

1. March 8, 2021 Council Agenda And Correspondence

Documents:

[MARCH 8, 2021 CORRESPONDENCE.PDF](#)

[MARCH 8, 2021 AGENDA.PDF](#)

**INFORMATIONAL CORRESPONDENCE - MARCH 8, 2021**

- |    |  |   |
|----|--|---|
| 1. | Building Department - Building Statistics - February 2021  | N |
| 2. | Building Department - Building Permits - Yearly Statistics   | N |
| 3. | M. McCullough - email dated February 25, 2021 - Puppy Mills  | A |
| 4. | W. Laird, Chairperson, Salmon Arm Economic Development Society - letter dated February 26, 2021 - Community Recovery Advisor Grant - Letter of Support Request | A |
| 5. | S. Niven, Cystic Fibrosis Canada, British Columbia and Yukon Region - email dated February 25, 2021 - May is CF Awareness Month 2021                           | A |
| 6. | M. Maloughney, Assistant Deputy Minister and General Manager, Liquor and Cannabis Regulation Branch - email dated February 26, 2020                            | N |
| 7. | M. Arnold, MP, North Okanagan - Shuswap - letter dated February 16, 2021 - National 3-digit (988) Suicide Prevention Hotline                                   | A |

N = No Action Required  
A = Action Requested

S = Staff has Responded  
R = Response Required

# CITY OF SALMON ARM

## CITY OF SALMON ARM BUILDING DEPARTMENT REPORT FEBRUARY 2021

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

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

		NO.	VALUE	NO.	VALUE	NO.	VALUE	NO.	VALUE
1	New Single Family Dwellings	2	700,000	5	2,099,000	3	930,000	8	2,580,000
2	Misc. Additions etc. to SFD's	5	826,300	8	875,550	8	399,375	15	1,210,430
3	New Single Family Dwellings with suites	-	-	-	-	1	500,000	1	500,000
4	New Secondary/Detached Suites	3	90,000	4	135,000	1	35,000	2	80,000
5	New Modulars/MH's (Factory Built)	1	125,000	2	275,000	2	275,500	2	275,500
6	Misc. Additions etc. to Modulars/MH's	-	-	-	-	-	-	-	-
7	MFD's (# Units)	-	-	-	-	-	-	-	-
8	Misc. Additions etc. to MFD's	1	25,000	2	50,000	1	1,000	1	1,000
9	New Commercial	-	-	-	-	-	-	-	-
10	Misc. Additions etc. to Commercial	4	201,000	5	251,000	1	20,000	6	547,600
11	New Industrial	1	100,000	1	100,000	1	150,000	1	150,000
12	Misc. Additions etc. to Industrial	1	5,000	2	505,000	-	-	-	-
13	New Institutional	-	-	-	-	-	-	-	-
14	Misc. Additions etc. to Institutional	-	-	-	-	-	-	-	-
15	Signs	1	2,000	2	2,700	5	9,740	10	46,217
16	Swimming Pools, Pool Buildings	-	-	-	-	-	-	1	110,000
17	Demolitions	1	-	3	-	4	-	4	-
18	Temporary Trailers, A & B Permits	-	-	-	-	-	-	-	-
19	Misc. Special Inspections, etc.	3	-	7	-	1	-	5	-
	<b>TOTAL PERMITS ISSUED</b>	<b>23</b>	<b>2,074,300</b>	<b>41</b>	<b>4,293,250</b>	<b>28</b>	<b>2,320,615</b>	<b>56</b>	<b>5,500,747</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	2,289,650	4,344,750	6,806,152	12,110,482	28,031,457	29,985,585	34,743,645	37,600,445	42,915,856	45,525,611	47,576,746
2006	815,550	3,224,468	8,012,449	11,501,929	16,084,809	20,066,533	23,714,194	26,370,890	36,479,806	37,278,358	42,332,995	43,077,170
2007	1,531,087	3,901,669	16,148,674	22,413,118	27,232,134	32,401,472	35,657,297	42,829,750	51,945,799	55,703,387	65,885,802	66,289,555
2008	1,797,604	4,203,429	12,947,058	27,647,379	33,857,533	36,582,025	39,759,375	42,395,454	45,412,474	50,699,301	53,383,541	53,522,880
2009	409,369	864,839	2,039,460	5,207,311	6,763,615	7,800,085	9,677,455	11,579,746	18,882,737	20,713,554	23,523,664	24,337,664
2010	1,518,563	2,708,062	5,931,546	10,081,816	12,260,236	13,526,546	16,597,121	18,790,511	19,848,804	21,174,632	22,953,692	27,249,702
2011	568,645	2,003,976	5,063,837	7,449,773	9,471,416	11,761,850	12,794,028	14,222,970	18,194,801	19,682,061	30,563,013	31,934,415
2012	2,189,660	3,128,562	4,794,040	6,337,260	10,000,544	12,120,246	17,883,185	24,375,078	26,118,787	26,493,820	28,130,500	28,666,430
2013	881,740	1,440,110	13,907,060	15,814,195	17,433,454	20,194,778	23,204,628	24,180,485	26,567,302	29,195,224	30,890,086	31,231,349
2014	665,304	2,806,404	8,075,941	20,789,869	27,574,834	29,877,686	33,456,523	41,971,923	42,784,769	44,804,191	46,460,471	47,707,993
2015	1,172,285	1,853,539	3,894,754	6,750,389	8,575,425	18,388,180	20,475,407	26,442,225	29,143,303	31,248,595	35,417,465	37,368,595
2016	1,268,865	2,298,280	4,987,625	8,904,610	12,253,660	16,279,464	19,265,124	23,811,029	29,823,014	36,084,949	40,154,959	41,418,659
2017	1,183,280	2,841,725	7,219,495	11,761,657	18,136,656	23,823,576	30,793,243	36,066,891	52,130,226	59,858,542	63,366,686	64,675,041
2018	1,970,104	3,943,104	10,028,787	14,363,122	20,252,322	30,488,747	37,540,412	40,421,060	55,689,215	59,634,580	64,988,531	66,797,572
2019	6,060,645	6,835,345	10,699,845	18,074,843	22,220,523	26,015,593	31,103,281	45,971,877	48,902,359	52,267,409	56,765,409	58,511,534
2020	2,218,950	4,293,250	6,900,060	9,289,060	12,891,318	23,340,638	26,757,691	32,516,960	37,062,215	46,505,927	51,472,227	54,065,527
2021	3,180,132	5,500,747										



**Sent:** Thursday, February 25, 2021 1:39 PM  
**Subject:** Online Form Submittal: Mayor and Council

Mayor and Council

First Name Margaret

Last Name McCullough

Address:

Return email address:

Subject: Puppy Mills

Body

Hello Mayor and council, I am most concerned and disappointed about the lack of protection for companion animals in Canada. The consequences of this are being exacerbated by the huge demand for puppies because of the pandemic. Our laws regarding the conditions animals can be kept in are outdated and need strengthening. These living conditions as proposed by the Humane Society of Canada and the SPCA need to be actually stated in the criminal code. Other countries such as New Zealand, Finland and the UK have recently done this. I would also ask that anyone breeding a companion animal for sale must be registered, (this would be dependent on meeting the stated living standards), advertising animals for sale from unregistered breeders would be illegal and buyers must be able to see where the animals are living. This would help CKC registered breeders who already adhere to strict standards. I have an e petition, sponsored by MP Nathaniel Erskine Smith, and it would be fantastic if you could sign and share it. I have a huge amount of support from citizens across Canada including in your province, and also ask that you consider enacting Animal Welfare legislation similar to that adopted by Beaconsfield council Quebec. Thank you, Margaret McCullough

<https://petitions.ourcommons.ca/en/Petition/Details?Petition=e-2997>

Would you like a response: Yes

February 26, 2021

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

Dear Mayor Harrison & Council,

**Re: Community Recovery Advisor Grant – Letter of Support Request**

With financial support from the Province of BC, Southern Interior Development Initiative Trust (SIDIT) will be providing up to \$1.5 million in grant funding across the region to support rural communities and their business support organizations as they take on the challenging task of assisting with COVID-19 economic recovery.

With this new funding, rural communities in the Southern Interior of BC with populations under 25,000 can access funding to create new Community Recovery Advisor positions. This program can support the establishment of a one-year, full time, temporary position to enhance local capacity to create and implement community economic recovery plans, support local businesses and create new opportunities for growth.

As Council is aware, Salmon Arm Economic Development Society is in the final stages of development for our Five Year Economic Action Plan. The goal of this plan is to support the recovery, resiliency and rejuvenation of our economy. Many of the action items within the Five Year Plan are front loaded as immediate priorities have been identified to support recovery and growth efforts. To increase our capacity to support an accelerated response, SAEDS intends to submit an application to SIDIT for a one year, full time Community Recovery Advisory position. SAEDS is asking for Councils consideration to providing a letter in support of this funding application, prior to the March 19<sup>th</sup> submission deadline if possible. Thank you for your consideration.

Sincerely,



William Laird, Chairperson

**From:** Sandra Niven  
**Sent:** February-25-21 1:54 PM  
**Subject:** May is CF Awareness Month 2021

Good afternoon,

I would like to make a request for your building(s) to be lit up in light blue and/or green at any time that may be available during the month of May for **Cystic Fibrosis Awareness Month**.

Cystic Fibrosis Awareness Month will be promoted throughout Canada, through our social media channels both nationally and in B.C., and our newsletter which is sent to all subscribers. Our volunteers will be visiting during the selected dates and taking photos to share on our various social media channels, using the hashtag **#LightUp4CF**. We will make specific mention, including a photo of the lights and a geotag, on our regional social media channels. Below are the corporate colours for your reference.



Cystic Fibrosis Canada <http://www.cysticfibrosis.ca/about-cf>

Cystic Fibrosis (CF) Awareness Month is each May of every year and is an internationally recognized month to raise awareness and funds to help find a cure or control for CF, the most common fatal genetic disease affecting Canadian children and young adults. At present, there is no cure.

On Sunday, May 31, 2020, thousands of participants across Canada will unite at local community '[Walk to Make CF History](#)' events during CF awareness month to celebrate their fundraising efforts, while imagining a world without CF.

CF causes various effects on the body, but also affects the digestive system and lungs. The degree of CF severity differs from person to person; however, the persistence and ongoing infection in the lungs, with destruction of lungs and loss of lung function, will eventually lead to death in most people with CF.

Typical complications caused by cystic fibrosis are:



- Difficulty digesting fats and proteins
- Malnutrition and vitamin deficiencies because of inability to absorb nutrients
- Progressive lung damage from chronic infections and aberrant inflammation
- CF related diabetes
- Sinus infections

It is estimated that one in every 3,600 children born in Canada has CF. More than 4,200 Canadian children, adolescents, and adults with cystic fibrosis attend specialized CF clinics.

#### CAUSES OF CYSTIC FIBROSIS

Cystic fibrosis is a genetic disease that occurs when a child inherits two abnormal genes, one from each parent. One in 25 Canadians carry an abnormal version of the gene responsible for cystic fibrosis. Carriers do not have cystic fibrosis, nor do they exhibit any of the symptoms of the disease. When two parents who are carriers have a child, there is a 25 percent chance that the child will be born with cystic fibrosis; there is also a 50 percent chance that the child will be a carrier; and a 25 percent chance that the child will neither be a carrier nor have cystic fibrosis.

#### SYMPTOMS OF CYSTIC FIBROSIS

- Cystic fibrosis is a multi-system disorder that produces a variety of symptoms including:
- Persistent cough with productive thick mucous
- Wheezing and shortness of breath
- Frequent chest infections, which may include pneumonia
- Bowel disturbances, such as intestinal obstruction or frequent, oily stools
- Weight loss or failure to gain weight despite possible increased appetite
- Salty tasting sweat
- Infertility (men) and decreased fertility (women)

#### DIAGNOSING CYSTIC FIBROSIS

Genetic testing, prenatal and newborn screening for CF are administered in every baby in Canada. Additionally, if a doctor suspects a patient has CF, a 'sweat test' may be administered. This test measures the amount of salt content present in the sweat. If the test comes back positive, it means the sweat collected contains more salt than usual and supports a diagnosis of CF.

Please let me know if there are any dates available during the month of May. We are flexible with this request and I look forward to hearing from you.

Kind regards,

Sandra

**Sandra Niven**

**Cystic Fibrosis Canada, British Columbia and Yukon Region**

254 - 4664 Lougheed Hwy, Burnaby, BC V5C 3Y2

Tel: 604-436-1158 | Mobile: 236-990-5680

Hours: Monday – Friday 8:00am – 4:00pm (PDT)

[sniven@cysticfibrosis.ca](mailto:sniven@cysticfibrosis.ca) | [www.cysticfibrosis.ca](http://www.cysticfibrosis.ca)



Charitable Registration No. 10684-5100 RR0001

## Caylee Simmons

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**From:** LCRB Liquor Policy LCRB:EX <LCRBLiquorPolicy@gov.bc.ca>  
**Sent:** February-26-21 6:31 PM  
**Subject:** Rural Licensee Retail Store liquor licences have now been issued

Hello,

In follow up to our January 28, 2021, correspondence announcing the Liquor and Cannabis Regulation Branch's (LCRB) new Rural Licensee Retail Store (RLRS) licence, we are pleased to inform you that the LCRB has now issued RLRS licences to Rural Agency Stores previously authorized by the Liquor Distribution Branch who met the required criteria. Effective February 26, 2021, these stores will be regulated by the LCRB. RLRS operators will be required to follow new [Terms and Conditions for their licence class](#).

As of February 26, 2021, the LCRB will also begin accepting [new applications](#) for RLRS licences, which will require action from the relevant jurisdictional authority. This may be a Regional District, Indigenous Nation, or municipality.

When the LCRB receives a new RLRS application, the LCRB will assess the proposed location against the location requirements for the [RLRS licence class](#). If the proposed location meets the location criteria, the LCRB will notify the relevant local government or Indigenous Nation. At that time, the local government or Indigenous Nation can conduct the public input process to determine if the community supports the RLRS application and provide comment/resolution. The local government or Indigenous Nation can also choose to "opt out" at which time the LCRB would take over the public input process.

The public input process for the RLRS licence is similar to the existing process for other liquor licence applications. If a local government chooses to conduct the public input process and provide comment, the relevant local government or Indigenous Nation must gather the views of residents and include a description of the method used to gather views. These comments are then provided to the LCRB. You can visit the LCRB's website to learn more about [local government's role in liquor licensing](#).

The LCRB continues to work with our administrative partners to find **ways to support British Columbians and the sectors we regulate during this challenging time**, and we remain committed to creating a fair and vibrant liquor industry that respects public safety and serves the needs of British Columbians across the province.

For questions related to specific RLRS applications, please contact the LCRB's client support team at [LCRBLiquor@gov.bc.ca](mailto:LCRBLiquor@gov.bc.ca).

If you have general questions about this initiative, please contact our communications team at [LCRB.Outreach@gov.bc.ca](mailto:LCRB.Outreach@gov.bc.ca).

Sincerely,

Mary Sue Maloughney  
Assistant Deputy Minister and General Manager  
Liquor and Cannabis Regulation Branch  
Ministry of Attorney General



Mel Arnold, MP  
North Okanagan - Shuswap



City of Salmon Arm  
Box 40 500- 2<sup>nd</sup> Ave  
Salmon Arm, BC  
V1E 4N2

February 16, 2021

Email: [aharrison@salmonarm.ca](mailto:aharrison@salmonarm.ca)



Dear Mayor Harrison and Council,

On December 11<sup>th</sup>, 2020, the House of Commons passed a motion introduced by Conservative MP Todd Doherty, through unanimous consent, to bring a national 3-digit (988) suicide prevention hotline line to Canada. The motion was;

**That, given that the alarming rate of suicide in Canada constitutes a national health crisis, the House call on the government to take immediate action, in collaboration with our provinces, to establish a national suicide prevention hotline that consolidates all suicide crisis numbers into one easy to remember three-digit (988) hot- line that is accessible to all Canadians.**

My colleagues and I asking all municipalities across Canada to consider passing a motion similar, to the one below. In order to make the 988 number a reality, we must continue to put pressure on the government and the Canadian Radio-television and Telecommunications Commission (CRTC).

Personally, you can support the cause by signing our electronic petition at:  
<https://petitions.ourcommons.ca/en/Petition/Details?Petition=e-2772>

The past year has been a challenging year. Lives and livelihoods have been lost. We have begun to see the devastating impacts that COVID has had, through isolation, on the mental health of Canadians. The rates of suicide continue to rise. As elected officials and as leaders, and especially during this period of difficulty as a nation, Canadians are counting on all of us to make a difference.

In support of those at risk, please consider passing this motion as soon as possible.

Sincerely,

MP Mel Arnold



North Okanagan - Shuswap

**Draft motion:**

Support for 988 Crisis Line

WHEREAS the Federal government has passed a motion to adopt 988, a National three-digit suicide and crisis hotline;

AND WHEREAS the ongoing COVID-19 pandemic has increased the demand for suicide prevention services by 200 per cent;

AND WHEREAS existing suicide prevention hotlines require the user to remember a 10-digit number and go through directories or be placed on hold;

AND WHEREAS in 2022 the United States will have in place a national 988 crisis hotline;

AND WHEREAS \_\_\_\_\_ Town Council/Municipality/City recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in a crisis and seeking help;

NOW THEREFORE BE IT RESOLVED THAT \_\_\_\_\_ Town Council/Municipality/City endorses this 988 crisis line initiative;

and that Staff be directed to send a letter indicating such support to the local MP, MPP, Federal Minister of Health, the CRTC and local area municipalities to indicate our support.





## AGENDA

### City of Salmon Arm Regular Council Meeting

Monday, March 8, 2021  
1:30 p.m.

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

Page #	Item #	Description
	1.	CALL TO ORDER
1- 2	2.	IN-CAMERA SESSION
	3.	ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY <i>We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.</i>
	4.	ADOPTION OF AGENDA
	5.	DISCLOSURE OF INTEREST
3 – 14	6.	CONFIRMATION OF MINUTES
	1.	Regular Council Meeting Minutes of February 22, 2021
15 – 18	7.	COMMITTEE REPORTS
	1.	Development and Planning Services Committee Meeting Minutes of March 1, 2021
19 – 26	2.	Environmental Advisory Committee Meeting Minutes of February 19, 2021
27 – 36	3.	Greenways Liaison Committee Meeting Minutes of February 4, 2021
37 – 40	4.	Social Impact Advisory Committee Meeting Minutes of February 19, 2021
41 – 44	5.	Downtown Parking Commission Meeting Minutes of February 23, 2021
45 – 48	6.	Active Transportation Task Force Meeting Minutes of March 1, 2021
49 – 52	7.	Community Heritage Commission Meeting Minutes of March 1, 2021
53 – 58	8.	COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE
	1.	Board in Brief – February 2021

9. **STAFF REPORTS**
  - 59 – 74 1. Director of Development Services - Agricultural Land Commission Application No. ALC-403 [Miller, S./Lawson Engineering Ltd.; 2240 Highway 97B SE; Subdivision]
  - 75 – 80 2. Director of Development Services - Recommendation to File Notice of Infraction of Building Bylaw No. 3939 [Grigorjew, S.; 2240 26 Avenue NE]
  - 81 – 82 3. Director of Engineering and Public Works - New Pump Purchase - Rotten Row Lift Station
  - 83 – 84 4. Director of Engineering and Public Works - Hypo Generation Cell Replacement – Water Plant
  - 85 – 88 5. Director of Engineering and Public Works - Klahani Park Tennis & Basketball Courts Re-Surfacing
  - 89 – 92 6. Director of Engineering and Public Works – 2021/2022/2023 Crack Dealing Program – 3 Year Award
10. **INTRODUCTION OF BYLAWS**
  - 93 – 104 1. City of Salmon Arm Zoning Amendment Bylaw No. 4439 [ZON-1199 [Burgi, M. & S.; 2891 25 Avenue NE; R-1 to R-8] – First and Second Readings]
11. **RECONSIDERATION OF BYLAWS**
12. **CORRESPONDENCE**
  - 105 – 106 1. Informational Correspondence
  - 107 – 116 2. J. Sham, Deputy Manager, Columbia Shuswap Regional District – email dated March 1, 2021 – Council support for the Shuswap Search and Rescue Amendment Bylaw No. 5827, 2021
13. **NEW BUSINESS**
14. **PRESENTATIONS/ DELEGATIONS**
  - 117 – 128 1. Presentation 4:00 – 4:15 p.m. (approximately)  
Lindsay Wong, Manager and Ron Langridge, Downtown Salmon Arm – Downtown Salmon Arm Highlights of 2020, Year End Presentation
  - 129 – 130 i. Chief Financial Officer – Business Improvement Area - 2021 Annual Budget and 2020 Revenue & Expense Statement
  - 131 – 138 2. Presentation 4:15 – 4:30 p.m. (approximately)  
Amy Vallarino, Environmental Advisory Committee – The City of Salmon Arm is no place for Rodenticides
15. **COUNCIL STATEMENTS**
16. **SALMON ARM SECONDARY YOUTH COUNCIL**
17. **NOTICE OF MOTION**
18. **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**

19. **OTHER BUSINESS**  
 139 – 140 1. Rodenticides – Councillor Lindgren Notice of Motion from February 22, 2021

20. **QUESTION AND ANSWER PERIOD**

**7:00 p.m.**

(Items 21 – 26 to follow 2021 Court of Revision – Circulated under Separate Agenda)

Page #	Item #	Description
	21.	<b>DISCLOSURE OF INTEREST</b>
	22.	<b>HEARINGS</b>
	23.	<b>STATUTORY PUBLIC HEARINGS</b>
141 – 170	1.	Zoning Amendment Application No. ZON-1183 [Edelweiss Properties Inc./TSL Developments; 700 30 Street NE; R-1 to R-4]
171 – 192	2.	Zoning Amendment Application No. ZON-1192 [Mierau, B. & R/Laird, B.; 3831 20 Avenue SE; A2 to M2]
193 – 194	3.	Zoning Amendment Application No. ZON-1192 [Charlton, S. & H./Laird, B.; 4270 10 Avenue SE; A2 to M2]
195 – 230	4.	Zoning Amendment Application No. ZON-1200 [LST Ventures Ltd./West Urban Developments Ltd.; 1230, 1260 & 1290 10 Avenue SW; C-3 to C-2]
	24.	<b>RECONSIDERATION OF BYLAWS</b>
231 – 234	1.	City of Salmon Arm Zoning Amendment Bylaw No. 4406 [ZON-1183; Edelweiss Properties Inc./TSL Developments; 700 30 Street NE; R-1 to R-4] – Third Reading
235 – 238	2.	City of Salmon Arm Zoning Amendment Bylaw No. 4428 [ZON-1192; Mierau, B. & R/Laird, B.; 3831 20 Avenue SE; A2 to M2] – Third Reading
239 – 242	3.	City of Salmon Arm Zoning Amendment Bylaw No. 4441 [ZON-1192; Charlton, S. & H./Laird, B.; 4270 10 Avenue SE; A2 to M2] – Third Reading
243 – 246	4.	City of Salmon Arm Zoning Amendment Bylaw No. 4440 [ZON-1200; LST Ventures Ltd./West Urban Developments Ltd.; 1230, 1260 & 1290 10 Avenue SW; C-3 to C-2] – Third Reading
	25.	<b>QUESTION AND ANSWER PERIOD</b>
247 – 248	26.	<b>ADJOURNMENT</b>

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Item 2.

## CITY OF SALMON ARM

Date: March 8, 2021

Moved: Councillor Flynn

Seconded: Councillor Lindgren

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

### Vote Record

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

Opposed:

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

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Item 6.1

## CITY OF SALMON ARM

Date: March 8, 2021

Moved: Councillor Lavery

Seconded: Councillor Eliason

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

### Vote Record

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

Opposed:

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

## REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm held in the Council Chambers and by electronic means as authorized by Ministerial Order M192, at 1:30 p.m. and reconvened at 2:30 p.m. of the City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia on Monday, February 22, 2021.

### PRESENT:

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

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

### 1. CALL TO ORDER

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

### 2. IN-CAMERA SESSION

0123-2021

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

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:30 p.m.  
 Council returned to Regular Session at 2:24 p.m.  
 Council recessed until 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 under item 17.1 Notice of Motion Rodenticides – Councillor Lindgren.

Addition under item 22.1 T. Pullan, Property Manager, Pacific Quorum (Okanagan) Properties Inc. – letter dated February 17, 2021 – The Owners of (KAS 1847 – Broadview Villas) 2951 11 Avenue NE, Salmon Arm, BC.

Addition under item 22.1 G. Osadchuk and M. Collodel – letter dated February 17, 2021 – Issuance of Development Permit No. DP-428 (Uptown Ridge).

Addition under item 22.1 G. Osadchuk and M. Collodel – letter dated February 20, 2021 – Issuance of Development Permit No. DP-428 (Uptown Ridge).

Deletion of item 10.4 City of Salmon Arm Highway Closure Bylaw No. 4427 [Kearl, R.; part of 18 Street NE; Proposed Road Closure and Disposal] – First, Second and Third Readings.

**5. DISCLOSURE OF INTEREST**

Councillor Flynn declared a conflict of interest with item 9.3 as the vendor is a client of his firm.

**6. CONFIRMATION OF MINUTES****1. Regular Council Meeting Minutes of February 8, 2021**

0124-2021

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the Regular Council Meeting Minutes of February 8, 2021, be adopted as circulated.

CARRIED UNANIMOUSLY

**7. COMMITTEE REPORTS****1. Development and Planning Services Committee Meeting Minutes of February 16, 2021**

0125-2021

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee Meeting Minutes of February 16, 2021 be received as information.

CARRIED UNANIMOUSLY

**2. Agricultural Advisory Committee Meeting Minutes of February 10, 2021**

0126-2021

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: the Agricultural Advisory Committee Meeting Minutes of February 10, 2021, be received as information.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS – continued

3. Social Impact Advisory Committee Meeting Minutes of January 15, 2021

0127-2021                      Moved: Councillor Wallace Richmond  
                                      Seconded: Councillor Lavery  
                                      THAT: the Social Impact Advisory Committee Meeting Minutes of January 15, 2021, be received as information.

CARRIED UNANIMOUSLY

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

9. STAFF REPORTS

1. Director of Development Services – Salmon Arm Wharf – Demolition Permit – Heritage Register

0128-2021                      Moved: Councillor Cannon  
                                      Seconded: Councillor Wallace Richmond  
                                      THAT: Council waive the requirement to review a Demolition Permit application for the Salmon Arm wharf and marina rehabilitation project and not issue an order for 30 days of temporary protection.

CARRIED UNANIMOUSLY

2. Manager of Permits & Licensing – Marionette Winery (License extension to include lounge) 2540 40 Street NE

0129-2021                      Moved: Councillor Wallace Richmond  
                                      Seconded: Councillor Eliason  
                                      THAT: Council of the City of Salmon Arm has no objection to the increase of the license area to include a lounge at the Marionette Winery located at 2540 40 Street NE;

AND THAT: Council of the City of Salmon Arm is opting out of the comment and public consultation process.

CARRIED UNANIMOUSLY

Councillor Flynn declared a conflict of interest and left the meeting at 2:48 p.m.

3. Director of Engineering and Public Works – Lakeshore Road Stability – Preliminary Design Engineering Award

0130-2021                      Moved: Councillor Lavery  
                                      Seconded: Councillor Eliason  
                                      THAT: Council approve the award for Preliminary Design Engineering Services for the Lakeshore Road Stabilization Design project to Onsite Engineering Ltd., for a total quote price of \$29,360.00 plus taxes as applicable;

9. STAFF REPORTS – continued

3. Director of Engineering and Public Works – Lakeshore Road Stability – Preliminary Design Engineering Award

AND THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of Engineering Design Services related to Project No. 2019-47 to authorize sole sourcing of same to Onsite Engineering Ltd.

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 2:52 p.m.

4. Director of Engineering and Public Works – WPCC Stage IV Expansion – Process Selection

0131-2021                      Moved: Councillor Wallace Richmond  
                                    Seconded: Councillor Eliason  
                                    THAT: Council authorize staff to proceed with the investigations for a pilot project for Activated Granular Sludge in relation to the Stage IV Upgrade project.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4428 [ZON-1192; Charlton, S. & H./Mierau, B. & R/Laird, B.; 3831 20 Avenue SE; A2 to M2] – First and Second Readings

0132-2021                      Moved: Councillor Eliason  
                                    Seconded: Councillor Flynn  
                                    THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4428 be read a first and second time;

AND THAT: final reading of the bylaw be withheld subject to:

- 1) Registration of a Section 219 Land Title Act restricting Development or Development Permit issuance until Road Reserves are registered on the subject properties to the satisfaction of the City and the owner/developer, with said Road Reserves aligning more or less consistently with the Road Network Preplan dated December 1, 2006; and
- 2) The exclusion of the subject property from the Agricultural Land Reserve.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Zoning Amendment Bylaw No. 4441 [ZON-1192; Charlton, S. & H./Mierau, B. & R/Laird, B.; 4270 10 Avenue SE; A2 to M2] – First and Second Readings

0133-2021                      Moved: Councillor Flynn  
                                    Seconded: Councillor Cannon  
                                    THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4441 be read a first and second time;

10. INTRODUCTION OF BYLAWS – continued

2. City of Salmon Arm Zoning Amendment Bylaw No. 4441 [ZON-1192; Charlton, S. & H./Mierau, B. & R/Laird, B.; 4270 10 Avenue SE; A2 to M2] – First and Second Readings – continued

AND THAT: Final reading of the bylaw be withheld subject to:

- 1) Registration of a Section 219 Land Title Act restricting Development or Development Permit issuance until Road Reserves are registered on the subject properties to the satisfaction of the City and the owner/developer, with said Road Reserves aligning more or less consistently with the Road Network Preplan dated December 1, 2006;
- 2) The exclusion of the subject property from the Agricultural Land Reserve; and
- 3) Ministry of Transportation and Infrastructure approval.

CARRIED UNANIMOUSLY

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

0134-2021

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4440 be read a first and second time;

AND THAT: Final reading of the bylaw be withheld subject to:

- 1) Ministry of Transportation and Infrastructure approval; and
- 2) Registration of a Section 219 Land Title Act Covenant on the titles of the subject properties restricting development until such time that a geotechnical report is provided to the City of Salmon Arm addressing the 200-year floodplain, confirming that the land is safe for the intended use and saving the City harmless.

CARRIED UNANIMOUSLY

4. City of Salmon Arm Highway Closure Bylaw No. 4427 [Kearl, R.; part of 18 Street NE; Proposed Road Closure and Disposal] – First, Second and Third Readings

Removed from the agenda.

11. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4421 [ZON-1191 Brentwell Construction Ltd.; 31 - 4 Street SE; R-1 to R-5] - Final Reading

0135-2021

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4421 be read a final time.

CARRIED UNANIMOUSLY

Due to technical difficulties Councillor Cannon was absent for the vote.

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

0136-2021

Moved: Councillor Eliason

Seconded: Councillor Lavery

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

CARRIED UNANIMOUSLY

Due to technical difficulties Councillor Cannon was absent for the vote.

3. City of Salmon Arm Zoning Amendment Bylaw No. 4431 [ZON-1196; Abacus Cities Ltd.; Units 101 - 506, 1449 - 1 Avenue NE; Units 302 - 806, 1451 - 1 Avenue NE; 1451 - 1531 Okanagan Avenue NE; R-1 - R-4] - Final Reading

0137-2021

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4431 be read a final time.

CARRIED UNANIMOUSLY

Due to technical difficulties Councillor Cannon was absent for the vote.

4. City of Salmon Arm Fee for Service Amendment Bylaw No. 4436 [Sidewalk Café Program] - Final Reading

0138-2021

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4436 be read a final time.

CARRIED UNANIMOUSLY

Due to technical difficulties Councillor Cannon was absent for the vote.

11. RECONSIDERATION OF BYLAWS - continued

5. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4419 [OCP4000-44; McGregor, D.; 1910 11 Avenue NE; HC to HR] - Final Reading

0139-2021 Moved: Councillor Lavery  
Seconded: Councillor Eliason  
THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4419 be read a final time.

CARRIED UNANIMOUSLY

6. City of Salmon Arm Zoning Amendment Bylaw No. 4420 [ZON-1190; McGregor, D.; 1910 11 Avenue NE; R-1 to R-5] - Final Reading

0140-2021 Moved: Councillor Lavery  
Seconded: Councillor Flynn  
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4420 be read a final time.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE

1. Informational Correspondence

2. C. Stromgren, Jackson Secondary School - letter dated January 29, 2021 - Jackson Secondary School Mountain Biking Academy

0141-2021 Moved: Councillor Eliason  
Seconded: Councillor Lavery  
THAT: Council authorize the Jackson Secondary School Mountain Biking Community Development 10 to use City of Salmon Arm Trail Networks and to work with the Shuswap Trail Alliance to maintain and improve trail infrastructure.

CARRIED UNANIMOUSLY

3. J.L. Jackson Secondary Science Humanities 9 - letter received February 2021 - City of Salmon Arm Official Flag

0142-2021 Moved: Councillor Wallace Richmond  
Seconded: Councillor Lindgren  
THAT: staff be directed to share the branding guidelines and work with the J.L. Jackson Secondary Science Humanities 9 class on design of the new flag in conjunction with the Salmon Arm Economic Development Society.

CARRIED UNANIMOUSLY

2. R. Parenteau, Manager, Shuswap Community Foundation - letter dated February 10, 2021 - Grant-in-Aid and Endowment

Received for information.

The Meeting recessed at 3:48 p.m.

The Meeting reconvened at 4:00 p.m.

13. NEW BUSINESS

14. PRESENTATIONS

1. Kevin Smith, Charlie Burt, Len Lazzarotto & Fire Chief Brad Shirley – Fire Smart

Kevin Smith, Charlie Burt, Len Lazzarotto & Fire Chief Brad Shirley provided information on FireSmart activities in the South Canoe community. They were available to answer questions from Council.

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

1. Rodenticides – Councillor Lindgren

Moved: Councillor

Seconded: Councillor

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

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

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

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

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

20. QUESTION AND ANSWER PERIOD

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

2. IN-CAMERA SESSION – continued

0143-2021 Moved: Councillor Flynn  
 Seconded: Councillor Lindgren  
 THAT: pursuant to Section 90(1) of the Community Charter, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 4:47 p.m.  
 Council returned to Regular Session at 5:55 p.m.  
 Council recessed until 7:00 p.m.

PRESENT:

Mayor A. Harrison  
 Councillor D. Cannon (participated remotely)  
 Councillor C. Eliason (participated remotely)  
 Councillor K. Flynn (participated remotely)  
 Councillor T. Lavery (participated remotely)  
 Councillor Lindgren (participated remotely)  
 Councillor L. Wallace Richmond (participated remotely)  
  
 Chief Administrative Officer C. Bannister  
 Director of Corporate Services E. Jackson  
 Director of Engineering & Public Works R. Niewenhuizen  
 Director of Development Services K. Pearson  
 Recorder B. Puddifant

21. DISCLOSURE OF INTEREST

22. HEARINGS

1. Development Permit Application No. DP-428 [Uptown Ventures Ltd.; 2810 15 Avenue NE; Setback requirements]

0144-2021 Moved: Councillor Wallace Richmond  
 Seconded: Councillor Lindgren  
 THAT: Development Permit No. 428 be authorized for issuance for Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP90400 Except Phases 1-7, Strata Plan EPS5686 (2810 15 Avenue NE) in accordance with the drawings attached to the Staff Report dated February 9, 2021;

AND THAT: Development Permit No. 428 include the following variance to Zoning Bylaw No. 2303:

- 1) Section 10.9.2 – decrease the minimum rear parcel line setback for a principal building from 5.0 metres (16.4 feet) to 3.0 metres (9.9 feet) in accordance with the drawings dated November 30, 2020 attached to the Staff Report dated February 9, 2021;



22. HEARINGS - continued

1. Development Permit Application No. DP-428 [Uptown Ventures Ltd.; 2810 15 Avenue NE; Setback requirements] - continued

AND FURTHER THAT: Issuance of Development Permit No. 428 be withheld subject to receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the landscaping plan.

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

M. Lamerton, agent for the applicant, and R. Meise, the applicant, outlined the application and were available to answer questions from Council.

Submissions were called for at this time.

G. Annala, 18, 2951 11 Avenue NE and J. Bobrowich, 24, 2951 11 Avenue NE, outlined concerns with building height and road elevation.

T. Pullan, Property Manager, Pacific Quorum (Okanagan) Properties Inc. - letter dated February 17, 2021 - The Owners of (KAS 1847 - Broadview Villas) 2951 11 Avenue NE, Salmon Arm, BC.

G. Osadchuk and M. Collodel - letter dated February 17, 2021 - Issuance of Development Permit No. DP-428 (Uptown Ridge).

G. Osadchuk and M. Collodel - letter dated February 20, 2021 - Issuance of Development Permit No. DP-428 (Uptown Ridge)

Following three calls for submissions and questions from Council, the Hearing was closed at 7:22 p.m. and the Motion was:

CARRIED  
Councillors Lavery and Eliason Opposed

23. STATUTORY PUBLIC HEARINGS

24. RECONSIDERATION OF BYLAWS

25. QUESTION AND ANSWER PERIOD

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

26. ADJOURNMENT

0145-2021

Moved: Councillor Lavery

Seconded: Councillor Cannon

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

CARRIED UNANIMOUSLY

The meeting adjourned at 7:50 p.m.

CERTIFIED CORRECT:

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

Adopted by Council the            day of            , 2021.

\_\_\_\_\_  
MAYOR

Item 7.1

## CITY OF SALMON ARM

Date: March 8, 2021

Moved: Councillor Cannon

Seconded: Councillor Lavery

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

### Vote Record

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

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

## **DEVELOPMENT AND PLANNING SERVICES COMMITTEE**

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held by electronic means by Ministerial Order M192, on Monday, March 1, 2021.

### **PRESENT:**

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

Chief Administrative Officer C. Bannister  
 Director of Engineering & Public Works R. Niewenhuizen  
 Director of Development Services K. Pearson  
 Manager of Permits & Licensing M. Roy  
 Recorder B. Puddifant

### **ABSENT:**

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

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

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

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

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

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

#### **5. REPORTS**

##### **1. Agricultural Land Commission Application No. ALC-403 [Miller, S./Lawson Engineering Ltd.; 2240 Highway 97B SE; Subdivision]**

Moved: Councillor Cannon  
 Seconded: Councillor Lindgren  
 THAT: the Development and Planning Services Committee recommends to Council that Agricultural Land Commission Application No. ALC-403 be authorized for submission to the Agricultural Land Commission.

5. REPORTS - continued

1. Agricultural Land Commission Application No. ALC-403 [Miller, S./Lawson Engineering Ltd.; 2240 Highway 97B SE; Subdivision] - continued

J. Johnson, agent for the applicant, and S. Miller, the applicant, outlined the application and were available to answer questions from the Committee.

CARRIED

Councillor Eliason Opposed

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

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee recommends to Council that a notice be filed against the Title of Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP30784 pursuant to Section 57 of the Community Charter.

M. Roy, Manager of Permits & Licensing, outlined the recommendation and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

3. Zoning Amendment Application No. ZON-1199 [Burgi, M. & S.; 2891 25 Avenue NE; R-1 to R-8]

Moved: Councillor Flynn

Seconded: Councillor Eliason

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

S. Burgi, the applicant, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. FOR INFORMATION

7. CORRESPONDENCE

8. ADJOURNMENT

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee meeting of March 1, 2021, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:29 a.m.

---

Mayor Alan Harrison  
Chair

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

Item 7.2

## CITY OF SALMON ARM

Date: March 8, 2021

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the Environmental Advisory Committee Meeting Minutes of February 19, 2021, be received as information.

### Vote Record

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

Opposed:

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

## CITY OF SALMON ARM

Notes of the Environmental Advisory Committee Work Planning Meeting held by electronic means on Friday, February 19, 2021 at 9:00 a.m.

### PRESENT:

Councillor Sylvia Lindgren  
Julia Beatty  
Amy Vallarino  
Carmen Fennell  
Pauline Waelti  
Janet Pattinson  
Luke Gubbels  
Barb Puddifant

City of Salmon Arm, Chair  
Citizen at Large  
Citizen at Large  
Citizen at Large  
Shuswap Environmental Action Society (SEAS)  
Shuswap Naturalist Club  
Canoe Forest Products  
City of Salmon Arm, Executive Assistant, Recorder

### ABSENT:

Warren Bell  
Janet Aitken  
John McLeod  
Louis Thomas  
Gina Johnny  
Ron Pederson

WA:TER  
Salmon Arm Nature Bay Enhancement Society (SABNES)  
Salmon Arm Farmers Institute (SAFI)  
Councillor, Neskonlith Indian Band  
Councillor, Adams Lake Indian Band  
Salmon Arm Fish and Game Club

### GUESTS:

The meeting was called to order at 9:05 a.m.

#### 1. Introductions and Welcome

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

Moved: Janet Pattinson

Seconded: Pauline Waelti

THAT: the Environmental Advisory Committee Meeting Agenda of February 19, 2021 be approved as circulated.

CARRIED UNANIMOUSLY

#### 3. Approval of Minutes of January 15, 2021 Environmental Advisory Committee Meeting

Moved: Janet Pattinson

Seconded: Julia Beatty

THAT: the Minutes of the Environmental Advisory Committee Meeting of January 15, 2021 be approved.

CARRIED UNANIMOUSLY

#### 4. Presentations



**5. Old Business / Arising from Minutes****a) Salmon Arm Community Energy & Emissions Plan - update**

Councillor Lindgren spoke regarding the intention of involving staff in a meeting of the CEEP working group to discuss City priorities and objectives and to answer questions from the group on the Community Energy & Emissions Plan. Councillor Lindgren will arrange a meeting of this working group (consisting of Councillor Lindgren, Julia Beatty, Janet Pattinson and Warren Bell) with Kevin Pearson, City of Salmon Arm Director of Development Services, within the next 2 weeks.

**b) Staff Liaise**

Kevin Pearson will attend the next scheduled meeting of the Committee and will be available to answer questions. Julia Beatty spoke regarding the need to meet with staff to establish a relationship and to have staff available to the Committee.

Janet Pattinson suggested that the City use volunteers from the community to assist with achieving the City's objectives on environmental issues.

**c) Review of EAC working group for Eco Fair/Education**

Janet Pattinson provided an update on planning of an Eco Fair involving community associations and businesses. It is unknown at this time whether the Committee will be able to host an Eco Fair due to COVID-19 restrictions. The eco fair will be brought forward at a later meeting of the Committee.

Distributing educational materials throughout the community was discussed. Distribution could include local businesses that sell pesticides for home use.

**6. New Business****7. Other Business &/or Roundtable Updates****a) Pesticide Use Control Bylaw No. 3744 - discussion**

Moved: Janet Pattinson

Seconded: Julia Beatty

THAT: the Notice of Motion dated March 8, 2021 as attached to these Minutes be presented to Council by Councillor Lindgren at the February 22, 2021 Regular Council Meeting.

CARRIED UNANIMOUSLY

**7. Other Business &/or Roundtable Updates - continued****b) March 8, 2021 presentation to Council – Banning of Rodenticides**

Amy Vallarino will present to Council on behalf of the Environmental Advisory Committee. The Committee will condense Deanna Pfeiffer's January 15, 2021 presentation to 10 minutes. Janet Pattinson will create brochure to distribute to Council.

**8. Next Meeting – Friday, March 19, 2021 at 9:00 a.m.****9. Adjournment**

Moved: Amy Vallarino

Seconded: Julia Beatty

THAT: the Environmental Advisory Committee meeting of February 19, 2021 be adjourned.

The virtual meeting adjourned at 10:15 a.m.

---

Councillor Sylvia Lindgren, Chair

Received for information by Council the       day of       , 2021.

## Notice of Motion

To: Mayor and Council  
 From: Councillor Lindgren  
 Date: March 8, 2021  
 Re: Anticoagulant Rodenticides in the City of Salmon Arm

### **RECOMMENDATION**

That Council:

1. Adopt the policy of introducing a complete ban on use of anticoagulant rodenticides on all City of Salmon Arm owned properties, with immediate effect.
2. Directs staff to communicate this policy direction to residents and businesses, including information on the harmful impacts of anticoagulant rodenticides and the availability of more ecologically sustainable alternatives.
3. Requests that the Mayor write, on behalf of Council, to the provincial Minister of Environment, requesting that the Province of British Columbia introduce a province-wide ban on the use of anticoagulant rodenticides, to increase protection for wildlife species.
4. To incorporate humane practices in regards to pest control in all City of Salmon Arm properties.

### **BACKGROUND**

#### **Anticoagulant Rodenticides**

Rodenticides, colloquially referred to as "rat poisons," are pesticides formulated as tasty baits used to kill rats, mice and other target rodents. The BC government acknowledges that anticoagulant baits "cause death by internal bleeding and present a moderate to high risk of secondary poisoning to other animals that might eat the poisoned rat," yet provincial laws permit their continued use.

Rodenticide use is regulated at the Provincial level and therefore under current legislation the City of Salmon Arm is unable to fully ban anticoagulant rodenticides. However, we are able to create policies which would eliminate their use in all city owned facilities and lands.

#### **Harmful Impacts**

Many of BC's treasured wildlife species face serious risks of anticoagulant rodenticide poisoning. It has been well-documented for over a decade that these products poison non-target species on all levels of the food chain. Examples include owls, hawks, small birds, earthworms, coyotes, and even cougars. It is not uncommon for pets and children to be poisoned as well.

Non-target species can be impacted by direct (primary) and indirect (secondary) poisoning:

- **Primary Poisoning:** Anticoagulant rodenticides are administered in a tamper-proof black box. Rats feed on poison bait blocks inside these boxes. Any animal the same size of or smaller than a rat can directly retrieve the poison in this same manner. Many non-target species, including songbirds and shrews, are directly poisoned in this way.

- **Secondary Poisoning:** When a rat or other small animal consumes poison from the bait box, they are not immediately killed. In fact, the animal can continue to live for days to weeks following the initial consumption. During this time, they continue to feed on the poison having recognized it as a food source. The highly toxic, persistent, bioaccumulative nature of second-generation anticoagulant rodenticides makes them particularly dangerous to secondary consumers, especially where the prey animal has ingested several doses. Nearing death, poisoned animals become lethargic and more vulnerable, making for an easy meal for predators.

Owls and other birds of prey are at a disproportionately high risk of secondary poisoning because of their dependence on rodents as a food source. Not only are owls a treasured species in our community, they are natural predators to rats and other rodents. A single owl eats around 3 rats per night, approximately 1000 per year. By allowing the use of anticoagulant rodenticides, we are killing off the natural predators and helping the rat population to grow overall. It is entirely counter-productive.

### **Reports on Anticoagulant Rodenticides**

On February 28, 2020, the BC SPCA released a news story outlining the harmful impacts of anticoagulant rodenticides. In this article, the organization is encouraging their readers to “push our municipalities in the right direction to reduce the use of rodenticides in parks and near greenbelts and areas that are home to B.C. wildlife.”

Marie Turcott, Law Student at the University of British Columbia, published a comprehensive report examining the harmful impacts of anticoagulant rodenticides and critiquing the provincial and federal government's current approach to regulating these products.

The following municipalities have committed to prohibiting the use of ARs on all municipal-owned properties within their jurisdiction, and have formally requested action by the provincial government.

- District of North Vancouver, June 15, 2020
- District of Saanich, July 13, 2020
- District of Sooke, September 14, 2020
- City of Colwood, August 24, 2020
- City of Port Moody, September 8, 2020
- City of Victoria, September 17, 2020
- City of North Vancouver, On September 14, 2020
- District of Oak Bay, September 28, 2020
- North Westminster, September 28, 2020
- District of North Saanich, August 17, 2020
- Town of View Royal, October 6, 2020

### **CONCLUSION**

Anticoagulant rodenticides pose serious threats to BC wildlife, the environment, and human health. The permitted and continued use of these harmful poisons is inconsistent with the obligations owed by the government to protect its citizens and the environment from harmful chemicals. Anticoagulant rodenticides are dangerous, ineffective and unlawful - the City/District must take action to reduce the use of these products and petition the BC government to implement a province-wide ban.

## **RESOURCES**

BC SPCA, 2020. Rat Poison Injuring Wildlife. Viewed 21 July 2020.

[<https://spca.bc.ca/news/rat-poison-wildlife/>](https://spca.bc.ca/news/rat-poison-wildlife/)

District of Saanich, B.C. June, 2020. Notice of Motion and Report: Anticoagulant Rodenticides in the District of Saanich. Viewed 21 July 2020.

[https://saanich.ca.granicus.com/MetaViewer.php?view\\_id=1&clip\\_id=434&meta\\_id=26754](https://saanich.ca.granicus.com/MetaViewer.php?view_id=1&clip_id=434&meta_id=26754)

District of North Vancouver, B.C. July, 2020. Notice of Motion and Report: Anticoagulant Rodenticides. Viewed 21 July 2020.

<https://app.dnv.org/OpenDocument/Default.aspx?docNum=4399436>

Regnery, J., Friesen, A., Geduhn, A. et al. Rating the risks of anticoagulant rodenticides in the aquatic environment: a review. *Environ Chem Lett* 17, 215–240 (2019).

[< https://drive.google.com/file/d/1bTwO\\_IO4k4sbkYWIwLeLQpT93dOtRVcR/view?usp=sharing>](https://drive.google.com/file/d/1bTwO_IO4k4sbkYWIwLeLQpT93dOtRVcR/view?usp=sharing)

Albert, C.A., Wilson, L.K., Mineau, P. et al. Anticoagulant Rodenticides in Three Owl Species from Western Canada, 1988–2003. *Arch Environ Contam Toxicol* 58, 451–459 (2010).

