning staff advised the owner/applicant that there was room for the proposed building/structure to move closer to the existing single family dwelling in order to meet the minimum 6.0 m front parcel line setback and avoid an additional variance. The owner/applicant has been amenable to working with staff and has since provided staff with an updated application (which now also includes updated drawings, area calculation, and a letter), now only including the one variance request.

Since the maximum parcel coverage for all accessory buildings in an R8 zoned property may be increased to a maximum of 15% and this variance is requesting an increase to 12%, staff feel that this variance request is aligned with the City's residential policies, will not unreasonably or significantly affect the character of the parcel, and have no concerns with this application.

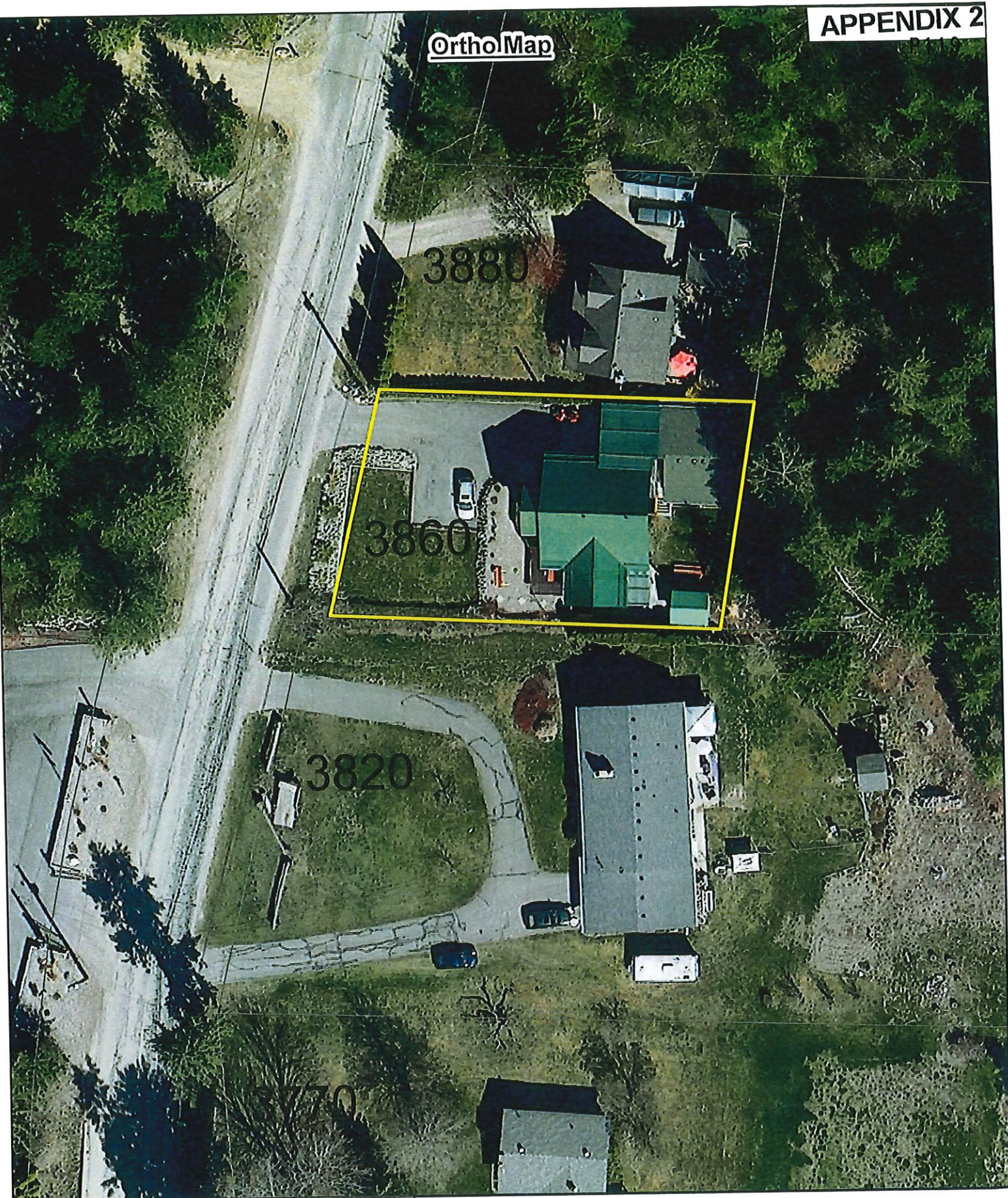
  
Prepared by: Evan Chorlton  
Planner I  
Reviewed by: Kevin Pearson, MCIP, RPP  
Director of Development Services







OrthoMap



0 2.5 5 10 15 20 Meters

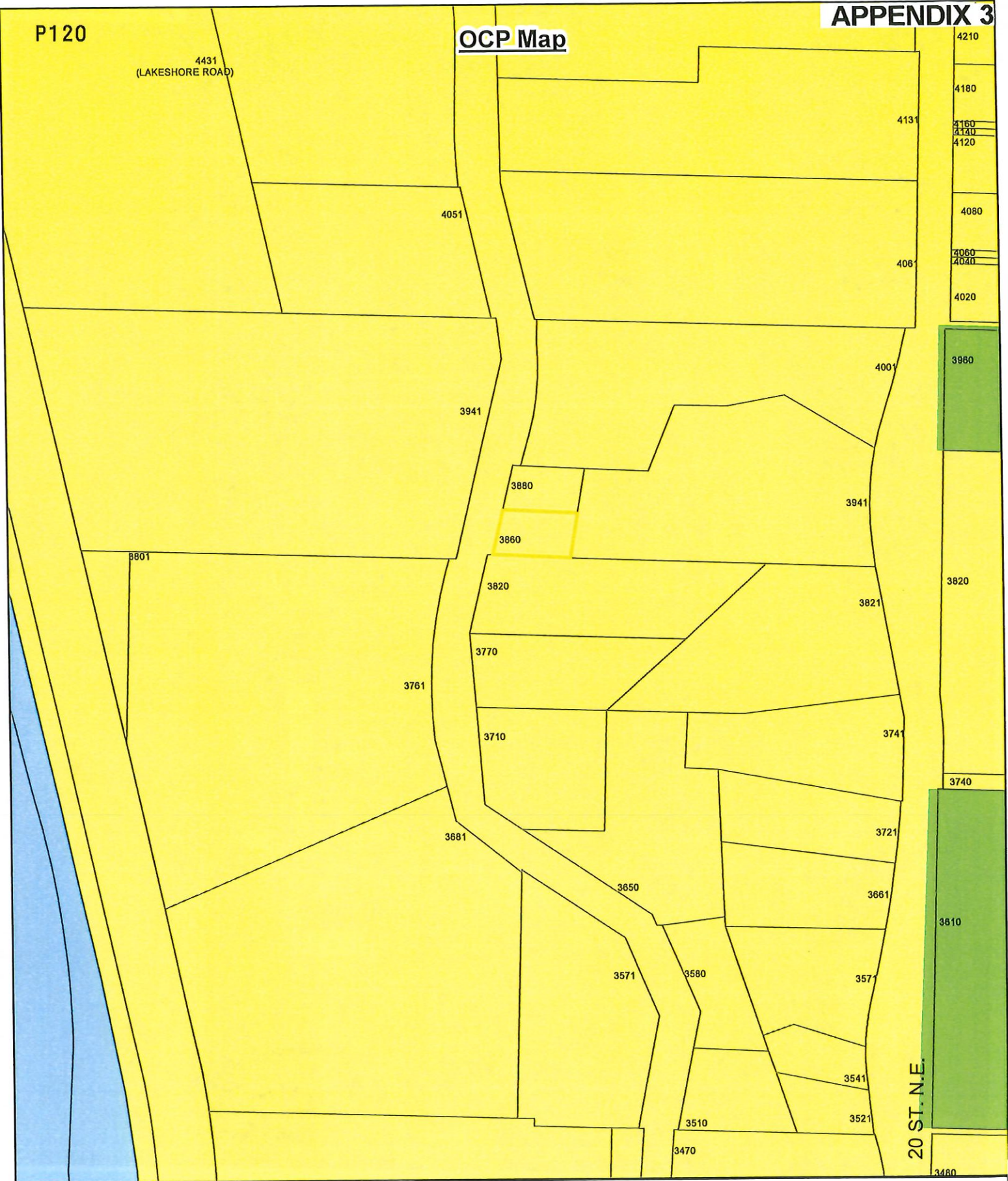
Subject Property  
Parcels



P120

OCP Map

4431  
(LAKESHORE ROAD)



20 ST. N.E.



0 12.525 50 75 100  
Meters

- Subject Property
- Parcels
- Environmentally Sensitive Lake Areas
- Acreage Reserve
- Residential - Low Density



Zoning Map

P12410

4431  
(LAKESHORE ROAD)

4051

4131

4180

4160

4140

4120

4061

4080

4060

4040

4020

4001

3960

3941

3941

3880

3860

3820

3821

3770

3761

3741

3710

3740

3681

3721

3661

3610

3650

3571

3580

3571

3541

3521

3510

3470

3460

20 ST. N.E.



0 12.525 50 75 100 Meters

Subject Property

Parcels

A-2

A-3

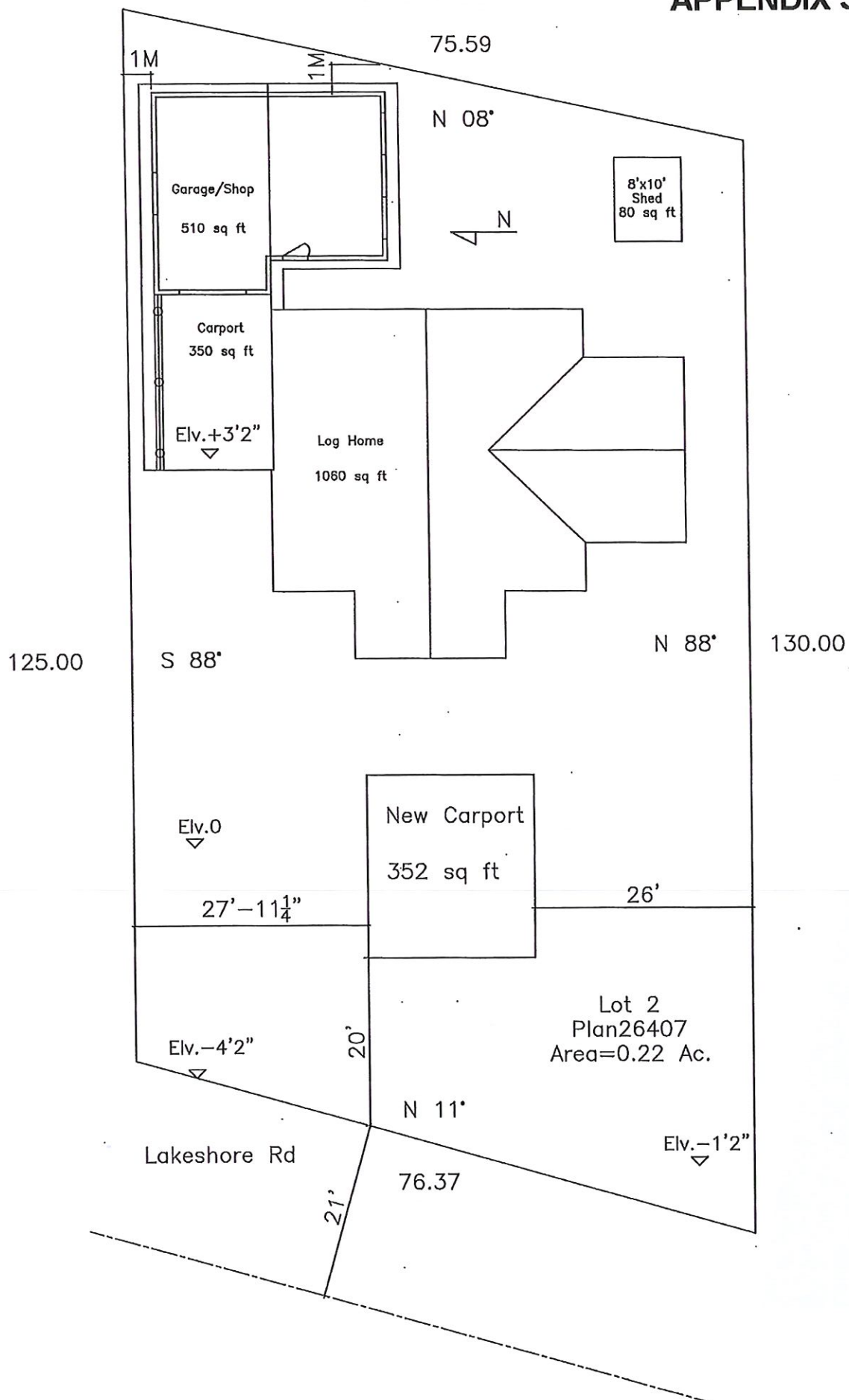
P-1

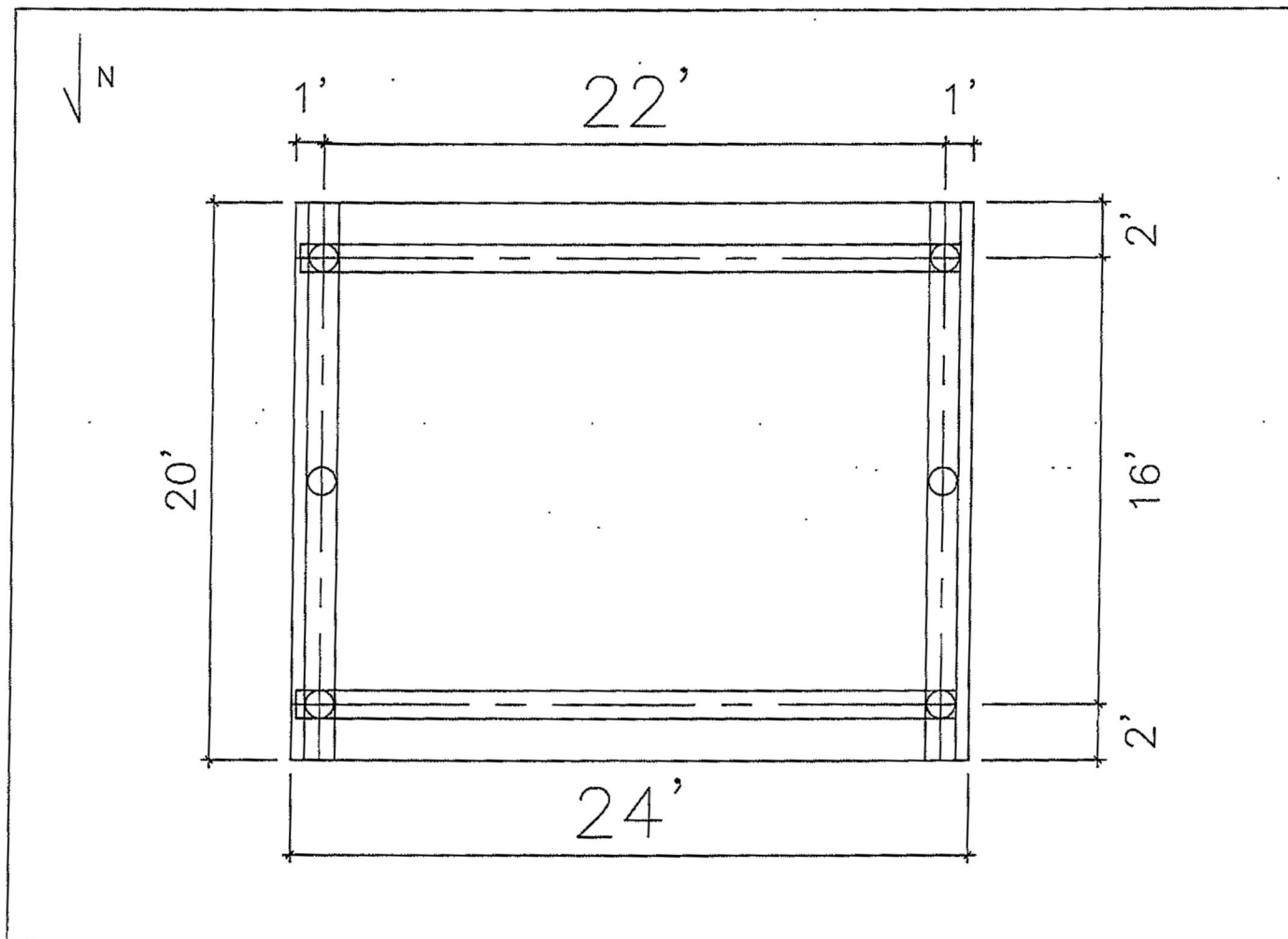
R-1

R-4

R-7

R-8



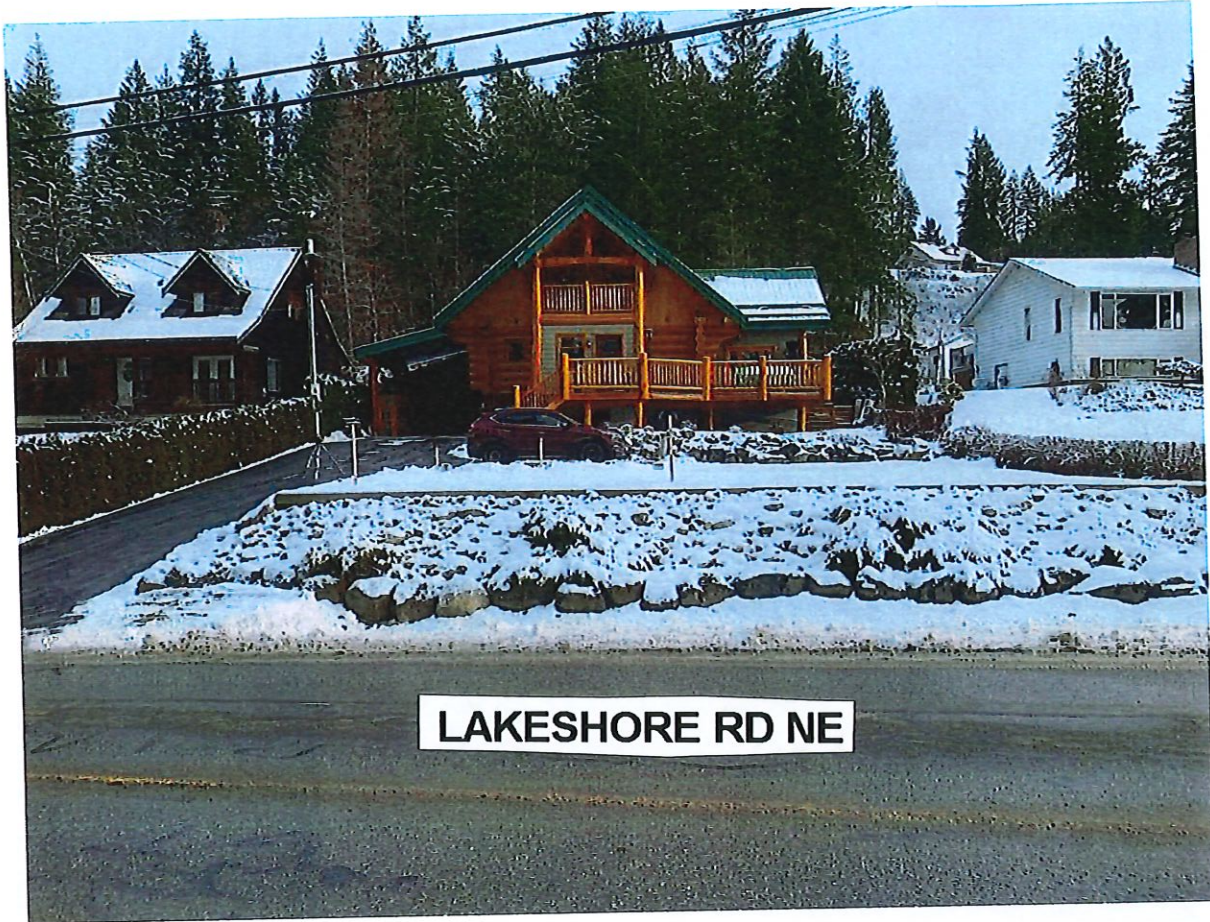


<b>Jeryn</b> Consulting PH: (250) 832-8888 jeryn@stouchoffog.com	
Terry Brindley Petra Schroers	
Project: Post and Beam Carport	
Lot: 00	Sec: 25
Plan: 26407	
Address: 3850 Lakeshore Rd NE Salmon Arm BC	
Scale: $\frac{1}{4}" = 1'-0"$	
Date: Oct 18, 2021	
Revisions & Notes - Building width narrowed by 2' to amend building location to buffer zone. January 18, 2022	
© COPYRIGHT 2021 Unauthorized reproduction or use of this drawing is strictly prohibited.	
Sheet: Floor Plan	
Page: 6 of 9	

Property / Building Square Footages and Percentages		
Area	Square Footage	Percentage of Square Feet
Total property sq ft	10,779	100
Log Home	1060	9.8
Garage/Shop	510	4.7
Carport	350	3.2
Shed	80	.74
Existing out buildings Total	940	8.7
New carport Shelter	352	3.3
Total of out buildings	1292	11.99
Total of all buildings	2352	21.82
<ul style="list-style-type: none"> <li>All square footages are taken from outside of foundation and do not include the roof overhangs of the buildings.</li> <li>The log house has fairly large overhangs (5') to protect the log ends and structure.</li> </ul>		



**APPENDIX 6**



**LAKESHORE RD NE**







**Variance for**

Terry Brindley

Petra Schroers

**APPENDIX 7**

Jeryn Contracting

2700 65<sup>th</sup> Ave NE

Salmon Arm BC

V1E 2A9

To the Variance Board:

The purpose of the variance is for a small low-profile post and beam carport to go over an existing paved parking spot.

Issue of concern that requires a variance:

- The existing percentage of out buildings is at 8.7%. With the addition of the new carport the percentage of land used by out buildings will be 12%.

The height of the new structure would stand at a height of 9'8" at the high side of the roof. All neighbors are set back from this point and at a higher elevation. The new structure will not be a blockage of view to either neighbor.

Regards

Eryn Sutherland

Item 22.3

## CITY OF SALMON ARM

Date: February 14, 2022

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-545 be authorized for issuance for Lot A, Section 14, Township 20, Range 10, W6M, KDYD, Plan 43112 to vary Zoning Bylaw No. 2303 as follows:

1. Section 21.9/Appendix I – Off Street Parking and Loading Spaces  
– Table A1-1 – Reduce the number of required off-street parking spaces from 689 to 645.

[R.P. Johnson Construction Ltd.; 360 TCH SW; Off Street Parking and Loading Spaces]

### 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: January 31, 2022

Subject: Development Variance Permit Application No. VP-545 (Parking)

Legal: Lot A, Section 14, Township 20, Range 10, W6M, KDYD, Plan 43112  
 Civic Address: 360 TCH SW  
 Owner/Applicant: R.P. Johnson Construction Ltd.

### **STAFF RECOMMENDATION**

**THAT:** Development Variance Permit No. VP-545 be authorized for issuance for Lot A, Section 14, Township 20, Range 10, W6M, KDYD, Plan 43112 to vary Zoning Bylaw No. 2303 as follows:

**Section 21.9/Appendix I – Off Street Parking and Loading Spaces – Table A1-1 – Reduce the number of required off-street parking spaces from 689 to 645.**

### **PROPOSAL**

The subject parcel is located at 360 TCH SW (Appendices 1 and 2). The proposal is requesting a variance to Section 21.9/Appendix I of the Zoning Bylaw. This would decrease the number of required off-street parking spaces by 44 stalls (from 689 to 645 total stalls) in order to add a gardening/retail yard to the eventual Peavey Mart (Appendix 5).

### **BACKGROUND**

The parcel is designated Commercial City Centre in the City's Official Community Plan (OCP) and is zoned C7 (Shopping Centre Commercial) in the Zoning Bylaw (Appendices 3 and 4). The subject property is located in the Downtown area, with frontage onto 3 Street SW, 3 Avenue SW, 5 Street SW, and the Trans Canada Highway. This area largely consists of commercial and institutional uses. Nearby uses include the group of retail stores that make up the Centenoka Park Mall (i.e. Staples, Brad's No Frills, BC Liquor Store, etc.) and the SASCU Indoor Memorial Sports Complex.

Land uses directly adjacent to the subject property include the following:

North:	Service commercial and fuel service station commercial uses	Zoned C3 and C4
South:	Park and recreation and service commercial uses	Zoned P1 and C3
East:	Town centre commercial uses	Zoned C2
West:	Service commercial uses	Zoned C3

The property is approximately 3.87 ha/9.57 ac (417,005 ft<sup>2</sup>) in size and currently contains the Centenoka Park Mall, BC Liquor Store, and Panago Pizza. The property owner/applicant is proposing a gardening/retail yard to go in place of the current existing parking to the east of the eventual Peavey Mart. Asides from Section 21.9/Appendix I of the Zoning Bylaw, this proposal meets all other C7 – Shopping Centre Commercial Zone regulations.

Site photos are attached, as Appendix 6.



COMMENTSFire Department

No concerns.

FortisBC

No issue with this proposal.

Engineering Department

No concerns.

Building Department

No concerns.

Planning Department

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

As described in the letter submitted by the owner/applicant (Appendix 7), the applicant has entered into a conditional lease agreement with Peavey Mart to take the remaining 25,000 ft<sup>2</sup> of what is formally known as Safeway, and propose to include a gardening retail yard. The proposed yard will go in place of the existing parking area to the east of the retail store, making the parking lot a total of 44 spaces short. The applicant has indicated that they plan to move staff parking to unused parking areas and anticipate that Centenoka Park Mall will remain a fully-functional shopping centre. The applicant also believes that the proposed project with Peavey Mart will be an excellent addition to the shopping centre and will complement the City of Salmon Arm.

While previous applications do not create any binding precedent, there have been approximately two previous different Development Variance Permit applications and one Development Permit application with a variance on the subject property within the last ten years. Of which, two Variance Permits were issued (VP-435 and DP-394), and one Variance Permit was withdrawn (VP-372). In addition, other shopping centers have made similar requests including the Mall at Piccadilly, which has also had two previous different Development Permit applications in the recent past with similar parking variances (DP-387 and DP-363), both of which were also issued.

It is worth noting that the off-street parking and loading standards outlined in Appendix I of the Zoning Bylaw date back to 1995 and that a number of cities are moving towards more decreased/eliminating minimum parking requirements. Staff have noted some concerns around potential congestion in the northeast corner of the site (and are open to feedback from landowners within the zone on their experience), however, the overall function is ultimately up to the owner/applicant. Staff have noted no concerns with traffic and city infrastructure. Presently, staff do not know what the side gardening/retail yard will look like, which may also cause some additional concerns regarding its appearance. Although staff have some minor concerns, the applicant has assured that the proposal will be sufficient, with the help of frontage upgrades (i.e. additional parking stalls on the street) in the recent past and additional parking spaces off-site. Staff also note that a Development Permit is not required for the renovations to the eventual Peavey Mart, as per Section 9.5.52 of the OCP.

