



# AGENDA

## City of Salmon Arm Regular Council Meeting

Monday, November 22, 2021  
1:30 p.m.

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

Page #	Item #	Description
	1.	CALL TO ORDER
1 – 2	2.	IN-CAMERA SESSION
	3.	ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY <i>We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.</i>
	4.	ADOPTION OF AGENDA
	5.	DISCLOSURE OF INTEREST
	6.	CONFIRMATION OF MINUTES
3 – 14	1.	Regular Council Meeting Minutes of November 12, 2021
15 – 18	2.	Special Council Meeting Minutes of November 15, 2021
	7.	COMMITTEE REPORTS
19 – 28	1.	Development and Planning Services Committee Meeting Minutes of November 15, 2021
29 – 34	2.	Shuswap Regional Airport (Salmon Arm) Commission Meeting Minutes of October 13, 2021
35 – 38	3.	Community Heritage Commission Meeting Minutes of October 18, 2021
	8.	COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE



9. **STAFF REPORTS**
  - 39 – 44 1. Director of Corporate Services – Firefighting Mutual Aid Agreement
  - 45 – 50 2. Acting Chief Administrative Officer – Marina Lease, Sub-Lease and Operation
  - 51 – 60 3. Director of Engineering & Public Works – Service Delivery Management Policy
  - 61 – 62 4. Director of Engineering & Public Works – Ross Street Underpass – Sanitary Budget Amendment
  - 63 – 64 5. Chief Financial Officer – Metered Utility Billing - Penalty
10. **INTRODUCTION OF BYLAWS**
  - 65 – 82 1. City of Salmon Arm Zoning Amendment Bylaw No. 4484 [ZON-1223; Robillard, C. (AR Broadview Holdings)/Brentwell Construction Ltd.; 1231 1 Street SE; R-1 to R-4] – First and Second Readings
  - 83 – 116 2. City of Salmon Arm Land Use Contract Termination Bylaw No. 4485 [LUC P1971; Canoe Creek Estates] – First and Second Readings
  - 117 – 126 3. City of Salmon Arm Zoning Amendment Bylaw No. 4486 [ZON-1225; Canoe Creek Estates] (*See Item 10.2 for Staff Report*) – First and Second Readings
  - 127 - 130 4. City of Salmon Arm Mobile Home Park Amendment Bylaw No. 4487 [Text Amendment; Canoe Creek Estates lot sizes] (*See Item 10.2 for Staff Report*) – First and Second Readings
11. **RECONSIDERATION OF BYLAWS**
12. **CORRESPONDENCE**
  - 131 - 132 1. Informational Correspondence
13. **NEW BUSINESS**
14. **PRESENTATIONS / DELEGATIONS**
  - 133 - 144 1. Presentation 4:00 – 4:15 p.m. (approximately)  
Julia Helland and Vanessa Isnardy, WildsafeBC – Columbia Shuswap Season Summary and Opportunities for 2022
  - 145 - 154 2. Presentation 4:15 – 4:30 p.m. (approximately)  
Stig Keskinen – 4 way stop sign at 50<sup>th</sup> Street NE and 70<sup>th</sup> Avenue NE, Canoe, BC
15. **COUNCIL STATEMENTS**
16. **SALMON ARM SECONDARY YOUTH COUNCIL**
17. **NOTICE OF MOTION**
18. **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**
19. **OTHER BUSINESS**

**20. QUESTION AND ANSWER PERIOD****7:00 p.m.**

<b>Page #</b>	<b>Item #</b>	<b>Description</b>
	<b>21.</b>	<b>DISCLOSURE OF INTEREST</b>
	<b>22.</b>	<b>HEARINGS</b>
155 - 170	1.	Development Variance Permit Application No. 539 [Sismey, T./MacDonald, C. & E.; 650 60 Street SW and 795 Christison Road SW; Servicing requirements]
171 - 188	2.	Development Variance Permit Application No. 540 [Heyde, R. (Heydewerk Homes Ltd.); 41, 1581 - 20 Street NE; Height requirements]
	<b>23.</b>	<b>STATUTORY PUBLIC HEARINGS</b>
189 - 202	1.	Zoning Amendment Application No. ZON-1222 [Reynolds, D. / Ressel Constructors Inc.; 2621 17 Street NE; R-1 to R-8]
	<b>24.</b>	<b>RECONSIDERATION OF BYLAWS</b>
203 - 206	1.	City of Salmon Arm Zoning Amendment Bylaw No. 4483 [ZON-1222; Reynolds, D. / Ressel Constructors Inc.; 2621 17 Street NE; R-1 to R-8] - Third and Final Readings
	<b>25.</b>	<b>QUESTION AND ANSWER PERIOD</b>
207 - 208	<b>26.</b>	<b>ADJOURNMENT</b>

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Item 2.

## CITY OF SALMON ARM

Date: November 22, 2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: pursuant to Section 90(1) (c) labour relations or other employee relations; (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality (g) litigation or potential litigation affecting the municipality; of the Community Charter, Council move In-Camera.

### Vote Record

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

Opposed:

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

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Item 6.1

## CITY OF SALMON ARM

Date: November 22, 2021

Moved: Councillor Lindgren

Seconded: Councillor Lavery

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

### Vote Record

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

Opposed:

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



## REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm held in the Council Chambers of City Hall 500 – 2 Avenue NE and by electronic means, at 1:30 p.m. and reconvened at 2:30 p.m. on Monday, November 8, 2021.

### PRESENT:

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

Acting Chief Administrative Officer/ Director of Corporate Services E. Jackson  
Director of Development Services K. Pearson  
Director of Engineering and Public Works R. Niewenhuizen  
Chief Financial Officer C. Van de Cappelle  
Fire Chief B. Shirley  
Recorder B. Puddifant (participated remotely)

### ABSENT:

#### 1. CALL TO ORDER

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

#### 2. IN-CAMERA SESSION

0542-2021

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: pursuant to Section 90(1) (c) labour relations or other employee relations; and (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; 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 2:20 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 of Item 23.1/24.1 – K. Fraser – email dated November 8, 2021 - Zoning Amendment Application No. ZON1221

5. DISCLOSURE OF INTEREST

Councillor Wallace Richmond declared a conflict of interest with item 23.3 and 24.3 as she is an employee of the Okanagan College.

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

6. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of October 25, 2021

0543-2021                      Moved: Councillor Flynn  
                                    Seconded: Councillor Lavery  
                                    THAT: the Regular Council Meeting Minutes of October 25, 2021, be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS

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

0544-2021                      Moved: Councillor Wallace Richmond  
                                    Seconded: Councillor Cannon  
                                    THAT: the Development and Planning Services Committee Meeting Minutes of November 1, 2021, be received as information.

CARRIED UNANIMOUSLY

2. Greenways Liaison Committee Meeting Minutes of October 7, 2021

0545-2021                      Moved: Councillor Flynn  
                                    Seconded: Councillor Eliason  
                                    THAT: the Greenways Liaison Committee Meeting Minutes of October 7, 2021 be received as information.

CARRIED UNANIMOUSLY

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

0546-2021                      Moved: Councillor Wallace Richmond  
                                    Seconded: Councillor Flynn  
                                    THAT: the Social Impact Advisory Committee Meeting Minutes of October 15, 2021 be received as information.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS - continued

4. Housing Task Force Meeting Minutes of October 25, 2021

0547-2021                      Moved: Councillor Wallace Richmond  
   Seconded: Councillor Lavery  
   THAT: the Housing Task Force Meeting Minutes of October 25, 2021 be received  
   as information.

CARRIED UNANIMOUSLY

5. Active Transportation Task Force Meeting Minutes of November 1, 2021

0548-2021                      Moved: Mayor Harrison  
   Seconded: Councillor Lavery  
   THAT: the Active Transportation Task Force Meeting Minutes of November 1,  
   2021 be received as information.

CARRIED UNANIMOUSLY

0549-2021                      Moved: Councillor Lavery  
   Seconded: Mayor Harrison  
   THAT: Council adopt the revised Active Transportation Terms of Reference.

CARRIED UNANIMOUSLY

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

1. Board in Brief – October 2021

Received for information.

9. STAFF REPORTS

1. Director of Engineering & Public Works – Unit #95-2011 Ford F-550 Service Truck,  
Engine Replacement – Budget Amendment & Sole Source

0550-2021                      Moved: Councillor Wallace Richmond  
   Seconded: Councillor Cannon  
   THAT: The 2021 Budget contained in the 2021 – 2025 Financial Plan Bylaw be  
   amended to reflect additional funding for the replacement of an engine for Unit #95-  
   2011 Ford F-550 Utility Service Truck in the amount of \$22,500.00, reallocated from  
   funds from the Equipment Reserve Fund;

AND THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement  
of the works and to authorize sole sourcing of same to Jacobson Ford, Salmon Arm.

CARRIED UNANIMOUSLY



9. STAFF REPORTS - continued

2. Director of Engineering & Public Works - Canoe Forest Products Legacy Project Contribution towards Canoe Beach Playground Equipment

0551-2021

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: Council accept the Canoe Forest Products Ltd. legacy project contribution of \$50,000.00 towards the newly constructed Canoe Beach playground structure;

AND THAT: the 2021 Budget contained in the 2021 – 2025 Financial Plan Bylaw be amended to reflect a \$50,000.00 funding contribution towards the Canoe Beach Playground Replacement project and that the funding from the Parks Development Reserve Fund be reduced by the same.

CARRIED UNANIMOUSLY

Councillor Flynn declared a conflict and left the meeting at 2:53 p.m.

3. Manager of Permits & Licensing - Application to expand patio seating area - Barley Station Brew Pub

0552-2021

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: Council approve the permanent expansion of the patio seating area for the Barley Station Brew Pub;

AND THAT: Council opts out of the comment and public consultation process.

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 2:58 p.m.

4. Director of Corporate Services - Janitorial Services Contract for City Hall/Court House Facility

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: Council award the City Hall/Court House Facility - Janitorial Services Contract to Salmon Arm Janitorial at the quoted price of \$160,860.00 for the period of January 1, 2022 to December 31, 2024 and authorize the Mayor and Corporate Officer to execute the Contract for same, with the option to extend the contract for a further two (2) year term.

The motion was split

0553-2021

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: Council award the City Hall/Court House Facility - Janitorial Services Contract to Salmon Arm Janitorial at the quoted price of \$160,860.00 for the period of January 1, 2022 to December 31, 2024 and authorize the Mayor and Corporate Officer to execute the Contract for same.

9. STAFF REPORTS – continued

4. Director of Corporate Services – Janitorial Services Contract for City Hall/Court House Facility - continued

Amendment:

Moved: Councillor Lindgren

Seconded: Councillor Cannon

THAT: Council award the Janitorial Services Contract to Salmon Arm Janitorial for the period of January 1, 2022 to December 31, 2023.

DEFEATED

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

Motion 0553-2021

CARRIED

Councillor Lindgren Opposed

0554-2021

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: Council approve the option to extend the contract for a further two (2) year term.

CARRIED

Councillor Lindgren and Lavery Opposed

10. INTRODUCTION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4483 [ZON-1222; Reynolds, D / Ressel Constructors Inc.; 2621 17 Street NE; R-1 to R-8] – First and Second Readings

0555-2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4483 be read a first and second time.

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Road Closure Bylaw No. 4468 [Part of 53 Street NE and Lane Adjacent to 5331 71 Avenue NE; Baker, S. & J.] – Final Reading

0556-2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Road Closure Bylaw No. 4468 be read a final time.

Mayor Harrison called for submissions.

**11. RECONSIDERATION OF BYLAWS - continued**

1. City of Salmon Arm Road Closure Bylaw No. 4468 [Part of 53 Street NE and Lane Adjacent to 5331 71 Avenue NE; Baker, S. & J.] - Final Reading - continued

S. Baker, the applicant, expressed appreciation for the process and was available to answer questions from Council.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Zoning Amendment Bylaw No. 4471 [Text Amendment; Storage] - Final Reading

0557-2021

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4471 be read a final time.

CARRIED UNANIMOUSLY

**12. CORRESPONDENCE**

1. Informational Correspondence

10. J. Broadwell, Manager, Downtown Salmon Arm - letter dated November 2, 2021 - Downtown Holiday Market - Hudson Street Closure December 4, 2021

0558-2021

Moved: Councillor Lindgren

Seconded: Councillor Cannon

THAT: Council authorize the closure of Hudson Street (between Ross Street and Alexander Street) on Saturday, December 4, 2021 from 10:00 a.m. to 5:00 p.m. for the Downtown Holiday Market, subject to the provision of adequate liability insurance and adherence of the Provincial Health Officer's guidelines.

CARRIED UNANIMOUSLY

4. V. Morris - email dated October 28, 2021 - Library Vision

0559-2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: Council authorize Councillor Wallace Richmond, as the Council representative to the Okanagan Regional Library, to share this correspondence with the Board of the Okanagan Regional Library.

CARRIED UNANIMOUSLY



12. CORRESPONDENCE - continued

1. Informational Correspondence - continued

6. N. Moores – letter dated November 3, 2021 – Handicap Parking Stall

0560-2021

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: Council refer N. Moores letter to the Downtown Parking Commission.

CARRIED UNANIMOUSLY

13. NEW BUSINESS

14. PRESENTATIONS

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

20. QUESTION AND ANSWER PERIOD

2. IN-CAMERA SESSION – continued

0561-2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: pursuant to Section 90(1) (c) labour relations or other employee relations; and (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; of the Community Charter, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 3:47 p.m.

Council returned to Regular Session at 4:07 p.m.

Council recessed until 7:00 p.m.

**PRESENT:**

Mayor A. Harrison  
Councillor D. Cannon (participated remotely)  
Councillor K. Flynn (participated remotely)  
Councillor T. Lavery (participated remotely)  
Councillor S. Lindgren (participated remotely)  
Councillor C. Eliason (participated remotely)  
Councillor L. Wallace Richmond (participated remotely) (left the meeting at 7:42 p.m.)

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

**ABSENT:**

**21. DISCLOSURE OF INTEREST**

Councillor Wallace Richmond declared a conflict of interest with item 23.3 and 24.3 as she is an employee of the Okanagan College.

**22. HEARINGS**

**23. STATUTORY PUBLIC HEARINGS**

**1. Zoning Amendment Application No. ZON1221 [Gelineau, P. & K./Houghland, M./Padgham, J.; 1120 17 Avenue SE; R1 to R8]**

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

Submissions were called for at this time.

J. Padgham, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:06 p.m.

**2. Zoning Amendment Application No. ZON1220 [Karras, S./Tucker, H.; 1450 13 Avenue SE; R7 to R8]**

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

Submissions were called for at this time.

H. Tucker, the applicant, was available to answer questions from Council.

23. STATUTORY PUBLIC HEARINGS - continued

2. Zoning Amendment Application No. ZON1220 [Karras, S./Tucker, H.; 1450 13 Avenue SE; R7 to R8] - continued

T. Nayki, 1290 15 Street SE opposes the rezoning and expressed concerns regarding a lack of privacy that the current zoning offers property owners.

T. Cherwinski, 1380 13 Avenue SE spoke regarding a previous failed application on this property and the lack of green space and privacy with the proposed rezoning. He is opposed to the rezoning and expressed concerns with water management and flooding.

D. Watson, 1381 13 Avenue SE spoke regarding his opposition to the rezoning and that the purpose of purchasing a large lot is to maintain the privacy that large lots offer.

H. Tucker, the applicant spoke regarding his 25 year ownership of this property and that he has not made any previous applications to change the zoning.

T. Nayki, 1290 15 Street SE requested clarification on the "future subdivision" wording contained in the Notice provided to property owners and asked if a second residence could be constructed without rezoning.

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

Councillor Wallace Richmond declared a conflict and left the meeting at 7:22 p.m.

3. Zoning Amendment Application No. ZON1218 [City of Salmon Arm; Text Amendment; Addition of Dormitory Use to the P3 Zone]

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

Submissions were called for at this time.

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

Councillor Wallace Richmond returned to the meeting at 7:23 p.m.

24. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4477 [ZON1221; Gelineau, P. & K./Houghland, M./Padgham, J.; 1120 17 Avenue SE; R-1 to R-8] - Third and Final Reading

0561-2021

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4477 be read a third and final time.

CARRIED UNANIMOUSLY

24. RECONSIDERATION OF BYLAWS - continued

2. City of Salmon Arm Zoning Amendment Bylaw No. 4480 [ZON1220; Karras, S./Tucker, H.; 1450 13 Avenue SE; R-7 to R-8] - Third and Final Reading

0562-2021                      Moved: Councillor Cannon  
                                    Seconded: Councillor Lindgren  
                                    THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4480 be read a third and final time.

CARRIED UNANIMOUSLY

Councillor Wallace Richmond declared a conflict and left the meeting at 7:42 p.m.

3. City of Salmon Arm Zoning Amendment Bylaw No. 4481 [City of Salmon Arm; Text Amendment; Addition of Dormitory Use to the P3 Zone] - Third Reading

0563-2021                      Moved: Councillor Cannon  
                                    Seconded: Councillor Lavery  
                                    THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4481 be read a third time.

CARRIED UNANIMOUSLY

25. QUESTION AND ANSWER PERIOD

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

26. ADJOURNMENT

0564-2021                      Moved: Councillor Flynn  
                                    Seconded: Councillor Lindgren  
                                    THAT: the Regular Council Meeting of November 8, 2021, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:45 p.m.

CERTIFIED CORRECT:

Adopted by Council the      day of                      , 2021.

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

\_\_\_\_\_  
MAYOR

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Item 6.2

## CITY OF SALMON ARM

Date: November 22, 2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Special Council Meeting Minutes of November 15, 2021, be adopted as circulated.

### Vote Record

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

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

## SPECIAL COUNCIL

Minutes of a Special Meeting of Council of the City of Salmon Arm held by electronic means as authorized by Ministerial Order M192, at 8:00 a.m. on Monday, November 15, 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 (participated remotely)  
Councillor L. Wallace Richmond

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

### ABSENT:

#### 1. CALL TO ORDER

Mayor Harrison called the meeting to order at 9:00 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. ADOPTION OF AGENDA

#### 4. OTHER BUSINESS

##### 1. Manager of Human Resources – Policy 6.9 – Mandatory Vaccines

0110-2021

Moved: Councillor Lavery  
Seconded: Councillor Eliason  
THAT: Council adopt City of Salmon Arm Policy 6.9 – Proof of Vaccination, as presented.

CARRIED UNANIMOUSLY

5. ADJOURNMENT

0111-2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Special Council Meeting of November 15, 2021, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:15 a.m.

CERTIFIED CORRECT:

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

\_\_\_\_\_  
MAYOR

Adopted by Council the       day of       , 2021.



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Item 7.1

## CITY OF SALMON ARM

Date: November 22, 2021

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee Meeting Minutes of November 15, 2021, be received as information.

### Vote Record

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

Opposed:

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

## **DEVELOPMENT AND PLANNING SERVICES COMMITTEE**

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held in Council Chambers, City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, and by electronic means on Monday, November 15, 2021.

### **PRESENT:**

Mayor A. Harrison  
Councillor T. Lavery (participated remotely)  
Councillor L. Wallace Richmond (participated remotely)  
Councillor S. Lindgren  
Councillor K. Flynn  
Councillor C. Eliason (participated remotely)  
  
Acting Chief Administrative Officer/  
Director of Corporate Services E. Jackson  
Director of Engineering & Public Works R. Niewenhuizen  
Director of Development Services K. Pearson  
City Engineer J. Wilson  
Recorder B. Puddifant

### **ABSENT:**

Councillor D. Cannon

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

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

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

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

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

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

#### **5. REPORTS**

1. Zoning Amendment Application No. ZON-1223 [Robillard, C. (AR Broadview Holdings)/Brentwell Construction Ltd.; 1231 1 Street SE; R-1 to R-4

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 11, Section 11, Township 20, Range 10, W6M, KDYD, Plan 9916 from R-1 (Single Family Residential Zone) to R-4 (Medium Density Residential Zone).

5. REPORTS - continued

1. Zoning Amendment Application No. ZON-1223 [Robillard, C. (AR Broadview Holdings)/Brentwell Construction Ltd.; 1231 1 Street SE; R-1 to R-4 - continued

C. Robillard, the applicant outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

2. Development Variance Permit Application No. VP-539 [Sismey, T./MacDonald, C. & E.; 650 60 Street SW and 795 Christison Road SW; Servicing requirements]

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-539 be authorized for issuance for Legal Subdivision 2, Section 17, Township 20, Range 10, W6M, KDYD, Except Plans 10532, 12894, 13914, 16245, 17363, 34939 and EPP7555 (Parcel A) and the West ½ of Legal Subdivision 1, Section 17, Township 20, Range 10, W6M, KDYD, Except Plans 10532, 12894, 16245, 16383, 17363 and EPP7555 (Parcel B) to vary Section 4.8.1, Subdivision and Development Servicing Bylaw No. 4163, waiving the requirement to install bike lane and infrastructure along the Christison Road frontage along the parcel boundaries subject to:

1. the owner/developer registering a Section 219 Covenant restricting subdivision of the lands until the road frontage is upgraded as required by the Subdivision and Development Servicing Bylaw No. 4163.

T. Sismey, the applicant outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

3. Development Variance Permit Application No. VP-540 [Heyde, R. (Heydewerk Homes Ltd.); 41, 1581 - 20 Street NE; Height requirements]

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-540 be authorized for issuance for Strata Lot 41, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAS3061 to vary Zoning Bylaw No. 2303 as follows:

1. Section 6.5 - R-1 - Single Family Residential Zone - increase the maximum height of the principal building from 10.0 metres (32.8 feet) to 11.6 metres (38.06 feet).