[< https://drive.google.com/file/d/1ROIbRUOIG8r6-EEF\\_Hj8SmYxOh8s\\_rX8/view?usp=sharing>](https://drive.google.com/file/d/1ROIbRUOIG8r6-EEF_Hj8SmYxOh8s_rX8/view?usp=sharing)

Turcott, M., 2020. Defending Nature Against Rodenticides

<https://static1.squarespace.com/static/5a766a60bce176c268d99786/t/5ec70e48e553460f8682ce60/1590103627704/Turcott+Defending+Nature+Against+Rodenticides.pdf>

Drafted by:

Lindsey Zehel, Esq., LL.M. Executive Director | Defend Them All Foundation

Email: lzehel@DefendThemAll.org Phone: 567-203-7220

Marie Turcott

J.D. Candidate, 2021

Peter A. Allard School of Law Email: marie.turcott@gmail.com Phone: 778-689-0057

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Item 7.3

## CITY OF SALMON ARM

Date: March 8, 2021

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Greenways Liaison Committee Meeting Minutes of February 4, 2021, be received as information.

### Vote Record

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

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

# CITY OF SALMON ARM

Minutes of the Greenways Liaison Committee (GLC) Meeting held in Room 100 of City Hall, 500 - 2 Avenue NE, Salmon Arm, BC, (GoTo Meeting) on Thursday, February 4, 2021 at 3:00 p.m.

*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.*

## PRESENT:

Brian Browning, Shuswap Trail Alliance  
Anita Ely, Interior Health  
Steve Fabro, Citizen at Large  
Joe Johnson, Citizen at Large, Acting Chair  
Rob Bickford, Citizen at Large  
Kevin Flynn, Chair

Phil McIntyre-Paul, Shuswap Trail Alliance (non-voting)  
Darin Gerow, City of Salmon Arm, Manager of Roads & Parks  
Chris Larson, City of Salmon Arm, Senior Planner, Recorder

The meeting was called to order at 3:06 p.m.

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

Moved: Joe Johnson

Seconded: Anita Ely

THAT: the agenda for this Greenways Liaison Committee Meeting of February 4, 2021 be so approved.

**CARRIED UNANIMOUSLY**

4. Approval of Minutes of Previous Greenways Liaison Committee Meeting

Moved: Steve Fabro

Seconded: Rob Bickford

THAT: the minutes of the Greenways Liaison Committee Meeting of November 12, 2020 be approved as circulated.

**CARRIED UNANIMOUSLY**

5. Old Business / Arising from minutes none



## 6. New Business

- **2021 Greenways Budget**

The 2021 Greenways Budget including proposed carryforwards from the 2020 Budget was discussed. Clarification was sought related to the final budget amounts. Supported projects include the Foreshore Trail upgrades and STA website upgrade.

- **Winter Grooming Fat Bike Proposal**

Brian Browning presented an update on the winter grooming project at the South Canoe trails. Grooming has been done by a crew of approximately 6 volunteers, supported by the Shuswap Cycling Club. Feedback has been positive to date.

- **Lamb Subdivision**

Information was presented related to an informal greenway that will be acquired and upgraded through upcoming development.

## 7. Other Business &/or Updates

- **STA Update - Planning and Projects**

The STA outlined efforts and projects in progress through 2020 (attached). Grant outcomes are still to be determined, and it was noted the West Bay planning is ongoing. It was noted that SD83 is reviewing their options to work with the City on trail options over school property, while the Hillcrest/5-corners trails have been reviewed by the City's risk management group. Local groups are working on signage projects.

- **South Canoe Update**

The parking lot project is intended to continue in 2021, including expansion and moving the washroom. The Ida View Trail project including the East Canoe Creek crossing is awaiting grant outcomes.

The South Canoe Advisory Group has been working to address concerns around trail use designations and animal owners failing to clean up after their animals were discussed. Dog bags/signs have been requested to be placed at the trailhead area at some point, with Public Works anticipating this to happen with the parking lot improvements. A re-route of the climb trail separating equestrian use was discussed with no concerns noted (attached).

- **Fir Beetle Harvesting**

An update on the CRI project was provided, with an area of beetle-affected trees in the Medford Dam section of the South Canoe underway.

- **Foreshore Monitoring**

The annual Foreshore Monitoring report was presented. It was noted that compliance improved, but that it had been a strange year. The GLC discussed the need for this monitoring to continue.

- **Active Transportation Task Force**

The Active Transportation Task Force has been regularly meeting with involvement from GLC members. There will be more information forthcoming, including an interim report. Council has moved to budget for an Active Transportation Plan,

8. **Next meeting – Thursday, April 1, 2021, 3 pm**

Moved: Brian Browning

Seconded: Steve Fabro

THAT: the Greenways Liaison Committee Meeting of November 12, 2020 be adjourned.

**CARRIED UNANIMOUSLY**

The meeting adjourned at 4:35 p.m.

---

Endorsed by Meeting Chair

Received for information by Council on the      day of      , 2021

Attachment – STA Updates

Attachment – South Canoe Climb Trail Re-Route

Shuswap Trail Alliance Project Summary 2020/21

## City of Salmon Arm: Greenways Project Summary 2020/21

UPDATED: February 4, 2021 (JIB)

Projects of significance within and/or directly accessible to Salmon Arm residents and visitors. Also - includes shared planning, training, marketing, and educational program development.



Pending City of Salmon Arm Greenways Projects: 2021		Partner Funding	STA Funded	In-Kind	Status	New m	Fix m	Maintain m	Plan m	Signs #
2165	Salmon Arm - Active Transportation Task Force				In progress	City SA				
1530	Salmon Arm - Bike (A School) Connectors Plan	\$2,058.95			In progress	City SA PO#40218				
2137	Salmon Arm - Foreshore (Raven) Trail - Monitoring 2020	to confirm			to confirm	City SA/Advisory/Nature Trust/MFLNRO/SABNES				
	Salmon Arm - Hillcrest Heights	\$25,000.00			to confirm	City SA				
1858	Salmon Arm - Hillcrest Subdivision Greenways 2018	\$15,017.69			In progress	City SA PO#46439	800			
2107	Salmon Arm - Planning (General) 2020				need funding	City SA				
	Salmon Arm - Spring Maintenance	to confirm			to confirm	City SA				
	Salmon Arm - Town's Loop Sign Project				to confirm	City SA				?
2138	Salmon Arm - West Bay				need funding	ALIB/NIIB/SLIB/CSA/HA/PC/CRD/MP/MLA/STA/SCS				
	South Canoe - Pump Track				pending	CitySA/Rec Sites/SC Advisory partners				
1956	South Canoe - Rob Nash Memorial Shelter				In progress	City SA/STA/SC/CO-Stock School/Nash				
	South Canoe - Run Bike Loops Relamp				pending	CitySA/Rec Sites/SC Advisory partners				
	South Canoe - Summer Students Brushing (CSJ - to be confirmed)	\$8,775.00			to confirm	STA/CSJ				
2116	South Canoe Upgrades/Planning/Relamp - General 2020				In progress	CitySA/Rec Sites/SC Advisory partners				
2057	Peter Jannink Burdock Removal (Shuswap Naturalist Club)	\$950.30			In progress	Shuswap Naturalist Club				
2020 Project Total		\$49,811.94	\$0.00	\$0.00			800	0	0	0
Combined Value		\$49,811.94								

Additional Pending Projects of Note for Salmon Arm: 2021		Partner Funding	STA Funded	In-Kind	Status	Partners	New m	Fix m	Maintain m	Plan m	Signs #
2105	Experience Development: Tourism (General)	Shuswap Tourism/SA MRDT (see below)			ongoing	ST/EDS/Operators/TOTA/Designation/BC/STS					
1741	Kela7scen (Mt Ida) Planning				need funding	ALIB/SLIB/NIIB/SLIB/ST/ST/SORE/MFLNRO/CRD/ISA					
2139	LHT - General				In progress	STA/Rec Sites Trails/CitySA/CanoeFP					
2106	LHT - Non Winter Advisory & Plan				In progress	STA/Rec Sites Trails/CitySA/CanoeFP					
	Salmon Arm - Shuswap Trails Website	\$25,000.00			to confirm	City SA					
1846	Secwepemc Landmarks Concept	BCRDP/STS funding reserve			In progress	STS Lakes Division/CSA/SA/Arts/CS/ST					
2058	Secwepemc Landmarks and Trailhead Signposts (Heritage BC)	\$13,200.00			In progress	Heritage BC/STA					
2120	Shuswap Regional Trail Strategy Roundtable 2021	\$152.91		\$1,339.32	In progress	Various Rec Sites/CRD/STA/Is On/Fraser					
1948	Trail Guide Update - Paddle Mini-Guide (Blueways)	\$4,600.00			In progress	MRDT					
2104	MRDT - Trail Guide & Website update 2021	\$5,600.00			In progress	MRDT					
2118	MRDT - Trail Signage (en route trail signs)	\$3,600.00			In progress	MRDT					
2119	MRDT - Trail Signage (hike/bike icon plates)	\$2,000.00			In progress	MRDT					
2021 Additional Projects of Note Total		\$44,252.91	\$0.00	\$1,339.32			0	0	0	0	0
Combined Value		\$45,592.23									

Shuswap Trail Alliance Project Summary: 2020/21

## City of Salmon Arm: Greenways Project Summary 2020/21

UPDATED: February 4, 2021 (JB)



Projects of significance within and/or directly accessible to Salmon Arm residents and visitors. Also - includes shared planning, training, marketing, and educational program development.

Pending City of Salmon Arm Greenways Projects: 2021  
Projects (Completed): 2020

	Partner Funding Partner Funding	STA Funded STA Funded	In-Kind In-Kind	Status Status		New m New m	Fix m Fix m	Maintain m Maintain m	Plan m Plan m	Signs # Signs #
2065]Salmon Arm - Active Transportation Task Force			\$1,128.88	In progress	Cty SA					
1958]Salmon Arm - Brautigan Subdivision Signage	\$812.77			finished	Mike Brautigan					0
2064]Salmon Arm - Fall Maintenance 2020	\$2,201.88			finished	Cty SA			13500		
2037]Salmon Arm - Foreshore (Raven) Trail - Monitoring 2020	\$2,003.11		\$18.51	finished	Cty SA/Advisory/Nature Trust/MFLNRO/SABNES					
1858]Salmon Arm - Hillcrest Subdivision Greenways 2018	\$2,618.30			In progress	Cty SA POH45439	800				
2007]Salmon Arm - Planning (General) 2020		\$3,378.70	\$1,415.46	finished	Cty SA					
2008]Salmon Arm - Spring Maintenance 2020	\$12,182.00		\$1,854.26	finished	Cty SA		3 culverts	41000		10
2038]Salmon Arm - West Bay			\$371.04	In progress	ALB/NBL SUB/CSA/HV/CPR/CSQ/NP/NLA/STA/SCS					
1848]Secwepemc Landmarks Concept	\$53,864.47		\$18,594.35	In progress	STB/Lates Division/CSA/SASu/CST					
2046c]Shuswap Memorial Cemetery Park Trails - Mt Bike Loop (BCRDF)	\$19,398.04		\$12,699.79	finished	Cty SA/BCRDF/CSJ	1550				4
2020]Shuswap Regional Trail Strategy Roundtable 2020	\$6,559.83	\$2,871.29	\$1,034.46	finished	See full partner list (60 plus organizations)					
2002]South Canoe - Trailhead Parking Support - 2020	\$2,000.00		\$427.30	finished	CtySA/Rec Stes/SC Advisory partners					
2018]South Canoe Upgrades/Planning/Vol.-General 2020	\$9,097.21		\$14,073.88	In progress	CtySA/Rec Stes/SC Advisory partners					
2048]TD & RBC - 2020 Shuswap Trails Yellow Flag Iris Mitigation	\$10,000.00		\$2,468.55	finished	TD/RBC/STA/CSISS					
2062]Yellow Flag Iris Removal (CSISS)	\$5,000.00		\$534.40	finished	CSISS					
<b>Total Projects Completed 2021</b>	<b>\$125,835.89</b>	<b>\$8,310.99</b>	<b>\$24,819.98</b>	<b>Doesn't include GST</b>		<b>2350</b>	<b>0</b>	<b>54500</b>	<b>0</b>	<b>23</b>



## Lower Hobby Horse Reroute

Prepared by: Adrian Bostock  
The Shuswap Trail Alliance

Updated Version: 2020 12 07

**Purpose:** to separate the mountain bike users and the equestrian users in the lower Malibu area.

**Background:** The lower Malibu area is a heavily used and at times congested area with in the South Canoe trail network.

Currently the Climbing Trail / No Tears is designated as a multi use non-motorized trails shared by both mountain bike users and equestrian users. There have been consistent and increasing complaints about horse manure on the Climbing Trail/No Tears. This plan aims to separate the EQ users from the MTB users on the lowest part of the trail network hopes to address that issue. A second benefit to this plan would be to relive some of the congestion on the lower portion of the trail network.

The original layout of Lower Hobby horse had the trail crossing the road. This was unpopular and the section of trail and was never used. In 2019, the STA constructed a short section of trail linking the Climbing Trail to Lower Hobby Horse in order to address this issue.

The City of Salmon Arm has committed to upgrading the parking lot at South Canoe. This work was started in 2019 and the upgrades will continue in the spring of 2021. The changes to the parking lot have resulted in moving the kiosk from its original location and moving the fence along the former parking lot. This has created a space to direct equestrian traffic away from pump track and proposed Skills Park.

Currently motorized users, primarily those who are in wide side by side vehicles, are accessing Medford road through the wooded area past the kiosk and the outhouse. The motorized access point beside the gate will need to be addressed; it seems to be too narrow for these wider vehicles. This Plan does not address the issue, but will potentially block the wider vehicles from accessing Medford road.

### **Proposed scope of work:**

- a) Build 30m of tread in order to keep hobby horse from having to cross the forest service road
- b) Close / Rehabilitate 50m of the original climbing trail to separate the EQ traffic from the MTB traffic.
- c) Designate the Climbing Trail / No Tear as Mountain Bike / Hike only up to the junction with Isabel's and Tee Pee Trails.
- d) Fence along the proposed skills park and pump track in order to direct equestrian traffic away from this are and towards the equestrian trail.

### **Construction Standards: Type 3 Trail Natural surface tread.**

All work to the Shuswap Trail Design Standards (STA, 2008. aka Provincial/Whistler/IMBA Standards, 2003. RSTBC Trail Standard).





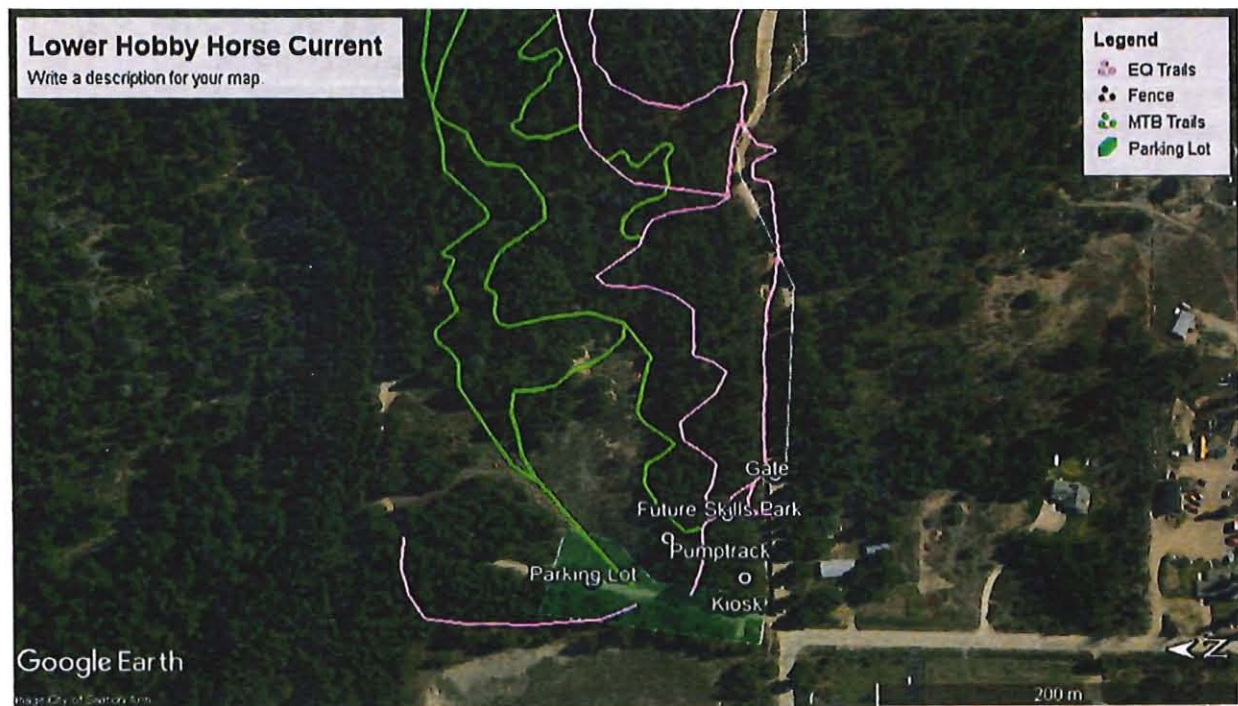
**Trailhead:** Complete fencing along the parking lot in order to keep Equestrian users and motorized users out of the Skills park/pump track

**Environmental Adaptive Trail Plan:** South Canoe Environmental Screening 2012

**Consultations/Review:** Plan needs to be reviewed by the South Canoe Trail Advisory and the Salmon Arm Greenways Committee.

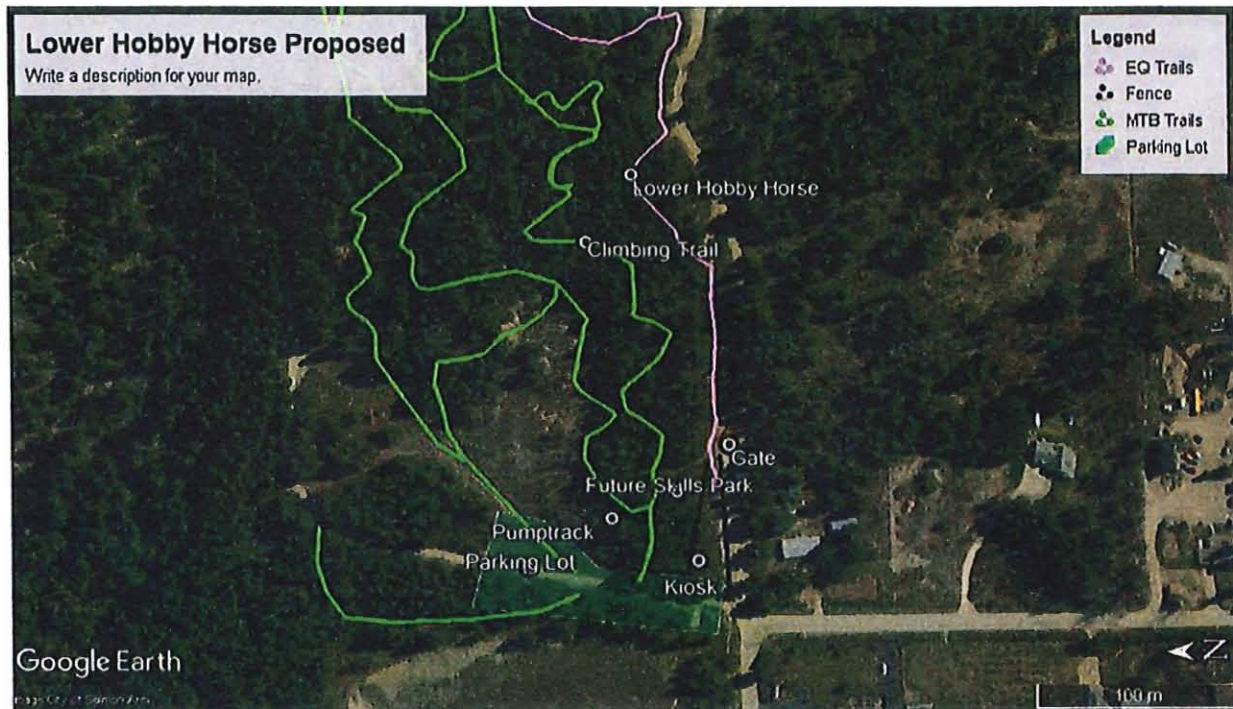
**Approvals/Notifications:** Authorization for the Malibu Trails as a part of the South Canoe trail system is under Jurisdiction of the City of Salmon Arm

**PROJECT TIMELINE:** Early Spring 2021



Current Trail Layout with the climbing trail and No Tears being multi use

# The Shuswap **TRAIL** ALLIANCE



Proposed Trail Layout. The Climbing Trail / No Tears become Mountain Bike / Hike only up to the junction with Tee Pee and Isabel's Trail. Rehabilitate a short section of the Climbing Trail in order to separate equestrian traffic and mountain bike traffic on the lower trails. Construct a 30m Section of Lower Hobby Horse Trail so that Equestrian Will have their own access to the parking lot, away from the proposed skills park and current pump track.





### Budget Summary

<b>Hobby Horse Reroute</b>					
Updated: 2020 12 07					
Item	Qty	Rate	per	Budget	Notes
<b>Project Management &amp; Technical</b>					
Project Coordination	8	\$48.00	hr	\$384.00	planning and approvals
<b>Project Management Total</b>	33%			<b>\$384.00</b>	
<b>Labour</b>					
Field Coordinator	8	\$37.60	hr	\$300.80	
Corridor Brushing	1	\$27.15	hr	\$33.94	
Tread Construction	5	\$27.15	hr	\$122.18	IN Kind
Trail Reclamation	2	\$27.15	hr	\$56.56	
<b>Labour Total</b>	45%			<b>\$515.80</b>	
<b>Administration</b>					
Bookkeeping		\$48.00	hr	\$0.00	
Insurance		\$20.00	day	\$0.00	
Other Expenses (Office) - GST PST Included				\$0.00	.2% x project budget
Workshop		\$25.00	day	\$0.00	
<b>Administration Total</b>	0%			<b>\$0.00</b>	
<b>Equipment</b>					
	<b>Build Out</b>	<b>1</b>	<b>days</b>		
Truck	25	\$0.58	km	\$14.50	
Chainsaw	1	\$25.00	day	\$25.00	per saw (includes fuel)
Tools - Daily	1	\$15.00	day	\$15.00	for hand tools (combined)
Safety - Daily	1	\$10.00	day	\$10.00	includes spill kit and PPEs
Field Phones (Cell) - Daily	2	\$3.50	day	\$7.00	2 per day
<b>Equipment Total</b>	6%			<b>\$71.50</b>	
<b>Signs</b>					
Signs - En Route (4x4)	4	\$20.00	sign	\$80.00	
Blazes		\$2.00	blz	\$0.00	avg x2/30m
<b>Materials Total</b>	7%			<b>\$80.00</b>	
<b>Sub-Total</b>				<b>\$1,051.30</b>	
Contingency	10%			\$105.13	
MINUS GST - 50% rebate					MINUS GST - 50% rebate
<b>Project Total</b>				<b>\$1,156.43</b>	
	metres			budget cost/metre	
Overall Average cost/meter	30			\$38.55	



Item 7.4

## CITY OF SALMON ARM

Date: March 8, 2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Social Impact Advisory Committee Meeting Minutes of February 19, 2021, be received as information.

### Vote Record

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

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

# CITY OF SALMON ARM

Minutes of the Social Impact Advisory Committee meeting held electronically on Friday, February 19, 2021, at 8:00 a.m.

## PRESENT:

Councillor Louise Wallace Richmond	City of Salmon Arm, Chair
Glenda Cooper	Canadian Mental Health Association
Kristy Smith	Okanagan Regional Library
June Stewart	Shuswap Children's Association
Jen Gamble	Shuswap Immigrant Services
David Parmenter	Interior Health Association-Mental Health
Paige Hilland	Shuswap Area Family Emergency (SAFE) Society
Kim Sinclair	Aspiral Youth Partners
Barb Puddifant	City of Salmon Arm, Recorder

## ABSENT:

Gudrun Malmqvist	Okanagan College
Jo-Anne Crawford	Shuswap Family Centre
	Shuswap Association for Community Living (SACL)

## GUEST:

Tristan Markle	SPARC BC
Lorraine Copas	SPARC BC
Allie Lynch	SPARC BC
Lindsay Wong	Downtown Salmon Arm

The meeting was called to order at 8:00 a.m.

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

Addition of Item 6. a) – Minister Meeting, February 23, 2021

Moved: David Parmenter

Seconded: Kim Sinclair

THAT: the Social Impact Advisory Committee Meeting Agenda of February 19, 2021, be approved with additions.

**CARRIED UNANIMOUSLY**

**4. Approval of Minutes of January 15, 2021 Social Impact Advisory Committee Meeting**

Moved: Kim Sinclair

Seconded: Paige Hilland

THAT: the minutes of the Social Impact Advisory Committee Meeting of January 15, 2021 be approved as circulated.

**CARRIED UNANIMOUSLY**

**5. Old Business/Arising from minutes****a) SPARC Update - Tristan Markle/Lorraine Copas/Allie Lynch**

Tristan Markle outlined the community data provided to date and requested input from the Committee on the organizational and client survey process.

The Committee discussed the most effective way to issue the survey in order to effectively reach the intended demographic and the logistics of distributing honoraria in the way of gift cards to the survey participants. June Stewart, Shuswap Children's Association, Paige Hilland, Shuswap Area Family Emergency Society and Glenda Cooper, Canadian Mental Health Association will assist SPARC with options for gift cards.

The next phase of engagement will include focus groups with organizations and will be discussed at the next meeting of the Committee.

**b) Housing Project Update - Glenda Cooper**

Glenda Cooper updated the Committee on the CMHA Housing projects and reported that the first families will be moving into the "Larch" building beginning the week of February 22, 2021. CMHA anticipates that the "Birch" building will be ready for occupancy in May or June of this year. The "Cedar" building will be supportive housing. CMHA is launching a partnership with Community Living BC regarding the "Cedar" building.

**c) Follow up Fall Fair staff meeting**

Councillor Wallace Richmond outlined the recent meeting of local groups with the Salmon Arm and Shuswap Lake Agricultural Association dealing with issues at the Fall Fair grounds. This group discussed the idea of a coordinated response model to deal with individuals on a case by case basis. There will be further meetings to discuss this model and the privacy concerns that this model could create.

**6. New Business**

**a) Minster Meeting, February 23, 2021**

Councillor Wallace Richmond outlined the upcoming meeting with the Minister of Mental Health and Addictions scheduled for February 23, 2021 with Council. The purpose of this meeting will be to discuss what actions are currently successful and not successful. Councillor Wallace Richmond will update the Committee at the next meeting of the Committee.

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

**8. Next meeting - Friday, March 19, 2021 at 8:00 a.m.**

**9. Adjournment**

Moved: June Stewart

Seconded: Kim Sinclair

THAT: the Social Impact Advisory Committee Meeting of February 19, 2021 be adjourned.

**CARRIED UNANIMOUSLY**

The meeting adjourned at 8:52 a.m.

---

Councillor Louise Wallace Richmond, Chair

Minutes received as information by Council at their Regular Meeting of

, 2020.

Item 7.5

## CITY OF SALMON ARM

Date: March 8, 2021

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the Downtown Parking Commission Meeting Minutes of February 23, 2021, be received as information.

### Vote Record

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

Opposed:

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

## CITY OF SALMON ARM

Minutes of the Downtown Parking Commission Meeting held by electronic means on Tuesday, February 23, 2021.

### PRESENT:

Chad Eliason	Councillor, City of Salmon Arm
Bill Laird	Member at Large
Vic Hamilton	Member at Large, Chair
Cathy Ingebrigston	Member at Large
Linda Thompson	Downtown Salmon Arm Representative
Gerald Foreman	Downtown Salmon Arm Representative
Jacquie Gaudreau	Downtown Salmon Arm Representative
June Stewart	Downtown Salmon Arm Representative
Jenn Wilson	Resource Personnel, City Engineer
Marcel Bedard	Resource Personnel, Bylaw Officer
Maurice Roy	Resource Personnel, Manager Permits & Licencing

### ABSENT:

Reagan Ready	Member at Large
--------------	-----------------

### GUEST:

The meeting was called to order at 8:00 a.m. by Councillor Chad Eliason.

### 1. INTRODUCTIONS AND WELCOME

### 2. PRESENTATIONS

Vic Hamilton entered the meeting at 8:05 a.m.

### 3. APPROVAL / CHANGES / ADDITIONS TO AGENDA

Moved: Jacquie Gaudreau

Seconded: June Stewart

THAT: the Downtown Parking Commission Meeting Agenda of February 23, 2021 be approved as circulated.

CARRIED UNANIMOUSLY

4. APPROVAL OF MINUTES FROM JANUARY 19, 2021

Moved: Cathy Ingebrigston

Seconded: Jacquie Gaudreau

THAT: the Downtown Parking Commission Meeting Minutes of January 19, 2021 be adopted as circulated.

CARRIED UNANIMOUSLY

5. OLD BUSINESS ARISING FROM MINUTES

6. NEW BUSINESS

- a. Parking enforcement – Public Notice (for information)

Received as information.

- b. DPC members approval

Council has appointed Cathy Ingerbrigston, Vic Hamilton, Regan Ready and Bill Laird to serve on the Downtown Parking Commission for the two year term ending February 27, 2023.

- c. Downtown Parking Strategic Plan Update  
Jenn Wilson, City Engineer, outlined the draft Downtown Parking Strategic Plan provided by ISL. The Commission members did not find the report satisfactory. Some specific recommendations for improving the report were to upgrade the graphics, expand on the areas designated for off street parking, take into consideration the north side of the CP rail tracks for parking expansion, expand on electric vehicle charging stations, development of the 4<sup>th</sup> Street parking lot for a future parkade site and could include a review of the Downtown Parking area boundaries.

7. OTHER BUSINESS

8. NEXT MEETING – Tuesday, March 16, 2021

The next meeting of the Downtown Parking Commission will be Tuesday, March 16, 2021. Chairperson will be Regan Ready.

9. ADJOURNMENT

Moved: Vic Hamilton

Seconded: Jacquie Gaudreau

THAT: the Downtown Parking Commission Meeting of February 23, 2021 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned 8:27 a.m.



Marcel Bedard  
City Bylaw Officer

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



Item 7.6

## CITY OF SALMON ARM

Date: March 8, 2021

Moved: Councillor Lavery

Seconded: Mayor Harrison

THAT: the Active Transportation Task Force Meeting Minutes of March 1, 2021, be received as information.

### Vote Record

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

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

## CITY OF SALMON ARM

Minutes of the Meeting of the Active Transportation Task Force held by electronic means on Monday, March 1, 2021 at 10:00 a.m.

### PRESENT:

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

City of Salmon Arm, Chair  
City of Salmon Arm, Chair  
Shuswap Trail Alliance  
Downtown Salmon Arm  
School District No. 83  
Shuswap Cycling Club  
Greenways Liaison Committee  
Interior Health (entered the meeting at 10:15 a.m.)  
Citizen at Large  
Citizen at Large  
Citizen at Large  
Citizen at Large  
City of Salmon Arm, Planner  
City of Salmon Arm, City Engineer  
City of Salmon Arm, Recorder

### ABSENT:

Kristy Smith  
Lana Fitt  
Louis Thomas  
Gina Johnny  
Gary Gagnon

Social Impact Advisory Committee  
Salmon Arm Economic Development Society  
Councillor, Neskonlith Indian Band  
Councillor, Adams Lake Indian Band  
Citizen at Large

### GUESTS:

The meeting was called to order at 10:04 a.m.

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

#### 2. Acknowledgement of Traditional Territory

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

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

The Agenda for the March 1, 2021 Active Transportation Task Force Meeting was approved by general consensus of the Task Force members.

**4. Approval of minutes from February 1, 2021**

Moved: Steve Fabro

Seconded: Craig Newnes

THAT: The minutes of the Active Transportation Committee Meeting of February 1, 2021 be approved.

CARRIED UNANIMOUSLY

**5. Presentations****6. Old Business / Arising from Minutes****7. New Business****a) Next Steps**

Councillor Lavery expanded on the February 1, 2021 idea of creating sub-groups within the Task Force to address specific tasks.

Preparation for RFP sub-group - A working sub-group consisting of a representative from the Shuswap Trail Alliance, Joe Johnson, David Major, Anita Ely and City staff will meet to prepare for the anticipated Request for Proposals to be offered by the Provincial Government. Joe Johnson will be the coordinator for this group. The importance of reviewing previous RFPs being ready for the intake deadline was discussed.

Interim Ideas sub-group - A working sub-group consisting of Councillor Lavery, Craig Newnes, Phil McIntyre-Paul and Blake Lawson will meet to review specific beneficial projects and Active Transportation routes. Blake Lawson will be the coordinator for this group.

**b) Trello update**

Councillor Lavery outlined the Trello platform changes and the Terms of Service revisions.

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

Mayor Harrison will provide information on communications with the Neskonlith Indian Band and the Adams Lake Indian Band at the April 6, 2021 meeting of the Task Force.

City staff will provide a summary overview of current and upcoming City projects at the April 6, 2021 meeting of the Task Force.

Phil McIntyre-Paul provided an overview of completed, current and anticipated projects by the Shuswap Trail Alliance.

9. Next Meeting - April 6, 2021

10. Adjournment

Moved: Joe Johnson

Seconded: Blake Lawson

THAT: the Active Transportation Task Force Meeting of March 1, 2021 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 10:54 a.m.

---

Mayor Alan Harrison, Co-Chair

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Councillor Tim Lavery, Co-Chair

Received for information by Council the                      day of                      , 2021.

Item 7.7

## CITY OF SALMON ARM

Date: March 8, 2021

Moved: Councillor Cannon

Seconded: Councillor Eliason

THAT: the Community Heritage Commission Meeting Minutes of March 1, 2021, be received as information.

### Vote Record

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

Opposed:

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

# CITY OF SALMON ARM

Minutes of the **Community Heritage Commission** Meeting held by electronic means on **Monday, March 1, 2021** at 2:00 p.m.

## PRESENT:

Pat Kassa, R.J. Haney Heritage & Museum  
 Maureen Shaffer  
 Mary Landers  
 Linda Painchaud  
 Cindy Malinowski, R.J. Haney Heritage & Museum  
 Councillor Debbie Cannon, Chair  
 Barb Puddifant, City of Salmon Arm, Recorder  
 Brenda Kolenbrander, City of Salmon Arm Planner

## ABSENT:

Deborah Chapman, R.J. Haney Heritage & Museum

## GUESTS:

The meeting was called to order at 2:00 p.m.

### 1. Introductions and Welcome

### 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 / changes / additions to Agenda

Moved: Mary Landers

Seconded: Cindy Malinowski

THAT: the Agenda for the March 1, 2021 Community Heritage Commission Meeting be approved as circulated.

**CARRIED UNANIMOUSLY**

### 5. Approval of Minutes of February 1, 2021 Community Heritage Commission Meeting

Moved: Maureen Shaffer

Seconded: Mary Landers

THAT: the minutes of the Community Heritage Commission Meeting of February 1, 2021 be approved.

**CARRIED UNANIMOUSLY**

**6. Old Business /Arising from minutes****a) Heritage Week Update**

Councillor Cannon noted R.J. Haney Heritage & Museum's activities during Heritage Week including the On This Spot scavenger hunt. The success of the Community Heritage awards presentation was discussed by the Commission members.

**b) Maintenance for Existing Plaques**

Councillor Cannon advised that the maintenance work on 3 plaques is underway.

**c) Heritage Inventory**

Pat Kassa and Linda Painchaud continue to work on the Heritage Inventory.

**7. Other Business &/or Roundtable Updates****a) 2571 Lakeshore Road NE - Deborah Chapman**

In Deborah Chapman's absence, Pat Kassa spoke regarding the registered owner's desire to be included on the Heritage register and stated that the owner is in the process of investigating the history of the home.

**b) Seniors Drop-in Centre - 31 Hudson Avenue NE**

Councillor Cannon outlined the work that has been completed on this building as well as upcoming maintenance.

**8. Next Meeting**

April 19, 2021 at 2:00 p.m.

**8. Adjournment**

The Community Heritage Commission Meeting of March 1, 2021 adjourned at 2:28 p.m.

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Debbie Cannon, Chair

Received for information by Council on the            day of            , 2021

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Item 8.1

## CITY OF SALMON ARM

Date: March 8, 2021

### Board in Brief - February 2021

#### **Vote Record**

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

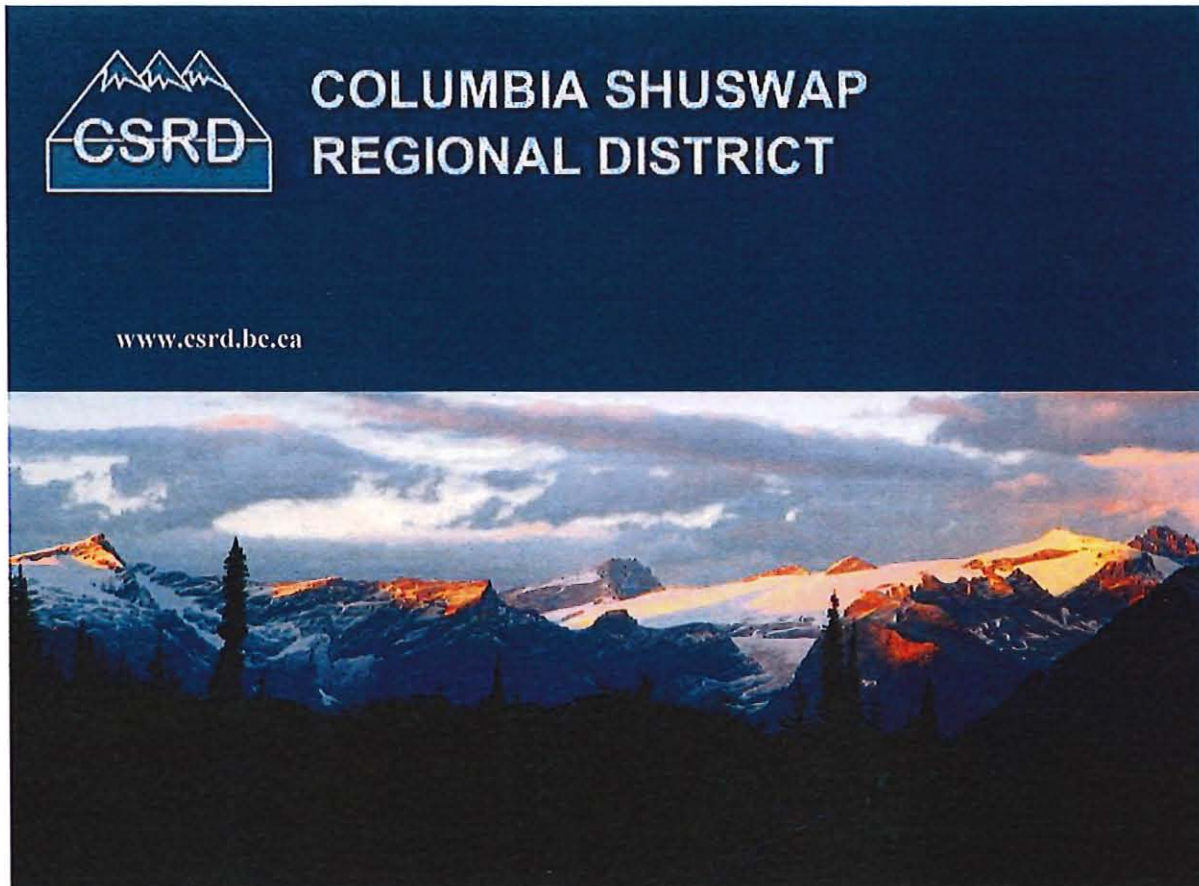
Opposed:

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

**Caylee Simmons**

---

**From:** Columbia Shuswap Regional District <communications@csrd.bc.ca>  
**Sent:** February-24-21 11:52 AM  
**To:** Caylee Simmons  
**Subject:** #YourCSRD - February 2021



## #YourCSRD - February 2021

February 2021



Web version

## Highlights from the Regular Board Meeting

## Business arising from Minutes

## SILGA 2021 Convention

The Southern Interior Local Government Association (SILGA) has issued its annual request for resolutions. Staff was directed to prepare and circulate a resolution regarding compliance issues with the Ministry of Environment to Directors for their approval and subsequent submission to SILGA.



## Correspondence

**Letter of Support for TELUS Application to the Universal Broadband Fund (February 4, 2021)**

The CSRD Board endorsed a letter sent to TELUS supporting its application to the Universal Broadband Fund to expand and improve wireless service at 16 sites in the CSRD region. **View letter.**

**Columbia Basin Broadband Corporation application to the Universal Broadband Fund**

The Board agreed to support the Columbia Basin Broadband Corporation's application to the federal government's Universal Broadband Fund for wireless improvements in Electoral Area A and Golden. This includes a funding commitment of \$966,000 over six fiscal years with an annual commitment from the CSRD (Electoral Area A) of \$161,000. The resolution will now be forwarded to the Town of Golden Council seeking support for that portion of the proposed funding plan that would rely on accessing Golden/Area A Economic Opportunity Fund (EOF) reserves of \$239,000 and a further commitment of \$114,300 in each of fiscal years 2021 and 2022 from the Golden/Area A EOF. **View letter.**

## Committee Reports

**Sicamous-to-Armstrong Rail Trail Governance Advisory Committee (January 15, 2021)**

The Board endorsed recommendations from the committee to update the development plan reflecting Splatšin te Secwépemc statements, setting a 349.8 m design flood elevation level and approving two separate grant applications for funds to go towards building a test section of the trail.

**View trail development plan.**

## Business General

### **Service Agreement with the Newly Formed Shuswap Economic Development Society**

The Board agreed to enter into a Service Agreement with the Shuswap Economic Development Society to deliver sub-regional economic development programs and services in Electoral Areas C, D, and F for a four-year term. **View report.**

**CSRD Landfill Authorization and Compliance Workshop with the Ministry of Environment**

Chair Kevin Flynn and Vice Chair Rhona Martin will represent the CSRD Board of Directors at a Ministry of Environment Landfill Authorization and Compliance virtual workshop. They will report the outcomes to the Board at a subsequent meeting. **View report.**

**Servicing Agreement Amendment – Little Shuswap Lake Band**

The Board endorsed the amended Servicing Agreement with the Little Shuswap Lake Band for the provision of Regional District Services to the Reserve Lands as identified within the amended agreement, for a five-year term. This will allow for the reinstatement of mosquito control in Scotch Creek. **View report. View media release.**

## BGC Engineering – Geohazard Risk Prioritization Study Report

The Board received the Geohazard Risk Prioritization Study report for information. **View report.**

## MIABC Service Provider Agreement – Regional District of Central Okanagan.

The Board authorized the Municipal Insurance Association of BC to add the Regional District of Central Okanagan as an Associate Member to its policy for liability insurance purposes in regards to the administration of the E-COMM 911 contract, for a one-year term. **View report.**

#### **Community Emergency Preparedness Fund Grant Application**

Board authorized an application to the Community Emergency Preparedness Fund Emergency Support Services (ESS) program for a maximum amount of \$47,734. If successful, the funds will be directed towards technology improvements and training for ESS volunteers in the Revelstoke and Golden areas. **View report.**

#### **EMBC Financial Guidelines**

Board approved sending a letter to the Minister of Public Safety and Solicitor General outlining the CSRD's concerns with the Financial Assistance for Emergency Response Costs Guide for BC First Nations and Local Authorities document released by Emergency Management BC. Copies of the letter will also be sent to local MLAs, as well as the Union of BC Municipalities. **View report.**

### **Business General & Business by Area**

#### **Grant-in-Aid Requests**

The Board approved allocations to organizations to Electoral Areas C and E from the 2021 electoral grants-in-aid. **View report.**

#### **Electoral Area A/Town of Golden: EOF Application – Golden Community Social Services Co-op**

The Board approved funding from the Revelstoke and Area A Economic Opportunity Fund to the Golden Community Social Services Coop in the amount of \$50,000 for development of the Kinbasket Reservoir Region Local Leadership Committee. **View report.**

#### **Electoral Area C: Electoral Area C Parks Community Works Funds**

The Board approved \$300,000 plus applicable taxes from the Electoral Area C Community Works Fund allocation for the construction of a new community park located in Eagle Bay. In addition, the Board approved spending up to \$105,000 for asphalt resurfacing of the multi-purpose play court and chain link fencing replacement at Sorrento Blind Bay Park. **View report. View media release.**

#### **Electoral Area D: Electoral Area D Community Works Fund – Silver Creek Fire Hall Water System Upgrade**

As the current well at the Silver Creek Fire Hall and community park has been compromised, the Board approved spending up to \$40,000 from the Electoral Area D Community Works Fund for upgrades to the existing water source. **View report.**

#### **Electoral Area F: Crown Land Lease for Crowfoot Communications Site**

The Board agreed to acquire the licence for the remaining term of eight years from the Province of BC for the Crowfoot Communication Site. **View report.**

### **Administration bylaws**

#### **Electoral Area E: Solsqua Road Railway Crossing Anti-Whistling Service Bylaw No. 5826, 2021**

The CSRD Board gave three readings to a bylaw to cover the additional liability costs for the cessation of train whistling at the Solsqua Road Railway Crossing. **View report.**





## LAND USE MATTERS

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

#### **Electoral Area B: Development Variance Permit No. 641-40B (Illecillewaet Development Inc.)**

The subject property is located 3562 Greely Road, outside the City of Revelstoke. The owners are applying for a 17-lot subdivision in the Comprehensive Development B4: CDB4 (Illecillewaet Development Inc.) Zone. They are requesting variances to waive water and sewer requirements for four commercial lots and water requirements for 13 residential lots. The Board agreed to the DVP for the commercial lots subject to the registration of a Section 219 Covenant, but denied the application for the water variance on the residential lots. **View report.**

#### **Electoral Area C: Development Variance Permit No. 701-109 (Weinberger)**

The subject property is located in Electoral Area C at 3959 Eagle Bay Road in Eagle Bay. Currently there are two dwellings on the property and this proposal includes reconstructing the single family dwelling (cabin) and converting the second dwelling (carriage house) to an accessory building. The owners have applied for a 0.7m height variance to the carriage house. The Board approved the DVP, subject to the issuance of a Hazardous Lands (Steep Slopes), Lakes 100 m, and Riparian Areas Regulation Development Permit. **View report.**

#### **Electoral Area C: Development Variance Permit No. 701-107 (Sanvido)**

The subject waterfront property is located at 4855 Parker Road, Eagle Bay. A retaining wall, constructed in 2018, requires variances to the rear parcel line, interior parcel, and exterior side parcel line setbacks. The Board approved the DVP. **View report.**

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

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

The applicants have applied to recognize the existing fixed dock associated with 673 Swanbeach Road, Swansea Point. This dock is not currently in compliance with the required setbacks and has a larger surface area and wider walkway than is permitted by the zoning. The applicant has also proposed to increase the number of permitted private mooring buoys for this property to allow for two buoys. The Board gave second reading to the application, as amended. **View report.**

#### **Electoral Area D: Covenant Discharge Request (Reeve) Bylaw No. 2546**

The subject property is located at 2760 Yankee Flats Road, Yankee Flats. The owners of the subject property are requesting that a covenant be discharged so the property can be subdivided into two

lots, each with a minimum parcel size of 8 ha. The board authorized the discharge of the covenant.  
**View report.**

**Electoral Area C: Lakes Zoning Amendment (Kahane) Bylaw No. 900-31C**

The owners of the subject property, located at Crescent Bay, would like to add a special regulation to the FP - Foreshore Park Zone. This would permit a dock and buoy, applicable to Gazelle Road only, to allow for boat access to the upland, water-access-only property. The Board gave first reading to the application and directed staff to refer the bylaw to applicable agencies and First Nations. The Board also agreed to waive the public hearing for the proposed bylaw amendment.

**View report.**

**Release of In-Camera Resolutions**

The following resolutions were released from the In-Camera session of the February 18, 2021 meeting:

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

The Board accepted the resignation of Tim Van Den Heuvel from the Sorrento-Blind Bay Incorporation Committee.

**Sicamous-to-Armstrong Governance Advisory Committee – Appointment**

The Board approved the appointment of Jeff Mallmes to the Sicamous-to-Armstrong Rail Trail Governance Advisory Committee, representing the District of Sicamous.

**NEXT BOARD MEETING**

The Regular CSRD Board Meeting will be held Thursday, March 18, 2021 at 9:30 AM at the CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm.

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

Currently, the public is not allowed to attend Board meetings in-person, but can view the meetings electronically. Information on how to register will be available on the Events tab of the CSRD website as of Friday, March 12, 2021.

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



Columbia Shuswap Regional District  
555 Harbourfront Drive NE, PO Box 978  
Salmon Arm, BC V1E 4P1  
[www.csrld.bc.ca](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**

Item 9.1

## CITY OF SALMON ARM

Date: March 8, 2021

Moved: Councillor

Seconded: Councillor

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

### Vote Record

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

Opposed:

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



# CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: February 24, 2021

Subject: Agricultural Land Commission Application No. 403 (Subdivision)

Legal:	Lot 3, Section 8, Township 20, Range 9, W6M. KDYD, Plan 1888A, Except Plans M13835, H251 and H10964
Civic Address:	2240 Highway 97B SE
Owner:	Sharleen Miller
Agent:	Lawson Engineering Ltd. (Jessica Johnson)

## STAFF RECOMMENDATION

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

## PROPOSAL

The applicant is proposing a 2 lot subdivision in the Agricultural Land Reserve. The subdivision is intended for a relative.