Staff feel that this variance request will not unreasonably or significantly affect the character of the parcel, and have no concerns with this application.

  
Prepared by: Evan Chorlton  
Planner I  
Reviewed by: Kevin Pearson, MCIP, RPP  
Director of Development Services

P132

Subject Property Map

**APPENDIX 1**  
(401-404)

LAKESHORE DRIVE N.W.

3 ST. N.W.

TRANS CA

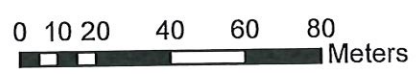
5 ST. S.W.



3 AVE. S.W.

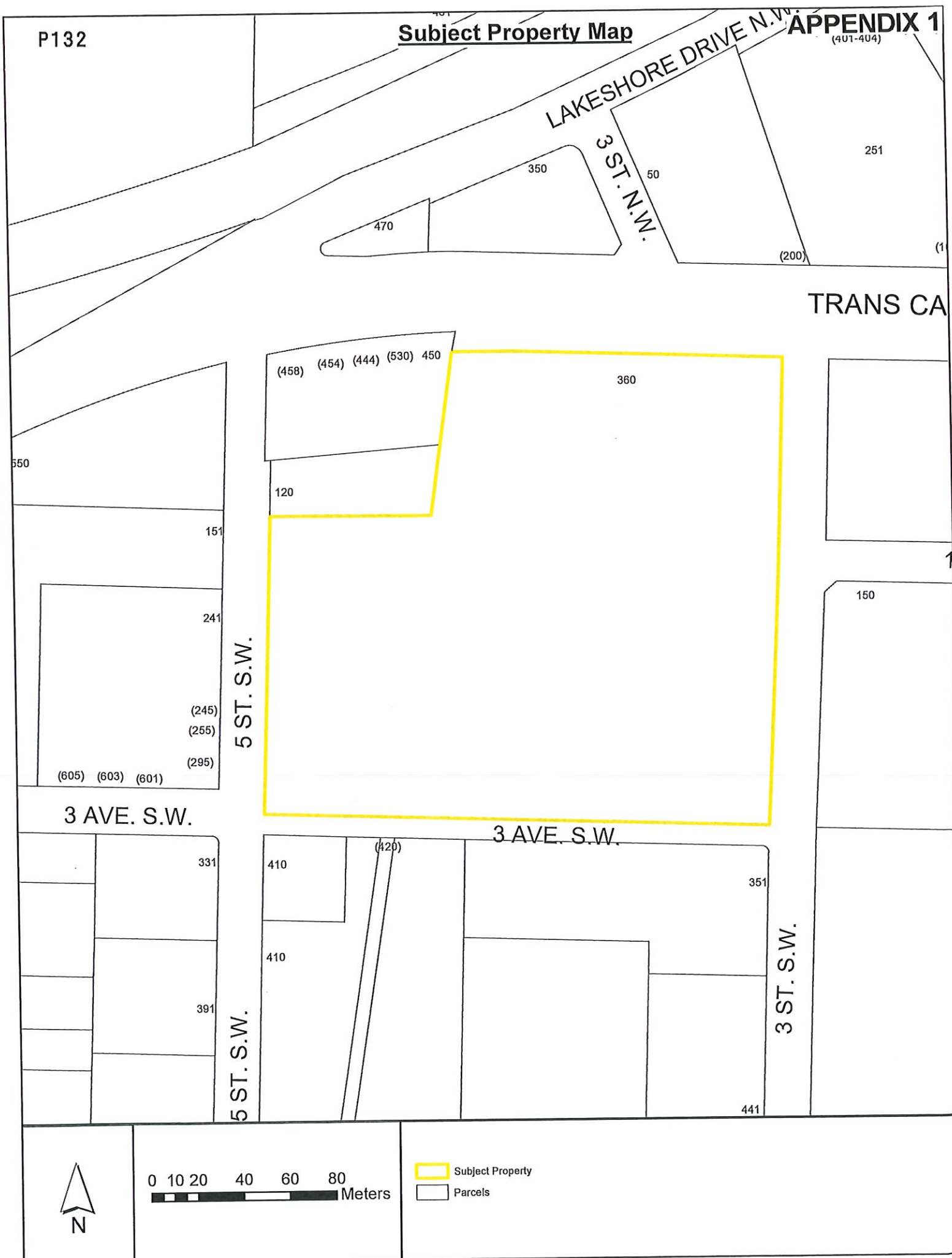
3 AVE. S.W.

3 ST. S.W.

5 ST. S.W.

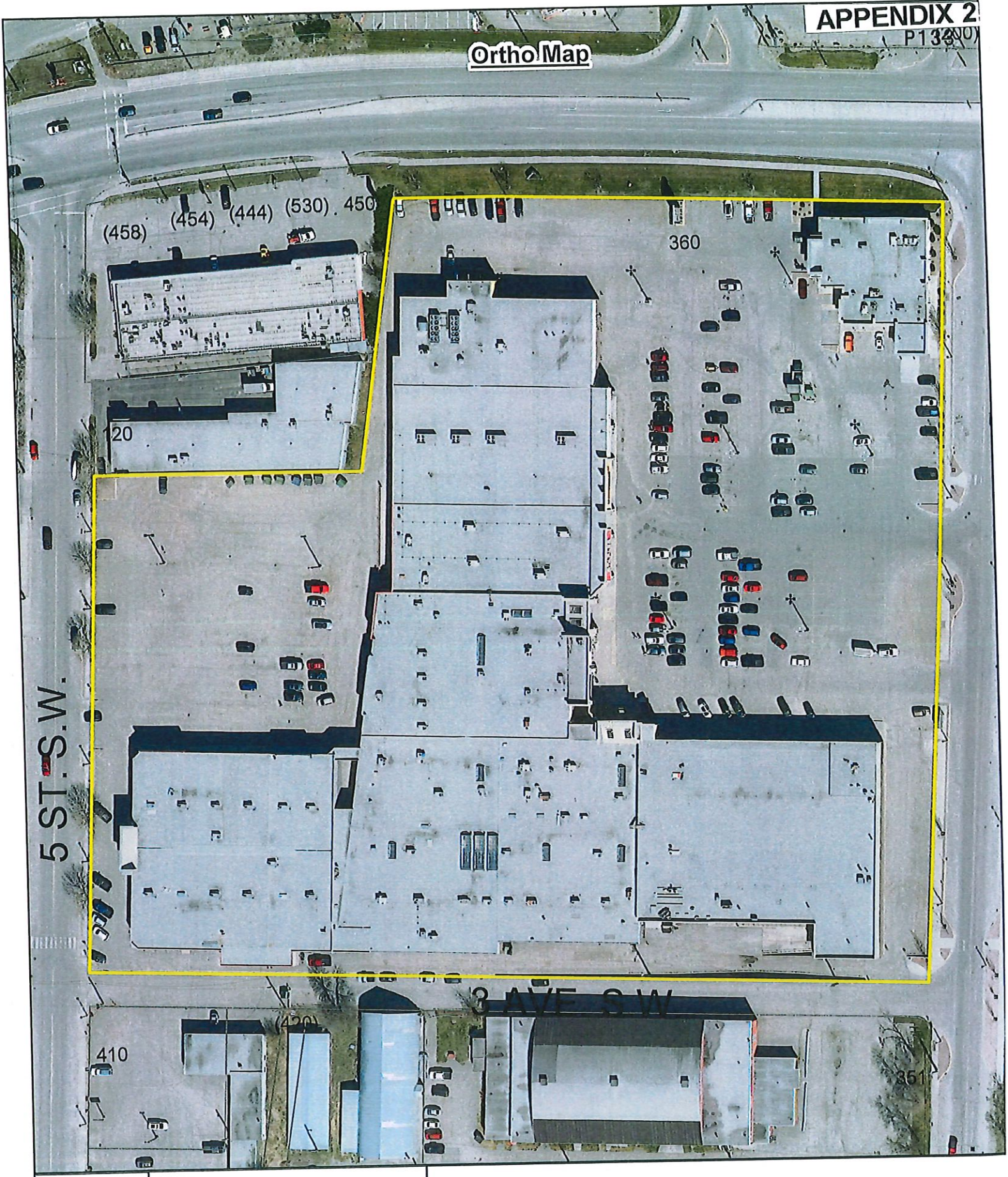


-  Subject Property
-  Parcels





Ortho Map



5 ST. S.W.

3 AVE S.W.



0 5 10 20 30 40 Meters

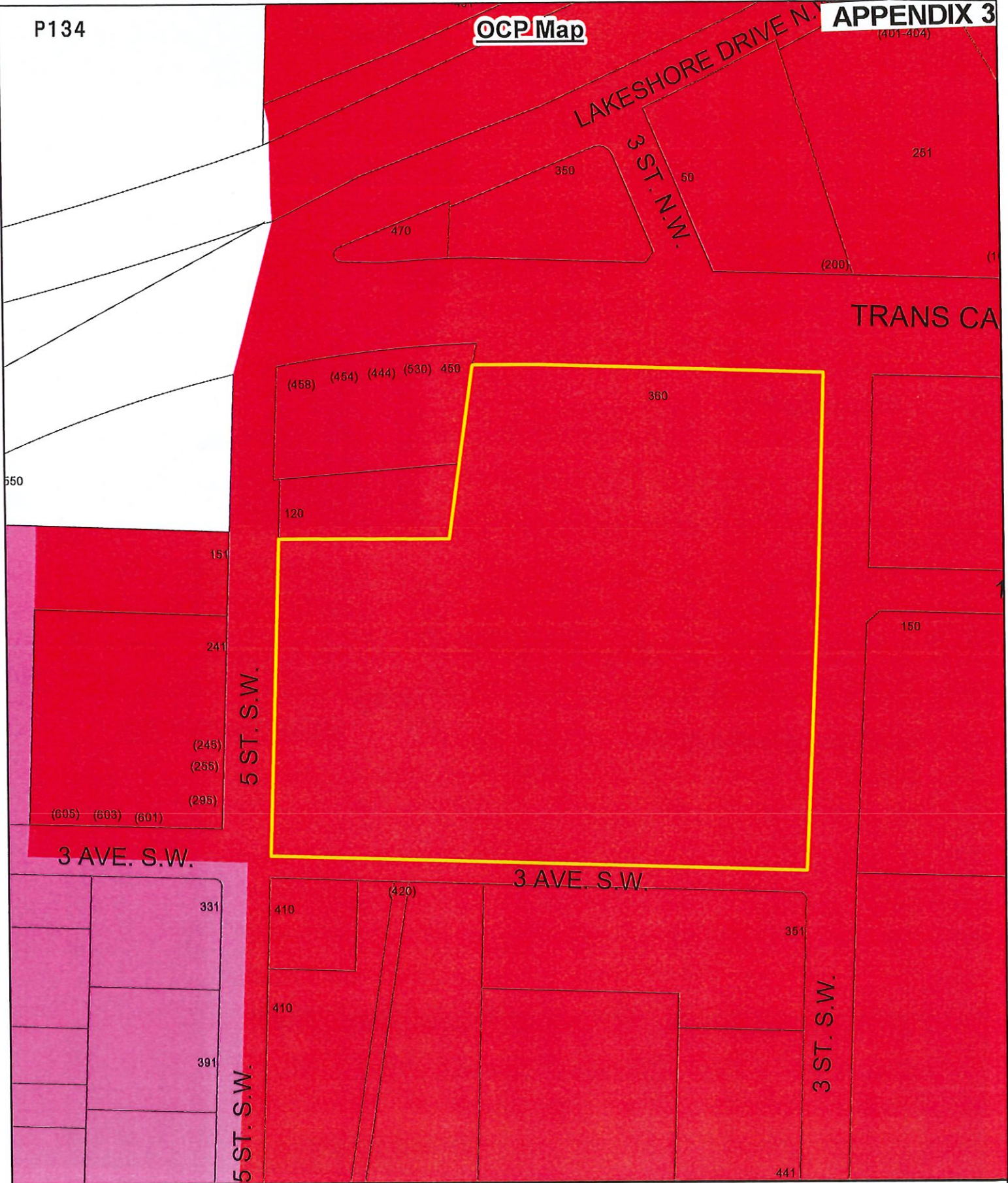
 Subject Property  
 Parcels



P134

OCP Map

APPENDIX 3



TRANS CA

3 AVE. S.W.

3 AVE. S.W.

5 ST. S.W.

5 ST. S.W.

3 ST. S.W.



0 10 20 40 60 80 Meters

Subject Property

Parcels

Commercial - City Centre

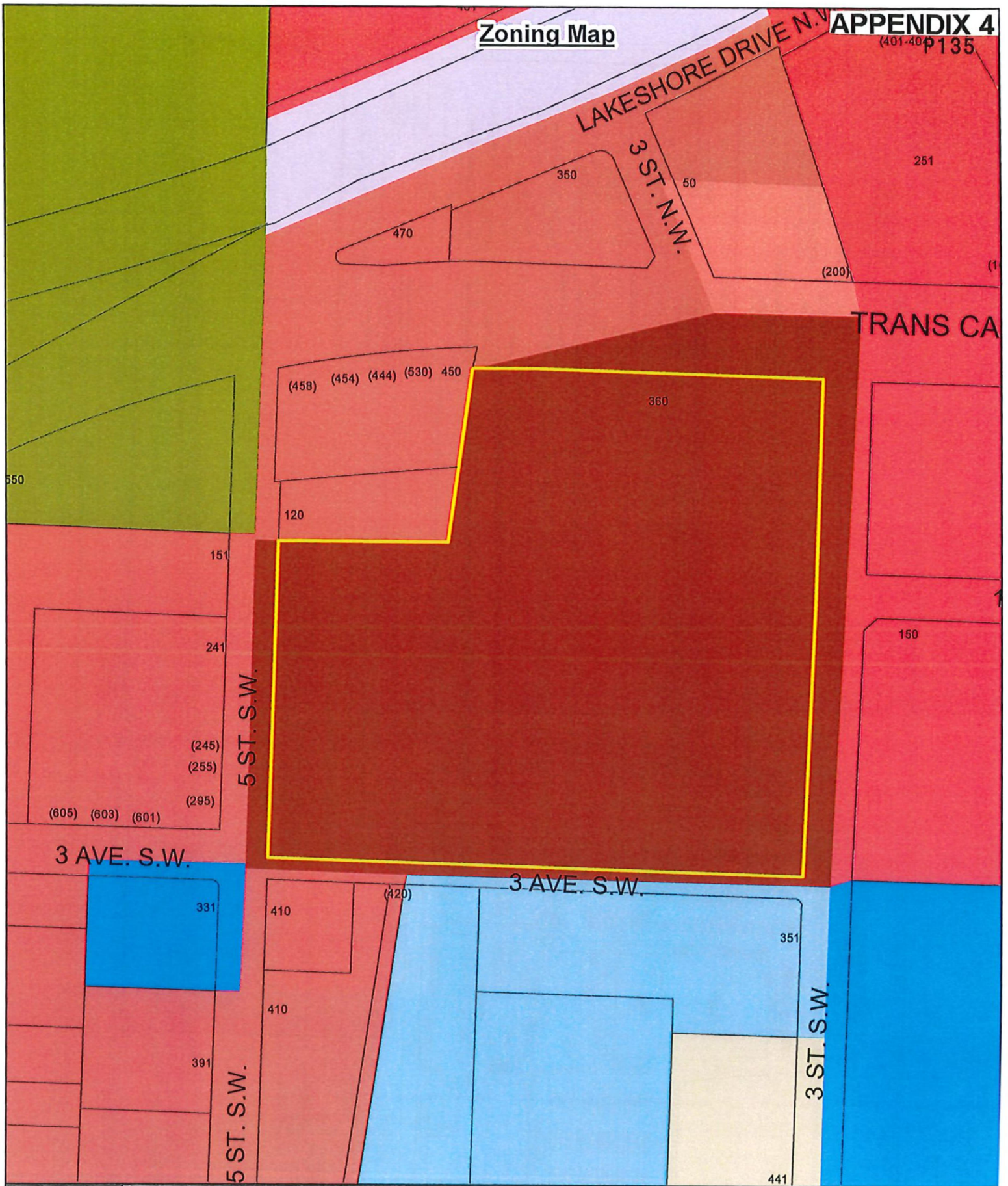
Commercial - Highway Service / Tourist



# Zoning Map

APPENDIX 4

(401-402) P135



0 10 20 40 60 80 Meters

Subject Property

Parcels

- |      |     |
|------|-----|
| C-2  | IR  |
| C-3  | M-2 |
| C-4  | P-1 |
| C-7  | P-3 |
| CD-6 |     |



**SITE INFORMATION:**

LEGAL DESCRIPTION: LOT A, PLAN 43112 SECTION 14, TOWNSHIP 20, RANGE 10, MERIDIAN W6, KAMLOOPS DIV. OF YALE LAND DISTRICT PID #016-079-205

CIVIC ADDRESS: 360 TRANS CANADA HIGHWAY S.W. SALMON ARM, B. C.

**SITE INFORMATION:**

TOTAL LOT AREA: 417,005 SQ. FT. (9.57 ACRES) (3.87 HA)

TOTAL BUILDING AREA: 179,747 SQ. FT. (INCLUDES BUILDING 'B') (179,747 / 417,005 ) X 100 = 43%

**BUILDING SETBACK REQUIRED:**

FRONT = 19.7' (6.0 M)

SIDE = 19.7' (6.0 M)

REAR = 19.7' (6.0 M)

**GROSS FLOOR AREAS:**

EXISTING MALL:	165,841 SQ. FT.
EXISTING BUILDING 'B':	3,815 SQ. FT.
EXISTING CRU 'A' AND 'A1':	6,255 SQ. FT.
ADDITIONS TO CRU 'A':	1,736 SQ. FT.
<b>TOTAL GROSS FLOOR AREA:</b>	<b>179,747 SQ. FT.</b>

**PARKING INFORMATION:**

EAST LOT :	321 SPACES
WEST LOT :	200 SPACES
SOUTH LOT 1 :	124 SPACES
SOUTH LOT- NEW SPACES :	24 SPACES
<b>TOTAL PARKING PROVIDED:</b>	<b>669 SPACES</b>

**PARKING REQUIREMENTS:**

SHOPPING CENTER: 1 SPACE PER 24 SQ. M (258.43 SQ. FT.)

173,932 SQ. FT. = 873 STALLS REQ'D

258.43 SQ. FT.

WAREHOUSE: 1 SPACE PER 2 EMPLOYEES

= 1 STALL REQ'D

AUTO PARTS RETAIL: 1 SPACE PER 10 SQ. M (107.64 SQ. FT. GFA)

= 6 STALL REQ'D

AUTOBODY/AUTO REPAIR: 1 SPACE PER 60 SQ. M (753.34 SQ. FT. GFA PLUS 2 SPACES PER BAY)

175 SQ. M. = 2.5 + 3 BAYS = 9 STALLS

70 SQ. M.

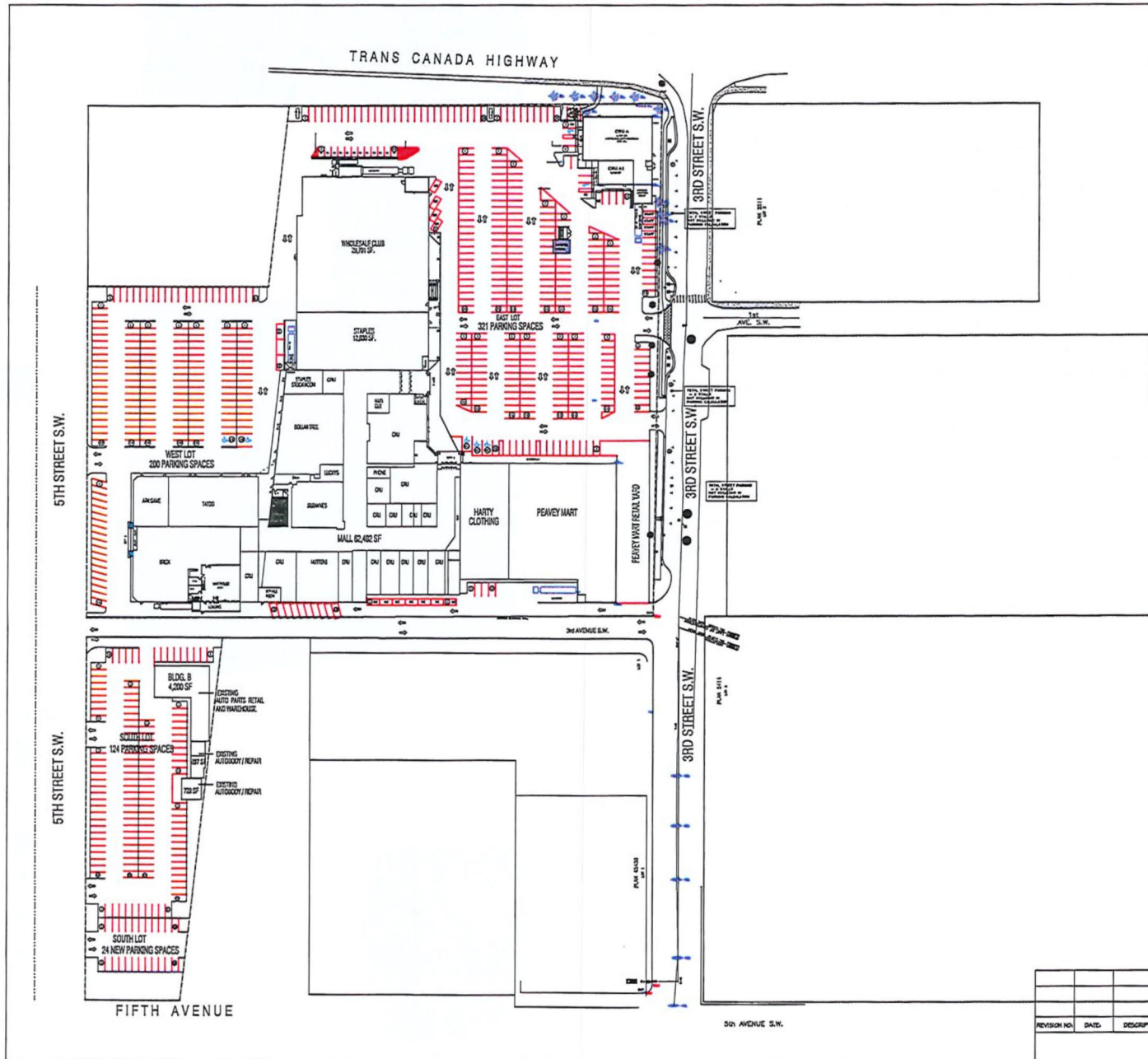
**TOTAL PARKING REQUIRED:** = 669 STALLS

**TOTAL PARKING PROVIDED:** = 669 STALLS

**TOTAL SHORT FALL:** = 20 STALLS

**PARKING RATIO:** 669 SQ. M. = 3.72 SPACES PER 1,000 SQ. FT.

179,747 SQ. FT.

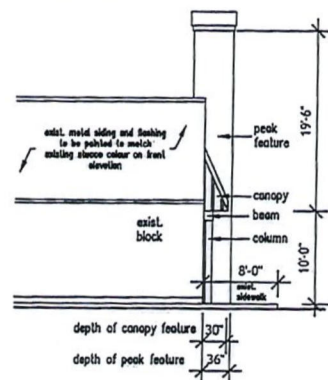
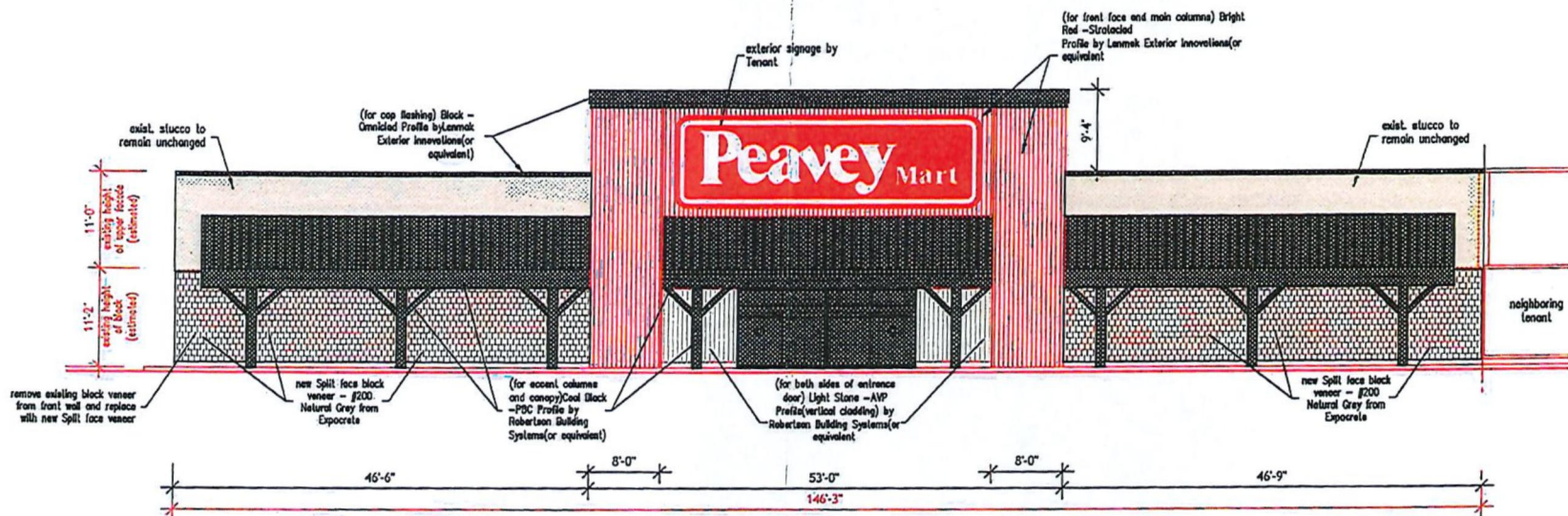


CLIENT: CENTENOKA PARK MALL			DRAWN BY:	
SALMON ARM, B. C.			REVISION NO.	
SCALE: 1/8" = 1'-0"	DATE: JUNE 2010			
PROJECT: NEW AND EXISTING CRU AREAS			DRAWING NO. 21-080-01	
DRAWING DESCRIPTION: PARKING LAYOUT				
REVISION NO.	DATE	DESCRIPTION		



Proposed Peavey Mart – Salmon Arm BC  
Floor Plan  
revised: Nov-9-21 pc





Note: See Peavey Mart standard drawings for detailed dimensions and material finishes for 'canopy feature' and 'peaked feature'

Proposed Front Elevation  
Peavey Mart – Salmon Arm  
revised: Nov.2, 2021 pc

APPENDIX 6









## **APPENDIX 7**

Parking Variance  
360 Trans-Canada Highway SW, Salmon Arm, BC V1E 1B6

December 20<sup>th</sup>, 2021

This letter is in support of our request for a parking variance to the side yard requirement for the existing parking lot at Centenoka Park Mall. We have entered into a conditional Lease agreement with Peavey Mart to take the remaining 25,000 square feet of what is formally known as Safeway which includes a side gardening yard.  
(See attached plans submitted with this letter).