CARRIED UNANIMOUSLY

5. REPORTS - continued

4. Land Use Contract Termination, Zoning Bylaw Amendment and Mobile Home Park Bylaw Amendment [LUC P1971; Canoe Creek Estates; 5440, 5420, 5390, 5370, 5350, 5330, 5310, 5280, 5260, 5240, 5220 70 Avenue NE/5391, 5381, 5371, 5351, 5331, 5311, 5299 69 Avenue NE/6950, 6920 54 Street NE/5380, 5370, 5350, 5340 and 5320 69 Avenue NE/6850, 6820 53 Street NE/5291, 5381, 5261, 5251 68 Avenue NE/6820, 6840, 6860, 6880 52 Street NE/5250, 5260, 5280, 5290, 5281, 5271, 5261, 5251, 5231, 5221 69 Avenue NE/6881, 6861, 6841, 6821 52 Street NE/5150, 5140, 5120, 5130, 5141, 5151, 5161 69 Avenue NE/5180, 5160, 5140, 5120 70 Avenue NE/5191 69 Avenue NE/5061, 5081, 5091 68 Avenue NE/6790, 6770, 6750 51 Street NE/5201, 5221, 5231, 5241, 5251, 5261, 5271, 5280, 5260, 5250, 5240, 5230 67 Avenue NE/6690, 6670, 6660, 6650, 6640, 6630, 6620, 6610, 6611, 6621, 6631, 6641, 6651, 6671, 6691, 6721, 6731, 6751, 6771, 6791 51 Street NE/5021 68 Avenue NE

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 terminate the following Land Use Contract P1971 for the parcels legally described as:

002-496-569	Strata Lot 1, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5440 70 Avenue NE
002-496-577	Strata Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5420 70 Avenue NE
002-496-593	Strata Lot 3, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5390 70 Avenue NE
002-496-607	Strata Lot 4, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5370 70 Avenue NE
002-496-615	Strata Lot 5, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5350 70 Avenue NE
002-496-623	Strata Lot 6, Section 32, Township 20, Range 9, W6M, KDYD, Plan K299	5330 70 Avenue NE
002-496-631	Strata Lot 7, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5310 70 Avenue NE
001-510-941	Strata Lot 8, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5280 70 Avenue NE
002-496-640	Strata Lot 9, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5260 70 Avenue NE
002-496-658	Strata Lot 10, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5240 70 Avenue NE
001-525-883	Strata Lot 11, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5220 70 Avenue NE
002-496-674	Strata Lot 12, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5391 69 Avenue NE
002-465-124	Strata Lot 13, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5381 69 Avenue NE
002-496-691	Strata Lot 14, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5371 69 Avenue NE
005-496-712	Strata Lot 15, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5351 69 Avenue NE
002-496-739	Strata Lot 16, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5331 69 Avenue NE
002-496-755	Strata Lot 17, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5311 69 Avenue NE
002-496-763	Strata Lot 18, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5299 69 Avenue NE
002-496-771	Strata Lot 19, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6950 54 Street NE

5. REPORTS – continued

4. Land Use Contract Termination, Zoning Bylaw Amendment and Mobile Home Park Bylaw Amendment [LUC P1971; Canoe Creek Estates; 5440, 5420, 5390, 5370, 5350, 5330, 5310, 5280, 5260, 5240, 5220 70 Avenue NE/5391, 5381, 5371, 5351, 5331, 5311, 5299 69 Avenue NE/6950, 6920 54 Street NE/5380, 5370, 5350, 5340 and 5320 69 Avenue NE/6850, 6820 53 Street NE/5291, 5381, 5261, 5251 68 Avenue NE/6820, 6840, 6860, 6880 52 Street NE/5250, 5260, 5280, 5290, 5281, 5271, 5261, 5251, 5231, 5221 69 Avenue NE/6881, 6861, 6841, 6821 52 Street NE/5150, 5140, 5120, 5130, 5141, 5151, 5161 69 Avenue NE/5180, 5160, 5140, 5120 70 Avenue NE/5191 69 Avenue NE/5061, 5081, 5091 68 Avenue NE/6790, 6770, 6750 51 Street NE/5201, 5221, 5231, 5241, 5251, 5261, 5271, 5280, 5260, 5250, 5240, 5230 67 Avenue NE/6690, 6670, 6660, 6650, 6640, 6630, 6620, 6610, 6611, 6621, 6631, 6641, 6651, 6671, 6691, 6721, 6731, 6751, 6771, 6791 51 Street NE/5021 68 Avenue NE - continued

002-496-801	Strata Lot 20, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6920 54 Street NE
002-496-828	Strata Lot 21, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5380 69 Avenue NE
002-496-852	Strata Lot 22, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5370 69 Avenue NE
002-496-879	Strata Lot 23, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5350 69 Avenue NE
002-496-887	Strata Lot 24, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5340 69 Avenue NE
002-496-909	Strata Lot 25, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5320 69 Avenue NE
002-496-917	Strata Lot 26, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6850 53 Street NE
025-496-925	Strata Lot 27, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6820 53 Street NE
002-496-941	Strata Lot 28, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5291 68 Avenue NE
002-496-950	Strata Lot 29, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5281 68 Avenue NE
002-496-968	Strata Lot 30, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5261 68 Avenue NE
002-496-976	Strata Lot 31, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5251 68 Avenue NE
002-496-984	Strata Lot 32, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6820 52 Street NE
002-497-034	Strata Lot 33, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6840 52 Street NE
002-497-042	Strata Lot 34, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6860 52 Street NE
002-497-051	Strata Lot 35, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6880 52 Street NE
002-497-077	Strata Lot 36, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5250 69 Avenue NE
002-497-085	Strata Lot 37, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5260 69 Avenue NE
002-497-096	Strata Lot 38, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5280 69 Avenue NE
002-497-115	Strata Lot 39, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5290 69 Avenue NE
002-497-123	Strata Lot 40, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5281 69 Avenue NE
002-497-131	Strata Lot 41, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5271 69 Avenue NE

5. REPORTS - continued

4. Land Use Contract Termination, Zoning Bylaw Amendment and Mobile Home Park Bylaw Amendment [LUC P1971; Canoe Creek Estates; 5440, 5420, 5390, 5370, 5350, 5330, 5310, 5280, 5260, 5240, 5220 70 Avenue NE/5391, 5381, 5371, 5351, 5331, 5311, 5299 69 Avenue NE/6950, 6920 54 Street NE/5380, 5370, 5350, 5340 and 5320 69 Avenue NE/6850, 6820 53 Street NE/5291, 5381, 5261, 5251 68 Avenue NE/6820, 6840, 6860, 6880 52 Street NE/5250, 5260, 5280, 5290, 5281, 5271, 5261, 5251, 5231, 5221 69 Avenue NE/6881, 6861, 6841, 6821 52 Street NE/5150, 5140, 5120, 5130, 5141, 5151, 5161 69 Avenue NE/5180, 5160, 5140, 5120 70 Avenue NE/5191 69 Avenue NE/5061, 5081, 5091 68 Avenue NE/6790, 6770, 6750 51 Street NE/5201, 5221, 5231, 5241, 5251, 5261, 5271, 5280, 5260, 5250, 5240, 5230 67 Avenue NE/6690, 6670, 6660, 6650, 6640, 6630, 6620, 6610, 6611, 6621, 6631, 6641, 6651, 6671, 6691, 6721, 6731, 6751, 6771, 6791 51 Street NE/5021 68 Avenue NE - continued

002-497-140	Strata Lot 42, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5261 69 Avenue NE
002-497-174	Strata Lot 43, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5251 69 Avenue NE
002-497-182	Strata Lot 44, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5231 69 Avenue NE
002-497-191	Strata Lot 45, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5221 69 Avenue NE
002-497-212	Strata Lot 46, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6881 52 Street NE
002-497-239	Strata Lot 47, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6861 52 Street NE
002-497-247	Strata Lot 48, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6841 52 Street NE
002-497-255	Strata Lot 49, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6821 52 Street NE
002-497-263	Strata Lot 50, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5150 69 Avenue NE
002-497-280	Strata Lot 51, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5140 69 Avenue NE
002-497-298	Strata Lot 52, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5120 69 Avenue NE
002-497-328	Strata Lot 53, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5130 69 Avenue NE
0029-497-361	Strata Lot 54, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5141 69 Avenue NE
002-497-379	Strata Lot 55, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5151 69 Avenue NE
002-497-395	Strata Lot 56, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5161 69 Avenue NE
002-497-468	Strata Lot 59, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5180 70 Avenue NE
002-497-492	Strata Lot 60, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5160 70 Avenue NE
002-497-654	Strata Lot 61, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5140 70 Avenue NE
002-497-662	Strata Lot 62, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5120 70 Avenue NE
005-045-070	Strata Lot 63, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5191 69 Avenue NE
017-513-502	Strata Lot 64, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5061 68 Avenue NE
017-513-511	Strata Lot 65, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5081 68 Avenue NE



5. REPORTS - continued

4. Land Use Contract Termination, Zoning Bylaw Amendment and Mobile Home Park Bylaw Amendment [LUC P1971; Canoe Creek Estates; 5440, 5420, 5390, 5370, 5350, 5330, 5310, 5280, 5260, 5240, 5220 70 Avenue NE/5391, 5381, 5371, 5351, 5331, 5311, 5299 69 Avenue NE/6950, 6920 54 Street NE/5380, 5370, 5350, 5340 and 5320 69 Avenue NE/6850, 6820 53 Street NE/5291, 5381, 5261, 5251 68 Avenue NE/6820, 6840, 6860, 6880 52 Street NE/5250, 5260, 5280, 5290, 5281, 5271, 5261, 5251, 5231, 5221 69 Avenue NE/6881, 6861, 6841, 6821 52 Street NE/5150, 5140, 5120, 5130, 5141, 5151, 5161 69 Avenue NE/5180, 5160, 5140, 5120 70 Avenue NE/5191 69 Avenue NE/5061, 5081, 5091 68 Avenue NE/6790, 6770, 6750 51 Street NE/5201, 5221, 5231, 5241, 5251, 5261, 5271, 5280, 5260, 5250, 5240, 5230 67 Avenue NE/6690, 6670, 6660, 6650, 6640, 6630, 6620, 6610, 6611, 6621, 6631, 6641, 6651, 6671, 6691, 6721, 6731, 6751, 6771, 6791 51 Street NE/5021 68 Avenue NE - continued

017-513-529	Strata Lot 66, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5091 68 Avenue NE
017-513-537	Strata Lot 67, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6790 51 Street NE
017-513-545	Strata Lot 68, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6770 51 Street NE
017-513-553	Strata Lot 69, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6750 51 Street NE
017-513-561	Strata Lot 70, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5201 67 Avenue NE
017-513-570	Strata Lot 71, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5221 67 Avenue NE
017-513-588	Strata Lot 72, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5231 67 Avenue NE
017-513-596	Strata Lot 73, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5241 67 Avenue NE
017-513-600	Strata Lot 74, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5251 67 Avenue NE
017-513-618	Strata Lot 75, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5261 67 Avenue NE
017-513-626	Strata Lot 76, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5271 67 Avenue NE
017-513-634	Strata Lot 77, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5280 67 Avenue NE
017-513-642	Strata Lot 78, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5260 67 Avenue NE
017-513-651	Strata Lot 79, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5250 67 Avenue NE
017-513-669	Strata Lot 80, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5240 67 Avenue NE
017-513-677	Strata Lot 81, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5230 67 Avenue NE
017-513-685	Strata Lot 82, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6690 51 Street NE
017-513-693	Strata Lot 83, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6670 51 Street NE
017-513-707	Strata Lot 84, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6660 51 Street NE
017-513-715	Strata Lot 85, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6650 51 Street NE
017-513-723	Strata Lot 86, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6640 51 Street NE



5. REPORTS – continued

4. Land Use Contract Termination, Zoning Bylaw Amendment and Mobile Home Park Bylaw Amendment [LUC P1971; Canoe Creek Estates; 5440, 5420, 5390, 5370, 5350, 5330, 5310, 5280, 5260, 5240, 5220 70 Avenue NE/5391, 5381, 5371, 5351, 5331, 5311, 5299 69 Avenue NE/6950, 6920 54 Street NE/5380, 5370, 5350, 5340 and 5320 69 Avenue NE/6850, 6820 53 Street NE/5291, 5381, 5261, 5251 68 Avenue NE/6820, 6840, 6860, 6880 52 Street NE/5250, 5260, 5280, 5290, 5281, 5271, 5261, 5251, 5231, 5221 69 Avenue NE/6881, 6861, 6841, 6821 52 Street NE/5150, 5140, 5120, 5130, 5141, 5151, 5161 69 Avenue NE/5180, 5160, 5140, 5120 70 Avenue NE/5191 69 Avenue NE/5061, 5081, 5091 68 Avenue NE/6790, 6770, 6750 51 Street NE/5201, 5221, 5231, 5241, 5251, 5261, 5271, 5280, 5260, 5250, 5240, 5230 67 Avenue NE/6690, 6670, 6660, 6650, 6640, 6630, 6620, 6610, 6611, 6621, 6631, 6641, 6651, 6671, 6691, 6721, 6731, 6751, 6771, 6791 51 Street NE/5021 68 Avenue NE – continued

017-513-731	Strata Lot 87, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6630 51 Street NE
017-513-740	Strata Lot 88, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6620 51 Street NE
017-513-758	Strata Lot 89, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6610 51 Street NE
017-513-766	Strata Lot 90, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6611 51 Street NE
017-513-774	Strata Lot 91, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6621 51 Street NE
017-513-782	Strata Lot 92, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6631 51 Street NE
017-513-791	Strata Lot 93, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6641 51 Street NE
017-513-804	Strata Lot 94, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6651 51 Street NE
017-513-812	Strata Lot 95, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6661 51 Street NE
017-513-821	Strata Lot 96, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6671 51 Street NE
017-513-839	Strata Lot 97, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6691 51 Street NE
017-513-847	Strata Lot 98, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6721 51 Street NE
017-513-855	Strata Lot 99, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6731 51 Street NE
017-513-863	Strata Lot 100, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6751 51 Street NE
017-513-871	Strata Lot 101, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6771 51 Street NE
017-513-880	Strata Lot 102, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6791 51 Street NE
017-513-898	Strata Lot 103, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5021 68 Avenue NE

AND THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lots 1 to 101, Section 32, Township 20, Range 9, W6M, KDYD, Plan K299 from R-1 (Single Family Residential Zone) to R-6 (Mobile Home Park Residential) as shown on Schedule A to the Staff Report dated November 3, 2021;

AND THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Mobile Home Park Bylaw No. 1435;

5. REPORTS – continued

4. Land Use Contract Termination, Zoning Bylaw Amendment and Mobile Home Park Bylaw Amendment [LUC P1971; Canoe Creek Estates; 5440, 5420, 5390, 5370, 5350, 5330, 5310, 5280, 5260, 5240, 5220 70 Avenue NE/5391, 5381, 5371, 5351, 5331, 5311, 5299 69 Avenue NE/6950, 6920 54 Street NE/5380, 5370, 5350, 5340 and 5320 69 Avenue NE/6850, 6820 53 Street NE/5291, 5381, 5261, 5251 68 Avenue NE/6820, 6840, 6860, 6880 52 Street NE/5250, 5260, 5280, 5290, 5281, 5271, 5261, 5251, 5231, 5221 69 Avenue NE/6881, 6861, 6841, 6821 52 Street NE/5150, 5140, 5120, 5130, 5141, 5151, 5161 69 Avenue NE/5180, 5160, 5140, 5120 70 Avenue NE/5191 69 Avenue NE/5061, 5081, 5091 68 Avenue NE/6790, 6770, 6750 51 Street NE/5201, 5221, 5231, 5241, 5251, 5261, 5271, 5280, 5260, 5250, 5240, 5230 67 Avenue NE/6690, 6670, 6660, 6650, 6640, 6630, 6620, 6610, 6611, 6621, 6631, 6641, 6651, 6671, 6691, 6721, 6731, 6751, 6771, 6791 51 Street NE/5021 68 Avenue NE – continued

AND FURTHER THAT: final reading of the Zoning Amendment Bylaw be withheld subject to Ministry of Transportation and Infrastructure approval.

CARRIED UNANIMOUSLY

6. FOR INFORMATION

7. CORRESPONDENCE

8. ADJOURNMENT

Moved: Councillor Eliason

Seconded: Councillor Flynn

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

CARRIED UNANIMOUSLY

The meeting adjourned at 8:30 a.m.

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Mayor Alan Harrison  
Chair

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

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Item 7.2

## CITY OF SALMON ARM

Date: November 22, 2021

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the Shuswap Regional Airport (Salmon Arm) Commission Meeting Minutes of October 13, 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 Shuswap Regional Airport (Salmon Arm) Commission Meeting held by electronic means on Tuesday, October 13, 2021.

## PRESENT:

Paul Demenok	CSRD (Area "C")
Rhona Martin	CSRD (Area "E")
Terry Rysz	District of Sicamous
Tim Auger	Salmon Arm Flying Club
Chelsea Van de Cappelle	Chief Financial Officer, City of Salmon Arm
Robert Niewenhuizen	Director of Engineering & Public Works, City of Salmon Arm

## ABSENT:

Rene Talbot	CSRD (Area "D")
Chad Eliason	Councillor, City of Salmon Arm

The meeting was called to order at 11:15 a.m.

### 1. Selection of Chairperson

Moved: Tim Auger  
 Seconded: Paul Demenok  
 THAT: Robert Niewenhuizen act as Chairperson for the Shuswap Regional Airport (Salmon Arm) Commission.

CARRIED UNANIMOUSLY

### 2. Approval of Minutes of November 23, 2020

Moved: Paul Demenok  
 Seconded: Tim Auger  
 THAT: The minutes of Shuswap Regional Airport (Salmon Arm) Commission Meeting of November 23, 2020, be approved as circulated.

CARRIED UNANIMOUSLY

### 3 Shuswap Regional Airport (Salmon Arm) Commission - Appointments

At the City of Salmon Arm Regular Council Meeting of August 23, 2021 the following individuals were appointed, as the City of Salmon Arm nominations, to the Shuswap Regional Airport Commission for a two (2) year term expiring December 31, 2023:

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

The following individuals were appointed, as the Columbia Shuswap Regional District nominations, to the Shuswap Regional Airport Commission for a term expiring December 31, 2022:

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

Moved: Terry Rysz

Seconded: Tim Auger

THAT: The memorandum be received for information.

#### 4. 2022 Budget

Robert Niewenhuizen, Director of Engineering & Public Works and Chelsea Van de Cappelle, Chief Financial Officer explained the proposed 2022 Operating Budget.

- Chelsea Van de Cappelle reviewed projected fuel sales and indicated that a market value appraisal is currently underway and is estimated to be completed before year-end. It is anticipated that this report will inform lease and rental rates for the T-hangers, regular hanger lands, land leases and the Terminal Building.
- Chelsea Van de Cappelle reviewed expenditures and funding mechanisms, major maintenance plans, assessments and studies, etc.
- Discussed the expansion of the hanger lease areas and the budget for survey work in 2022.
- Discussion ensued regarding the overall proposed increase in the operating budget. Paul Demenok and Rhona Martin expressed concern that the increase was significant and have requested that the budget be reviewed further.
- Chelsea Van de Cappelle advised the primary increases were related to the Aeronautical Assessment and additional transfer to the Airport Taxiway Runway Reserve.
- There was further discussion on the use of surplus fuel sales from 2021 to be held in reserve and applied against the proposed 2022 budget. Chelsea Van de Cappelle indicated this would be difficult to budget as final 2021 budget figures are not finalized.
- Terry Rysz supported the budget as presented.
- Rhona Martin requested clarification on the number of Medivac flights out of the airport in the last year and whether any of the proposed operating expenditures were capital. Robert Niewenhuizen advised that the expenditures were operational and that only City funds were directed to capital projects.
- Paul Demenok requested the budget be reduced by \$30,000.00. Robert Niewenhuizen suggested that there may be an opportunity to reduce or eliminate the Aeronautical Assessment costs, pending the requirements of de-certification of the airport. Staff would review the budget again prior to submission to the City's budget to assess whether further savings could be achieved.

Moved: Terry Rysz

Seconded: Rhona Martin

THAT: The 2022 Budget be accepted as presented.

CARRIED

Paul Demenok Opposed

5. **Financial Reserves**

The status of the financial reserve accounts were reviewed and discussed.

- Transfers to reserves have been reviewed in conjunction with a reserve benchmark review and have been adjusted as necessary.
- It is proposed to amalgamate the Fuel System Reserve and Taxiway Runway Reserve as through the last couple of BC Air Access Grant applications for repaving, these funds were approved to be used for this project.
- The Equipment Replacement and Airport Taxiway Runway Reserve require additional funds.
- The Tree Encroachment Reserve was discussed and found to be sufficient.

6. **Airport Certification**

Robert Niewenhuizen, Director of Engineering & Public Works reviewed the de-certification of the Airport.

- The Pros/Cons of certification versus a regulated airport were discussed.
- The current certification means that the Shuswap Regional Airport is held to the same regulatory and safety standards as any of the larger airports that offer scheduled services (i.e. Kelowna, Vancouver, etc.)
- Robert Niewenhuizen discussed the works required to address the audit findings necessary to maintain certification.
- Discussion ensued regarding the likelihood of the Airport securing commercial flights in the future, feasibility and airport expansion.
- Robert Niewenhuizen advised of the City's intent to maintain the current service levels and to adopt the Airport Operations Manual and parts of the Safety Management System to continue to provide safe operations at the airport.

Moved: Rhona Martin

Seconded: Paul Demenok

THAT: The Shuswap Regional Airport (Salmon Arm) Commission supports the de-certification of the Shuswap Regional Airport to be a registered aerodrome airport.