## BACKGROUND

The applicant is proposing a two (2) lot subdivision of the subject property (Appendix 7). The proposed lot boundary is a tributary of Canoe Creek, traversing south to north approximately 120m east of Highway 97B. The proposed Lot 1 would be approximately 3.8ha (9.4ac) and the proposed Remainder Lot would be approximately 14.8ha (36.6ac). The Proposed Lot 1 is the location for the most active part of the existing farm operation (cattle and hay operations) and single family dwelling. The proposed Remainder Lot is used for hay-making operations and grazing. The applicant has stated in the ALC application that in accordance with Section 514 of the *Local Government Act* the proposed Remainder Lot is to provide a residence for her child. The expectation is that the property will continue to be used for farming operations by the family. The ALC application is enclosed as Appendix 8.

The subject property is approximately 18.9ha (46.7ac) in area and comprises of a large portion on the east side of Highway 97B and a smaller portion on the west side of Highway 97B (Appendices 1 and 2). It is within the Agricultural Land Reserve (ALC), designated in the Official Community Plan as Acreage Reserve and zoned A-2 Rural Holding Zone (see Appendices 3, 4 and 5). The subject property is outside of the Urban Containment Boundary. The Soil Class Map (Appendix 6) shows class 4 and class 5 soils.

Adjacent land uses include the following:

North:	A2 – Rural Holding Zoning/Rural Residential
South:	A2 – Rural Holding Zoning/Rural Residential
East:	A2 – Rural Holding Zoning/Rural Residential
West:	A2 – Rural Holding Zoning/Rural Residential

In terms of growth management the OCP specifically discourages subdivision outside of the Urban Containment Boundary as a means to maintain large parcels within the Rural areas and keep urban development contained. The only alternative to these strict growth management policies is subdivision under Section 514 and/or the ALC Homesite Severance Policy. As per the OCP, these application types are only considered on ALR properties larger than 8.0ha.



Local Government Act Section 514 – Subdivision to Provide Residence for a Relative

A Section 514 subdivision is a special clause in the Local Government Act (LGA) that allows for the subdivision of a parcel that would otherwise be prevented by minimum parcel size requirements set out by a zoning bylaw and may be approved provided that:

- 1) No parcel created under Section 514 can be less than 2ha;
- 2) The land owner must have owned the property for at least 5 years prior to application;
- 3) The purpose of the subdivision is to provide a separate residence for a relative and;
- 4) A parcel created under Section 514 cannot be further subdivided under the same Section.

The legislation allows local governments to set parcel size limits in relation to Section 514 subdivisions and as previously mentioned, the OCP supports 514 subdivision applications within the ALC provided that the parent parcel is greater than 8.0ha. Zoning Bylaw No. 2303, Section 4.16 sets the same 8.0ha minimum parent parcel area for these types of subdivision.

In considering subdivision applications in the ALR, the ALC reviews Section 514 subdivision applications under the ALC Homesite Severance policy. The application must meet the minimum requirements of Section 514 but in the case of a Homesite Severance application, the land owner must prove that they owned the property prior to 1972 and may be required to register a Land Title Act Section 219 Covenant preventing the sale of the subject property for a five year period after a parcel is created under Section 514. In addition, the ALC also considers good land use criteria and may refuse a subdivision application on the basis that the subdivision may compromise agricultural integrity of the area. Despite this the ALC may still consider this application even though the owners purchased the property after 1972.

In considering subdivision applications a number of factors are considered by City staff, including access, servicing, environmental, and geotechnical requirements. With regard to the proposal, in May 2020 a Preliminary Layout Review Letter was issued that itemized the conditions of approval for a two (2) lot subdivision of the subject property. Through that application it was determined that access to proposed Lot 1 would utilize the existing access from Highway 97B and access for the proposed Remainder Lot would be from the north east portion of the subject property, via 20 Avenue SE. The subject property is bisected by a potentially fish bearing creek. The subdivision is proposed along the creek. In compliance with OCP the 30m Riparian Streamside Protection and Enhancement Area on either side of the creek is to be covenanted to ensure that there no development, encroachments or disturbances occur within the 30m area. It should be also be noted that as a condition of subdivision, should the ALC not support the application the subdivision may not proceed.

COMMENTSEngineering Department

No concerns with ALC application.

Building Department

No concerns.

Fire Department

No concerns.

Agricultural Advisory Committee

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

THAT: The AAC recommends that ALC Application No. 403 be forwarded to the ALC.

Planning Department

The application to subdivide the subject property for a relative is supported by the OCP and the proposed lot sizes are consistent with the A2 (Rural Holding) Zone. Given preliminary assessment of the proposed subdivision staff support the ALC application.



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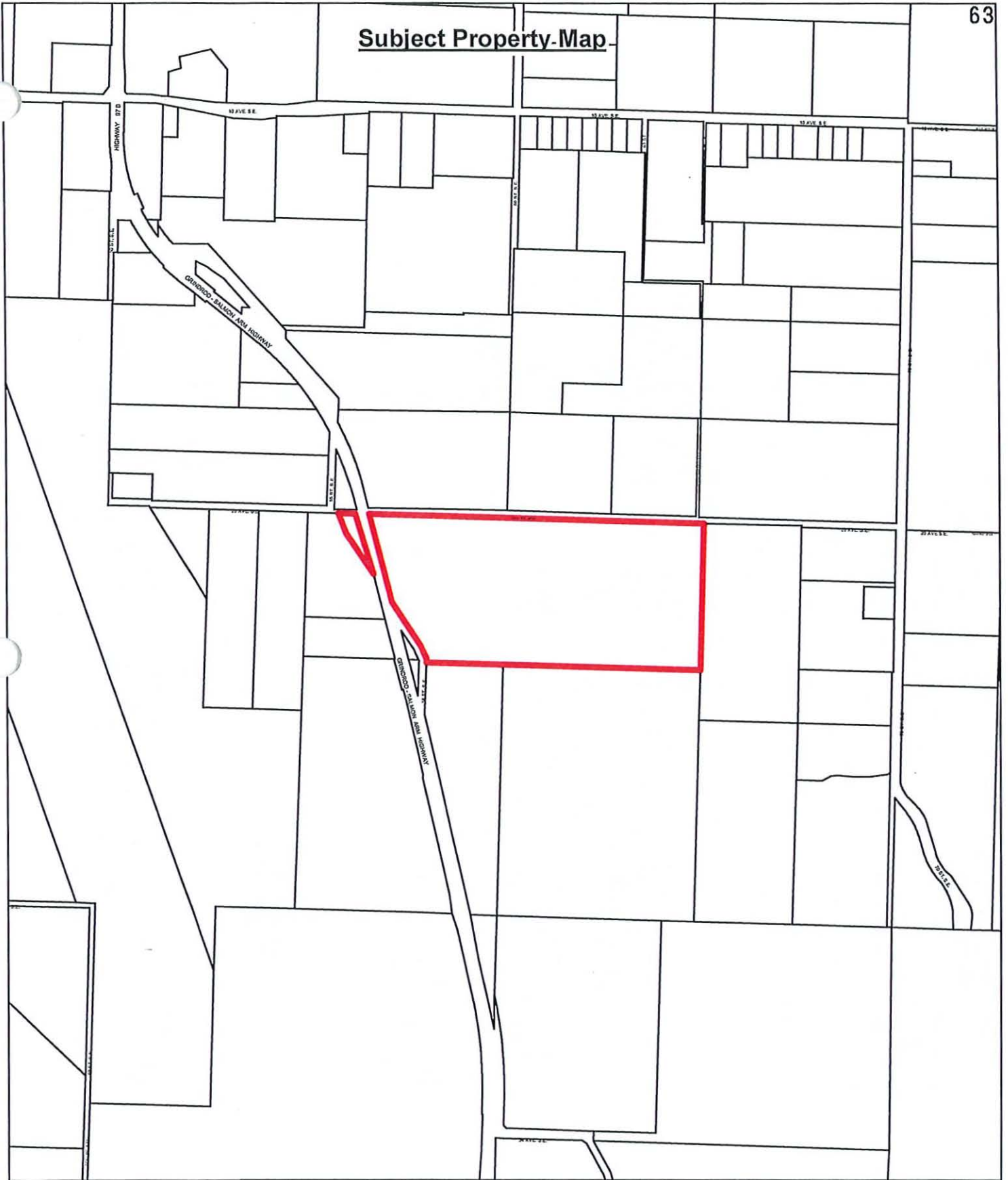
Prepared by: Melinda Smyrl, MCIP, RPP  
Planner



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

Subject Property-Map

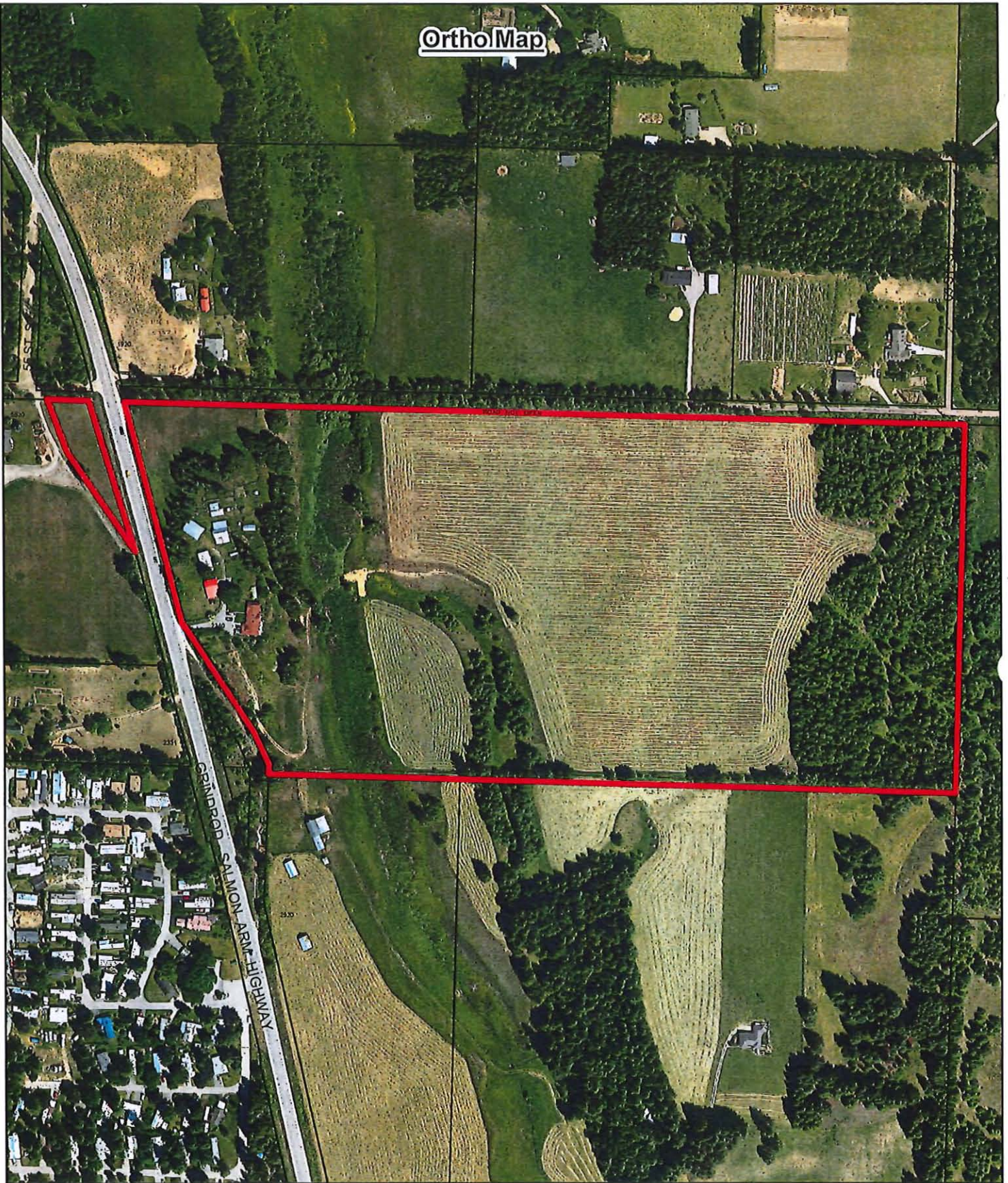


0 125 250 500 750 m

 Subject Property  
 Parcels



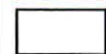
OrthoMap



0 50 100 200 300 m



Subject Property



Parcels



OCP Map

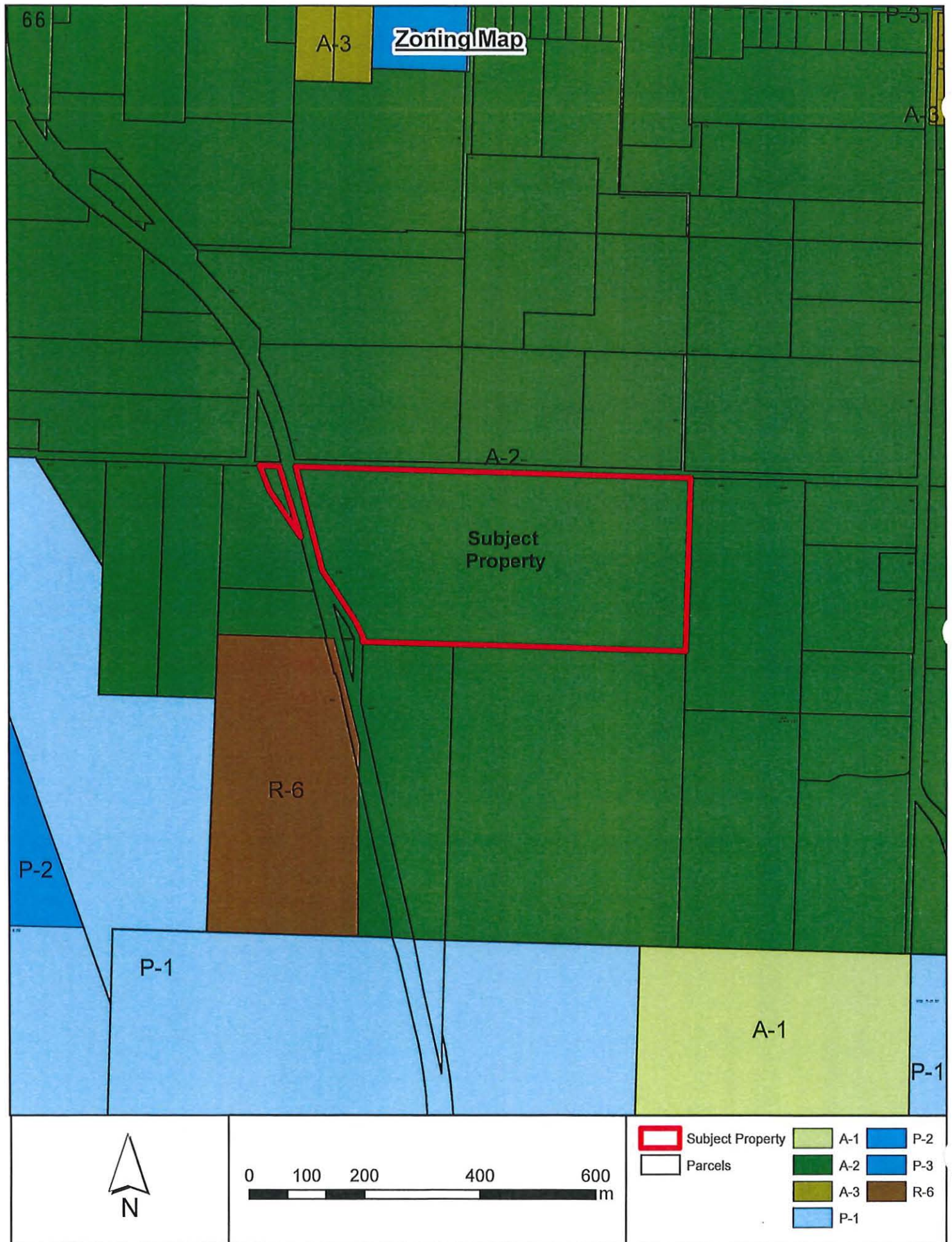
65

Subject Property



- |   |                  |   |                               |
|---|------------------|---|-------------------------------|
|  | Subject Property |  | Acreage Reserve               |
|  | Parcels          |  | Park                          |
|   |                  |  | Institutional                 |
|   |                  |  | Industrial - Airside          |
|   |                  |  | Suspected Fish Bearing Stream |







**ALR Map**

**Subject  
Property**



0 100 200 400 600  
m

 Subject Property  
 Parcels



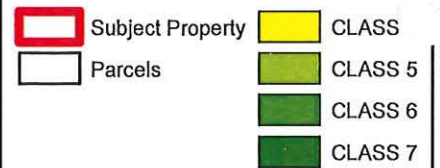
68

Unimproved Soil Class Map

3 T M

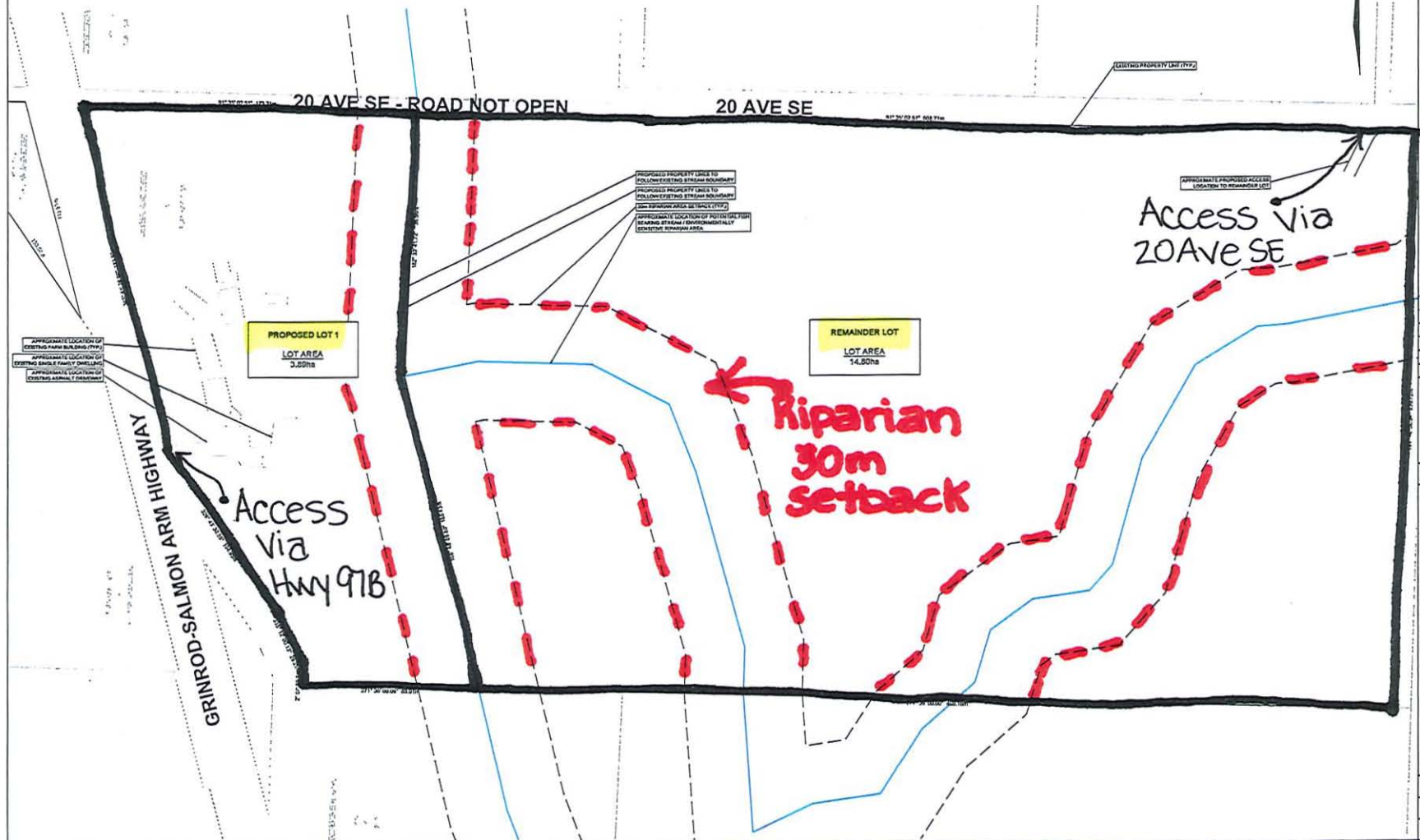
4 T M

M 4 T





LOT 3 SECTION 8 TOWNSHIP 20 RANGE 9  
WEST OF THE 6TH MERIDIAN KAMLOOPS  
DIVISION YALE DISTRICT PLAN 1888A  
EXCEPT PLANS M13835, H251 AND H10964



### LEGEND

- [illegible]

- NOTES:
- 1) CONTRACTOR TO VERIFY LOCATION OF ALL EXISTING UTILITIES WITH ALL UTILITY COMPANIES PRIOR TO DIGGING.
  - 2) CONTRACTOR TO CO-ORDINATE UTILITY RELOCATION WORKS WITH UTILITY COMPANIES AS REQUIRED.
  - 3) ALL CONSTRUCTION TO BE IN ACCORDANCE WITH CITY OF SALMON ARM SUBDIVISION AND DEVELOPMENT SERVICING BYLAW# 4163.

NO.	DATE	DESCRIPTION	BY	APPROV
REVISIONS				
DESIGN	JGJ			
DRAWN	JGJ			
DATE	2020-03-19			
CHECKED	BTL			



PO BOX 1000 GARDINER MONT 59723-1000

SHARLEEN  
MILLER

2240 GRINROD-SALMON  
ARM HIGHWAY  
SALMON ARM, BC

SECTION 514  
PROPOSED  
SUBDIVISION  
SKETCH PLAN

PROJECT No.	178-2	
SPICET	1 <sup>OF</sup> 1	
DWG. No.	S-1	REV. No. 0



## Provincial Agricultural Land Commission - Applicant Submission

**Application ID:** 61847

**Application Status:** Under LG Review

**Applicant:** Sharleen Miller

**Agent:** Lawson Engineering Ltd.

**Local Government:** City of Salmon Arm

**Local Government Date of Receipt:** 12/11/2020

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

**Proposal Type:** Subdivision

**Proposal:** The purpose of the proposal is to subdivide one 18.9 Ha lot, located completely in the ALR, into two proposed lots. The proposal is to be reviewed under Section 514 of the Local Government Act, as such the owner proposes to subdivide the remaining lot to provide a residence for her child.

### Agent Information

**Agent:** Lawson Engineering Ltd.

**Mailing Address:**

825C Lakeshore Drive W

Salmon Arm, BC

V1E 1E4

Canada

**Primary Phone:** (250) 832-3220

**Email:** jessica@lawsondevelopments.com

### Parcel Information

#### Parcel(s) Under Application

1. **Ownership Type:** Fee Simple

**Parcel Identifier:** 007-883-668

**Legal Description:** LOT 3 SECTION 8 TOWNSHIP 20 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 1888A EXCEPT PLANS M13835, H251 AND H10964

**Parcel Area:** 18.9 ha

**Civic Address:** 2240 Grinrod-Salmon Arm Highway

**Date of Purchase:** 10/01/1999

**Farm Classification:** Yes

**Owners**

1. **Name:** Sharleen Miller

**Address:**

2240 Grinrod-Salmon Arm Highway

Salmon Arm, AB

V1E 1X6

Canada

**Phone:** (250) 832-9367

**Email:** j\_smiller@shaw.ca

**Applicant:** Sharleen Miller

## Ownership or Interest in Other Lands Within This Community

1. **Ownership Type:** Fee Simple  
**Parcel Identifier:** 004-496-477  
**Owner with Parcel Interest:** Sharleen Miller  
**Parcel Area:** 0.2 ha  
**Land Use Type:** Residential  
**Interest Type:** Full Ownership
- 

## Current Use of Parcels Under Application

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

*The agriculture that currently takes place on this parcel is primarily hay crops and the rearing of cattle for beef.*

*Approximately 9.12 Ha is used as hay crops.*

*Approximately 4 cattle are raised each year. The owner has also pastured cattle for neighbours in recent years.*

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

*The agricultural improvements made to the property include the complete fencing and cross fencing of the parcel. The creek has been fenced near the culvert to protect the cattle. The land has been updated to include fixtures such as loafing pens, a hay barn, an agricultural equipment shed, and a shop for repairs of agricultural equipment and land fixtures.*

*Improvements have been made to the stream crossing to protect the stream and safe passage to the hayfields and cattle pastures.*

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

*The non-agricultural uses that currently take place on the parcel include a single-family residential home located along the western property boundary. The home is occupied by the owner of the lands who maintains the agricultural uses.*

## Adjacent Land Uses

### North

**Land Use Type:** Agricultural/Farm

**Specify Activity:** Hay crops and beef cattle rearing

### East

**Land Use Type:** Unused

**Specify Activity:** Treed area

### South

**Land Use Type:** Agricultural/Farm

**Specify Activity:** Hay Crops and beef cattle rearing

### West

**Applicant:** Sharleen Miller

**Land Use Type:** Residential

**Specify Activity:** Beef cattle rearing and single family dwelling

## Proposal

### 1. Enter the total number of lots proposed for your property.

4.1 ha

14.8 ha

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

*The purpose of the proposal is to subdivide one 18.9 Ha lot, located completely in the ALR, into two proposed lots. The proposal is to be reviewed under Section 514 of the Local Government Act, as such the owner proposes to subdivide the remaining lot to provide a residence for her child.*

### 3. Why do you believe this parcel is suitable for subdivision?

*The parcel is suitable for subdivision as it is in full accordance with section 514 of the Local Governance Act. The following are examples of compliance with the Local Government Act: the owner has owned the property for 21 years; the proposal is made for the purpose of providing a separate residence for her child; the parcel is not under assessment; the parcel has not been created by subdivision under this section and the minimum lot size is great than 2.0 Ha.*

*Additionally, the subdivision promotes the purposes of the commission. The proposal preserves agricultural land as it does not seek to remove or negatively impact the existing agricultural abilities of the land. The proposal encourages farming as the owner is finding the workload arduous to maintain on her own and may not be able to maintain the same level of agricultural output without family assistance.*

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

*In the short term, the lands will be able to function as they currently do as a contributing asset to agriculture. The owner would like to maintain the agricultural output of her farm however she currently feels as though the workload is becoming a burden. Through the application, the subdivision of the property would provide a residence for the owner's child. The owner will be able to share the workload and land area with her child who will continue to provide agricultural services to the Columbia Shuswap region. The owner has proven to the community of the Shuswap area over the past 21 years that she takes pride in her farm status and the agricultural output of her property. The owner would like to maintain this agricultural output through means of generational support ensuring the long term pride in agricultural output. The owner is confident that through the subdivision of the lands she and her family can continue to serve the community of the Shuswap and North Okanagan as opposed to selling to a new buyer who may not value and care for the land as she does. The owner has shown great dedication to the land through continued improvements and care from large scale projects such as maintain fencing and riding vermin who are continually threatening to harm the agricultural output of the land. In the uncertain times our world is currently facing the owner feels as though it is critical for her family to maintain self-sufficiency and promote the farm-to-table mentality in her community.*

*Currently, the eastern portion of the land is unused. This area of land is heavily treed. It is in the eastern portion of the parcel that the proposed Remainder Lot would propose to locate the single-family residence. In this location, the single family residential building would not negatively affect any of the existing agriculture. The proposed lot lines for the subdivision of the subject parcel follow the existing topography of the stream. Subdividing the property at this location does not negatively impact the existing hay crops or cattle pastures.*

### 5. Are you applying for subdivision pursuant to the ALC Homesite Severance Policy? If yes, please submit proof of property ownership prior to December 21, 1972 and proof of continued occupancy in the "Upload Attachments" section.

*No*

**Applicant:** Sharleen Miller

**Applicant Attachments**

- Agent Agreement - Lawson Engineering Ltd.
- Proposal Sketch - 61847
- Certificate of Title - 007-883-668

**ALC Attachments**

None.

**Decisions**

None.

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Item 9.2

## CITY OF SALMON ARM

Date: March 8, 2021

Moved: Councillor

Seconded: Councillor

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

### 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 Council

DATE: February 16, 2021

SUBJECT: Recommendation to File Notice of Infraction of Building Bylaw No. 3939, Sections 15.4 (failure to request house final inspection) and 3.1.1 (failure to obtain retaining wall permit) against Title of Lot 1, Plan EPP30784, Section 24, Township 20, Range 10, W6M, KDYD (2240 – 26 Avenue NE).

Property Owner: Sergei Grigorjew

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**STAFF RECOMMENDATION:**

**THAT: A notice be filed against Title of Lot 1, Plan EPP30784, Section 24, Township 20, Range 10, W6M, KDYD (2240 – 26 Avenue NE) pursuant to Section 57 of the Community Charter.**

---

**BACKGROUND:**

1. A building permit to construct a single family dwelling was issued on November 03, 2015 with a subsequent permit to construct a secondary suite issued on August 18, 2016.
2. Inspections proceeded as normal up to and including the insulation and vapour barrier, although a structural repair to a deck beam and a surveyors siting certificate remained outstanding.
3. On June 13, 2016 an occupancy inspection was completed and a substantial list of safety related items were recorded on the inspection record. On November 23, 2016 a provisional occupancy certificate was issued however a number of the outstanding deficiencies remained to be completed.
4. On November 03, 2017 the building permit expired with no change in status for the outstanding deficiencies. It was further discovered at that time that, without a building permit, a retaining wall had been constructed for which an engineer's design and approval is required.
5. The building permit was renewed on February 20, 2018 and remained inactive until the renewal permit expired on November 03, 2019. The owner was contacted to make an appointment for review of the property. He advised that he needed a few weeks to finish a few items and he would call for an inspection.



6. On March 03, 2020 an inspection appointment was arranged and the subsequent inspection revealed that little progress had been made on the list of outstanding deficiencies. A section 57 notice on title process was commenced on March 09, 2020 but was left unattended due to the extra work-load brought on by the outbreak of the Covid 19 pandemic.
7. On January 05, 2021 the file was reactivated and the Section 57 process resumed. The inspection record of June 13, 2016 was refined to letter format and was mailed to the property owner. (attached as appendix 1) The owner was given until February 05, 2021 to address the outstanding issues.
8. The owner has failed to provide any documentation or request any inspections for outstanding deficiencies within the allotted time frame.
9. No municipal tickets have been issued in this regard.

**CONCLUSION:**

It is recommended that the City of Salmon Arm proceed with the filing of a Section 57 Notice on the title of the subject property. Once registered on title the Notice will provide warning to prospective buyers of the bylaw infraction. The Notice on title may be removed provided all outstanding objections are rectified and the appropriate fee is paid as indicated in the City Fee for Service Bylaw.



Prepared by: Maurice Roy, RBO CRBO  
Manager of Permits & Licensing



Reviewed by: Kevin Pearson, MCIP  
Director of Development Services

:mr

**Appendices**

1. Letter of January 05, 2021
2. Checklist
3. Location Map

January 05, 2021

Sergei Grigorjew  
2240 – 26 Avenue NE  
Salmon Arm, BC V1E 3Y4

**VIA REGISTERED MAIL**

**FINAL NOTICE**

Dear Sir:

**RE: Failure to obtain a building permit to construct a retaining wall at 2240 – 26 Avenue NE**  
**RE: Lapsed Building Permit #15619B to construct a single family dwelling and secondary suite at 2240 – 26 Avenue NE**

This letter serves as **FINAL NOTICE** that the above referenced matters remain outstanding and unresolved. In the matter of the retaining wall, you have been advised that a building permit is required for the construction and of the requirement for professional review and approval. The application form submittal remains outstanding. Section 3.1 of Building Bylaw 3939 states that a building permit is required prior to commencing construction of structures. Constructing without a permit is subject to a Municipal Ticket and subsequent fine of \$150.00, which can be applied daily.

In the matter of lapsed building permit 15619B, and after a comprehensive review of your file, the following is a detailed list of outstanding requirements.

1. Surveyors siting certificate.
2. Confirmation of the registration on the property title of an on-site storm covenant.
3. Structural engineers approval of noncompliant beam splices in deck beam.
4. Structural engineers approval of a topless glass guardrail at an upper deck.
5. Verification of the water meter installation as being in a horizontal and upright position.
6. Submittal of a ventilation check sheet for both the suite and the main dwelling.
7. Verification of the installation of handrails for all stairs.
8. Verification that a noncompliant riser was corrected at the lower step of interior stairs.

As the permit has now lapsed and works remain incomplete and as the retaining wall has been constructed without a building permit, the process to invoke Section 57 of the Community Charter has been reinitiated. If completed and approved by City Council, this action will result in the filing of a bylaw infraction notice on the property title at the BC Land Titles Office. Find enclosed a copy of Section 57 and its related checklist for your review. Please ensure remedial action within 30 days of this notice (**on or before February 05, 2021**).

Should you have any questions or require further information, please do not hesitate to call the undersigned at 250-803-4013.

Yours truly,

Maurice Roy RBO CRBO  
Manager of Permits and Licensing

/sg

encl.

cc: Kevin Pearson Director of Development Services

X:\Customer Service\Steph\Grigorjew.doc

## CHECKLIST FOR SECTION 57 OF THE COMMUNITY CHARTER FILING NOTICE IN LAND TITLE OFFICE OF BUILDING BYLAW CONTRAVENTIONS

Premise: Legal Description LOT 1 PLAN EPP 30784 24-20-10  
Civic Address 2240 - 26 AV NE.  
Registered Owner(s) SERGEI GRIGORJEN

Date:

- JAN 5 / 2021 1. Building Inspector should inspect property. Take photos, date and sign, note details of contraventions of Building Bylaw or other regulations relating to buildings and structures and how contravention renders the building unsafe (if applicable). If building is unsafe, a review with the Clerk and the Director of Planning is required to evaluate "time frame".
- JAN 5 / 2021 2. Inspector should send letter "Via Courier" or "Registered Mail" to owner and occupier detailing contraventions, citing contravened regulations and directing remedial action within a "time frame" of thirty (30) days or otherwise court action to enforce the regulation or Section 57 of the Community Charter. Send a copy of Section 57.
- FEB 05 / 2021 3. On the thirtieth (30<sup>th</sup>) day, inspect again. Note condition of property. Take photos if any change.
- FEB 16 / 2021 4. If no change or further contraventions, Inspector prepares report and recommendation that a resolution to file notice again Title pursuant to Section 57(3) be considered by Council and files it with the Municipal Clerk.
- \_\_\_\_\_ 5. Municipal Clerk sends owner a notice of Meeting of Council where Inspector's report and recommendation will be considered, together with copy of report and recommendation, by Registered Mail or Courier. Clerk should prepare resolution (see form).
- \_\_\_\_\_ 6. On day of Council Meeting, item should be announced and Mayor should ask if owner of property present and wishes to make representations. Council should listen fairly to owner, as well as to Inspector. If Council decides that a notice should be filed against Title, Council should pass resolution (see form).
- \_\_\_\_\_ 7. Clerk should prepare notice of resolution and send or deliver to Registrar of Land Titles with payment of prescribed fee.



Item 9.3

## CITY OF SALMON ARM

Date: March 8, 2021

Moved: Councillor

Seconded: Councillor

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

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

### Vote Record

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

Opposed:

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





File: 2021-10

TO: His Worship Mayor Harrison and Members of Council  
 FROM: Robert Niewenhuizen, Director of Engineering and Public Works  
 PREPARED BY: Gerry Rasmuson, Utilities Manager  
 DATE: February 25, 2021  
 SUBJECT: **NEW PUMP PURCHASE – ROTTEN ROW LIFT STATION**

### **STAFF RECOMMENDATION**

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

**AND THAT:** The City's Purchasing Policy No. 7.13 be waived in the procurement of a new 20 HP Flygt Sewerage Pump to authorize sole sourcing of same to EMPS.

### **BACKGROUND**

The Rotten Row Lift Station is one of the primary sewerage pumping stations in Salmon Arm. Located adjacent Blackburn Park the station services a large portion of the properties south of the TCH and West of 10<sup>th</sup> Street SE all the way up to Byersview in Hillcrest. The City utilizes Flygt pumps exclusively in all of its 6 lift stations. Each station is equipped with 2 pumps that alternate during operations and most of the stations have an available spare pump.

The pumps at Rotten Row were installed in 2007 and both pumps have had some degree of repair work over the last couple of years. In the event of a major failure to one of the existing pumps, the wastewater collection system servicing this area could be severely compromised by the lack of redundancy available. Subsequently, staff incorporated a new 20 HP Flygt pump into the 2021 budget for this site.

### **STAFF COMMENTS**

EMPS is the only supplier of Flygt pumps in the Okanagan/Shuswap, they are a Kelowna based company and have been providing pumps and maintenance service to the City for years. They have been directly involved in reviewing the specifications required for the replacement pump to meet our needs. As such staff views this as a sole source project under Policy No. 7.13 Section 3 whereby it is a non-competitive situation due to the proprietary nature of Flygt pumps. Delivery time for the pump is approximately 10-12 weeks from time of award.

Respectfully submitted,

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

Robert Niewenhuizen, ASCT  
 Director of Engineering and Public Works

Item 9.4

## CITY OF SALMON ARM

Date: March 8, 2021

Moved: Councillor

Seconded: Councillor

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

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

### Vote Record

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

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

**CITY OF  
SALMON ARM**

File: 2021-09

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TO: His Worship Mayor Harrison and Members of Council  
FROM: Robert Niewenhuizen, Director of Engineering and Public Works  
PREPARED BY: Gerry Rasmuson, Manager of Utilities  
DATE: February 19, 2021  
SUBJECT: **HYPO GENERATOR CELL REPLACEMENT – WATER PLANT**

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**STAFF RECOMMENDATION**

**THAT:** Council approve the purchase of three Denora Clortec 75 PPD Electrolytic Cells at a price of \$23,540 per cell for the replacement of the existing cells on the sodium hypochlorite generator for a total cost of \$70,620 plus applicable taxes.

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

---

**BACKGROUND**

The Canoe Water Treatment Plant was placed online in May 2009 to treat the raw water from the Shuswap Lake to meet the parameters specified under the Drinking Water Protection Act. The City utilizes a direct filtration process followed by Ultra Violet and Chlorine disinfection prior to distributing to the water network for consumption.

The chlorine process involves the manufacturing of the product at the facility through a complex, state of the art sodium hypochlorite generator of which the key component is three Denora Clortec Electrolytic Cells. In the summer of 2015 these generator cells failed resulting in the emergency coordination of liquid hypochlorite from sources throughout British Columbia to ensure disinfection and avoid a boil water advisory. To prevent a repeat scenario staff have been advised to replace these cells every six to seven years. The cell replacement has been approved in the 2021 Capital budget.

**STAFF COMMENTS**

Centrix Control Solutions are the provincial distributor for Denora who manufacture the cells. As such, staff views this as a sole source project under Policy No. 7.13 Section 3 whereby it is a non-competitive situation due to the proprietary nature of the materials.

Respectfully submitted,



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Robert Niewenhuizen, ASCT  
Director of Engineering and Public Works



Item 9.5

## CITY OF SALMON ARM

Date: March 8, 2021

Moved: Councillor

Seconded: Councillor

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

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

### Vote Record

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

Opposed:

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



File: ENG 2021-07

TO: His Worship Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Darin Gerow, Manager of Roads & Parks

DATE: March 1, 2021

SUBJECT: **KLAHANI PARK TENNIS & BASKETBALL COURTS RE-SURFACING**

#### **STAFF RECOMMENDATION**

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

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

#### **BACKGROUND**

Klahani Park, located at 6391 – 10 Avenue SE currently has two (2) baseball diamonds, washroom facilities, gazebo structure, newly upgraded playground, fenced dog park, six (6) pickleball courts and two (2) deteriorated tennis courts. Before the pickle ball courts there were also basketball courts incorporated into this area.

This park has been significantly busy, especially during the global pandemic. We have seen a push to have these tennis courts re-surfaced. Aside from the Tennis Club, there are only five (5) public use Tennis Courts (Joint use Agreement at Jackson School and Shuswap Middle School).

The works proposed are as follows:

- Installation of four (4) tennis post footings, two (2) center anchor net tie down footings. Tennis nets, center strap & posts installed after surface completion and two (2) Gooseneck Basketball Systems;
- Pressure wash surface;
- Fill major cracks and low spots;
- Supply & install 4,500 sq.ft of 'Plexibond Fibreglass mesh'
- Supply & Install 260 feet of Riteway Crack Repair
- Supply & install 3 coats of 'Acrylic Resurfacer'

- Supply & install 1 coat of 'Plexipave Color Filler Coat'; and
- Supply & install 1 coat of Fortified Plexipave Color Finish Coat'; and
- Line Painting of 2 Tennis Courts and Basketball Court2

**STAFF COMMENTS**

Tomko Sports Systems Inc. is located out of Richmond, BC. They have completed many playing surfaces in Salmon Arm including: SA Tennis Club, SMS School, Jackson School, and City Pickleball Courts at Klahani. They have an outstanding reputation for this type of work through the region. We have been in discussions with Tomko since last year regarding this project and within the last couple weeks we were able to have their quoted price match our available budget to complete all works. As the existing condition of asphalt is in poor condition, we were looking at removing the basketball systems to meet our available budgets; however, Tomko was able to provide a better cost to ensure we were able to provide all works required.

Tomko has provided their availability for a late May to early June completion date. The approved funding for this project is \$57,000 from the 2021 Parks Capital Budget. We recommend that Klahani Park Tennis Court Re-surfacing work be awarded to Tomko Sports Surfaces Inc., with the quoted price of \$57,000.00 plus taxes as applicable.

Respectfully submitted,



Robert Niewenhuizen, AScT  
Director of Engineering and Public Works

cc: Chelsea Van de Cappelle, CFO

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Item 9.6

## CITY OF SALMON ARM

Date: March 8, 2021

Moved: Councillor

Seconded: Councillor

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

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

### Vote Record

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

Opposed:

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





File: ENG 2021-04

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: March 4, 2021

SUBJECT: **2021 / 2022 / 2023 CRACK SEALING PROGRAM – 3 YEAR AWARD**

**STAFF RECOMMENDATION:**

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

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

**BACKGROUND:**

The Annual Crack Sealing Program includes supply and placement of an approved rubber crack sealing material on roadways and the airport. This program is awarded in a three (3) year contract with the option of extending another two (2) years upon mutual agreement of both parties.

The results of the City's request for quotations for 2021/2022/2023 Crack Sealing Program were received on March 3, 2021 with the following five (5) quotations submitted:

Year		Sealtec Industries Ltd	Federal Joint Sealing Company of Canada Ltd.	APLS	Terus Construction Ltd. DBA Valley Blacktop	Orca Asphalt Maintenance
<b>2021</b>	Roadway	\$ 41,200.00	\$ 70,400.00	\$ 84,000.00	\$ 126,000.00	\$ 160,000.00
	Airport	\$ 10,300.00	\$ 16,500.00	\$ 21,000.00	\$ 22,500.00	\$ 40,000.00
<b>2022</b>	Roadway	\$ 41,200.00	\$ 72,800.00	\$ 84,000.00	\$ 130,000.00	\$ 160,000.00
	Airport	\$ 10,300.00	\$ 17,100.00	\$ 21,000.00	\$ 23,500.00	\$ 40,000.00
<b>2023</b>	Roadway	\$ 41,200.00	\$ 72,800.00	\$ 88,000.00	\$ 134,000.00	\$ 160,000.00
	Airport	\$ 10,300.00	\$ 17,100.00	\$ 22,000.00	\$ 24,500.00	\$ 40,000.00
<b>TOTAL</b>		\$ 154,500.00	\$ 266,700.00	\$ 320,000.00	\$ 460,500.00	\$ 600,000.00

Note: taxes are not included in the amounts shown above

The lowest bidder, Sealtec Industries Ltd, has completed projects with other municipalities, Ministry of Transportation and City of Salmon Arm numerous times.

The budget allocation for the 2021 Crack Sealing Program is \$45,800.00 for roadways and \$30,000.00 for the airport. As this is a unit based contract, City staff have the right to increase or decrease by 20% without a change in lineal meter price.

Based on the above, we recommend that the 2021/2022/2023 Crack Sealing Program be awarded to Sealtec Industries Ltd. in accordance with the unit prices quoted as specified in the contract, estimated to be \$51,500 for 2021, \$51,500.00 for 2022, and \$51,500.00 for 2023, plus taxes as applicable. The individual contract amounts will not exceed project budgets in the 2021 budget.

Respectfully submitted,



Robert Niewenhuizen, ASCT  
Director of Engineering and Public Works

cc: Chelsea Van de Cappelle, CFO

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Item 10.1

## CITY OF SALMON ARM

Date: March 8, 2021

Moved: Councillor

Seconded: Councillor

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

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

### Vote Record

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

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



To: His Worship Mayor Harrison and Members of Council

Date: March 1, 2021

Subject: Zoning Bylaw Amendment Application No. 1199

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

---

### **STAFF RECOMMENDATION**

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

---

### **PROPOSAL**

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

### **BACKGROUND – SECONDARY SUITES**

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

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

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

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

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

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

COMMENTSEngineering Department

No concerns with rezoning.

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

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

Building Department

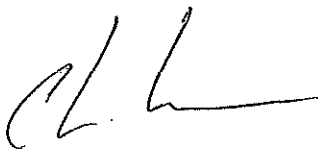
No concerns. BC Building Code requirements must be met to construct a *secondary suite*.

Fire Department

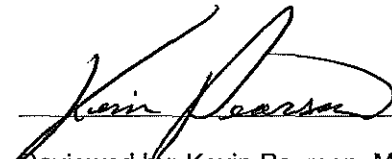
No concerns.