This will make our parking lot a total of 44 stalls short, however, we plan to move staff parking to unused parking areas and will remain a fully functional Shopping Centre.

The proposed project with Peavey Mart will be an excellent addition to our Shopping Center and will complement the City of Salmon Arm.

Thank you for your consideration.

Respectfully submitted,

Lance Johnson

Managing Director  
R.P. Johnson Construction Ltd.  
DBA Centenoka Park Mall

Item 22.4

## CITY OF SALMON ARM

Date: February 14, 2022

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-541 be authorized for issuance for Lot 2, Section 17, Township 20, Range 10, W6M, KDYD, Plan 33563 to vary Section 4.8.1, Subdivision and Development Servicing Bylaw No. 4163, as follows:

1. Waive the upgrading of the west side of 60 Street NW along the frontage of the parcel boundary to an Interim Rural Paved Collector Road Standard (RD-8), including installation of an asphalted 1.5m wide bike lane and 1.25m wide shoulder and drainage ditch, and;
2. Waive the upgrading of 8 Avenue NW to a Rural Local Road Standard (RD-7) to the driveway location for Proposed Lot 1, including road dedication of 4.971m, construction of a cul-de-sac at the end of 8 Avenue NW and 65 Street NW and completion of the road surface to gravel. A 100% cash-in-lieu contribution for that portion of 8 Avenue NW along the frontage of Proposed Lot 1 beyond the driveway to the rear parcel line.

AND THAT: Council support a reduction in service level for 8 Avenue NW, reducing the road classification to 'private driveway', requiring the maintenance of the road the responsibility of the adjacent property owners.

[Dobie, J. & S./Lawson Engineering Ltd.; 821 60 Street NW; Servicing requirements]

**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: February 2, 2022

SUBJECT: Development Variance Permit Application No. VP-541  
Legal: Lot 2, Section 17, Township 20, Range 10, W6M, KDYD, Plan 33563  
Civic Address: 821 60 St NW  
Owner: Jody and Susan Dobie  
Agent: Lawson Engineering (Alistair Waters)

---

### **MOTION**

- THAT:** Development Variance Permit No. VP - 541 be authorized for issuance for Lot 2, Section 17, Township 20, Range 10, W6M, KDYD, Plan 33563 to vary Section 4.8.1, Subdivision and Development Servicing Bylaw No. 4163, as follows:
- i) waive the upgrading of the west side of 60 Street NW along the frontage of the parcel boundary to an Interim Rural Paved Collector Road Standard (RD-8), including installation of an asphalted 1.5m wide bike lane and 1.25m wide shoulder and drainage ditch and;
  - ii) waive the upgrading of 8 Avenue NW to a Rural Local Road Standard (RD-7) to the driveway location for Proposed Lot 1, including road dedication of 4.971m, construction of a cul-de-sac at the end of 8<sup>th</sup> Avenue NW and 65 Street NW and completion of the road surface to gravel. A 100% cash in lieu contribution for that portion of 8 Avenue NW along the frontage of Proposed Lot 1 beyond the driveway to the rear parcel line.
- AND THAT:** Council support a reduction in service level for 8 Avenue NW, reducing the road classification to 'private driveway', requiring the maintenance of the road the responsibility of the adjacent property owners.
- 

### **STAFF RECOMMENDATION**

- THAT:** Development Variance Permit No. VP-541 be authorized for issuance for Lot 2, Section 17, Township 20, Range 10, W6M, KDYD, Plan 33563 to vary Section 4.8.1, Subdivision and Development Servicing Bylaw No. 4163 as follows:
- i) waiving the requirement to upgrade the west side of 60 Street NW along the frontage of the parcel boundary to an Interim Rural Paved Collector Road Standard (RD-8), including installation of an asphalted 1.5m wide bike lane and 1.25m wide shoulder and drainage ditch, and;
  - ii) reduce the required road dedication along the 8 Avenue NW frontage from 4.971m to 3.971m, allowing for an ultimate road right of way of 18.0m. Upgrading of 8 Avenue NW to an RD-11 standard. A 50% cash in lieu contribution for that portion of 8 Avenue NW beyond the driveway location of Proposed Lot 1.
-

## PROPOSAL

The applicant is requesting to waive the road upgrade requirements for 8 Avenue NW and 60 Street NW along the parcel frontages in order to reduce the servicing requirements for a two lot subdivision of the subject property.

## BACKGROUND

The subject property is located in the Gleneden area and the total subject property is approximately 4.130ha (see Appendices 1 and 2). It is designated Acreage Reserve in the City's Official Community Plan (OCP) (Appendix 3). In Zoning Bylaw No. 2303, the subject property is zoned A3 (Small Holding Zone) (Appendix 4). The A3 zoning permits agricultural development and limits residential development to a single family dwelling and a Rural Detached Suite.

Adjacent land uses include the following:

North: A2 (Rural Holding Zone) – Agriculture and Single Family Residences  
South: A1 (Agriculture Zone) – Agriculture and Single Family Residences  
East: A3 (Small Holding Zone) & A2 (Rural Holding Zone) – Agriculture and Single Family Residences  
West: A3 (Small Holding Zone) – Agriculture and Single Family Residences

In July 2021 the subject property was rezoned from A2 (Rural Holding Zone) to A3 (Small Holding Zone) in order to facilitate a two lot subdivision. A Preliminary Layout Review (PLR) Letter was issued to the owner in May 2021. The attached site plan shows the proposed two lot subdivision and existing structures. The existing house is to be located on the proposed Remainder Lot ('Rem Lot') and proposed Lot 1 would include the location of a new single family dwelling.

The PLR outlines the conditions that the applicant/owner must complete prior to final subdivision approval. The Engineering and Servicing Report dated May 19, 2021 that formed the basis of the PLR is included as Appendix 5. The roads adjacent to the subject property are to be upgraded to an RD – 8 (60 Street NW) and RD – 11 (8 Avenue NW) standard. The upgrading requires land dedication for road width along 60<sup>th</sup> Street and 8<sup>th</sup> Avenue, including upgrading the road surface to gravel. Rather than constructing 8<sup>th</sup> Avenue past the proposed driveway a cash in lieu payment for the section of road beyond the driveway for proposed Lot 1 would be accepted.

### *60 Street NW – Servicing Requirements*

Along 60 Street NW the applicant is required to upgrade the frontage to an Interim Rural Paved Collector Road Standard (Appendix 6, RD-8). Specific to the section fronting the subject property the upgrading includes the installation of asphalt bike lane, 1.25m wide shoulder and drainage ditch along the west side of 60 St NE for approximately 150m and a 5.0m by 5.0m corner road dedication corner cut at the intersection of 60 Street NW and 8 Avenue NW. The applicant had included an Opinion of Probable Cost (OPC) of \$65,231.46 for the proposed works (Appendix 7).

### *8 Avenue NW – Servicing Requirements*

Along 8 Avenue NW the applicant is required to upgrade the frontage to a RD – 11 Road Standard. In this section the upgrades include road dedication of approximately 4.971m. The road improvements include a gravel road base to the access of Proposed Lot 1 and a cash in lieu contribution for that portion of the road improvements beyond the proposed access. The applicant has provided an Opinion of Probable Costs (OPC) \$138,763.80 for the proposed improvements.

It should be noted that the applicant is requesting the Council waive all of the road improvement requirements. The staff recommendation is based on a review of that request.



COMMENTSEngineering Department

In response to the request to vary the servicing requirements the Engineering Department provided comments enclosed as Appendix 8. A map illustrating the servicing requirements is included as Appendix 9.

There are limited water and sewer services in this area. As a subject of subdivision approval the applicant is required to provide an adequate supply of potable water and approved on-site septic services for the proposed lots.

Public Works and Engineering have noted that maintenance of 8 Avenue NW is complicated by the lack of turnaround and sufficient infrastructure to accommodate maintenance vehicles. Should Council support the variance as requested by the applicant the road section would be deemed a 'private driveway' for the maintenance purposes and would no longer be maintained by City crews.

Building Department

No concerns

Fire Department

No response

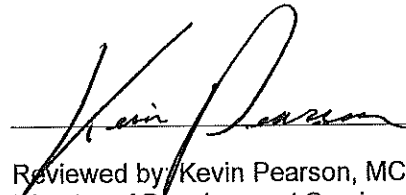
Planning Department

When considering servicing variances a number of factors are taken into consideration, including – physical or legal constraints such a topography or covenant restrictions on site development, scale of proposed development and growth potential in the area. In this situation there are no physical or legal constraints that would necessitate a relief from bylaw requirements. Future growth is limited in most of the rural areas due to the ALR boundary and OCP policies regarding growth. Having said that, the Gleneden area is the only area, outside of the Urban Containment Boundary where rezoning and subsequent subdivision is supported. Lands to the west of the property with shared road frontage along 8 Avenue NW and 65 Street NW are outside of the ALR and of parcel areas that could accommodate future subdivision.

Staff recognize that there are other constraints on that development potential; however, completely offsetting the cost of upgrading and construction of 8 Avenue NW onto the future developer/land owners or the City is problematic. Waiving the requirements would place additional financial burden on the City for the road improvements in the future or increase costs to future developers of adjacent properties. Staff do not recommend the variances as requested by the applicant be granted and have proposed alternative variances that may be more appropriate given the location and scale of development proposed.



Prepared by: Melinda Smyrl, MCIP, RPP  
Planner III



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

Subject Property Map

P147  
APPENDIX 1

65 ST. N.W.

NOT OPEN

Proposed  
Lot 1

Proposed  
Rem Lot

8 AVE. N.W.

1181

1091

5871

5860

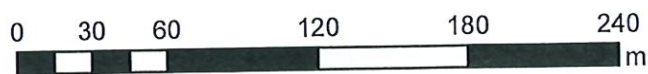
800

791

60 ST. N.W.

550

491

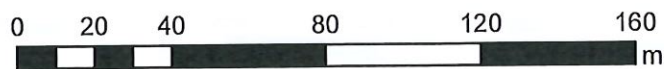


— Proposed Subdivision  Subject Property  
 Parcels



Proposed  
Lot 1

Proposed  
Rem Lot



— Proposed Subdivision    Subject Property    Parcels





ALR

P149



0 70 140 280 420 560  
m

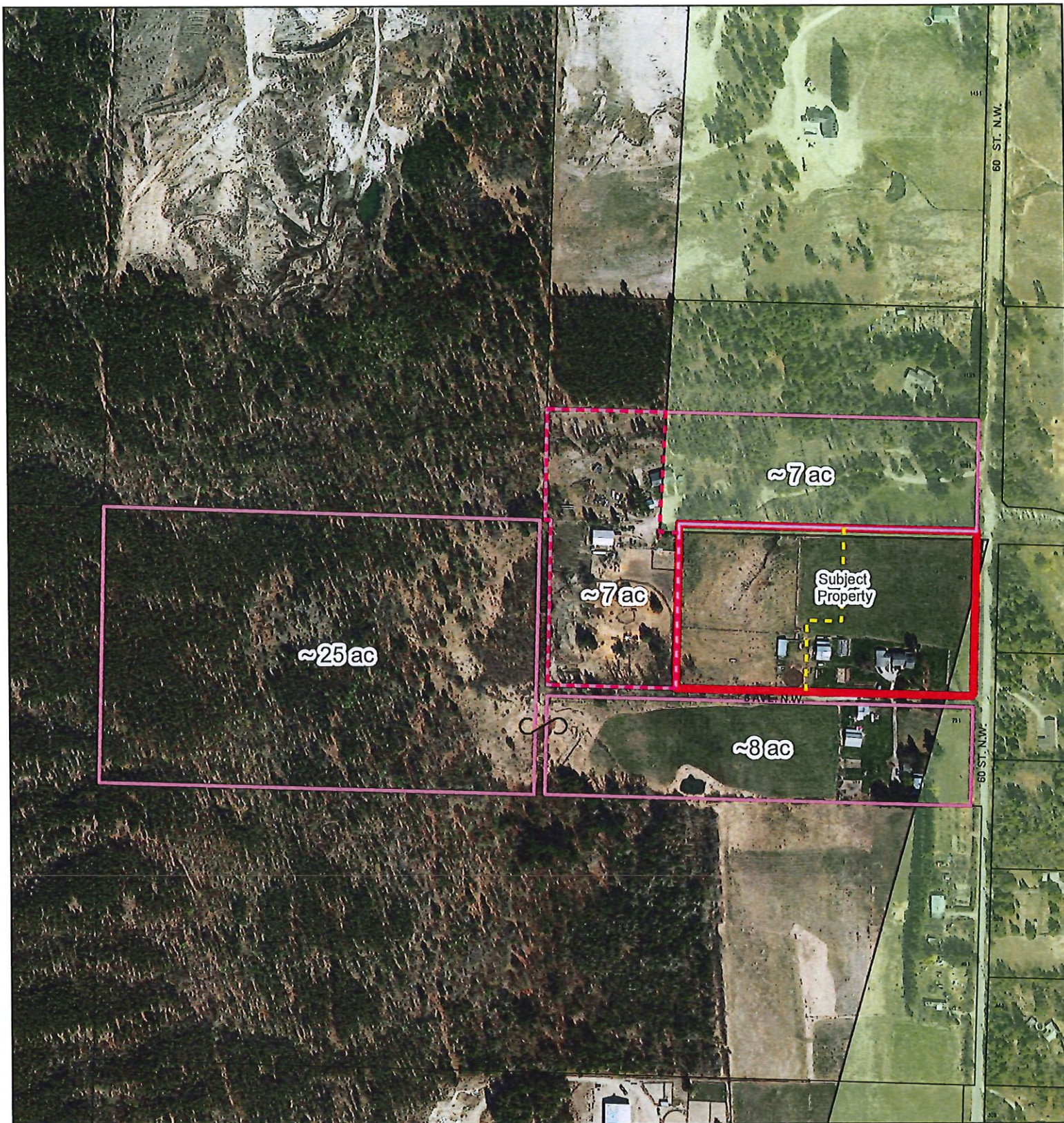


Subject Property



Parcels





### Subdivision Proposed & Potential

- Potential Subdivision
- Proposed Subdivision

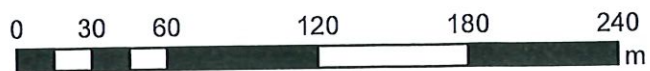
### Subject Property & Adjacent Lands

- Potential Subdivision
- Subject Property
- Parcels
- ALR



OCP Map

APPENDIX B



-  Subject Property
-  Acreage Reserve
-  Parcels



P152

# Zoning Map

APPENDIX 4



-  Subject Property
-  A-2
-  A-3
-  Parcels





May 27, 2021

Our files: 21.05

Lawson Engineering Ltd.  
PC Box 106  
Salmon Arm, BC  
V1E 4N2

jjohnson@lawsonengineer.ca

Dear Sir and Madame:

Re: Proposed Subdivision of Lot 2, Section 17, Township 20, Range 10, W6M, KDYD, Plan 33563  
(821 60 Street NW)

Based on the information provided with the subdivision application received on March 15, 2021 the proposed subdivision noted above and as shown on the attached sketch plan for a one (1) lot plus Remainder subdivision may be considered for final subdivision approval subject to the following:

#### General

- (a) The terms and conditions for consideration of final subdivision approval outlined in this letter are valid until **May 27, 2022 (the expiry date)**. One extension of not more than six months may be granted provided the subdivision is substantially under construction and a written request for an extension is received by the Approving Officer prior to the expiry date.
- (b) The terms and conditions for consideration of final subdivision approval outlined in this letter are based on the information provided and do not guarantee that final subdivision approval will automatically be granted should all the conditions be met. If any new information becomes available, after the date of this letter, the conditions for consideration of final subdivision approval may be amended accordingly.
- (c) All City owned lands disturbed during construction are to be reinstated to the City's satisfaction.
- (d) Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with overhead electrical and telecommunication wiring upon development.
- (e) The 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 the City Engineering Departments for further clarification.
- (f) Any existing services (water, sewer, hydro, telus, gas, etc.) traversing the proposed lot must be protected by easement and/or located outside of the proposed building envelope. The owner/developer will be required to prove the location of these services. The owner/developer is responsible for all associated costs.
- (g) 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/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.

- (e) It should be noted that as of September 30, 2020 the registration of statutory right of way documents on ALR Lands will require notification to the ALC. Instructions provided by the ALC are enclosed. Please be advised that it is the responsibility of the owner/developer's professional consultants to ensure that if statutory rights of ways are required on lands affect by ALR that the appropriate documents are properly submitted to the Land Title Office.

### **Servicing Requirements**

All on-site and off-site services are to be provided by the owner/developer, at their expense, in accordance with City of Salmon Arm Subdivision and Development Servicing Bylaw No. 4163, 2016.

#### **On-site**

- (a) On-site servicing refers to all internal construction required, within the final property lines of the proposed subdivision, to provide full servicing in accordance with City standards.
- (b) The owner/developer must provide detailed design of all on-site servicing, prepared by a professional engineer, for review by the City. The City will advise the owner/developer whether the proposed design is acceptable or whether changes are required.
- (c) The owner/developer is responsible for the layout, construction, supervision and inspection of all on-site servicing in accordance with guidelines and procedures established by the City.
- (d) Where ownership and maintenance of on-site servicing is to become a City responsibility, the owner/developer is to, as a condition of final subdivision approval, provide a detailed estimate of the cost of the on-site servicing together with a maintenance security for a period of one year in the amount of 10% of the cost of on-site servicing.

#### **Off-site**

- (a) Off-site servicing refers to all external construction required, beyond the final property lines of the subdivision, to provide full servicing in accordance with City standards.
- (b) The owner/developer must provide detailed design of all off-site servicing, prepared by a professional engineer, for review by the City. The City will advise the owner/developer whether the proposed design is acceptable or whether changes are required.
- (c) The owner/developer must provide a detailed estimate of the cost of off-site servicing for review by the City. The City will advise the owner/developer whether the estimate is acceptable or whether changes are required.
- (d) The City will, at the owner/developer's expense, either arrange for the layout, construction, supervision and inspection of all off-site servicing or will enter into a contract, complete with security provisions, with the owner/developer and the contractor to complete the work.
- (e) If a contract is entered into, the owner/developer must provide the City with a cash deposit or Irrevocable Letter of Credit (pro forma available upon request) for 125% of the approved estimate as a condition of approval of the servicing plans.
- (f) Where payment for off-site servicing is guaranteed by a cash deposit, the City project account will be debited the actual cost of completed work from the deposit account. Any surplus will be refunded to the owner/developer.
- (g) Where off-site servicing is guaranteed by an Irrevocable Letter of Credit, the Letter of Credit will be reduced as work is completed.

### Roads/Access

- (a) 60 Street NW, on the east boundary of the subject property, is designated as a Rural Collector Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). A review of available survey information indicates that no additional road dedication is required (to be confirmed by a BCLS).
- (b) 60 Street NW is currently constructed to an Interim Rural Paved Road standard. Upgrading to a Rural Paved Local Road standard is required, in accordance with Specification Drawing No. RD-8 (attached). Upgrading may include, but is not limited to, road widening and construction, bike lane construction and paving. The owner/developer is responsible for all associated costs.
- (c) 8 Avenue NW, on the subject property's southern boundary, is designated as a Rural Local Road standard, requiring 20.0m road dedication (10.0m on either side of the road centerline). Available records indicate that 4.971m additional dedication is required. Any dedication requirements and legal status of roads is to be confirmed by a BCLS. The owner/developer is responsible for all associated costs.
- (d) 8 Avenue NW is currently constructed to an Interim Rural Gravel Road standard. Upgrading to a Rural Gravel Local Road standard is required, in accordance with Specification Drawings No. RD-8. Upgrading may include but is not limited to, road widening and construction (gravel surface), and temporary cul-de-sac construction after the access for the proposed Lot 2 in accordance with modified Specification Drawings RD-11. Since upgrading 8 Avenue NW past access for proposed Lot 2 is premature at this time, a 100% cash in lieu payment towards future upgrading will be accepted. The owner/developer is responsible for all associated costs. Access from 8 Avenue NW to the proposed Remainder Lot and Lot 2 shall be constructed to an acceptable driveway standard in accordance with City of Salmon Arm Policy No. 3.11 (attached).
- (e) A 5.0m by 5.0m corner cut is required to be dedicated at the intersection of 60 Street SW and 8 Avenue NW. The owner/developer is responsible for all associated costs.
- (f) Access to the proposed Remainder Lot and Lot 2 will only be permitted onto 8 Avenue NW, no direct access to 60 Street NW is permitted. All unused driveways shall be removed. The owner/developer is responsible for all associated costs.

### Water System

- (a) The site does not front onto a City watermain therefore; an alternative Water Source is required. The installation of a new on-site water supply system is required in accordance with Section 5.2 of Subdivision and Development Servicing Bylaw No 4163, 2016. As per the bylaw, the owner/developer may use the Professional Driven Approach or Homeowner Driven Approach. Registration of Land Title Act, Section 219 covenant for the proposed Lot 2 Lot will also be required.
- (b) The proposed Remainder Lot does not front onto a City watermain and is currently serviced by an Alternative Water Source (Covenant Document KR106546 registered on existing lot). A water quality test completed within 12 months for the existing well is required for subdivision approval.
- (c) Fire protection requirements to be confirmed with the Building Department and Fire Department.

### Sanitary Sewer

- (a) The subject property does not front on to a City sanitary sewer system. Private on-site disposal system is required for each lot. The private on-site disposal system must be approved by Interior Health Authority. Approval of ground disposal systems from the Interior Health Authority will be required at the time of Building Permit. The owner/developer is to contact the Interior Health Authority directly for additional information.



#### **Drainage**

- (a) The subject property does not front on to an enclosed storm sewer system. Site drainage will be by an overland and/or ground discharge system. Drainage issues related to the development to be addressed at the time of Building Permit application to meet requirements of the Building Inspection Department.
- (b) Owner/developer's consulting engineer will be required to confirm there is sufficient excess downstream capacity to accommodate the proposed development. Existing drainage to be reviewed and modified where necessary to eliminate any adverse impacts on adjacent lands. Post development flows not to exceed pre-development flows.

#### **Electrical and Telecommunications**

- (a) BC Hydro has advised it has no concerns with the proposed subdivision. Confirmation that servicing has been installed and approved by BC Hydro will be required.
- (c) Telus has indicated it has no concerns with the proposed subdivision. Confirmation that servicing has been installed and approved by Telus will be required.
- (d) Shaw Cable has advised that the owner/developer should supply and install conduit per as per Shaw Cable drawings and specifications. Owner/developer to contact Shaw Cable directly for additional information.

#### **Natural Gas**

- (a) Fortis BC has been contacted to review the proposed subdivision application. At the time of writing this letter a response has not been received. The owner/developer is to contact Fortis BC directly for any requirements or additional information. The owner/developer is to provide confirmation from Fortis that servicing, if required, is completed to the satisfaction of Fortis.

#### **Geotechnical/Environmental**

- (a) A geotechnical report prepared in accordance with Categories A (Building Foundation Design) and B (Pavement Structural Design) of City of Salmon Arm Geotechnical Studies Terms of Reference will be required. The Terms of Reference is attached.
- (b) The geotechnical report must be certified by a qualified professional engineer and contain provisions that permit the City of Salmon Arm to use and rely on its findings and recommendations. In order for the proposed subdivision to be considered for final approval, the report must confirm that the land may be used safely for the intended use.
- (c) Registration of Land Title Act, Section 219 covenants may be required to address the findings and recommendations of the geotechnical report.

#### **Provincial Riparian Areas Regulation**

- (a) Development Permit Waiver 2163 was approved on March 4, 2021.

#### **Urban/Wildland Interface**

- (a) The subject property is outside of the Urban Containment Boundary. A Land Title Act Section 219 covenant pursuant to Section 6.3 of the City's Official Community Plan Bylaw No. 4000 is required prior to subdivision approval.

- (b) Pursuant to Section 6.3 of the City's Official Community Plan Bylaw No. 4000, registration of a Land Title Act Section 219 covenant will be required against each proposed lot to address the following:
- (i) that the parcel is within an urban/wildland interface area and that the property owner(s) must take all necessary steps to eliminate fire hazards and prevent the spread of fire, including not allowing the accumulation of combustible material, including brush, on the lands and taking such other remedial action as may be requested by the City from time to time and;
  - (ii) that the City may not be able to prevent the spread of any fire and the owner(s) agrees not to claim or attempt to claim damages from the City should any buildings, structures, equipment or other items be damaged as a result of fire.
- (c) The Land Title Act Section 219 Covenant to address water quality and quantity may be combined with the covenant addressing the urban/wildland interface area.

#### **Agricultural Land Reserve**

- (a) The Agricultural Land Commission (ALC) has responded to the proposed subdivision indicating that although the proposed subdivision is outside of the ALR the applicant may want to erect a landscape buffer along the north property line to mitigate noise or smells normal for agricultural development. The comments of the ALC in relation to the proposed development are enclosed. The owner/applicant is to contact the ALC for clarification if needed.

#### **Documents**

- (a) All covenants, rights of way, easements and other documents are to be approved in draft form by the Approving Officer.
- (b) Approved documents are to be fully executed by the property owner(s) prior to being forwarded for execution by the City and/or the Approving Officer.
- (c) The Agricultural Land Commission signature block must be included on the plan of subdivision. The plan of subdivision must be signed prior to submitting the plans to the City's Approving Officer.
- (d) All documents are to be priority registered.

#### **Zoning**

- (a) The subject property is currently zoned A2 (Rural Holding Zone) under City of Salmon Arm Zoning Bylaw No. 2303. The A2 zone requires a minimum parcel size of 4.0ha (9.9ac) for each proposed and each parcel must be a minimum of 100.00 (328.1ft) in width. **An application to amend the zoning from A2 (Rural Holding Zone) to A3 (Small Holding Zone) is being considered by Council at the time of writing this letter. Should Council not support the proposed rezoning of the subject property the proposed subdivision may not proceed.** The zoning regulations for the A3 and A2 zones are attached. In addition, the site is currently designated Acreage Reserve under the City of Salmon Arm Official Community Plan Bylaw No. 4000.