CARRIED UNANIMOUSLY

**6. Adjournment**

Moved: Paul Demenok

Seconded: Rhona Martin

THAT: The Shuswap Regional Airport (Salmon Arm) Commission meeting of October 13, 2021, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 12:07 p.m.

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

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Robert Niewenhuizen  
Chairperson



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Item 7.3

## CITY OF SALMON ARM

Date: November 22, 2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Community Heritage Commission Meeting Minutes of October 18, 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, October 18, 2021** at 2:00 p.m.

**PRESENT:**

Deborah Chapman, R.J. Haney Heritage & Museum  
Pat Kassa, R.J. Haney Heritage & Museum  
Cindy Malinowski, R.J. Haney Heritage & Museum  
Linda Painchaud  
Maureen Shaffer  
Mary Landers  
Councillor Debbie Cannon, Chair  
Evan Chorlton, City of Salmon Arm, Recorder

**ABSENT:**

Kevin Pearson, Director of Development Services

**GUESTS:**

Rob Niewenhuizen, Director of Engineering & Public Works  
Dorothy Rolin, Okanagan Historical Society

The meeting was called to order at 2:01 p.m.

**1. Introductions and Welcome**

New staff member, Evan Chorlton, was introduced by Chair as liaison. Rob Niewenhuizen was also introduced as a guest along with Dorothy Rolin.

**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. Approval / changes / additions to Agenda**

Addition to Item 6.a, PowerPoint presentation

Moved: Pat Kassa

Seconded: Linda Painchaud

THAT: The Community Heritage Commission Meeting Agenda of October 18, 2021 be approved as revised.

**CARRIED UNANIMOUSLY**

**4. Approval of Minutes of September 20, 2021 Community Heritage Commission Meeting**

The following revision to section 5 a) Heritage Inventory – update was amended and adopted:

- “Pat Kassa will arrange a time with Deborah Chapman to review the archives at R.J. Haney Heritage & Museum.” to “Pat Kassa will start work on the Inventory again at the archives at R.J. Haney Heritage & Museum in late September.”

Moved: Cindy Malinowski

Seconded: Mary Landers

THAT: the minutes of the Community Heritage Commission Meeting of September 20, 2021 be approved.

**CARRIED UNANIMOUSLY**

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

**a) 31 Hudson Avenue NE – assessments, costs, and repairs**

Rob Niewenhuizen provided further information on the possible maintenance and renovations required and estimated costs. Some topics of discussion afterwards included the rear addition, whether the building will be a safety issue or not, the back portion of the building and its purpose/significance, etc. Rob also noted that it is evidentially up to council as to what they want to do with the building.

Moved: Mary Landers

Seconded: Pat Kassa

THAT: the Heritage Committee supports in principal, the proposed 2022 budget request to have a building assessment prepared (Structural & Geotechnical) for the heritage building located at 31 Hudson Street NE.

**CARRIED UNANIMOUSLY**

**b) 2571 Lakeshore Road NE (Ebl House) – update**

Kevin Pearson has received information from Elizabeth Sadorsky at Brooke Downs Vennard LLP, regarding the original owner (Robert Hamilton Fortune) and title history of the subject property. Details of the title search history to be discussed at the next CHC meeting. In addition, the group agreed to hold off on the SOS.

**6. New Business**

**Heritage Week 2022/Salmon Arm CHC PowerPoint Presentation**

Pat Kassa shared updated draft PowerPoint presentation slides for Heritage Week 2022. A few revisions were suggested by the group. Pat will make the changes to the PowerPoint as discussed in the meeting and forward before the next meeting.

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

**Heritage Conservation Awards**

Everyone to send their nominations for 2022 Awards to Evan Chorlton before the next meeting so a discussion can be made on the final Nominees.

**8. Next Meeting**

November 8, 2021 at 9:00 a.m.

**9. Adjournment**

The Community Heritage Commission Meeting of October 18, 2021 adjourned at 3:11 p.m.

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Debbie Cannon, Chair

Received for information by Council on the       day of       , 2021

Item 9.1

## CITY OF SALMON ARM

Date: November 22, 2021

Moved: Councillor

Seconded: Councillor

THAT: The Mayor and Corporate Officer be authorized to execute the Columbia Shuswap Regional District Firefighting Mutual Aid Agreement for a five (5) year term from January 1, 2022 to December 31, 2026.

### Vote Record

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

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

# **CITY OF SALMON ARM**

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TO: His Worship Mayor Harrison and Members of Council

DATE: November 10, 2021

SUBJECT: Firefighting Mutual Aid Agreement

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**Recommendation:**

THAT: the Mayor and Corporate Officer be authorized to execute the Columbia Shuswap Regional District Firefighting Mutual Aid Agreement for a five (5) year term from January 1, 2022 to December 31, 2026.

**Background:**

The Columbia Shuswap Regional District (CSRD) and City of Salmon Arm currently have in place a Mutual Aid Fire Emergency Agreement, which expires on December 31, 2021. The agreement, attached for Council's consideration, was re-drafted in 2016 to include updated definitions, no limit on available manpower and agreement of both parties if any charges are initiated under Schedule A.

As a precautionary measure, the agreement stipulates that an area covered by fire suppression services shall not be left unprotected as a result of participation. In addition, the agreement makes clear that Mutual Aid assistance is intended for short durations. Once an Emergency has been brought under control, Mutual Aid resources shall be released first.

Staff recommend executing the Mutual Aid Fire Fighting Agreement for a five (5) year term, commencing January 1, 2022.

Respectfully Submitted,



Erin Jackson  
Director of Corporate Services

Appendix A: Columbia Shuswap Regional District Mutual Aid Agreement



**COLUMBIA SHUSWAP REGIONAL DISTRICT**

**Firefighting Mutual Aid Agreement**

THIS AGREEMENT dated for reference this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**BETWEEN: COLUMBIA SHUSWAP REGIONAL DISTRICT**  
PO BOX 978  
SALMON ARM BC V1E 4P1

**AND: CITY OF SALMON ARM**  
PO Box 40  
SALMON ARM BC V1E 4N2

In consideration of the mutual covenants contained in this Agreement, the parties above agree as follows:

**DEFINITIONS**

1. In this Agreement, unless the context otherwise requires,
  - (a) "Emergency" means a real or anticipated structural or interface firefighting occurrence that in the opinion of the Incident Commander cannot be brought under control by the use of local Emergency Resources and that endangers the lives, safety, welfare and well-being of people or may cause widespread damage to property but which does not constitute a declaration of a state of local emergency;
  - (b) "Emergency Resources" means all persons and equipment held by, in the service of, or directly available to the fire services of a fire department for the purposes of structural or interface firefighting;
  - (c) "Fire Chief" means, the Columbia Shuswap Regional District (CSRD) and City of Salmon Arm fire departments fire services administration person responsible for the fire services of that fire department within the respective fire suppression areas, or designate;
  - (d) "Incident Commander" means the person responsible for all aspects of an emergency response including quickly developing incident objectives, managing all incident operations, application of resources as well as responsibility for all persons involved.
  - (e) "Mutual Aid" means an agreement between the parties to lend Emergency Resources across jurisdictional boundaries.
  - (f) "Mutual Aid Resources" means Emergency Resources provided by a fire department outside its territorial jurisdiction.

**AREA OF INTEREST**

2. For the purposes of this Agreement, requests for Mutual Aid will be initiated for assistance at Emergencies located on either side of the CSRD/City of Salmon Arm boundary.



**TERMS OF REFERENCE**

3. The Incident Commander has the sole and absolute discretion to decide whether an Emergency is one that requires Mutual Aid and whether Emergency Resources are required under this Agreement.
4. A fire department that receives a request for Emergency Resources from any other fire department covered under this Agreement may respond with equipment available to assist to control the Emergency, but nothing in this Agreement will be construed to require a fire department to dispatch Emergency Resources that, in the sole and absolute discretion of the responding fire department, are not considered to be available.
5. The Incident Commander within the area of the Emergency will remain in charge and direct all Mutual Aid Resources in cooperation with the responding party's fire department's Fire Chief or designate.
6. As soon as the Emergency has been brought under control, any Mutual Aid Resources will be released first before any local resources are released.
7. It is understood and agreed between the parties hereto that an area covered by fire suppression services will not be, as a result of this Agreement, left unprotected, and further, so as to ensure that this provision is maintained, all requests for Mutual Aid will be made and coordinated through the respective fire department's dispatch. At no time will dispatch make any arrangements that have not been specifically asked for.
8. The participating fire departments will be required to utilize the assigned tactical radio channel frequency.
9. The parties hereto agree to consult on a regular basis through their Fire Chiefs on the best ways to achieve the optimum deployment of Emergency Resources to control emergencies within the region.
10. For the purposes of this Agreement, the region consists of all component fire departments of the City of Salmon Arm and all component fire departments of the Columbia Shuswap Regional District.

**GENERAL PROVISIONS**

11. Where costs are incurred by a responding fire department, the said department may submit an account to the fire department requesting the Mutual Aid. In recognition that this is a mutual aid agreement, and with the understanding that Mutual Aid Resources are intended to provide assistance to other departments for short durations of time, charges under Schedule A, Equipment Rates (attached hereto) will be initiated by the responding party only by mutual agreement with the receiving party, or through the establishment of a provincial task number. Schedule A, Equipment Rates may be amended from time to time by mutual agreement.
12. It is understood and agreed by each of the signatories hereto that in providing Emergency Resources, each party will be fully responsible for the consequences of any error, omission or negligent act on its part of its employees or agents in providing the Emergency Resources.
13. The responding party will indemnify and hold harmless the receiving party from and against any and all loss, cost, damage, claim or expense found to be attributable to any error, omission or negligent act on the part of the responding party in providing the Emergency Resources requested.
14. The receiving party will indemnify and hold harmless the responding party from and against any and all loss, costs, damage, claim or expense found to be attributable to any error, omission or negligent act on the part of the receiving party in providing the Emergency Resources requested.



**NOTICES**

15. Any notice, report or other document that either party may be required or may wish to give to the other must be in writing, unless otherwise provided for, and will be deemed to be validly given to and received by the addressee, if served personally, on the date of such personal service or, if delivered by mail, fax or email, when received. Any of the parties may, from time to time, advise the other by notice in writing, of any change of address of the party, giving such notice and from and after the giving of such address specified therein this will, for the purpose of this paragraph, be conclusively deemed to be the address of the party giving such notice.

The addresses for delivery will be as follows:

Columbia Shuswap Regional District  
PO Box 978  
Salmon Arm, BC V1E 4P1  
c/o Manager of Operations Management  
Email: [dmooney@csrd.bc.ca](mailto:dmooney@csrd.bc.ca)  
Phone: 250.833.5938

City of Salmon Arm  
PO Box 40  
Salmon Arm, BC V1E 4N2  
c/o Director of Corporate Services  
Email: [ejackson@salmonarm.ca](mailto:ejackson@salmonarm.ca)  
Phone: 250.803.4029

**TERM**

16. The Term of this Agreement will be from the 1st day of January, 2022 to and including the 31st day of December, 2026.

IN WITNESS WHEREOF this Agreement has been executed by the parties hereto:

**COLUMBIA SHUSWAP REGIONAL DISTRICT**

**CITY OF SALMON ARM**

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

\_\_\_\_\_  
MAYOR

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



Schedule A  
Equipment Rates

The following equipment rates will be applicable when necessary (per Section 11) by the responding fire department.

EQUIPMENT	RATES
Engine and Crew	\$150 per hour \$1,050 maximum per day
Tender and Crew	\$150 per hour \$1,050 maximum per day

Item 9.2

## CITY OF SALMON ARM

Date: November 22, 2021

Moved: Councillor

Seconded: Councillor

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

### Vote Record

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

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



File: 0921.05.01

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TO: His Worship Mayor Harrison and Members of Council  
FROM: Erin Jackson, Acting Chief Administrative Officer  
PREPARED BY: Robert Niewenhuizen, Director of Engineering & Public Works  
DATE: November 14, 2021  
SUBJECT: Marina Lease, Sub-Lease and Operation

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*Recommendation:*

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

*Background:*

On October 7, 2021, a Request for Proposals (RFP) was issued by the City of Salmon Arm seeking submissions from interested parties to lease, sub-lease and operate the Salmon Arm Marina, which will commence on April 1, 2022.

The RFP was advertised in the Salmon Arm Observer, placed on the City's website and posted on BC Bid. The closing date for proposals was set for November 4, 2021, with only one package received from Sea Dog Rentals Inc.

Sea Dog Rentals Inc. has held the marina lease since 2015 and has been operating a rental business at this location for 21 years. Kim Karampelas and her team are very familiar with the requirements of the contract and they are committed to doing their part to promote tourism in Salmon Arm, including the wharf and downtown areas.

There are two notable changes to the operating requirements of the lease:

1. The City will now be responsible for maintaining the washrooms located in Marine Peace Park and at the end of the Wharf from May to October,

2. The parking lot lease area has been reduced, as shown in appendix C. This will allow additional space for park users.

The following is the offer of compensation to the City by Sea Dog Rentals and some relevant terms and conditions of the lease:

- annual lease fee:
  - Year 1 & 2 - \$30,000.00
  - Year 3 - \$35,000.00
  - Year 4 & 5 - \$40,000.00
- payment of property taxes, as assessed each year;
- an initial term of three (3) years with a two (2) year option to renew, provided that the arrangement is mutually beneficial. Commencement of the agreement is dependent on the approval of the Ministry of Forest Lands and Natural Resource Operations;
- proof of sufficient insurance, including coverage for Marina Operators Legal Liability, Vessel or Craft Liability and Cargo will be required.

It should be noted that the year 1 and 2 fees are 25% lower than the \$40,000.00 per year that the proponent currently pays for this lease.

Staff are committed to working with Sea Dog Rentals to ensure that Marina operations are successful and the needs of the public are being met. Approval to sub-lease must be obtained from the Ministry of Forests, Lands and Natural Resource Operations and Rural Development and advertisement in accordance with Community Charter requirements must be completed prior to executing the agreement.

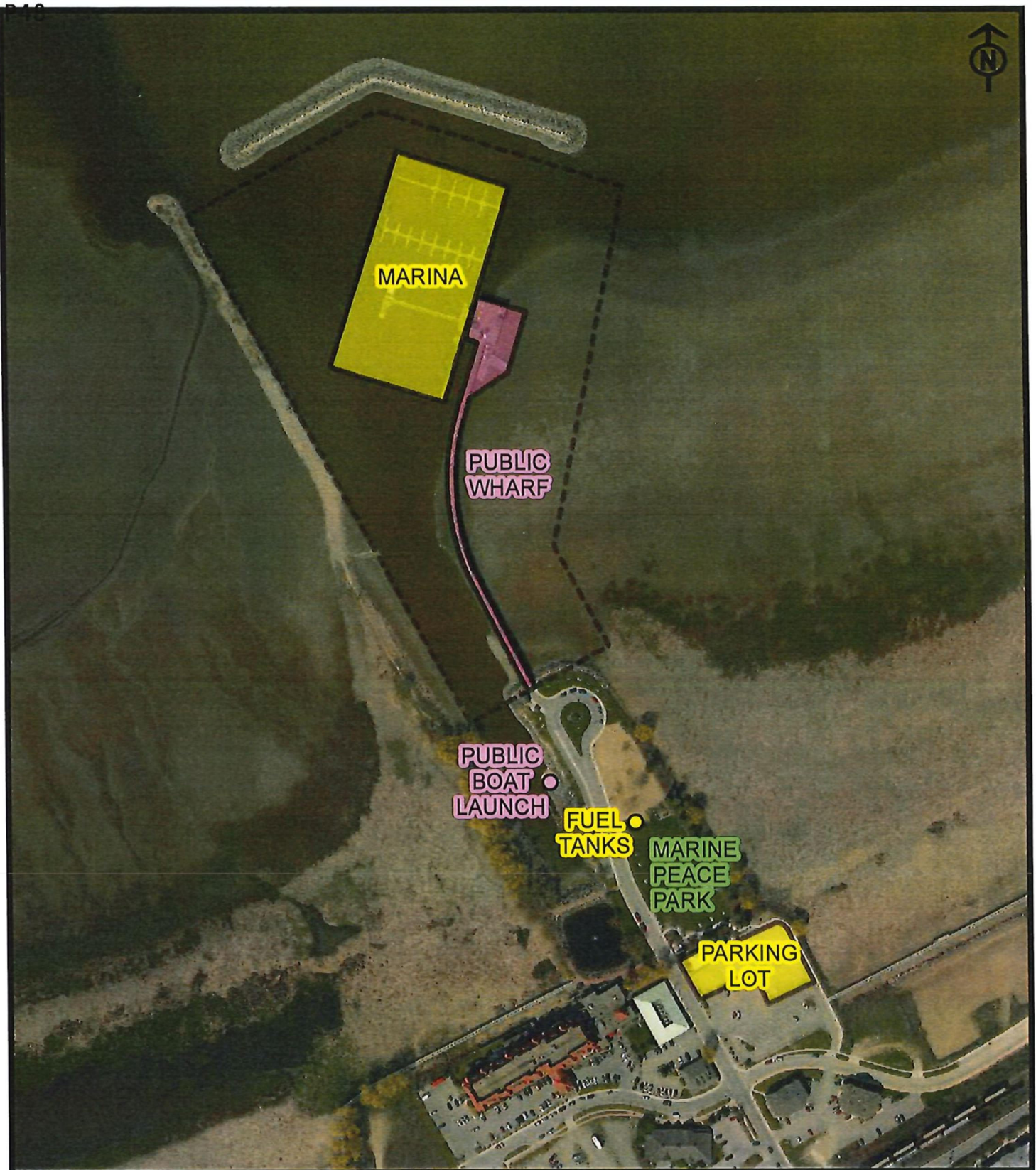
Respectfully Submitted,



Erin Jackson

Acting Chief Administrative Officer / Director of Corporate Services





## Appendix "A"

-  Marine Water Access
-  Lease Area
-  Public Area

Meters 0 100







## Appendix "B"

Marina Lease Area

 Lease Area

Meters 0 10 20  






## Legend

### Name

 Building Lease Area

## Appendix "C"

Marine Peace Park  
Lease Areas  
(750 Marine Park Drive)

Meters 0 10 20  


Item 9.3

## CITY OF SALMON ARM

Date: November 22, 2021

Moved: Councillor

Seconded: Councillor

THAT: Council adopt the City of Salmon Arm Service Delivery Management Policy No. 1.13.

### Vote Record

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

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





File: 2021-37

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TO: His Worship Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Jenn Wilson, City Engineer

DATE: April 07, 2021

SUBJECT: **SERVICE DELIVERY MANAGEMENT POLICY**

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### **STAFF RECOMMENDATION**

**THAT: Council adopt the Service Delivery Management Policy No. 1.13**

---

### **BACKGROUND**

In 2020/2021 The City applied for and received a grant from the Federation of Canadian Municipalities (FCM) Municipal Asset Management Program (MAMP), to help establish the City's Asset Management Program by creating a Policy, Framework and Roadmap Document.

The City's Service Delivery (Formerly Asset Management) Team worked with IC Infrastructure out of Kelowna to establish a draft Policy.

The purpose of the Policy is;

*"To establish the basic direction, philosophies, and values for the management of the City of Salmon Arm assets which support the delivery of services, in order to enable the achievement of the City's vision and goals as stated in the Official Community Plan."*

The full policy document is attached for reference.

### **STAFF COMMENTS**

Staff were lead through many detailed workshops that considered existing City strategies and policies, current Service Delivery Management procedures and reasonable goals for improvement. Staff fully support the implementation of the Service Delivery Management Policy.

From the principles of the draft Policy, a framework document for service delivery has been drafted as well as a roadmap that specified specific tasks and timelines in support of achieving the goals of the policy. Should Council adopt the proposed Policy, the Framework and Roadmap documents will be finalized (along with any changes requested by Council) and guide the City's Service Delivery Management processes moving forward.

Respectfully submitted,

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

Robert Niewenhuizen, AScT  
Director of Engineering and Public Works

**CITY OF SALMON ARM POLICY NO. 1.13**

**TOPIC:** Service Delivery Management

**POLICY:** The City of Salmon Arm Service Delivery Management Policy

**PURPOSE:** To establish the basic direction, philosophies, and values for the management of the City of Salmon Arm assets which support the delivery of services, in order to enable the achievement of the City's vision and goals as stated in the Official Community Plan.

\*Note that this policy serves as the City's Asset Management Policy however, it has been modified to include the full scope of municipal services as opposed to traditional AM policies which typically only include services provided by core infrastructure.

**Scope**

- i. This policy applies to all City departments and other entities that manage or influence service delivery.
- ii. This policy applies to all core services, and support services including but not limited to those defined in the Corporate Strategic Plan.
- iii. This policy applies to all City assets involved in service delivery, which means all items, things, or entities which have actual or potential value to the organization. This includes but is not limited to infrastructure, staff, knowledge, data and information, and finances.

**Principles**

1. **Service Delivery Focused:** The City will strive to establish clearly defined levels of service, which are focused on customer outcomes and service delivery. The City will implement internal and external stakeholder consultations as required to carry out transparent and realistic discussions on the state of assets, levels of service and the cost of service delivery. Feedback from these consultations will be integrated into service delivery management efforts and decision making.
2. **Balanced Decision Making:** The City will make decisions based on balancing service levels, risk and whole life cost through project business cases and prioritized investment decisions in a way that maintains the community's confidence in how the City manages its assets to deliver services on behalf of its citizens. This includes evaluating and mitigating project specific risks, funding risks and the residual risks of not doing projects.
3. **Long Term Sustainability:** The City believes that services and assets should be socio-culturally, environmentally, and economically sustainable into the future. This will involve triple bottom line considerations where appropriate, long-term planning, climate change awareness, and the implementation of resiliency measures. The City will make appropriate decisions and provisions to better enable our assets to meet the challenges associated with customer expectations, legislative requirements, climate change impacts and future generations.
4. **Comprehensive** The City will take a comprehensive approach to service levels, investment planning and decision-making that looks at the "big picture" and considers the combined impact of the entire asset life cycle. The City will consider

all assets in a service context and take account of interrelationships between different assets to avoid optimizing individual assets in isolation.