Planning Department

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



Prepared by: Chris Larson, MCIP, RPP  
Senior Planner




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

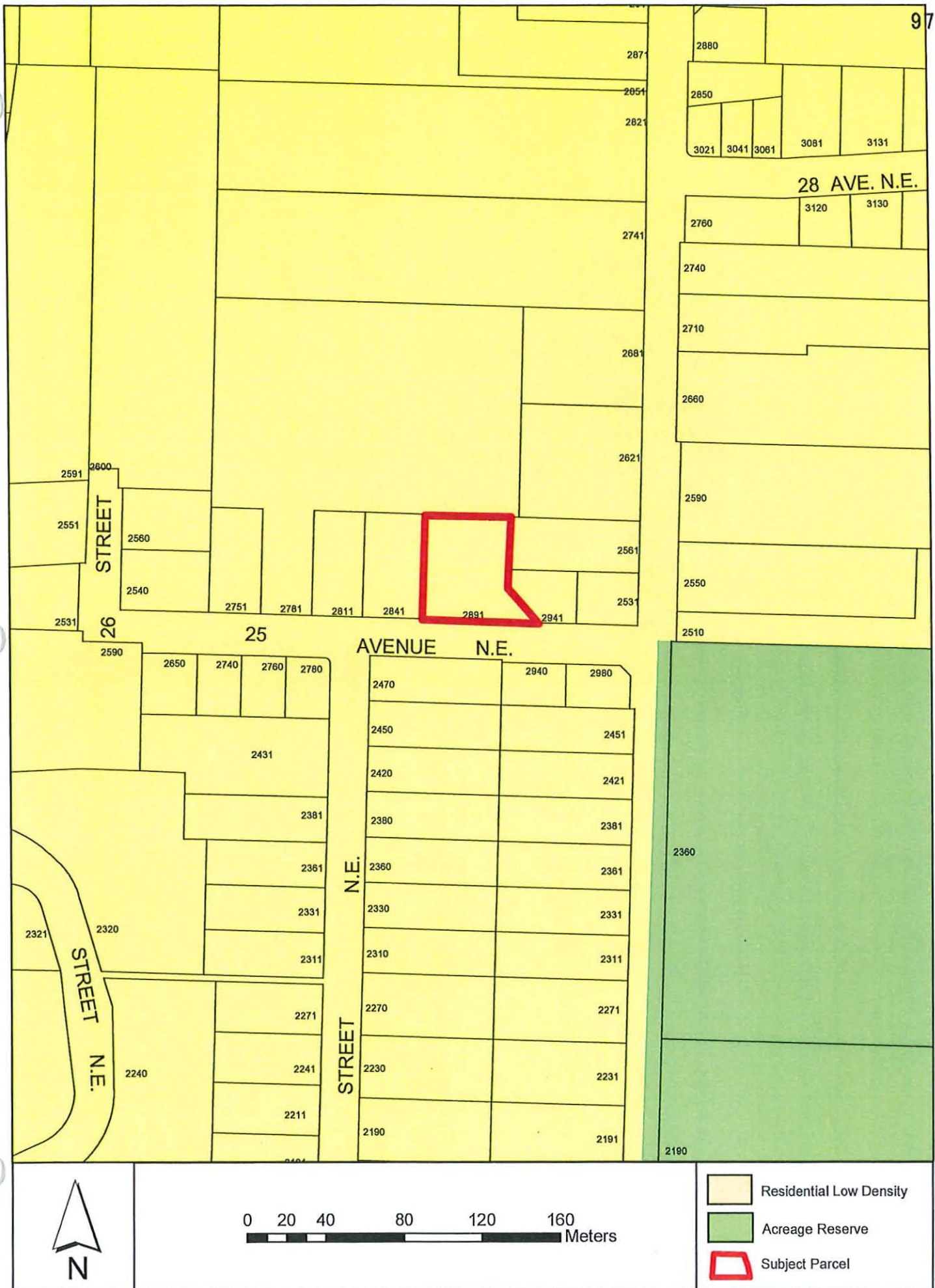


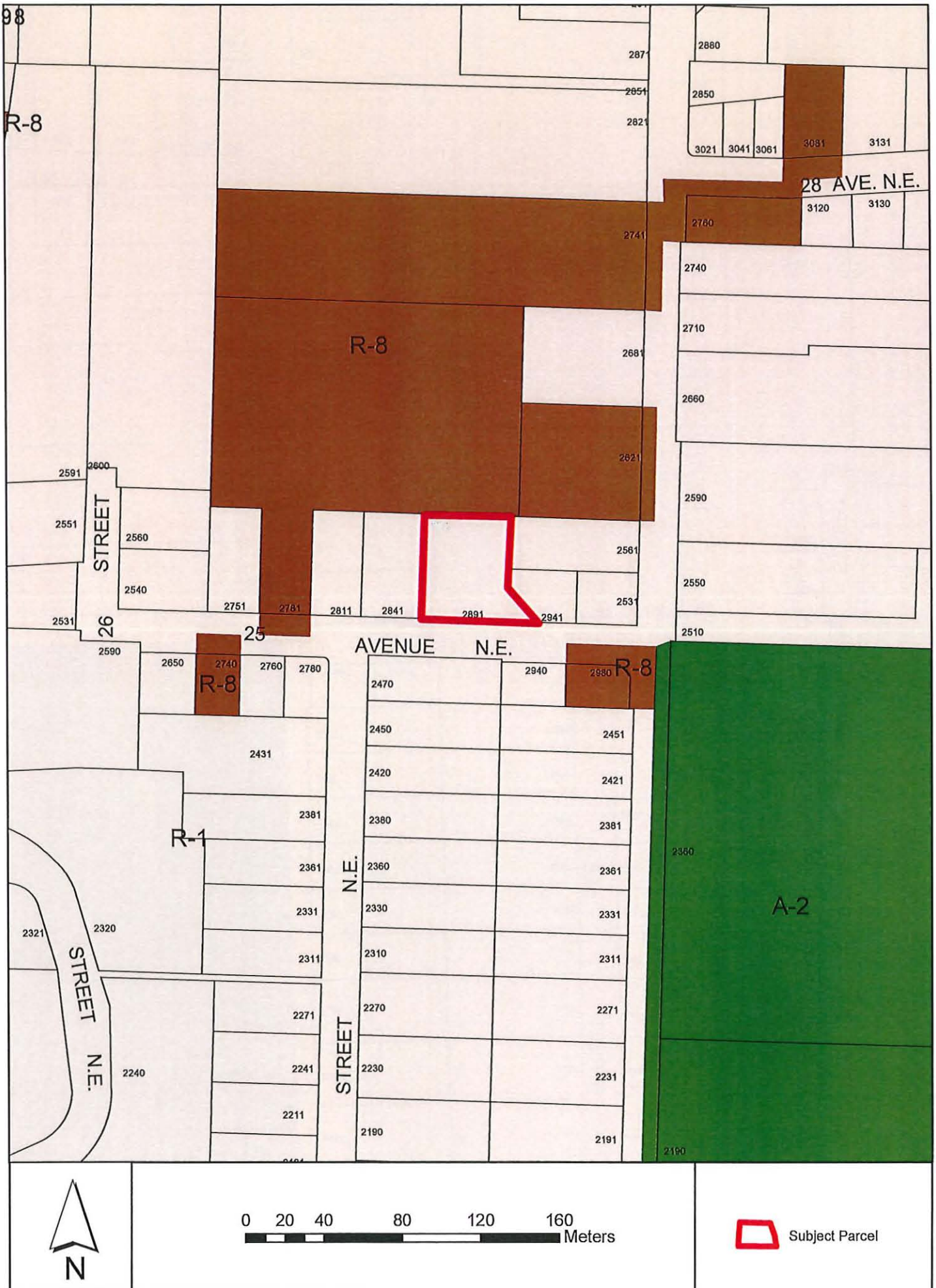


0 20 40 80 120 160 Meters

 Subject Parcel

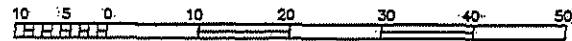






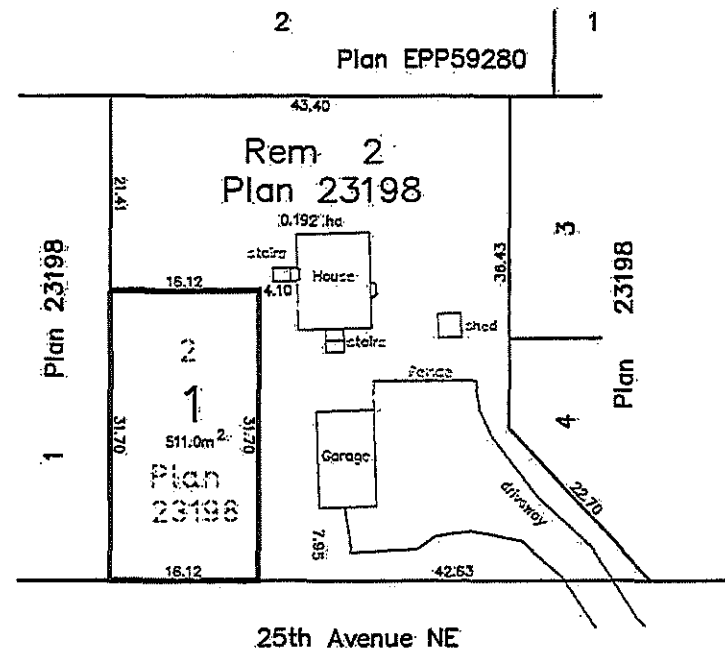
# Sketch Plan of Proposed Subdivision of Part of Lot 2, Sec 24, Tp 20, Rge 10, W6M, KDYD, Plan 23198

Scale 1:500



All distances are in metres.

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



BROWNE JOHNSON LAND SURVEYORS  
B.C. AND CANADA LANDS  
SALMON ARM, B.C. 250-632-9701  
File: 379-20





View northeast over subject parcel.



View northwest over subject parcel.



## CITY OF SALMON ARM

### BYLAW NO. 4439

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

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

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

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

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

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

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

City of Salmon Arm  
Zoning Amendment Bylaw No. 4439

5. CITATION

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

READ A FIRST TIME THIS DAY OF 2021

READ A SECOND TIME THIS DAY OF 2021

READ A THIRD TIME THIS DAY OF 2021

ADOPTED BY COUNCIL THIS DAY OF 2021

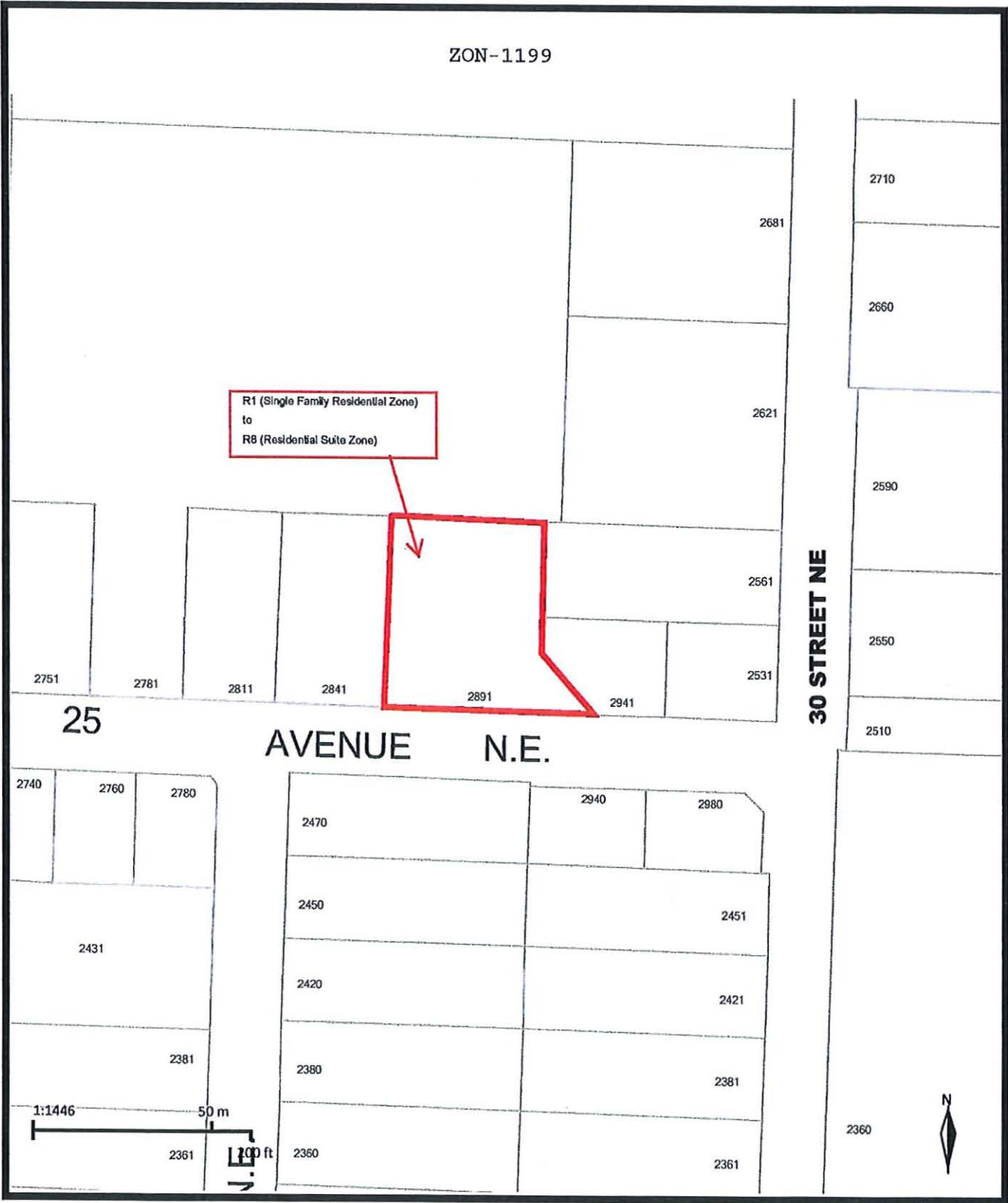
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MAYOR

---

CORPORATE OFFICER

SCHEDULE "A"



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**INFORMATIONAL CORRESPONDENCE – MARCH 8, 2021**

- |    |  |   |
|----|--|---|
| 1. | Building Department – Building Statistics – February 2021  | N |
| 2. | Building Department – Building Permits – Yearly Statistics   | N |
| 3. | M. McCullough – email dated February 25, 2021 – Puppy Mills  | A |
| 4. | W. Laird, Chairperson, Salmon Arm Economic Development Society – letter dated February 26, 2021 – Community Recovery Advisor Grant – Letter of Support Request | A |
| 5. | S. Niven, Cystic Fibrosis Canada, British Columbia and Yukon Region – email dated February 25, 2021 – May is CF Awareness Month 2021                           | A |
| 6. | M. Maloughney, Assistant Deputy Minister and General Manager, Liquor and Cannabis Regulation Branch – email dated February 26, 2020                            | N |
| 7. | M. Arnold, MP, North Okanagan – Shuswap – letter dated February 16, 2021 – National 3-digit (988) Suicide Prevention Hotline                                   | A |



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## Item 12.2

**CITY OF SALMON ARM**Date: March 8, 2021

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

**Vote Record**

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

Opposed:

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

**From:** Jennifer Sham

**Sent:** Monday, March 1, 2021 9:23:03 AM

**To:** Erin Jackson; 'Jennifer Bruns'

**Subject:** Council support for Shuswap Search and Rescue Amendment Bylaw No. 5827, 2021

Good morning,

Representatives from the Shuswap Lifeboat Society, which operates Royal Canadian Marine Search & Rescue (RCMSAR) Station 106 Shuswap, appeared as a delegation to the CSRD Board at the Regular Board meeting on October 15, 2020 requesting funding to construct a Boathouse Facility to secure and protect two rescue vessels and other assets of the station. The Board directed staff to bring this request forward to the 2021 Budget process. Staff has prepared a bylaw amendment to the local service bylaw to increase the annual requisition to 25% and require written support (resolution of Council) of the amendment from all participating areas, including both the District of Sicamous and the City of Salmon Arm.

This bylaw amendment must be adopted at the CSRD March 18, 2021 Regular Board meeting to be considered into the CSRD's Five Year Financial Plan. The CSRD Draft 2 budget Committee of the Whole had this proposed amendment included in the discussion. The attached area summaries are attached so you can see how the increase would affect your municipality's tax requisition. Also attached is the proposed bylaw amendment No. 5827, 2021, and the delegation material submitted in October, for reference.

Could you please include this item onto your next Council Agendas for consideration?

Should you have any questions, please let me know.

**Jennifer Sham** RPP MCIP

Deputy Manager

Corporate Administration

**Columbia Shuswap Regional District**

D: 250.833.5922 | TF: 1.888.248.2773

E: [jsham@csrd.bc.ca](mailto:jsham@csrd.bc.ca) | W: [www.csrd.bc.ca](http://www.csrd.bc.ca)



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This e-mail is CONFIDENTIAL. If you are not the intended recipient, please notify the sender immediately and delete this communication, attachment or any copy. Thank you.



**ROYAL CANADIAN MARINE  
SEARCH & RESCUE**  
*Saving Lives on the Water*

## **Shuswap Lifeboat Society**

*Operating RCMSAR Station 106 (Shuswap)*

**PO Box 661**

**Sicamous, B.C. V0E 2V0**

**[www.rcmsar106.ca](http://www.rcmsar106.ca)**

September 04<sup>th</sup>, 2020

Columbia Shuswap Regional District  
555 Harbourfront Drive NE  
PO Box 978  
Salmon Arm, BC V1E 4P1

Dear Chair and Board:

### **RCMSAR 106 Shuswap - Boathouse Project**

For some time, the Shuswap Lifeboat Society (SLS) has discussed the need of a boathouse, inclusive of a training facility, for our Station's operation.

Our rescue vessels are exposed to the elements constantly, most notably the freezing over winter months and the direct sunlight on Tolonen's high pressure side-forming air tubes, over the summer months.

This continuous exposure causes ongoing maintenance and repair costs, which are expensive, and a major aspect of the grant funding requests submitted each year by the Society.

On occasion, crews arriving to commence a mission have discovered the intended response vessel to be inoperable; departure is delayed as a 2<sup>nd</sup> checklist is completed on the other vessel. As a 24/7 water based search and rescue service, rescue vessels must be ready for tasking 365 days a year. Our basic needs are:

A two stall facility to accommodate, protect, and secure our two rescue vessels

Preferred siting: on the Sicamous Channel, with good access to Trans Canada Highway (TCH)

- TCH access is for effective patient transport to hospital by BC Emergency Health Services

Include a community accessible training / meeting room on the second floor

As a community volunteer based non-profit society, RCMSAR Station 106 Shuswap and the Society are pursuing community, business, and government partnerships for this project. Our vision is a variety of partners, including corporate, private, as well as local, provincial, and federal governments.

Recently, the District of Sicamous has announced support for our project, requesting their staff to work with the Society and ascertain an appropriate site to float such a boathouse facility.

The Society and Station 106 Shuswap would like to appear as a delegation before the CSRD Board and outline our Rescue Base boathouse project, and request the Regional District become a funding partner.

Yours truly,

Pat Gau, Vice President  
Chair, Boathouse Committee  
Shuswap Lifeboat Society

Bruce Weicker, President  
Shuswap Lifeboat Society



Addendum – for Shuswap Lifeboat Society letter, September 04<sup>th</sup> 2020, Delegation Appearance Request.

## **How We Were Started And Where We Are Now -**

The Columbia Shuswap Regional District had a role in our beginning; the BC Ambulance Service (BCAS) in 2007 presented to the Board challenges being experienced responding to serious water-based incidents. Main difficulty outlined was the timely securing of suitable vessels to transport paramedics.

One example given was an emergency response at night for an Anstey Arm resident in full cardiac arrest that was delayed 1 ½ hours until finally a vessel to transport paramedics was secured. And while returning to dock at 0300 hrs, their boat narrowly avoided a collision with another boater running with no lights.

The Shuswap Emergency Program was asked to liaise with the Province as they sought after a solution.

In July 2010, Emergency Management BC (EMBC) convened and hosted a series of multi-agency meetings to address this gap within the “emergency response toolkit” in the Shuswap region –

- inability of BC Emergency Health Services to reach lake access only patients efficiently and safely.

Initial focus was on a “Made in the Shuswap” solution, to make available existing boat resources for BCAS; by December no local solution(s) were attained. The Canadian Coast Guard - Auxiliary Pacific (CCG-Aux P), in service in BC since 1978, proposed they establish a freshwater Search and Rescue base in the Shuswap.

In early 2011, a suitable vessel was identified and could be readied for a Shuswap deployment for 2012.



Sicamous was deemed the most suitable site for a new base, based upon analysis of locations where majority of medical emergencies were occurring.

The remainder of 2011 involved creation of the Shuswap Lifeboat Society, volunteer recruitment, and providing the selected volunteers with training in boat operation and SAR, needed to meet to meet CCG-Aux P standards.

According to plan, Rescue One had arrived in the Shuswap in April 2012.

On water orientation to the vessel began immediately so certification trials could occur mid May. Vessel and crews were operational by Victoria Day long weekend, which also coincided with CCG-Aux P rebranding itself to become the Royal Canadian Marine Search and Rescue (RCMSAR).



Station 106 instantly became one of the busiest RCMSAR rescue bases in BC with 44 missions the first year, followed by 51 in 2013 and 38 in 2014.

In 2017, given the high call volume, with most being medical incidents, the station acquired a second boat, a Fast Response Craft, the “Tolonen”.

Currently, the Shuswap Lifeboat Society and Station 106 retain approximately **\$1 Million in Capital Assets.**



## We Have Reached The Stage Where A Boathouse Is Essential -

Our two response vessels and other operational equipment and materials are significant investments and in one way or another, were provided or paid for by taxpayers – they require safeguarding and protection.



The RCMSAR currently pays moorage fees for the 2 vessels at a wharf where they are constantly exposed to the elements.

We are a 24/7, 365 days a year, emergency response agency with almost 300 missions to our credit, after nine years in operation.

Especially notable after Winter, in Spring there is always a great need for expensive mechanical upkeep and repairs, along with more effort on the part of volunteers to ensure vessel readiness.

After arrival of Tolonen, with its extensive array of navigational antennae, the Shuswap Lifeboat Society Board decided in 2018 to form a Boathouse Committee, with a goal to construct a two bay boathouse.

With appreciation to a grant from the Shuswap Community Foundation, we were able to contract TA Structures locally to design and provide engineered plans for a boathouse, designed for long term sustainability.

Mindful of tremendous public support for RCMSAR Stn. 106 (Shuswap), we requested plans include classroom and meeting space on a 2<sup>nd</sup> floor, designed on a multi-use concept to make it available for community and public groups as needed.



## Support That RCMSAR Station 106 Is Seeking With The CSRD -

The approach of the Society and Station with this project is to seek many partners to assist us fund it.

As an example, we are intent to continue seeking any available grant funding, especially on a provincial and federal level, as well as considering corporate sponsorship and potentially structure naming rights.

We are speaking with a private investor, and plan to meet with a financial institution about long term loan or mortgage possibilities; our intent is to pursue ownership of the facility, rather than leasing.

A recent networking session with CSRD Financial Services and Protective Services about our project, and seeking advice towards possible funding assistance and mechanisms, had this suggestion upon conclusion:

**Request CSRD Board consider amending the Search and Rescue Grant-in-aid Service Bylaw 5193 in February 2021, to increase the currently available \$105,400 by 25%, which would provide in the magnitude of \$26,000 that the Society could apply annually to loan or mortgage payments.**

Bylaw 5193, as amended by Bylaw 5712, currently provides Shuswap Volunteer Search & Rescue Society with \$80,000 and RCMSAR Station 106 Shuswap, through the Shuswap Lifeboat Society, with \$25,000.

**SALMON ARM**  
**2021 Budget - using 2021 COMPLETED ROLL**  
**Tax Requisition**  
**DRAFT 2**

	2020	2021	Diff	% Inc	2020 rate/\$1000	2021 rate/\$1000	Diff	% Inc
General Government	\$ -	\$ -	\$0					
Admin Cost Allocation + IT	189,472	175,119	(14,353)					
Feasibility Reserve (Regional)	10,915	10,718	(197)					
Solid Waste - Recycling	258,893	254,270	(4,623)					
911 Emergency Telephone	47,809	48,106	297					
<b>Total Regional</b>	<b>\$ 507,089</b>	<b>\$ 488,213</b>	<b>(\$18,876)</b>	<b>-3.72%</b>	<b>\$ 0.1122</b>	<b>\$ 0.1046</b>	<b>(\$0.0076)</b>	<b>-6.81%</b>
GIA-Shuswap Search and Rescue	42,490	52,348	9,858		0.0094	0.0112	0.0018	
Emergency Preparedness-Shuswap	140,253	137,672	(2,581)		0.0310	0.0295	(0.0015)	
Milfoil Control Program	120,794	121,256	462		0.0267	0.0260	(0.0008)	
Weed Control/Enforcement - Municipal	4,152	4,067	(85)		0.0009	0.0009	(0.0000)	
Tourism Shuswap	133,691	132,476	(1,215)		0.0296	0.0284	(0.0012)	
Film Commission	9,219	9,238	19		0.0020	0.0020	(0.0001)	
Rail Trail Corridor	66,034	66,035	1		0.0146	0.0141	(0.0005)	
<b>CSRD Tax Requisition</b>	<b>\$ 1,023,722</b>	<b>\$ 1,011,305</b>	<b>(\$12,417)</b>	<b>-1.21%</b>	<b>0.2266</b>	<b>0.2166</b>	<b>(\$0.0099)</b>	<b>-4.39%</b>
Sterile Insect Control (Land only)	\$ 54,411	\$ 53,779	(\$632)		0.0419	0.0414	(\$0.0005)	
Parcel Tax - Sterile Insect Program	\$ 8,622	\$ 8,622	0					
Total Converted Assessed Values	\$ 451,829,065	\$ 466,820,337	3.3%					
Total Residential Assessment	\$ 3,088,560,792	\$ 3,235,621,744	4.8%					

**Example:**

	2020	2021	Increase	% Inc
Average Residential Assess.	\$ 407,838	\$ 422,392	\$ 14,553	3.57%
CSRD Property Tax	\$ 92.41	\$ 91.51	\$ (0.90)	-0.97%

1% Increase in Taxes = **\$10,237**

**SICAMOUS**  
**2021 Budget - using 2021 COMPLETED ROLL**  
**Tax Requisition**  
**DRAFT 2**

	2020	2021	Diff	% Inc	2020 rate/\$1000	2021 rate/\$1000	Diff	% Inc
General Government	\$ -	\$ -	\$ -					
Admin Cost Allocation + IT	43,101	39,836	(3,265)					
Feasibility Reserve (Regional)	2,408	2,401	(7)					
Solid Waste - Recycling	57,004	56,867	(137)					
911 Emergency Telephone	10,530	10,762	232					
<b>Total Regional</b>	<b>\$ 113,043</b>	<b>\$ 109,866</b>	<b>(\$3,177)</b>	<b>-2.81%</b>	<b>\$ 0.114</b>	<b>\$ 0.105</b>	<b>(\$0.008)</b>	<b>-7.39%</b>
GIA-Shuswap SPCA	1,807	1,808	1		0.002	0.002	(0.000)	
GIA-Shuswap Search and Rescue	9,358	11,710	2,352		0.009	0.011	0.002	
Emergency Preparedness-Shuswap	30,881	30,791	(90)		0.031	0.029	(0.002)	
Airport-Shuswap Regional	26,923	27,394	471		0.027	0.026	(0.001)	
Milfoil Control Program	26,598	27,119	521		0.027	0.026	(0.001)	
Weed Control/Enforcement - Munic	915	911	(4)		0.001	0.001	(0.000)	
Tourism Shuswap	29,437	29,627	190		0.030	0.028	(0.001)	
Economic Development	0	0	0		0.000	0.000	0.000	
Film Commission	2,032	2,068	36		0.002	0.002	(0.000)	
Rail Trail Corridor	56,600	56,601	1		0.057	0.054	(0.003)	
Sicamous Rec Centre (Area E)	218,373	232,244	13,871		0.220	0.222	0.003	
<b>Total Extended Services</b>	<b>\$ 402,924</b>	<b>\$ 420,273</b>	<b>\$ 17,349</b>	<b>4.31%</b>	<b>\$ 0.405</b>	<b>\$ 0.403</b>	<b>(\$0.002)</b>	<b>-0.61%</b>
<b>CSRD Tax Requisition</b>	<b>\$ 515,967</b>	<b>\$ 530,139</b>	<b>\$ 14,172</b>	<b>2.75%</b>	<b>\$ 0.519</b>	<b>\$ 0.508</b>	<b>(\$0.011)</b>	<b>-2.09%</b>

Parcel Taxes	2020	2021	Diff	% Inc	Per Parcel	
Shuswap Watershed Council	\$ 26,536	\$ 23,426	\$ (3,110)		\$10.43	\$9.36 (\$1.07)

Total Converted Assessed Values	\$ 99,477,683	\$ 104,395,400	4.9%
Total Residential Assessment	\$ 744,733,020	\$ 779,809,420	4.7%

**Example:**

	2020	2021	Increase	% Inc
Average Residential Assess.	\$ 313,440	\$ 332,967	\$ 19,527	6.2%
CSRD Property Tax	\$ 162.57	\$ 169.09	\$ 6.51	4.01%

1% increase in Taxes = **\$5,160**



**COLUMBIA SHUSWAP REGIONAL DISTRICT****BYLAW NO. 5827, 2021**

A bylaw to amend the Search and Rescue Grant-in-aid Service Bylaw No. 5193

---

WHEREAS the Columbia Shuswap Regional District has established a service for the purpose of contributing financial aid toward the cost of a search and rescue program as provided by the Shuswap Search and Rescue in the participating areas of Electoral Areas C, D, E, F, the District of Sicamous and the City of Salmon Arm;

AND WHEREAS the Board deems it desirable to amend the service established by Bylaw No. 5193 to provide financial aid towards a society/societies that provide search and rescue operations (including marine search and rescue services) in conjunction with Shuswap Volunteer Search and Rescue;

AND WHEREAS the Directors of Electoral Areas C, D, E and F have consented, in writing, to the adoption of this bylaw;

AND WHEREAS the Councils of the City of Salmon Arm and the District of Sicamous have consented, by resolution of Council, to the service amendment;

NOW THEREFORE the Regional Board of the Columbia Shuswap Regional District, in open meeting assembled, HEREBY ENACTS as follows:

1. Amend Section 4 of Bylaw No. 5193 by deleting the sentence:  
"The maximum amount of money that may be requisitioned annually in support of this Service in accordance with the Local Government Act shall not exceed \$105,400"  
  
and replacing it with:  
  
"The maximum amount of money that may be requisitioned annually in support of this Service in accordance with the Local Government Act shall not exceed \$131,750."
2. This bylaw may be cited as "Search and Rescue Grant-in-aid Service Amendment Bylaw No. 5827, 2021".

Page Two

Bylaw No. 5827, 2021

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Corporate Officer

\_\_\_\_\_  
Chair

CERTIFIED a true copy of  
Bylaw No. 5827, 2021, as read a third time.

CERTIFIED a true copy of  
Bylaw No. 5827, 2021, as adopted.

\_\_\_\_\_  
Corporate Officer

\_\_\_\_\_  
Corporate Officer



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Item 14.1

## CITY OF SALMON ARM

Date: March 8, 2021

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

**NAME:** Lindsay Wong, Manager and Ron Langridge, Downtown Salmon Arm

**TOPIC:** Downtown Salmon Arm Highlights of 2020, Year End Presentation

#### Vote Record

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

Opposed:

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



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

March 8, 2021

Dear Mayor and Council

Downtown Salmon Arm Highlights of 2020, Year End Presentation

What a year!

Most of the programming and events that we normally plan and host were adapted or cancelled. This gave us the opportunity to focus on a Shop and Stay Local style campaign and assist our merchants with education & information about the constant changing economic environment.

Shop and Stay Local

- Member Spotlights – Meet Your Merchants and Meet Your Local Non-Profits
- Good Food to Go
- ReDiscover Downtown – Gift Card Program
- Support Local BC website

Education & Information

- Virtual Members Meetings – series of 5
- Virtual Workshops – series of 3
- Virtual AGM – May 27
- CoVid Restart Kits and masks – distributed to 55 businesses
- State of Downtown Business Inventory
- Strategic Plan

Marketing

- Dining & Entertainment Guide
- Open for Business Video (partnership with SAEDS)
- Shuswap Gift Boxes
- Christmas Coupon

Programming

- Alexander Plaza – July 4 to Sept 5
- Busking – Ross Street Stage

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

# **DOWNTOWN** **SALMON ARM**

## **Collaborations, Partnerships and External Committees**

- Hometown Hockey – community-wide
- Salmon Arm LGBTQ2S+ Arts and Awareness Festival – SA Arts Centre
- Downtown Farmer's Market – Shuswap Food Action Society
- Alexander Plaza and Holiday Market booths – Youth Philanthropy Advisory Committee
- Downtown Cares Essential Items Kits – Shuswap Women Who Wine Society
- Small Change so Kids Can Make Big Changes – The Shuswap Family Centre
- Christmas StoryWalk – Shuswap Children's Association, PLAY Shuswap
- Cultural Master Plan
- Active Transportation Task Force
- Social Impact Advisory Committee
- MRDT

## **Seasonal Decorations & Beautification**

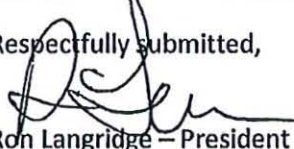
- Increased Snowflakes inventory
- Additional 4 foot tier to Christmas Tree
- Street Cleaning Contract
- Grad Flower Bed

## **Here's some things we're working on for 2021**

- Board to Member Visits
- Downtown Walking Loop
- Active Transportation
- Downtown Farmer's Market – May to October
- Youth Market – May
- Dining and Entertainment Guide - June
- Alexander Plaza – June to September
- Downtown Live/Busking – July, August
- Street Entertainment – July, August
- Halloween - October
- Christmas Campaign – December

The Board of Directors and Staff thank Mayor, Council and City Staff for all your support.

Respectfully submitted,

  
 Ron Langridge – President  
 Lindsay Wong - Manager

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

## ***SALMON ARM DOWNTOWN IMPROVEMENT ASSOCIATION***

---

### **Financial Statements**

(Unaudited - See Notice to Reader)

December 31, 2020



**SALMON ARM DOWNTOWN IMPROVEMENT ASSOCIATION**

December 31, 2020

**Contents**

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Schedule 1 - Program Expenses (Recovery)	5



Allen Finch\*  
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CPA, PARTNER  
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\*BENEFIT PROFESSIONAL CORPORATION

### Notice to Reader

On the basis of information provided by management, we have compiled the Statement of Financial Position of Salmon Arm Downtown Improvement Association as at December 31, 2020, and the statement of operations and changes in net assets for the year then ended.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Prior year figures were compiled by another accounting firm.

*Acuity Advisors LLP*

**Chartered Professional Accountants**

Salmon Arm, BC  
February 18, 2021

# **SALMON ARM DOWNTOWN IMPROVEMENT ASSOCIATION**

## **Statement of Financial Position**

(Unaudited - See Notice to Reader)

As at December 31, 2020

	2020	2019
<b>Assets</b>		
<b>Current</b>		
Cash	\$ 30,142	\$ 43,202
Accounts receivable	9,405	3,344
Prepaid expenses	-	925
Deposits	5,950	5,925
	45,497	53,396
<b>Equipment (Note 1)</b>	33,963	21,766
	\$ 79,460	\$ 75,162
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accrued liabilities	\$ 16,076	\$ 13,855
Deferred income	5,710	8,710
	21,786	22,565
<b>Net assets</b>	57,674	52,597
	\$ 79,460	\$ 75,162

On behalf of the board:

\_\_\_\_\_ Member

The accompanying note is an integral part of these financial statements

## **SALMON ARM DOWNTOWN IMPROVEMENT ASSOCIATION**

### **Statement of Operations and Changes in Net Assets**

(Unaudited - See Notice to Reader)

For the year ended December 31, 2020

	2020	2019
<b>Revenue</b>		
Grants	\$ 188,230	\$ 179,269
Street cleaning	17,202	16,865
Interest income	73	-
	<b>205,505</b>	<b>196,134</b>
<b>Operating expenses</b>		
Amortization	13,139	7,787
Bookkeeping	1,788	2,780
Communications	2,183	1,994
Employee benefits	6,860	5,907
Insurance	1,969	2,156
Office	6,230	6,587
Office and equipment maintenance	1,387	1,620
Professional fees	1,630	1,300
Program expenses (Schedule 1)	60,684	54,408
Rent	12,022	11,100
Salaries	83,799	78,459
Subcontract	-	520
Training and planning	4,871	174
Unrecovered GST	2,482	1,869
Website	1,384	6,692
	<b>200,428</b>	<b>183,353</b>
<b>Excess of revenues over expenditures</b>	<b>5,077</b>	<b>12,781</b>
<b>Net assets, beginning of year</b>	<b>52,597</b>	<b>39,816</b>
<b>Net assets, end of year</b>	<b>\$ 57,674</b>	<b>\$ 52,597</b>

The accompanying note is an integral part of these financial statements

# **SALMON ARM DOWNTOWN IMPROVEMENT ASSOCIATION**

## **Notes to Financial Statements**

(Unaudited - See Notice to Reader)

December 31, 2020

### **1. Property and equipment**

			2020	2019
	Cost	Amortization	Net Book Value	Net Book Value
Banners	\$ 65,701	\$ 63,425	\$ 2,276	\$ 3,793
Computer equipment	12,718	11,502	1,216	402
Computer software	934	931	3	5
Decorations	45,383	18,475	26,908	14,859
Office equipment	26,128	24,383	1,745	2,182
Signage	5,025	3,210	1,815	525
	<b>\$ 155,889</b>	<b>\$ 121,926</b>	<b>\$ 33,963</b>	<b>\$ 21,766</b>

Property and equipment are recorded at cost and are amortized over their estimated useful lives on the diminishing balance method at the following rates, except in the year of acquisition when only one-half of the rate is applied:

Banners	- 40%	diminishing balance
Computer equipment	- 55%	diminishing balance
Computer software	- 30%	diminishing balance
Decorations	- 40%	diminishing balance
Office equipment	- 20%	diminishing balance
Signage	- 20%	diminishing balance



**Salmon Arm Downtown Improvement Association****Schedule 1 - Program Expenses (recovery)**

(Unaudited - see Notice to Reader)

For the year ended December 31, 2020

	2020	2019
Annual General Meeting	\$ -	\$ 1,326
Applefest	-	1,224
Banner Project	-	225
Christmas	12,541	20,234
Community Clean Up Day	-	184
Covid Project	6,761	-
Downtown Cares	(16)	275
Downtown Live	920	2,615
Downtown Gift Boxes	2,942	-
Farmers Market	612	-
Flower Bed	132	379
Halloween Treat Trail	-	941
Marketing and Advertising	7,656	7,409
Membership Engagement	2,113	1,198
Multicultural Day	64	(2,127)
Outside Movie	-	(585)
Project Supplies	6,620	5,019
Recycling Receptacles	(1,200)	(1,200)
Seasonal Decorations	-	4,592
Sponsorships	-	50
Street Cleaning	21,081	12,649
Street Lights - Power	458	-
	\$ 60,684	\$ 54,408

**SALMON ARM DOWNTOWN IMPROVEMENT ASSOCIATION**  
**Budget for the year ending: December 31, 2021**

	BUDGET		TOTAL
	OPERATIONAL	PARTNERSHIP	
<b>INCOME:</b>			
Levy	\$ 195,759.00		
Total DIA Levy			\$ 195,759.00
Street Cleaning		\$ 17,546.00	
Donations			
Total Partnership Income			17,546.00
<b>TOTAL INCOME</b>			<b>\$ 213,305.00</b>
<b>EXPENSES:</b>			
<b>OFFICE ADMINISTRATION</b>			
Accounting & Legal	\$ 1,550.00		1,550.00
Bookkeeping	2,000.00		2,000.00
Insurance	2,000.00		2,000.00
Memberships	500.00		500.00
Communication (Tel. Cell, IT.)	2,160.00		2,160.00
Website	1,800.00		1,800.00
Office Maintenance	1,800.00		1,800.00
Office Supplies & Expense	5,000.00		5,000.00
Awards & Gifts	750.00		750.00
Professional Development	2,500.00		2,500.00
Rent Office	13,200.00		13,200.00
Sponsorships	500.00		500.00
Wages	78,000.00		78,000.00
Benefits	8,600.00		8,600.00
CPP/EI/WCB Expense	6,500.00		6,500.00
<b>TOTAL OFFICE ADMINISTRATION</b>	<b>\$ 126,860.00</b>		<b>\$ 126,860.00</b>
<b>PROJECT EXPENSES:</b>			
AGM	499.00		499.00
Marketing & Advertising & Trade Shows	9,000.00		9,000.00
Street Cleaning		17,546.00	17,546.00
Banners	1,500.00		1,500.00
Gateway	6,500.00		6,500.00
Street Lights - Power	1,400.00		1,400.00
Seasonal Decorations	10,000.00		10,000.00
Graffiti Removal	500.00		500.00
Branding	-		-
Events	33,500.00	-	33,500.00
Applefest	1,000.00		1,000.00
Downtown Live	3,500.00		3,500.00
Halloween Treat Trail	500.00		500.00
Flower Bed	650.00		650.00
Christmas	13,000.00		13,000.00
Membership Engagement	3,500.00		3,500.00
Farmers Market	500.00		500.00
Bike Month / Salty Street Fest	500.00		500.00
Community Clean Up	300.00		300.00
Multicultural Day	500.00		500.00
Alexander Plaza	6,500.00		6,500.00
Project Supplies	3,050.00		3,050.00
Gift Vouchers			-
<b>TOTAL PROJECT EXPENSES:</b>	<b>\$ 62,899.00</b>	<b>\$ 17,546.00</b>	<b>\$ 80,445.00</b>
GST Expense (50% payable)	2,000.00		2,000.00
Amortization Expense	4,000.00		4,000.00
<b>TOTAL EXPENSES:</b>	<b>195,759.00</b>	<b>17,546.00</b>	<b>213,305.00</b>
<b>SURPLUS/DEFICIT</b>			<b>\$ -</b>

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Item 14.1.i

## CITY OF SALMON ARM

Date: March 8, 2021

Moved: Councillor

Seconded: Councillor

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

### Vote Record

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

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

**CITY OF  
SALMON ARM**

---

To: Mayor Harrison and Members of Council  
Date: February 1, 2021  
Subject: Business Improvement Area - 2021 Annual Budget  
- 2020 Revenue & Expense Statement

---

**Recommendation**

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

**Background**

Pursuant to Bylaw No. 4357, the Downtown Improvement Association (DIA and also known as Downtown Salmon Arm) must submit to Council the Business Improvement Area budget for the upcoming year as well as an accounting of the previous year's operations.

Lindsay Wong will attend the Regular Council Meeting of March 8, 2021, to present the Business Improvement Area 2021 Budget and 2020 Financial Statements. Ms. Wong will address any questions Council may have with respect to the 2021 Business Plan.

Respectfully Submitted,



---

Chelsea Van de Cappelle, CPA

Item 14.2

## CITY OF SALMON ARM

Date: March 8, 2021

### **Presentation 4:15 p.m. (approximately)**

**NAME:** Amy Vallarino, Environmental Advisory Committee

**TOPIC:** The City of Salmon Arm is no place for Rodenticides

#### **Vote Record**

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

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



# The City of Salmon Arm is no place for Rodenticides



Date: March 8 2021

Presenter: Salmon Arm Environmental Advisory Committee

Amy Vallarino

## On the agenda



Why is this important



What are rodenticides



What can we do

## Why is this a local concern?



## SALMON ARM OBSERVER



Susan Henderson looks through her binoculars at a pair of bald eagles while performing the annual Christmas Bird Count in Peter Jannink Nature Park. (File Photo)

## Waterfowl most prominent in Salmon Arm bird count

**Local naturalists saw thousands of ducks and geese taking advantage of mild weather and thawed lakes**

JIM ELLIOT / Jan. 30, 2021 11:29 a.m. / LOCAL NEWS / NEWS

Other highlights included a cooper's hawk spotted catching a squirrel, a peregrine falcon and a pygmy owl which was keeping a close eye on the bird counters.



Q ELEMENT

HOME • THINGS TO DO • OUTDOOR ADVENTURE • BIRDWATCHING

## BIRDWATCHING

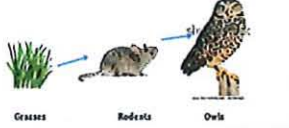
Our widely varied habitats of rivers, lakes, and wetlands attracts over 300 bird species to the Shuswap – some 63 per cent of all species found in BC. In the spring and fall, the shorelines are a haven for a wide variety of migratory birds. Large numbers of waterfowl and many other birds grace the skies and waterways. Watch Osprey and Blue Herons bring. Bring your binoculars to look on as Bald Eagles feed their young. Witness the 'walking on water' dance of the Western Grebe.



Photo credit: Darlene Cancelliere



One owl eats **1000** rodents per year

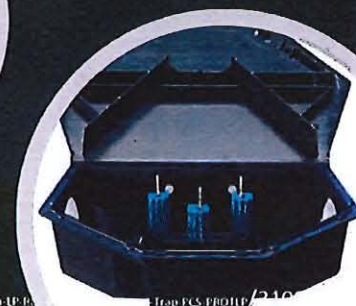


## Why is this a problem...



## What are Rodenticides?




- Examples of Active Ingredients
- BROMADIALONE
- DIFENACOU
- BRODIFACOU
- DIFETIALONE



<https://www.hanover.com/Protecta-IP-Bait>

Trap FCS PROHIBIT

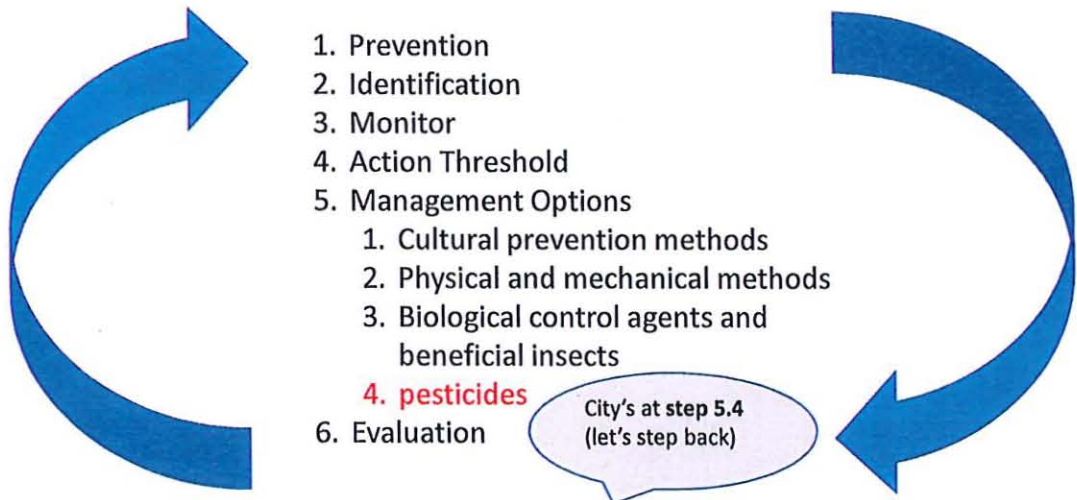
## On the scale to other pesticides ( $LD_{50}$ )

Labels and Toxicity Symbols				
Poison Hazard Symbol				[No symbol]
	Danger Poison	Warning Poison	Caution Poison	Very low toxicity
Acute oral $LD_{50}$	less than 500 mg/kg	500 - 1000 mg/kg	1000 - 2000 mg/kg	greater than 2500 mg/kg
Acute dermal $LD_{50}$	less than 500 mg/kg	500 - 1000 mg/kg	1000 - 2000 mg/kg	greater than 2500 mg/kg

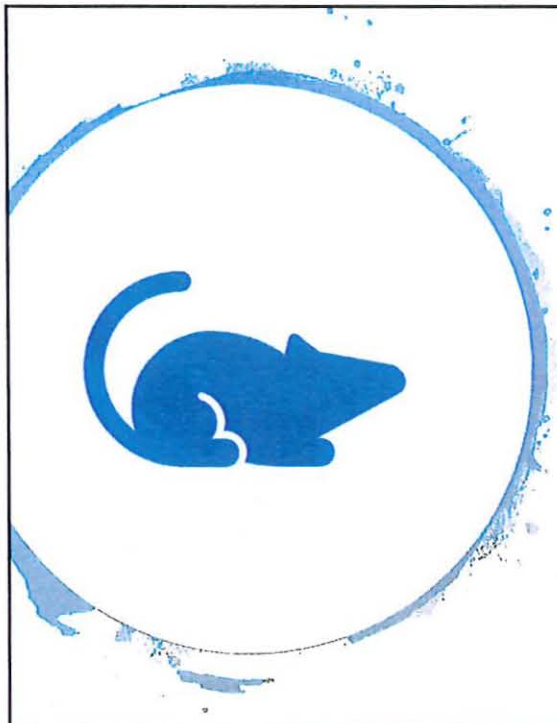
Adapted from: Canadian Centre for Occupational Health and Safety

<https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/agriculture-and-seafood/animal-and-crops/plant-health/pesticide-toxicity-hazard.pdf>

## Integrated Pest Management (Provincial Act)



<https://www2.gov.bc.ca/gov/content/industry/agriculture-seafood/animals-and-crops/plant-health/integrated-pest-management>



## Key Points

- Rat poisons are poisoning the entire eco-system
- Ineffective long term and counter productive
- Better, safer methods do exist

## Laws and policy

### Federal

- Pest Control Products Act and Regulations
- Registration and re-evaluation
- Human health and safety
- Environment impact
- Value assessment
- Compliance and enforcement

### Provincial/Territorial

- Transportation, sale, use, storage and disposal
- Training, certification and licensing of applicators and vendors
- Spills and accidents
- Permits and use restrictions
- Compliance and enforcement

### Municipal

- Bylaws

## What can municipal governments do?

Join a growing list of municipalities that have committed to a ban of rodenticides

VICTORIA NEWS



**Oak Bay join Saanich in municipal ban of rat poison**  
Ban on commercial rat poisons implemented due to owl deaths

District of North Vancouver  
District of Saanich  
District of North Saanich  
City of Colwood

City of Victoria  
District of Oak Bay  
Town of View Royal  
City of New Westminster

### New West bans rat poisons on civic lands

New Westminster is the latest municipality to back a ban on potent rodenticides because of their negative impacts on wildlife. Council approved a motion by Chris...

Exp 35, 2020 11:35 AM By: Theresa Monahan



SAANICH NEWS



**Saanich bans municipal rodenticide use after owl deaths**  
District unanimously approves a ban and community education

City of Port Moody  
District of Sooke  
City of North Vancouver  
City of West Vancouver



**Sooke jumps on board to ban use of rat poison**  
City and 16 area residents on harmful effects of rodenticides



Please  
consider the  
motion to:



Ban the use of rodenticides on  
city property



Consider an education campaign  
for city residence around  
rodenticide use and ecosystem  
externalities



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## Item 19.1

**CITY OF SALMON ARM**Date: March 8, 2021

Notice of Motion - February 22, 2021  
Rodenticides – Councillor Lindgren

Moved: Councillor

Seconded: Councillor

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

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

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

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

**Vote Record**

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

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

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Item 23.1

## CITY OF SALMON ARM

Date: March 8, 2021

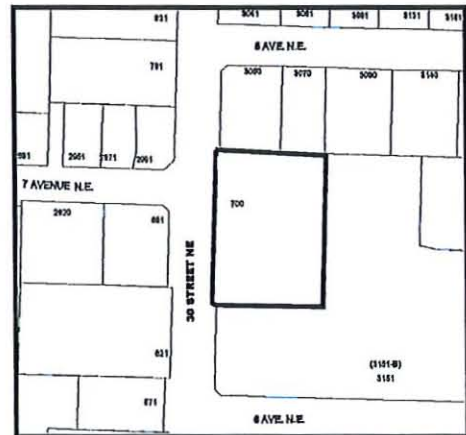
### CITY OF SALMON ARM NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a virtual Public Hearing on Monday, March 8, 2021 at 7:00 p.m.

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

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

**Civic Address:** 700 – 30 Street NE  
**Location:** South of Trans Canada Hwy on the East side of 30 Street NE  
**Present Use:** Single Family Dwelling  
**Proposed Use:** Multi Family Residential Development  
**Owner/Applicant:** Edelweiss Properties Inc./TSL Developments  
**Reference:** ZON-1183/ Bylaw No. 4406



The staff reports for the proposals are available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices> February 23 to March 8, 2021 inclusive. Those who deem their interest affected by the proposed bylaws are urged to review the online file, contact the undersigned or phone the Development Services Department at 250.803.4000 to obtain the facts of the proposal prior to the hearing.