**Development Cost Charges**

- (a) Pursuant to City of Salmon Arm Bylaw No. 3600, and subject to the amount payable for the provision of parkland, Development Cost Charges will be payable as follows:

DCC	Number of Lots	Total DCC Amounts
Roads	1	\$1,529.20
Drainage	1	\$1,185.52
Parks	1	\$1,056.66
Water	1	\$0.00
Sanitary	1	\$0.00
<b>Totals</b>	<b>1</b>	<b>\$3,771.38</b>

**Final Approval**

Consideration of final subdivision approval is contingent upon compliance with the terms and conditions outlined in this letter, any subsequent requirements deemed necessary by the Approving Officer and the following:

- (a) Completion of all servicing requirements to City standards and specifications.
- (b) Submission of a plan of subdivision, prepared by a British Columbia Land Surveyor, with signatures of all owners and charge holders.
- (c) Submission of a reproducible set of 'as built' engineering drawings and a letter from the owner/developer's consulting engineer that all services conform to City and other applicable standards.
- (d) Written confirmation from Shaw Telecommunications, Fortis, BC Hydro and Telus that servicing has been completed in accordance with their respective standards.
- (e) Submission of all covenants, rights of way and/or easement plans and agreements, as required.
- (f) Submission of Service Utility Cards.
- (g) Payment to the City of all arrears of property taxes chargeable against the land and all current assessed taxes levies against the land by the City.
- (h) Relocation/removal of any buildings or structures encroaching upon any new property lines.
- (i) Payment of fees and charges:

*Development Cost Charges* = \$ 3,771.38

*Final Plan Approval Fee* = \$ 500.00

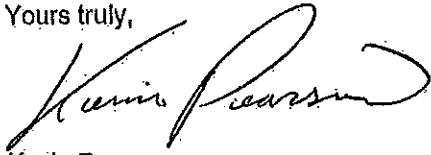
*Engineering Services Fee*  
(2 parcel x \$ 300.00 per parcel) = \$ 600.00

**TOTAL** = \$ 4,871.38

Payment of all fees and charges is to be made in the form of cash, certified cheque or money order.

If you have any questions concerning the above, please contact Melinda Smyrl, Planner or Matt Gienger, Engineering Technician.

Yours truly,



Kevin Pearson  
Approving Officer

ms

**Attachments**

- (a) Sketch plan of proposed subdivision date stamped March 15, 2021
- (b) ALC Statutory Right of Way Notification dated August 17, 2020
- (c) City of Salmon Arm Subdivision and Development Servicing Bylaw No. 4163, 2016 Excerpt: Rural Local Standard RD-7 Drawing and Specification RD-11 Drawing
- (d) City of Salmon Arm Policy No. 3.11
- (e) City of Salmon Arm Geotechnical Studies Terms of Reference
- (f) ALC Referral Response dated April 9, 2021
- (g) City of Salmon Arm Zoning Bylaw No. 2303, 1995 Excerpts: A2 (Rural Holding Zone) and A3 (Small Holding Zone) dated May 26, 2021

cc:

File

Engineering (email)

Owner (SusanD@mill-tech-ind.com)



SKETCH PLAN OF LOT 2 SECTION 17  
TOWNSHIP 20 RANGE 10 WEST OF  
THE 6TH MERIDIAN KAMLOOPS  
DIVISION YALE DISTRICT PLAN 33563

PROPOSED PROPERTY LINE  
EXISTING PROPERTY LINE (TYP.)

271° 47' 11.94" 151.19m

271° 47' 11.94" 122.69m

LOT 2  
PLAN 33563

181° 42' 18.68" 151.72m

PROPOSED LOT 1  
2.087Ha

EXISTING WELL LOCATION -  
LOCATION TO BE CONFIRMED  
PRIOR TO SUBDIVISION

82° 02' 38.25" 31.51m

1° 58' 18.88" 65.54m

1° 58' 18.88" 65.54m

81° 45' 16.20" 119.44m

81° 45' 16.20" 151.22m

8 AVENUE NW

EXISTING OUT BUILDINGS

EXISTING BOTTLE FIELD LOCATION - LOCATION  
TO BE CONFIRMED PRIOR TO SUBDIVISION

EXISTING SINGLE FAMILY DWELLING

EXISTING DRIVEWAY

REM. LOT  
2.073Ha

821 60 ST NW

1° 46' 33.52" 148.85m

[illegible]

**COPYRIGHT:**  
THIS DRAWING AND DESIGN IS COPYRIGHT PROTECTED  
WHICH SHALL NOT BE USED, REPRODUCED OR REVISED  
WITHOUT WRITTEN PERMISSION BY LAWSON  
ENGINEERING LTD.

**DISCLAIMER:**  
THE CONTRACTOR SHALL CHECK AND VERIFY ALL  
DIMENSIONS AND UTILITY LOCATIONS AND REPORT ALL  
ERRORS AND OMISSIONS PRIOR TO COMMENCING  
WORK.

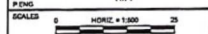
**DRAWINGS ARE NOT TO BE SCALED**

1	2	3	4	5
6	7	8	9	10
11	12	13	14	15
16	17	18	19	20
21	22	23	24	25
26	27	28	29	30
31	32	33	34	35
36	37	38	39	40
41	42	43	44	45
46	47	48	49	50
51	52	53	54	55
56	57	58	59	60
61	62	63	64	65
66	67	68	69	70
71	72	73	74	75
76	77	78	79	80
81	82	83	84	85
86	87	88	89	90
91	92	93	94	95
96	97	98	99	100

## REVISIONS

<b>DRAFT</b>	DESIGN	JSJ
	DRAWN	JSJ
	DATE	2021-02-24
	CHECKED	JSJ

N/A



SUSAN & JODY  
DOBIE

821 60 ST NW  
SALMON ARM, BC

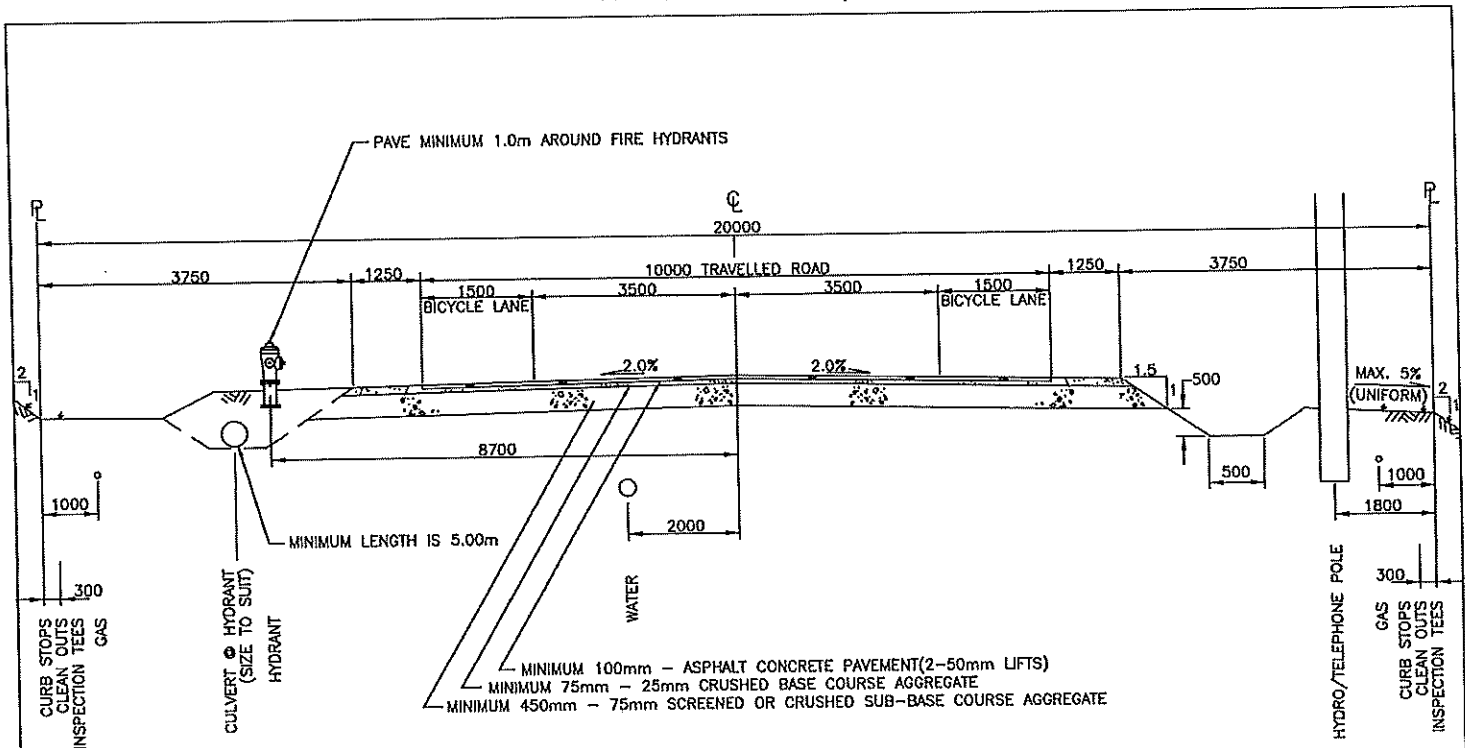
SUBDIVISION  
SKETCH PLAN

PROJECT No.	205-1
-------------	-------

SHEET 1 OF 1

C101

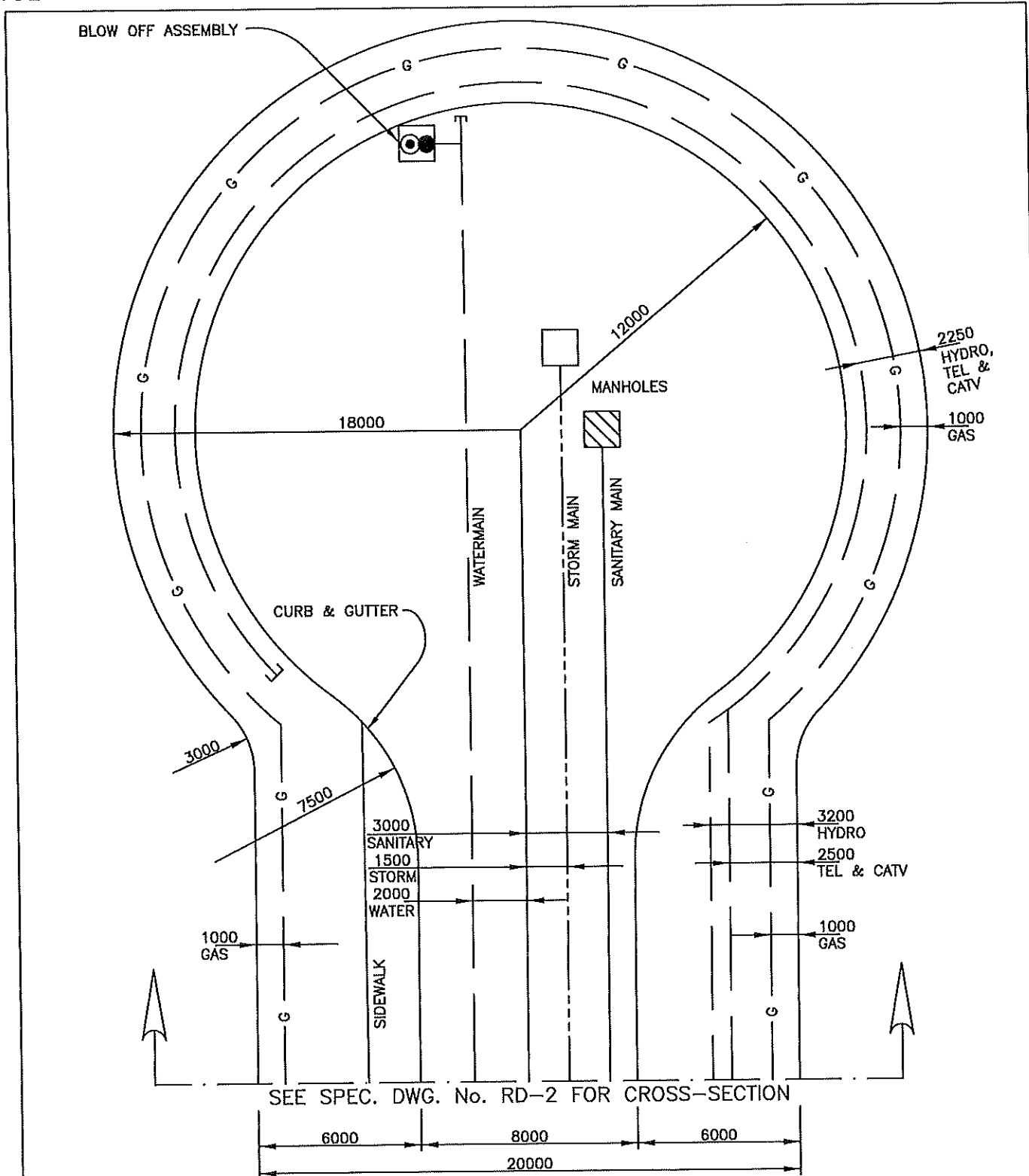
## Subdivision and Development Servicing Bylaw No. 4163 – Schedule B, Part 2

**NOTES:**

- 1) Where gravel surface is permitted, crossfall shall be 4.0%
- 2) Drainage shall be sheet drainage, no point load drainage permitted
- 3) All materials shall be supplied and placed in accordance with schedule B, Part 3.0 and Schedule D, Approved material list.
- 4) Grades in excess of 2H:1V shall be recommended by a geotechnical engineer and approved by the City Engineer.

CITY OF SALMON ARM			20m R/W Rural Collector Road Cross-Section	
No.	Revision	Date	Date	Approved
A	ISSUED FOR APPROVAL	07/14/16	10-11-2016	<i>[Signature]</i> City Engineer
			SPECIFICATION DRAWING No. RD-8	

Adopted by Council October 11, 2016

**NOTE:**

- 1) Fire Hydrant not to be located within Cul-de sac Right-of Way.
- 2) Refer to W-4 for Typical Blow off Assembly.
- 3) For Rural roads, cul-de-sac to have 10.75m radius for asphalt surface and edge of gravel shoulder to have 12.00m radius.

CITY OF SALMON ARM			20m R/W Cul-de-Sac		
No.	Revision	Date	Date	Approved	SPECIFICATION DRAWING No.
A	ISSUED FOR APPROVAL	07/14/16	10-11-2016	<i>[Signature]</i> City Engineer	RD-11

Adopted by Council October 11, 2016



**LAWSON**  
— ENGINEERING LTD. —

Salmon Arm Office  
825C Lakeshore Drive West  
PO Box 106  
Salmon Arm, BC V1E 4N2

Kamloops Office  
1648 Valleyview Drive  
Kamloops, BC V2C 4B5

Revelstoke Office  
200 Campbell Ave  
Suite 200  
Revelstoke, BC V0E 2S0

Tuesday, October 12, 2021

Kevin Pearson, Approving Officer  
City of Salmon Arm  
Box 40 500 2<sup>nd</sup> Avenue NE  
Salmon Arm, B.C. V1E 4N2

**RE: 821 60 Street NW Variance Application (CoSA PLA File #21.05)**

Dear Mr. Kevin Pearson:

This letter is intended to provide insight into the *subdivision* variance application submitted for 821 60<sup>th</sup> Street NW by the *owners* (Jody & Susan Dobie).

The subject parcel is located at 821 60 Street NW with 149m of frontage along 60<sup>th</sup> Street NW and 271m of frontage along 8<sup>th</sup> Avenue NW in Salmon Arm, BC. The subject property is rectangular in shape and 4.16 Ha in size with a single-family residential home located in the southeast quadrant, two outbuildings, with the remainder of land being agricultural crop land.

The *owner* has submitted a subdivision application for the subdivision of a secondary single-family residential lot for their son. The City of Salmon Arm has requested that the *owner* complete the following as conditions to the issuance of the final subdivision approval:

- (1) Upgrade 60 Street NW to an Interim *Rural Paved Collector Road Standard* (CoSA – RD-8) which would require; Installation of a 1.5m wide asphalt Bike Lane, 1.25m wide Shoulder and Drainage Ditch along the West side of 821 60 Street NW for the full frontage of the subject property (149m).
- (2) Upgrade 8 Avenue to a *Rural Local Road Standard* (CoSA – RD-7) which would require:
  - 4.971m of additional dedication along the entire 8<sup>th</sup> Avenue NW frontage (271m);
  - Upgrading 8<sup>th</sup> Avenue NW to the access of Proposed Lot 1 to a *Rural Gravel Road Standard* complete with road widening, gravel surfacing, ditching and temporary turn-around beyond the access to proposed Lot 1;
  - Cash-in-lieu for the upgrading of 8<sup>th</sup> Avenue NW beyond the access of Proposed lot 1 to a *Rural Gravel Road Standard* complete with road widening, gravel surfacing and ditching.

As such, the *owner* is requesting the following variance:

- 1) *Subdivision & Development Servicing Bylaw No. 4163 (Schedule B, Part 1, Section 4.0):*

Waive the requirement for 225m<sup>2</sup> of asphalt surfacing for installation of 149m of 1.5m wide Bike Lane, 149m of 1.25m wide Gravel Shoulder and 149m of a Drainage Ditch for the extent of the subject parcel along 60<sup>th</sup> Street NW:

- a) The reasons for this variance request are that adding a single residence on a proposed 2.1 Ha lot will not significantly increase traffic, vehicular, pedestrian or bicycle, along 60 Street NW however would create safety concerns and burden the *owner* with major financial costs:
  - i) *City of Salmon Arm Official Community Plan – Map 12.2 Cycle Network Plan* does not outline 60 Street NW as a 'Bike Route';
  - ii) There is no bike lane on either side of the subject parcel creating an 'island' of bike lane which could lead to rider and vehicular confusion and potential for rider safety concerns;





- iii) Widening the road drive aisle to 5.0m for only a 149m stretch along 60<sup>th</sup> Street NW whereas the remaining travel width is ~3.65m on either side of the subject property would add little value to the local road network and could lead to potential public safety concerns at 'pinch-points';
- iv) As per attached Class D *Opinion of Probable Costs* the owner would be required to pay an estimated **\$65,231.46** to the City in a scenario that would add little in regards to public value whereas may create public safety concerns.

2) *Subdivision & Development Servicing Bylaw No. 4163 (Schedule B, Part 1, Section 4.0):*

Waive the requirement to provide 4.971m of additional dedication along the entirety of 8th Avenue NW frontage;

- i) There is only one property that would likely ever require access off of 8<sup>th</sup> Avenue NW (2000 70<sup>th</sup> Street NW – current Salmon Arm Ready Mix Gravel pit that accesses via 1881 60 Street NW). The property owner would propose to leave the existing Road Right-of-way at 10m wide, with no further dedication, as this would provide adequate width for a potential future single-access route/laneway.
- ii) The property directly across from the subject parcel (791 60<sup>th</sup> Street NW) would similarly be required to dedicate ~5m of road dedication from their property to allow for the full construction of a City requested RD-7 Road Standard (20m R/W required). Without 791 60<sup>th</sup> Street NW dedicating their ~5m for Road Right-of-way, requiring the 4.971m be taken from the applicant's property becomes unnecessary as the City desired gravel road standard will be unfeasible to construct.
- iii) Dedicating 4.971m in Road Right-of-way along the full frontage of the subject parcel would equate to 1,346m<sup>2</sup> (0.33 acre) of land and value loss for the property owner whereas would come at little public value as no road is currently constructed, stands the likelihood of being constructed, or if required to be constructed for access to the single property (2000 70<sup>th</sup> Street NW), would require an ultimate Road Right-of-way dedication greater than 10m.

3) *Subdivision & Development Servicing Bylaw No. 4163 (Schedule B, Part 1, Section 4.0):*

Waive the requirement to upgrade 8th Avenue NW to the access of Proposed Lot 1 to a *Rural Gravel Road Standard* complete with road widening, gravel surfacing, ditching and turn-around cul-de-sac:

- i) The reason for this variance request is that currently 8<sup>th</sup> Avenue NW only services two existing residences. With the proposed subdivision 8<sup>th</sup> Avenue would then service three residences with minimal increase in vehicular and pedestrian traffic. Constructing 8<sup>th</sup> Avenue NW to the full *Rural Gravel Road Standard* without substantial traffic increase would come at a significant cost to the property owner – refer to attached Class D *Opinion of Probable Costs* - the owner would be required to pay an estimated **\$138,763.80** in a scenario that would add little in regard to public value or safety.

4) *Subdivision & Development Servicing Bylaw No. 4163 (Schedule B, Part 1, Section 4.0):*

Waive the requirement for Cash-in-lieu for the upgrading of 8th Avenue NW beyond the access of Proposed Lot 1 to a *Rural Gravel Road Standard* complete with road widening, gravel surfacing and ditching:

- i) The reason for this variance is there are no current or likely future access requests via 8<sup>th</sup> Avenue NW as the only land-locked property (2000 70<sup>th</sup> Street NW) is currently the Salmon Arm Ready Mix gravel pit and has a fully constructed and existing access from 60<sup>th</sup> Street



**LAWSON**  
— ENGINEERING LTD. —

Salmon Arm Office  
825C Lakeshore Drive West  
PO Box 106  
Salmon Arm, BC V1E 4N2

Kamloops Office  
1648 Valleyview Drive  
Kamloops, BC V2C 4B5

Revelstoke Office  
200 Campbell Ave  
Suite 200  
Revelstoke, BC V0E 2S0

P165

NW via 1881 60<sup>th</sup> Street NW. Requiring cash-in-lieu for construction of a road that will likely never be constructed for the subdivision of one addition lot in a community that is in desperate need of new residential lots seems unnecessary whereas placing significant financial strain on the applicant - refer to attached Class D *Opinion of Probable Costs* - the owner would be required to pay an estimated **\$85,422.96** in a scenario that would add little in regard to public value or safety.

Based on the information provided above, the owner would request that the City provide these variances to waive the owner's responsibility of paying for and completing the noted upgrades as they relate to the City Issued PLA#21.05. The applicant feels these requested variances will not take-away from present and future public value meanwhile would come at a massive expense to the owner making the subdivision of the family property into two separate properties for their son financially unfeasible.

If you have questions or concerns, please don't hesitate to call or email.

Best Regards,

Lawson Engineering Ltd.

Alistair Waters, ASCT, CCA  
Project Manager, Principal  
[awaters@lawsonengineering.ca](mailto:awaters@lawsonengineering.ca)

Attachment(s):

- Class D Opinion of Probable Cost – 8<sup>th</sup> Avenue SW Construction Upgrades
- Class D Opinion of Probable Cost – 8<sup>th</sup> Avenue SW Cash-in-Lieu
- Class D Opinion of Probable Cost – 60<sup>th</sup> Street SW Construction Upgrades



# LAWSON

— ENGINEERING LTD. —

821 60 STREET SW - OFFSITE UPGRADE WORKS - 8 AVENUE SW CONSTRUCTION UP TO LOT 2 ACCESS

30-Sep-21

## OPINION OF PROBABLE COSTS - CLASS 'D'

(\*Denotes Nominal Quantity)

ITEM NO.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
A.	MOB/DEMOB	LS	LS	2,500.00	2,500.00
1.0	ROADS AND EARTHWORKS				
1.1	Supply & Install 25mm Crushed Base Aggregate	m3	165 *	95.00	15,675.00
1.2	Supply & Install 75mm Crushed Sub-Base Aggregate	m3	855 *	55.00	47,025.00
1.3	Common Ex. & Disposal	m3	720 *	19.50	14,040.00
1.4	Common Ex. & Road Grading	m3	300 *	12.50	3,750.00
1.5	Hydro-seeding (Disturbed Areas)	LS	LS *	2,500.00	2,500.00
1.6	Clearing and Grubbing	LS	LS *	8,500.00	8,500.00
2.0	STORM SEWER WORKS				
4.1	Supply & Install Drainage Ditch	m	340 *	28.00	9,520.00
4.2	Supply & Install 400mm CSP Culvert	m	24 *	255.00	6,120.00
4.3	Supply & Install Erosion and Sediment Control Measures	LS	LS *	500.00	500.00
<b>SUMMARY</b>					
A.	MOB/DEMOB				\$ 2,500.00
1.0	ROADS AND EARTHWORKS				\$ 91,490.00
2.0	WATER WORKS				\$ 16,140.00
	SUB TOTAL				\$ 110,130.00
A.	ENGINEERING (10%)				\$ 11,013.00
B.	CONTINGENCY (10%)				11,013.00
	SUB TOTAL				\$ 132,156.00
	GST (5%)				\$ 6,607.80
	TOTAL ESTIMATED COST				\$ 138,763.80

1) Quantities may vary depending on field revisions and/or conditions encountered at the time of construction, thereby affecting the final cost.

2) Unit Prices are influenced by supply & demand for both contractors & materials at the time of construction, thereby affecting the final cost.



# LAWSON

— ENGINEERING LTD. —

821 60 STREET SW - OFFSITE UPGRADE WORKS - 8 AVENUE SW FUTURE ROAD CONSTRUCTION - CASH-IN-LIEU

30-Sep-21

## OPINION OF PROBABLE COSTS - CLASS 'D'

(\*Denotes Nominal Quantity)

ITEM NO.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
A.	MOB/DEMOB	LS	LS	2,500.00	2,500.00
1.0	ROADS AND EARTHWORKS				
1.1	Supply & Install 25mm Crushed Base Aggregate	m3	80 *	95.00	7,600.00
1.2	Supply & Install 75mm Crushed Sub-Base Aggregate	m3	440 *	55.00	24,200.00
1.3	Common Ex. & Disposal	m3	520 *	19.50	10,140.00
1.4	Common Ex. & Road Grading	m3	200 *	12.50	2,500.00
1.5	Hydro-seeding (Disturbed Areas)	LS	LS *	2,200.00	2,200.00
1.6	Clearing and Grubbing	LS	LS *	12,500.00	12,500.00
2.0	STORM SEWER WORKS				
4.1	Supply & Install Drainage Ditch	m	202 *	28.00	5,656.00
4.2	Supply & Install Erosion and Sediment Control Measures	LS	LS *	500.00	500.00
<b>SUMMARY</b>					
A.	MOB/DEMOB				\$ 2,500.00
1.0	ROADS AND EARTHWORKS				\$ 59,140.00
2.0	WATER WORKS				\$ 6,156.00
	<b>SUB TOTAL</b>				\$ 67,796.00
A.	ENGINEERING (10%)				\$ 6,779.60
B.	CONTINGENCY (10%)				\$ 6,779.60
	<b>SUB TOTAL</b>				\$ 81,355.20
	<b>GST (5%)</b>				\$ 4,067.76
	<b>TOTAL ESTIMATED COST</b>				\$ 85,422.96

1) Quantities may vary depending on field revisions and/or conditions encountered at the time of construction, thereby affecting the final cost.

2) Unit Prices are influenced by supply & demand for both contractors & materials at the time of construction, thereby affecting the final cost.