5. **Systematic:** The City will adopt a formal, consistent, and repeatable approach to the management of its assets that will ensure services are delivered in the most effective manner.
6. **Innovation and Continuous Improvement:** The City will continually improve its service delivery approach by systematically reviewing the processes, procedures and tools that comprise the service delivery management system. The City will stay informed on asset management and sustainable service delivery industry best practices, and when practical, seek to drive innovation through the development of tools, practices and solutions.
7. **Knowledge and Information Management:** The City will leverage technology to efficiently support data collection and information management. This City will also encourage standardized documentation to support knowledge retention and transfer, and ultimately the improvement of service delivery efforts across the organization.

#### RELATED POLICIES AND DOCUMENTS

- The City of Salmon Arm Official Community Plan
- The City of Salmon Arm Corporate Strategic Plan
- The City of Salmon Arm DCC Bylaw
- The City of Salmon Arm Tangible Capital Assets Policy

## ROLES AND RESPONSIBILITIES

**City Council** is responsible for adopting the Service Delivery Management Policy and allocating resources for the implementation of the Service Delivery Management Program.

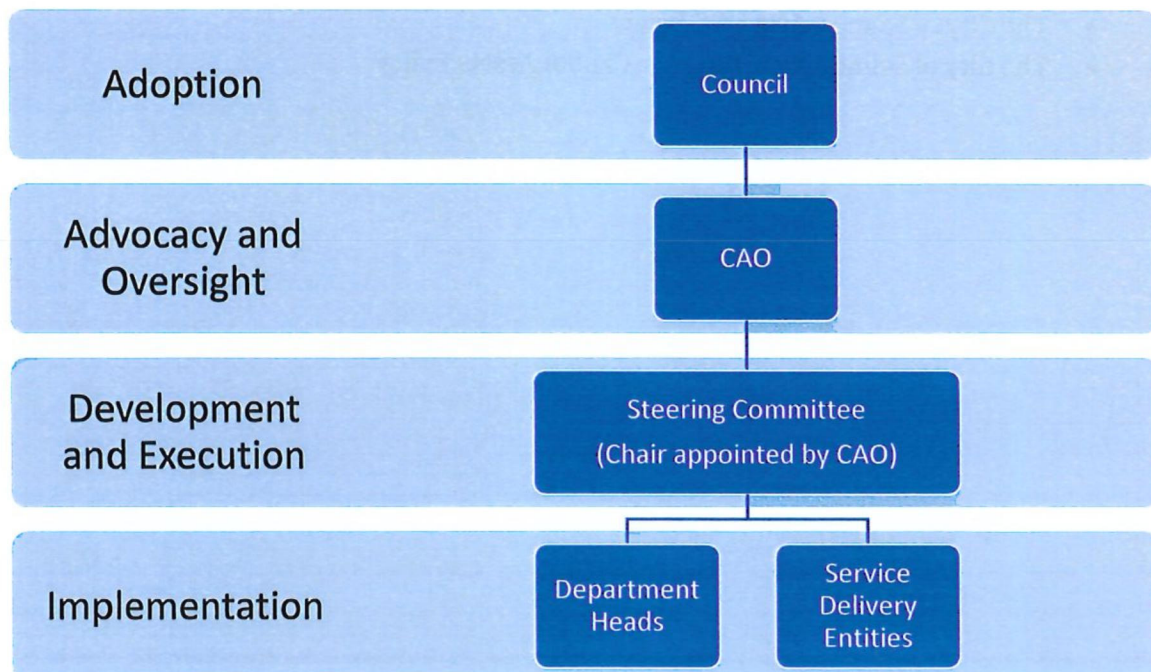
**CAO** is responsible for advocacy and oversight of the implementation of the Service Delivery Management Program and associated Management System.

**Steering Committee Champion** is to lead the collaborative development and execution of the Service Delivery Management System. This includes coordinating with others across the organization to build and maintain the management system.

**Steering Committee** is responsible for managing the development and execution of the Service Delivery Management System.

**Department Heads** are responsible for ensuring implementation of service delivery management practices within their service area and for communicating to the staff in their service area about the Service Delivery Management System, including their role in service delivery decision making.

**Associated Entities** that deliver or influence services on behalf of the city are responsible for ensuring the service delivery policy principles are used to guide decision making around service delivery.



\*Detailed responsibilities within the governance structure are assigned in the Service Delivery Management Strategy.



## TERMS AND DEFINITIONS

**Asset** is an item, thing or entity that has potential or actual value to an organization. The value can be tangible or intangible, and financial or non-financial. An organization may choose to manage its assets as a group, rather than individually, to accommodate its needs and achieve additional benefits. Such groupings of assets may be organized by asset type, asset system, or asset portfolio.

**Asset management plan (AMP)** is documentation that specifies the activities, Resources, and time scales required for an individual asset, or a grouping of assets, to achieve the organization's asset management objectives. An AMP should define the activities to be undertaken with regard to assets, and should have specific and measurable objectives (e.g., time frames and the resources to be used). The asset management system provides information to support the development of AMPs and the evaluation of their effectiveness.

**Levels of Service** are the parameters, or combination of parameters, that reflect the social, political, environmental, and economic outcomes that the organization delivers. The parameters can include safety, customer satisfaction, quality, quantity, capacity, reliability, responsiveness, environmental acceptability, cost, and availability.

**Maintenance** is the process of preserving a condition or situation or the state of being preserved. Maintenance can be planned/scheduled or reactive.

**Municipal natural assets** are the stock of natural resources or ecosystems that are relied upon, managed, or could be managed by a municipality, regional district, or other form of local government for the sustainable provision of one or more municipal services.

**Service Delivery Management** (also commonly referred to as Asset Management) is an integrated approach, involving all municipal departments, to choosing and managing existing and new assets. The intent is to maximize benefits, reduce risks, and provide satisfactory levels of service to the community in a sustainable manner. Good service delivery management practices are fundamental to achieving sustainable and resilient communities.

**Service Delivery Management Framework** is a term used to refer to a high-level overview of their Service Delivery Management System, often in the form of a graphic illustration, showing how the different components connected to each other.

**Service Delivery Management Governance**, in the context of a municipality, refers to how the municipality organizes itself to make decisions about its service delivery objectives, service delivery management system, and application of service delivery best practices. Governance in general refers to how society, or groups within it, organize to make decisions.

**Service Delivery Management Policy** articulates the intentions and direction of an organization as formally expressed by its top management. The principles by which the



organization intends to apply in managing services effectively to achieve its organizational objectives should be set out in a Service Delivery Policy. Note that this policy also serves the same purpose as what some organizations may refer to as an Asset Management Policy.

**Service Delivery Strategy** is documentation that specifies how organizational objectives are to be translated into service delivery objectives; the approach for developing Asset Management plans; and the role of the Service Delivery Management System in supporting achievement of the service delivery objectives. The approach to implementing the principles from the Service Delivery Policy should be documented in the Service Delivery Strategy. An organization's strategy should be used to guide the setting of its service delivery objectives, and to describe the role of the Service Delivery Management System in meeting these objectives. This includes identifying the structures, roles and responsibilities necessary to establish the Management System and to operate it effectively.

**Service Delivery Management System** (the management system for service delivery management) is a set of interrelated and interacting elements of an organization, whose elements include the Service Delivery Policy and objectives, and the processes needed to achieve those objectives. In this context, the elements of the Service Delivery Management System should be viewed as a set of tools, including policies, plans, business processes, and information systems, which are integrated to ensure that the appropriate activities will be delivered.

**Sustainability** in the context of service delivery management means that infrastructure assets shall be managed using a balanced approach to meet the long-term economic, social and cultural, physical, and environmental needs of the community.

**Whole life cost (WLC)**, also sometimes referred to as life cycle cost, is the total cost of owning an asset over its entire life. Whole-life cost includes all costs such as design and building costs, operating costs, associated financing costs, depreciation, and disposal costs. Whole life cost also takes into account certain costs that are usually overlooked, such as environmental impact and social costs.



# SERVICE DELIVERY MANAGEMENT POLICY

**PURPOSE:** To establish the basic direction, philosophies, and values for the management of the City of Salmon Arm assets which support the delivery of services, in order to enable the achievement of the City's vision and goals as stated in the Official Community Plan.

## Principles

### Service Delivery Focused:

The City will strive to establish clearly defined levels of service which are focused on customer outcomes and service delivery. The City will implement internal and external stakeholder consultations as required to carry out transparent and realistic discussions on the state of assets, levels of service and the cost of service delivery. Feedback from these consultations will be integrated into service delivery management efforts and decision making.

### Long Term Sustainability:

The City believes that services and assets should be socio-culturally, environmentally, and economically sustainable into the future. This will involve triple bottom line considerations where appropriate, long-term planning, climate change awareness, and the implementation of resiliency measures. The City will make appropriate decisions and provisions to better enable our assets to meet the challenges associated with customer expectations, legislative requirements, climate change impacts and future generations.

### Systematic:

The City will adopt a formal, consistent, and repeatable approach to the management of its assets that will ensure services are delivered in the most effective manner.

### Knowledge and Information Management:

The City will leverage technology to efficiently support data collection and information management. This City will also encourage standardized documentation to support knowledge retention and transfer, and ultimately the improvement of service delivery efforts across the organization.

### Balanced Decision Making:

The City will make decisions based on balancing service levels, risk and whole life cost through project business cases and prioritized investment decisions in a way that maintains the community's confidence in how the City manages its assets to deliver services on behalf of its citizens. This includes evaluating and mitigating project specific risks, funding risks and the residual risks of not doing projects.

### Comprehensive

The City will take a comprehensive approach to service levels, investment planning and decision-making that looks at the "big picture" and considers the combined impact of the entire asset life cycle. The City will consider all assets in a service context and take account of interrelationships between different assets to avoid optimizing individual assets in isolation.

### Innovation and Continuous Improvement:

The City will continually improve its service delivery approach by systematically reviewing the processes, procedures and tools that comprise the service delivery management system. The City will stay informed on asset management and sustainable service delivery industry best practices, and when practical, seek to drive innovation through the development of tools, practices and solutions.

V1.0

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## Item 9.4

## CITY OF SALMON ARM

Date: November 22, 2021

Moved: Councillor

Seconded: Councillor

THAT: The 2021 Budget contained in the 2021 – 2025 Financial Plan Bylaw be amended to reflect additional funding for the Ross Street Underpass – sewer budget in the amount of \$167,600 funded from:

- Sanitary Relining (49 – 50 St NE) Project - \$158,775.00
- Foreshore Main Rehab. PLH 1 - \$8,825.00

**Vote Record**

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

Opposed:

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





File: 2019-36

TO: His Worship Mayor Harrison and Members of Council  
FROM: Robert Niewenhuizen, Director of Engineering and Public Works  
PREPARED BY: Jenn Wilson, City Engineer  
DATE: November 16, 2021  
SUBJECT: **ROSS STREET UNDERPASS – SANITARY BUDGET AMENDMENT**

### **STAFF RECOMMENDATION**

**THAT:** The 2021 Budget contained in the 2021 - 2025 Financial Plan Bylaw be amended to reflect additional funding for the Ross Street Underpass - sewer budget in the amount of \$167,600.00 funded from:

- Sanitary Relining (49 – 50 St NE) Project - \$158,775.00
- Foreshore Main Rehab. PH 1 - \$8,825.00

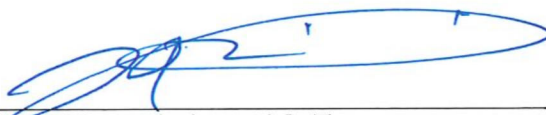
### **BACKGROUND**

During construction of Phase 1 of the Ross Street Underpass project, the northern section of box culvert, it was discovered that some record drawings relied upon during design were incorrect. The section of sanitary main requiring lowering under the new section of box culvert was historically installed at a higher elevation than recorded, resulting in a necessary lowering of an additional 93m of pipe over that originally anticipated. Additional funding of \$167,557.50 is required for the change order.

The Canoe Sanitary Relining 49-50 Street NE project was phased, upon inspection of the sanitary main (varying conditions required replacement only of a small section of the main), leaving a surplus of approximately \$160,275.00 (after a previous reallocation of \$65,000 for the 75 Ave NE Sani Upgrade).

With consideration of the above, staff recommend that the 2021 Budget contained in the 2021 - 2025 Financial Plan Bylaw be amended to reflect additional funding for the Underpass Construction project in the amount of \$167,600.00 funded from the above noted sources.

Respectfully submitted,



Robert Niewenhuizen, ASCT  
Director of Engineering and Public Works

Item 9.5

## CITY OF SALMON ARM

Date: November 22, 2021

Moved: Councillor

Seconded: Councillor

THAT: The ten per centum (10%) penalty for the September and October metered bi-monthly utility billing, due December 15, 2021 be waived.

### 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: November 17, 2021  
From: Chelsea Van de Cappelle, Chief Financial Officer  
Subject: Metered Utility Billing - Penalty

---

**Recommendation:**

The ten per centum (10%) penalty for the September and October metered bi-monthly utility billing, due December 15, 2021 be waived.

**Background:**

Pursuant to Section 23(b) of Bylaw No. 1274 cited as "Salmon Arm Water Rates and Waterworks Regulation Bylaw 1978"

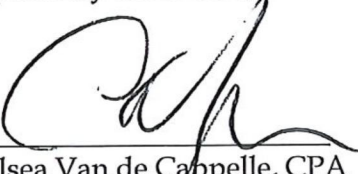
*"The minimum rates and metered consumption rates set out in Schedule "B" shall be billed to metered users bi-monthly and shall be due and payable on the 15<sup>th</sup> day of the month following the month billed, after which date a penalty of ten per centum (10%) shall be charged."*

The City of Salmon Arm recently calculated and mailed the September and October metered bi-monthly utility billings. These invoices were received and processed by Canada Post on Friday, November 12<sup>th</sup>. Canada Post sends all mail, including local mail, to Richmond for processing.

The due date for the bi-monthly utility billing is December 15, 2021, after which a 10% penalty will apply. Given the recent unforeseen natural events, the City is unable to confirm that these invoices will be received by property owners in time to avoid the 10% penalty. As a result, it is recommended that penalty be waived on these invoices.

Any unpaid utility balances as of January 1, 2022 are automatically transferred to the associated property tax account, in accordance with Section 258 2(b) of the *Community Charter* and will begin accruing interest as of this date.

Respectfully submitted,

  
Chelsea Van de Cappelle, CPA  
Chief Financial Officer

Item 10.1

## CITY OF SALMON ARM

Date: November 22, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4484 be read a first and second time.

[ZON1223; Robillard, C. (AR Broadview Holdings)/Brentwell Construction Ltd.; 1231 1 Street SE; 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

TO: His Worship Mayor Harrison and Members of Council

Date: November 8, 2021

Subject: Zoning Bylaw Amendment Application No. 1223

Legal: Lot 11, Section 11, Township 20, Range 10, W6M, KDYD, Plan 9916  
 Civic: 1231 - 1 Street SE  
 Owner: Robillard, C. (AR Broadview Holdings)  
 Applicant: Brentwell Construction Ltd.

## STAFF RECOMMENDATION

**THAT:** A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 11, Section 11, Township 20, Range 10, W6M, KDYD, Plan 9916 from R-1 (Single-Family Residential Zone) to R-4 (Medium Density Residential Zone).

## BACKGROUND

The subject parcel is located at 1231 – 1 Street SE, east of the Salmon Arm Fairgrounds and south of 10 Avenue SE (Appendix 1 and 2). The subject parcel is designated Medium Density Residential (MR) in the City's Official Community Plan (OCP) and zoned R-1 (Single-Family Residential) in the Zoning Bylaw (Appendix 3 and 4). This area is generally residential with a mix of zones, predominantly Single Family Residential (R-1) and Medium Density Residential (R-4), with some additional Residential, Agricultural and Institutional zoned parcels also in the vicinity.

The subject parcel is approximately 2942.5 square metres in area, has an irregular lot shape with five (5) sides, and currently contains a single family dwelling and one accessory building/structure. Site photos are attached, as Appendix 5.

Land uses adjacent to the subject parcel include the following:

North: R-1 (Single-Family Residential Zone), R-8 (Residential Suite Zone) and R-4 (Medium Density Residential Zone) – single family dwellings, secondary/detached suites, and multi family dwellings  
 South: R-1 (Single-Family Residential Zone) – single family dwelling  
 East: R-1 (Single-Family Residential Zone) – 1 Street NE and single family dwellings  
 West: R-1 (Single-Family Residential Zone) – Single family dwellings

The proposal is to subdivide and rezone the northern portion of the subject parcel to R-4 (Medium Density) to facilitate future medium density residential development. Although not technically required at this rezoning stage, a site concept showing 2 multiple family dwellings containing 5 rental units each (10 units total) has been provided (Appendix 6). Staff note that while the provision of the development concept illustrates the intent of the applicant, further details including professional designs and subsequent analysis would be required to demonstrate feasibility and compliance with the applicable regulations.

If subdivided and rezoned to R-4 as proposed, a multi-family development proposal would require a Development Permit application, and such an application would detail the proposed development concept. A Development Permit application would consider precisely the form and character details of the proposed development concept, including a site plan, landscape plan, and building elevations.

## OCP POLICY

The subject parcel is designated Medium Density Residential in the OCP, which supports R-4 zoning and is within Residential Development Area B, the second-highest priority area for development. The proposed density aligns well with OCP Policy 4.4.3, which encourages all growth to be sensitively integrated with neighbouring land uses. Furthermore, the proposed zoning aligns with the Urban Residential Objectives of Section 8.2 and Urban Residential Policies listed in Section 8.3, including but not limited to providing a variety of housing types, providing housing options, and supporting compact communities. In terms of siting, the proposal appears to match with OCP Siting Policies under Section 8.3.19, including good access to transportation routes, recreation, community services, and utility servicing. The proposal also aligns with OCP Siting Policies under Section 8.3.22, which suggests clustering development on mid elevations in Residential Development Area B.

## COMMENTS

### Building Department

No concerns with rezoning. Need an Architect for the design and review of residential structures with 5 or more suites. There is also known groundwater in the vicinity.

### FortisBC

No issues with the proposal.

### Engineering Department

Installation of full works and services in accordance with the City's Subdivision and Development Servicing Bylaw at the time of development. Detailed comments will be provided when ready.

### Planning Department

The surrounding neighbourhood is characterized by a mix of both older and newer single family housing and newer multi-family housing developments. The subject parcel is located in an area well-suited for higher density residential development, being within reasonable walking distance to downtown, The Mall at Piccadilly and other commercial businesses, schools including the Salmon Arm Storefront School, and transportation/transit routes.

The maximum residential density permitted under R-4 (Medium Density) zoning is 16.2 dwelling units per acre of land. As the proposed second lot is approximately 0.550 acres in area (2226 square metres), the maximum permitted density under R-4 would be roughly 8.91 (8) dwelling units assuming: 1) some form of strata development; 2) the present gross area of the subject parcel; and 3) no density bonus. However, as indicated in the Letter of Rationale provided by the owner/applicant (Appendix 7), the proposed housing developments will consist entirely of rental units. Since this is the case, the owner/applicant would then be eligible/qualify for the added density bonus of 5 units per hectare (2.0 units per acre) for the provision of affordable rental dwelling units, provided the owner/applicant registers a rental Covenant on Title. This would then increase the maximum permitted density under R-4 to 10 dwelling units. The R-4 Zoning regulations are attached, as Appendix 8.

This proposal includes two 5-unit multi-family (10 units total) buildings at this preliminary stage. Staff note that if subdivided and rezoned to R-4, a number of residential development scenarios could present themselves, including single-family, duplex, triplex, and multi-family residential development scenarios, potentially involving subdivision or stratification. A multi-family development would require a Development Permit application, and such an application would be expected to address the form and character of the multi-family development concept and detail the proposed development concept, including a site plan, landscape plan, and building elevations. Frontage improvements as per the Subdivision and Servicing Bylaw would be required for any development with R-4 zoning.

CONCLUSION

The proposed subdivision and R-4 zoning of the new subject property are supported by OCP policy and are therefore supported by staff.