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

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

Erin Jackson, Director of Corporate Services

#### **Vote Record**

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

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




---

To: His Worship Mayor Harrison and Members of Council

Date: September 14, 2020

Subject: Zoning Bylaw Amendment Application No. 1183

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

Civic: 700 – 30 Street NE

Owner / Applicant: Edelweiss Properties Inc. / TSL Developments

---

#### **MOTION FOR CONSIDERATION**

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

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

---

#### **STAFF RECOMMENDATION**

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

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

---

#### **PROPOSAL**

The subject parcel is located at 700 – 30 Street NE (Appendices 1 & 2). The proposal is to rezone the property from R-1, Single Family Residential Zone to R-4, Medium Density Residential Zone to facilitate the future construction of a multi-family residential development. The property currently contains a single family dwelling which is intended to be demolished for the proposed development, see site photos attached as Appendix 3.

#### **BACKGROUND**

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

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



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

#### OCP POLICY

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

#### COMMENTS

##### Fire Department

No Fire Department concerns.

##### Building Department

No concerns with rezoning.

##### Engineering Department

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

##### Ministry of Transportation and Infrastructure

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

##### Planning Department

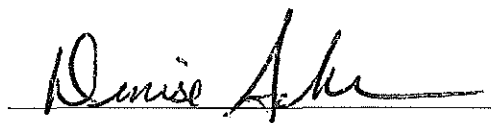
The maximum density permitted in the R-4 zone is 40 units per hectare (16.2 units per acre). Based on the area of the property, 0.40 ha (1 ac), the maximum density permitted on the subject property is 16 units. Section 9.11.2 of the Zoning Bylaw outlines the provision for bonus density of up to 20 units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

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

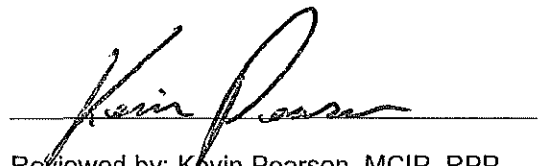
Generally speaking, the property is conducive for the development of a multi-family development as the surrounding land uses include similar multi-family residential developments, in addition to single family dwellings to the west and the east. North of the property leads to the Trans Canada Highway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

#### CONCLUSION

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

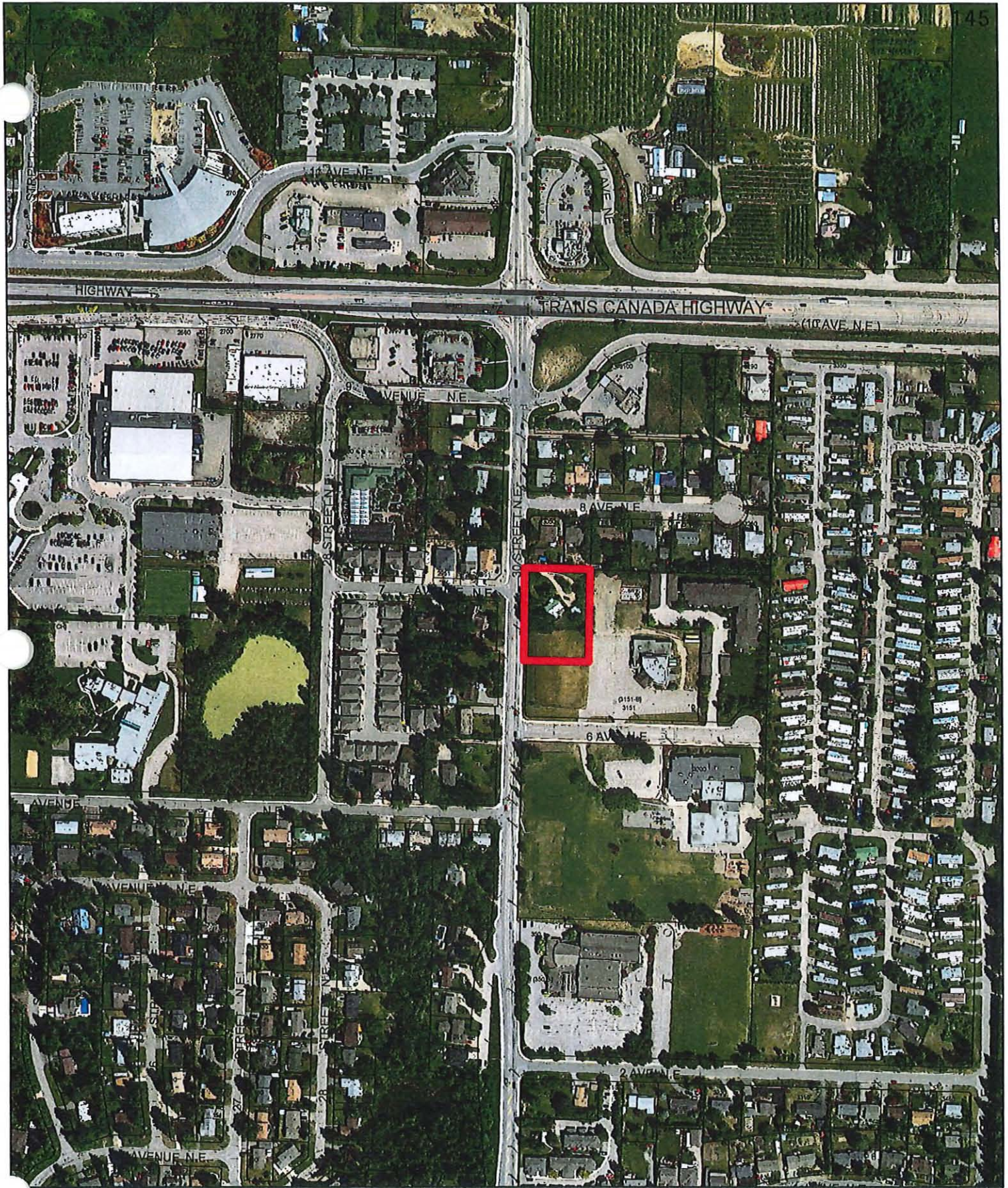


Prepared by: Denise Ackerman  
Planner, Development Services



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





0 20 40 80 120 160  
Meters



Subject Parcel





0 5 10 20 30 40  
Meters



Subject Parcel





View of property looking northeast.



View of property looking north.



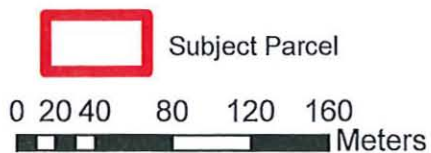
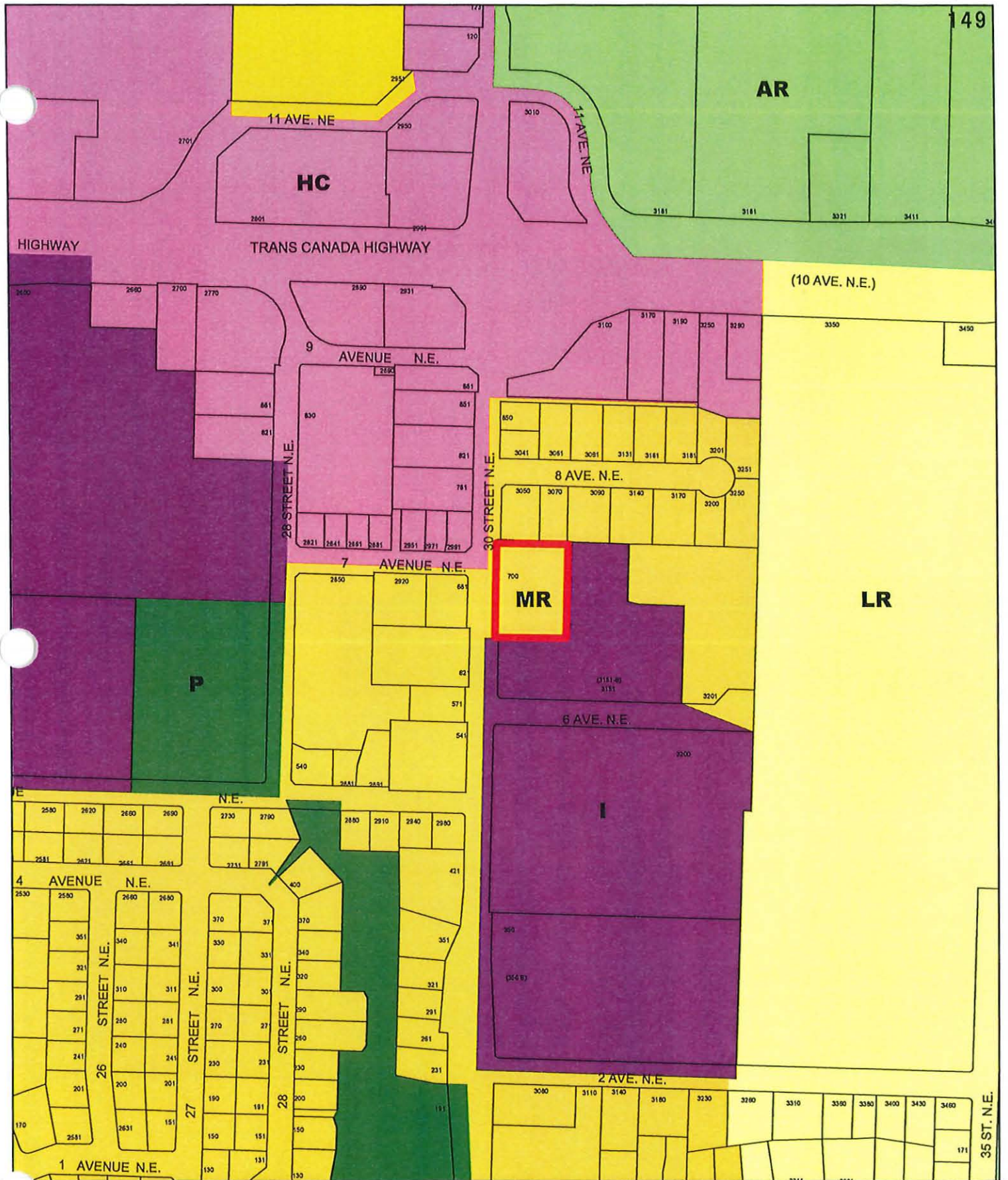


View of property looking east.

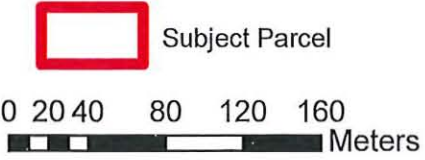
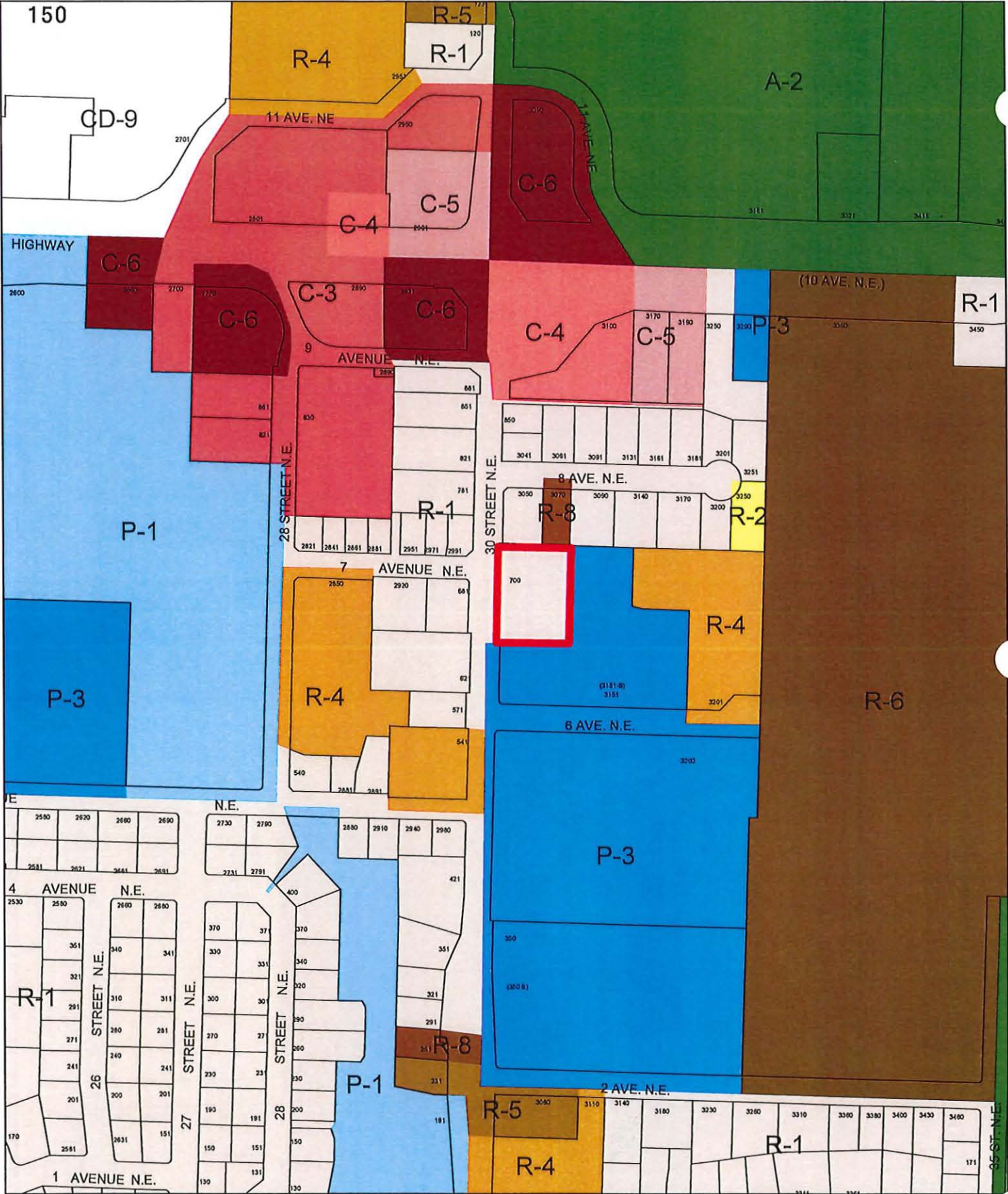


View of property looking northwest.





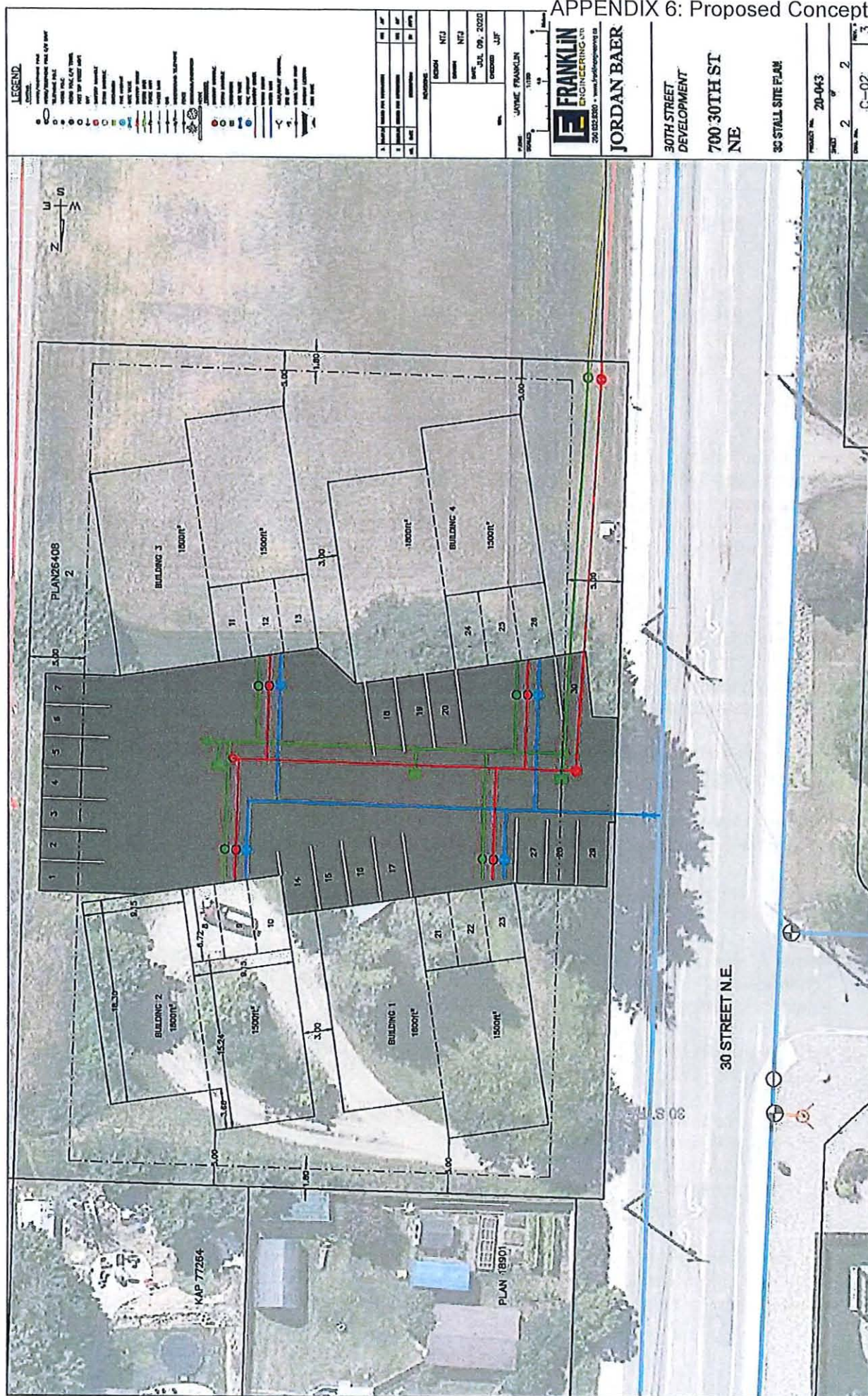




- |                                |                          |
|--------------------------------|--------------------------|
| R-1 Single Family Residential  | R-6 Mobile Home Park     |
| P-3 Institutional              | P-1 Park & Recreation    |
| R-4 Medium Density Residential | Various Commercial Zones |
| R-5                            | R-8 Residential Suite    |



## 151







*Memorandum from the  
Engineering and Public  
Works Department*

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

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Further to your referral dated 31 July 2020, we provide the following servicing information. **With exception to the Traffic Impact Assessment comments (Roads item 4.), the following are not requirements or conditions for Rezoning; these comments summarize the requirements of the Subdivision / Development Servicing Bylaw and are provided as a courtesy in advance of any subdivision or development proceeding to the next stages:**

**General:**

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

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

18 August 2020

Page 2

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

**Roads / Access:**

1. 30 Street NE, on the subject properties western boundary, is designated as an Urban Arterial Road standard, with an ultimate 25.0m road dedication (12.5m on either side of road centerline). Although the City only requires an interim total of 20.0m of road dedication (10.0m on either side of road centerline) at this time, all building setbacks will be required to conform to the ultimate 25.0m cross section. Available records indicate that no additional road dedication is required (to be confirmed by BCLS), however the City will require a statutory right of way for an additional 2.5m beyond the current road dedication for the construction of a multi-use path, to be constructed at the applicant/developers cost.
2. 30 Street NE is currently constructed to an Interim Urban Arterial Road standard. Upgrading to the current Urban Interim Arterial Road standard is required, in accordance with Specification Drawing No. RD-4 (revised). Upgrading may include, but is not limited to curb & gutter, offset multi-use path, underground Telus and Shaw and street lighting. Owner / Developer is responsible for all associated costs.
3. As 30 Street NE is designated as an Arterial Road, accesses shall be designed by keeping to a minimum number and located in the safest location. Only one driveway access will be permitted, the existing driveway shall be removed. Owner / Developer responsible for all associated costs.
4. The intersection of 9 Avenue NE and 30 Street NE has significant safety concerns and development of the subject property may further exasperate this situation. **It is recommended that Council require, as a condition for rezoning, the applicant to carry out a Traffic Impact Assessment looking at the impact on this intersection and also the intersection of 7 Avenue and 30 Street NE in relation to the proposed site access location.**
5. Consideration within the property shall be given to snow storage. No snow will be permitted to be pushed onto or across 30 Street NE.

**Water:**

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



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

18 August 2020

Page 3

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

**Sanitary:**

1. The subject property is serviced by a 150mm diameter sanitary sewer that terminates at a manhole in the south west corner of the property. Since this is the head of the run, subject to item 2, no further upgrades will be required at this time. However, a 6m wide right of way for the existing sewer and manhole is required
2. The development is to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Sanitary System to receive the proposed discharge from the development. Owner / Developer is responsible for all associated costs.
3. Records indicate that the existing property is serviced by a 100mm service from the sanitary manhole in the south west corner of the property. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

**Drainage:**

1. The subject property is serviced by a 200mm diameter storm sewer that terminates at a manhole in the south west corner of the property. No upgrades will be required at this time, however, a 6m wide right of way for the existing sewer and manhole is required
2. Records indicate that the existing property is not serviced by a storm service. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.

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

18 August 2020

Page 4

- 
4. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
  5. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed parcel(s) shall be serviced (each) by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

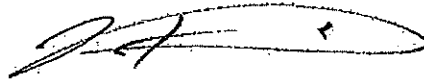
**Geotechnical:**

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



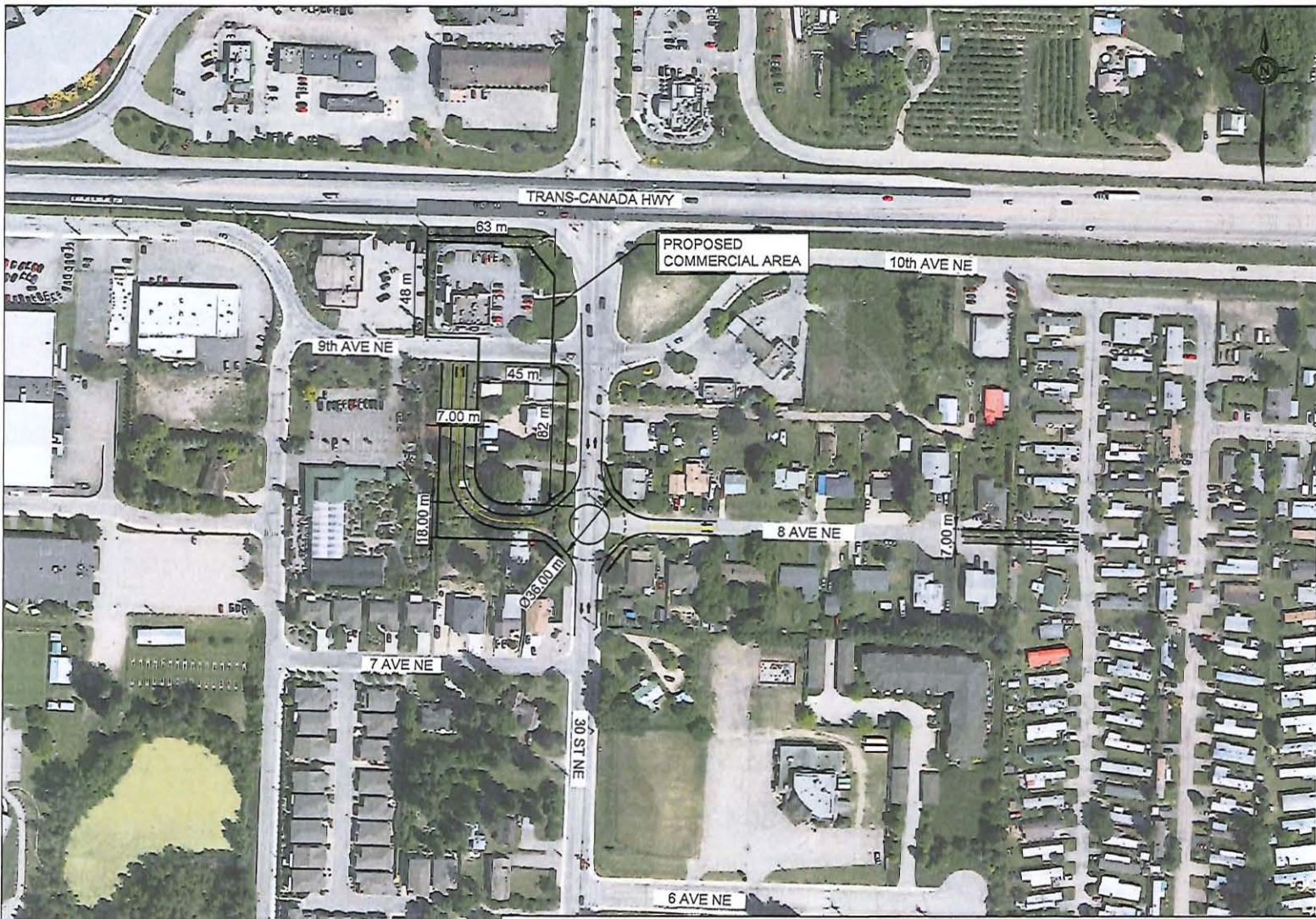
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**Chris Moore**  
Engineering Assistant



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

**PROS:**

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

**CONS:**

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



Kelowna Office 206-2365 Gordon Drive,  
Kelowna BC  
+1 250 868 4925  
V1W 3C2, Canada

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**CITY OF SALMON ARM**  
**30TH STREET AND 9TH AVENUE OPTIONS**  
**FIGURE 13: NEW OPTION - C:**  
**ROUNDAABOUT AT 8TH, CHANGE LAND USE TO COMMERCIAL (30TH FROM 8TH TO HWY),**  
**CLOSE ACCESS AT 9TH AVE.**





*Memorandum from the  
Engineering and Public  
Works Department*

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TO: Kevin Pearson, Director of Development Services  
 DATE: 05 February 2021  
 OWNER: **Edelweiss Properties Inc.** - 3648 Walnut Glen Road, West Kelowna, BC V4T 2R7  
 APPLICANT: **TSL Developments** – 1441 – 10 Avenue SE, Salmon Arm, BC V1E 1T2  
 CIVIC: **700 – 30 Street NE**  
 SUBJECT: **ZONING AMENDMENT APPLICATION FILE NO. ZON-1183**  
**TRAFFIC AND DEVELOPMENT STUDY**

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The applicant instructed WSP to carry out a Traffic Impact Assessment on this proposed development, which was received by the City January 6, 2021.

The study confirmed that traffic generated by the northbound traffic from the proposed development would lead to a 1.1% increase in traffic volumes at the 9 Avenue / 30 Street NE intersection.

Preliminary estimates based on concept designs puts the cost of closing the west access onto 9 Ave and the realignment of 9 Ave at \$3.2M

Since 30 Street NE is a collector road, it is eligible for 25% DCC funding. The proportional cost therefore, based on a 1.1% share of the 75% remaining is:

$$\text{\$3.2M} \times 75\% \times 1.1\% = \text{\$24,000}$$

The Engineering Department recommends that the developer pays \$24,000 towards future improvement work at the 9 Avenue NE / 30 Street NE intersection.

Concerns about the location of the access from the subject property in relation to 7 Avenue NE have now been addressed, as shown in the report. The proposed access is now opposite 7 Avenue NE that is considered a safer location than the previous offset location.

A handwritten signature in black ink, appearing to read "Chris Moore", written over a horizontal line.

**Chris Moore**  
Engineering Assistant

A handwritten signature in black ink, appearing to read "Jenn Wilson", written over a horizontal line.

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



## MEMO

**TO:** Jordan Baer, TSL Developments, Ltd.  
**FROM:** Dan Ross, WSP Canada, Inc.  
**SUBJECT:** 700 – 30 Street NE Traffic and Development Study - Final  
**DATE:** January 6, 2021

---

## BACKGROUND

TSL Developments, Ltd (TSL) is applying for a rezoning permit to build a 20-unit multifamily housing development on a parcel at 700 – 30 Street NE; a one-acre lot along 30 Street NE between 8 Avenue NE and 6 Avenue NE in the City of Salmon Arm (see Figure 1, below).

The lot currently zoned R-1 (Single Family Residential) but designated Medium Density Residential in the Salmon Arm OCP. It is surrounded by Single Family Residential units to the north and northeast, a church and school to the south and southeast, and multi family residential to the west across 30 Street NE.

30 Street NE is designated as an urban arterial road it has a signalized intersection with the Trans Canada Highway roughly 200m north of the site. There are minor stop-controlled, unsignalized intersections at 6, 7, 8, 9 and 10 avenues NE. It provides a single moving lane in both the north and south directions with one centre left-turn lane. There is no on-street parking on 30 Street NE in the vicinity of the site.



Figure 1 – 700 – 30 Street NE and surrounding areas

Suite 1000  
840 Howe Street  
Vancouver, BC, Canada V6Z 2M1

T: +1 604 685-9381  
F: +1 604 683-8655  
wsp.com





Early discussions with the City have indicated that given the modest size of the development, there are not many transportation-related concerns. However, that they do require a due diligence review of the development and its potential for local traffic and parking impacts.

This includes:

- Traffic – assessment of the number of new vehicle trips generated by the development in context of background volumes at the intersection of 30 Street NE & 9 Avenue NE and 30 Street NE & 7 Avenue NE;
- Parking – first check that the development complies with the local zoning bylaw for minimum parking provision;
- Vehicle access – first check of the capacity for vehicles to safely access the proposed parking lot fronting 30 Street NE

This final report incorporates comments received from the City of Salmon Arm on the December 16, 2020 draft report.

## TRAFFIC REVIEW

### BACKGROUND VOLUMES

Intersection traffic volumes for the 30 Street NE & 9 Avenue NE intersection, which sits 130m north of the site, were taken from a 2018 Opus (later acquired by WSP) report: *30th Street NE and 9th Avenue NE Options Overview and Analysis*. The report also includes a more detailed look at the street and intersection's background conditions.

The report recorded peak hour demands at the north approach of the intersection (the closest to the proposed development) of 393 vehicles in the AM and 254 in the PM peak; the equivalent of seven vehicles per minute and four vehicles per minute in the AM and PM peaks, respectively. The number of vehicles travelling south from the same intersection were 349 in the AM peak and 343 in the PM peak.

Anecdotal evidence also indicates a steady stream of vehicles on 30 Street NE, challenging the potential for safe left turn gaps into and out of the site.

Background volumes for 30 Street NE and 7 Avenue NE were not included among the materials provided by the City. However, 7 Avenue NE is a local access road that provides direct secondary access to several residences on that western block. Our analysis includes no development vehicle trips assign to that intersection.

### TRAFFIC GENERATION AND ASSIGNMENT

The Institute of Transportation Engineer (ITE)'s Trip Generation Manual v10 was used to quantify the number of likely peak hour trips to and from the development. For the purposes of this review, Land Use Code 220 – Multi Family Low-Rise – was used to represent the development and the number of dwelling units was chosen as the key indicator.

The trip generation for twenty dwelling units is shown in Table 1, below – a total of ten vehicle trips in the AM peak (1 vehicle every six minutes) and 14 vehicles in the PM peak (1 vehicle every four minutes).

*Table 1 ITE trip generation for a 20-unit development*

	ITE Code	Units	equation	Total(vph)	entering(vph)	exiting(vph)
AM	220 ( Multi Family Lowrise)	20 dwelling Units	$\ln(t) = .95\ln(x) - 0.51$	10	2	8
PM	220 (multi Family Lowrise)	20 dwelling units	$\ln(t) = .89\ln(x) - 0.02$	14	9	5



For these trips, our analysis conservatively assumed 100% of these vehicle trips were to the city centre several kilometres to the west. Of these trips, 50% were assumed to leave and enter via the Highway to the north and 50% were assumed to enter and leave via Okanagan Avenue in the south.

The assignment of new trips to and from the development during the peak hours are summarized below:

- AM peak hour
  - 4 vehicles exit right turn onto 30 Street NE northbound towards Highway
  - 4 vehicles exit left turn onto 30 Street NE southbound towards Okanagan Ave
  - 1 vehicle enters right turn from 30 Street NE northbound from Okanagan Ave
  - 1 vehicle enters left turn from 30 Street NE southbound from Highway
- PM peak hour
  - 3 vehicles exit right turn onto 30 Street NE northbound towards Highway
  - 2 vehicles exit left turn onto 30 Street NE southbound towards Okanagan Ave
  - 4 vehicles enters right turn from 30 Street NE northbound from Okanagan Ave
  - 5 vehicles enters left turn from 30 Street NE southbound from Highway

Compared to the background volumes reported above and in the 2018 Opus report, the townhouse development's generated volumes represent only 1.0% of northbound AM volumes, 1.4% of southbound AM volumes, 1.2% of northbound PM volumes, and 2.0% of southbound PM volumes.

These background volumes noted above provide adequate and safe gaps for these limited number of opposing right and left turns during the peak hour. This is supported by the existing left-turn centre lane in front of the site and lack of on-street parking to block visibility of oncoming vehicles.

## PARKING

As per the city bylaw (Appendix 1, Table A1-1), a development zoned R4 Multi Density Residential requires 1.5 parking spaces per dwelling unit. The development at 700 – 30 Street NE will require 30 parking spaces, unless a variance is asked for.

No mention is made of minimum number of accessible spaces, but up to 20% of the unit's parking spaces may be reserved for small vehicles. Residential lots are not required to provide off-street loading spaces but some space is recommended to accommodate some delivery vehicles, moving vans, and garbage / recycling collection.

## SITE ACCESS

The site will be accessed solely off 30 Street NE from a new driveway roughly opposite of the 7 Avenue NE intersection, as shown in Figure 2. The location of the driveway access was revised from a previous version presented to Council (September 14, 2020 rezoning application package) to address City Engineering concerns over its location relative to the 7 Avenue NE approach on the west side of 30 Street NE. This approach is at the crest of a small rise, with limited visibility to the left and right to see oncoming southbound and northbound vehicles, respectively.

By adding new turning movements to and from the east side of 30 Street NE, the City was concerned that the townhouse development would increase the risk profile for vehicles at the approach on the west side of the street. The revised driveway access location has been moved several metres to the north so that is opposite the 7 Avenue NE approach for improved visibility of all movements from both sides of 30 Street NE.



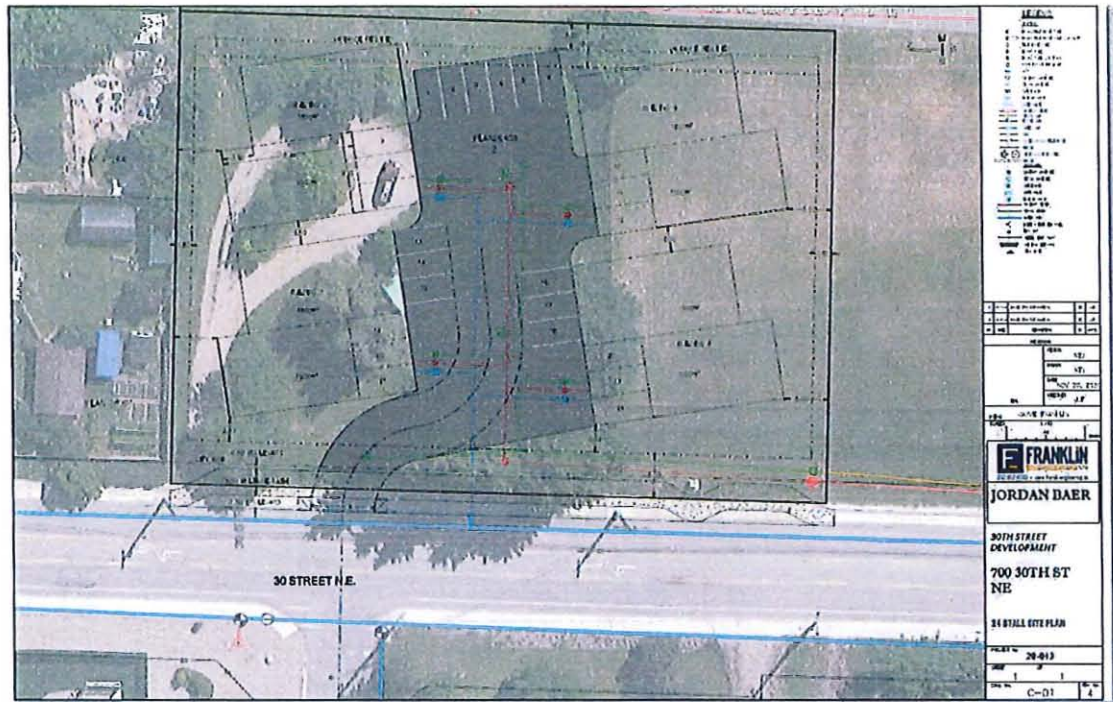


Figure 2 – Driveway Access opposite 7 Ave approach

TSL will continue to work with the City and its architects to ensure safe sight distance to the north and south of the driveway will remain and be incorporated into subsequent stages of design.

## PARKING LOT

Simulated vehicles were tracking into, out of, and through the current parking lot configuration to ensure safe manoeuvrability and circulation of vehicles. Those tracking drawings are attached to this document. All parking spaces show adequate circulation and clearance.

The only recommendation at this stage is to provide adequate manoeuvring capacity for a medium-sized delivery vehicle / garbage truck or its equivalent. Page 5 of the attached tracking drawings show these vehicles can not manoeuvre into and out of the proposed loading area site from a northbound right turn into the site or southbound left turn out of the site without a manoeuvring aisle or cul-de-sac opposite the proposed loading area as well. This could be achieved by widening the driveway access and providing a maneuvering aisle for larger vehicles to reverse into and out of when accessing the townhouse parking lot.

Dan Ross  
Project Manager





Plot Date: 15 Dec 2020 8:27 AM Plot Size: 400 x 1170 mm Plot Scale: 1:250 Plot Title: 30 St Salmon Arm TIA 20M-01541-00 V22.303, Canada DEC 2020

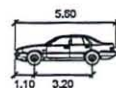
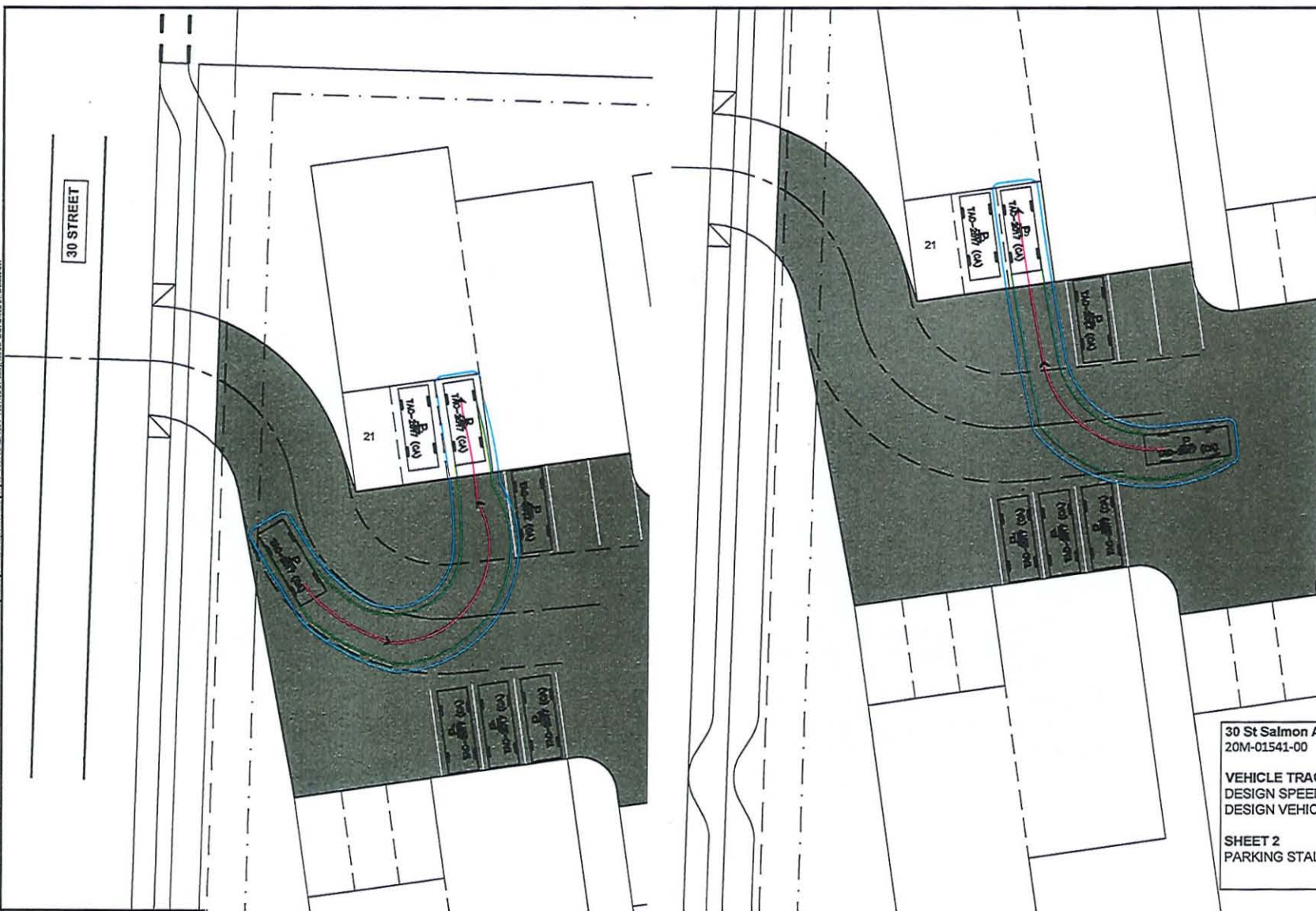
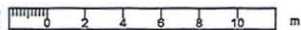


Vancouver Office

100-840 Howe Street  
Vancouver BC  
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DEC 2020

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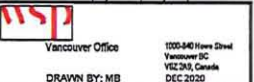
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Width	: 2.00
Track	: 2.00
Lock to Lock Time	: 6.0
Steering Angle	: 35.9

30 St Salmon Arm TIA  
20M-01541-00

VEHICLE TRACKING  
DESIGN SPEED: 5 km/h  
DESIGN VEHICLE: TAC-P

SHEET 2  
PARKING STALL 19









File Path: I:\01-2020\01-27\TIA\20M-01541-00\20M-01541-00-01.dwg, 31.3.2020, User: TIA\TIA\TIA, Title: 20M-01541-00, Project: 20M-01541-00, Date: 31.3.2020, Drawn by: TIA\TIA\TIA, Checked by: TIA\TIA\TIA, Approved by: TIA\TIA\TIA, Scale: 1:250, Plot Date: 12.12.2020, Plot Time: 14:00, Plot User: TIA\TIA\TIA, Plot Device: HP DesignJet T1100, Plot Size: A0, Plot Orientation: Landscape, Plot Scale: 1:250, Plot Units: Metric, Plot Color: Black, Plot Lineweight: 0.5, Plot Font: Arial, Plot Style: TIA.ctb, Plot Path: I:\01-2020\01-27\TIA\20M-01541-00\20M-01541-00-01.dwg, 31.3.2020, User: TIA\TIA\TIA, Title: 20M-01541-00, Project: 20M-01541-00, Date: 31.3.2020, Drawn by: TIA\TIA\TIA, Checked by: TIA\TIA\TIA, Approved by: TIA\TIA\TIA, Scale: 1:250, Plot Date: 12.12.2020, Plot Time: 14:00, Plot User: TIA\TIA\TIA, Plot Device: HP DesignJet T1100, Plot Size: A0, Plot Orientation: Landscape, Plot Scale: 1:250, Plot Units: Metric, Plot Color: Black, Plot Lineweight: 0.5, Plot Font: Arial, Plot Style: TIA.ctb

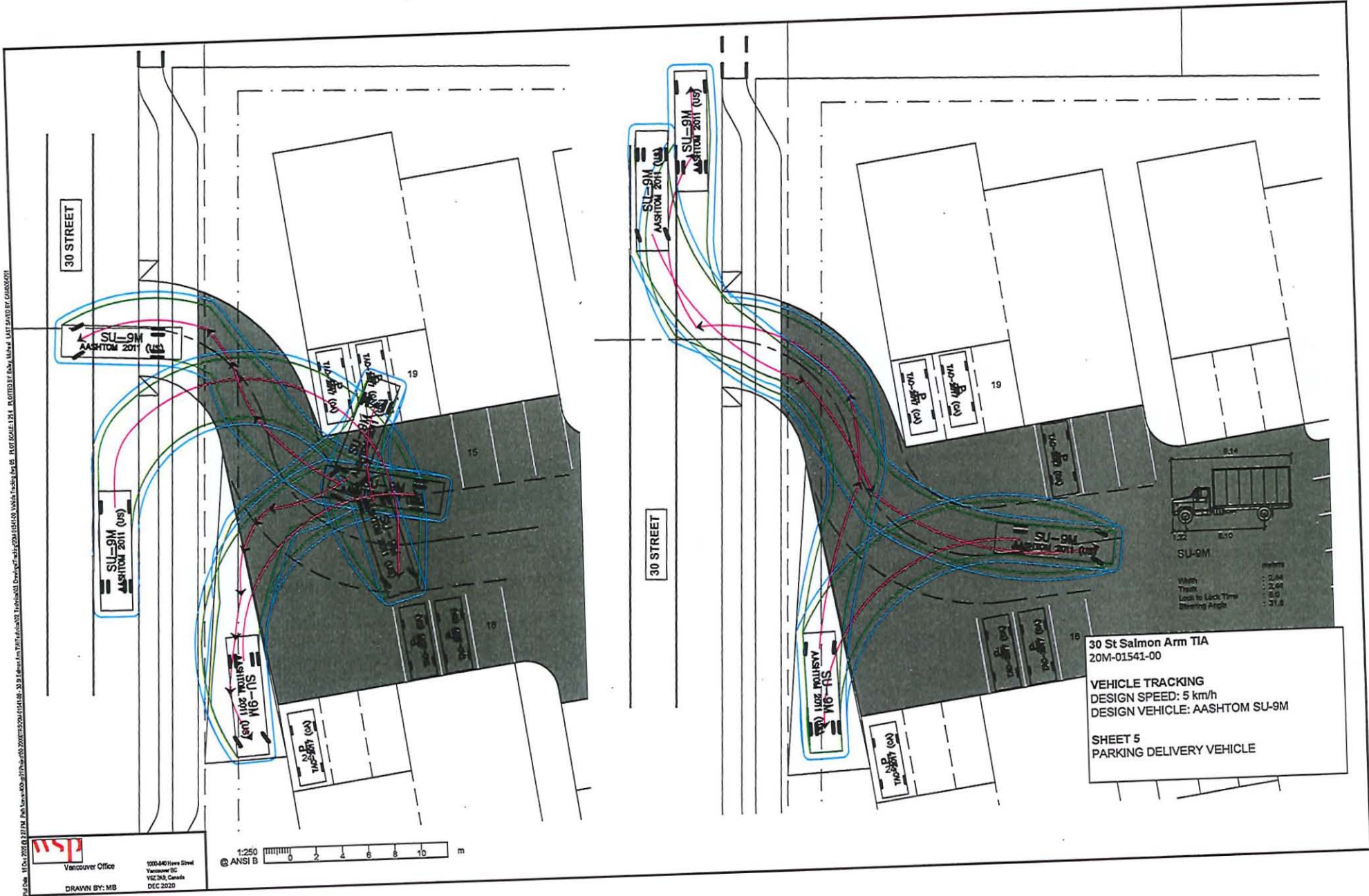
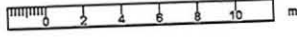


Vancouver Office

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Vancouver BC  
V5C 2N3, Canada  
DEC 2020

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30 St Salmon Arm TIA  
20M-01541-00

VEHICLE TRACKING  
DESIGN SPEED: 5 km/h  
DESIGN VEHICLE: AASHTOM SU-9M

SHEET 5  
PARKING DELIVERY VEHICLE

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

From: Shannon MacLachlan

Sent: March-02-21 3:34 PM

To: Caylee Simmons

Subject: Rezoning on 8th ave NE

To Whom It May Concern,

I am writing to you regarding the proposed Amendment Zoning Bylaw No. 2303, Reference ZON-1183/ Bylaw No. 4406.

My children and I live at 3140-8th avenue NE in Salmon Arm; a home which I chose largely because it is on an easily accessible quiet cul-de-sac where there is very little traffic and we feel safe.

I have recently been made aware of this proposed rezoning, which would include turning 8th avenue into a thoroughfare leading into the trailer park. Not only would this change greatly devalue the property of myself and my neighbours, but it would lead to a drastic increase in traffic of people and cars coming and going. Our street has no sidewalks and is used all the time by pedestrians and children on bikes and scooters.

Residents who will be affected by such changes, such as all of the property owners on 8th avenue NE, should be made aware of these proposals and consulted by The City. I am disappointed and worried that my neighbourhood will change and my property devalue, and I would like to have it noted that I very much oppose the proposed change to 8th avenue NE as an access to the trailer park. I suggest that an alternate entrance off of the Trans-Canada highway be made available as an access to where the current trailer park entrance already exists, should 9th avenue be closed off.

Please consider leaving 8th avenue NE as a cul-de-sac; as residents of Salmon Arm our homes and our safety are of utmost importance. There are alternatives to this proposal that can be made without affecting us to this degree.

Thank you for your time and sincere consideration.