# LAWSON

— ENGINEERING LTD. —

821 60 STREET SW - OFFSITE UPGRADE WORKS - 60 STREET SW UPGRADES

12-Oct-21

OPINION OF PROBABLE COSTS - CLASS 'D'

(\*Denotes Nominal Quantity)

ITEM NO.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
A.	MOB/DEMOB	LS	LS	2,500.00	2,500.00
1.0	ROADS AND EARTHWORKS				
1.1	Supply & Install Asphalt (100mm)	m2	225 *	52.00	11,700.00
1.2	Supply & Install 25mm Crushed Base Aggregate	m3	35 *	95.00	3,325.00
1.3	Supply & Install 75mm Crushed Sub-Base Aggregate	m3	235 *	55.00	12,925.00
1.4	Common Ex. & Disposal	m3	270 *	18.50	4,995.00
1.5	Hydro-seeding (Disturbed Areas)	LS	LS *	2,200.00	2,200.00
1.6	Line Painting (Bike Lane)	LS	LS *	1,850.00	1,850.00
1.7	Supply & Install Bike Lane Sign	ea.	2 *	850.00	1,700.00
1.8	Clearing and Grubbing	LS	LS *	6,500.00	6,500.00
2.0	STORM SEWER WORKS				
2.1	Supply & Install Drainage Ditch	m	149 *	24.00	3,576.00
2.2	Supply & Install Erosion and Sediment Control Measures	LS	LS *	500.00	500.00
<b>SUMMARY</b>					
A.	MOB/DEMOB				\$ 2,500.00
1.0	ROADS AND EARTHWORKS				\$ 45,195.00
2.0	WATER WORKS				\$ 4,076.00
	SUB TOTAL				\$ 51,771.00
A.	ENGINEERING (10%)				\$ 5,177.10
B.	CONTINGENCY (10%)				5,177.10
	SUB TOTAL				\$ 62,125.20
	GST (5%)				\$ 3,106.26
	TOTAL CASH-IN-LIEU				\$ 65,231.46

1) Quantities may vary depending on field revisions and/or conditions encountered at the time of construction, thereby affecting the final cost.

2) Unit Prices are influenced by supply & demand for both contractors & materials at the time of construction, thereby affecting the final cost.



*Memorandum from the  
Engineering and Public  
Works Department*

---

TO: Kevin Pearson, Director of Development Services  
DATE: 03 December 2021  
PREPARED BY: Chris Moore, Engineering Assistant  
OWNER: **Dobie, J. and S**  
APPLICANT: **Lawson Engineering** (Alistair Waters), 825-C Lakeshore Drive W, Salmon Arm, BC, V1E 4N2, PO Box 106  
SUBJECT: **VARIANCE PERMIT APPLICATION FILE NO. VP- 541**  
LEGAL: Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP94805  
CIVIC: **821 60 Street NW**

---

Further to the request for variance dated October 7, 2021; the Engineering Department has reviewed the site and offers the following comments and recommendations relative to the requested variances:

The applicant is requesting that Council waive the following requirements of the Subdivision and Development Servicing Bylaw No. 4163:

**1) Waive the requirement for the installation of a bike lane along 60 Street NW;**

Where construction of a home is proposed on bareland within the rural area, the Subdivision and Development Servicing Bylaw 4163 requires full upgrade of the road(s), works and services within the property's frontage.

60 Street NE is designated as a Rural Collector Road and upgrading to this standard is required, in accordance with Specification Drawing No RD-8. Upgrades required include bike lane construction and associated road widening and ditching (as noted in the submitted Opinion of Probable Cost).

The Official Community Plan (OCP) does not currently include this section of road in the Cycle Network Plan; therefore, staff are in support of waiving the requirements of the SDSB.

**Recommendation:**

**The Engineering Department recommends that the requested variance to waive the requirement for bike lane construction along 60 Street NW be approved.**

**VARIANCE PERMIT APPLICATION FILE NO. VP- 541**

03 December 2021

Page 2

---

**2) Waive the requirement for the provision of road dedication along 8 Avenue NW;**

8 Avenue NW, on the subject property's southern boundary, is designated as a Rural Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that 4.971m additional dedication is required (to be confirmed by a BCLS). Owner / Developer is responsible for all associated costs.

Since there are three other properties that front onto 8 Avenue NW (or onto 65 Street NW, accessed from 8 Avenue NW), the current ROW width limits potential future development opportunities. The additional road dedication is required to ensure that a full City Road standard could be achieved in the future, if required. However, given the limited development potential from 8 Avenue NW, the Engineering Department would support a 18m wide ROW, reducing the dedication required from the subject property to 3.971m (to be confirmed by a BCLS).

**Recommendation:**

**The Engineering Department recommends that the requested variance to waive the requirement for the provision of road dedication along 8 Ave NW be denied, but would support the reduction of the dedication to an additional 3.971m.**

**3) Waive the requirement to upgrade 8 Avenue NW (up to the driveway location on proposed Lot 2) to the RD-7 (gravel) standard and the provision of a cash-in-lieu payment for the portion of 8th Avenue NW beyond the proposed driveway on the proposed Lot 2.**

8 Avenue NW is currently constructed to an Interim Rural Gravel Road standard. Upgrading to a Rural Gravel Local Road standard is required, in accordance with Specification Drawing No. RD-7. Upgrading may include, but is not limited to, road widening and construction (gravel surface), temporary cul-de-sac construction after proposed lot access in accordance with modified Specification Drawing RD-11. Since upgrading 8 Avenue NW past access for the proposed lot is premature at this time, a 100% cash in lieu payment towards future upgrading will be accepted. Owner / Developer is responsible for all associated costs.

Since there will now be three properties accessing from 8 Avenue NW, the City is required to maintain 8 Avenue NW and to include 8 Avenue NW in our snow plowing operations. It is important that City roads are constructed to full City standards to ensure proper functionality and safety during maintenance, particularly the winter months. A temporary cul-de-sac is required at the end of the constructed road to allow City plows and service vehicles to turn.

There is an existing undeveloped property at the west end of the 8 Ave dedication that would only have access to the City road network via 8 Avenue NW necessitating the eventual construction of 8 Avenue NW to the western property boundary of the subject parcel. However, currently beyond the proposed lot 2's access there are no dwellings constructed and it is premature to construct this portion of the road at this time. A cash in lieu payment will therefore be accepted for future road construction within the subject properties half of the road

**VARIANCE PERMIT APPLICATION FILE NO. VP- 541**

03 December 2021

Page 3

frontage, which equates to a 50% CIL for the cost of the road upgrade. Waiving this payment would put the burden of payment for this section of road on the adjacent property(s) should they develop in the future. The bylaw requires that each property is to pay all upgrades within the subject frontage.

**Recommendation:**

The Engineering Department recommends that the requested variance to waive the requirement to upgrade 8 Avenue NW (up to the driveway location on proposed Lot 2) to the RD-7 (gravel) standard and the provision of a cash-in-lieu payment for the portion of 8th Avenue NW beyond the proposed driveway on the proposed Lot 2 be denied. Staff note that the cash-in-lieu payment is only required for half the road width across their frontage (50% of the Lawson Engineering estimate).

Staff strongly recommend that if Council waive the upgrade of 8 Avenue NW with cul-de-sac, that they require a signed agreement from all landowners accessing the roadway stating that the roadway is effectively a shared driveway and that the City is not responsible to maintain the right-of-way. Maintenance of the roadway without the appropriate width and turn-around is difficult and often unsafe for City equipment and crews.

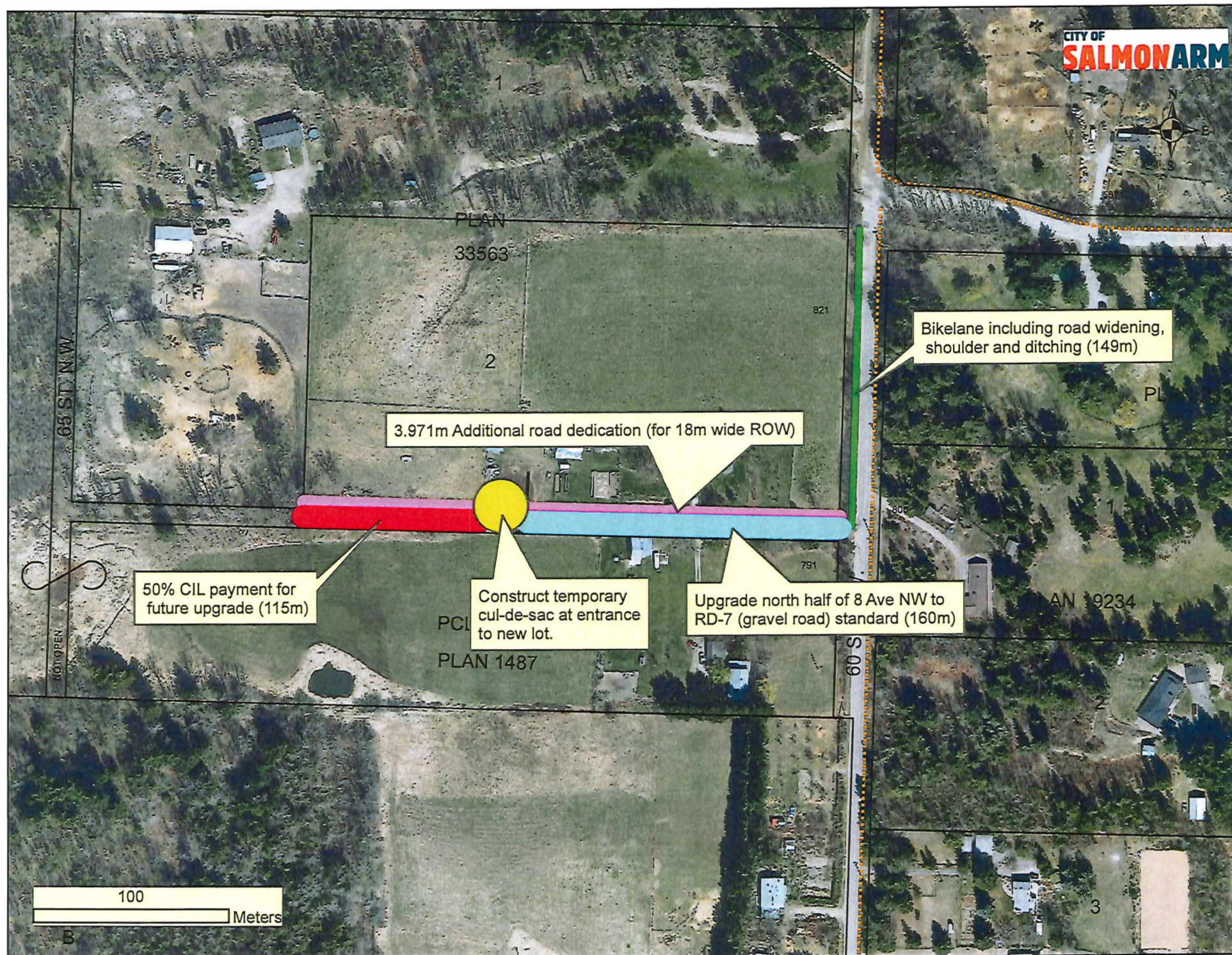


**Chris Moore**  
Engineering Assistant



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







Item 26.

**CITY OF SALMON ARM**

Date: February 14, 2022

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of February 14, 2022, be adjourned.

**Vote Record**

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

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

THIS PAGE INTENTIONALLY LEFT BLANK

### INFORMATIONAL CORRESPONDENCE - FEBRUARY 14, 2022

1.	Building Department - Building Statistics - January 2022	N
2.	Building Department - Building Permits - Yearly Statistics	N
3.	J. Piot - email dated January 27, 2022 - signage	R
4.	J. Hanna - letter dated February 1, 2022 - Second museum for Salmon Arm	R
5.	J. Broadwell, Manager, Downtown Salmon Arm - letter dated January 25, 2022 - Hudson Street Closure for Downtown Farmer's Market 2022 Season	A
6.	J. Broadwell, Manager, Downtown Salmon Arm - letter dated January 25, 2022 - Request to close Hudson Street for Salty Street Fest	A
7.	D. Podlubny, Director, Shuswap Association for Rowing and Paddling - letter dated January 31, 2022 - Purple-Air Sensor	A
8.	A. Varnes, Program Manager, Salmon Arm Arts Centre - email dated January 21, 2022 - Press Release: Wednesday on the Wharf 2022	N
9.	K. Leinweber and T. Peasgood, Directors, Salty Dog Enduro - email dated February 3, 2022 - 2022 Salty Dog Enduro	A
10.	L. Fitt, Manager, Salmon Arm Economic Development Society - email dated February 9, 2022 - Thank you and next steps	A
11.	S. Friesen, Public Engagement Coordinator, The Wellspring Foundation for Education - email dated January 21, 2022 - Lake2Lake Ride for Rwanda September 17 & 18, 2022	R
12.	S. Martens, Community & Indigenous Relations Manager, Fortis BC - email dated February 3, 2022 - Renewable Gas News Release	N
13.	Heritage BC - Heritage Week 2022	N
14.	B. Bedford, Executive Director, Local Government Infrastructure and Finance Branch, Ministry of Municipal Affairs - letter dated February 2, 2022 - Investing in Canada Infrastructure Program - Green Infrastructure - Climate Change Mitigation - <u>CleanBC Communities Fund Intake 3 Open for Applications</u>	A
15.	Communications BC - email dated February 4, 2022 - Health Canada : Test your home for Radon	N
16.	Z. Wells, Community Relationship Specialist BC/Yukon Heart & Stroke - email dated February 4, 2022 - Impact Report Feb 2022	N
17.	T. Barker, District of Stewart - email dated January 28, 2022 - BC Wildfires Petition - Letter of Support	N
18.	L. Baird, Mayor, Village of Cumberland - letter dated January 28, 2022 - Private Members Bill C-216 Health-Based Approach to the Substance Use Act	N
19.	L. Help, Mayor, City of Victoria - letter dated February 2, 2022 - Quebec's Bill 21 - An Act respecting the laicity of the State	N

N = No Action Required  
A = Action Requested

S = Staff has Responded  
R = Response Required



**CITY OF SALMON ARM  
BUILDING DEPARTMENT REPORT  
JANUARY 2022**

LAST YEAR (2021)                      CURRENT YEAR (2022)  
CURRENT MONTH    YEAR-TO-DATE                      CURRENT MONTH    YEAR-TO-DATE

		NO.	VALUE	NO.	VALUE	NO.	VALUE	NO.	VALUE
1	New Single Family Dwellings	5	1,650,000	5	1,650,000	4	1,810,000	4	1,810,000
2	Misc. Additions etc. to SFD's	7	811,055	7	811,055	3	423,000	3	423,000
3	New Single Family Dwellings with suites	-	-	-	-	1	500,000	1	500,000
4	New Secondary/Detached Suites	1	45,000	1	45,000	-	-	-	-
5	New Modulars/MH's (Factory Built)	-	-	-	-	-	-	-	-
6	Misc. Additions etc. to Modulars/MH's	-	-	-	-	-	-	-	-
7	MFD's (# Units)	-	-	-	-	-	-	-	-
8	Misc. Additions etc. to MFD's	-	-	-	-	-	-	-	-
9	New Commercial	-	-	-	-	-	-	-	-
10	Misc. Additions etc. to Commercial	5	527,600	5	527,600	-	-	-	-
11	New Industrial	-	-	-	-	-	-	-	-
12	Misc. Additions etc. to Industrial	-	-	-	-	-	-	-	-
13	New Institutional	-	-	-	-	-	-	-	-
14	Misc. Additions etc. to Institutional	-	-	-	-	-	-	-	-
15	Signs	5	36,477	5	36,477	2	9,700	2	9,700
16	Swimming Pools, Pool Buildings	1	110,000	1	110,000	-	-	-	-
17	Demolitions	-	-	-	-	1	-	1	-
18	Temporary Trailers, A & B Permits	-	-	-	-	-	-	-	-
19	Misc. Special Inspections, etc.	4	-	4	-	8	-	8	-
	<b>TOTAL PERMITS ISSUED</b>	<b>28</b>	<b>3,180,132</b>	<b>28</b>	<b>3,180,132</b>	<b>19</b>	<b>2,742,700</b>	<b>19</b>	<b>2,742,700</b>

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	48,902,369	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
2021	3,180,132	5,500,747	9,538,939	14,603,678	21,402,310	29,030,210	33,528,039	37,494,801	41,729,005	46,006,620	50,263,120	53,739,370
2022	2,742,700											

**From:** JIM PIOT <[REDACTED]>  
**Sent:** January 27, 2022 10:38 AM  
**To:** Alan Harrison <[aharrison@salmonarm.ca](mailto:aharrison@salmonarm.ca)>  
**Subject:** [External] Signage

Dear Mayor Harrison,

The intersection I spoke to you about is 50th Street and Canoe Beach Dr. I was wrong when I said it is a three way stop, it is in fact a two way stop, the problem still exists. People don't read the small rectangular sign below the stop signs on Canoe Beach Dr. east and west, and assume it is a four way stop. I have had four near accidents when making a left turn from 50th onto Canoe Beach Dr.

I feel there are two courses of action the city could pursue to remedy this situation. One, remove the small rectangular two way stop signs from the Canoe Beach Dr stop signs. Two, put up additional, large signage designating a two way stop.

I hope this is sufficient for you to consider either of my two suggested solutions, if you require anything further from me please feel free to email me or call me at 250-833-0095. Thank you.

Yours truly

Jim Piot

February 1, 2022

To: Mayor and Councillors of the City of Salmon Arm

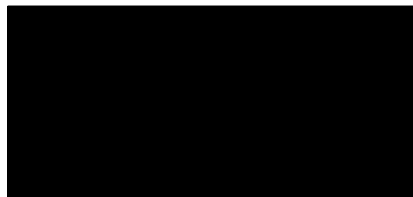
I am wondering if there has ever been a discussion regarding a second museum for Salmon Arm? The R.J. Haney Heritage Park and Museum is a wonderful asset to our community, and they have a fabulous collection of old artifacts that make up the displays in the village buildings. However, they only accept items up to the end of the Edwardian era – circa 1945. Any photographs and historical documents, letters, journals etc. of significance – no matter the age - are welcome but their time frame for collectibles only goes to the mid-1940s.

As a baby boomer born and raised in Salmon Arm, I wish there was a place where articles of the 1950s and 1960s could be collected and displayed. These two decades now fall into the 50-year old historic time frame for collections. I know there are others of my age group and of the previous generation who have furniture, kitchen items, toys and books, games, tools, etc. that could be used to start another museum. It is a shame that these things are sent to the Thrift Shops or to the dump when they could be saved and shared with future generations.

I submit this in the hope that there may be a way to preserve items of the ‘more recent’ past that belonged to the citizens of Salmon Arm.

Sincerely,

Janet Hanna





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

January 25, 2022

Dear Mayor and Council

RE: Hudson Street Closure for Downtown Farmer's Market 2022 Season

Downtown Salmon Arm, on behalf of the Shuswap Food Action Society, is requesting pedestrian-use only of the 200 block of Hudson Avenue NE (from Alexander Street to Ross Street) on Saturdays from 7am – 2pm for the 2022 season of the Downtown Farmer's Market, beginning May 14th. We have received verbal approval for this request from Pharmasave Manager, Brent Hoffort, who has noted increased sales on market days. This is the only business directly affected by the Hudson Street closure.

The market will operate weekly from 9am – 1 pm, until October 29<sup>th</sup>. From that date, the markets will occur biweekly with modified hours to accommodate the change in seasons and fewer vendors. A larger holiday market is tentatively planned for Saturday, December 3<sup>rd</sup>; a separate request for pedestrian-only access will be made closer to that time.

With the ongoing construction of the Ross Street Underpass, parking space is limited in the Ross Street Parking lot. As a result, in October 2021, Council approved a temporary move of the Farmer's Market to Hudson Avenue as construction began. The trial location was very successful and preferred by market organizers, vendors, and attendees and allows the market potential for growth.

We understand there is much to consider regarding traffic patterns in the downtown core as underpass construction progresses. We continually appreciate Council's support for the Downtown Farmer's Market, and we are hopeful to work towards an improved market season for 2022.

Please do not hesitate to contact me should you have any questions or concerns.

With respect,

Jennifer Broadwell  
Manager

cc. Serena Caner, Shuswap Food Action Society

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

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

January 25, 2022

Dear Mayor and Council

**RE: REQUEST TO CLOSE HUDSON STREET FOR SALTY STREET FEST**

Downtown Salmon Arm, on behalf of Skookum Cycle and Ski, is requesting pedestrian-use only of the 100 block of Hudson Avenue NE (from Shuswap Street to Alexander Street) on Saturday, May 7<sup>th</sup>, from 7am – 4pm for the 2022 Salty Street Fest celebration of the Salty Dog Enduro Race weekend. The date of this street closure request will not interfere with nor overlap the Downtown Farmer's Market closure of Hudson Avenue (200 block).

Festivities on this day are expected to include race-pack pick-up, Shuswap Cycle Club's Bike Swap, enduro bike rep / bike demonstrations, food booths, various entertainers for children and families, and a Youth Maker's Market.

Due to the pandemic, the Salty Dog Enduro and Street Fest had to be cancelled for 2020 and 2021. With thoughtful and careful planning, we are excited to welcome back this well established, 20-year event to Salmon Arm. Collaborators for this event include Salmon Arm Economic Development Society, MRDT, Lewiston Ultra Events, Shuswap Tourism, the Shuswap Cycle Club, and Downtown Salmon Arm. Each organization understands and values the tourism exposure and dollars this event brings to our community.

We understand there is much to consider regarding traffic patterns in the downtown core as underpass construction progresses. The Downtown Farmer's Market is also scheduled to begin on this day. Due to this early date in the growing season, the Market will set-up around the Ross Street Plaza and not require a request for additional street closures on this day.

We are eager to proceed with event planning. Please do not hesitate to contact me should you have any questions or concerns.

With respect,

Jennifer Broadwell  
Manager

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

January 31, 2022

Darin Gerow  
Manager of Roads and Parks  
City of Salmon Arm  
Box 40  
500 2nd Avenue  
Salmon Arm, BC V1E 4N2

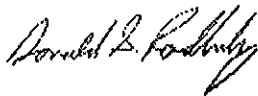
Darin:

Further to an earlier conversation regarding the installation of a Purple-Air Sensor at Canoe Beach, the Shuswap Association for Rowing and Paddling (SARP) discussed this as an agenda item at our Board meeting last evening in January 2022.

Respectfully, SARP is proposing a partnership where SARP will purchase a Purple-Air Sensor PA-II model and the City of Salmon Arm install the unit at the Canoe Beach Water Treatment Plant and provide a supported wi-fi network so air quality ratings can be shared throughout the community.

I have included the information that we had submitted to the City in September 2021 on a separate page. Thank you for your consideration of this request. If there is additional information, questions or considerations you may have with respect to this request, please feel free to contact me.

Respectfully,

A handwritten signature in black ink, appearing to read "Donald Podlubny".

Donald Podlubny  
Director  
Shuswap Association for Rowing and Paddling

BACK-GROUND: Purple-Air sensors are used to collect hyper-local, real-time air quality data and share on a map that is accessible to everyone. Two of these sensors are in use in Salmon Arm, one near the RCMP station in the NE and another in the SW of town. During the recent wildfire and smoke season in our region, an SARP member shared Purple-Air Sensor information with other SARP members. Immediately, several members began to reference these sensors to monitor the real time air quality from those 2 specific locations which helped guide decisions on whether air quality was at a healthy level for club members to paddle or row.

As this information was valuable, some club members began discussing whether having a Purple-Air Sensor installed at the Canoe Beach compound would be something to consider. At least one member researched this and confirmed that to operate the sensor, electricity and a supported wi-fi network connection is required. The nearest facility to the lake, paddling centre and beach to consider is the City of Salmon Arm Canoe Beach Water Treatment Plant.

The Purple-Air PA-II model is an air quality sensor that measures real-time PM2.5 concentrations for residential, commercial, or industrial use. Built-in WiFi enables the air quality measurement device to transmit data to the Purple-Air map, where it is stored and made available publicly to any smart device. The City was contacted in the summer of 2021 to discuss the option of installing a PA-II system at the water treatment plant.

ISSUE: The summers of 2017, 2018 and 2021 in Salmon Arm experienced poor air quality from wildfire smoke that resulted in the cancellation of the 2017 dragon boat festival and numerous cancelled rowing and paddling experiences in each of those years for SARP members.

In 2021, several air quality readings observed during a smoke-filled summer were extremely dangerous in the 20+ range. At those times paddling and rowing activities did not happen. Other times, readings would be in the 5 to 7 range which is cautionary, although SARP members who were at Canoe Beach reported at different times air quality seemed acceptable and perhaps may have different readings than at other locations throughout the community.

SARP members need to know what the air quality actually is at Canoe Beach. Members suggested having an actual reading nearer to the location where they would be paddling or rowing would be beneficial. This could also benefit many community members, tourists and visitors who use the Canoe Beach and boat launch. The SRPC compound does not currently have electrical power or able to support a wi-fi network.

#### COST, SHIPPING, INSTALLATION & REGISTRATION REQUIREMENTS

The price of a Purple-Air PA-II model is \$249 USD plus estimated \$39.94 shipping in US dollars. At an exchange rate of 1.3, this would be approximately \$375.62 CDN.



The unit comes with a 1year limited warranty and is shipped directly from the Purple-Air factory - 12411 S 265 W, Suite B Draper, Utah, 84040 USA. <https://www2.purpleair.com/pages/warranty>

Installation required would be for the unit dimensions of 3.5 in x 3.5 in x 5 in (85mm x 85mm x 125mm). Power requirements are 5V USB Micro, 0.18A continuous, 600mA peak.

Start-up guide with installation and network details can be found at:

<https://www2.purpleair.com/pages/install>

Additional information including can be found at: <https://www2.purpleair.com/>

Once purchased, the sensor will need to be registered, purchaser information provided and terms and conditions agreed to that can be reviewed in advance at the following link:

<https://www.purpleair.com/register>

COPY

CITY OF  
**SALMON ARM**

December 3, 2021

Shuswap Association for Rowing and Paddling Club  
[REDACTED]

Attention: Don Podlubny, President

Re: Request for Funding for 2022  
Installation of a Purple-Air Sensor at Canoe Beach (Water Treatment Plant)

---

Thank you for your letter dated September 29, 2021 regarding funding the installation of a Purple-Air Sensor at Canoe Beach.

Please be advised that Council recently finalized their capital and operational budgets for 2022. During budget deliberations, Council focused on maintaining service levels and minimizing the 2022 tax increase. As a result of significant cost pressures, all new initiatives and capital projects were reviewed very carefully.

While Council understands your request, they had to balance the many priority projects with the limited funding available. Unfortunately, your request for funding for a Purple-Air Sensor at Canoe Beach was not approved.

Should you have any questions, please do not hesitate to contact me at 803-4032 or email at [cvandecappelle@salmonarm.ca](mailto:cvandecappelle@salmonarm.ca).

Yours truly,



Chelsea Van de Cappelle, CPA  
Chief Financial Officer

## Barb Puddifant

---

**From:** WOW Salmon Arm Arts Centre <wow@salmonarmartscentre.ca>  
**Sent:** Friday, January 21, 2022 11:50 AM  
**Subject:** PRESS RELEASE: Wednesday on the Wharf 2022

### FOR IMMEDIATE RELEASE

After a two year hiatus because of the pandemic, the Shuswap District Arts Council is thrilled to announce that planning for the 2022 Wednesday on the Wharf live music concert series is underway.

“We are so excited to be planning for this summer,” says Arts Council Program Manager Astrid Varnes. “WOW is a huge part of the live music scene here in Salmon Arm, and it’s been tough not having it part of summertime events. The pandemic landscape seems manageable enough that we’ll be able to bring it back.”

Now in its 29th year, Wednesday on the Wharf is a by-donation, open-air summertime community concert series presented by the Shuswap District Arts Council. Every Wednesday evening, people of all ages gather in Salmon Arm’s Marine Peace Park to meet up with friends, soak up the sun, and listen to great music.