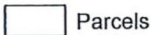
Prepared by: Evan Chorlton  
Planner I



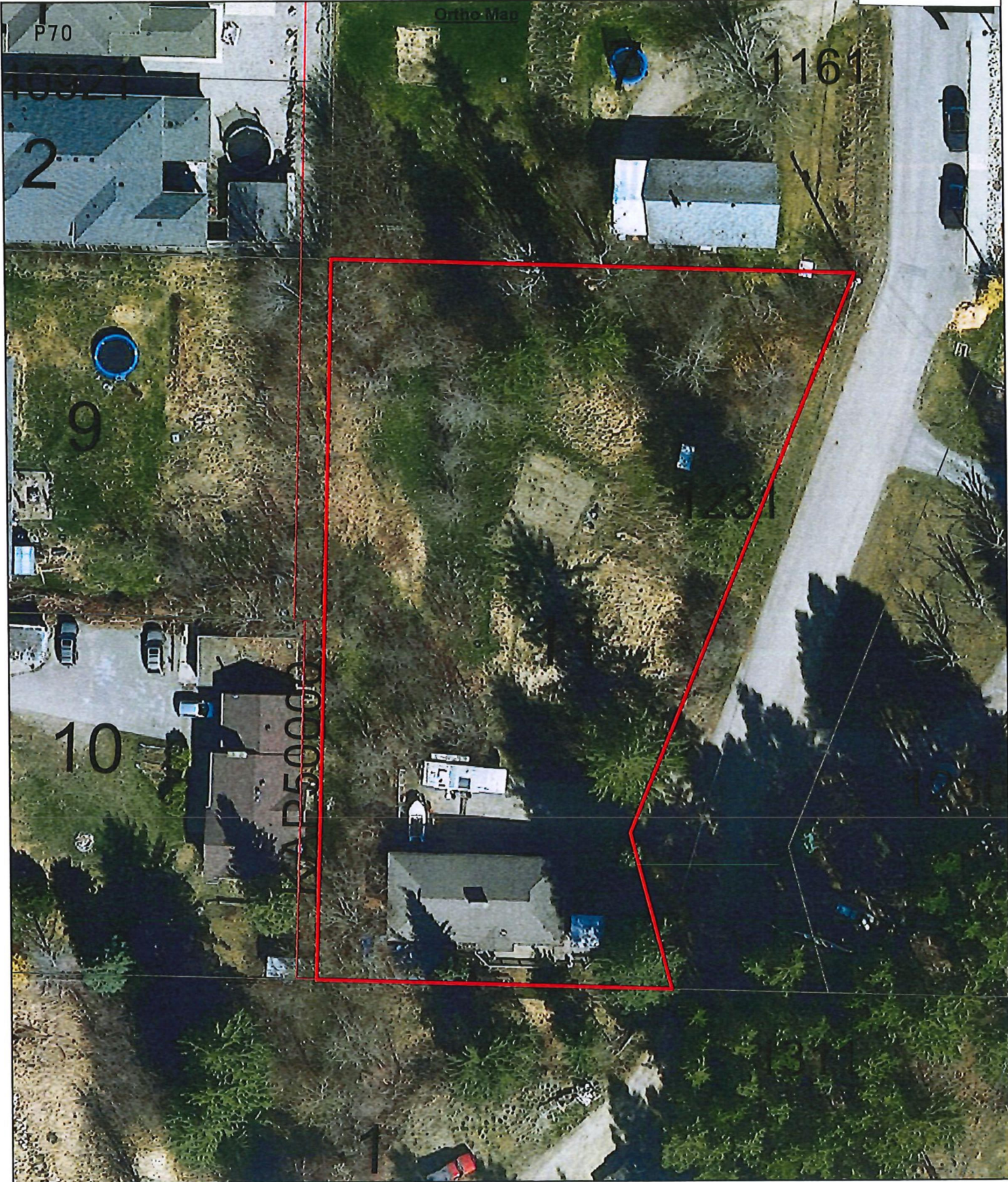
Reviewed by: Kevin Pearson, RPP, MCIP  
Director of Development Services



## 4369







0 2.5 5 10 15 20  
Meters

 Subject Property

 Parcels





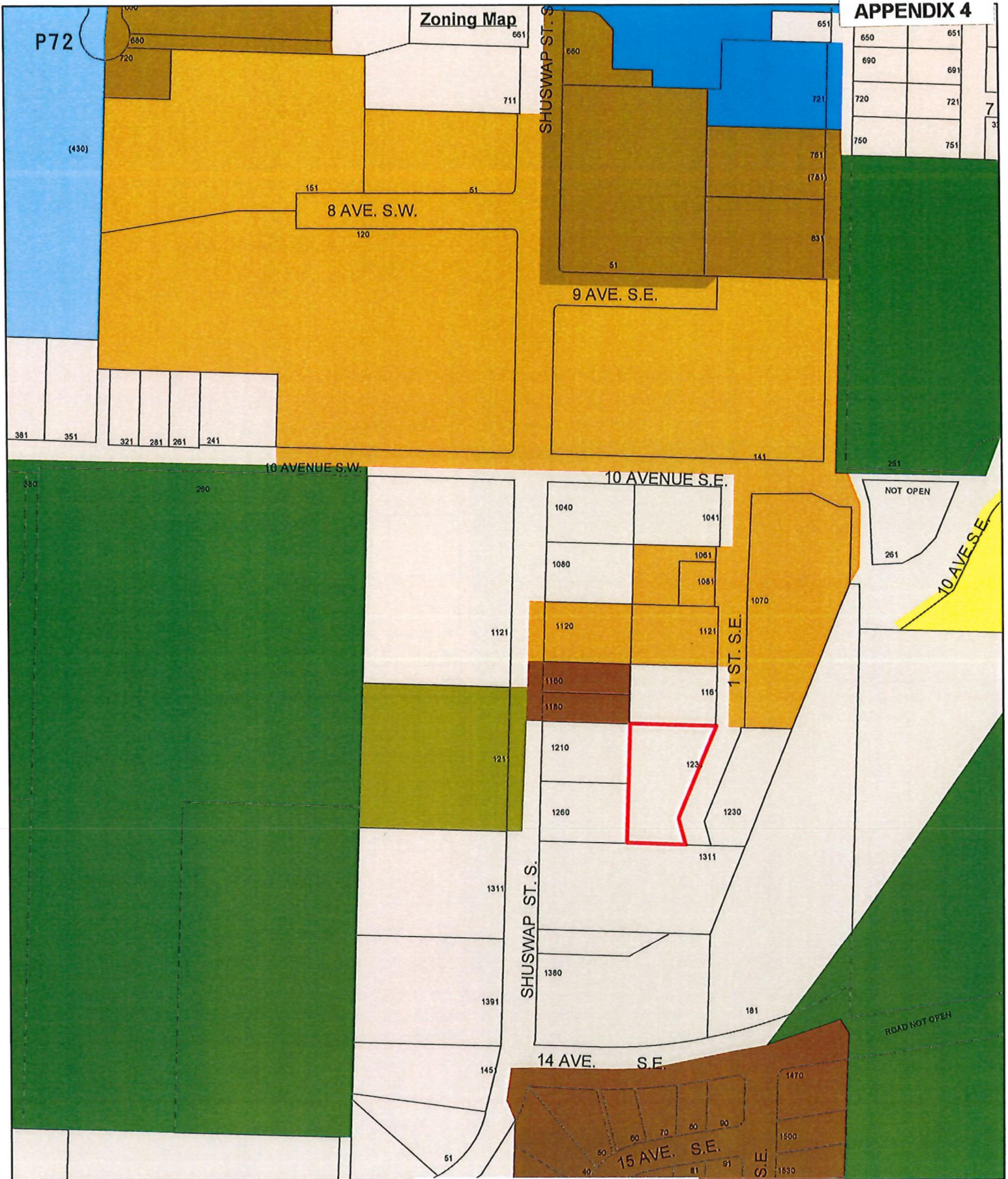
 Parcels
  Community Park
  Residential - Medium Density

 Subject Property
  Acreage Reserve
  Residential - High Density












 Park



Zoning Map



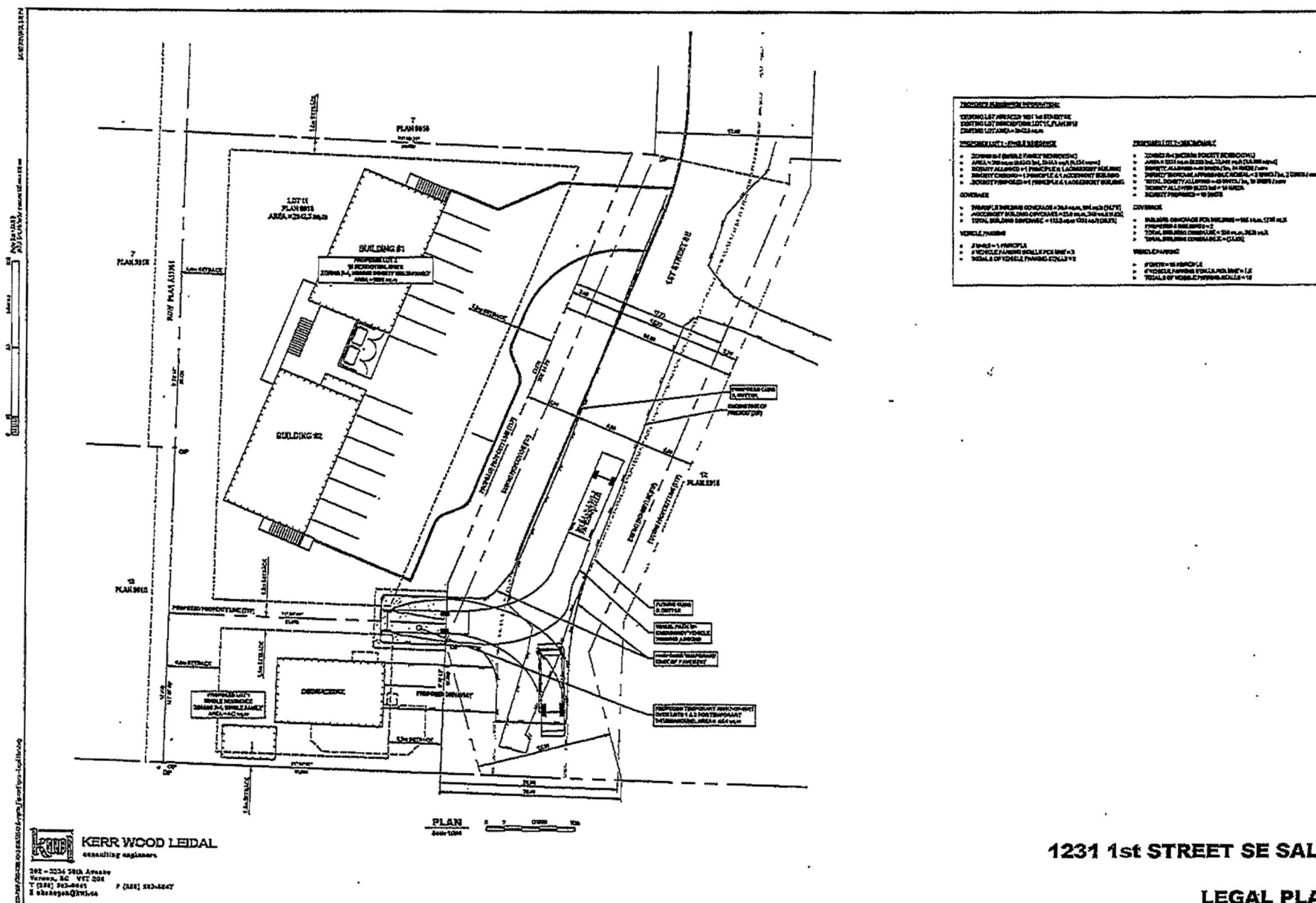
0 15 30 60 90 120 Meters

- |   |                  |   |     |  |     |
|---|------------------|---|-----|--|-----|
|  | Parcels          |  | A-2 |  | R-2 |
|  | Subject Property |  | A-3 |  | R-4 |
|   |                  |  | P-1 |  | R-5 |
|   |                  |  | P-3 |  | R-8 |
|   |                  |  | R-1 |  |     |









## Letter of Rational

September 21, 2021

Chris Larson  
Planner  
City of Salmon Arm  
500 2 Ave NE  
Salmon Arm BC  
V1E 4H2

**Re: Rezoning Application – 1231 1<sup>st</sup> St SE Salmon Arm**

AR Broadview is pleased to present a formal rezoning application for the property located on 1231 1<sup>st</sup> Street NE.

The submission seeks to subdivide and rezone the property adjacent to the existing structure from the R1 to R4 in order to accommodate two multi-family structures containing 10 rental units in total with a common parking area. The units will be a variety of sizes including three and possibly four-bedroom units. The existing structure will remain as is and is currently tenanted.

We believe this project will provide significant benefit to the city and residents of Salmon Arm by providing much needed rental accommodation for families and individuals. Furthermore, the location of the proposed development aligns with the city's stated plans for adding density to the core.

Thank you for your consideration and we look forward to continuing to work with City staff on this proposal.

Yours truly,

**AR Broadview Holdings Ltd.**

Cole Robillard  
Principal

## P76 SECTION 9 - R-4 - MEDIUM DENSITY RESIDENTIAL ZONE

### Purpose

- 9.1 The purpose of the R-4 Zone is to provide for medium *density, multiple family* and small lot *single family* residential developments. New *multiple family* developments zoned R-4 shall be required to obtain a *Development Permit* as per the requirements of the *Official Community Plan*, and shall comply with the provisions of the *Fire Services Act*, *British Columbia Building Code*, and other applicable legislation. #289, #3740

### Regulations

- 9.2 On a *parcel zoned R-4*, no *building or structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the *R-4 Zone* or those regulations contained elsewhere in this Bylaw.

### Permitted Uses

- 9.3 The following uses and no others are permitted in the R-4 Zone:

- .1 *assisted living housing*; #4336
- .2 *bed and breakfast in a single family dwelling*, limited to two let rooms;
- .3 *boarders*, limited to two;
- .4 *boarding home*; #2789
- .5 *commercial daycare facility*;
- .6 *dining area*; #4336
- .7 *duplexes*;
- .8 *family childcare facility*; #3082
- .9 *group childcare*; #3082
- .10 *home occupation*; #2782
- .11 *multiple family dwellings*;
- .12 *public use*;
- .13 *public utility*;
- .14 *single family dwelling*;
- .15 *triplexes*;
- .16 *accessory use*.

### Maximum Height of Principal Buildings

- 9.4 The maximum *height* of a *principal buildings* shall be 10.0 metres (32.8 feet). This may be increased to 13.0 metres (42.7 ft.), via the *Development Permit* process, if any of the special amenity(ies) in Table 2 are provided.

### Maximum Height of Accessory Buildings

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

### Maximum Parcel Coverage

- 9.6 The total maximum *parcel coverage* for *principal* and *accessory buildings* shall be 55% of the *parcel area*, of which 10% shall be the maximum *parcel coverage* for *accessory buildings*. #2811

### Minimum Parcel Area

- 9.7
- .1 The minimum *parcel area* for a *single family dwelling* shall be 300.0 square metres (3,229.3 square feet).
  - .2 The minimum *parcel area* for a *duplex* shall be 600.0 square metres (6,458.6 square feet).
  - .3 The minimum *parcel area* for all other uses shall be 900.0 square metres (9,687.8 square feet).

**Minimum Parcel Width**

9.8

- .1 The minimum *parcel width* shall be 30.0 metres (98.5 feet). #3740
- .2 Notwithstanding Section 9.8.1, the minimum *parcel width* for a *single family* lot shall be 10.0 metres (32.8 feet).
- .3 Notwithstanding Section 9.8.1, the minimum *parcel width* for a stacked *duplex* lot shall be 14.0 metres (45.9 feet).
- .4 Notwithstanding Section 9.8.1, the minimum *parcel width* for a side-by-side *duplex* lot shall be 20.0 metres (65.6 feet).

**Minimum Setback of Principal Buildings**9.9 The minimum *setback* of *principal buildings* from the:

- .1 *Front parcel line*
  - adjacent to a *highway* shall be 5.0 metres (16.4 feet)
  - adjacent to an *access route* shall be 2.0 metres ( 6.6 feet)
- .2 *Rear parcel line*
  - adjacent to a *parcel zoned*  
R-4 shall be 3.0 metres ( 9.8 feet)
  - all other cases shall be 5.0 metres (16.4 feet)
- .3 *Interior side parcel line*
  - adjacent to a *parcel zoned*  
R-4 shall be 1.2 metres ( 3.9 feet) #3475
  - all other cases shall be 1.8 metres ( 5.9 feet)
- .4 *Exterior side parcel line*
  - adjacent to a *highway* shall be 5.0 metres (16.4 feet)
  - adjacent to an *access route* shall be 2.0 metres ( 6.6 feet)
- .5 Minimum separation between residential *buildings* on the same lot of not more than one storey in height shall be 1.5 metres ( 4.9 feet)
- .6 Minimum separation between residential *buildings* on the same lot of more than one storey in height shall be 3.0 metres ( 9.8 feet)
- .7 Notwithstanding Sections 9.9.2 and 9.9.3, a *principal building* on a corner *parcel* may be sited not less than 1.5 metres (4.9 feet) from the *rear parcel line* provided the combined total of the *rear* and *interior side yards* shall be not less than 6.0 metres (19.7 feet).
- .8 Refer to Section 4.9 for "Special Building Setbacks" which may apply. #2811

**Minimum Setback of Accessory Buildings**9.10 The minimum *setback* of accessory *buildings* from the:

- .1 *Front parcel line* shall be 5.0 metres (16.4 feet)
- .2 *Rear parcel line* shall be 1.0 metre ( 3.3 feet)
- .3 *Interior side parcel line* shall be 0.6 metre ( 1.9 feet)
- .4 *Exterior side parcel line* shall be 5.0 metres (16.4 feet)

Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply. #2811



P78 **SECTION 9 - R-4 - MEDIUM DENSITY RESIDENTIAL ZONE - CONTINUED**

**Maximum Density**

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

9.11

- .1 The maximum *density* shall be a total of 40 *dwelling units* or *sleeping units* per hectare (16.2 *dwelling units* or *sleeping units* per acre). #2789
- .2 Notwithstanding Section 9.11.1, the maximum *density* in the R-4 Zone may be increased to a maximum of 50 *dwelling units* per hectare (20.2 units per acre) in accordance with Table 2. In Table 2, Column I sets out the special amenity to be provided and Column II sets out the added *density* assigned for the provision of each amenity.
- .3 Notwithstanding Section 9.11.1, the maximum *density* in the R-4 Zone may be increased to a maximum of 50 *dwelling units* per hectare (20.2 units per acre) for the provision of *Assisted Living Housing*. #4336

**TABLE 2**

<b>COLUMN I SPECIAL AMENITY TO BE PROVIDED</b>	<b>COLUMN II ADDED DENSITY</b>
1. Provision of each dwelling unit which caters to the disabled (e.g. wheelchair access)	□ 2 units per hectare (0.8 units per acre)
2. Provision of <i>commercial daycare facility</i> 7 - 10 children 11 - 15 children 16 or more children	□ 3 units per hectare (1.2 units per acre) □ 4 units per hectare (1.6 units per acre) □ 7 units per hectare (2.8 units per acre)
3. Provision of below <i>grade</i> or parkade type parking for at least 50% of the required off street parking	□ 10 units per hectare (4.0 units per acre)
4. Provision of each rental <i>dwelling unit</i>	□ 2 units per hectare (0.8 units per acre)
5. Provision of affordable rental <i>dwelling units</i> in accordance with special agreement under Section 904 #3218	□ 5 units per hectare (2.0 units per acre)

**Maximum Floor Area Ratio**

9.12 The maximum *floor area ratio* of a *single family dwelling* shall be 0.65.

**Parking**

9.13 Parking shall be required as per Appendix I.

## CITY OF SALMON ARM

### BYLAW NO. 4484

#### 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, on December 13, 2021 at the hour of 7:00 p.m. was published in the 2021, and the , 2021 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 11, Section 11, Township 20, Range 10, W6M, KDYD, Plan 9916 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

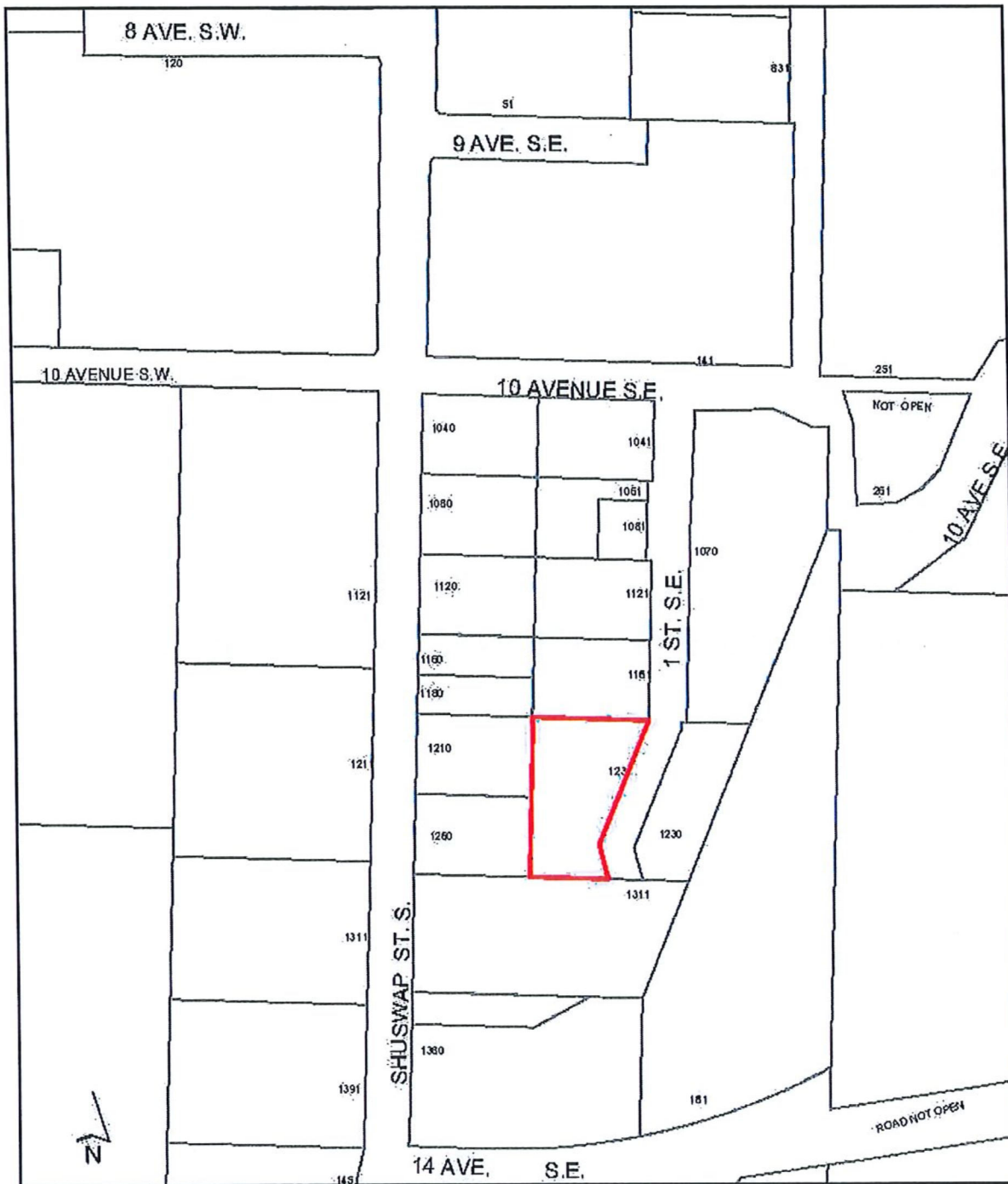
This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4484"**