Shannon MacLachlan



**From:** Kevin Pearson  
**Sent:** March 2, 2021 5:08 PM  
**To:** Shannon MacLachlan  
**Subject:** ZON-1183

Hi Shannon,

Thank you for your input on the rezoning application (ZON-1183) and the related Traffic Impact Analysis (TIA). Your e-mail will be forwarded to the Public Council agenda. For transparency I thought it would be best for the round-about and street plan concept contained in the WSP report to be important background information for the public. The rezoning application ZON-1183 triggered the need for a traffic impact analysis for two reasons. One, the intersection problem at 9 Ave. NE / 30 St. NE results in a need for the City to consider options for relocating this intersection southward. The 8 Ave. / 30 St. round-about option is deemed to be suitable, safe and cost effective. Secondly, the point of access / egress shown on the applicant's site plan at the outset was deemed by City staff to be problematic.

With the TIA, examination of the additional traffic load (impact) resulting from the rezoning and potential development and the location access / egress point to the subject property on 30 Street NE was deemed to be needed before Council considers this rezoning application and Bylaw any further. The additional traffic load calculations are needed to determine a reasonable cost allocation resulting from development. Council will consider whether the applicant/developer will be responsible for a relatively small portion of the total round-about costs.

As Chris Moore may have mentioned to you, the related road plan for the round-about plan is only conceptual and no properties or portions of land have been negotiated or acquired by the City yet. Much land is needed for acquisition and there is no direction from City Council to proceed on this project yet. The estimated cost for this project is at least \$3.2 million and there are minimal funds available at this time to proceed. It is not a short term plan. However, if the 9 Avenue / 30 Street NE intersection continues to fail, it could become a short term priority. We do need to plan for the round-about for neighbourhood and community safety.

Your concerns about extending 8 Avenue NE through the adjacent mobile home park are duly noted.

**Kevin Pearson, RPP, MCIP**  
**Director of Development Services | Approving Officer**  
 P 250.803.4015 | E [kpearson@salmonarm.ca](mailto:kpearson@salmonarm.ca) | W [www.salmonarm.ca](http://www.salmonarm.ca)

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



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

From: Mary MacLachlan  
Sent: March-03-21 10:10 AM  
To: Caylee Simmons  
Subject: Rezoning on 8 Ave. N.E.

To Whom It May Concern,

As a concerned grandmother and frequent visitor, I am writing to you regarding the proposed rezoning on 8 Ave. N.E.

I recognize that the proposed change would provide increased access to the trailer park that is located just west of this cut-de-sac. However, there is already a convenient access road to the trailer park via 10th Ave.. Building a new access would significantly increase traffic on 8 Ave. which is currently a quiet street which both seniors and children enjoy safely. In that 8 Ave. does not have sidewalks, the safety of those who walk and live in this area would be impacted with increased traffic.

Please consider leaving the current access site in place and leaving 8 Ave N.E. as a cul-de-sac. The proposed changes would impact many home owners in the area. These residents deserve to be consulted and included in the decision making process.

Sincerely,

Mary MacLachlan

> To Whom It May Concern,

>

> I am writing to you regarding the proposed Amendment Zoning Bylaw No. 2303, Reference ZON-1183/ Bylaw No. 4406.

>

> My children and I live at 3140-8th avenue NE in Salmon Arm; a home which I chose largely because it is on an easily accessible quiet cul-de-sac where there is very little traffic and we feel safe.

>

> I have recently been made aware of this proposed rezoning, which would include turning 8th avenue into a thoroughfare leading into the trailer park. Not only would this change greatly devalue the property of myself and my neighbours, but it would lead to a drastic increase in traffic of people and cars coming and going. Our street has no sidewalks and is used all the time by pedestrians and children on bikes and scooters.

>

> Residents who will be affected by such changes, such as all of the property owners on 8th avenue NE, should be made aware of these proposals and consulted by The City. I am disappointed and worried that my neighbourhood will change and my property devalue, and I would like to have it noted that I very much oppose the proposed change to 8th avenue NE as an access to the trailer park. I suggest that an alternate entrance off of the Trans-Canada highway be made available as an access to where the current trailer park entrance already exists, should 9th avenue be closed off.

>

> Please consider leaving 8th avenue NE as a cul-de-sac; as residents of Salmon Arm our homes and our safety are of utmost importance. There are alternatives to this proposal that can be made without affecting us to this degree.

>

> Thank you for your time and sincere consideration.

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Item 23.2

## CITY OF SALMON ARM

Date: March 8, 2021

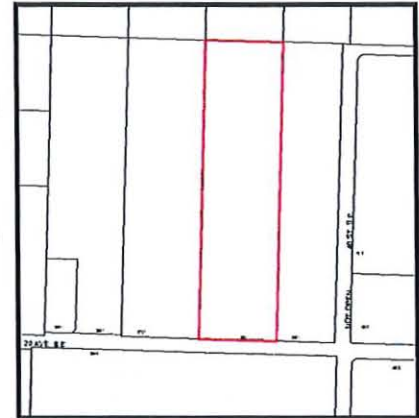
### CITY OF SALMON ARM NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a virtual Public Hearing on Monday, March 8, 2021 at 7:00 p.m.

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

Rezone Lot 17, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1230 from A-2 (Rural Holding Zone) to M-2 (Light Industrial Zone).

**Civic Address:** 3831 - 20 Avenue SE  
**Location:** West of 40 Street SE and 20 Avenue SE on the North side of 20 Avenue SE  
**Present Use:** Rural Holding  
**Proposed Use:** Light Industrial  
**Owner/Applicant:** B. & R. Mierau/B. Laird  
**Reference:** ZON-1192/ Bylaw No. 4428



The staff reports for the proposals are available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices> February 23 to March 8, 2021 inclusive. Those who deem their interest affected by the proposed bylaws are urged to review the online file, contact the undersigned or phone the Development Services Department at 250.803.4000 to obtain the facts of the proposal prior to the hearing.

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

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

Erin Jackson, Director of Corporate Services

#### **Vote Record**

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

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



# CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: February 16, 2021

Subject: Zoning Bylaw Amendment Application No. 1192

Legal: Lot 1, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1538, Except: Plans B4356, B5847, 6971 and 18058 and Lot 17, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1230  
Civic Address: 4270 10 Avenue SE and 3831 20 Avenue SE  
Owner: Stephen and Helen Charlton and Bruce and Rose Mierau  
Applicant: Bill Laird

## STAFF RECOMMENDATION

**THAT:** a Bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303, 1995 by rezoning Lot 17, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1230 from A2 (Rural Holding Zone) to M2 (Light Industrial Zone);

**AND THAT:** a Bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303, 1995 by rezoning Lot 1, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1538, Except: Plans B4356, B5847, 6971 and 18058 from A2 (Rural Holding Zone) to M2 (Light Industrial Zone);

**AND THAT:** Fourth reading and adoption of the bylaws be withheld subject to:

- 1) Registration of a Section 219 Land Title Act restricting Development or Development Permit issuance until Road Reserves are registered on the subject properties to the satisfaction of the City and the owner/developer, with said Road Reserves aligning more or less consistently with the Road Network Preplan dated December 1, 2006;
- 2) The Exclusion of the subject property from the Agricultural Land Reserve; and
- 3) Final reading of the Bylaw for Lot 1, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1538, Except: Plans B4356, B5847, 6971 and 18058 be withheld subject to Ministry of Transportation and Infrastructure approval.

## PROPOSAL

The applicant is requesting to rezone two properties from A2 (Rural Holding Zone) to M2 (Light Industrial Zone).

## BACKGROUND

The subject properties are 4270 10 Avenue SE and 3831 20 Avenue SE (Appendices 1 and 2). Both properties are designated Light Industrial in the Official Community Plan (OCP) (Appendix 3), zoned A2 (Rural holding Zone) (Appendix 4) and within a Special Development Area (SDA) (Appendix 5). The subject properties total approximately 8.0ha (19.8ac) with each property equally sized at 4.0ha (9.9ac). Both properties are within the Agricultural Land Reserve (ALR).

The SDA for Industrial development comprises of eighteen (18) lots that are largely under-developed with an undulating topography characterized by a mixture of agriculture and industrial uses. Existing structures on the subject properties include a single family dwelling and related residential buildings.

Adjacent land uses of 4270 10 Avenue SE include the following:

North: Rural Holding (A-2)/rural residential  
South: Airport (P-2)/CSRD Landfill and City Airport  
East: Rural Holding (A-2)/City owned land/recreation area  
West: Rural Holding (A-2)/residential/agriculture property

Adjacent land uses of 3831 20 Avenue SE include the following:

North: Rural Holding (A-2)/rural residential  
South: Rural Holding (A-2)/rural residential  
East: Rural Holding (A-2)/City owned land/recreation area  
West: Rural Holding (A-2)/residential/agriculture property

The proposed M2 (Light Industrial Zone), attached as Appendix 6, allows for 40 uses that range from manufacturing to larger scale repair and other uses that may require extensive outdoor storage. Single Family Dwelling is not a permitted use in the zone; therefore, should the bylaw be adopted the existing dwellings would be deemed legal non-conforming.

The rezoning application is separated into two bylaws as staff have recommended that the rezoning of each property is dependant on the conclusion of separate ALR Exclusion applications and is discussed in more detail later in this report.

#### OCP Policy

OCP Policy sections 10.3.13 to 10.3.15 identify the SDA and support the rezoning of the subject property for industrial uses. The SDA has been earmarked for the expansion of the City's Industrial land base since the mid 1980's. The area is strategically located in close proximity to the City's Airport, existing Industrial Park and access to Highway 97B. A significant portion of the SDA is within the Agricultural Land Reserve and in 1988 the ALC recognized the area for Industrial Park expansion and supported the plan to remove the area from the ALR (see Appendix 5). The 1988 ALC decision stated that the Exclusion of the lands could occur by application of individual property owner or by way of a block Exclusion application by the City. To date, there are four properties that have been Excluded from ALR within the SDA and one application (4270 10 Avenue SE) that is currently being considered by the ALC. To further the development of the SDA, in 2009 the City completed work on engineering pre-plans for the internal road network and servicing of the SDA (see Appendix 9), and shared the pre-plans with property owners.

In 2011 393ha (971ac) of land within the City was designated for Industrial use in the OCP and 342ha (845ac) of land were zoned for Industrial, including the approximately 58.7ha (145ac) of the SDA. As part of the same OCP review, Urbanics Consulting completed a Retail and Industrial Land Study that analyzed the state of the Industrial land base and provided projections in order to determine if the lands zoned or designated Industrial in the OCP would be sufficient for the community's needs in 2021 and 2026. The study concluded that, with the SDA included, in 2021 21ha (52ac) to 27.5ha (68ac) of additional land designated for Industrial would be needed and in 2026, 29.5ha (73ac) to 38ha (95ac) of additional industrial land would be needed. Should the lands not be Excluded from the ALR there would be a deficit of Industrial land. Further to this, the City would have to abandon the 30+ years of effort focussed on the SDA and seek to designate other lands for future industrial development. Given growth projections and analysis it is likely that those other lands would be within the ALR and not adjacent to the City's Airport.

The OCP further encourages the development of Industrial lands in the SDA by way of an Industrial Tax Exemption Bylaw. Effectively, the Bylaw exempts the municipal portion of the taxes on new construction or new alterations and improvements in excess of \$300,000.00. In order to qualify for the incentive the development must occur within one of the areas identified by the bylaw and the development must be new construction or alteration of an existing industrial development.

## COMMENTS

### Engineering Comments

The Engineering Department has provided comments for each site with the caveat that the requirements noted would be applicable at the time of development (i.e. Building Permit) and not at rezoning. The comments in their entirety are included as Appendix 7 (4270 10 Avenue SE) and Appendix (3831 20 Avenue SE).

The closest location to connect into the City's sanitary sewer system is more than 100m away; therefore, the developer is exempt from extending and connecting to sanitary sewer service at the time of development. The subject properties would be serviced on-site. While water flows are sufficient in the area, existing watermains and connections are insufficient for industrial development; therefore, at the time of development service line upgrades are required. In addition, fire hydrants may be required at the time of development and spaced to meet the high density requirements of 90m between units.

At later stages of development, the existing Interim Rural Road Standard for both 10 Avenue SE and 20 Avenue SE will require upgrades to an Urban Interim Arterial Road Standard. For the portion along 10 Avenue SE, the cross-section includes a pathway that can accommodate a separated multi-use path for cycling and pedestrian traffic and is consistent with the Type 6 Trail of the Greenways Strategy. It is anticipated that road dedication of approximately 2.356m along 10 Avenue SE would be required to achieve the improvements within the City right of way. For the affected portion of 20 Avenue SE the road improvements include a 20m road width with a cross-section that includes 10m paved road surface with space to accommodate a 7.0m travel lane with a 1.5m area on either side for pedestrian or bike traffic. No additional road dedication would be required along 20 Avenue SE.

The proposed lot configuration in the SDA preplan illustrates small lots within a fully serviced Industrial area. Until the services and infrastructure are extended to this area, either by developer or the City, it is expected that lot sizes will be designed to accommodate on-site services (minimum 10,000m<sup>2</sup>/1 hectare parcel areas). With regard to future servicing, staff note that the SDA is not included as a project in the Development Cost Charges (DCC) Bylaw nor is it identified as a priority in the City's Financial Plan. It is anticipated that the servicing of Industrial land in this area would be a capital project undertaken by the City as more demand on services in this area occurs. It is known that the current condition of the Industrial land in this area lack servicing and infrastructure; however, the extension of services to this area is not identified as an immediate priority for the City at this time.

The proposed internal road network of the SDA is part of the pre-plan, dated December 1, 2006 (Appendix 9). Staff are recommending that the network be secured by the registration of a Road Reserve Plan aligning with the pre-plan. The actual dedication and construction of the road network would occur at the time of subdivision or development as each affected lot develops. The road alignment may change as development occurs and the priority road alignment is to ensure east-west and north-south connectivity consistent with proposed parcel areas and the pre-plan. The required RD-6B Road Standard through the SDS is an 18.75m wide roadway that includes a 10m wide paved travel lane. The covenant and road reserve plan would inform future developers of the road alignment and that road dedication and construction is required. Staff is recommending the covenant and road reserve plan as the dedication and construction of the road network is premature at this time. The applicant is amenable to the conditions as noted in the motion.

### Ministry of Transportation and Infrastructure

No concerns.

### Building Department

No concerns.

### Fire Department

No concerns.

Planning Department

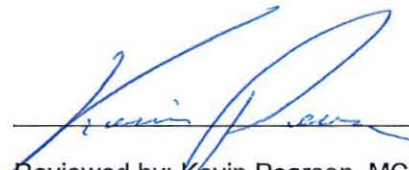
When considering rezoning applications a number of factors are considered including – long term servicing and land use plans, current land inventory and negative or positive impacts on adjacent properties. In considering this application the subject properties are within an area earmarked for the expansion of the Industrial Park and the City has invested in pre-planning road networks and servicing for the eventual shift in land use to industrial. Given the size of the parcels due to servicing and location it is not likely that proposed use would have a negative impact on adjacent properties.

Recently, applications for ALR Exclusion, Rezoning and Development Permit have been supported for 3701 20 Avenue SE (Access Precision). Support has also been granted by the City and ALC to exclude another three parcels for Industrial development. In addition to those parcels, an ALR Exclusion application for 4270 10 Avenue SE is being considered by the ALC (it was supported by Council in October 2020, ALC No. 398) and should the Bylaw for 3831 20 Avenue NE be adopted, the applicant (with the City as applicant) would make application for Exclusion from the ALR.

Lands designated in the OCP and zoned for Industrial uses ensure space within the City boundaries for diverse employment opportunities and innovation. Given that the rezoning of the subject property from A2 (Rural Holding Zone) to M2 (Light Industrial Zone) is consistent with the Official Community Plan staff are supportive of the zoning bylaw amendments.



Prepared by: Melinda Smyrl, MCIP, RPP  
Planner

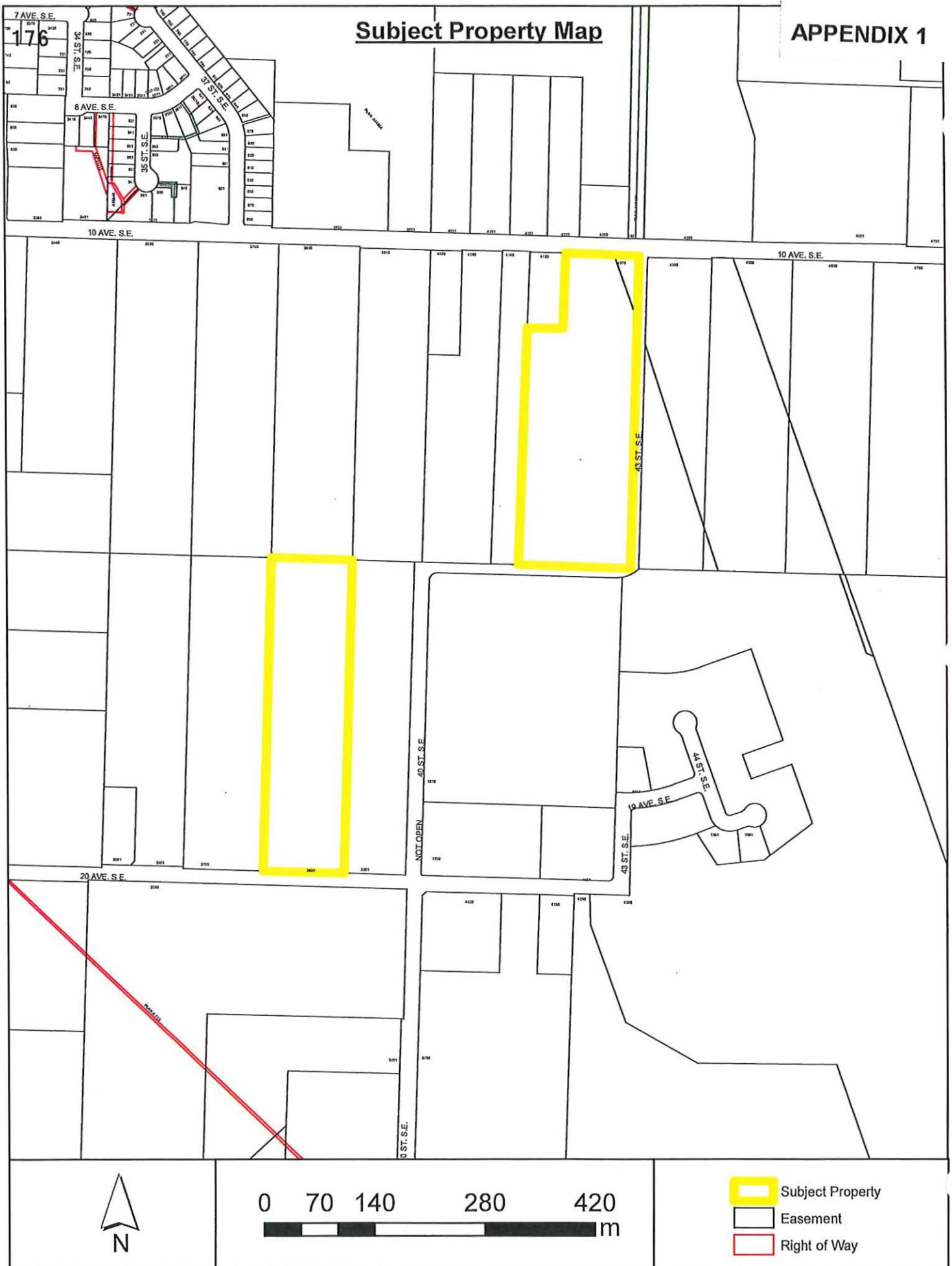


Reviewed by: Kevin Pearson, MCIP, RPP  
Director of Development Services

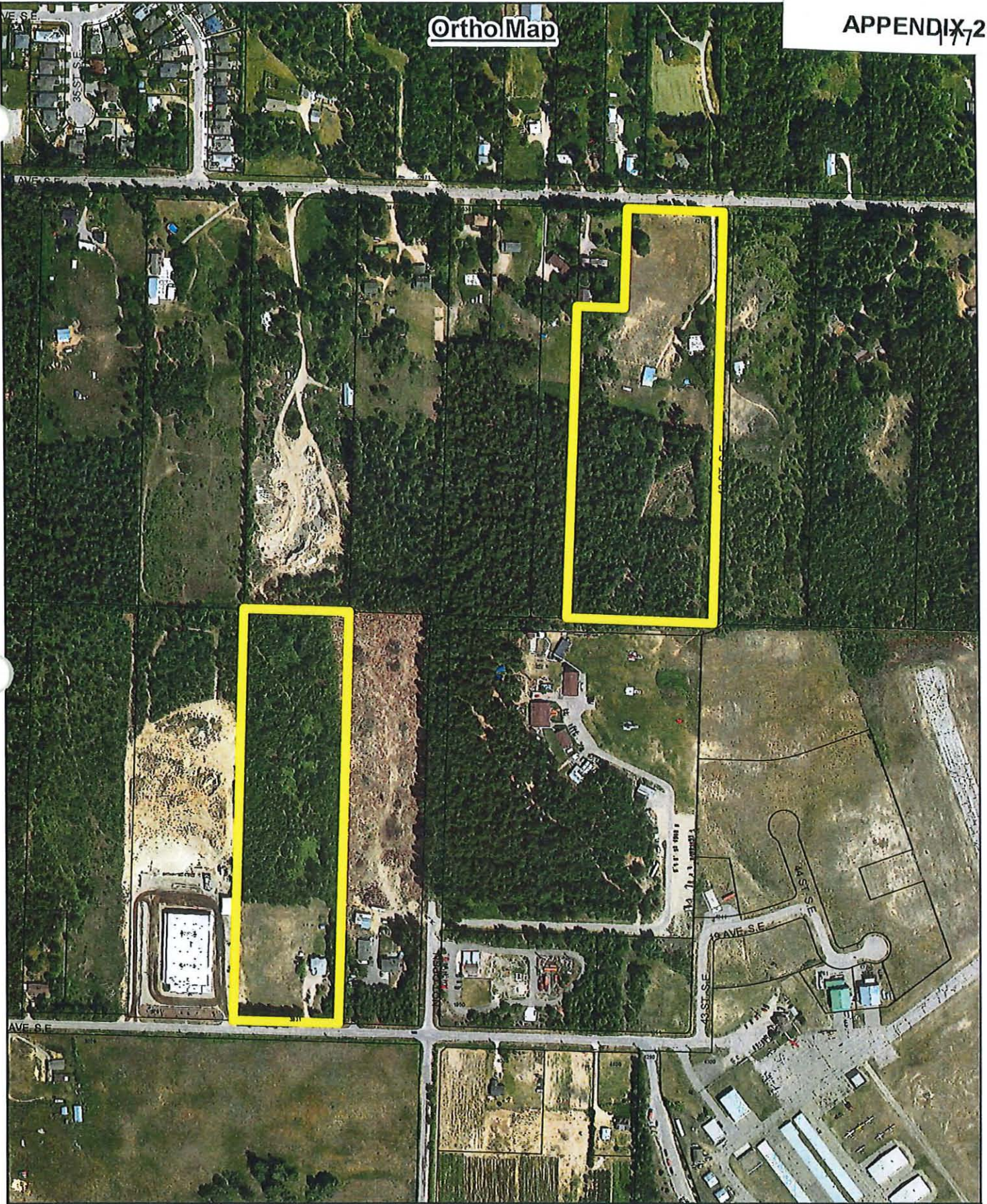


# Subject Property Map

## APPENDIX 1





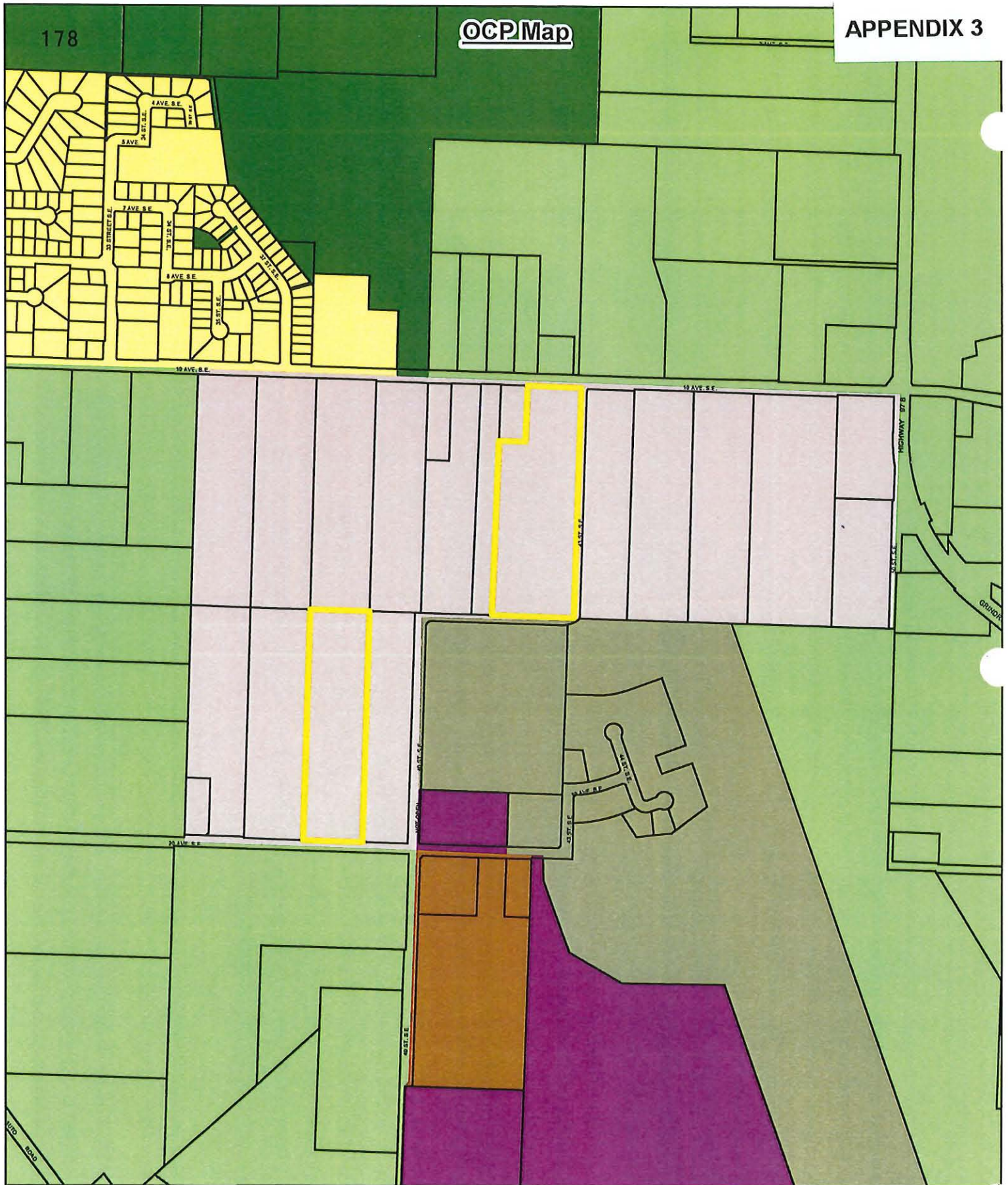


0 55 110 220 330 m



Subject Property





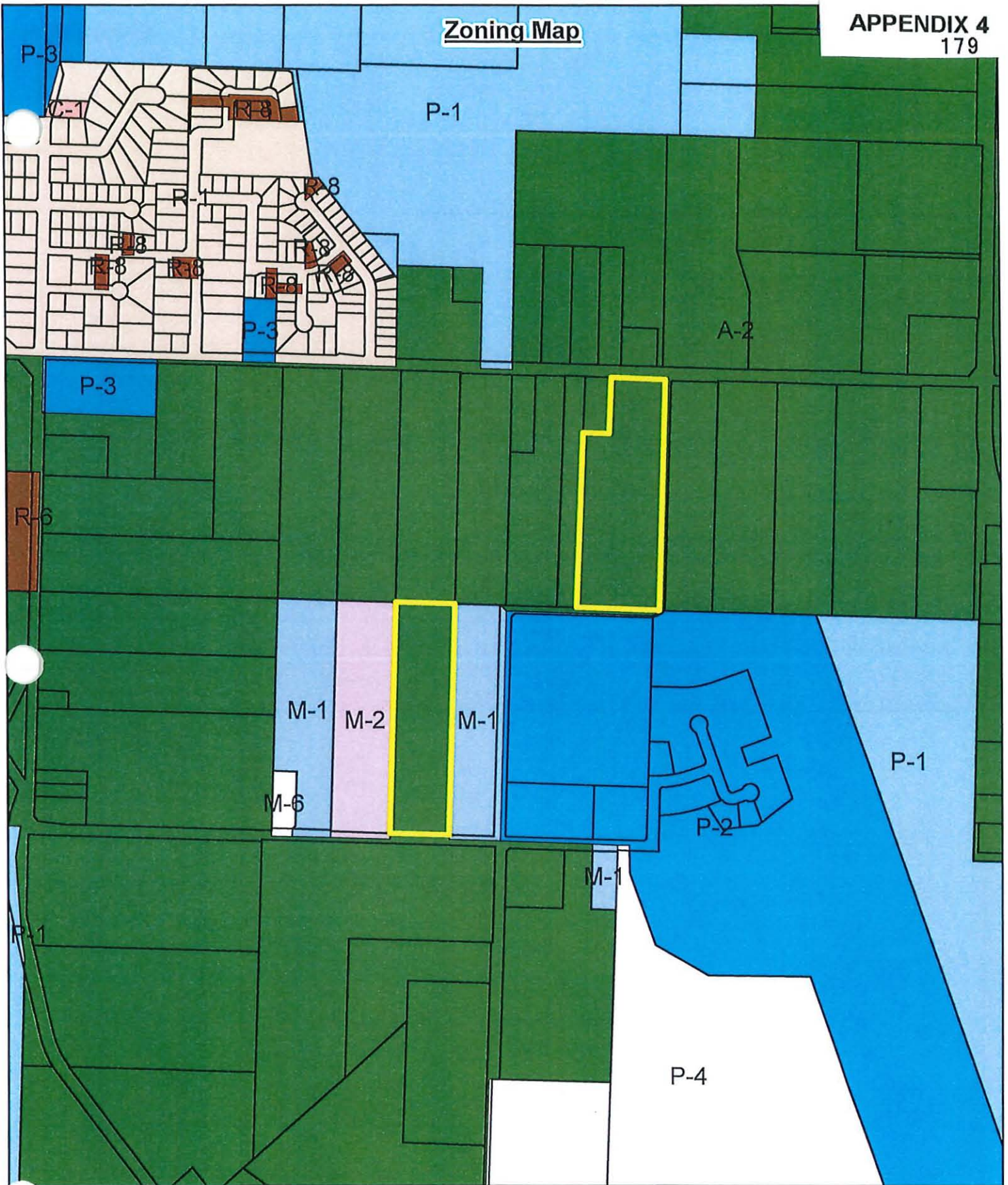
0 75 150 300 450  
m

- |                  |                           |                            |
|------------------|---------------------------|----------------------------|
| Subject Property | Acreage Reserve           | Commercial - Neighbourhood |
| Parcels          | Park                      | Industrial - General       |
|                  | Institutional             | Industrial - Light         |
|                  | Residential - Low Density | Industrial - Airside       |




# Zoning Map

APPENDIX 4  
179

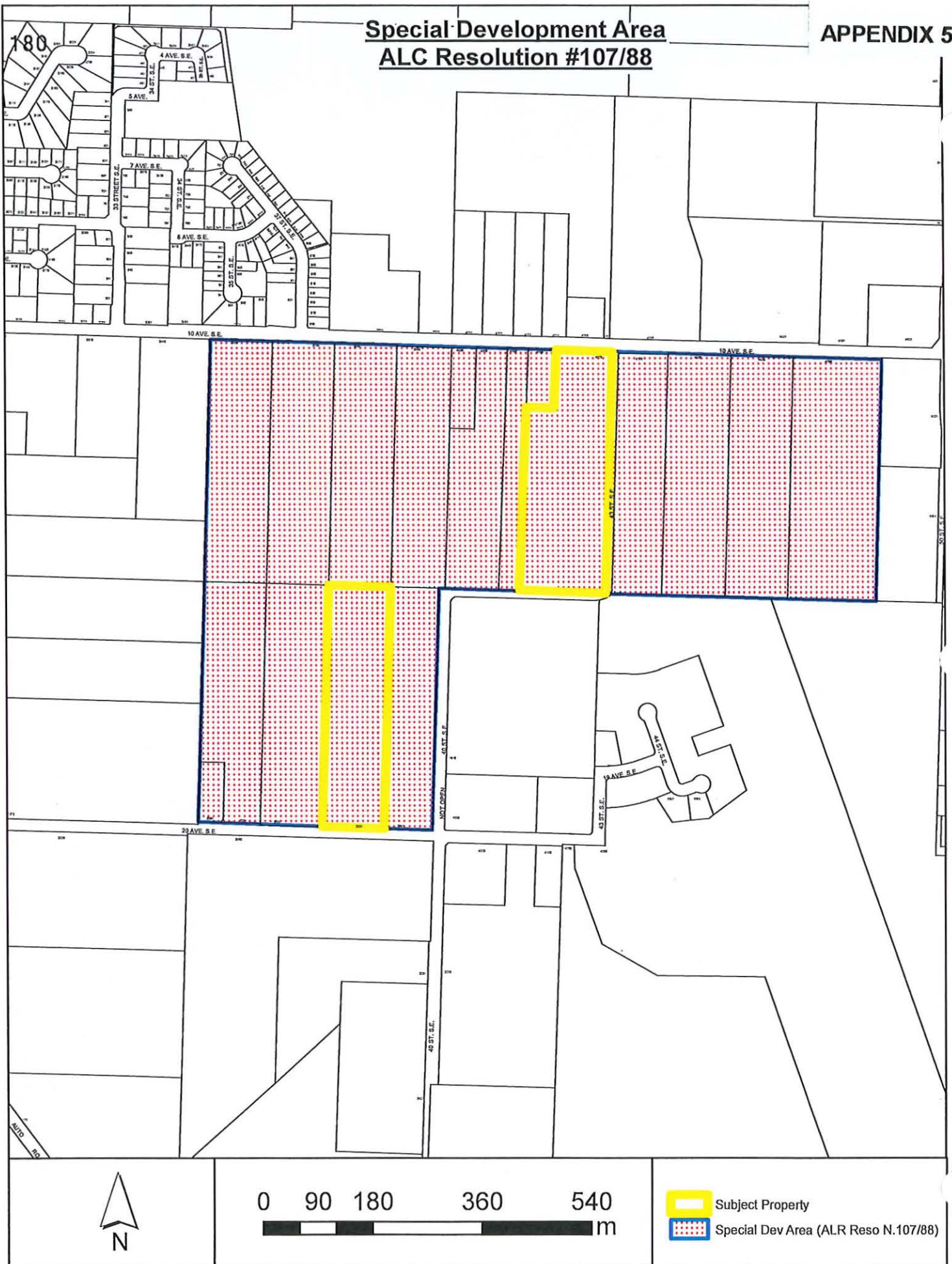


0 105 210 420 630 m

	Subject Property		A-2		P-2
	Parcels		C-1		P-3
			M-1		R-1
			M-2		R-6
			P-1		R-8



## APPENDIX 5



**Purpose**

- 29.1 The M-2 Zone provides for the location of light manufacturing and related uses to be located in areas where conflict with surrounding uses is unlikely to occur.

**Regulations**

- 29.2 On a *parcel zoned M-2*, no *building or structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the M-2 Zone or those regulations contained elsewhere in this Bylaw.

**Permitted Uses**

- 29.3 The following uses and no others are permitted in the M-2 Zone:

- .1 auction yards;
- .2 automotive and truck repair shop, including body repair and painting, excluding *fuel service station*; #3375
- .3 auto sales and rental lots, showroom (new and used); #2736
- .4 boat and boat trailer sales and rental showroom, including minor repairs; #2736
- .5 *cafe*; #2736
- .6 distillery and brewery #2736;
- .7 distribution of refurbished/recycled goods; #3001
- .8 farm equipment sales and rentals; #2736
- .9 frozen food lockers, including retail sales; #2736
- .10 funeral services, including crematorium, embalming and related viewing rooms; #2958
- .11 greenhouses, and nurseries, including retail sales; #2736
- .12 *home occupation*; #2782
- .13 *key lock fuel installation*;
- .14 laboratory, scientific and research; #2736
- .15 *light industry*;
- .16 machinery sales, rental;
- .17 *mini warehousing*;
- .18 *mobile food vending*; #4240
- .19 *mobile home sales*; #2736
- .20 moving and storage establishment #2736;
- .21 *office*, in association with a permitted industrial use, where the *office* does not exceed 50% of the lot area; #2736
- .22 *outside vending*; #2837
- .23 *print shop*; #2736
- .24 *private utility*; #2736
- .25 *public use*;
- .26 *public utility*;
- .27 recreation vehicle sales and rental lots, and showroom (new and used); #2736
- .28 *recycling depot*;
- .29 rental and repair of tools, small equipment; #2736
- .30 *transportation use*;
- .31 truck sales and rental lots, and showroom (new and used); #2736
- .32 *upholstery shop*; #2736
- .33 *ancillary retail sales*; #2736
- .34 *accessory use*, including one *dwelling unit*, or one *single family dwelling*, or one *upper floor dwelling unit*. #2761

**Maximum Height of Principal and Accessory Buildings**

- 29.4 The maximum *height* of *principal* and *accessory buildings* shall be 15.0 metres (49.2 feet).

**Maximum Parcel or Site Coverage**

29.5 The maximum *parcel* or *site* coverage for all *buildings* and *structures* shall be 70% of the *parcel* or *site* area.

**Minimum Parcel Size or Site Area**

29.6 The minimum *parcel* size or *site* area shall be 465.0 square metres (5,005.4 square feet).

**Minimum Parcel or Site Width**

29.7 The minimum *parcel* or *site* width shall be 15.0 metres (49.2 feet).

**Minimum Setback of Principal and Accessory Buildings**

29.8 The minimum *setback* of the *principal* or accessory *buildings* from the:

- |    |   |                        |
|----|---|------------------------|
| .1 | <i>Front parcel line</i> shall be         | 6.0 metres (19.7 feet) |
| .2 | <i>Rear parcel line</i>                   |                        |
|    | - adjacent to a <i>parcel</i> not zoned   |                        |
|    | Industrial shall be                       | 6.0 metres (19.7 feet) |
|    | - all other cases shall be                | 3.0 metres ( 9.8 feet) |
| .3 | <i>Interior side parcel line</i>          |                        |
|    | - adjacent to a <i>parcel</i> not zoned   |                        |
|    | Industrial shall be                       | 6.0 metres (19.7 feet) |
|    | - where the <i>parcel</i> has access to   |                        |
|    | a lane shall be                           | 1.5 metres ( 4.9 feet) |
|    | - where the <i>parcel</i> does not have   |                        |
|    | access to a lane shall be                 | 4.0 metres (13.1 feet) |
| .4 | <i>Exterior side parcel line</i> shall be | 6.0 metres (19.7 feet) |

**Accessory Retail Use**

29.9 Accessory retail uses, including showrooms and display areas, shall not exceed 25% of the maximum *floor area* of the *principal building* as defined under *Light Industry*.

**Outside Storage**

29.10 Outside storage shall be screened from public view and any adjacent *parcel* not zoned Industrial as per Appendix III.

**Parking and Loading**

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





*Memorandum from the  
Engineering and Public  
Works Department*

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TO: Kevin Pearson, Director of Development Services  
 DATE: 18 January 2021  
 PREPARED BY: Chris Moore, Engineering Assistant  
 OWNER: **Stephen and Helen Charlton**  
 APPLICANT: **Bill Laird**, Box 1022, Salmon Arm, V1E 4N2  
 SUBJECT: **Rezoning Application No. 1192 (Referral 1 of 2)**  
 LEGAL: Lot 1, Section 7 Township 20, Range 9, W6M, KDYD, Plan 1538 Except:  
 Plans B4356, B5847, 6971 and 18058  
 CIVIC: **4270 – 10 Avenue SE**

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Further to your referral dated 17 December 2020, we provide the following servicing information. **The following comments and servicing requirements are not conditions for Rezoning; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:**

**Engineering Department does not have any concerns related to the Re-zoning and recommends that it be approved.**

**General:**

1. Development layout and design must conform to "Industrial Park Conceptual Design SA06-0822" (Gentech Engineering, December 2006). Alternatively, developer may submit for approval a revised preplan for the area, to suit the proposed development.
2. 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.
3. 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.
4. Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with electrical and telecommunication wiring upon development.
5. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
6. 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.
7. 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.
8. At the time of subdivision / building permit the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes,



**Rezoning Application No. 1192 (Referral 1 of 2)**  
**18 January, 2021**  
 Page 2

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pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

9. For the 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 / building permit the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of subdivision / building permit approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

**Roads / Access:**

1. 10 Avenue SE, on the subject properties Northern boundary, is designated as an Urban Arterial Road standard, with an ultimate 25.0m road dedication (12.5m on either side of road centerline). Although the City only requires an Interim total of 20.0m of road dedication (10.0m on either side of road centerline) at this time, all building setbacks will be required to conform to the ultimate 25.0m cross section. Available records indicate that 2.356m of additional dedication is required (to be confirmed by BCLS). The City may require a ROW covering the additional dedication in the interim if required to accommodate the improvements indicated below.
2. 10 Avenue SE is currently constructed to an Interim Urban Arterial Road standard. Upgrading to the current Urban Interim Arterial Road standard is required, in accordance with Specification Drawing No. RD-4. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, 3m wide multi use path, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
3. As 10 Avenue SE is designated as an Arterial Road, no driveway direct access onto 10 Avenue SE shall be permitted and all access shall be from within the property.
4. Future roadways (Roads 1, 2 and 5) are proposed within the Industrial Park Conceptual Design (Prepared by Gentech Engineering Inc. drawings, Project No. SA06-0822 - attached). Road reserves will be required at time of development, or dedication and construction will be required upon subdivision in accordance with the New Industrial Park Cross-Section (Drawing No. RD-6B).
5. The maximum allowable cul-de-sac length in urban areas is 160 m. This measurement shall be measured along centerline from the center of the first intersection having access from two alternate routes. Where cul-de-sac length is exceeded a secondary emergency access shall

**Rezoning Application No. 1192 (Referral 1 of 2)****18 January, 2021****Page 3**

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be provided (Temporary where road connectivity will be provided in the future). Emergency accesses are to be constructed in conformance with Policy No. 3.11.

6. The construction of a temporary turnaround as per specification drawing No. RD-13 will be required at the end of each constructed roadway. A statutory right of way will be required for this turnaround area.
7. Corner cuts will be required at the intersections of all streets measuring 5.0 meter x 5.0 meter.

**Water:**

1. The subject property fronts a 300mm diameter Zone 4 watermain on 10 Avenue SE. No upgrades will be required at this time.
2. Records indicate that the existing property is serviced by a service of unknown size from the 300mm diameter watermain on 10 Avenue SE. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
3. Extension of a 250mm water main from 10 Avenue NE to the south west corner of the subject property for looping shall be required. Owner / Developer is responsible for all associated costs.
4. Proposed parcels shall be serviced by a single metered water service connections (as per Specification Drawing No. W-11), adequately sized to satisfy the proposed use (minimum 25mm). Water meters 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.
5. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
6. Fire protection requirements to be confirmed with the Building Department and Fire Department.
7. Fire hydrant installation will be required. Owners consulting Engineer shall review the site to ensure placement of fire hydrants meet the high-density spacing requirements of 90 meters.

**Sanitary:**

1. Records indicate that the existing parcel is currently serviced by a septic field. Decommissioning of the septic field, in accordance with building departments requirements will be a condition of subdivision. Owner / Developer responsible for all associated costs.
2. The subject property is not within 100m of the City of Salmon Arm sanitary sewer system and is therefore exempt from extension and connection. Subject to the required approvals from Interior Health Authority, private on-site disposal systems will be required for each lot.

Rezoning Application No. 1192 (Referral 1 of 2)  
18 January, 2021  
Page 4

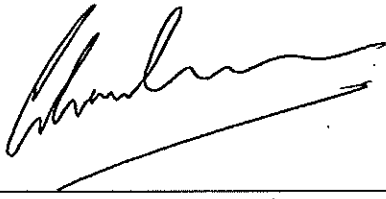
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**Drainage:**

1. The subject property does not front on an enclosed storm sewer system.
2. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
3. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
4. The long-term plan for the industrial park includes stormwater servicing. ISMP may consider an 'intermediate' design with ultimate connection to a storm sewer.

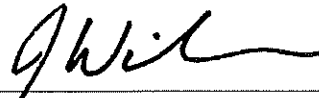
**Geotechnical:**

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



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**Chris Moore**  
Engineering Assistant



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



*Memorandum from the  
Engineering and Public  
Works Department*

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TO: Kevin Pearson, Director of Development Services  
 DATE: 18 January 2021  
 PREPARED BY: Chris Moore, Engineering Assistant  
 OWNER: **Bruce and Rose Mierau**  
 APPLICANT: **Bill Laird, Box 1022, Salmon Arm, V1E 4N2**  
 SUBJECT: **Rezoning Application No. 1192 (Referral 2 of 2)**  
 LEGAL: Lot 17, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1230  
 CIVIC: **3831 – 20 Avenue SE**

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Further to your referral dated 17 December 2020, we provide the following servicing information. **The following comments and servicing requirements are not conditions for Rezoning; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:**

**Engineering Department does not have any concerns related to the Re-zoning and recommends that it be approved.**

**General:**

1. Development layout and design must conform to "Industrial Park Conceptual Design SA06-0822" (Gentech Engineering, December 2006). Alternatively, developer may submit for approval a revised preplan for the area, to suit the proposed development.
2. 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.
3. 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.
4. Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with electrical and telecommunication wiring upon development.
5. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
6. 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.
7. 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.
8. At the time of subdivision / building permit the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes,



**Rezoning Application No. 1192 (Referral 2 of 2)**  
**18 January 2021**  
**Page 2**

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pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

9. For the 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 / building permit the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of subdivision / building permit approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

**Roads / Access:**

1. 20 Avenue SE, on the subject properties southern boundary, is designated as a Rural Collector Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that no additional road dedication is required (to be confirmed by a BCLS).
2. 20 Avenue SE is currently constructed to an Interim Rural Paved Road standard. Upgrading to a Rural Collector Road standard is required, in accordance with Specification Drawing No. RD-8. 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. Future roadways (Roads 3 and 4) are proposed within the Industrial Park Conceptual Design (Prepared by Gentech Engineering Inc. drawings, Project No. SA06-0822 - attached). Road reserves will be required at time of development, or dedication and construction will be required upon subdivision in accordance with the New Industrial Park Cross-Section (Drawing No. RD-6B).
4. The maximum allowable cul-de-sac length in urban areas is 160 m. This measurement shall be measured along centerline from the center of the first intersection having access from two alternate routes. Where cul-de-sac length is exceeded a secondary emergency access shall be provided (temporary where road connectivity will be provided in the future). Emergency accesses are to be constructed in conformance with Policy No. 3.11.
5. The construction of a temporary turnaround as per specification drawing No. RD-13 may be required at the end of each constructed roadway, depending upon the timing of the construction of connecting roads. A statutory right of way will be required for this turnaround area.
6. Corner cuts will be required at the intersections of all streets measuring 5.0 meter x 5.0 meter.

**Rezoning Application No. 1192 (Referral 2 of 2)****18 January 2021****Page 3**

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**Water:**

1. The subject property fronts a 200mm diameter Zone 5 watermain on 20 Avenue SE. Upgrading this watermain to a 250mm diameter across the frontage of the subject property is required. Subject to Item 2 below this work is considered premature and the Engineering Department will support a 100% cash contribution in lieu for future works to upgrade to 250mm diameter.
2. Records indicate that the existing property is serviced by a 25mm service from the 200mm diameter watermain on 20 Avenue SE. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
3. Extension of a 250mm water main along Roads 3 and 4 will be required at time of subdivision of phases fronting onto those roads.
4. Proposed parcels shall each be serviced by a single metered water service connections (as per Specification Drawing No. W-11), adequately sized to satisfy the proposed use (minimum 25mm). Water meters 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.
5. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
6. Fire protection requirements to be confirmed with the Building Department and Fire Department.
7. Fire hydrant installation will be required. Owners consulting Engineer shall review the site to ensure placement of fire hydrants meet the high-density spacing requirements of 90 meters for onsite roads. One additional hydrant is also required on 20 Ave SE to comply with the high-density Industrial spacing.

**Sanitary:**

1. Records indicate that the existing parcel is currently serviced by a septic field. Decommissioning of the septic field, in accordance with building departments requirements will be a condition of subdivision. Owner / Developer responsible for all associated costs.
2. The subject property is not within 100m of the City of Salmon Arm sanitary sewer system and is therefore exempt from extension and connection. Subject to the required approvals from Interior Health Authority, private on-site disposal systems will be required for each lot.

Rezoning Application No. 1192 (Referral 2 of 2)  
18 January 2021  
Page 4

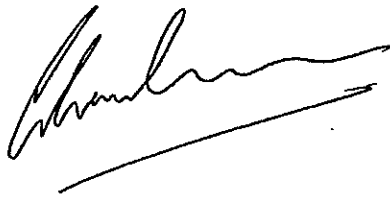
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**Drainage:**

1. The subject property does not front on an enclosed storm sewer system.
2. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
3. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
4. The long-term plan for the industrial park includes stormwater servicing. ISMP may consider an 'intermediate' design with ultimate connection to a storm sewer.