Varnes notes that WOW will follow the same format as in years past, by presenting a wide range of upbeat, musical styles from both local and touring bands in order to give audiences a wide-ranging musical experience. This year’s schedule will be slightly reduced, with concerts running in July and August only.

Musicians interested in playing at WOW are encouraged to review the selection criteria and apply via the Salmon Arm Arts Centre website at [salmonarmartscentre.ca](http://salmonarmartscentre.ca). Deadline to apply is March 15th, 2022.

“We know how much WOW means to the community, and we’re so grateful for the enthusiastic support that we receive from our audiences, and our sponsors,” notes Varnes. “We can’t wait to see everyone down at the Park this summer!” Varnes welcomes inquiries about WOW at [wow@salmonarmartscentre.ca](mailto:wow@salmonarmartscentre.ca).

### Astrid Varnes

Program Manager (Tues/Wed/Fri)  
[she/her/hers](#)

Salmon Arm Arts Centre  
PO Box 1181  
70 Hudson Ave NE  
Salmon Arm, BC  
V1E 4P3

250 832.1170  
[wow@salmonarmartscentre.ca](mailto:wow@salmonarmartscentre.ca)

Shuswap District Arts Council acknowledges it carries out its work on the traditional territories of the Secwepemc People. We pay our respects to the Elders, past and present, descendants and custodians of these lands. We honour the knowledge keepers and the continuing relationships with Secwepemc Peoples in the BC interior. The Arts Council is grateful to the Neskonalith First Nations, on whose traditional territories we operate the Arts Centre and its programs.

February 3, 2022

Good afternoon Erin, Good afternoon Rob,

On behalf of Salty Dog Enduro, I am forwarding request to Mayor & Council of Salmon Arm for City Council Approval for the 2022 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 & 2021 due to COVID-19. The event 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 2022, we are hoping to host a revised platform for the event due to COVID19 & the safety of our community, racers, volunteers, organizers, etc:

- Hosted the weekend of May 13-15
- The event will be hosted over two days; U15 & Salty pup on Saturday, May 14 and the reformatted Enduro (single lap, 35km loop, time trial) on Sunday, May 15.
- Staggered start time (potential heat of 25/50 riders & one (1) to two (2) minutes apart.
- The event will not host a finishers BBQ or a beer garden this year allowing additional/new opportunity for local businesses to host racers post event for connection and celebration & stay an additional day in Salmon Arm.

The Salty Dog will follow current Provincial COVID-19 Regulations/Restrictions and will also require registered racers, volunteers, spectators, organizers, etc to be fully vaccinated. We will also have sanitization stations, additional volunteer support, signage, communication and may require riders to wear masks in the starting/staging area.

We have maintained consistent and positive communication with all stakeholders; included is letter of support for the 2022 event.

For 2022, we are hoping to have a similar set up at Klahani Park, except now the event will be over two days with the addition of sanitization stations, physical distancing roping, etc.

The Ministry of Transportation (MOT) will be contacted in the coming days for two (2) day 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 7-8pm. The area will be left as found, if not better. All race garbage will be removed at the end of the day.

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 requesting 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 (SSAR) is also in support of the 2022 event.

Insurance will be maintained for 2022 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,

Tom Peasgood  
Kara Leinweber



February 2, 2022

To Whom It May Concern:

**Re: Salty Dog Enduro Event**

The following community organizations are pleased to express our support for the Salty Dog Enduro. The Salty Dog 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, and Downtown Salmon Arm.**

This planned annual 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.

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 region's vibrancy through expanded activities for residents.

As community organizations, we are pleased to see the Salty Dog event commit to regional trail maintenance, management and sustainability through a financial contribution to the Shuswap Trail Alliance.

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 the 2022 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,  
DocuSigned by:

Morgan Matheson

76BFB8FE4A5FE1...  
Shuswap Tourism

Jennifer Broadwell

C447E801582D477...  
Salmon Arm Economic Development Society

DocuSigned by:

Jennifer Broadwell

03D010A1CA774FF...  
Shuswap Trail Alliance

Jennifer Broadwell

BF634F57B9479...  
Downtown Salmon Arm

**From:** Kara Leinweber <[saltydog@shuswapbike.com](mailto:saltydog@shuswapbike.com)>

**Date:** Thursday, November 18, 2021 at 4:58 PM

**To:** Erin Jackson <[ejackson@salmonarm.ca](mailto:ejackson@salmonarm.ca)>, Donna Flatman <[dflatman@salmonarmrecreation.ca](mailto:dflatman@salmonarmrecreation.ca)>, Rob Niewenhuizen <[rniewenhuizen@salmonarm.ca](mailto:rniewenhuizen@salmonarm.ca)>

**Cc:** Tom Peasgood <[tom@skookumcycle.com](mailto:tom@skookumcycle.com)>, Adrian Bostock <[adrian451@gmail.com](mailto:adrian451@gmail.com)>, Kara Leinweber <[saltydog@shuswapbike.com](mailto:saltydog@shuswapbike.com)>

**Subject:** 2022 Salty Dog Enduro

Good afternoon,

Tom & I wanted to reach out regarding the return of the Salty Dog Enduro and the planning that is underway for **May 13-15, 2022**.

We are reviewing a new format (an approx. 30km loop with staggered start) and currently in discussion with Front Counter BC to revise tenure permit. More details to come as we move through this update which allows the event to be forward facing and within ever changing/current Provincial COVID-19 outdoor event guidelines.

Salty Dog Enduro will require proof of vaccination (fully vax'd) for all registered racers, volunteers, spectators, etc.

Below is email that will be sent out to deferred Salty Dog riders. This will also be posted to the website in the coming days:

*Deferred riders, volunteers, partners & to those hoping to register for the 2022 Salty Dog Enduro:*

*We will host the **Salty Dog Enduro on May 13-15, 2022** and are currently planning to ensuring our 20 year event will meet Interior Health BC guidelines and restrictions.*

*Provincial guidelines/restrictions around COVID-19 are fluid and as such we are event-planning to ensure the health and wellness of our riders, volunteers and community members is protected. At present moment, Interior Health BC allows large outdoor events (similar to Salty Dog Enduro) with 100% completely vaccinated participants, spectators, volunteers. We understand that this may change but for now, these are the guidelines/restrictions we will be hosting under and preparing for in 2022.*

*Also, we will be changing it up and will celebrate 20 years of the Salty Dog Enduro with a new format which will allow space for evolving Interior Health BC guidelines/restrictions. Stay tuned!*

*Details for the **May 13-15, 2022 Salty Dog Enduro** will be available and emailed to deferred racers in the coming weeks.*

*Please forward questions, comments to [saltydogenduro@gmail.com](mailto:saltydogenduro@gmail.com)*

*Thank you for your continued support and understanding.*

Additionally insured documents & Council approval will be forwarded in the new year; Let us know any questions or concerns.

In community,

Kara Leinweber & Tom Peasgood  
Director(s), Salty Dog Enduro  
[saltydogenduro.com](http://saltydogenduro.com)  
(587) 899-7125



**From:** Lana Fitt <[edo@saeds.ca](mailto:edo@saeds.ca)>

**Sent:** Wednesday, February 9, 2022 2:34 PM

**To:** Erin Jackson <[ejackson@salmonarm.ca](mailto:ejackson@salmonarm.ca)>; Alan Harrison <[aharrison@salmonarm.ca](mailto:aharrison@salmonarm.ca)>

**Subject:** FW: [External] Thank you and next steps

Hi Mayor Harrison and Erin,

The City of Vernon is a participant community in a Rural and Northern Immigration Pilot (RNIP) Program. The RNIP Program is designed to attract skilled foreign workers to rural Canadian communities. The RNIP program could be compared to Salmon Arm's PNP Entrepreneurship Immigration Pilot Program, except instead of a focus on foreign business attraction, the RNIP program aims to attract skilled foreign workers to support workforce needs.

When IRCC launched applications for community's to participate in the RNIP program, Salmon Arm was not eligible. Vernon and the West Kootneys are the only two BC communities that were successful in securing a pilot program. SAEDS has checked back with IRCC on several occasions to inquire about additional intakes, of which there haven't been any. SAEDS sees this program as a very important addition to our tool box to support talent attraction. We have had Salmon Arm businesses inquire with our organization about participation in this program, to support their workforce needs as they also see value in this program.

We were recently contacted by Community Futures Shuswap and Community Futures North Okanagan (who oversees the RNIP Program for Vernon) with the possible opportunity to expand Vernon's RNIP geographic boundaries to include the Shuswap. This would allow eligible Salmon Arm businesses to secure qualifying skilled foreign workers under the umbrella of Vernon's RNIP pilot program. This boundary expansion opportunity is not confirmed as of yet, however IRCC has invited Community Futures North Ok to submit letters of support from Shuswap communities, as well as an application.

I believe this would be an excellent opportunity for our community when we consider our goals of cultural diversity, workforce attraction and business retention and growth. I have been asked to reach out to you to see if you would consider providing a letter of support. The turn around time for submitting letters is quite short, as they are due by Feb 16<sup>th</sup>.

I have attached some program information as well as a template LOS provided by Community Futures North Okanagan. I would be pleased to share additional information or connect you directly to RNIP program leads for more discussion. Is it possible for the City to provide a letter of support under this timeline? Please let me know if you require any additional information.

Lana Fitt  
Salmon Arm Economic Development Society  
0250-833-0608

Good Afternoon,

Thanks to those of you who were able to attend our zoom meeting this afternoon to introduce the RNIP program to you and to seek your support for our application. As mentioned, we have included a Letter of Support template which will be helpful to our application. Hopefully you are comfortable returning it to me prior to the February 16<sup>th</sup> deadline.

Also attached is the powerpoint presentation, and here is the link to the RNIP website for North Okanagan. <https://rnip-vernon-northok.ca/>  
Please let me know if you have any further questions.

Your Logo HERE

DATE:

RE: Expansion of the Rural and Northern Immigration Pilot

To Whom It May Concern;

On behalf of (Your Organization), I am pleased to offer a letter of support for the expansion of the Rural and Northern Immigration Pilot into the Shuswap region. The program goals of strengthening the local economy and supporting the development of the workforce align with the economic goals in the Shuswap area.

The region has been challenged with attracting and retaining a stable workforce because of circumstances including attrition due to above average rates of retirement, the rural location and growing competition for skilled labour. We believe this Pilot would assist with not only filling gaps in the labour market, but will enhance the area with new immigrants who contribute in many ways to the social and cultural fabric of our community.

The community has support systems in place to welcome and assist newcomers to settle in the region. These services will connect foreign nationals to community resources, orient them to the Shuswap area, provide language services as well as housing supports.

(Your Organization) fully supports the efforts to expand the Rural and Northern Immigration Pilot into the Shuswap region and would partner with other organizations in order to make the Pilot a success.

Sincerely,

Signature

Name, Organization, Role

## Barb Puddifant

---

**From:** Sarah Friesen <sarah@thewellspringfoundation.org>  
**Sent:** Friday, January 21, 2022 3:22 PM  
**To:** Barb Puddifant; Rob Niewenhuizen  
**Subject:** Lake2Lake Permit Request - September 17-18, 2022  
**Attachments:** L2L 2022 -City of Salmon Arm Permit Request.docx.pdf

Good afternoon Barb,

Hope this email finds you well.

I've attached a permit request for use of the roads within Salmon Arm on September 17-18th, 2022. Please let me know if there are any sections that require further clarification or details.

I will be sure to send you a copy of our insurance with the City of Salmon Arm listed once we receive it.

Warm regards,

Sarah Friesen | Public Engagement Coordinator



The Wellspring Foundation for Education  
604.371.2705 ext. 206 [www.thewellspringfoundation.org](http://www.thewellspringfoundation.org)





## Lake2Lake Ride for Rwanda September 17 & 18, 2022

The Wellspring Foundation for Education will be hosting our annual Ride for Rwanda Lake2Lake Ride. This ride will travel through various areas within the City of Salmon Arm. We wanted to ensure that you were well informed of our proceedings. Should you have any questions or concerns, please do not hesitate to reach out to Sarah via email at [sarah@thewellspringfoundation.org](mailto:sarah@thewellspringfoundation.org).

**Ride Route:** <https://lake2lake.org/route-maps/> (Please note there is a map for day 1 and 2)

**When:** September 17 & 18, 2022

### Route Saturday, September 14th

- Entering city of Salmon Arm heading north via **Auto Road**
- Continue north onto **30<sup>th</sup> Street SE**
- Turn left onto **Okanagan Ave East**
- Turn right at **Alexander Street NE**
- Turn left at **Lakeshore Drive**
- Slight left, then right onto Hwy #1 & riders will travel along for 69km

### Estimated Time:

- Leave Vernon Christian School at 9:00am (slow riders) - 10:00am (fast riders)
- Enter City of Salmon Arm between 11:00 am - 2:00 pm
- Arrive at Eagle Bay Camp between 1:30pm (fast riders) – 4:30pm (slow riders)

### Route September 15th

- Enter city of Salmon Arm via **TransCanada Hwy 1**, travelling south
- Turn right off TransCanada Hwy and onto **Salmon River Road**
- Turn right onto **10<sup>th</sup> Ave SW**
- Turn left onto **50<sup>th</sup> Street SW**
- Turn right onto **50<sup>th</sup> Ave SW**
- Turn left onto **70<sup>th</sup> Street SW**
- Turn right onto **70<sup>th</sup> Ave SW**
- Turn left onto **80<sup>th</sup> Street SW**
- Leave city of Salmon Arm and continue onto **Salmon River Road**

### Estimated Time:

- Leave Eagle Bay Camp at 9:00am (slow riders) - 9:15am (fast riders)
- Enter City of Salmon Arm between 10am - 12:30pm
- Arrive at Vernon Christian School between 12:30pm - 4:00pm

**Estimated Number of Participants:** We anticipate between 75 – 100 participants.

### Other information about the ride

- RCMP will be made aware of the ride
- Paramedic mobile unit participation
- Various rest stations with water, snacks & washrooms
- Rider support vehicles & baggage transport
- Signage & volunteers along route & intersections
- No traffic barriers or road stoppages

## Erin Jackson

---

**From:** Martens, Shelley <Shelley.Martens@fortisbc.com>  
**Sent:** Thursday, February 3, 2022 4:45 PM  
**To:** Erin Jackson  
**Subject:** [External] Renewable Gas News Release

Good afternoon Erin,

Happy New Year! Hope you are doing well and that you're remaining safe and healthy!

Not sure if you've seen this yet, so I wanted to share an exciting news release with you that City of Salmon Arm might be very interested in. On January 20<sup>th</sup>, FortisBC announced our recent application to the BC Utilities Commission to put forward a proposal where every newly constructed home connecting to the gas system would automatically receive 100 per cent renewable gas for the lifespan of the building. The approval of this proposal would mark a new era in the evolution of our renewable energy programs. Here is a link to the news release: [FortisBC proposes to provide 100 per cent renewable gas to all new homes](#)

If you, your Council or your staff would be interested in learning more about this opportunity, about FortisBC's [30BY30 target](#) or the [Pathways Study, conducted by Guidehouse](#), please don't hesitate to reach out to me. I'd be happy to set up a meeting or a presentation to discuss these exciting initiatives further.

Lastly, if the City of Salmon Arm would like to provide a letter of support for our proposal or to participate in the regulatory process, you can do so by visiting the BCUC website at <https://www.bcuc.com/>

I hope to see you at SILGA in April!

*Shelley Martens*

Community & Indigenous Relations Manager  
Shuswap-Nicola-Okanagan-Similkameen  
Phone: 250.868.4525  
Cell: 250.718.7041

*FortisBC acknowledges and respects Indigenous Peoples in Canada, on whose ancestral territory we all live and work.*

---

This email was sent to you by FortisBC\*. The contact information to reach an authorized representative of FortisBC is 16705 Fraser Highway, Surrey, British Columbia, V4N 0E8, Attention: Communications Department. You can unsubscribe from receiving further emails from FortisBC by emailing [unsubscribe@fortisbc.com](mailto:unsubscribe@fortisbc.com).

\*"FortisBC" refers to the FortisBC group of companies which includes FortisBC Holdings, Inc., FortisBC Energy Inc., FortisBC Inc., FortisBC Alternative Energy Services Inc. and Fortis Generation Inc.

This e-mail is the property of FortisBC and may contain confidential material for the sole use of the intended recipient(s). Any review, use, distribution or disclosure by others is strictly prohibited. FortisBC does not accept liability for any errors or omissions which arise as a result of e-mail transmission. If you are not the intended recipient, please contact the sender immediately and delete all copies of the message including removal from your hard drive. Thank you.

Account login

Account Online (<https://accounts.fortisbc.com>)

My profile (<https://ciam.fortisbc.com/iam/im/fortisbc/ui7/index.jsp?task.tag=FBCModifyMyOnlineIdentity>)


My rebates (<https://rebates.fortisbc.com>)


MENU



## FortisBC proposes to provide 100 per cent renewable gas to all new homes

Jan 20, 2022

Share  ([https://twitter.com/intent/tweet?text=FortisBC proposes to provide 100 per cent renewable gas to all new homes https://fbcdotcomprod.azurewebsites.net/news-events/media-centre-details/2022/01/20/fortisbc-proposes-to-provide-100-per-cent-renewable-gas-to-all-new-homes](https://twitter.com/intent/tweet?text=FortisBC+proposes+to+provide+100+per+cent+renewable+gas+to+all+new+homes&url=https://fbcdotcomprod.azurewebsites.net/news-events/media-centre-details/2022/01/20/fortisbc-proposes-to-provide-100-per-cent-renewable-gas-to-all-new-homes))

 ([https://www.linkedin.com/shareArticle?mini=true&url=https://fbcdotcomprod.azurewebsites.net/news-events/media-centre-details/2022/01/20/fortisbc-proposes-to-provide-100-per-cent-renewable-gas-to-all-new-homes&summary=FortisBC proposes to provide 100 per cent renewable gas to all new homes&source=FortisBC](https://www.linkedin.com/shareArticle?mini=true&url=https://fbcdotcomprod.azurewebsites.net/news-events/media-centre-details/2022/01/20/fortisbc-proposes-to-provide-100-per-cent-renewable-gas-to-all-new-homes&summary=FortisBC+proposes+to+provide+100+per+cent+renewable+gas+to+all+new+homes&source=FortisBC))

 (<https://www.facebook.com/sharer/sharer.php?u=https://fbcdotcomprod.azurewebsites.net/news-events/media-centre-details/2022/01/20/fortisbc-proposes-to-provide-100-per-cent-renewable-gas-to-all-new-homes>)

### Application to provincial regulator another North American first

**Surrey, B.C. — January 20, 2022:** Under a [new proposal](https://www.fortisbc.com/about-us/corporate-information/regulatory-affairs/our-gas-utility/gas-bcuc-submissions/fortisbc-energy-inc.-gas-submissions/RNG/2021-comprehensive-review-and-application-for-approval-of-a-revised-renewable-gas-program) (<https://www.fortisbc.com/about-us/corporate-information/regulatory-affairs/our-gas-utility/gas-bcuc-submissions/fortisbc-energy-inc.-gas-submissions/RNG/2021-comprehensive-review-and-application-for-approval-of-a-revised-renewable-gas-program>) put forward by FortisBC Energy Inc. (FortisBC) to the British Columbia Utilities Commission (BCUC), every newly constructed home connecting to the gas system would automatically receive 100 per cent [renewable gas](https://www.fortisbc.com/services/sustainable-energy-options/renewable-natural-gas/what-is-renewable-natural-gas-and-how-is-it-made) (<https://www.fortisbc.com/services/sustainable-energy-options/renewable-natural-gas/what-is-renewable-natural-gas-and-how-is-it-made>)<sup>1</sup> for the lifespan of the building. The approval of this proposal would mark a new era in the evolution of the company's renewable energy programs.

Renewable gas, which includes Renewable Natural Gas (RNG) available in the gas system today and hydrogen, syngas and lignin which could be delivered by the gas system in the future, can help dramatically cut greenhouse gas (GHG) emissions from homes and businesses without changing out heating equipment, and supports the objectives of the province's *CleanBC Roadmap* (<https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcleanbc.gov.bc.ca%2F&data=04%7C01%7CSean.Beardow%40fortisbc.com%7Cc6a88b426e414670fc9908d9dbb1c32e%7C007971b9503d48279d0fd7>)

If approved, this change would provide home builders, real estate developers and new home owners with another path to meet provincial GHG emission reduction targets.

"If approved by the BCUC, this would give every British Columbian a choice on how best to reduce GHG emissions from their new home. We realize there's much to consider in the proposal we've put forward but we're excited about the prospect of a new generation of FortisBC customers knowing us as a renewable energy provider," said Joe Mazza, vice-president of energy supply and resource development at FortisBC.

The proposal was part of the second phase of an ongoing regulatory proceeding regarding RNG customer rates and a comprehensive review of FortisBC's RNG program. FortisBC has committed to increasing the amount of renewable gas in its system and reducing the amount of conventional natural gas used by its customers. The company is currently on pace to exceed its target of having 15 per cent of its gas supply being renewable by 2030 and is working towards having about 75 per cent of its supply be renewable by 2050.

The application also proposes that existing residential natural gas customers would automatically receive a small percentage of renewable gas as part of their gas supply by 2024. FortisBC's existing voluntary RNG program (which was North America's first) will continue, providing customers with the option to select how much additional renewable gas they would like to receive.

Renewable Natural Gas is produced by capturing methane released from decaying organic material and purifying it, allowing it to blend seamlessly into the existing gas system. By capturing and repurposing methane, RNG is third-party certified carbon-neutral energy and releases no new GHG emissions when burned. As more RNG is added to the system, it displaces conventional natural gas and lowers GHG emissions associated with the gas system. Using RNG to reduce household GHG emissions eliminates any need for expensive retrofits required to fuel switch and provides lower month to month energy costs compared to other carbon neutral options.

"Our review of our RNG program really dove into the outlook of renewable gas to serve British Columbians, including supply and demand for renewable gas, customer programs, supply cost and recovery mechanisms as well as current government energy policies and objectives," explained Mazza. "We see the potential for renewable gases, like RNG, to accelerate the goals of the government's CleanBC Roadmap in an innovative and affordable way by using an existing system that moves and stores energy incredibly well."



FortisBC has made significant progress in increasing RNG supply in its gas system, tripling its supply over the course of 2021 and expecting a similar increase in 2022. With new supply consistently being added and a steady stream of applications for new supply in the regulatory process, new homes will be able to receive 100 per cent renewable gas as supply continues to climb. As more forms of renewable gas are developed, more conventional natural gas will be displaced as low carbon and carbon free renewable gases take on a more prominent role.

To participate in the regulatory process regarding FortisBC's application or any energy related matter, visit the BCUC website at [bcuc.com \(https://www.bcuc.com/\)](https://www.bcuc.com/). To learn more about Renewable Natural Gas, visit the FortisBC website at [fortisbc.com/RNG \(http://www.fortisbc.com/RNG\)](http://www.fortisbc.com/RNG).

<sup>1</sup> FortisBC uses the term renewable gas to refer collectively to the low carbon and carbon neutral gases or fuels that the utility can acquire under the Greenhouse Gas Reduction (Clean Energy) Regulation, which are: Renewable Natural Gas (RNG or biomethane), hydrogen, synthesis gas and lignin.

#### **Additional Quotes**

“ Renewable gas is not only carbon neutral. It can be delivered through existing and proven infrastructure to safely heat homes and businesses with low-emissions energy. The City of Burnaby actively supports opportunities in the low carbon industry, especially ones that can produce immediate results in progressing the City's Climate Action and Affordable Housing Plans.

James Lota, director, engineering at City of Burnaby

“ British Columbia has the highest concentration of natural gas fireplaces of any state or province in North America. Natural gas fireplaces are about the only domestically made appliance installed in new homes today. The fireplace industry is a local success story and giving new homes the ability to have their fireplaces fueled with renewable gas will support carbon reduction and local manufacturing jobs as well as provide energy security and home heating affordability for all British Columbians.

Paul Miles, president, at Miles Industries

“ The building community has seen an increase of green building policies, ranging from the raw construction materials down to the end energy consumption of the homes they build. Our members advocate on the importance of being economically and socially responsible while at the same

time maintaining affordability and we believe FortisBC has proposed a cost-effective option that will help members meet specific climate targets. FortisBC's application for the option to permanently allocate 100% renewable gas to new homes will help our members construct homes in a way that is economically and socially responsible, helping both the environment and encouraging housing affordability in our communities

Jennifer Cotton, executive officer, Canadian Home Builders' Association, Fraser Valley

## Media contact

Sean Beardow  
Manager, Corporate Communications  
FortisBC  
Phone: 778-879-3753  
Email: [sean.beardow@fortisbc.com](mailto:sean.beardow@fortisbc.com) (<mailto:sean.beardow@fortisbc.com>)  
[fortisbc.com](http://www.fortisbc.com)  
(<http://www.fortisbc.com/>)@fortisBC (<http://www.twitter.com/FortisBC>)  
24-hour media line: 1-855-322-6397

---

### About FortisBC

*FortisBC Energy Inc. is a regulated utility focused on providing safe and reliable energy, including natural gas, renewable gas, propane and thermal energy solutions. FortisBC Energy Inc. employs more than 2,000 British Columbians and serves approximately 1,054,097 customers across British Columbia. FortisBC Energy Inc. owns and operates approximately 50,182 kilometres of natural gas transmission and distribution pipelines. FortisBC Energy Inc. is a subsidiary of Fortis Inc., a leader in the North American regulated electric and gas utility industry. FortisBC Energy Inc. uses the FortisBC name and logo under license from Fortis Inc. For further information on FortisBC, visit [fortisbc.com](http://www.fortisbc.com) (<https://www.fortisbc.com/>). For further information on Fortis Inc., visit [fortisinc.com](http://www.fortisinc.com) (<https://www.fortisinc.com/>).*

---



Natural gas  
1-888-224-2710 (tel:18882242710)  
Monday-Friday

7 a.m. to 8 p.m.

Electricity

1-866-436-7847 (tel:18664367847)


Monday-Friday


7 a.m. to 7 p.m.


Media line


1-855-FBC-NEWS (tel:18553226397) or 1-855-322-6397 (tel:18553226397)


[Contact us \(/contact-us\)](/contact-us)

[Energy solutions for transportation \(https://www.fortisbc.com/est\)](https://www.fortisbc.com/est) 

[FortisBC Alternative Energy Services \(https://www.fortisbc.com/aes\)](https://www.fortisbc.com/aes) 



[Talking Energy - FortisBC's projects \(https://talkingenergy.ca/\)](https://talkingenergy.ca/) 


[Corporate and Sustainability Report \(/sustainabilityreport/home\)](/sustainabilityreport/home) 

 (<https://www.facebook.com/fortisbc>)

 ([https://twitter.com/intent/follow?](https://twitter.com/intent/follow?source=followbutton&variant=1.0&screen_name=FortisBC)

[source=followbutton&variant=1.0&screen\\_name=FortisBC](https://twitter.com/intent/follow?source=followbutton&variant=1.0&screen_name=FortisBC))

 (<https://www.instagram.com/fortisbc/>)  (<https://www.linkedin.com/company/fortisbc>)

 ([https://www.youtube.com/user/fortisbc?sub\\_confirmation=1](https://www.youtube.com/user/fortisbc?sub_confirmation=1))

[Privacy policy \(/privacy-policy\)](/privacy-policy)

[Terms of use \(/terms-of-use\)](/terms-of-use)

[Site map \(/sitemap\)](/sitemap)

© 2022 FortisBC. All rights reserved (/copyright).