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

\_\_\_\_\_  
MAYOR

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

SCHEDULE "A"



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Item 10.2

## CITY OF SALMON ARM

Date: November 22, 2021

Moved: Councillor

Seconded: Councillor

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

[LUC P1971; Canoe Creek Estates]

### 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: November 3, 2021

Subject: Land Use Contract Termination – Canoe Creek Estates

### **MOTION FOR CONSIDERATION**

**THAT: A bylaw be prepared for Council's consideration, adoption of which would terminate the following Land Use Contract P1971 for the parcels legally described as:**

<b>PID</b>	<b>Legal Description</b>	<b>Civic Address</b>
002-496-569	Strata Lot 1, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5440 70 Avenue NE
002-496-577	Strata Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5420 70 Avenue NE
002-496-593	Strata Lot 3, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5390 70 Avenue NE
002-496-607	Strata Lot 4, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5370 70 Avenue NE
002-496-615	Strata Lot 5, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5350 70 Avenue NE
002-496-623	Strata Lot 6, Section 32, Township 20, Range 9, W6M, KDYD, Plan K299	5330 70 Avenue NE
002-496-631	Strata Lot 7, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5310 70 Avenue NE
001-510-941	Strata Lot 8, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5280 70 Avenue NE
002-496-640	Strata Lot 9, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5260 70 Avenue NE
002-496-658	Strata Lot 10, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5240 70 Avenue NE
001-525-883	Strata Lot 11, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5220 70 Avenue NE
002-496-674	Strata Lot 12, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5391 69 Avenue NE
002-465-124	Strata Lot 13, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5381 69 Avenue NE
002-496-691	Strata Lot 14, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5371 69 Avenue NE
005-496-712	Strata Lot 15, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5351 69 Avenue NE
002-496-739	Strata Lot 16, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5331 69 Avenue NE
002-496-755	Strata Lot 17, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5311 69 Avenue NE
002-496-763	Strata Lot 18, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5299 69 Avenue NE
002-496-771	Strata Lot 19, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6950 54 Street NE
002-496-801	Strata Lot 20, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6920 54 Street NE

002-496-828	Strata Lot 21, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5380 69 Avenue NE
002-496-852	Strata Lot 22, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5370 69 Avenue NE
002-496-879	Strata Lot 23, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5350 69 Avenue NE
002-496-887	Strata Lot 24, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5340 69 Avenue NE
002-496-909	Strata Lot 25, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5320 69 Avenue NE
002-496-917	Strata Lot 26, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6850 53 Street NE
025-496-925	Strata Lot 27, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6820 53 Street NE
002-496-941	Strata Lot 28, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5291 68 Avenue NE
002-496-950	Strata Lot 29, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5281 68 Avenue NE
002-496-968	Strata Lot 30, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5261 68 Avenue NE
002-496-976	Strata Lot 31, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5251 68 Avenue NE
002-496-984	Strata Lot 32, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6820 52 Street NE
002-497-034	Strata Lot 33, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6840 52 Street NE
002-497-042	Strata Lot 34, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6860 52 Street NE
002-497-051	Strata Lot 35, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6880 52 Street NE
002-497-077	Strata Lot 36, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5250 69 Avenue NE
002-497-085	Strata Lot 37, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5260 69 Avenue NE
002-497-096	Strata Lot 38, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5280 69 Avenue NE
002-497-115	Strata Lot 39, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5290 69 Avenue NE
002-497-123	Strata Lot 40, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5281 69 Avenue NE
002-497-131	Strata Lot 41, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5271 69 Avenue NE
002-497-140	Strata Lot 42, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5261 69 Avenue NE
002-497-174	Strata Lot 43, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5251 69 Avenue NE
002-497-182	Strata Lot 44, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5231 69 Avenue NE
002-497-191	Strata Lot 45, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5221 69 Avenue NE
002-497-212	Strata Lot 46, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6881 52 Street NE
002-497-239	Strata Lot 47, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6861 52 Street NE
002-497-247	Strata Lot 48, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6841 52 Street NE
002-497-255	Strata Lot 49, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6821 52 Street NE



002-497-263	Strata Lot 50, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5150 69 Avenue NE
002-497-280	Strata Lot 51, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5140 69 Avenue NE
002-497-298	Strata Lot 52, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5120 69 Avenue NE
002-497-328	Strata Lot 53, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5130 69 Avenue NE
0029-497-361	Strata Lot 54, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5141 69 Avenue NE
002-497-379	Strata Lot 55, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5151 69 Avenue NE
002-497-395	Strata Lot 56, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5161 69 Avenue NE
002-497-468	Strata Lot 59, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5180 70 Avenue NE
002-497-492	Strata Lot 60, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5160 70 Avenue NE
002-497-654	Strata Lot 61, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5140 70 Avenue NE
002-497-662	Strata Lot 62, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5120 70 Avenue NE
005-045-070	Strata Lot 63, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5191 69 Avenue NE
017-513-502	Strata Lot 64, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5061 68 Avenue NE
017-513-511	Strata Lot 65, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5081 68 Avenue NE
017-513-529	Strata Lot 66, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5091 68 Avenue NE
017-513-537	Strata Lot 67, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6790 51 Street NE
017-513-545	Strata Lot 68, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6770 51 Street NE
017-513-553	Strata Lot 69, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6750 51 Street NE
017-513-561	Strata Lot 70, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5201 67 Avenue NE
017-513-570	Strata Lot 71, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5221 67 Avenue NE
017-513-588	Strata Lot 72, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5231 67 Avenue NE
017-513-596	Strata Lot 73, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5241 67 Avenue NE
017-513-600	Strata Lot 74, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5251 67 Avenue NE
017-513-618	Strata Lot 75, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5261 67 Avenue NE
017-513-626	Strata Lot 76, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5271 67 Avenue NE
017-513-634	Strata Lot 77, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5280 67 Avenue NE
017-513-642	Strata Lot 78, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5260 67 Avenue NE
017-513-651	Strata Lot 79, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5250 67 Avenue NE
017-513-669	Strata Lot 80, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5240 67 Avenue NE

017-513-677	Strata Lot 81, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5230 67 Avenue NE
017-513-685	Strata Lot 82, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6690 51 Street NE
017-513-693	Strata Lot 83, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6670 51 Street NE
017-513-707	Strata Lot 84, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6660 51 Street NE
017-513-715	Strata Lot 85, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6650 51 Street NE
017-513-723	Strata Lot 86, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6640 51 Street NE
017-513-731	Strata Lot 87, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6630 51 Street NE
017-513-740	Strata Lot 88, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6620 51 Street NE
017-513-758	Strata Lot 89, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6610 51 Street NE
017-513-766	Strata Lot 90, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6611 51 Street NE
017-513-774	Strata Lot 91, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6621 51 Street NE
017-513-782	Strata Lot 92, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6631 51 Street NE
017-513-791	Strata Lot 93, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6641 51 Street NE
017-513-804	Strata Lot 94, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6651 51 Street NE
017-513-812	Strata Lot 95, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6661 51 Street NE
017-513-821	Strata Lot 96, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6671 51 Street NE
017-513-839	Strata Lot 97, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6691 51 Street NE
017-513-847	Strata Lot 98, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6721 51 Street NE
017-513-855	Strata Lot 99, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6731 51 Street NE
017-513-863	Strata Lot 100, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6751 51 Street NE
017-513-871	Strata Lot 101, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6771 51 Street NE
017-513-880	Strata Lot 102, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6791 51 Street NE
017-513-898	Strata Lot 103, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5021 68 Avenue NE

**AND THAT:** a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303, 1995 rezoning Lots 1 to 101, Section 32, Township 20, Range 9, W6M, KDYD, Plan K299 from R1 – Single Family Residential to R6 – Mobile Home Park Residential, as shown on 'Schedule A';

**AND THAT:** a bylaw be prepared for Council's consideration, adoption of which would amend the Mobile Home Park Bylaw No. 1435;

**AND FURTHER THAT:** Final reading of the zoning amendment bylaw be withheld subject to Ministry of Transportation and Infrastructure approval.

## **PURPOSE**

To review the Early Termination of Land Use Contract (LUC) P1971 (Canoe Creek Estates) and rezoning the subject property from R1 (Single Family Residential) to R6 (Mobile Home Park Residential) with amendments to the Mobile Home Park Bylaw No. 1435 to accommodate existing development on the subject property.

## **BACKGROUND**

The subject property located in the Canoe Area adjacent to 70 Avenue NE and also accessed via 50 St NE. the subject property is designated in the Official Community Plan (OCP) as Residential Low Density and zoned R1(Single Family Residential) in Zoning Bylaw 2303. The subject property is approximately 6.8ha in area and is comprised of 101 bareland strata lots. A map of the subject property, OCP, zoning and ortho are attached as Appendix 1, 2 3, and 4. The proposed zoning is shown in Appendix 5. The survey plan of the development is faded and a higher quality plan is unavailable; however, the subject property map shows the strata lot boundaries as shown in the original plan.

Developed in the late 1970's and early 1980's the developer approached the City to develop the mobile home park. However, the development would have required several variances to the governing Mobile Home Park Bylaw and Zoning Bylaw No. 1180 at the time. In order to simplify the development process the LUC was adopted and included requisites such as the number of lots, buffers and park areas, building setbacks, permitted uses (mobile homes and a single family dwelling for a caretaker) and off-site engineering costs. The mobile home park eventually developed over 3 phases with the section between the creek and 70 Ave NE developed in two phases and the remainder of the property, south of the creek, as developed as the last phase. The LUC is enclosed as Appendix 6.

The surrounding uses are as follows:

North: Single Family Dwellings  
East: Trans Canada Highway/Mobile Home Park  
West: Single Family Dwellings, Duplex and Historic Church  
South: Canoe Fire Hall

### **Density**

The subject property is approximately 6.8ha in area. Residential Low Density in the OCP allows for 22 units per hectare, given the lot area, the site could develop a maximum of 149 lots. The R6 zone allows for 17 units per ha. The Mobile Home Park Bylaw No.1435 restricts density to 10.5 per hectare, which would permit 71 lots. With 101 lots, the subject property would be conforming with permitted density under the OCP but not the R6 zone. There is no further development or subdivision expected; however, including the density of existing development in the proposed amendments ensures consistency into the future.

### **Setbacks**

In the interest of ensuring that the development remains conforming to bylaws, staff are proposing changes to the Mobile Home Park Bylaw No. 1435 to incorporate the existing development that was approved with the LUC.

Table 1. Canoe Creek Estates Development Information & Bylaws is a summary of the different governing bylaws and compares the LUC with the Mobile Home Park Bylaw at the time the LUC was adopted, the current R6 zone and the current Mobile Home Park Bylaw No. 1435. The R6 zone includes some provisions regarding parcel area and maximum density, Mobile Home Park Bylaw No. 1435 provides more details regarding setbacks, buffering, height restrictions and site coverage. The proposed amendments to the Mobile Home Park Bylaw are highlighted in red in Table 1. The proposed amendments have involved researching all property files within the strata and noting development approvals for buildings and variances as well as analyzing any future development potential. The proposed bylaw amendments would permit additions to the existing buildings and placement of new structures in accordance with the setbacks governed under the LUC.

There have been two site specific variances granted for development within the strata. A Development Variance Permit was issued for Lots 63, 66, 87, 88 and 92 to reduce the rear yard setback from 1.5m to 1.0m. Another Development Variance Permit was issued for Lot 101, reducing the setback from an internal roadway from 3.0m to 2.3m. The Development Variance Permits are registered on the titles for those properties and would be unaffected by these proposed changes.

From 1979 to 2005 City policy did not require Building Permits for the placement of mobile homes within Mobile Parks. Building setbacks existed but it was the responsibility of the owner to ensure the setbacks were adhered



to when the unit was placed on a property. At the time that units are replaced within Canoe Creek Estates staff may find some discrepancies between the placement of a unit and the required setbacks, at which time, the owner would then have to apply for a Development Variance Permit to ensure that the building is compliant.

## **COMMENTS**

### *Engineering Department*

The Engineering Department noted no concerns related to the LUC Early Termination or Bylaw Amendments. Given that full buildout of the development site has occurred the early termination of the LUC and proposed bylaw amendments do not trigger any service upgrades.

### *Building Department*

No comments.

### *Fire Department*

No comments.

### *BC Assessment*

BC Assessment Staff noted that since there would be no change in the classification of the property (i.e. Residential) the amendments should not result in any appreciable change.

### Consultation

In addition to the statutory letter requirements that accompany bylaw amendments, staff have sent letters to property owners informing them of the LUC Early Termination process and created a webpage to support the process. A letter was mailed to owners and occupiers in October 2020 with general information related to the Early Termination project. A second letter specific to the timeline of the Canoe Creek Estates LUC was mailed in early November 2021. The letters and website provide background information with regard to LUCs in general and those specific to each affected property. The letters have provided timelines and 'next steps' for property owners and how they may provide input to staff and Council regarding the LUC termination and any accompanying bylaw amendments. It should be noted that Statutory Hearing letters are mailed to the owners affected by the LUC Early Termination; however, pursuant to the *Local Government Act*, because the rezoning affects more than 10 properties, letters to adjacent land owners within a 30m radius will not be mailed.

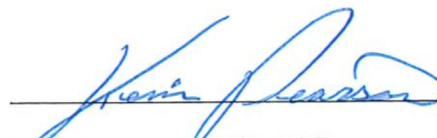
Table 2, below, is a list of LUCs that form the basis for the Early Termination project, the general conditions of the LUC and the number of properties encumbered by a LUC is included in the table. To date Council has adopted three LUC Early Termination Bylaws – Multifamily Residential Area around the Recreation Centre, Abacus and Greyfriars. After staff review, three LUCs will expire as per the legislation in June 2024 and the prevailing zoning for the properties will come into effect for the Captain's Cove, Fritzell and Fuller LUCs. The owners will be notified by mail.

## **CONCLUSION**

When considering the Early Termination of and rezoning of a property a number of factors are taken into consideration. Specific factors include – analysis of development potential under the existing and future regulations, existing parcels and lot widths for compliance with proposed regulations, permitted uses under the existing regulations, those uses permitted under the proposed bylaws and the effect of non-conforming status for the existing development. Planning staff support the proposed termination of the LUC and rezoning from R1 Single Family Residential to R6 Mobile Home Park Residential because the bylaw amendments would bring the existing development into conformance with the current City's Bylaws. Given that the subject property is fully 'built-out', the proposed regulatory changes would apply to the site redevelopment or placement of new units within the development.



Melinda Smyrl, MCIP, RPP  
Planner



Kevin Pearson, MCIP, RPP  
Director of Development Services



**Table 1. Canoe Creek Estates Development Information & Bylaws**

Land Use Contract	Mobile Home Park Bylaw No. 1258, 1978 (Referenced in LUC)	Mobile Home Park Bylaw (MHB) No 1435, 1982 (Referenced in Zoning Bylaw 2303)	R6 Zoning Bylaw No. 2303
Density & Number of Lots: 101 Lot 58 SFD site LUC 24 Double wide sites: Lots 1-15, 63-68, 76-78	N/A	10 units /ha <i>Amendment to MHB add: 14.8 units/ha</i>	17 units/ha (6.8/ac)
Minimum Lot Areas Single Wide: 252.7m <sup>2</sup> Double Wide: 514.3m <sup>2</sup>	Minimum Lot Areas Single Wide: 420m <sup>2</sup> Double wide: 465m <sup>2</sup>	Minimum Lot Areas Single Wide: 420m <sup>2</sup> Double wide: 465m <sup>2</sup> <i>Amendment to MHB add: LUC dimensions</i>	Minimum Lot Areas Single Wide: 420m <sup>2</sup> Double wide: 450m <sup>2</sup>
Single Wide: 9m Double Wide: 9m	Lot Width and Length Single wide: 13m Double wide: 15m Lot length (Both): 30m	Lot Width and Length Single wide: 13.5m Double wide: 15.0m Lot length (Both): 15m Site coverage: 35% <i>Amendment to MHB to add: LUC dimensions</i>	Refers back to MHPB 2003
Separation from other units: 3.66m	Separation from other units: 4.0m	3.0m from roadway 1.0 from rear or side mobile home space line 4.0m from any other mobile unit <i>Amendment to MHB to add: LUC unit setback</i>	
Height: Lot 58 varied, no height specified		Owners home, management office 8.0m	
Lot 58 SFD unit for Resident Manager		Permitted use	Permitted Use
Parking: 21 stalls off-street for RVs	Not referenced in Bylaw	Not referenced in Bylaw	Not referenced in Bylaw
Buffers: as shown on Plan. Park spaces: 2 shown on Schedule 'B'	Buffers 13m minimum and may be reduced to 4.0m based on adjacent uses	Buffers: as shown on Plan. Park spaces + 4m width buffers adjacent to Hwy 1	
Creek Protection: Developer and Strata assume control over creek maintenance		Creek Protection & Floodplain areas regulated	RAPR applies



**Table 2. LUC Early Termination Project – Affected Properties and Status**

Order	LUC Name	Affected Properties	Contract #	Permitted Uses under LUC	Zoning Bylaw 2303, 1995 Map Schedule	Number of Affected Properties
1 Terminated by Bylaw No. 4430 & Zoning Amendment Bylaw No. 4431	Abacus (Orchard Hill)	Plan 29598, Plan 4653, Plan 3311	N54304	18 SFD lots and 11 Multi Family Buildings	R1, including the M/F	85
2 Terminated by Bylaw No. 4461	Greyfriars Rental Ltd.	Lots 1-3, Plan 29482 & Lots 1-3 Plan 36293	N71309	6 units, 2 buildings (4 units +2 units)  To allow for parcels less than 464.5sqm, less than 15, width and non-conforming party walls (0.0m side yard setback)	M1 – General Industrial Zone	6
3	Canoe Creek Estates	K299	P1971	SFDs Mobile home park	R1	102
4 Will Terminate by legislation in 2024	Captain's Cove Marina	Lot 1, Plan 9386 Lot A, Plan 29586	P1684	Lot 1, Plan 9386: C-5 Tourist Commercial Zone (1976) lodge, cabins, trailer, wash house and boat storage shed. Accessory: café, dining located within the lodge. Parcel A: boat storage and vehicular parking in conjunction with tourist/resort Marina.	Lot A Plan 29586: A2 – Rural Holding Zone  C5 – Tourist Commercial Zone: Lot 1, Plan 9386  P1 – Park and Recreation Zone: Marina Lease Lot P1	2
5 Will Terminate by legislation in 2024	5121 30 Ave SW (Fritzel)	Lot A, Plan 5558	P2310	Frozen food processing plant	A1	1
6 Will terminate by legislation in 2024	8610 TCH NE (Fuller)	Lot A, Plan 5558	N74011 Permitting "an additional Single Family residence" to the A2 zoning of 1978 Bylaw 1108	2 SFDs	A2	2



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# **Subject Property Map**

APPENDIX 1

50 ST. N.E.

51 ST. N.E.

52 ST. N.E.

53 ST. N.E.

54 ST. N.E.

71 AVE. N.E.

70 AVE. N.E.

69 AVE. N.E.

68 AVE. N.E.

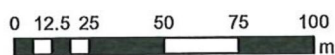
68 AVE. N.E.