**Geotechnical:**

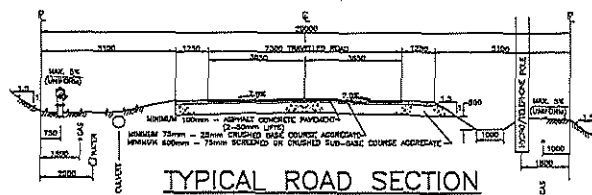
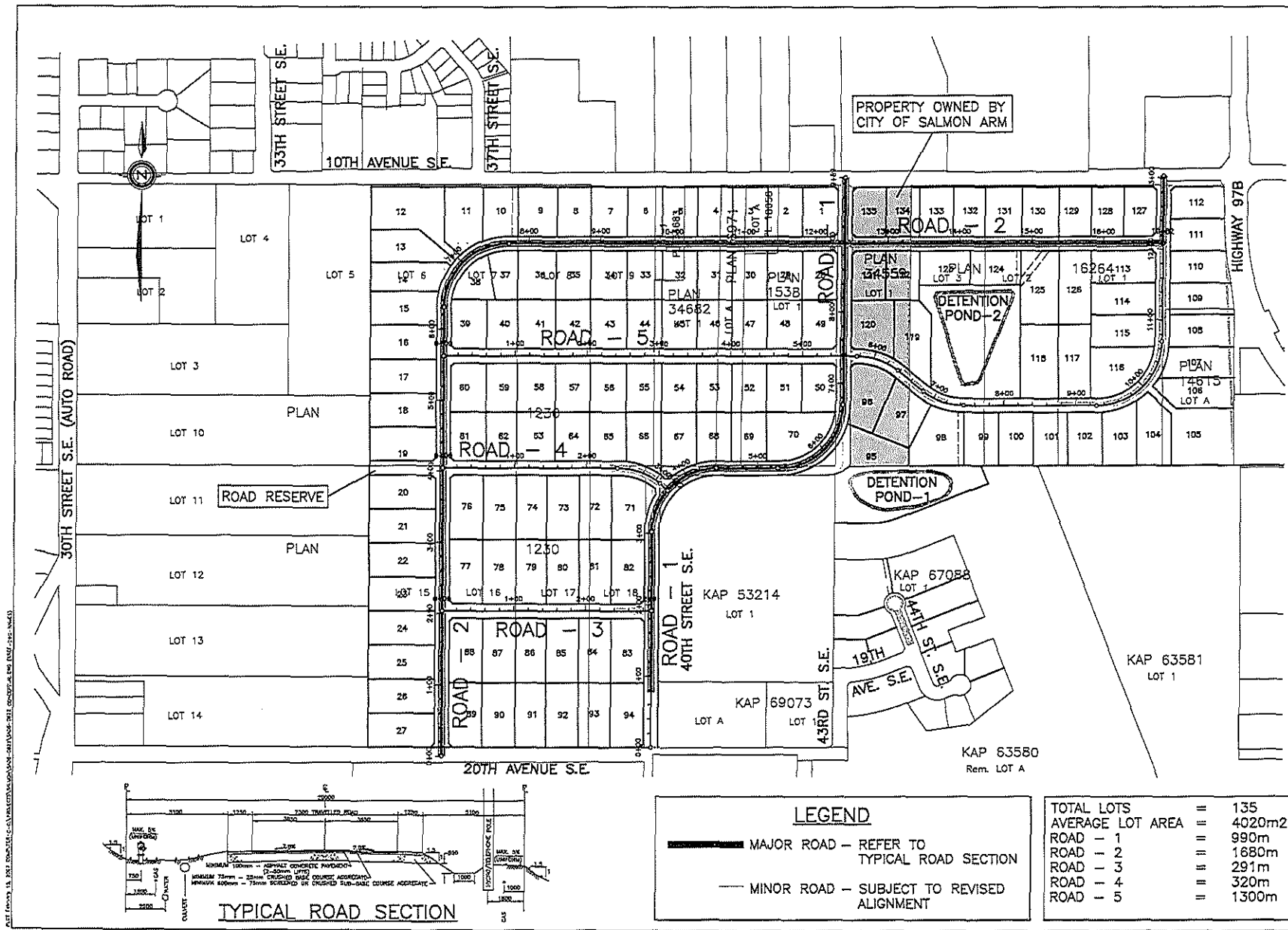
1. A geotechnical report in accordance with the Engineering Departments Geotechnical Study Terms of Reference for: Category A (Building Foundation Design), Category B (Pavement Structural Design), is required.



**Chris Moore**  
Engineering Assistant



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



**LEGEND**

	MAJOR ROAD - REFER TO TYPICAL ROAD SECTION
	MINOR ROAD - SUBJECT TO REVISED ALIGNMENT

TOTAL LOTS	=	135
AVERAGE LOT AREA	=	4020m <sup>2</sup>
ROAD - 1	=	990m
ROAD - 2	=	1680m
ROAD - 3	=	291m
ROAD - 4	=	320m
ROAD - 5	=	1300m

**LEGEND**

- HYDRO/TELEPHONE POLE
- TELEPHONE POLE
- HYDRO POLE
- HYDRO POLE 1/2" TRAIL
- POST TOP STREET LIGHT
- OUT
- SAFETY MANHOLE
- STORM MANHOLE
- CATCH BASIN
- DATE VALVE
- SAFETY BOX
- FORCE MAIN
- WATER MARK
- GAS
- UNDERGROUND TELEPHONE
- POLE
- UNDERGROUND/UNDERPASS
- WEDGE
- PROPOSED
- SAFETY MANHOLE
- STORM MANHOLE
- CATCH BASIN
- DATE VALVE
- SAFETY BOX
- FORCE MAIN
- WATER MARK
- RAIL/OUTLET JOURNAL
- END CAP
- WHEEL CHAIR RAMP
- UNDERWAY LIGHTING
- IRON BARS

**NOTES:**

- CONSTRUCTION TO VERIFY LOCATION OF ALL EXISTING UTILITIES WITH ALL UTILITY COMPANIES PRIOR TO CONSTRUCTION.
- CONSTRUCTION TO CO-ORDINATE UTILITY RELOCATION WITH UTILITY COMPANIES AS REQUIRED.
- ALL CONSTRUCTION TO BE IN ACCORDANCE WITH CITY OF SALMON ARM STANDARD AND DEVELOPMENT BYLAW NO. 2005.

NO.	DATE	DESCRIPTION	BY	APP'D
REVISIONS				
		DESIGN	JLA	
		DRAWN	JLA	
		DATE	2005-12-01	
		CHECKED	BNJ	

SCALE: 0 1000 2000

**GENTECH ENGINEERING INC.**  
CIVIL ENGINEERING

**CITY OF SALMON ARM**

**INDUSTRIAL PARK CONCEPTUAL DESIGN SALMON ARM, B.C.**

**CONCEPTUAL LOT & ROAD LAYOUT**

PLAN VIEW

PROJECT NO. SA06-

SHEET 1 OF 7

DWG. NO. 1-1



**From:** Mike Melin  
**Sent:** February-25-21 10:56 AM  
**To:** Caylee Simmons  
**Cc:** Mike Melin  
**Subject:** Rezone - 3831-20th Ave SE

I am writing to offer my support for this proposal of rezoning this property.

The city / district / area - needs it.

It has been in the plans for quite a number of years.

I am happy to see that someone has the same vision for this area – and is willing to step up, invest time and monies and work on this development - as I know it is a large undertaking.

I would like this to be submitted in this hearing as support - from an adjacent property owner/landowner/business.

Regards

*Mike Melin*

*Owner/Special Projects*

Access Precision Machining Ltd

3701 20th Ave SE

Salmon Arm B.C. V1E 1X9 Canada

Ph 250-832-7077

Fx 250-832-8950

Cell 250-833-6268

Hm 250-804-0344

<http://www.accessprecision.com>

Item 23.3

**CITY OF SALMON ARM**

Date: March 8, 2021

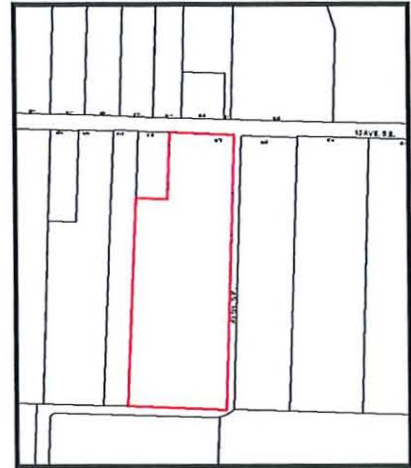
**CITY OF SALMON ARM**  
**NOTICE OF PUBLIC HEARING**

Notice is hereby given that the Council of the City of Salmon Arm will hold a virtual Public Hearing on Monday, March 8, 2021 at 7:00 p.m.

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

Rezone Lot 1, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1538 Except: Plans B4356, B5847, 6971 and 18058 from A-2 (Rural Holding Zone) to M-2 (Light Industrial Zone).

**Civic Address:** 4270 - 10 Avenue SE  
**Location:** West of HWY 97B SE on the South side of 10 Avenue SE  
**Present Use:** Rural Holding  
**Proposed Use:** Light Industrial  
**Owner/Applicant:** S. & H. Charlton/B. Laird  
**Reference:** ZON-1192/ Bylaw No. 4441



The staff reports for the proposals are available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices> February 23 to March 8, 2021 inclusive. Those who deem their interest affected by the proposed bylaws are urged to review the online file, contact the undersigned or phone the Development Services Department at 250.803.4000 to obtain the facts of the proposal prior to the hearing.

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

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

Erin Jackson, Director of Corporate Services

**Vote Record**

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

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

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Item 23.4

**CITY OF SALMON ARM**

Date: March 8, 2021

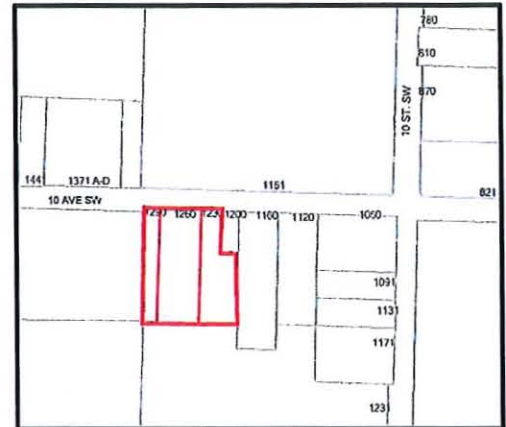
**CITY OF SALMON ARM**  
**NOTICE OF PUBLIC HEARING**

Notice is hereby given that the Council of the City of Salmon Arm will hold a virtual Public Hearing on Monday, March 8, 2021 at 7:00 p.m.

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

Rezone Lots 1 & 2, Section 10, Township 20, Range 10, W6M, KDYD, Plan 3991 Except Plan KAP76862 and Lot 6, Section 10, Township 20, Range 10, W6M, KDYD, Plan 3991 Except Plans 6136, 35041 and KAP76862 from C-3 (Service Commercial Zone) to C-2 (Town Centre Commercial Zone).

**Civic Address:** 1230, 1260 & 1290 – 10 Avenue SW  
**Location:** West of 10 Street SW and South of Trans Canada HWY on the South side of 10 Avenue SW  
**Present Use:** Vacant land  
**Proposed Use:** Main Floor Commercial and Upper Floor Residential  
**Owner/Applicant:** LST Ventures Ltd./ WestUrban Developments Ltd.  
**Reference:** ZON-1200/ Bylaw No. 4440



The staff reports for the proposals are available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices> February 23 to March 8, 2021 inclusive. Those who deem their interest affected by the proposed bylaws are urged to review the online file, contact the undersigned or phone the Development Services Department at 250.803.4000 to obtain the facts of the proposal prior to the hearing.

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

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

Erin Jackson, Director of Corporate Services

**Vote Record**

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

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



TO: His Worship Mayor Harrison and Members of Council

DATE: February 9, 2021

SUBJECT: Zoning Bylaw Amendment Application No. 1200 (C-3 to C-2)  
 1230, 1260 & 1290 10 Ave. SW  
 Owner: LST Ventures Ltd.  
 Applicant: West Urban Developments Ltd.

### STAFF RECOMMENDATION

**THAT:** A Bylaw be prepared for Council's consideration, adoption of which would rezone Lots 1 and 2, Section 10, Township 20, Range 10, W6M, KDYD, Plan 3991, Except Plan KAP76862 and Lot 6, Section 10, Township 20, Range 10, W6M, KDYD, Plan 3991, Except Plan 6136, 35041 and KAP76862 from C-3 Service Commercial Zone to C-2 Town Centre Commercial Zone;

**AND THAT:** Fourth reading be withheld subject to:

- 1) Approval of the Bylaw by the Ministry of Transportation and Infrastructure; and
- 2) Registration of a Section 219 Land Title Act Covenant on the titles of subject property restricting development until such time that a geotechnical report is provided to the City of Salmon Arm addressing the 200-year floodplain, confirming the land is safe for the intended use, and saving the City harmless.

### BACKGROUND

The proposal is to rezone the three lots from C-3 to C-2 to accommodate a mixed commercial / residential use development. The development concept consists of a six-storey, L-shaped building mass with underbuilding parking, main level commercial and upper residential floor space; potentially 140 residential units and a combined floor area of 11,364 m<sup>2</sup> (122,321 ft<sup>2</sup>).

The combined area of the properties is approximately 0.88 hectares (2.17 acres). The 10 Avenue SW frontage is approximately 72 m in length and the lot depth is approximately 104 m. Floor space ratio of 1.14 would be relatively for Salmon Arm even with most of the lot area needed for surface parking.

Official Community Plan: the lots are designated "City Centre Commercial" (Land Use); "Potentially Hazardous Areas" (200-Year Floodplain); and City Centre Development Permit Area. Reference maps, the development proposal and the C-2 zone regulations are attached.

### COMMENTS

The proposed zoning is consistent with the land use policies of the OCP. The C-2 zone mostly encompasses the original downtown core area of Salmon Arm. This zone allows for the largest building masses and development densities in the City. The zone allows for zero building setbacks and a maximum building height of 20 m.

The subject properties and immediate area have been subject to a slow yet steady transformation involving the redevelopment of various land use uses over the past 20 years. In 2011, recognizing the emerging mixed-use development node in the vicinity of 10 Ave. / 10 St. SW, the OCP Land Use category of the subject properties was changed from "Service Commercial" to "City Centre Commercial".

With new office building development and residential stratas of various densities and forms, the 10 / 10 node has been slowly transforming from service commercial to a more retail and multi-family residential landscape. Adjacent land uses and zoning are described as follows:

North: Piccadilly Mall	Zoned C-7 – Shopping Centre Commercial
South: Village at 10 <sup>th</sup> & 10 <sup>th</sup>	Zoned R-4 – Medium Density Residential
East: Dwelling and City Furniture	Zoned R-1 / C-3
West: Farmland	Zoned A-1 / C-3 – Agriculture / Service Commercial

If the rezoning is approved and then followed by lot consolidation, the next step would be for the applicant to apply for a form and character Development Permit. The land is subject to the "City Centre Development Permit Area" guidelines. The applicant has engaged an architect for this next step. Detailed site and landscaping plans and exterior building design drawings would be required at that point for review by City staff, the Design Review Panel and Council.

Registration of the covenant referred to in the motion for consideration would satisfy the "Potentially Hazardous Areas Development Permit Area" guidelines of the OCP.

The proposed development concept intends to meet the Zoning Bylaw requirements for off-street parking, unlike in the C-2 zone of the downtown core where properties are subject to the Specified Parking Area levy and parking relaxations.

#### OTHER COMMENTS

The Engineering Department has provided a memorandum outlining the anticipated off-site servicing requirements (attached).

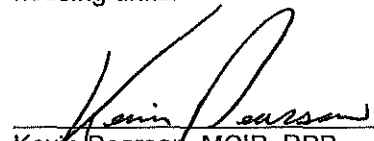
The Ministry of Transportation and Infrastructure (MOTI) has received the referral for this application but has not provided preliminary approval at this time. MoTI approval is required for rezoning pursuant to Section 52 of the Transportation Act.

Fortis BC has responded indicating no objections subject to the abandonment of all utility connections at the time of development.

The Fire Department has expressed no concerns with the rezoning.

#### CONCLUSION

Staff support the proposed rezoning. The development concept and land use would fit well within this area of the City Centre, providing ground level commercial floor space and much needed higher density housing units.

  
\_\_\_\_\_  
Kevin Pearson, MCIP, RPP  
Director of Development Services









111-2036 South Island Hwy  
Campbell River, BC V9W 0E8  
Phone: (250) 914-8485  
Fax: (250) 914-8490

January 6, 2021

Development Services  
City of Salmon Arm  
P.O. Box 40  
500 2 Avenue NE  
Salmon Arm, BC V1E 4N2

Attention Development Services:

**RE: Rezoning Amendment Application – 1230, 1260, 1290 10<sup>th</sup> Ave. SW**

---

The enclosed rezoning application is being submitted by WestUrban Developments Ltd. to amend the zoning on the properties located at 1230, 1260, 1290 10<sup>th</sup> Ave. SW. from Service Commercial (C3) to Tourist/Recreation Commercial (C6).

Further to our pre-application discussions, we are pleased to propose a building comprised of a blend of street-oriented commercial on the main floor and purpose-built rental apartments units on the upper floors. We are excited to introduce a new commercial option to the main floor of this property, that will make up part of this transitional and vibrant area of the city. Also, the variety of residential floorplans will offer choice to a broad demographic to make these new residences their home. The development is committed to offer a long-term, purpose-built rental solution to Salmon Arm residents who desire a housing option close to the downtown core.

**Project Description**

The application proposes 600 square meters of commercial space fronting on to 10<sup>th</sup> Avenue SW. Above the commercial space, we have provided 140 residential units that range from studio to three-bedrooms that will be built on the 2-6 floors. To serve both the commercial and residential tenants, 172 surface and covered parking stalls have been provided. The new building is responsive to the neighboring properties and is a positive introduction to the streetscape. Careful attention has been given to responding to the residential dwellings to the south and the busy streetscape along 10<sup>th</sup> Ave SW. The proposed increase in density is an appropriate approach for this location.





111-2036 South Island Hwy  
Campbell River, BC V9W 0E8  
Phone: (250) 914-8485  
Fax: (250) 914-8490

### Project Rationale

The proposed project aligns to the Salmon Arm Official Community Plan (OCP), Housing needs Assessment Report and Zoning Bylaw No. 2303. The following table details alignment to these policy and guiding documents.

Policy/Guiding Document	Project Rationale
<p><b>OCP vision:</b> <i>Salmon Arm will be a place where residents enjoy quality, affordable services in a compact urban form. Salmon Arm will:</i></p> <ul style="list-style-type: none"> <li>• <i>increase development densities and discourage urban sprawl.</i></li> <li>• <i>provide a mix of land uses and densities that are sensitively integrated.</i></li> </ul>	<p>The 10<sup>th</sup> Ave. SW corridor is a location suitable for increased density with recent projects representative of this proposed development.</p> <p>The proposal includes a mix of commercial and residential with studio, one, two and three-bedroom units.</p>
<p><b>OCP Goal:</b> To provide a variety of housing types to meet the needs of all residents in the community.</p>	<p>We believe the requested rezoning is an appropriate designation for the subject site and will complement not only the existing commercial property of Piccadilly Mall, but also the need to provide rental housing for the City of Salmon Arm.</p>
<p><b>Housing Diversity.</b> Encourage a variety of housing types, including affordable housing, to meet the needs of all residents in the community.</p>	<p>Purpose-built rental units are a more affordable option than purchasing a single-family home.</p>
<p><b>Growth rate:</b> By 2020, there will be another 932 to 2000 residents, requiring an additional 388 to 833 units. The total number of new units required over the next 9 years will therefore be between 758 and 1,516.</p>	<p>The Salmon Arm community continues to grow in population. The development proposal provides 140 of the required 758-1516 new units to serve the growing population.</p>
<p><b>Housing needs:</b> Addressing rental housing needs as one of the Strategic Themes for action that has been identified in the Housing Needs Assessment report.</p>	<p>Providing rental housing is a key priority for the community. Providing housing within the Urban Core is a mandate of the present Council.</p>



111-2036 South Island Hwy  
Campbell River, BC V9W 0E8  
Phone: (250) 914-8485  
Fax: (250) 914-8490

<p><b>Smart Growth:</b> Create a range of housing opportunities and choices:</p> <ul style="list-style-type: none"> <li>• Create walkable and accessible communities</li> <li>• Emphasize the need for a mix of land uses</li> <li>• Strengthen and direct development towards existing developed areas and communities</li> </ul>	<p>The development is in a walkable community that provides a mix of residential and commercial offerings. The site is located in a developed area taking advantage of existing amenities, services and infrastructure.</p>
<p><b>4.4 Growth Management Policies:</b> 4.4.7 Continue to support a wide range of housing types in Salmon Arm in order to meet the needs of the diverse lifestyles and aging population, including affordable housing, sensitively integrated infill and intensification of existing development areas, and provision of low density single family developments. 4.4.8 Continue to recognize and support the City Centre as the principal commercial, business, cultural and administrative centre, encouraging it to be a vibrant, compact, accessible downtown that reinforces the comfortable, safe atmosphere of Salmon Arm, including opportunities for upper floor dwelling units as part of mixed use developments (see Map A-1).</p>	<p>To support the needs of a diverse population a wide range of housing types within the apartment rental classification have been provided including studio, one, two three-bedrooms. Also, work live units will be provided. The development will be sensitively integrated into the exiting development area.</p> <p>The 140 upper floor dwelling units proposed will encourage the vibrancy, compactness and accessibility and safe atmosphere of Salmon Arm.</p>
<p>Zoning Bylaw No. 2303 Highway Service/ Tourist Policies 9.3.15 Encourage land uses in the Highway Service/Tourist Commercial area which are distinguished by an orientation toward access by vehicular traffic. Uses included are automotive services, tourist accommodation, entertainment and recreational tourist services, minor repair, retail commercial warehousing, retail and food outlets, and upper floor dwelling units.</p>	<p>140 upper floor dwelling units have been provided. The orientation of the building is toward 10<sup>th</sup> Ave SW to facilitate vehicular traffic access.</p>

The scale and exterior materials selected are also responsive to the architectural language of the Urban Core. A resident in this location will enjoy close community amenities, walkable activities, and everything the City of Salmon Arm area offers while realizing an affordable rental lifestyle.





111-2036 South Island Hwy  
Campbell River, BC V9W 0E8  
Phone: (250) 914-8485  
Fax: (250) 914-8490

### **Site Access and Vehicle Movement**

Extensive efforts have gone into streamlining traffic circulation. The parking levels are situated to the rear of the property with entrance doors concealed from the back of the buildings utilizing landscape and architectural screening. Surface parking is also contained within the drive aisle to streamline the tenant and visitor experience.

### **Landscape and Lifestyle Amenities**

The commercial units that line the frontage of 10<sup>th</sup> Ave SW all have front entry doors that are oriented to the streetscape as well as a dedicated parking stalls connected to the units in the back. As you make your way up in the building, second level apartments will have outdoor patio areas for private use. Having the ability to enjoy the indoor/outdoor climate in the Okanagan is a priority for planning in this development. Other lifestyle amenities contemplated include a fitness area, dog wash, and relaxation areas. Planning for the development is aimed at a lifestyle for long-term rental residents. We want to ensure this building will feel like 'home'.

### **Community Well-Being and Connectedness**

These are two primary considerations in this section, crime prevention and urban interaction. As part of the community well-being, safety measures such as security cameras, secure tenant access, generous lighting, and activated building faces have all been contemplated. Crime prevention and a sense of safety is a primary need for all of us. An active property manager and welcoming lobby environment will also add to the comfort of all residents within the development. The urban interaction surrounding the subject property is significant. The Blackburn Park is very close to the development and provides a beautiful public park for residents to enjoy. The proposed development is a significant opportunity to add new commercial and housing options within the downtown commercial neighborhood. The rezone to Tourist/Recreation Commercial (C6) offers a variety of commercial/residential space that responds to the continued demand and sustainability of Salmon Arm. We look forward to receiving the support of Staff and Council for this Rezoning Application and welcome your feedback as we work together to enhance the community.

Kind Regards,

Blair Sampson  
WestUrban Developments

PROJECT DATA
--------------

**LEGAL ADDRESS:****CIVIC ADDRESS:**

10TH AVENUE SALMON ARM BC

**ZONING:**

CD6

**LOT SIZE**

+/- 8387 SQ.M.

**BUILDING AREA:**

PROPOSED FOOTPRINT 874 SQ.M. (AT GRADE)  
2098 SQ.M. (RESIDENTIAL OVER)

**FLOOR AREAS:**

MAIN	722 SQ.M.
SECOND	1771 SQ.M.
THIRD	1771 SQ.M.
FOURTH	1771 SQ.M.
FIFTH	1771 SQ.M.
SIXTH	1771 SQ.M.
TOTAL (NET)	9577 SQ.M.
COMMON (MAIN)	152 SQ.M.
COMMON (SECOND)	327 SQ.M.
COMMON (THIRD)	327 SQ.M.
COMMON (FOURTH)	327 SQ.M.
COMMON (FIFTH)	327 SQ.M.
COMMON (SIXTH)	327 SQ.M.
TOTAL (NET)	1787 SQ.M.
TOTAL (GROSS)	11,364 SQ.M.

**FLOOR AREA RATIO:**

PROPOSED: 1.14

**DENSITY:**

PROPOSED: 140 UNITS

**LOT COVERAGE:**

10% (AT GRADE)  
25% (RESIDENTIAL FOOTPRINT OVER)

**OPEN SPACE:**

PROVIDED = 892 SQ.M.

**BUILDING HEIGHT:**

6 STOREYS

UNIT COUNT:	MAIN	2-6TH FLOORS	BUILDING
STUDIO BEDROOM	0	0 (*5)	0
ONE BEDROOM	0	16 (*5)	80
TWO BEDROOM	0	12 (*5)	60
THREE BEDROOM	0	0 (*5)	0
<b>TOTAL</b>	<b>0</b>	<b>28 (*5)</b>	<b>140</b>

**SETBACKS**

FRONT (NORTH)	PROPOSED	3.3M
REAR (SOUTH)	PROPOSED	15.48M
SIDE (EAST)	PROPOSED	10.41M
SIDE (WEST)	PROPOSED	4.48M

**PARKING:**

REQUIRED	RESIDENTIAL 1 PER UNIT:	140
	COMMERCIAL 1:20 SQ.M	30
<b>TOTAL</b>		<b>170</b>
PROVIDED	STANDARD:	168
	HANDICAP STALLS (2% REQ.D)	4
	SMALL CAR	0
<b>TOTAL</b>		<b>172</b>

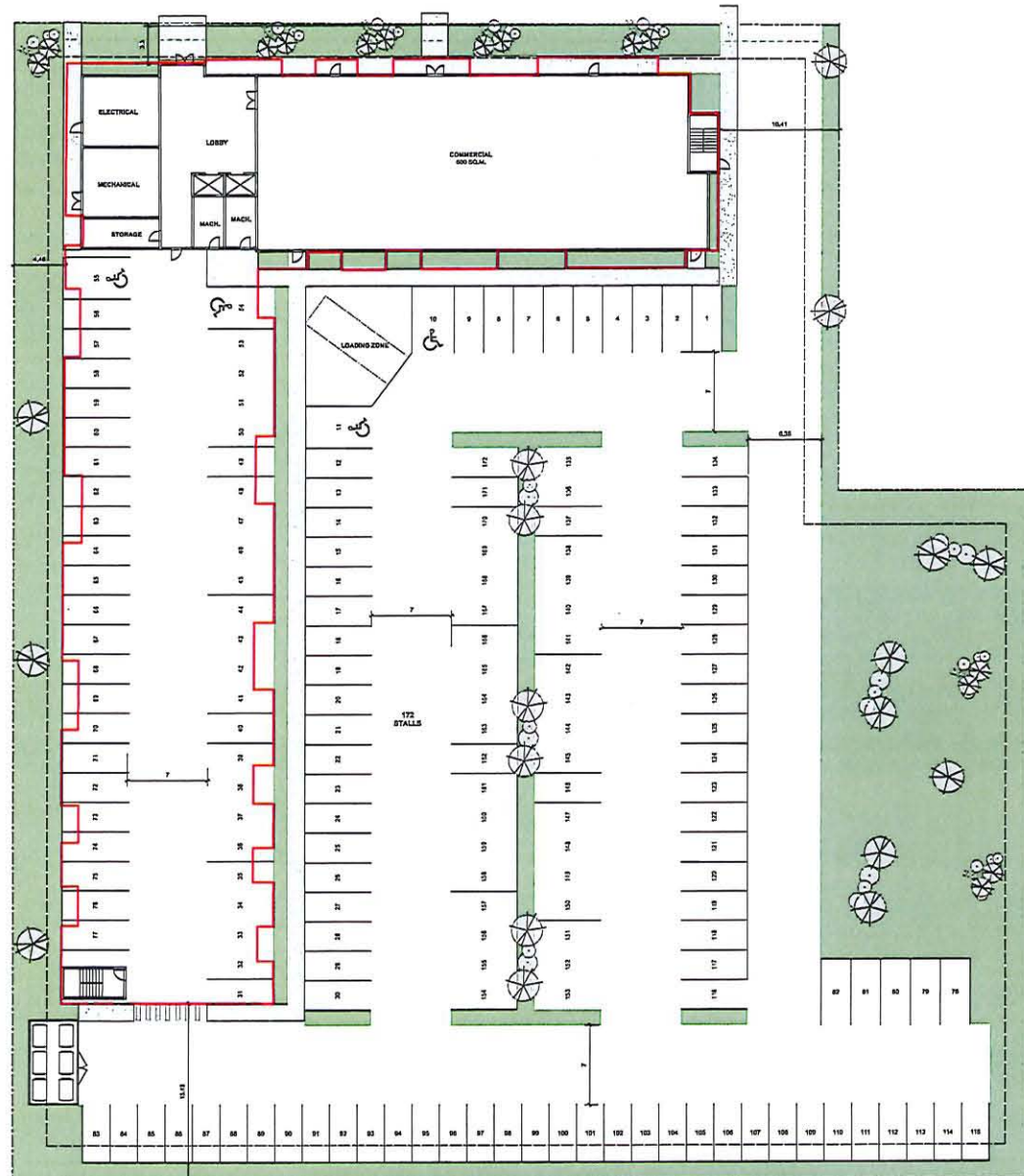




## LOCATION PLAN

N.T.S.

10TH AVENUE



**SITE PLAN**  
SCALE: 1:100 METRIC

### PROJECT DATA

#### LEGAL ADDRESS:

CIVIC ADDRESS:

10TH AVENUE SALMON ARM BC

ZONING:

C08

LOT SIZE

44,8247 SQ.M.

BUILDING AREA:

PROPOSED FOOTPRINT 874 SQ.M. (AT GRADE)

2081 SQ.M. (RESIDENTIAL OVER)

FLOOR AREAS:

MAIN

722 SQ.M.

SECOND

1771 SQ.M.

THIRD

1771 SQ.M.

FOURTH

1771 SQ.M.

FIFTH

1771 SQ.M.

SIXTH

1771 SQ.M.

TOTAL (NET)

9877 SQ.M.

COMMON (MAIN)

132 SQ.M.

COMMON (SECOND)

327 SQ.M.

COMMON (THIRD)

327 SQ.M.

COMMON (FOURTH)

327 SQ.M.

COMMON (FIFTH)

327 SQ.M.

COMMON (SIXTH)

327 SQ.M.

TOTAL (NET)

11,384 SQ.M.

TOTAL (GROSS)

11,384 SQ.M.

TOTAL (GROSS)

11,384 SQ.M.

TOTAL (GROSS)

11,384 SQ.M.

TOTAL (GROSS)

11,384 SQ.M.

TOTAL (GROSS)

11,384 SQ.M.

TOTAL (GROSS)

11,384 SQ.M.

TOTAL (GROSS)

11,384 SQ.M.

TOTAL (GROSS)

11,384 SQ.M.

TOTAL (GROSS)

11,384 SQ.M.

FLOOR AREA RATIO:

PROPOSED: 1:14

DENSITY:

PROPOSED: 140 UNITS

LOT COVERAGE:

10% (AT GRADE)

23% (RESIDENTIAL FOOTPRINT OVER)

OPEN SPACE:

PROVIDED = 892 SQ.M.

BUILDING HEIGHT:

8 STOREYS

UNIT COUNT:

MAIN

2-4TH FLOORS

BUILDING

STUDIO BEDROOM

0

0 (75)

0

ONE BEDROOM

0

18 (75)

80

TWO BEDROOM

0

12 (75)

60

THREE BEDROOM

0

0 (75)

0

TOTAL

0

23 (75)

140

SETBACKS:

FRONT (NORTH)

PROPOSED

3.3M

REAR (SOUTH)

PROPOSED

15.48M

SIDE (EAST)

PROPOSED

16.41M

SIDE (WEST)

PROPOSED

4.48M

PARKING:

RESIDENTIAL 1 PER UNIT:

140

COMMERCIAL 120 SQ.M.

70

TOTAL

170

PROVIDED STANDARD:

HANDICAP STALLS (2% REQ.)

4

SMALL CAR

170

TOTAL

170

TOTAL

170

TOTAL

170

TOTAL

170

TOTAL

170

TOTAL

170

CONTRACTOR TO VERIFY ALL LINES, LEVELS, SURVEY, DIMENSIONS, LOCATION OF BUILDING ON SITE AND LOCATION OF ALL SERVICES PRIOR TO CONSTRUCTION. ALL WORK TO BE DONE IN ACCORDANCE WITH THE B.C. BUILDING CODE, CURRENT EDITION AND ALL LOCAL BUILDING BYLAWS.

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**THUJA**  
architecture + design

Tonia Schulte - Architect AIBC LEED AP  
41239 Horizon Dr. Squamish BC V8B 0T7  
T: 720.602.7901 E: info@thujaarchitecture.ca

ISSUED FOR REVIEW JAN 08 2020

PROJECT  
SALMON ARM  
DEVELOPMENT

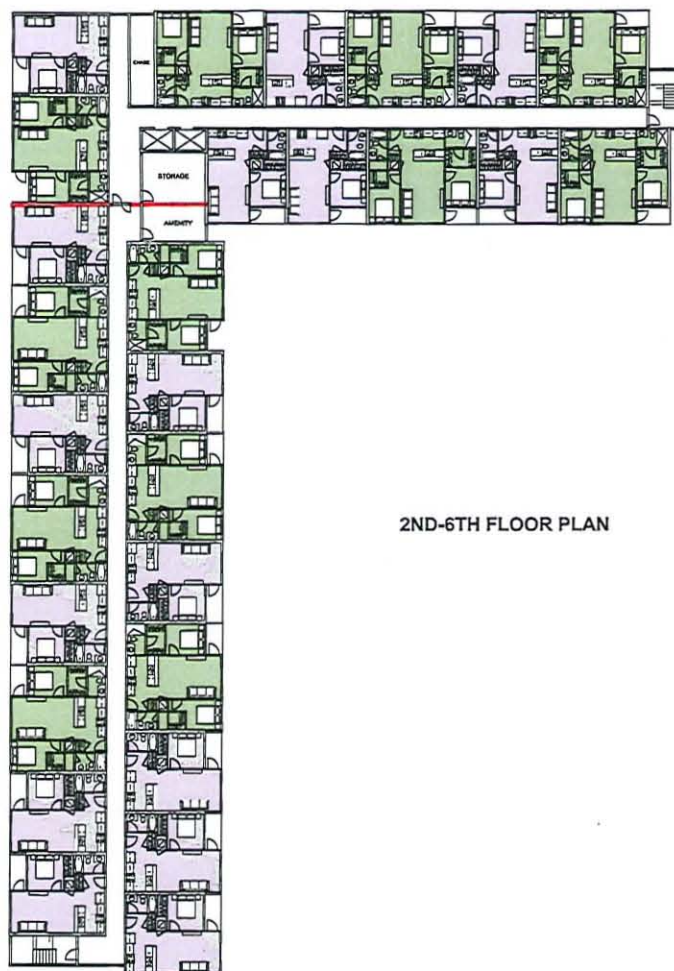
SCHEMATIC SITE PLAN

DATE AS NOTED PROJECT NO.  
DATE DRAWN BY TS  
DATE

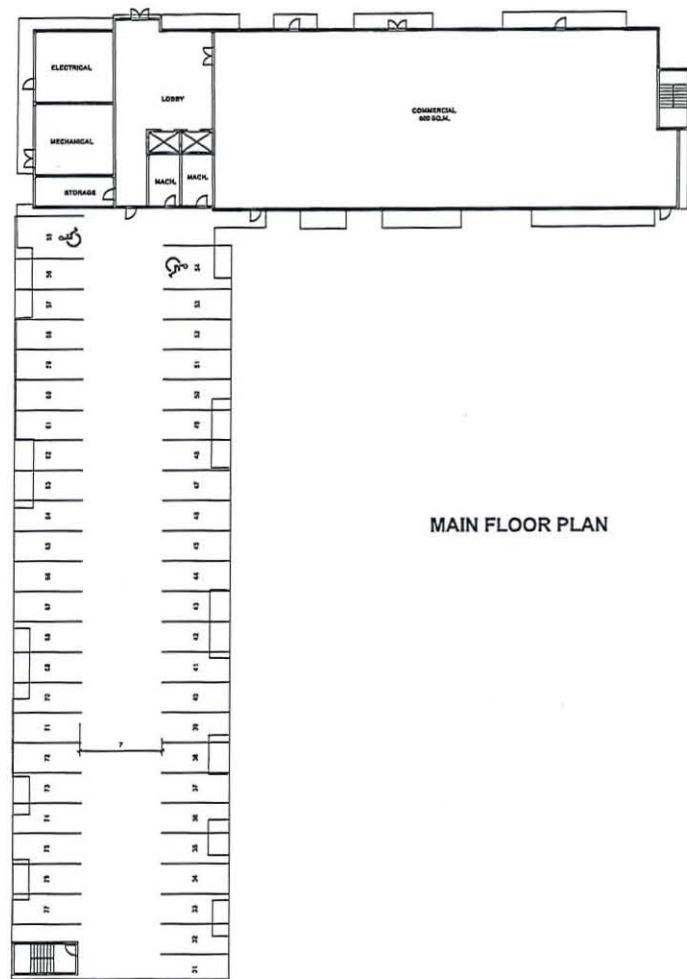
**PR1**

CONTRACTOR TO VERIFY ALL UNITS, LEVELS, SURVEYS, DIMENSIONS, LOCATION OF BUILDING ON SITE AND LOCATION OF ALL SERVICES PRIOR TO CONSTRUCTION. ALL WORK TO BE DONE IN ACCORDANCE WITH THE B.C. BUILDING CODE, CURRENT EDITION AND ALL LOCAL BUILDING BYLAWS.

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2ND-6TH FLOOR PLAN



MAIN FLOOR PLAN

**THUJA**  
architecture + design

Tania Schille Architect AIBC LEED AP  
41289 Horizon Dr. Squamish BC V8B 0Y7  
T: 250.660.7901 E: tania@thujaarchitecture.ca

DATE: 08/2020

ISSUED FOR REVIEW JAN 08 2020

PROJECT  
SALMON ARM  
DEVELOPMENT

SCHEMATIC FLOOR PLANS

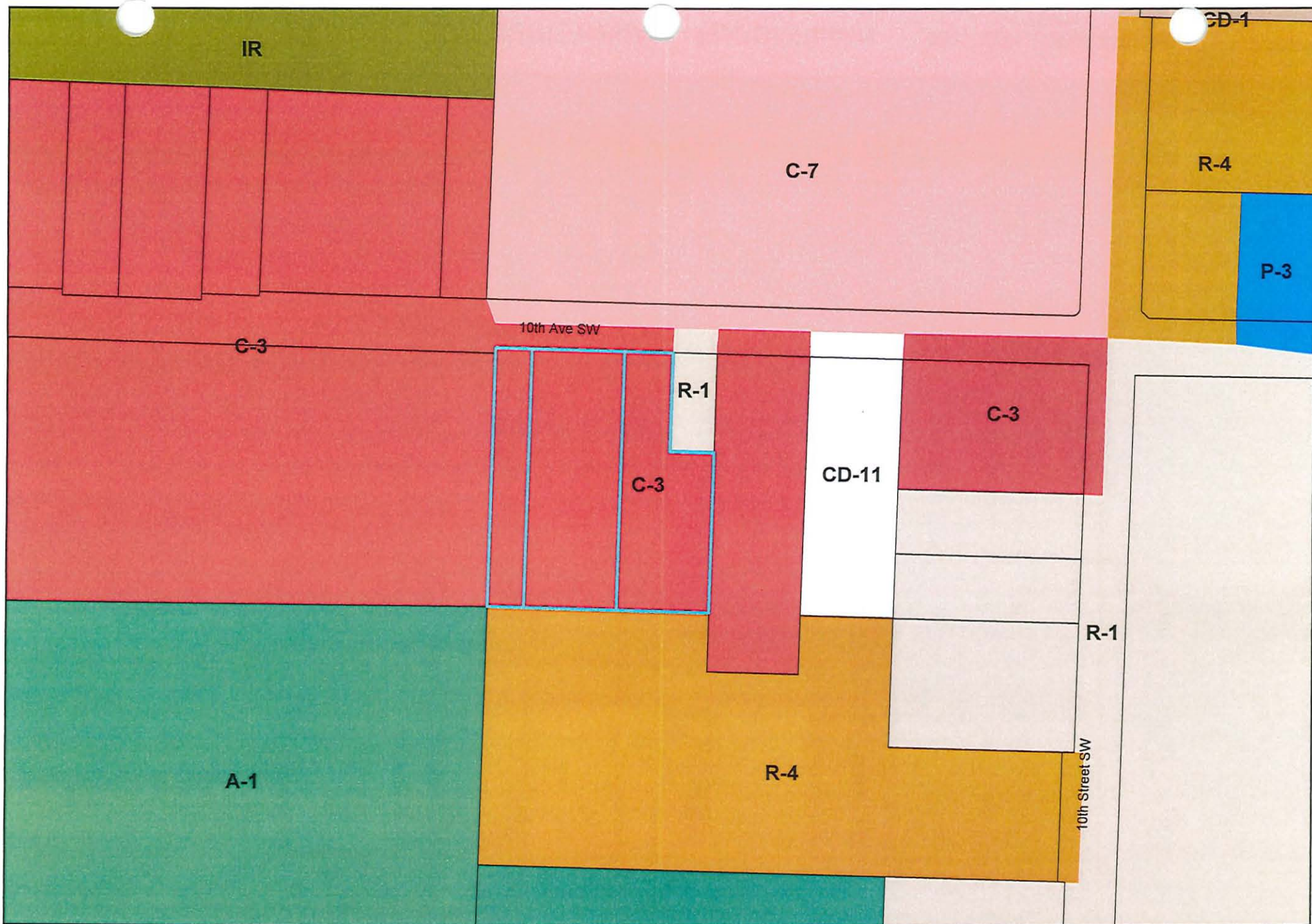
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DATE		DESIGN BY	TS
NOTES			

PR2









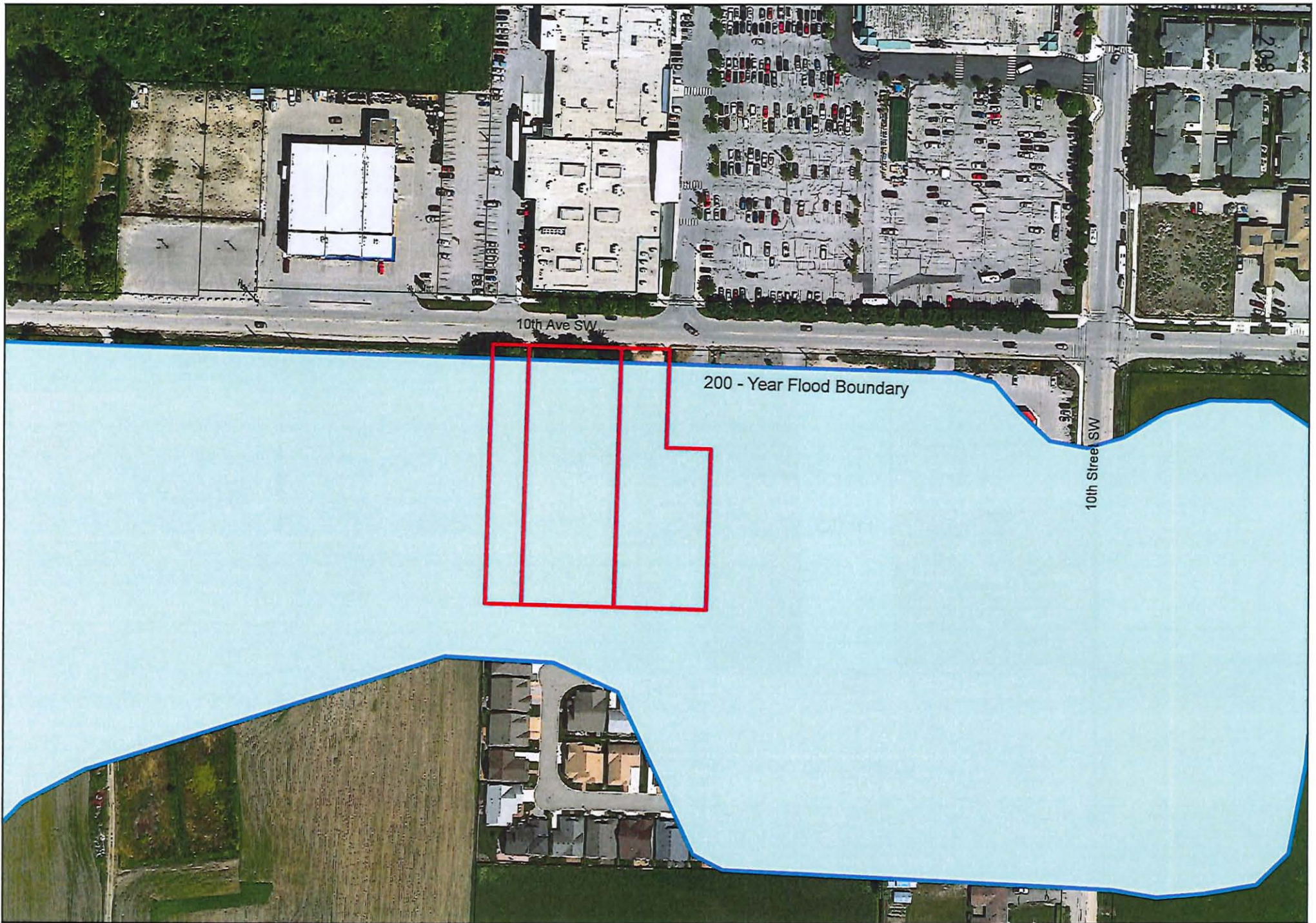
 Subject Properties

## Zoning Bylaw - Zone Categories

50 25 0 50 Meters  
2016 Image

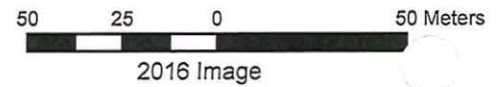






Subject Properties

# OFFICIAL COMMUNITY PLAN - FLOODPLAIN





**Purpose**

- 16.1 The C-2 Zone is intended to function as the central business district of the *Municipality* and as such be oriented to pedestrian traffic and provide for a wide variety of activities including retail, business, entertainment, cultural and limited residential uses. New *developments* zoned C-2 may be required to obtain a *Development Permit* as per the requirements of the *Official Community Plan*.

**Regulations**

- 16.2 On a *parcel* zoned C-2, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the C-2 Zone or those regulations contained elsewhere in this Bylaw.

**Permitted Uses**

- 16.3 The following uses and no others are permitted in the C-2 Zone:

- .1 assembly hall;
- .2 auto parts retail; #3001
- .3 cabaret;
- .4 cafe; #2900
- .5 churches; #2819
- .6 commercial daycare facility;
- .7 congregate housing; #3067
- .8 education/training facility;
- .9 entertainment facility;
- .10 financial institution;
- .11 health services centre;
- .12 home occupation; #2782
- .13 hotel;
- .14 licensee retail store; #3223
- .15 lower floor dwelling units; #3951
- .16 neighbourhood pub;
- .17 mobile food vending; #4240
- .18 nightclub;
- .19 outside display of goods and wares;
- .20 office;
- .21 parkade/off street parking;
- .22 personal service establishment;
- .23 print service;
- .24 public use;
- .25 private utility; #3060
- .26 public utility;
- .27 radio and television broadcasting station;
- .28 recreation facility - indoor;
- .29 restaurant;
- .30 retail store;
- .31 sporting goods stores;
- .32 tourist retail shop;
- .33 transportation use;
- .34 upper floor dwelling units;
- .35 upholstery shop;
- .36 accessory use.

**Maximum Height of Principal Buildings**

- 16.4 The maximum *height* of the *principal buildings* shall be 20.0 metres (65.6 feet).