# Heritage BC



RECEIVED

JAN 31 2022

CITY OF  
SALMON ARM

Greetings!

Every year, Heritage BC actively promotes Heritage Week throughout the province with posters, proclamations, and themed events. For Heritage Week 2022, we are mailing 1000 posters to libraries, schools, local governments, MLAs, MPs, museums, and heritage organizations around the province to raise awareness. We can't wait to see the amazing activities and events that you will be hosting in the name of Heritage Week! Tag us in your events, @heritagebc Canada on any social media platform, and we'll add them to our Heritage Week 2022 All Events Calendar. Use the hashtag #BCheritageweek to show how you're celebrating.

Of course, Heritage Week is only one of the many valued programs and services that we offer to BC cultural and heritage organizations. Here are some of our other programs and advocacy work:

**Webinars-On-Demand:** Our live and recorded webinars are free to our members. Our website is the go-to resource to answer any heritage-related question. Can't find an answer? Contact us and we will find it for you.

**Annual Conference:** Every May, our conference offers a chance to hear from respected colleagues and new voices alike as we explore the breadth of cultural heritage from exciting new perspectives. This year, join us for three weeks in a first-time joint conference with the BC Museums Association. Details to be announced during Heritage Week.

**Resource Guides:** We work with experts to develop comprehensive and approachable guides, so you don't have to. Whether it's conservation, climate adaptation, or our most recent guide, "Setting the Bar: A Reconciliation Guide for Heritage", these are accessible tools that you can return to time and time again.

**BC Heritage Awards:** Each year, we recognize and celebrate the achievements of individuals, organizations, groups, businesses, and local and regional governments in communities across BC. Our celebration of 2022 achievements will be done at our annual conference in May.

**Heritage BC is your advocate:** From building a list of provincial policy recommendations to our close work with the National Trust for Canada, we help your voice be heard at provincial and national levels. Our "Making a Case for Heritage" resource guide gives members the tools to advocate for heritage in your communities.

You can learn more about Heritage BC at [www.heritagebc.ca](http://www.heritagebc.ca) or by emailing us at [info@heritagebc.ca](mailto:info@heritagebc.ca). We would love to hear from you.

As you put up the Heritage Week poster, we hope you will also consider becoming a Heritage BC member. For only \$35 (individual) or \$75 (organization), you can support a great cause that offers tremendous value to our province.

Thank you from everyone at Heritage BC!

**Kirstin Clausen**  
Executive Director  
604-417-7243  
[kclausen@heritagebc.ca](mailto:kclausen@heritagebc.ca)

*As an organization of provincial scope, Heritage BC recognizes that its members, and the local history and heritage they seek to preserve, occupy the lands and territories of B.C.'s Indigenous peoples. Heritage BC asks its members to reflect on the places where they reside and work, and to respect the diversity of cultures and experiences that form the richness of our provincial heritage.*





Circular No. 22:04

February 2, 2022

To: Chief Administrative Officers

Re: **Investing in Canada Infrastructure Program - Green Infrastructure - Climate Change Mitigation - CleanBC Communities Fund Intake 3 Open for Applications**

The Province of British Columbia and Government of Canada have partnered on the Investing in Canada Infrastructure Program (ICIP) to provide communities across British Columbia a variety of funding opportunities to build sustainable communities, help create long-term economic growth, and support a low-carbon green economy.

On January 17, 2022 the Province and Canada announced they are committing up to **\$134 million for a third and final intake of the CleanBC Communities Fund (CCF)** under the Green Infrastructure – Climate Change Mitigation sub-stream of ICIP. Local Governments are eligible to receive up to 73% towards total eligible project costs (40% from Canada and 33.33% from the Province).

The CCF supports cost-sharing of infrastructure projects for “public use or benefit” that focus on management of renewable energy, access to clean-energy transportation, energy efficiency of buildings, and generation of clean energy. Eligible applicants include Local Governments, Indigenous applicants, Not-for-Profit organizations, and private sector For-Profit organizations (when partnering with a Local Government or Indigenous organization).

Program information, including Program Guide, Greenhouse Gas Preliminary Assessment guidance, application instructions, and the link to the application are now available on the ICIP-CCF website at: <http://gov.bc.ca/cleanbc-communities-fund>

**Intake 3 is open until the application deadline of May 25, 2022.**

Program staff are offering a series of webinars in February and March 2022 with guidance on developing CCF grant applications. Registration is at: <http://cleanbc.ca/communitiesfund>.

**Intake 3 is designed to target projects starting as early as summer 2023 and completing by March 2027.** Grant approvals are anticipated starting in summer 2023.

The CleanBC Communities Fund is a collaboration between the Ministries of Environment and Climate Change Strategy and Municipal Affairs and is an important part of the Province's CleanBC plan [cleanbc.gov.bc.ca](https://cleanbc.gov.bc.ca). CleanBC puts the province on a path to a cleaner, better future with a low-carbon economy that creates opportunities for all while protecting our clean air, land, and water.

Each grant application is assessed according to published program outcomes, eligibility, and guidelines, and consideration is given to projects demonstrating alignment with all program criteria. This reinforces the expectation that grant funds are allocated fairly and equitably between competing projects. Approved grants are subject to the requirements and conditions outlined in Appendix B of the Program Guide.

Program staff are pleased to provide guidance on program fit and developing an application. For more information, please contact the Local Government Infrastructure and Finance Branch at: 250-387-4060 or [infra@gov.bc.ca](mailto:infra@gov.bc.ca).

Brian Bedford

A handwritten signature in blue ink, appearing to read 'Brian Bedford', enclosed within a faint, hand-drawn oval.

Executive Director  
Local Government Infrastructure and Finance Branch  
Ministry of Municipal Affairs

## Barb Puddifant

---

**From:** Communications-BC / Communications-CB (HC/SC) <BC-CB.communications@hc-sc.gc.ca>  
**Sent:** Friday, February 4, 2022 12:53 PM  
**Subject:** [External] Health Canada: Test your home for Radon



Health  
Canada

Santé  
Canada



This winter due to cold weather and complying with COVID-19 public health measures, we are all spending more times indoors.

Health Canada is encouraging Canadians to test their homes for [radon](#).

- Radon is a radioactive gas produced by the breakdown of uranium in the ground. It can easily enter homes undetected through cracks and gaps in the floors, walls, windows and doors. You cannot see it, smell it or taste it.
- All homes and buildings have some level of radon. It is not a question of "if" you have radon in your house; you do. The question is how much, and the only way to know is to test.
- Radon is the number-one cause of lung cancer in non-smokers, leading to the deaths of over 3,200 Canadians each year.
- In fact, every region in Canada has homes with elevated radon levels, while many Canadians are unaware of the risks that radon can pose to their health.



You can access information and resources, including where to purchase a radon test kit, by visiting [Take Action on Radon](#).

We hope this information is useful to you. If you do not wish to receive these health-related messages, please let us know in your reply to this e-mail.

---

Communications and Public Affairs Branch  
Health Canada - British Columbia Region / Government of Canada  
[BC-CB.communications@hc-sc.gc.ca](mailto:BC-CB.communications@hc-sc.gc.ca)

Direction générale des communications et des affaires publiques  
Santé Canada - Région de la Colombie-Britannique / Gouvernement du Canada  
[BC-CB.communications@hc-sc.gc.ca](mailto:BC-CB.communications@hc-sc.gc.ca)



Government  
of Canada

Gouvernement  
du Canada

Canada



## Barb Puddifant

---

**From:** Zoey Wells <zoey.wells@heartandstroke.ca>  
**Sent:** Friday, February 4, 2022 9:34 AM  
**To:** Barb Puddifant  
**Subject:** [External] Happy Heart Month!  
**Attachments:** Impact Report Feb 2022.pdf

Hello Barb,

**Happy Heart Month!**

This year's Heart Month focus is on Heart Failure.

### **Make every beat count**

Each year, more than 100,000 people across the country are diagnosed with heart failure. Half will die within five years. There are 750,000 people living with heart failure in Canada. Heart failure is largely an invisible problem in Canada. In fact, most people don't even understand what it is. This is why we're shining a spotlight on it this February.

I have attached our most recent Impact Report for you!

Thank you for your continued engagement & support! **Together, we'll make every beat count!**

*Heartfelt Thanks,*

Zoey Wells  
Community Relationship Specialist BC/Yukon | Heart & Stroke  
T250- 410-8095 E [zoey.wells@heartandstroke.ca](mailto:zoey.wells@heartandstroke.ca)



**Life.** We don't want you to miss it.™ Join our fight to beat heart disease and stroke. [heartandstroke.ca](https://heartandstroke.ca)

**Please note:** All Heart & Stroke offices are closed as we seek to protect everyone's health. We are still working virtually, remaining active and committed to our communities. Essential services like our call centres, website and [online communities](#) continue. I remain available so do not hesitate to reach out by phone or email.

Connect with us: [Facebook](#) | [Twitter](#) | [YouTube](#) | [Instagram](#) | [LinkedIn](#)

*I am grateful to the Lekwungen peoples for the honour of living and working on their traditional territory.*



# Every beat counts

Big breakthroughs. Better health. Because of **YOU.**



## Driving better outcomes for heart failure

**W**elcome to Heart Month 2022 – a special 28 days when we come together to raise awareness and funds to fight heart disease and associated conditions. This February's campaign shines a spotlight on **a critical issue for Canadians: heart failure.**

More than 650,000 people in Canada are living with heart failure. It's one of the most common reasons for hospitalization. Yet **most people don't even understand what heart failure is.**

Also called congestive heart failure, it means the heart muscle is not pumping blood as well as it should, resulting in the body not getting the blood, oxygen and nutrients it needs.

Anything that impacts the heart can affect heart function. Heart attacks, high blood pressure, irregular rhythms and heart defects can all lead to heart failure. **Chronic and incurable, heart failure usually gets worse over time.**

**The numbers are growing.** An aging population and the damage done by COVID-19 to previously healthy hearts mean more Canadians are at risk for heart failure. **By 2030, it's estimated that healthcare costs from heart failure will hit a staggering \$2.8 billion per year.**

**Cause for hope.** Lifestyle changes, medications and devices are helping people with heart failure live longer. There is exciting research on the horizon, but more needs to be done. We must fight heart failure on all fronts: **prevent the damage that decreases heart function, create new treatments, and enhance access to care.**

**Creating an action plan to beat heart failure.** Thanks to you, **best-in-class research** is at the core of what Heart & Stroke does. We're also **advocating** for improvements to the healthcare system including: access to specialized care, improved coordination between healthcare providers and hospitals, access to life-saving medications and treatments, support for people living with heart failure and their families, and **raising awareness** with the public, government and health professionals.

**We are collaborating with partners to build a National Heart Failure Research Network.** A key goal is to improve prevention, detection, management, patient outcomes, quality of life, and delivery of care for heart failure.

**Thanks to you, change is happening.** Together, we will protect vulnerable hearts — and fight this devastating condition.

**Learn more about the latest Heart & Stroke research breakthroughs at: [heartandstroke.ca](https://heartandstroke.ca)**



# School was ready when student had cardiac arrest

Training and defibrillator helped principal act fast in emergency



**P**rincipal Courtney Mellow was in her office at Sacred Heart School in Port Lambton, Ont., during morning recess one day last March. Suddenly three students burst through the door yelling, "Seth's down!"

Courtney ran to the playground, where 10-year-old Seth Nottley lay on his back. The Grade 5 student wasn't breathing. She checked his airways, which were clear, then started CPR. Courtney yelled for someone to get the school's automated external defibrillator (AED).

Everyone working at the school knew Seth had a congenital heart condition called hypertrophic cardiomyopathy. When he was in kindergarten, his mother, Tricia, asked the school to install an AED and to train staff in CPR. **That training saved Seth's life.**

Courtney used the AED to try to restart Seth's heart. She continued CPR until a volunteer firefighter took over.

After 10 weeks in hospital, Seth was transferred to SickKids in Toronto, where an implantable cardioverter (ICD) was

placed in his chest. **If it detects an abnormal rhythm, it will deliver an electric shock to resume a normal heartbeat — a huge comfort to his family.**

**"We do Jump Rope for Heart every year, but this time it was personal, in honour of Seth."**

**Courtney Mellow**

Principal, Sacred Heart School, Port Lambton, Ont.

Seth's schoolmates dedicated their **Jump Rope for Heart** event to him in June (using the hashtag #wejumpforseth). The kids learned about healthy habits to prevent heart disease, and raised over \$10,000 for research.

Thanks to donors like you, **Heart & Stroke leads resuscitation training in Canada**, ensuring that CPR instruction is based on the latest evidence, and training the instructors who teach these life-saving skills to people like the staff at Sacred Heart School.

## Save a life in 90 seconds

That's all the time it takes to learn the life-saving skills of CPR and how to use a defibrillator.

**Watch the video at:**  
[heartandstroke.ca/CPR](http://heartandstroke.ca/CPR)

### Hands-Only CPR – 4 steps you can handle



Phone 9-1-1 and shout for an AED.



Prevent contamination by laying a cloth, towel, or clothing over the mouth and nose.



Push hard and fast in the centre of the chest.



Use an AED if available.

\*Hands-Only is a servicemark of the American Heart Association, Inc., used under license.



# Charting a path **beyond COVID-19**

Healthcare professionals see urgent needs among those with heart disease and stroke

**“People were trying to cope with their illness as much as possible until they reached a breaking point, because of the fear of coming to hospital.”**

**Dr. Gavin Oudit**

Cardiologist, Heart & Stroke researcher



**T**he man's legs were swollen to the size of tree trunks when he appeared at the Heart Function Clinic of the Mazankowski Alberta Heart Institute last spring.

Clinic director Dr. Gavin Oudit knew this fluid buildup signaled advanced heart failure; the man's heart function was likely reduced to a fraction of what it should be. Tests confirmed the diagnosis. Shocking to Dr. Oudit was that this man was only now seeking treatment. **The COVID-19 pandemic had kept him away.**

Dr. Oudit, a cardiologist and Heart & Stroke funded researcher, believes pandemic-related delays in diagnosis and treatment for people living with heart disease or stroke could severely affect their health.

His concerns were shared by most of the 370 healthcare professionals and researchers across Canada who responded to a **Heart & Stroke survey on the impact of the COVID-19 pandemic**. Here are some of their responses:

- **90%** of health professionals and researchers are worried that the health of people living with heart disease, stroke

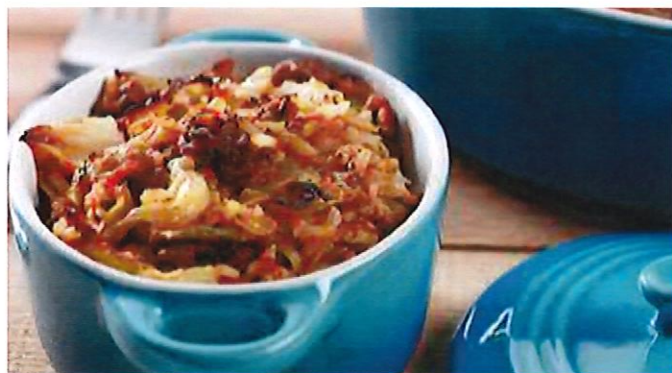
or vascular cognitive impairment has gotten worse because they were not always able to access the care they needed during the pandemic.

- **82%** say delays in diagnosis and treatment resulting in worse health are the biggest issue for people living with heart disease or stroke due to pandemic-related disruptions.
- **90%** are worried that communities that bore a disproportionate burden of ill effects due to the pandemic will continue to do so.

Dr. Oudit says the pandemic has shown the importance of healthy behaviour such as physical activity. Survey respondents agreed: 72% believe the pandemic has highlighted the importance of an **increased focus on health promotion** to prevent disease.

Dr. Oudit has some optimism that we'll adopt this lesson and others from the pandemic. **“Hopefully, if this happens again, we can be much more prepared.”**

**Learn more about the impacts of COVID-19 at:**  
[heartandstroke.ca/coronavirus](https://heartandstroke.ca/coronavirus)



## **Hearty winter recipes that'll warm you up!**

In the midst of winter, we all crave cozy foods. Approved by Heart & Stroke dietitians, this Cabbage Roll Casserole and other healthy winter recipes deliver delicious comfort with good-for-you ingredients! **Find this recipe and more at:** [heartandstroke.ca/recipes](https://heartandstroke.ca/recipes)



# From our CEO: Every beat counts. Thank you for ensuring life-saving research continues.

**"In 2022 your donations will drive the work that saves lives. This includes tackling the urgent challenges emerging from the pandemic — especially impacts related to heart disease, stroke and vascular cognitive impairment. Thanks to you."**

**Doug Roth**  
CEO, Heart & Stroke



**H**appy New Year! As we face a future forever changed by the pandemic, I hope you're feeling a sense of pride, knowing you play an essential role in the life-saving work of Heart & Stroke.

As we come to terms with the ongoing impact of COVID-19, the fact remains that heart disease and stroke are the number one killer globally, and two of the three leading causes of death in Canada. The pandemic has taken a heavy toll on people living with these diseases; your support has never been more needed or appreciated.

**This year, your donations will support urgent priorities including:**

- **Funding breakthrough research** to fix damaged hearts and brains.
- **Building on learnings from the pandemic** by continuing to expand on innovations like virtual healthcare.
- **Investing in rehabilitation and recovery** research to heal the whole person, not just treat the disease.
- **Increasing accessibility** to care for all people in Canada, regardless of geography or economic status.

**Thank you for your incredible support in 2021. Moving forward, you remain our greatest ally in beating heart disease and stroke. All the best to you and your loved ones in 2022!**

## **Will your legacy be to protect your loved ones and future generations from heart disease and stroke?**

Not much in life is certain, but one thing you can count on is the difference your decision to make a legacy gift to Heart & Stroke will make to those you love.

If you would like to have a conversation about including a gift to Heart & Stroke in your Will, please call Mary Goodfellow at **1-800-205-4438** or visit: [heartandstroke.ca/legacy](https://heartandstroke.ca/legacy)



Volunteer and donor Moira Fitzpatrick chose to support Heart & Stroke with a gift in her Will.

**A gift of securities is one of the most cost-effective ways to support Heart & Stroke. Learn more at: [heartandstroke.ca/securities](https://heartandstroke.ca/securities)**

## **3 easy, secure ways to make your gift today:**



Mail in your enclosed  
**reply card**



Donate online at  
**[heartandstroke.ca/impact](https://heartandstroke.ca/impact)**



Call  
**1-877-882-2582**

## Barb Puddifant

---

**From:** Tarra Barker <admin@districtofstewart.com>  
**Sent:** Friday, January 28, 2022 10:58 AM  
**To:** Tarra Barker  
**Cc:** Gina McKay; Tammy McKeown  
**Subject:** [External] BC Wildfires Petition  
**Attachments:** BC Wildfires Petition\_Letter of Support.pdf

Good day BC Community Local Government Elected Leaders,

As resolved at the District of Stewart's Regular Council meeting of January 24, 2022, in support of the District of Lillooet's correspondence sent to BC Municipalities in December, Mayor & Council of the District of Stewart have sent the letter of support to Mr. Taylor Bachrach, MP for Skeena-Bulkley Valley, and Hon. Nathan Cullen, MLA for Stikine.

The letter is attached for reference to join the District of Lillooet Council's efforts to bring about change in BC.

Best regards,  
Tarra

**Tarra Barker**

### District of Stewart

Canada's Most Northerly Ice-Free Port  
705 Brightwell Street | P.O. Box 460  
Stewart BC V0T 1W0 | 250 636-2251  
[www.districtofstewart.com](http://www.districtofstewart.com)



This e-mail and attachments (if any) have been sent only to the intended recipient(s) and may be confidential or privileged. If you have received this e-mail and attachments in error, please contact District of Stewart immediately and delete this e-mail and attachments without reading them. Any unauthorized use, copying, disclosure or dissemination of this e-mail and attachments is strictly prohibited. Where this e-mail contains attachments, District of Stewart does not accept responsibility for changes made to them without our advice. Thank you.





# DISTRICT OF STEWART

Office of the Mayor

January 28, 2022

Mr. Taylor Bachrach, MP for Skeena-Bulkley Valley  
House of Commons  
Ottawa, Ontario K1A 0A6

sent via email to: [Taylor.Bachrach@parl.gc.ca](mailto:Taylor.Bachrach@parl.gc.ca)

Dear Mr. Bachrach,

**Re: BC Wildfires Petition – Letter of Support**

Council considered correspondence from the District of Lillooet at the January 24, 2022 Regular Council Meeting, and made a resolution to support the community's BC Wildfires Petition.

The BC Wildfires petition that was previously sent to BC Municipalities from the District of Lillooet, is addressed to the Government of Canada and asks for the Government of BC and Canada to empower local persons, those working with licensees, industry and contractors, Indigenous communities, ranchers and workers such as fire fighters, forestry workers, and all those that see the day-to-day issues and have front line knowledge to provide feedback on the inconsistencies and shortcomings with regard to forest management and wildfire prevention in order to help bring about much-needed change.

Inspired by the Ontario government who assembled an 'All Hazards Agency' that employs people to manage fire, flood and slides, we believe that BC needs this type of agency as well.

We support the District of Lillooet's belief that impacts to lumber prices and job availability, mill closures, current and future mudslides, damage to critical habitat, and house insurance increases are trickle effects that will continue to have detrimental effects on BC's future if we do not make necessary changes to current forest practice procedures.

Consequently, the District of Stewart calls upon the Provincial and Federal Governments to provide better forest management and wildfire protection by assessing the current policies and guidelines to enhance those that are working to re-evaluate and change those that are not.

We respectfully request that you present our letter supporting the District of Lillooet's BC Wildfires petition to the Clerk of Petitions and upon receiving certification, to the House of Commons.

On behalf of Council, thank you for your consideration of this request.

Sincerely,

Gina McKay  
Mayor  
District of Stewart

Cc: Hon. Nathan Cullen, MLA for Stikine  
District of Lillooet  
Councils of BC Communities

# OFFICE OF THE MAYOR



January 28, 2022

File No. 0400-60

Dear UBCM Member Municipalities,

I am reaching out to local governments in British Columbia to urge your support for Private Members Bill C-216, Health-Based Approach to the Substance Use Act, which has received first reading in the House of Commons.

The proposed Act would amend the Controlled Drugs and Substances Act and enact the Expungement of Certain Drug-related Convictions Act and the National Strategy on Substance Use Act. Under Bill C-216, the National Strategy proposes to:

- (a) address the harm associated with the criminalization of substance use;
- (b) ensure that interventions are founded on evidence-based best practices and address the root causes of problematic substance use;
- (c) ensure low-barrier access to a safe supply of medically regulated substances;
- (d) provide universal access to recovery, treatment and harm reduction services for problematic substance use and substance use disorder, including overdose prevention services, relapse prevention services and supervised consumption sites and services;
- (e) implement evidence-based prevention programs that address social and economic factors that contribute to problematic substance use; and
- (f) reduce the stigma associated with substance use, including through outreach and public awareness programs.

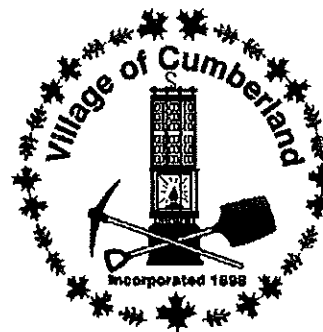
Cumberland Council has expressed its support for Bill C-216 to Prime Minister Trudeau and to the Minister of Health and Addictions Carolyn Bennett and I would encourage your Council or Board to do the same in an effort to finally secure Federal aid on decriminalization, safe supply and access to recovery, treatment and harm reduction services.

Yours sincerely,

Leslie Baird  
Mayor



# OFFICE OF THE MAYOR



January 28, 2022

File No. 0400-40

The Honourable Carolyn Bennett, P.C., M.P.  
Minister of Health and Addictions  
Carolyn.Bennett@parl.gc.ca

Dear Minister,

I am very pleased to be able to write to you in support of the Private Members Bill C-216, Health-based Approach to the Substance Use Act, which received first reading on December 15, 2021 and which is sponsored by Gord Johns, Member of Parliament for Courtenay-Alberni.

The Council of the Village of Cumberland endorses the National Strategy to address the harm associated with the criminalization of substance use and to ensure that interventions are founded on evidence-based best practices to address the root causes of problematic substance use.

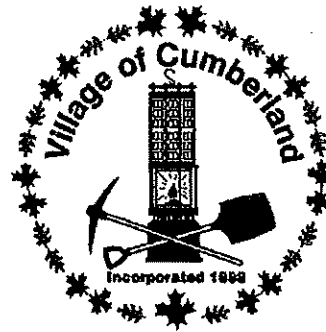
In 2016, harm reduction was restored as a key pillar of Canada's drug strategy with the establishment of the Canadian Drug and Substances Strategy, however further measures are needed to protect the lives of Canadians. I trust that you will support Bill C-216 in order to provide federal aid on decriminalization, safe supply and access to recovery, treatment and harm reductions services.

Yours sincerely,

A handwritten signature in black ink, appearing to read "L. Baird".

Leslie Baird  
Mayor

# OFFICE OF THE MAYOR



January 28, 2022

File No. 0400-40

The Right Honourable Justin Trudeau, P.C., M.P.  
Prime Minister of Canada  
Justin.Trudeau@parl.gc.ca

Dear Prime Minister,

I am very pleased to be able to write to you in support of the Private Members Bill C-216, Health-based Approach to the Substance Use Act, which received first reading on December 15, 2021 and which is sponsored by Gord Johns, Member of Parliament for Courtenay-Alberni.

The Council of the Village of Cumberland endorses the National Strategy to address the harm associated with the criminalization of substance use and to ensure that interventions are founded on evidence-based best practices to address the root causes of problematic substance use.

In 2016, harm reduction was restored as a key pillar of Canada's drug strategy with the establishment of the Canadian Drug and Substances Strategy, however further measures are needed to protect the lives of Canadians. I trust that you will support Bill C-216 in order to provide federal aid on decriminalization, safe supply and access to recovery, treatment and harm reductions services.

Yours sincerely,

Leslie Baird  
Mayor



February 2, 2022

To whom it may concern,

I am writing on behalf of Victoria City Council, requesting favourable consideration and resolutions of support for the current legal challenge against the discrimination of freedom of religion in Quebec's Bill 21 - An Act respecting the laicity of the State.

In July 2019, Victoria joined Brampton, Ontario in condemning Quebec's ban of religious symbols at work, and many Canadian municipalities to support the National Council of Canadian Muslims (NCCM), the World Sikh Organization of Canada (WSO) and the Canadian Civil Liberties Association (CCLA) in their legal challenge against Bill 21 in Quebec.