67 AVE. N.E.

TRANS CANADA HIGHWAY No. 1

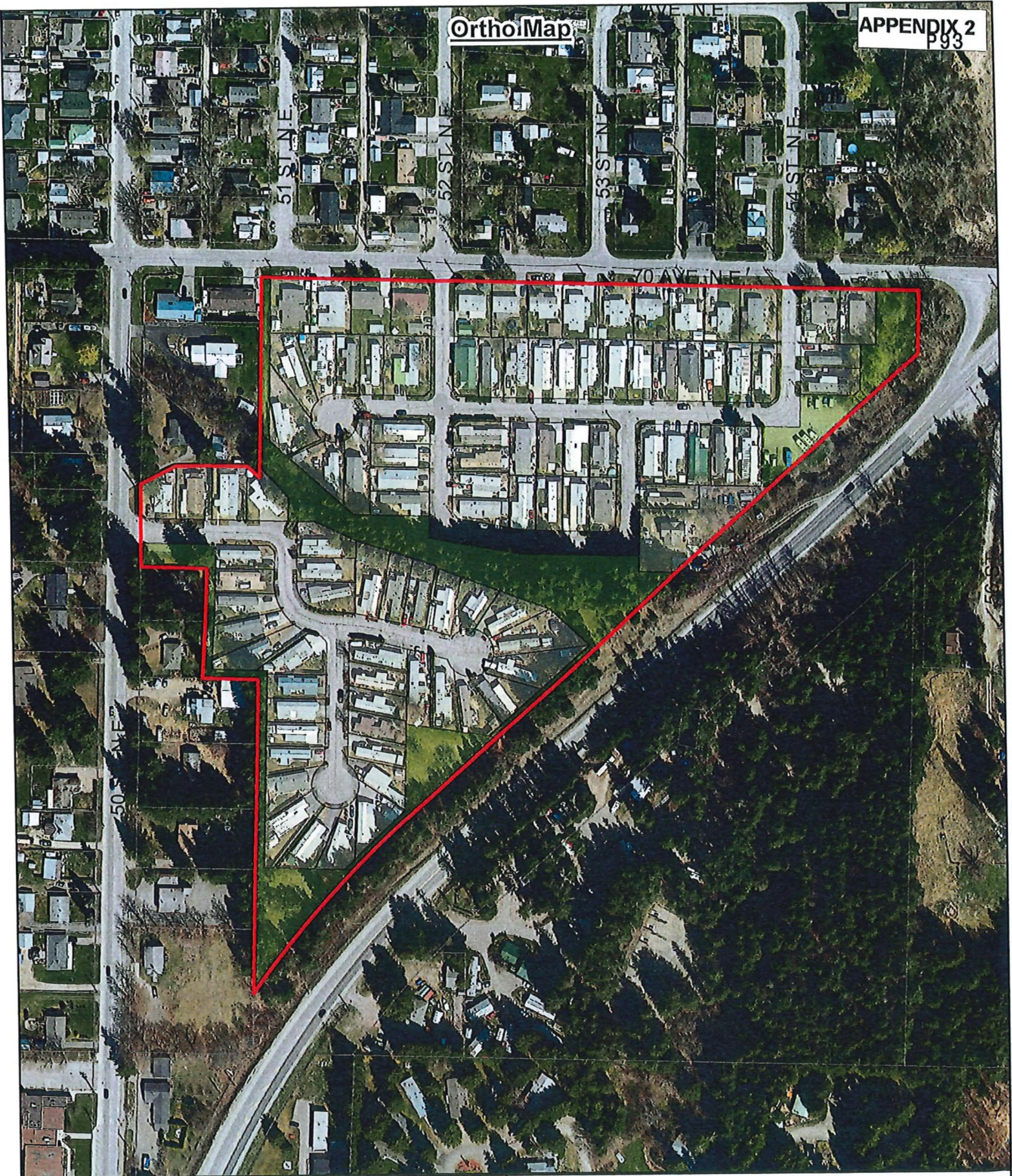
55 ST.  
NOT OPEN

56 ST.



- LUC Area
- Mobile Home Space (lot area sq.m.)
- Common Areas - Buffer, Riparian Areas, Parks and Trails
- Parcels



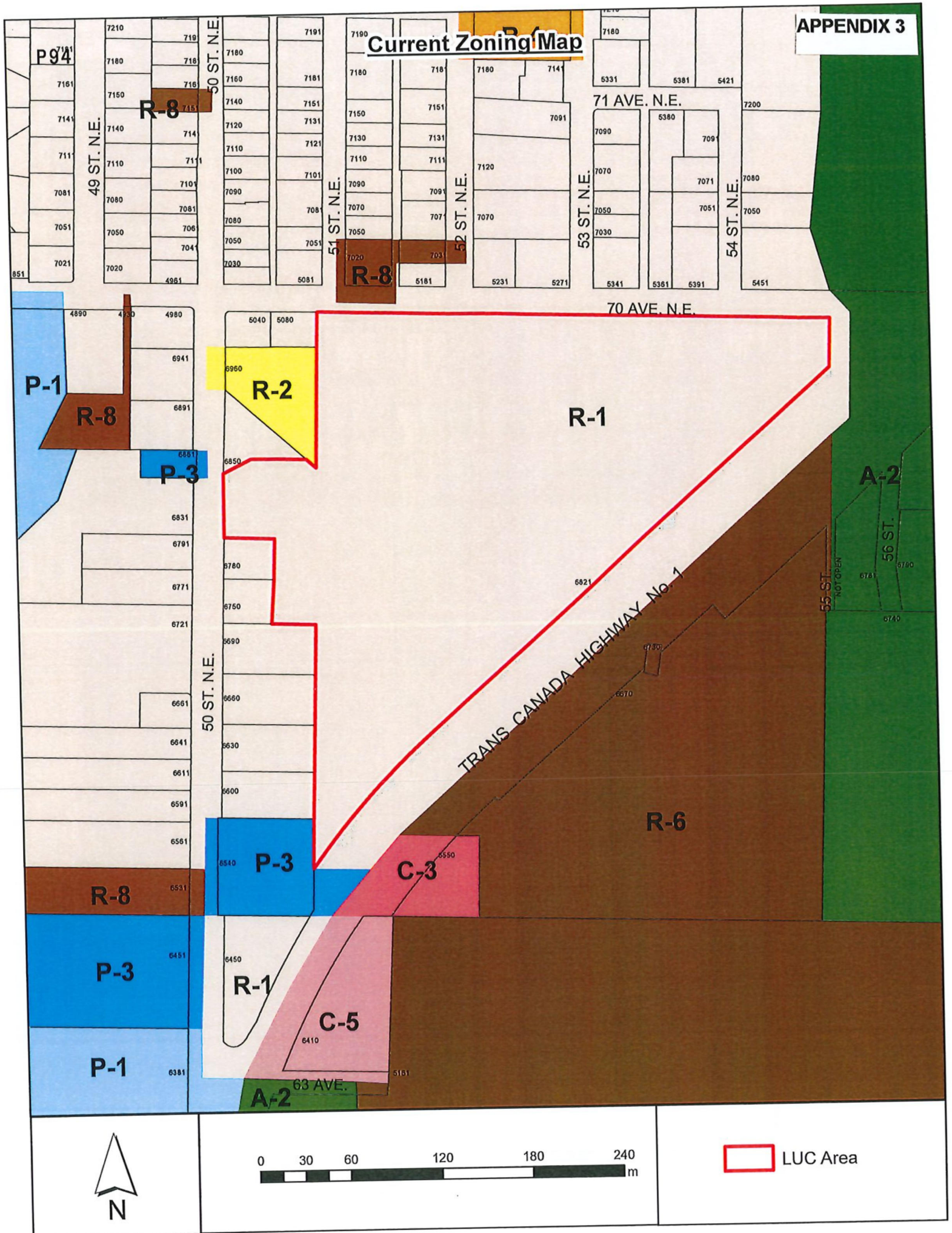


0 12.5 25 50 75 100  
m

- LUC Area
- Mobile Home Space
- Common Areas - Buffer, Riparian Areas, Parks and Trails
- Parcels



Current Zoning Map

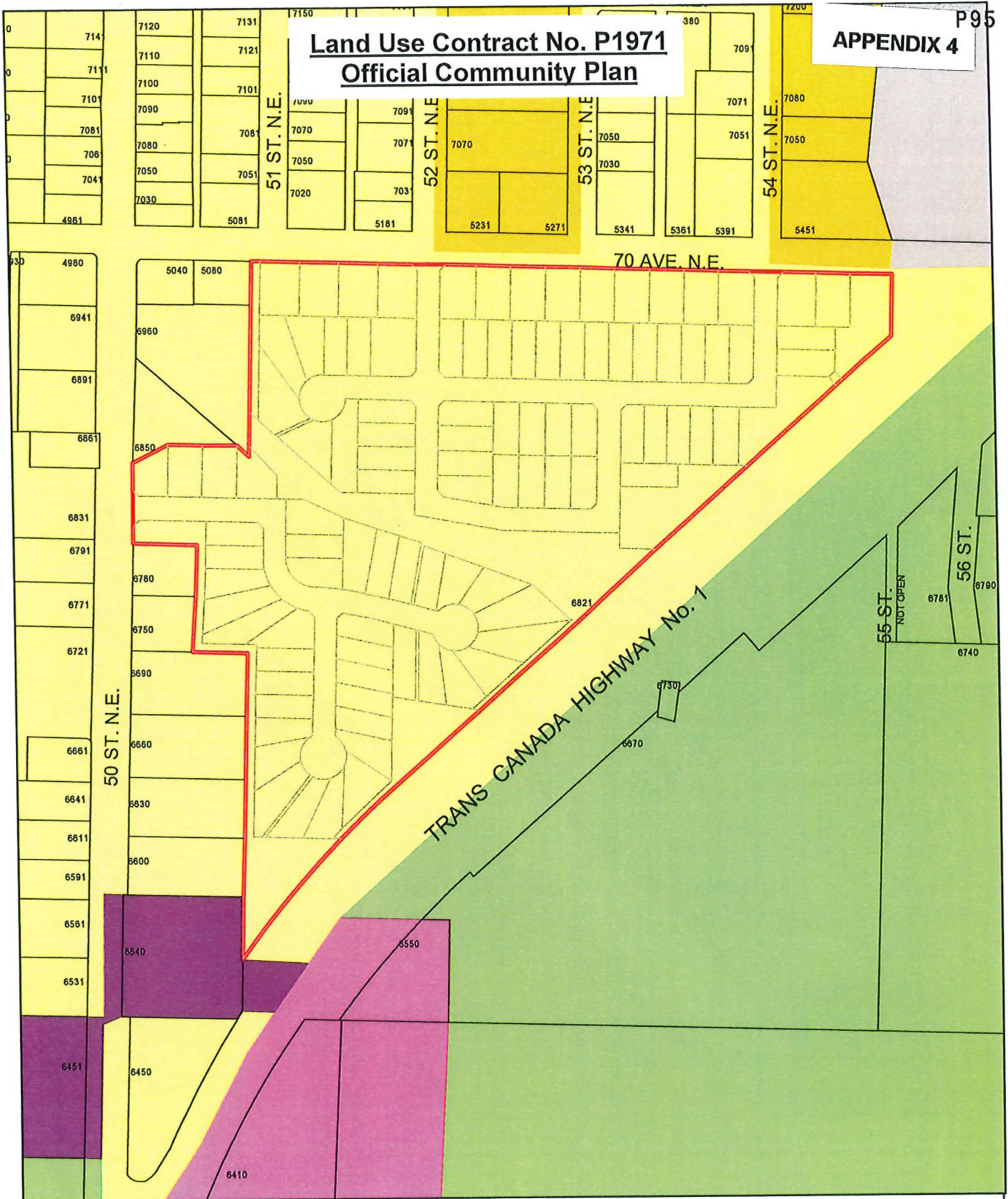




**Land Use Contract No. P1971**  
**Official Community Plan**

**APPENDIX 4**

P95



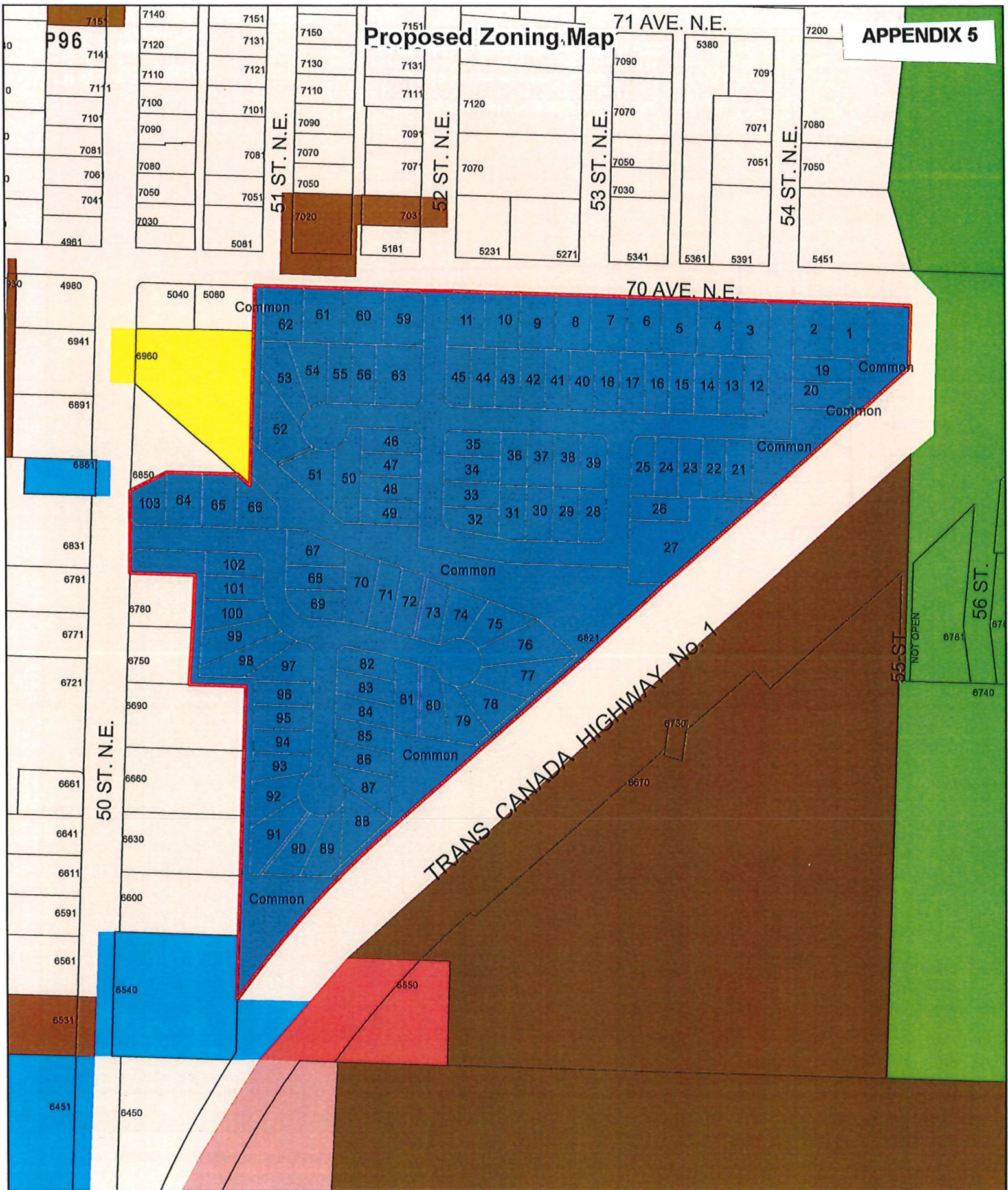
■ Subject Property (LUC) Official Community Plan (2010)

- Acreage Reserve
- Institutional
- Residential - Low Density
- Residential - Medium Density
- Commercial - Highway Service / Tourist
- Industrial - Light



# Proposed Zoning Map

APPENDIX 5



0 25 50 100 150 200 m

- Parcels
- LUC Area
- A-2
- R-1
- R-2
- Rezone To RS
- C-3
- C-5
- R-6
- P-3
- R-8
- Strata Lots



# BC OnLine



BC OnLine Land Title Internet Service  
Provided in co-operation with  
Land Title and Survey Authority

LTSA - DOCUMENT RETRIEVAL    REF # V26357    REQUESTED: 2012-02-03 12:24

CLIENT NAME:            CITY OF SALMON ARM  
ADDRESS:                500 - 2ND AVENUE NE  
                          SALMON ARM BC V1E 4N2

PICK-UP INSTRUCTIONS:

USER ID: PA77852            APPL-DOC # P1971            KA Registered    RCVD:1979-01-11  
ACCOUNT: 819956  
FOLIO

REMARKS:

Help Desk Victoria ..... (250) 953-8200  
                                 In B.C. .... 1-800-663-6102  
Administration Office ... (250) 953-8250  
Fax Number ..... (250) 953-8222

Persons who need to rely on a plan for legal purposes must examine the official version at the Land Title Office in which the plan is deposited. However, plans with plan numbers beginning with the letters EPP or EPS are electronic plans which constitute the official version.

P 1971

PARTICULARS: Land Use ContractAPPLICANT is A. CL...  
District & Solicitor Box 2115, Salmon Arm, B.C.

832-2076, agent of "Developer"

Declared Value: \$ 7/2Delivery of Duplicate C/T to near Port equipped

79 JAN 11 1979 LAND USE CONTRACT

THIS AGREEMENT made the 9 day of January, A. D. 1979.

BETWEEN:

DISTRICT OF SALMON ARMa municipal corporation having its municipal offices  
at 8640 Harris Street, in the District of Salmon Arm  
Province of British Columbia,

(hereinafter called the "Municipality")

OF THE FIRST PART

AND:

INTER-X ENTERPRISES LTD.

(Incorporation No. 110,118)

a body corporate duly registered under the laws of  
the Province of British Columbia with offices at  
P. O. Box 1098, in the District of Salmon Arm,  
Province of British Columbia,

(hereinafter called the "Developer")

OF THE SECOND PART

WHEREAS the Municipality, pursuant to Section 702A of the  
Municipal Act, may, notwithstanding any by-law of the Municipality, or  
Section 712 or 713 of the Municipal Act, enter into a land use contract  
containing such terms and conditions for the use and development of land  
as may be agreed upon with a developer, and thereafter the use and  
development of the land shall be in accordance with the land use contract;

AND WHEREAS the Municipal Act requires that the Municipal Council  
consider the criteria set out in Section 702(2) and 702A(1) in arriving at  
the terms, conditions and consideration contained in a land use contract;

AND WHEREAS the Developer has presented to the Municipality a  
scheme of use and development of the within described lands and premises  
that would be in contravention of a by-law of the Municipality, of Section  
712 or 713 of the Municipal Act, or both, and has requested that the  
Council of the Municipality enter into this contract under the terms,  
conditions and for the consideration hereinafter set forth, 051 0005.00 - 2

-2-

AND WHEREAS the land hereinafter described is zoned Residential One under the provisions of the Salmon Arm Zoning By-law 1976 No. 1180;

AND WHEREAS the Council of the Municipality, having given due consideration to the criteria set forth in Sections 702(2) and 702A(1) of the Municipal Act, have agreed to the terms, conditions and consideration herein contained;

AND WHEREAS if the land is within a radius of one-half mile of the intersection of a controlled access highway and another highway, the approval of the Minister of Highways to the terms hereof must be obtained;

AND WHEREAS the land is within a development area of the Municipality;

AND WHEREAS the Municipality and the Developer both acknowledge that the Council of the Municipality could not enter into this Agreement, until the Council held a public hearing in relation to this Agreement, and considered any opinions expressed at such hearing, and unless a majority of all of the members of the Council present at the meeting at which the vote is taken and entitled to vote on the by-law, voted in favour of the by-law authorizing the Municipality to enter into this Contract;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and the conditions and covenants hereinafter set forth, the Municipality and the Developer covenant and agree as follows:

OWNER

1. The Developer is the registered owner of an estate in fee simple of ALL AND SINGULAR that certain parcel or tract of land and premises, situate, lying and being in the District of Salmon Arm, in the Province of British Columbia and being more particularly known and described as:

61  
✓  
OK'D  
10.1.79  
"Those portions of Block 1, Plan 1882, except Plans 2494, 4894, 6012, 15363, 15500 and 15754, Lot 2, Plan 4894, and Lot 1, Plan 6012, all of Section 32, Township 20, Range 9, West of the 6th Meridian, Kamloops Division, Yale District, shown and described as Lot 1 on a Plan of Subdivision of the said lands, prepared by William E. Maddox, B.C. Land Surveyor, and completed on October 6th, 1978, a print of which is hereto attached as Schedule A".

(hereinafter called the "Land")

COMPLI-  
ANCE

2. Except as hereinafter specifically provided, the Developer shall in his use and development of the land comply with all of the by-laws of the Municipality;

2 (a) The Developer shall be specifically excluded from complying with, inter alia, the following provisions of By-Law No. 1258:

"FIRSTLY - Section 4.04(2) Mobile Home Lot dimensions shall be those shown and described on Schedule B hereto;"

SECONDLY - Section 4.08(2) (a) re: separation between mobile homes and between other principal buildings. The Developer shall ensure instead that such sitings shall be not less than 3.66 metres (12 ft.);

THIRDLY - Section 4.08(5) re: height of buildings shall specifically not apply to the existing house and buildings contained on the said land at the date of this agreement, nor to any renovation or replacement of the said building on the strata lot on which it is situated. The provisions of said Section 4.08(5) shall apply to all other lots and buildings located on the said lands.

3. "The Developer may develop subject always to the terms hereof and use the land as a Mobile Home Subdivision as more particularly shown on the Plan attached hereto as Schedule B".

USE

4. The Land, including the surface of water and any and all buildings, structures and improvements erected, placed or located thereon may be used for the following and no other purposes, that is to say:

- (a) Lots 1 to 102 inclusive except Lot 58 of the Subdivision may be used for the purpose of single family mobile home dwellings of either single or double width as more particularly designated on Schedule "B" hereof;
- (b) that portion of the Land shown cross-hatched in black on Schedule "B" hereof may be used for the purposes of accommodation of the strata corporation's Resident Manager and family and in respect thereof the provisions of the R-1 Zone of the Salmon Arm Zoning By-Law 1976 No. 1180 as amended from time to time shall apply thereto;
- (c) those portions of the Land designated as parking areas on Schedule "B" hereof may be used for the purposes of off-street parking for guests of mobile home owners within the Subdivision; Provided 21 parking spaces shall be reserved for the use of residences of the subdivision for the parking of recreation vehicles;
- (d) those areas of the Land designated as park or buffer on Schedule "B" hereof may be used for the purposes authorized for such areas under the provisions of District of Salmon Arm Mobile Home Park By-Law 1978 No. 1258;



**SUBDIVISION 5.** The Developer may, notwithstanding the provisions of Section 21 of the District of Salmon Arm Zoning By-Law 1976 No. 1180, but subject to the provisions of the Bare Land Strata Regulations enacted pursuant to the Strata Titles Act, subdivide the Land by way of a Bare Land Strata plan and create thereby one hundred and one (101) Bare Land Strata lots, common areas, roads and access routes all of a size, configuration and in locations more particularly shown on the plan attached hereto as Schedule "C" hereof (hereinafter called the "Subdivision"), together with one strata lot containing an existing house, located thereon at the date of this agreement, providing such subdivision may be in phases of not less than ten (10) lots per phase.