**SECTION 16 - C-2 - TOWN CENTRE COMMERCIAL ZONE - CONTINUED****Maximum Height of Accessory Buildings**

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

**Maximum Parcel or Site Coverage**

16.6 The maximum *parcel* or *site* coverage shall be 100% of the *parcel* or *site* area.

**Minimum Parcel Size or Site Area**

16.7 The minimum *parcel* size or *site* area shall be 300.0 square metres (3,229.3 square feet).

**Minimum Parcel or Site Width**

16.8 The minimum *parcel* or *site* width shall be 10.0 metres (32.8 feet).

**Outside Storage**

16.9 Outside storage shall not be permitted.

**Parking and Loading**

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



*Memorandum from the  
Engineering and Public  
Works Department*

---

TO: Kevin Pearson, Director of Development Services  
 DATE: February 3, 2021  
 PREPARED BY: Matt Gienger, Engineering Assistant  
 OWNER: **LST Ventures Ltd.**  
 APPLICANT: WestUrban Developments Ltd  
 SUBJECT: **Rezoning Application No. 1200**  
 LEGAL: Lot 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan 3991, Except Plan KAP76862 (PID:010-732-462)  
 Lot 2, Section 10, Township 20, Range 10, W6M, KDYD, Plan 3991, Except Plan KAP76862 (PID: 010-732-446)  
 Lot 6, Section 10, Township 20, Range 10, W6M, KDYD, Plan 3991, Except Plans 6136, 35041 and KAP76862 (PID: 002-834-910)  
 CIVIC: **1230, 1260 & 1290 10 Avenue SW**

---

Further to your referral dated January 14, 2021, we provide the following servicing information. **The following comments and servicing requirements are not conditions for Rezoning; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages. These comments are based on amalgamation of the three subject lots, as indicated in the rezoning application:**

**Engineering Department does not have any concerns related to the Rezoning and recommends that they be approved.**

**General:**

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



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

#### **Roads / Access:**

1. 10 Avenue SW, on the subject properties northern boundary, is designated as an Urban Arterial Road standard, with an ultimate 25.0m road dedication (12.5m on either side of road centerline). Available records indicate that 2.38m of additional dedication is required, with an additional 2.50m of Right of Way required (dedication requested). All dimensions and areas of dedication and Right of Ways to be confirmed by BCLS.
2. 10 Avenue SW is currently constructed to an Interim Urban Arterial Road standard. Upgrading to a modified Urban Arterial Road standard is required, in accordance with Specification Drawing No. RD-4, with consideration for the planned open drainage system (see Drainage Section 1). Upgrading may include, but is not limited to, road widening and construction, curb & gutter, multi-use path, boulevard construction, street lighting, street drainage, fire hydrants, and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
3. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
4. As 10 Avenue SW is designated as an Arterial Road, accesses shall be designed by keeping to a minimum number. Only one (1) 8.0m wide driveway access with culvert will be permitted onto 10 Avenue SW. All unused driveways shall be removed. Owner / Developer responsible for all associated costs.
5. Internal roadways are to be a minimum of 7.3m measured from face of curb. Truck turning movements shall be properly analysed to ensure internal road network will allow emergency and service vehicle access.

**Water:**

1. The subject property fronts a 200mm diameter Zone 1 watermain on 10 Avenue SW. No upgrades will be required at this time.
2. Water service is to be provided by a single metered water service connection (as per Specification Drawing No. W-11), adequately sized to satisfy the proposed use. Water meter will be supplied by the City at the time of building permit, at the Owner / Developer's cost. Only one water service is permitted per parcel, all unused services to be decommissioned at main. Owner / Developer is responsible for all associated costs.
3. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
4. Fire protection requirements to be confirmed with the Building Department and Fire Department.
5. Records indicate existing fire hydrant approximately 50 meters east of easternmost frontage of 1230 10 Ave SW. Fire hydrant installation will be required, spaced 90m from existing hydrant to meet the commercial density spacing requirements.

**Sanitary:**

1. The subject property fronts a 305mm diameter AC sanitary sewer and a 200mm diameter sanitary sewer on 10 Ave SW. The 200mm main terminates within the frontage of 1290 10 Ave SW. No upgrades will be required at this time.
2. Records indicate that the existing properties are each serviced by City sanitary sewer. The subject parcel is to be serviced by a single sanitary service connection, adequately sized (minimum 100mm) to satisfy the requirements of the development. Only one sanitary sewer service is permitted per parcel, all unused services to be decommissioned at main. Owner / Developer is responsible for all associated costs.
3. The subject property is in an area with no known capacity issues according to the City's Sanitary Master Plan (2016), which indicates the 305mm sanitary main is able to increase capacity by approximately 20 L/s. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Sani System to receive the proposed discharge from the development, including review of the lift station at 681 10 Ave SW. Any necessary upgrades will be the responsibility of the Owner / Developer.

**Drainage:**

1. The subject property fronts a 1730mm diameter storm sewer main on 10 Ave SW. Due to the limited capacity of this storm sewer main and other considerations, an open drainage system has been designed for this area, which requires a modification to the Urban Arterial Standard. Owner / Developer's engineer will be required to incorporate this design into their drawings for the development.

2. Records indicate that the existing property is not serviced by City storm sewer.
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. Geotech reports in this area recommend against rock pits. Site should connect into the municipal system; however should be designed such that in the event of capacity issues in the main line, stormwater will daylight on site and have a safe flow route off the site and onto 10 Ave SW.
5. Discharge into the Municipal Stormwater Collection System shall be in accordance with Section 7.3. The subject property shall be serviced by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Storm infrastructure in this area is known to have capacity issues; therefore, controlling to 2 year pre-development storm flows is required. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

**Geotechnical:**

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



Matt Gienger  
Engineering Assistant



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



## 1230 – 1290 10<sup>th</sup> Avenue – Rezoning Application

City of Salmon Arm, Development and Planning Services Committee Meeting  
February 16, 2020



## Community Context

**Salmon Arm's population count closing in on 20,000**

**Salmon Arm named best community in B.C.**

**Salmon Arm Community Housing Strategy**

- Consider density and diversity that fits with the character of the community
- Address rental housing needs

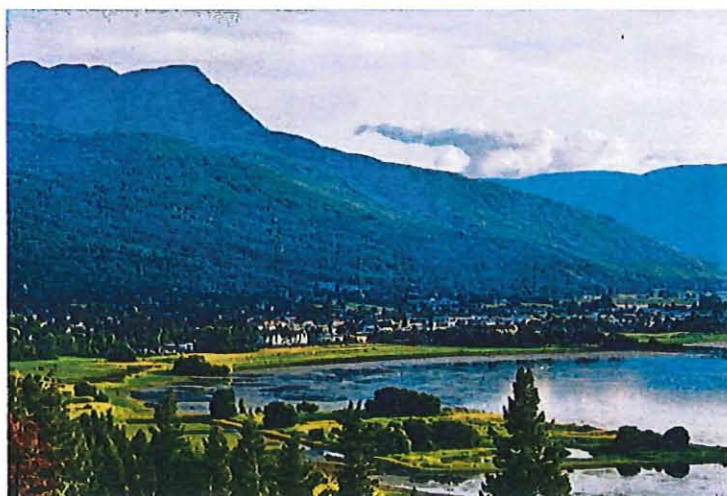
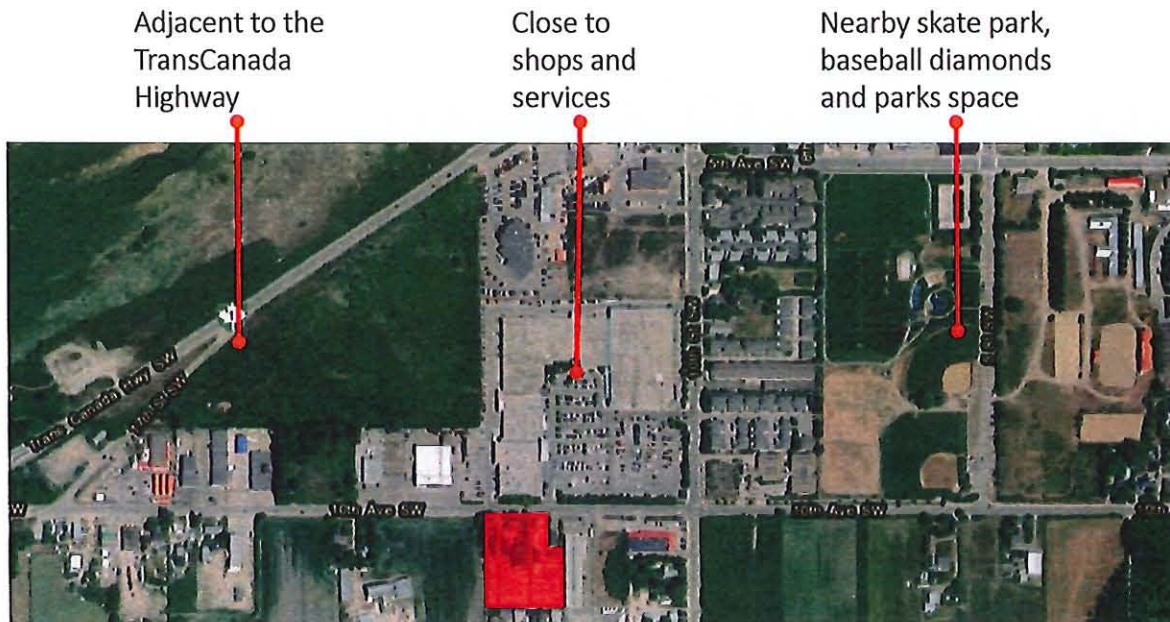


Photo Source: Salmon Arm Observer News File Photo

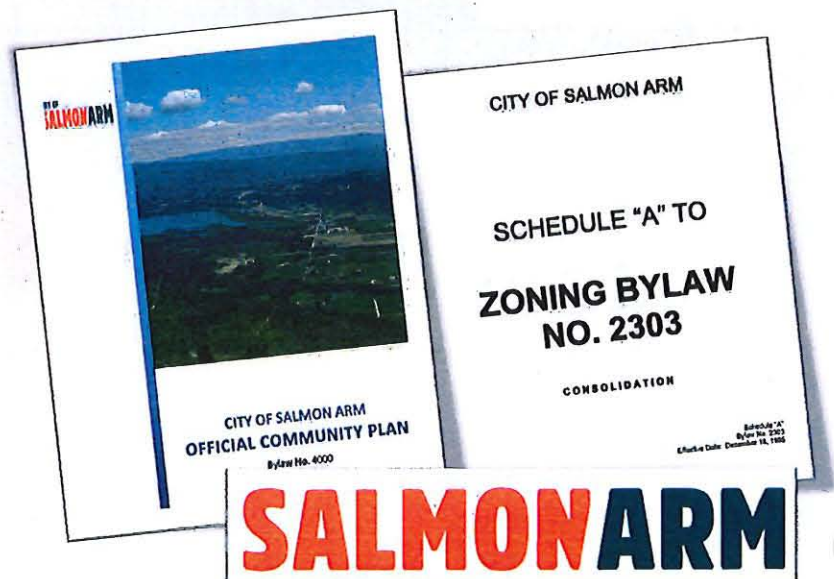


## Site Context

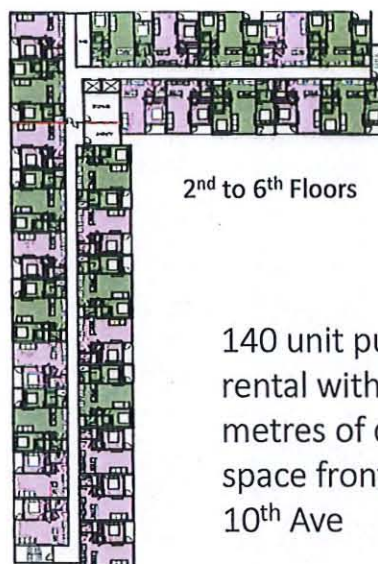
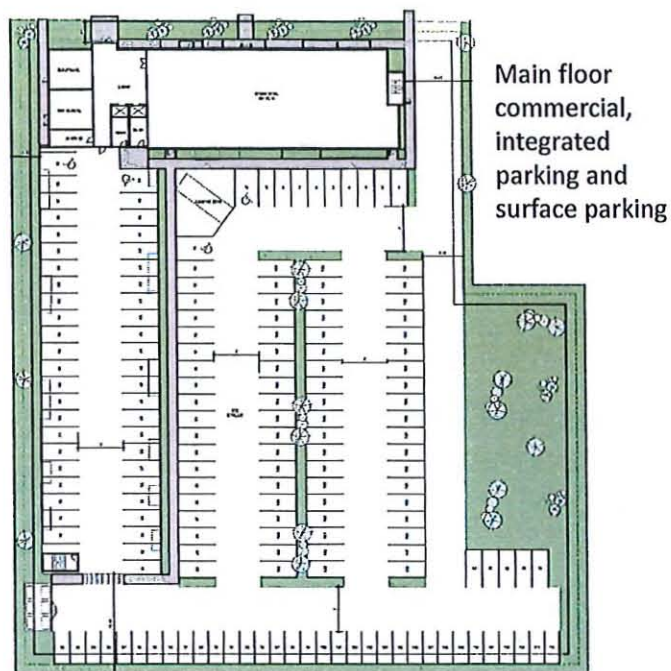


## Official Community Plan & Zoning Bylaw Alignment

- OCP Designation: Commercial City Centre
- OCP supports C-2 zoning: Town Centre Commercial
- Allows for 20 m, accommodates 6 storeys

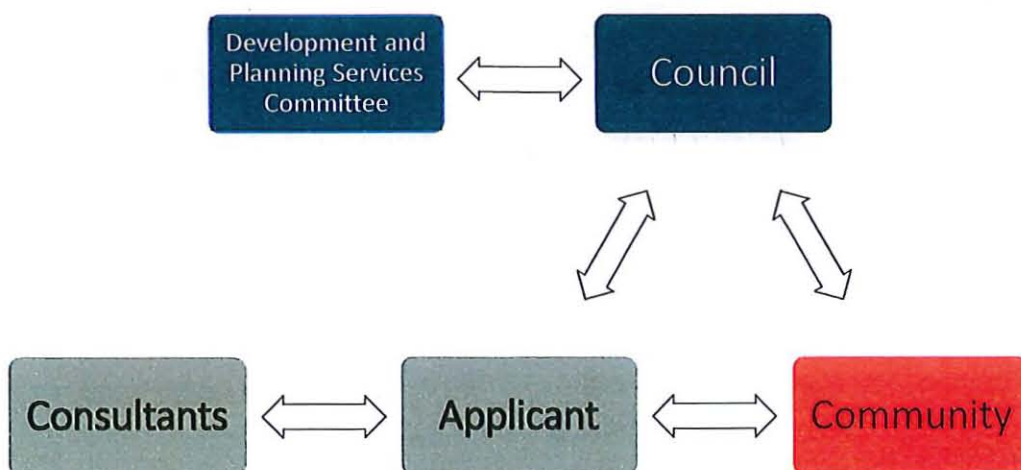


## Site & Floor Plans



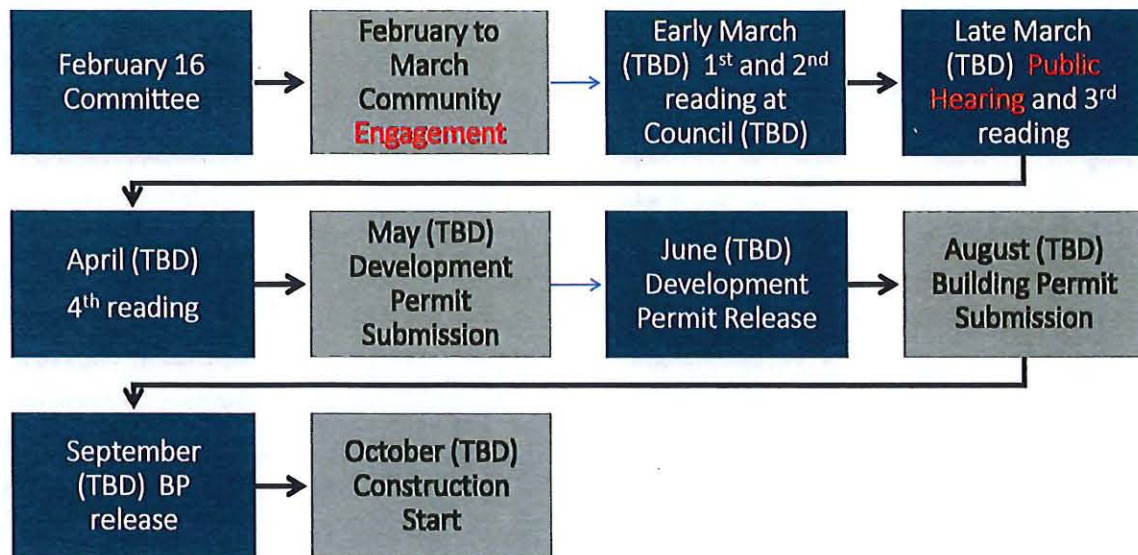
1230 to 1290 10<sup>th</sup> Ave SW | Development and Planning Services Committee Meeting | 2021-02-16 | Page 5

## Consultation and Engagement Team



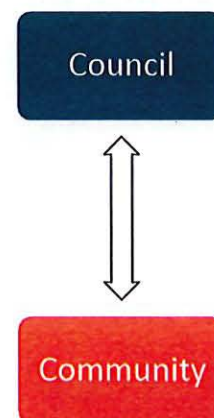


## Next Steps



## Benefits of the Proposal

- Frontage improvements along 10th Ave
- Increased property tax
- Contributes to the vitality of the community through economic development and population influx
- Market rental development in alignment with Salmon Arm Housing Needs Report
- Provides a variety of high-quality residential units for various ages and incomes
- Creates homes for a growing population



# Developer Overview



Fully Integrated Company

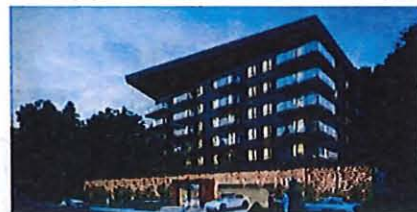
- We plan, build and manage

Specialty

- Purpose Built Rentals
- Complex Developments Sites

Vancouver Island Based

- Head office in Campbell River



## Thank You





**From:** DOUG Bates  
**Sent:** February-22-21 3:22 PM  
**To:** Caylee Simmons  
**Subject:** West Urban Developments proposal for 10th Ave. S.W. Salmon Arm (ZON 1200)

City of Salmon Arm

The above noted proposal to build on the property directly behind my home refers.  
 This matter just came to my attention with little time to comment on the issue until now.  
 Please accept these comments prior to any open house.

After reading the Agenda notes (Item 10.3) of the February 22, 2021 Salmon Arm Council meeting I got more of an understanding of the project.  
 I agree with Development Services that the concept of having commercial floor space combined with mix housing units is a good idea.  
 The thing I take exception to is the scope of this particular undertaking.

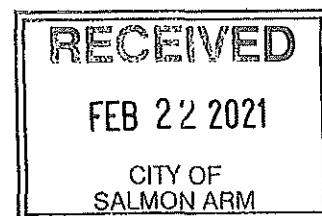
The main point of concern is the height of the building and the proximity to my residence. SIX STORIES in height is not acceptable!  
 I have nothing against more housing or the rezoning aspects. I do find that the increased high density suggested for this property is not appropriate for the location.  
 When one considers density that fits with the character of the community and recent construction is to a height of 3 stories I would think a building of that size would be more suitable for the site. Medium density rental housing makes more sense to me and it would not infringe on my property/privacy as much as the structure proposed.

Other concerns besides the usual traffic congestion, parking and noise would be how close the actual footprint of this building would be to us homeowners at the Village at 10th & 10th. What type of buffer could we see between our properties and this development to ensure we maintain our privacy/security/enjoyment of property?  
 The developer said that careful attention has been given to residential dwellings to the south. We look forward to being good neighbours and await first contact to listen to our concerns.

Hopefully City Council also hear us and there is a compromise before final reading is given

Doug Bates

Strata Corporation KAS 2869  
 (The Village at 10<sup>th</sup> and 10<sup>th</sup>)  
 45 - 1231 10<sup>th</sup> Street SW  
 Salmon Arm, BC  
 V1E 0A5



February 22, 2021

The Mayor and Council  
 City of Salmon Arm, B.C.

Dear Mayor & Council;

**Proposed Rezoning of Property on 10<sup>th</sup> Ave. S.W.**

We are writing in response to an article in the February 19, 2021 edition of the Shuswap Market News regarding a proposal to rezone a parcel of land which is adjacent to part of our strata development. We understand the reasons you may be favourably disposed to this proposal, from the perspective of the City's growth and future development. However, if approved, such a change would have a major impact on residents in our development, particularly those homeowners whose properties back on to the proposed development.

We ask that serious consideration be given to the following points:

- 
- the owners of units #8 to #13 inclusive bought their homes knowing the properties now being considered for rezoning were zoned commercial and that at some point the property would be redeveloped. We are sure it is safe to say that none of them, in their worst nightmare, ever considered the possibility that they might one day have people looking down into their back yards from 5 or 6 stories high.
- If the rezoning request is approved, we believe it will create a unique situation in Salmon Arm, where a structure of this height is adjacent to single family homes. It will subject the owners of the single family homes to a "fishbowl effect", virtually destroying privacy in their own back yards. To our knowledge there is currently only one other 6 storey structure in the city, the Fairfield Inn, and it is well away from any single family residences. It also does not appear as tall as it is due to its location on a hillside, whereas this proposed structure will be located on a totally flat area, which no doubt will make it appear taller.
- We have not seen any design proposals, but if there will be any balconies overlooking our strata development, we encourage you to build in design features to mitigate the "fishbowl effect". For example, we note the Greystone Manor has solid balcony walls rather than grilles or Plexiglas.
- Even if "fishbowl effect" mitigation steps can be taken, we believe this proposed development will have a significant and unfair negative impact on the market value of units #8 to #13. If you decide to proceed with this proposal, we strongly believe it is only fair that an appropriate compensation package be worked out with those most adversely affected.

Thank you for your consideration.

Yours truly,

*Terry Joke*

President

**Sent:** Monday, February 22, 2021 8:04 AM

**Subject:** Online Form Submittal: Mayor and Council

## Mayor and Council

First Name Caroline

Last Name Grover

Address:

Return email address:

Subject: Re-zoning Application for 10th Avenue to Residential

Body Residents immediately adjacent to this property have grave concerns about an application in front of Council relating to the re-zoning of a property from commercial to mixed commercial and residential. A 6 story development proposed adjacent to a single family development. This tower does not conform to the best form and character. The neighborhood which is single or two story commercial and single story single family homes and Agriculture. Please be on notice that individuals living in this long established residential neighborhood wish to be part of this conversation and have concerns that should be considered by Council. We invite Council to our neighborhood to view the proposed building site and visualize the impact a hotel tower (size) will have in this area preferably with balloons marking the height and mass.

Would you like a response: Yes

### Disclaimer

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

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

**From:** JohnandLinda Sawatzky  
**Sent:** February 18, 2021 3:23 PM  
**To:** Kevin Pearson  
**Subject:** Rezoning proposal ZON-1200, 1230 - 1290 10th Avenue SW

Dear Sir,

We are writing to express concern for the proposed building project if the Rezoning application is approved.

We are residents of 870 - 10th Street SW and we realise that this area is getting busier and more commercialized so this is a concern for us. We are fairly new residents to Salmon Arm, 3.5 years now, and know that the city is growing. However we feel that more effort should be made in decisions City Planning takes to make Salmon Arm more aesthetically appealing.

We feel 10th Avenue SW should be deemed strictly commercial. This road is getting busier and is used as an access off of the TCH.

IF the rezoning goes ahead:

- we foresee that a street signal light should be considered or a traffic circle.
- the height of 6 stories be reduced to 3 - 4 (in consideration of the newer residential developments close to that area)
- sidewalks all along 10th Avenue or a crosswalk. A complex with that many units being across the street from Save On will cause pedestrian traffic crossing the road (probably not at the corners!). What considerations were made about this; safety wise and with the road getting busier.

On a different bent, more Greenspaces need to be considered. Yes Blackburn park is close by But it is playing fields and a children's playground, what is there for adults to do? Consider better walking paths and an attractive flower garden, sitting area for seniors around this area.

Just some thoughts!

Sincerely,  
John Linda Sawatzky,



---

**Sent:** Saturday, February 27, 2021 4:38:31 PM

**Subject:** Online Form Submittal: Mayor and Council

Mayor and Council

First Name                      Caroline

---

Last Name                      Grover

---

Address:

---

Return email address:

---

Subject:                      Invitation to attend 10th Ave SW Rezoning Site

---

Body                      Dear Mayor & Council. The residents of 1231 -10th St SW are immediately south and abut the site for a rezoning application from commercial to Town Centre, a 6 story structure. We wrote to you of our concerns with the application and "attended" the reading last week. Further we have met on site with the developer's representative. We are pleased to say that we found them to be responsive to our concerns about;

1. relocation of garbage bins
2. relocation of under cover parking access
3. relocation of green space to the south fence line (ONLY THIS IS CONFIRMED SO FAR)
4. fencing options; cedar, vinyl etc along south property perimeter
5. plantings along the fence line to be sensitive to not negatively impacting Village residents (leaves, root systems)
6. mitigation of entrance headlights beaming into residents homes
7. possibility of hard structures like pergolas in the green area to break the line of sight with vines
8. design considerations where by the 6 stories proposed block the light and view corridors

We have asked them for the installation of balloons to indicate

---

height and building corners. As well super imposed photos illustrating the sight lines from the corner of 10th and 10th to include the proposed 6 story structure. The reason for this is to assist everyone to see the impact of a 6 story structure in an existing area of up to 3 stories. We have not had affirmation of this request.

We appreciated the timely attendance of WestUrban and Blair Sampson attending an outdoor resident 's meeting and walking the fence line to see the specific issues we face.

I think at this stage it is safe to say we are not opposed to re-zoning but we have significant concern about the number of stories. To this point we invite City Council to meet with residents , Council either attending together or singly to view the development site from our Village at 10th and 10th. We will have a resident guide to meet you and point out the siting details as shown to us by WestUrban. We have only a week prior to the re-zoning hearing and will make ourselves available to Council at your earliest convenience. Thank you for your timely response.

---

Would you like a response:    Yes

---

**Disclaimer**

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

March 1, 2021

Mayor and City Council  
City of Salmon Arm, B.C.

**Proposed Amendment to Zoning Bylaw No. 2303  
Lots 1230, 1260 & 1290 – 10 Avenue SW**

We moved to our current address ( [REDACTED] ) 8 years ago knowing that the property on 10<sup>th</sup> Avenue SW adjacent to our backyard was zoned commercial. We are not against development. The last 3 buildings that were built on 10th Avenue SW in this area range from 1 storey to 3 storeys. A 6 storey 140 unit apartment building does not belong here. A 3 or 4 storey building would be more appropriate.

We have 3 primary concerns with the proposed site plan from WestUrban Developments. The garbage bin corral is virtually in our backyard. The constant noise of tenants and merchants dumping their garbage and slamming the lid and the garbage truck picking up and dumping the bins likely multiple times a week. We suggest relocating the garbage bin corral to the east side of the property next to the CFA building away from our units #8 to #13. The garbage odour in the summer months is also a huge concern.

The garage door is "hidden" at the end of the building. The noise of the door opening and closing with vehicles idling waiting for the door to open will create noise and exhaust fumes to our backyards. Upon exiting the garage the vehicle headlights will be shining into our dining room glass doors. We suggest relocating the garage door to the middle of the building.

The parking on the south side against our fence has no buffer zone in the site plan. This is a huge impact on the outdoor living space of units #8 to #13. We suggest a berm planted with trees be considered or a solid fence constructed to create privacy and block the vehicle lights.

We do not think our request for the above changes are unreasonable and that you will give this serious consideration.

We are extending our invitation to you to come on-site and do an inspection in person. We can be contacted at [REDACTED].

George Steed

**From:** JJ Sawatzky  
**Sent:** March-03-21 7:46 AM  
**To:** Caylee Simmons  
**Subject:** six storey rezoning hearing

To: Mayor, City Council, City Planning Department, City Engineering Dept.

John Sawatzky

[REDACTED]  
 Salmon Arm, BC  
 V1E 1L9

City of Salmon Arm  
 Mayor, City Councilors, City Planning Department and City Engineering Division

Re: Westurban Developments Ltd Six Storey Building Rezoning Application

As I consider this application to rezone these lots to C2 I am left to wonder about a few questions. Let me say at the outset that I am not opposed to the development of a six storey building. I am equally not opposed to the development of more high density residential dwelling units. But this development leaves me with some concerns.

1. As I consider the location of this development I need to ask what the city planning department is thinking when they mix residential into an area that is primarily commercial, light industrial and agriculture. In this area are mechanical repair shops, stores, construction company offices, and some commercial entities. Why would you want to put a residential complex in the midst of businesses that generate noise from early morning and on? The single family dwellings in this area should be encouraged to relocate, and not add more.
2. What is the city's plan for future development; does the city determine where it wants certain types of activities located, or does the city wait for a developer to make an application and then decide ya or na for that development?
3. **This is the major concern I wish to make.** The development of medium to high density residential along 10<sup>th</sup> St SW has been ongoing now for some time. 10<sup>th</sup> St SW is a very busy street and will only continue to get busier as more developments take place. Much of this residential development has been for seniors or those approaching retirement. The entrance/exit from 10<sup>th</sup> St SW to the Piccadilly Mall is a point of congestion, and it is easy for local residents to note that the congestion at this point is continually increasing. 10<sup>th</sup> Ave SW is also a busy road on which the traffic has noticeably increased over the past 5 years or so. Now with this application you are proposing to add up to as many as 170 vehicles to this current traffic mix. Have you done any studies as to how this may potentially impact the traffic on 10 Ave SW and 10<sup>th</sup> St SW?



4. To accommodate this traffic, 10<sup>th</sup> Ave SW should have turning lanes installed at the south entrance to the Piccadilly Mall, something similar to what they have done in Vernon at the entrance to Home Depot, or put in a traffic circle at that entrance. Along with that a traffic circle should be installed at the corner of 10<sup>th</sup> and 10<sup>th</sup>. Finally the east entrance/exit to the Piccadilly Mall on 10<sup>th</sup> St SW should be changed so that there would be no right turn permitted on north bound traffic on 10<sup>th</sup> St SW, and no left turn permitted exiting the parking lot onto 10<sup>th</sup> St SW. In other words, the only traffic entering the mall should be south bound traffic, and the only traffic exiting the mall should be south bound traffic. Otherwise the risk of accidents and injury at this location increase dramatically, especially with the additional traffic from the six storey complex.

So these are my thoughts on this rezoning request. I would love to hear some sort of response.

Respectfully

John Sawatzky

John Sawatzky  
[REDACTED]

**From:** Bob Millott  
**Sent:** March-03-21 6:30 PM  
**To:** Caylee Simmons  
**Subject:** Dispute of re-zoning application - 3 lots on 10th Avenue SW, meeting March 8 @ 7pm

March 3, 2021

Mayor and Council

City of Salmon Arm

Regarding Re-zoning of Property on 10th Ave SW

Dear Mayor and Council,

Please accept this letter outlining our concerns with the re-zoning application for the property north of our home.

Our primary concerns include;

1. The height of the building being 6 stories and its suitability with the current scale of commercial adjacent property and single story homes.
2. The proximity of the apartment building and our property line. This is 50' between patios and a 6 story solid structure. Negative lifestyle impact and potential risk of lessening home values to all.
3. Loss of privacy, noise and light from 100 open parking spaces.
4. The traffic impact of 140 apartments and commercial uses on the streets and intersection of 10th and 10th SW.

We **DO NOT** support the re-zoning of this land to accommodate 6 stories as we believe this to be a significant negative impact on the entire strata development and the quality of life for all of us who reside here.

Robert Millott

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Item 24.1

## CITY OF SALMON ARM

Date: March 8, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4406 be read a third time.

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

### Vote Record

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

Opposed:

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



## CITY OF SALMON ARM

### BYLAW NO. 4406

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

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

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

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

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

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

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4406"

READ A FIRST TIME THIS 13 DAY OF October 2020

READ A SECOND TIME THIS 13 DAY OF October 2020

READ A THIRD TIME THIS DAY OF 2020

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

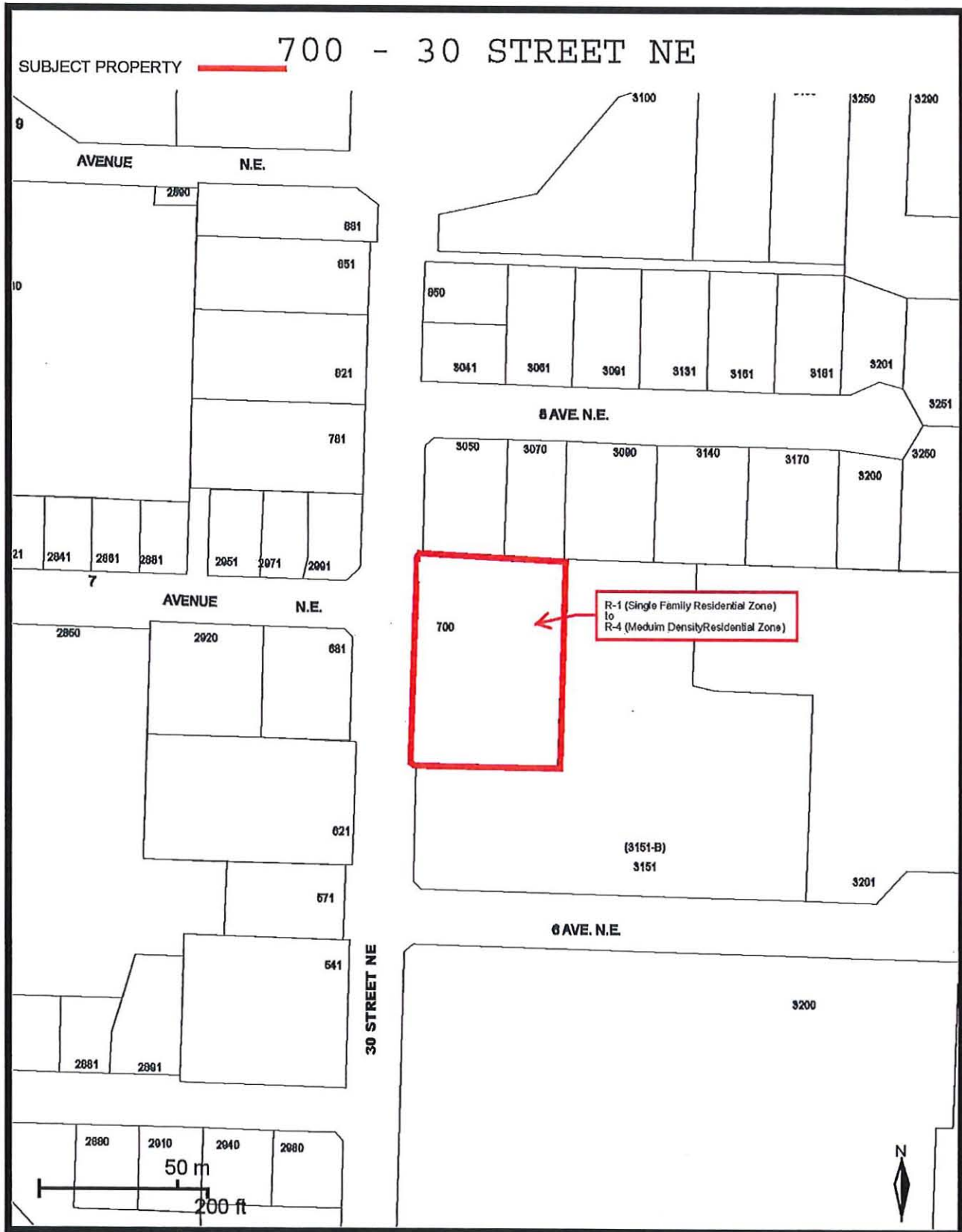
\_\_\_\_\_  
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

\_\_\_\_\_  
MAYOR

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

SCHEDULE "A"



Item 24.2

## CITY OF SALMON ARM

Date: March 8, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4428 be read a third time.

[ZON-1192; Mierau, B. & R/Laird, B.; 3831 20 Avenue SE; A2 to M2]

### Vote Record

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

Opposed:

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



## CITY OF SALMON ARM

### BYLAW NO. 4428

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

---

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

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

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

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

Rezone Lot 17, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1230 from A2 (Rural Holding Zone) to M2 (Light Industrial Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

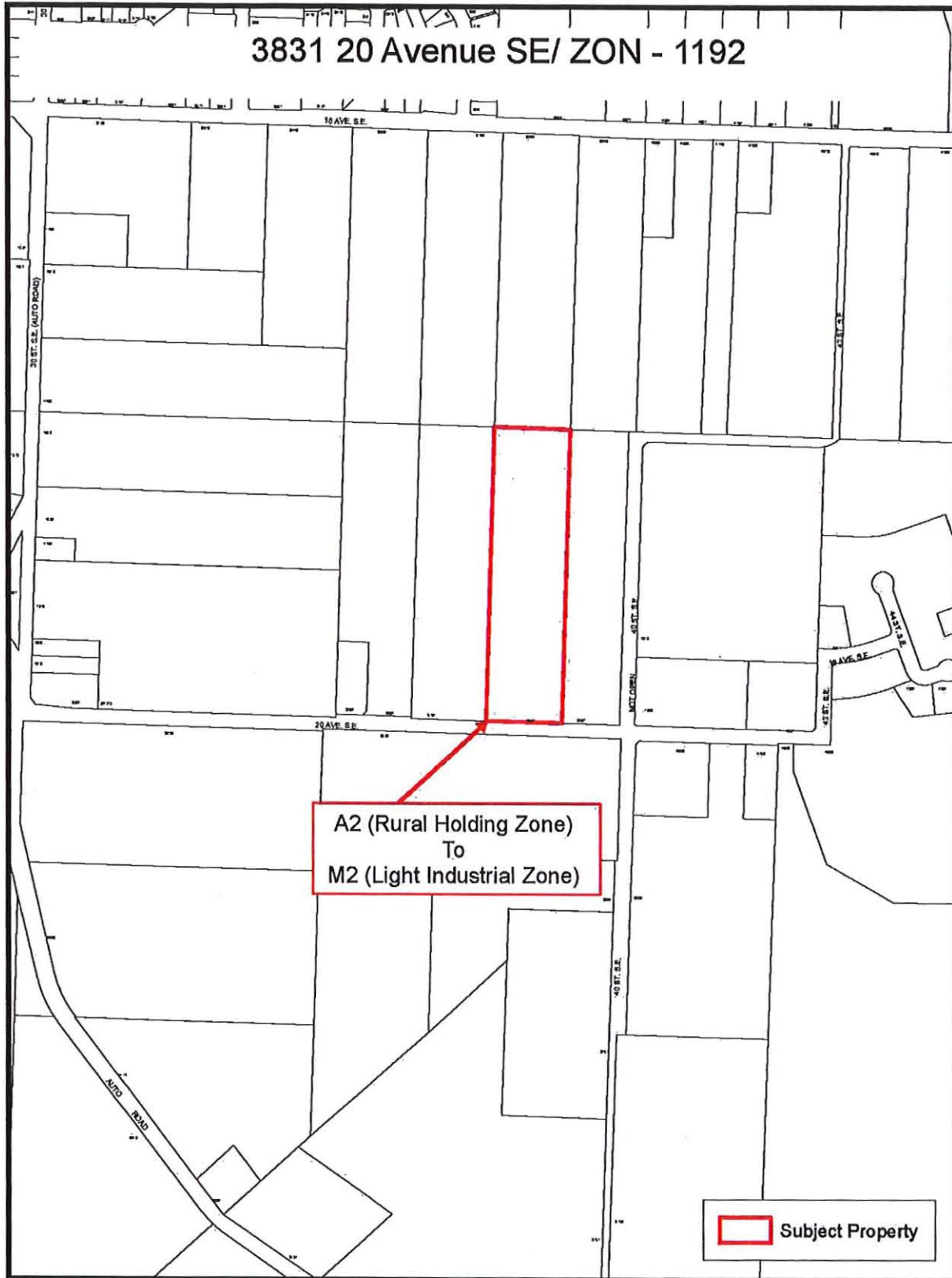
5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4428"

READ A FIRST TIME THIS	22	DAY OF	February	2021
READ A SECOND TIME THIS	22	DAY OF	February	2021
READ A THIRD TIME THIS		DAY OF		2021
ADOPTED BY COUNCIL THIS		DAY OF		2021

\_\_\_\_\_  
MAYOR

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



Item 24.3

## CITY OF SALMON ARM

Date: March 8, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4441 be read a third time.

[ZON-1192; Charlton, S. & H./Laird, B.; 4270 10 Avenue SE; A2 to M2]

### Vote Record

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

Opposed:

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



## CITY OF SALMON ARM

### BYLAW NO. 4441

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

---

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

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

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

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

Rezone Lot 1, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1538, Except Plans B4356, B5847, 6971 and 18058 from A2 (Rural Holding Zone) to M2 (Light Industrial Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as “City of Salmon Arm Zoning Amendment Bylaw No. 4441”

READ A FIRST TIME THIS 22 DAY OF February 2021

READ A SECOND TIME THIS 22 DAY OF February 2021

READ A THIRD TIME THIS DAY OF 2021

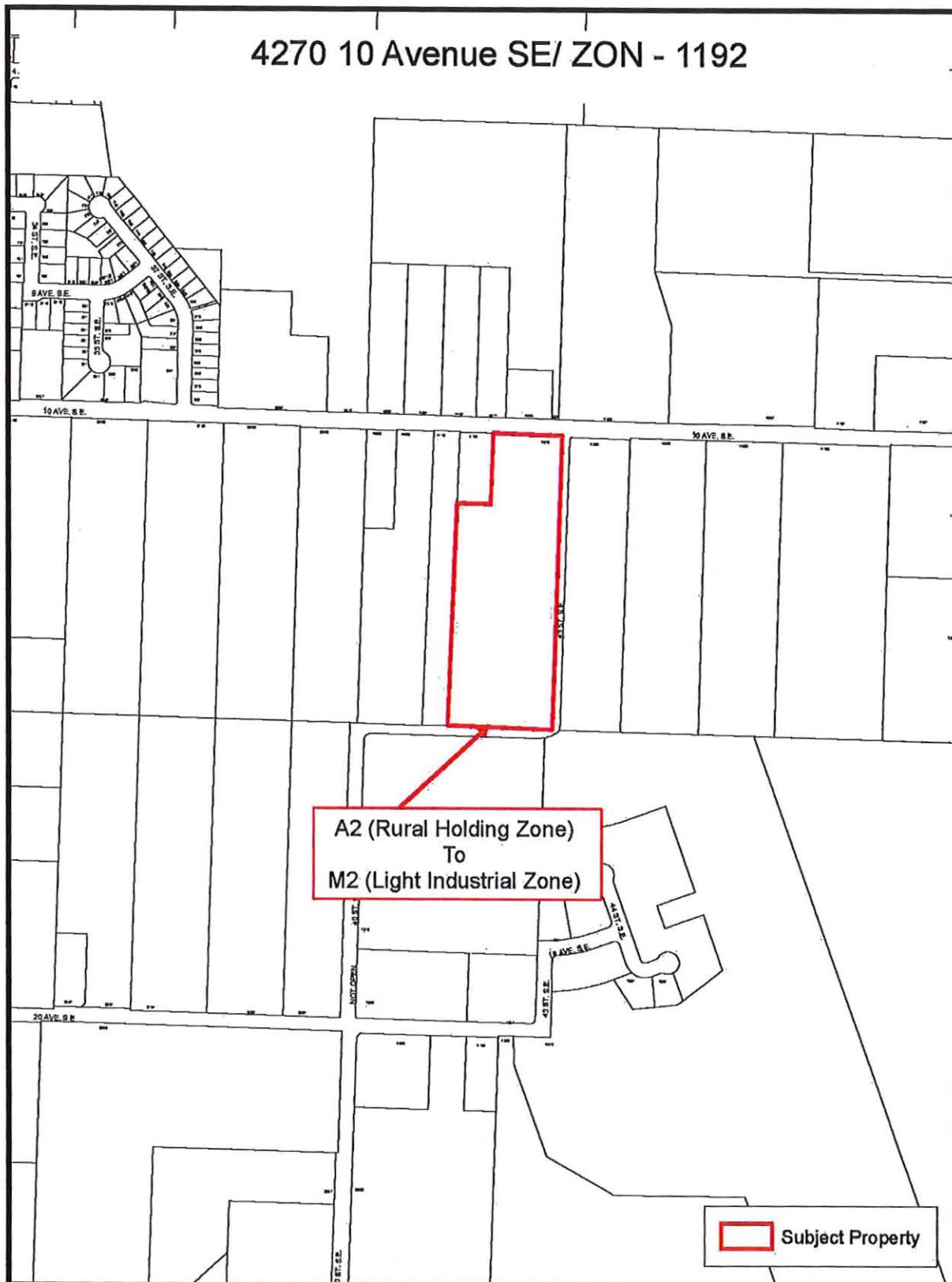
APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT  
ON THE DAY OF 2021

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

ADOPTED BY COUNCIL THIS DAY OF 2021

\_\_\_\_\_  
MAYOR

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



Item 24.4

## CITY OF SALMON ARM

Date: March 8, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4440 be read a third time.

[ZON-1200; LST Ventures Ltd./West Urban Developments Ltd.; 1230, 1260 & 1290 10 Avenue SW; C-3 to C-2]

### Vote Record

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

Opposed:

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



## CITY OF SALMON ARM

### BYLAW NO. 4440

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

---

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

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

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

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

Rezone Lots 1 and 2, Section 10, Township 20, Range 10, W6M, KDYD, Plan 3991 Except Plan KAP76862 and Lot 6, Section 10, Township 20, Range 10, W6M, KDYD, Plan 3991, Except Plan 6136, 35041 and KAP76862 from C3 (Service Commercial Zone) to C2 (Town Centre Commercial Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4440"

READ A FIRST TIME THIS 22 DAY OF February 2021

READ A SECOND TIME THIS 22 DAY OF February 2021

READ A THIRD TIME THIS DAY OF 2021

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

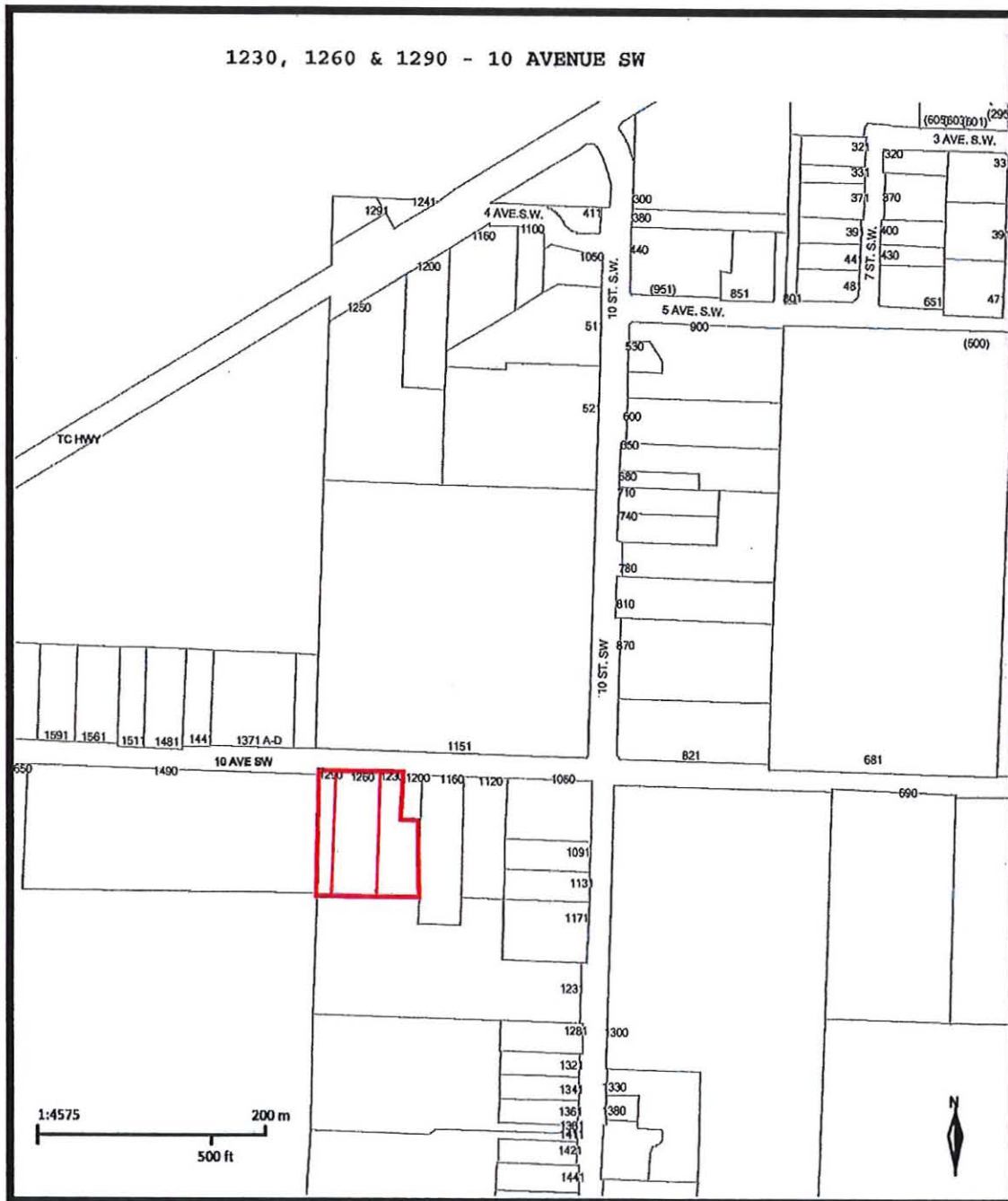
\_\_\_\_\_  
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2021

\_\_\_\_\_  
MAYOR

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

SCHEDULE "A"



Item 26.

## CITY OF SALMON ARM

Date: March 8, 2021

Moved: Councillor Lavery

Seconded: Councillor Cannon

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

### Vote Record

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

Opposed:

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



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