Since then, cities across Canada have been demonstrating leadership with the cities of Brampton and Toronto each pledging \$100,000 to support the legal challenges brought forward by the NCCM, WSO, and CCLA. The cities of Calgary, London, Mississauga and Winnipeg have opposed Bill 21 and are considering financial aid as well. Brampton's Mayor Patrick Brown has also issued an appeal to 100 Canadian Mayors to join the Brampton City Council in the fight against Quebec's Bill 21.

Victoria Council values the Charter of Rights and Freedoms; and believes we cannot allow the defense of the Charter and the foundational value of religious freedom to be on the backs of racialized communities against the Province of Quebec with unlimited legal resources. Additionally, a Supreme Court decision allowing the infringement of religious freedom would have negative consequences for Victorians and all Canadians.

Therefore, Victoria City Council has authorized funding of \$9500, based on a contribution of 10 cents per capita from the 2022 contingency, to the joint legal challenges of Bill 21 by National Council of Canadian Muslims (NCCM), the World Sikh Organization of Canada (WSO) and the Canadian Civil Liberties Association (CCLA).

.../2

*"The City of Victoria recognizes the Songhees and Esquimalt Nations in whose traditional territories we live and work "Hay swx qa"*

THE CITY OF VICTORIA



OFFICE OF THE MAYOR

Please see the attached Appendix for a copy of the Council Member Motion which was approved on January 6, 2022 Council. We invite all those copied to share this letter with their members and to support the legal challenge.

Sincerely,

A handwritten signature in black ink, appearing to read "L. Helps".

Lisa Helps  
Victoria Mayor

Cc: Union of British Columbia Municipalities  
Federation of Canadian Municipalities  
Association of Vancouver Island and Coastal Communities  
Capital Regional District  
Members of Parliament that represent British Columbia  
Members of the Legislative Assembly of British Columbia

*"The City of Victoria recognizes the Songhees and Esquimalt Nations in whose traditional territories we live and work "Hay swx qa"*

No.1 Centennial Square Victoria British Columbia Canada V8W 1P6  
Telephone (250) 361-0200 Fax (250) 361-0348 Email [mayor@victoria.ca](mailto:mayor@victoria.ca)





**Council Member Motion**  
**For the Committee of the Whole Meeting of January 6, 2022**

---

**To:** Committee of the Whole **Date:** December 15, 2021  
**From:** Councillor Sharmarke Dubow  
**Subject:** City of Victoria continues to support the legal challenge of the Government of Quebec – Bill 21

---

**BACKGROUND**

Whereas, in July 2019, Victoria joined Brampton, Ontario in condemning Quebec's ban of religious symbols at work, and many Canadian municipalities to support the National Council of Canadian Muslims (NCCM), the World Sikh Organization of Canada (WSO) and the Canadian Civil Liberties Association (CCLA) in their legal challenge against Bill 21 in Quebec.

Whereas Victorians value the Charter of Rights and Freedoms; and

Whereas Victoria Council believes we cannot allow the defense of the Charter and the foundational value of religious freedom to be on the backs of racialized communities against the Province of Quebec with unlimited legal resources; and

Whereas, if Canadian cities assist to fund the legal challenge, then we level the playing field since it is not a fair legal fight in the absence of federal government involvement; and

Whereas a Supreme Court decision allowing the infringement of religious freedom would have negative consequences for Victorians and all Canadians;

Whereas, cities across Canada are demonstrating leadership with the cities of Brampton and Toronto each pledging \$100,000 to support the legal challenges brought forward by the NCCM, WSO, and CCLA. Additionally, the cities of Calgary, London, Mississauga and Winnipeg have opposed Bill 21 and are considering financial aid as well.

## RECOMMENDATIONS

Therefore Be It Resolved:

1. That the City of Victoria support the current legal challenge against the discrimination of freedom of religion in Quebec's Bill 21 - An Act respecting the laicity of the State; and
2. That the Council of the Corporation of the City of Victoria authorize funding of up to \$50,000 from the 2022 Contingency to the joint legal challenges of Bill 21 by National Council of Canadian Muslims (NCCM), the World Sikh Organization of Canada (WSO) and the Canadian Civil Liberties Association (CCLA), with staff identifying the appropriate funding source; and
3. That a copy of this Resolution be sent to:
  - a. the Union of British Columbia Municipalities, the Federation of Canadian Municipalities (FCM) and the Association of Vancouver Island and Coastal Communities requesting they share with all their members inviting municipal and local authorities to support the legal challenge; and
  - b. the Capital Regional District and all Members of Parliament-House of Commons that represent British Columbia, and all Members of the legislative assembly of British Columbia.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Sharmarke Dubow', with a stylized, cursive script.

Sharmarke Dubow



# RURAL & NORTHERN IMMIGRATION PILOT

## VERNON & NORTH OKANAGAN

---



# What is RNIP?

---

- Community-driven program designed to spread the benefits of economic immigration to rural communities
- Attracts skilled foreign workers who want to work and live in the regions





# Why Did Vernon Apply?

---

**WE'RE  
HIRING!**

- Workforce Needs - 1,004,000 job openings forecast in BC through to 2031.
- High dependency rate – low replacement rate
- Strengthen cultural diversity

# RNIP – The Basics

---

- Permanent Resident Stream
- Goal of Retention
- 12 month processing time
- 150 recommendations per year
- Enhanced Settlement Services



Creating a  
community hug



Promotion of the North Okanagan



Endorse 300+ job offers throughout the pilot



Retaining Workers



Increase Payroll Revenue



Business Retention, Expansion and Succession



Secondary Source of Labour



# Disclaimer

---

THIS PROGRAM WILL NOT  
WORK FOR EVERYONE OR  
EVERY BUSINESS





# Community Criteria

# Applicant - Filters

---

- Language
- Wage
- Intention to Reside



# Applicant – Priorities

---

- Connection to Community
- Previous Work Experience
- Age
- Language



# Employers – Requirements

---



Establishment



Employees



Location



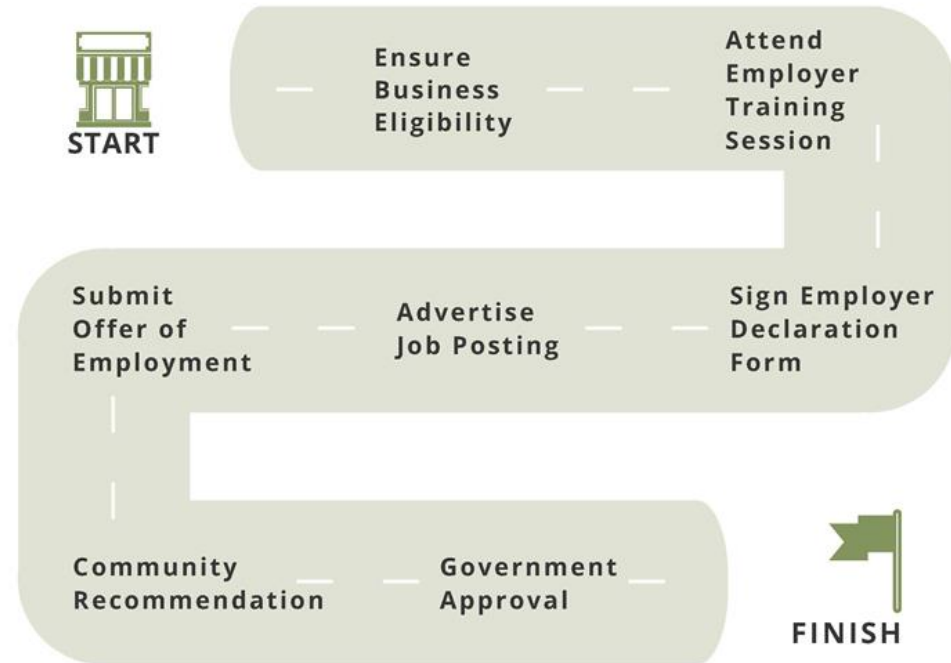
Compliance



# RURAL AND NORTHERN IMMIGRATION PILOT

ROAD TO SUCCESS

FOR BUSINESSES



For more information and forms visit: [rnip-vernon.ca](http://rnip-vernon.ca)

Canada

BRITISH  
COLUMBIA

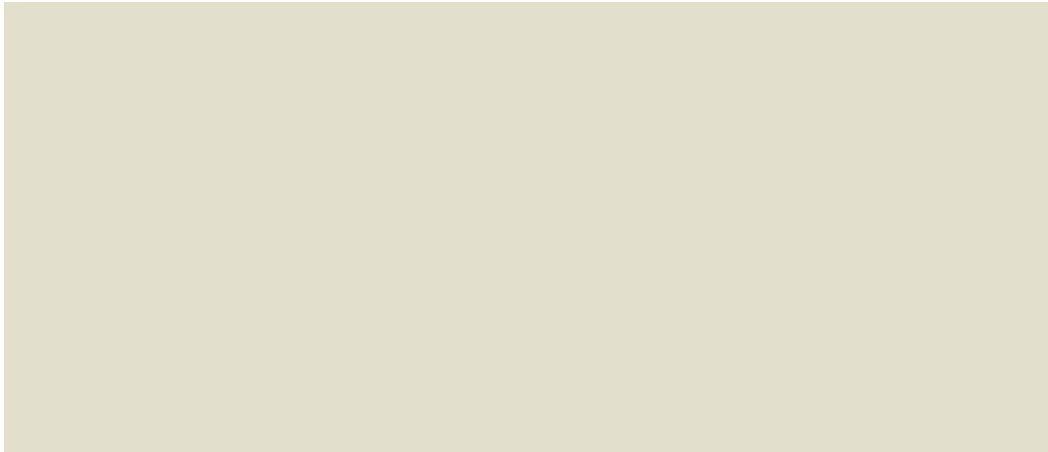


# Candidates Recommended

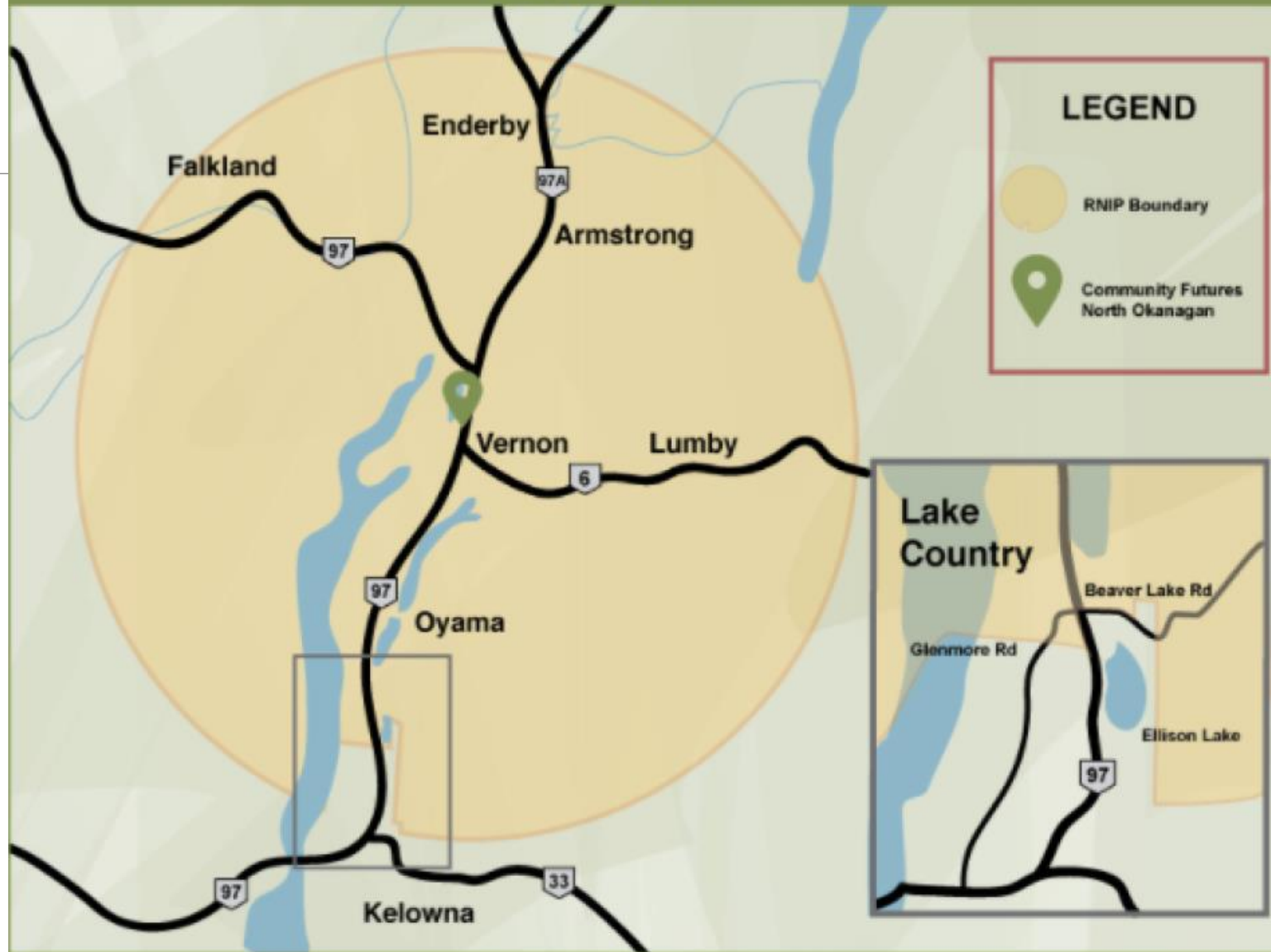
141 principal applicants (PAs) recommended

296 individuals in total (PAs, Spouses, and children)

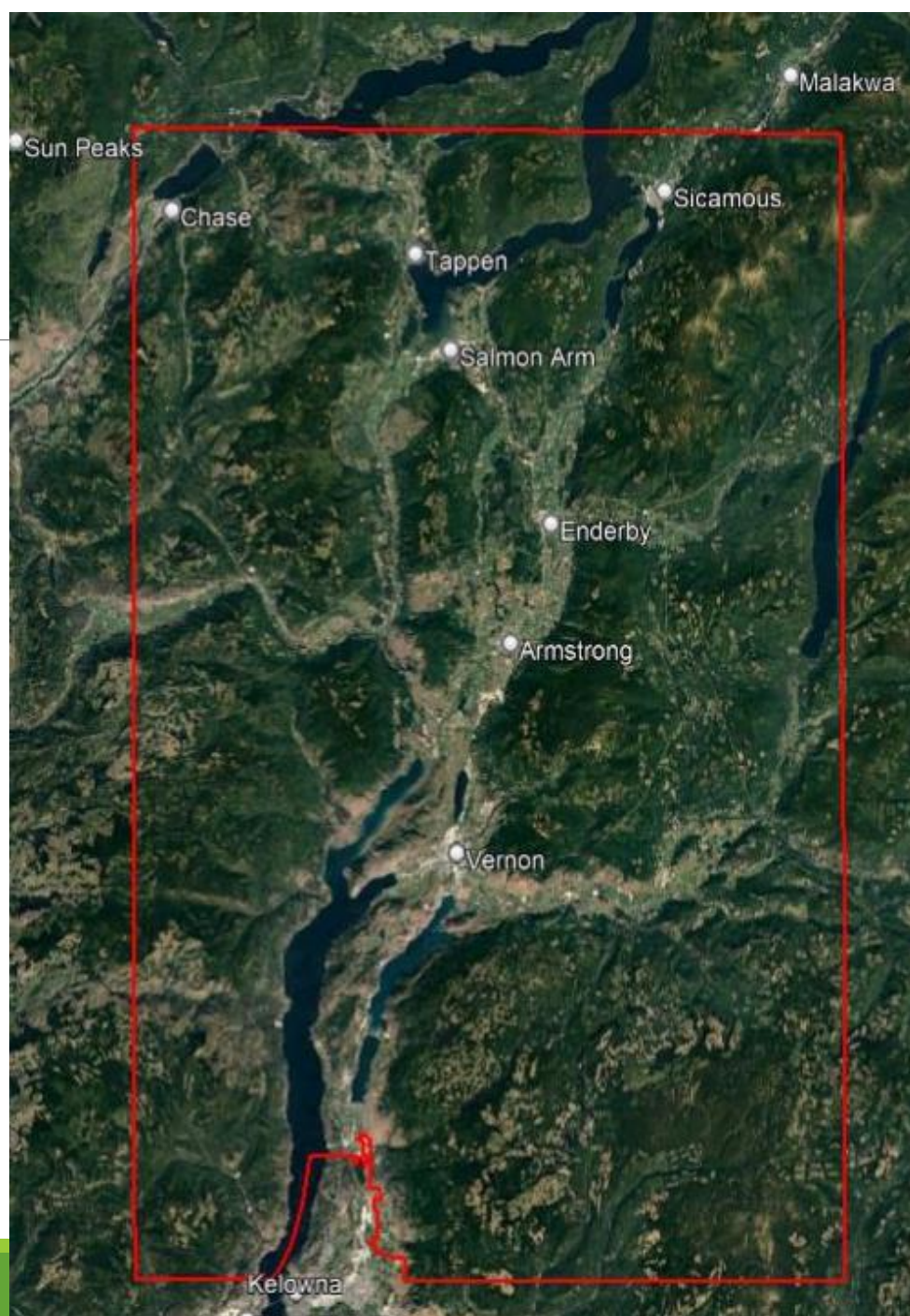
139 individuals already in the community



# Rural and Northern Immigration Pilot Project BOUNDARY MAP

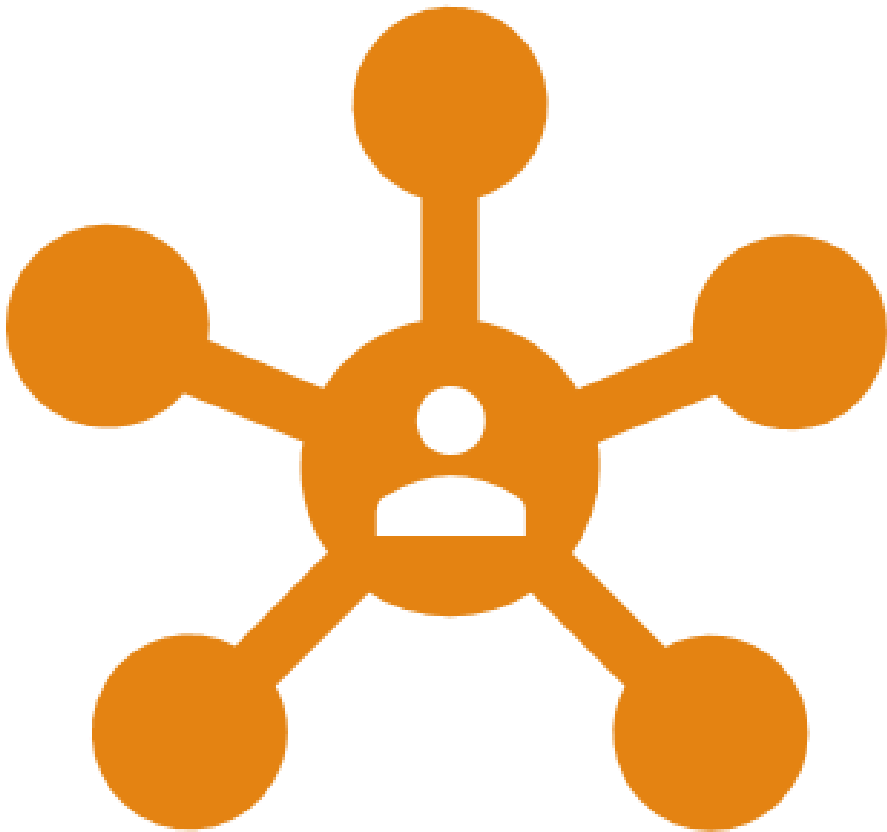






# In order to move forward.....

---



- Community Support
- Partnership with Settlement Services
- Funding

# Questions

---





January 31<sup>st</sup>, 2022

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

Dear Mayor Harrison and City Councilors,

The Shuswap Children's Associations has a new program called the Outdoor Recreational Program. The program is making use of family friendly spaces in the Salmon Arm area and would like to organize a series of play events at a few City of Salmon Arm parks. The program focuses on children birth to school age, and their parents/caregivers. The purpose of the group is to provide safe, accessible and free outdoor programming for children and also increase community connections for parents and caregivers. These groups are small in nature, and will follow our strict Covid-19 policies, as well as adhere to any provincial orders.

We would like permission to use these parks on the following date:

March 1<sup>st</sup>, 2022 – Fletcher Park from 10:00 a.m. to 1:00 p.m.  
March 8<sup>th</sup>, 2022 – Blackburn Park from 10:00 a.m. to 1:00 p.m.  
March 14<sup>th</sup>, 2022- Blackburn Park from 10:00 a.m. to 1:00 p.m.

Thank you for your continued support,

Sincerely,

Jessica Evans  
Early Years Family Navigator and Outdoor Play Facilitator  
Shuswap Children's Association



**Barb Puddifant**

---

**From:** SUZI KIEGERL <[REDACTED]>  
**Sent:** Friday, February 11, 2022 9:29 AM  
**To:** Barb Puddifant  
**Subject:** [External] Development Variance Permit No. VP-541

Regarding the Applicant's request, Part II.

- I am not in agreement with reducing the road classification of 8 Avenue NW to a 'private drive'
- I am not in agreement with being responsible for road maintenance and/or loss of services for 8 Avenue NW

I have concerns of unforeseen circumstances which would impede and impact the care of 8 Ave NW. Any kind of relationship issue between the three parties could/ will have a negative outcome for shared responsibilities and costs. There is always the probability properties can be sold. This would mean having to apply for city maintenance to return service back to 8 Ave. Myself and my partner cannot commit to being available for road clearing eg: winter time snow removal. Myself and my partner also have very old equipment which is unreliable, nor do we have immediate funds to do urgent repairs to either equipment or to pay a third party to accommodate our 'commitment' to road maintenance. We both work full time and the lag time between a road issue and when we would be available for attending to whatever needs to be done, would be problematic.

I support the fact Jodie and Susan Dobie want their son James to have a home on their property. We enjoy them as neighbors, they are fine people. I unfortunately cannot agree to Part II of this application as there are too many concerns which may seem trivial, but have the potential to escalate and make our living situation difficult. The complete release of 8 Ave NW from city services and by laws does not address problems which could arise for the future. If our relationship with the Dobies deteriorates or they move, we would be left with the responsibility of the maintenance. Therefore, I do not agree with the application .

Thank you kindly for this opportunity,  
Suzanne Kiegerl



**Barb Puddifant**

---

**From:** Jehane Johnson [REDACTED]  
**Sent:** Sunday, February 13, 2022 2:52 PM  
**To:** Barb Puddifant  
**Subject:** RE: [External] Permit No.VP - 542

To Whom It May Concern,

I am writing to voice my opinion and concern for the proposed subdivision development of land at address 2391 - 26 Avenue NE. My opposition is not related to the applicant's request to waive the requirement to install frontage works or defer the requirement to install frontage works. Rather, my letter is an opposition to the planned development itself and an appeal to the City of Salmon Arm to carefully consider future development applications for the sake of the community as a whole.

My residence of 2580 23rd Street NE is located directly across from the proposed construction site. The development would directly impact our lives by the noise, air and visual pollution incurred by expected future years of deforestation, movement of materials and construction.

I recently moved to Salmon Arm with my family, drawn by its green space and forward thinking city planning. I am deeply disappointed in the direction the city appears to be taking by allowing a clear cut and infill approach to urban planning. This community is attractive and has been promoted because of its natural unique beauty but is beginning to feel like many other city subdivisions in North America.

I am opposed to this development.

Sincerely,  
Jehane Johnson

**From:** SUZI KIEGERL <[REDACTED]>  
**Sent:** Friday, February 11, 2022 9:29 AM  
**To:** Barb Puddifant <[bpuddifant@salmonarm.ca](mailto:bpuddifant@salmonarm.ca)>  
**Subject:** [External] Development Variance Permit No. VP-541

**\*ADDENDUM\*\*** I would like to add my concerns that if the road improvements from Part I are **waived**, that any **future** applications or change in property ownership would thereby be **not** included in this **precedence if waiver is granted**. And /or if the Dobie property would be sold or put under new ownership and / with the inclusion of the secondary property any road improvements addressed at that time would be the responsibility of the current owner (of Dobie property). I also stand firm on **not** having any of my property, (791- 60 st nw) used for future road improvements.

Re: Part I

- and / or if considering the waiver does pass, would other properties within the same zoning district be granted this same waiver of incurred costs with similar re-zoning applications.

I apologize for the addendum as I must not have saved correctly prior to sending original.  
Thank you kindly again,  
S.Kiegerl

Regarding the Applicant's request, Part II.

- I am not in agreement with reducing the road classification of 8 Avenue NW to a 'private drive'
- I am not in agreement with being responsible for road maintenance and/or loss of services for 8 Avenue NW

I have concerns of unforeseen circumstances which would impede and impact the care of 8 Ave NW. Any kind of relationship issue between the three parties could/ will have a negative outcome for shared responsibilities and costs. There is always the probability properties can be sold. This would mean having to apply for city maintenance to return service back to 8 Ave. Myself and my partner cannot commit to being available for road clearing eg: winter time snow removal. Myself and my partner also have very old equipment which is unreliable, nor do we have immediate funds to do urgent repairs to either equipment or to pay a third party to accommodate our 'commitment' to road maintenance. We both work full time and the lag time between a road issue and when we would be available for attending to whatever needs to be done, would be problematic.

I support the fact Jodie and Susan Dobie want their son James to have a home on their property. We enjoy them as neighbors, they are fine people. I unfortunately cannot agree to Part II of this application as there are too many concerns which may seem trivial, but have the potential to escalate and make our living situation difficult. The complete release of 8 Ave NW from city services and by laws does not address problems which could arise for the future. If

our relationship with the Dobies deteriorates or they move, we would be left with the responsibility of the maintenance. Therefore, I do not agree with the application .

Thank you kindly for this opportunity,  
Suzanne Kiegerl





**Barb Puddifant**

---

**From:** Daphne Bickford [REDACTED]  
**Sent:** Sunday, February 13, 2022 3:14 PM  
**To:** Barb Puddifant  
**Cc:** Daphne Bickford  
**Subject:** [External] Development Variance Permit No. VP-542

Our concern is that the city put some language in their development permits that encourages or requires developers to consult with an arborist to keep as many trees as possible.

The clearing of land affects all the trees in the neighbourhood providing more wind throw and leading to the loss of more of these environmentally protective living things. There is a prime example of this effect in the area near 20<sup>th</sup> street SE where development removed trees and the nearby green strip lost many trees in the wind storms that followed.

Salmon Arm is being developed at a great pace and we stand to become hotter and dryer. I think this is changing Salmon Arm and taking away the very thing that attracts so many people to move here...the green space within the city. With the current development so close to our trees, we have concerns.

Daphne and Rob Bickford