**SERVICING 6.** The Developer shall prior to obtaining the Approving Officer's approval of any Strata Plan for any phase or obtaining any building permit from the Municipality in respect of the placement on the Land of any mobile home, whichever application is earlier made by the Developer, at its sole cost:

- (a) provide, install and construct the works, services, roads and access routes within the Subdivision required to be provided, installed and constructed pursuant to the provisions of the Bare Land Strata Regulations enacted pursuant to the Strata Titles Act; Providing the developer shall not be required to actually construct mobile home pads prior to obtaining the above approval;
- (b) provide, install and construct such off-site works and services as may be required by the Engineer of the Municipality including, without limitation:
  - (i) extending existing municipal water and sanitary sewer trunk mains to the boundaries of the Land;
  - (ii) providing and installing fire hydrants and street lighting on perimeter roads surrounding the Land;
  - (iii) providing and installing a storm drainage system in the area of the Land
  - (iv) providing a partial overhead, partial underground power supply

and such works and services shall be provided, installed and constructed by the Developer in accordance with the standards and specifications set out in District of Salmon Arm Subdivision Control By-Law No. 1087 as supplemented by standards and specifications provided by the Engineer of the Municipality;

- (c) deposit with the Municipality an unconditional, irrevocable Letter of Credit drawn on a Canadian Chartered Bank in an amount equal to fifteen per cent (15%) of the total cost of the works and services provided in each phase of development, described in paragraph 6(b) (i) (ii) and (iii) hereof and the total cost of any works and services described in paragraph 6(a) hereof contained within the boundaries of public highways or rights of way in favour of the Municipality, in each phase of development, each for a term of not less than one (1) year from the date of completion

SERVICING

6. (c) of such works and services and in a form satisfactory to the Municipality;
- (d) reproducible "as-built" drawings of the works and services described in paragraph 6(c) hereof;
- (e) execute and register against title to the Land in the Land Registry Office at Kamloops an Agreement under Section 24A of the Land Registry Act whereby the Developer covenants and agrees to maintain the existing creek on the property in its natural state.

7. Notwithstanding the provisions of paragraph 6(a) hereof in the event the Developer intends to develop the Subdivision by way of a phased strata plan under the provisions of Part II of the Strata Titles Act, the Developer may provide, install and construct the works and services, roads and access routes required to be provided, installed and constructed pursuant to paragraph 6(a) and 6(b) hereof in accordance with the phased Strata Plan deposited by the Developer.

MOBILE HOME  
PARK BY-LAW

8. In its development and use of the Land as a mobile home subdivision the Developer, and any strata corporation created upon the subdivision of the Land and any owner of any strata lot shall comply with and be subject to the provisions of District of Salmon Arm Mobile Home Park By-Law 1978 No. 1258, as amended from time to time and any reference in the said by-law to "owner" shall be deemed to be a reference to the Developer or to the strata corporation, as the case may be, PROVIDED ALWAYS, HOWEVER, that in the event of any conflict between the provisions of By-Law No. 1258 and the provisions of this Agreement or the provisions of District of Salmon Arm Subdivision Control By-Law No. 1087 or the provisions of the Bare Lands Strata Regulations enacted pursuant to the Strata Titles Act, the provisions of this Agreement or By-Law No. 1087 or the Bare Land Strata Regulations, as the case may be, shall prevail.

MAINTEN-  
ANCE OF  
SERVICES

9. The Developer shall:
- (a) maintain the works and services installed by the Developer and more particularly described in paragraph 6(c) hereof, in complete repair for a period of one (1) year from the completion thereof to the satisfaction of the Engineer of the Municipality;
- (b) remedy any defects appearing in the said works and services and pay for any damage to other property or works resulting therefrom for a period of one (1) year from completion of the said works and services, save and except for defects caused by reasonable wear and tear, negligence of the Municipality, its servants or agents or acts of God.

USE OF  
SECURITY

10. In the event that the Developer fails to perform any of the covenants on its part to be performed pursuant to Paragraph 9 hereof within the time limited therein for performance the Municipality may call for and receive all funds secured by the Letter of Credit deposited by the Developer pursuant to paragraph 6(c) hereof and may complete the work at the cost of the Developer and deduct from any such funds the costs of such

USE OF  
SECURITY

completion and the balance of such funds, if any, without interest thereon, shall be returned to the Developer less any administration fees required by the Municipality. If there is insufficient money on deposit with the Municipality then the Developer shall pay such deficiency to the Municipality upon receipt of the Municipality's bill for completion. It is understood that the Municipality may do such work either by itself or by contractors employed by the Municipality. If the Developer performs the said covenants the Municipality shall deliver up the Letter of Credit to the Developer for cancellation.

ACCEPT-  
ANCE

11. The Municipality shall, upon the expiration of the one (1) year period referred to in paragraph 9 hereof and provided such works and services have been constructed and maintained in accordance with the provisions of this Agreement and are functioning properly, accept the works and services referred to in paragraph 6(c) hereof and thereafter the Municipality shall be solely responsible for the operation, upkeep and maintenance thereof.

OWNERSHIP  
OF  
SERVICES

12. All works and services installed by the Developer described in paragraph 6(c) hereof shall, upon their acceptance by the Municipality as hereinbefore provided, become the property of the Municipality free and clear of any claim by the Developer or any person claiming through the Developer and the Developer shall save harmless the Municipality from any such claim.

EXTRA OFF-  
SITE  
COSTS

13. It is acknowledged by the parties hereto that as a result of the Developer paying the funds hereinafter specified the development proposed will not create an excessive cost to be borne by the Municipality. It is further acknowledged by the parties hereto that the impact of the proposed development on present and future public costs has been partially eliminated as a result of the Developer providing the funds hereinafter specified and carrying out the works provided for in this Agreement.

The Developer shall pay to the Municipality, by way of cash or certified cheque at the time of approval by the Approving Officer of any Strata plan for any phase of the Subdivision or at the time of application for a building permit authorizing the placement of a mobile home on the Land for such phase or sooner at the Developer's option, whichever the earlier occurs.

- (a) if on or before December 31, 1980, the sum of Seven Hundred and Eighty-Three Dollars (\$783.00) for each strata lot created by the plan or for each mobile home authorized to be placed by a building permit issued by the Municipality, whichever the case may be; or
- (b) if subsequent to December 31, 1980, such sum for each strata lot as is then charged by the Municipality in respect of like developments either pursuant to the provisions of a development cost charge by-law enacted by the Municipality or otherwise.

MISCELLA-  
NEOUS

14. The Developer shall pay to the Municipality:
- (a) upon execution of this Agreement by the Municipality any fees required to be paid pursuant to the provisions of Section 2.02(8) of District of Salmon Arm Mobile Home Park By-Law No. 1258;
  - (b) at the time of approval of any plan of any phase of the subdivision any fees required to be paid pursuant to the provisions of the Bare Land Strata Regulations enacted pursuant to the Strata Titles Act;
  - (c) upon demand, any legal costs incurred by the Municipality in the preparation or registration of this Agreement.

INCORPOR-  
ATION

15. Schedules A to E inclusive hereof are hereby incorporated into and made part of this Agreement.

REPRESENT-  
ATION

16. It is understood and agreed that the Municipality has made no representations, covenants, warranties, guarantees, promises or agreements (verbal or otherwise) with the Developer other than those contained in this Agreement.

REGISTRA-  
TION

17. This Agreement shall be construed as running with the Land and shall be registered in the Land Registry Office at Kamloops by the Municipality pursuant to the provisions of Section 702A(4) of the Municipal Act.

BINDING

18. Except as hereinbefore provided this Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, successors and assigns.

INTERPRE-  
TATION

19. Whenever the singular or masculine or neuter is used herein the same shall be construed as meaning the plural, feminine or body corporate or politic where the context or the parties so require.

DISCHARGE

20. It is further understood and agreed by the parties hereto that upon completion of the Development contemplated by this Agreement, this Agreement may be discharged by the Municipality at the Developer's cost by the registration in the Land Registry Office at Kamloops of a Quit Claim Deed referring to the registration of this Agreement. PROVIDED, HOWEVER, that this Agreement may not be discharged by the Municipality if the discharge thereof will render any of the lands or improvements thereon non-conforming with the by-laws of the Municipality.



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A Public Hearing on this Agreement was held on the 19 day of ~~OCTOBER~~, A.D., 1978.

The terms of this Contract were approved by the Ministry of Highways and Public Works on the 8 day of ~~JANUARY~~, 1979.

This Agreement was approved on the 8 day of ~~JANUARY~~ A.D., 1979 by a majority vote of all the members of the Council present at the meeting at which the vote was taken and entitled to vote on the authorizing by-law.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals the day and year first above written.

THE CORPORATE SEAL OF DISTRICT OF SALMON ARM was hereunto affixed in the presence of:

Margaret Lund  
Mayor

[Signature]  
Clerk

THE CORPORATE SEAL OF INTER-X ENTERPRISES LTD. was hereunto affixed on the 9<sup>th</sup> day of ~~January~~, 1979 in the presence of its proper officers in that behalf:

[Signature]  
President

APPROVED by the Department of Highways this \_\_\_\_\_ day of January, 1979.

Approving Officer.

RECEIVED  
JANUARY 8 1979  
[Signature]  
Ministry of Highways and Public Works

## ACKNOWLEDGMENT OF OFFICER OF A CORPORATION

I HEREBY CERTIFY that on the 9th day of January 1979, at Salmon Arm  
in the Province of British Columbia,

DAVID ARCHIBALD LOUDOUN personally known to me, appeared before  
me and acknowledged to me that he is the President of  
INTER-X ENTERPRISES LTD. and that he is the person who subscribed his name to the  
annexed Instrument, as President of the said corporation and affixed the seal  
of the said corporation to the said Instrument, that he was first duly authorized to subscribe his name as aforesaid and affix the said  
seal to the said Instrument, and that such Corporation is legally entitled to hold and dispose of land in the Province of British Columbia.

IN TESTIMONY WHEREOF I have hereunto set my hand  
at Salmon Arm British Columbia, This  
9th day of January, in the year of our  
Lord one thousand nine hundred and seventy-nine.

A Commissioner for taking Affidavits within British Columbia,  
or A Notary Public within the Province of

*A. Green SCHARF*

## ACKNOWLEDGMENT OF OFFICER OF A CORPORATION

I HEREBY CERTIFY that on the 9th day of January 1979, at Salmon Arm  
in the Province of British Columbia,

*FRANK William SPENCE* personally known to me, appeared before  
me and acknowledged to me that he is the Clerk - Administrator of  
DISTRICT OF SALMON ARM and that he is the person who subscribed his name to the  
annexed Instrument, as Clerk - Administrator of the said corporation and affixed the seal  
of the said corporation to the said Instrument, that he was first duly authorized to subscribe his name as aforesaid and affix the said  
seal to the said Instrument, and that such Corporation is legally entitled to hold and dispose of land in the Province of British Columbia.

IN TESTIMONY WHEREOF I have hereunto set my hand  
at Salmon Arm British Columbia, This  
9th day of January, in the year of our  
Lord one thousand nine hundred and seventy-nine.

A Commissioner for taking Affidavits within British Columbia,  
or A Notary Public within the Province of

*A. Green SCHARF*

~~CHARTERED BY THE DISTRICT COUNCIL OF SALMON ARM~~

WHEREAS it is considered desirable to enter into a Land Use Contract with Mr. W.E. Maddox pertaining to the development of Lot 1, Plan 1882; South 155 ft.  $\frac{1}{2}$  of Lot 1, Plan 6012, and east 95 ft.  $\frac{1}{2}$  of Lot 2, Plan 4894, NW $\frac{1}{4}$  Section 32, Township 20, Range 9;

AND WHEREAS pursuant to Section 702A(3) of the Municipal Act the Council may, upon the application of an owner of land within the development area, or his agent, enter into a land use contract;

AND WHEREAS the public hearing required by Section 702A(6) of the Municipal Act was held on the 19th day of October, 1978;

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

1. The Mayor and Clerk are hereby authorized to execute the Land Use Contract with Mr. W.E. Maddox attached hereto and marked Schedule "A".
2. The Clerk is hereby authorized to register the said Land Use Contract as a charge against the aforementioned property of Mr. W.E. Maddox which shall have the force and effect of a restrictive covenant running with the land; and is further authorized to do all things necessary to complete registration in the Land Registry Office in Kamloops.
3. This by-law may be cited as "District of Salmon Arm Land Use Contract By-law No. 9, 1978".

**FILM**

READ A FIRST TIME this 10th day of October, 1978.

READ A SECOND TIME this 10th day of October, 1978.

READ A THIRD TIME this 14th day of November, 1978.

RECONSIDERED, FINALLY PASSED AND ADOPTED by the District Council on the 8th day of January, 1979.

I HEREBY CERTIFY the foregoing to be a true and correct copy of By-law No. 1279 cited as "District of Salmon Arm Land Use Contract By-law No. 9, 1978" as adopted by Council on the 8th day of January, 1979.

Dated at Salmon Arm, B.C. this 9th day of January, 1979

"L.M. Lund"  
Mayor

"F.W. Spence"

PLTN DEE

D.D.P1971

ON FILE

IN

SURVEY

DEPT.



# CITY OF SALMON ARM

## BYLAW NO. 4485

### A bylaw to terminate Land Use Contracts in the City of Salmon Arm

WHEREAS pursuant to section 548 of the *Local Government Act* the City of Salmon Arm may address early termination of a land use contract that is entered into and registered in a land title office subject to the terms and conditions therein set out;

AND WHEREAS mandatory notice required under section 466(5) of the *Local Government Act* for a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on January 24, 2022 at the hour of 7:00 p.m. and was published in \_\_\_\_\_, 2021 issues of the Salmon Arm Observer and delivered at least 10 days prior of all parcels, any part of which is subject to the land use contract that the bylaw will terminate or is within a distance specified by bylaw from that part of the area that is subject to that land use contract;

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. That "District of Salmon Arm Land Use Contract Bylaw No. 1279", registered in the Kamloops Land Title Office under document number P1971 against title to the lands in the table below and further shown on Schedule 'A', is terminated:

PID	Legal Description	Civic Address
002-496-569	Strata Lot 1, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5440 70 Avenue NE
002-496-577	Strata Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5420 70 Avenue NE
002-496-593	Strata Lot 3, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5390 70 Avenue NE
002-496-607	Strata Lot 4, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5370 70 Avenue NE
002-496-615	Strata Lot 5, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5350 70 Avenue NE
002-496-623	Strata Lot 6, Section 32, Township 20, Range 9, W6M, KDYD, Plan K299	5330 70 Avenue NE
002-496-631	Strata Lot 7, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5310 70 Avenue NE
001-510-941	Strata Lot 8, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5280 70 Avenue NE

002-496-640	Strata Lot 9, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5260 70 Avenue NE
002-496-658	Strata Lot 10, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5240 70 Avenue NE
001-525-883	Strata Lot 11, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5220 70 Avenue NE
002-496-674	Strata Lot 12, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5391 69 Avenue NE
002-465-124	Strata Lot 13, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5381 69 Avenue NE
002-496-691	Strata Lot 14, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5371 69 Avenue NE
005-496-712	Strata Lot 15, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5351 69 Avenue NE
002-496-739	Strata Lot 16, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5331 69 Avenue NE
002-496-755	Strata Lot 17, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5311 69 Avenue NE
002-496-763	Strata Lot 18, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5299 69 Avenue NE
002-496-771	Strata Lot 19, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6950 54 Street NE
002-496-801	Strata Lot 20, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6920 54 Street NE
002-496-828	Strata Lot 21, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5380 69 Avenue NE
002-496-852	Strata Lot 22, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5370 69 Avenue NE
002-496-879	Strata Lot 23, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5350 69 Avenue NE
002-496-887	Strata Lot 24, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5340 69 Avenue NE
002-496-909	Strata Lot 25, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5320 69 Avenue NE
002-496-917	Strata Lot 26, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6850 53 Street NE
002-496-925	Strata Lot 27, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6820 53 Street NE
002-496-941	Strata Lot 28, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5291 68 Avenue NE
002-496-950	Strata Lot 29, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5281 68 Avenue NE
002-496-968	Strata Lot 30, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5261 68 Avenue NE
002-496-976	Strata Lot 31, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5251 68 Avenue NE
002-496-984	Strata Lot 32, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6820 52 Street NE
002-497-034	Strata Lot 33, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6840 52 Street NE

002-497-042	Strata Lot 34, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6860 52 Street NE
002-497-051	Strata Lot 35, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6880 52 Street NE
002-497-077	Strata Lot 36, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5250 69 Avenue NE
002-497-085	Strata Lot 37, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5260 69 Avenue NE
002-497-096	Strata Lot 38, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5280 69 Avenue NE
002-497-115	Strata Lot 39, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5290 69 Avenue NE
002-497-123	Strata Lot 40, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5281 69 Avenue NE
002-497-131	Strata Lot 41, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5271 69 Avenue NE
002-497-140	Strata Lot 42, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5261 69 Avenue NE
002-497-174	Strata Lot 43, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5251 69 Avenue NE
002-497-182	Strata Lot 44, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5231 69 Avenue NE
002-497-191	Strata Lot 45, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5221 69 Avenue NE
002-497-212	Strata Lot 46, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6881 52 Street NE
002-497-239	Strata Lot 47, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6861 52 Street NE
002-497-247	Strata Lot 48, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6841 52 Street NE
002-497-255	Strata Lot 49, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6821 52 Street NE
002-497-263	Strata Lot 50, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5150 69 Avenue NE
002-497-280	Strata Lot 51, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5140 69 Avenue NE
002-497-298	Strata Lot 52, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5120 69 Avenue NE
002-497-328	Strata Lot 53, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5130 69 Avenue NE
002-497-361	Strata Lot 54, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5141 69 Avenue NE
002-497-379	Strata Lot 55, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5151 69 Avenue NE
002-497-395	Strata Lot 56, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5161 69 Avenue NE
002-497-468	Strata Lot 59, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5180 70 Avenue NE
002-497-492	Strata Lot 60, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5160 70 Avenue NE

002-497-654	Strata Lot 61, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5140 70 Avenue NE
002-497-662	Strata Lot 62, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5120 70 Avenue NE
005-045-070	Strata Lot 63, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5191 69 Avenue NE
017-513-502	Strata Lot 64, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5061 68 Avenue NE
017-513-511	Strata Lot 65, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5081 68 Avenue NE
017-513-529	Strata Lot 66, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5091 68 Avenue NE
017-513-537	Strata Lot 67, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6790 51 Street NE
017-513-545	Strata Lot 68, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6770 51 Street NE
017-513-553	Strata Lot 69, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6750 51 Street NE
017-513-561	Strata Lot 70, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5201 67 Avenue NE
017-513-570	Strata Lot 71, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5221 67 Avenue NE
017-513-588	Strata Lot 72, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5231 67 Avenue NE
017-513-596	Strata Lot 73, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5241 67 Avenue NE
017-513-600	Strata Lot 74, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5251 67 Avenue NE
017-513-618	Strata Lot 75, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5261 67 Avenue NE
017-513-626	Strata Lot 76, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5271 67 Avenue NE
017-513-634	Strata Lot 77, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5280 67 Avenue NE
017-513-642	Strata Lot 78, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5260 67 Avenue NE
017-513-651	Strata Lot 79, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5250 67 Avenue NE
017-513-669	Strata Lot 80, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5240 67 Avenue NE
017-513-677	Strata Lot 81, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5230 67 Avenue NE
017-513-685	Strata Lot 82, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6690 51 Street NE
017-513-693	Strata Lot 83, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6670 51 Street NE
017-513-707	Strata Lot 84, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6660 51 Street NE
017-513-715	Strata Lot 85, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6650 51 Street NE



017-513-723	Strata Lot 86, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6640 51 Street NE
017-513-731	Strata Lot 87, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6630 51 Street NE
017-513-740	Strata Lot 88, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6620 51 Street NE
017-513-758	Strata Lot 89, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6610 51 Street NE
017-513-766	Strata Lot 90, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6611 51 Street NE
017-513-774	Strata Lot 91, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6621 51 Street NE
017-513-782	Strata Lot 92, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6631 51 Street NE
017-513-791	Strata Lot 93, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6641 51 Street NE
017-513-804	Strata Lot 94, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6651 51 Street NE
017-513-812	Strata Lot 95, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6661 51 Street NE
017-513-821	Strata Lot 96, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6671 51 Street NE
017-513-839	Strata Lot 97, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6691 51 Street NE
017-513-847	Strata Lot 98, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6721 51 Street NE
017-513-855	Strata Lot 99, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6731 51 Street NE
017-513-863	Strata Lot 100, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6751 51 Street NE
017-513-871	Strata Lot 101, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6771 51 Street NE
017-513-880	Strata Lot 102, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6791 51 Street NE
017-513-898	Strata Lot 103, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5021 68 Avenue NE

3. The Mayor and Corporate Office are hereby authorized to execute any documents necessary to terminate, release and discharge the Land Use Contracts above mentioned.

4. SEVERABILITY

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

5. ENACTMENT

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

7. EFFECTIVE DATE

This bylaw shall come into full force and effective one year and one day from the date of adoption.

8. CITATION

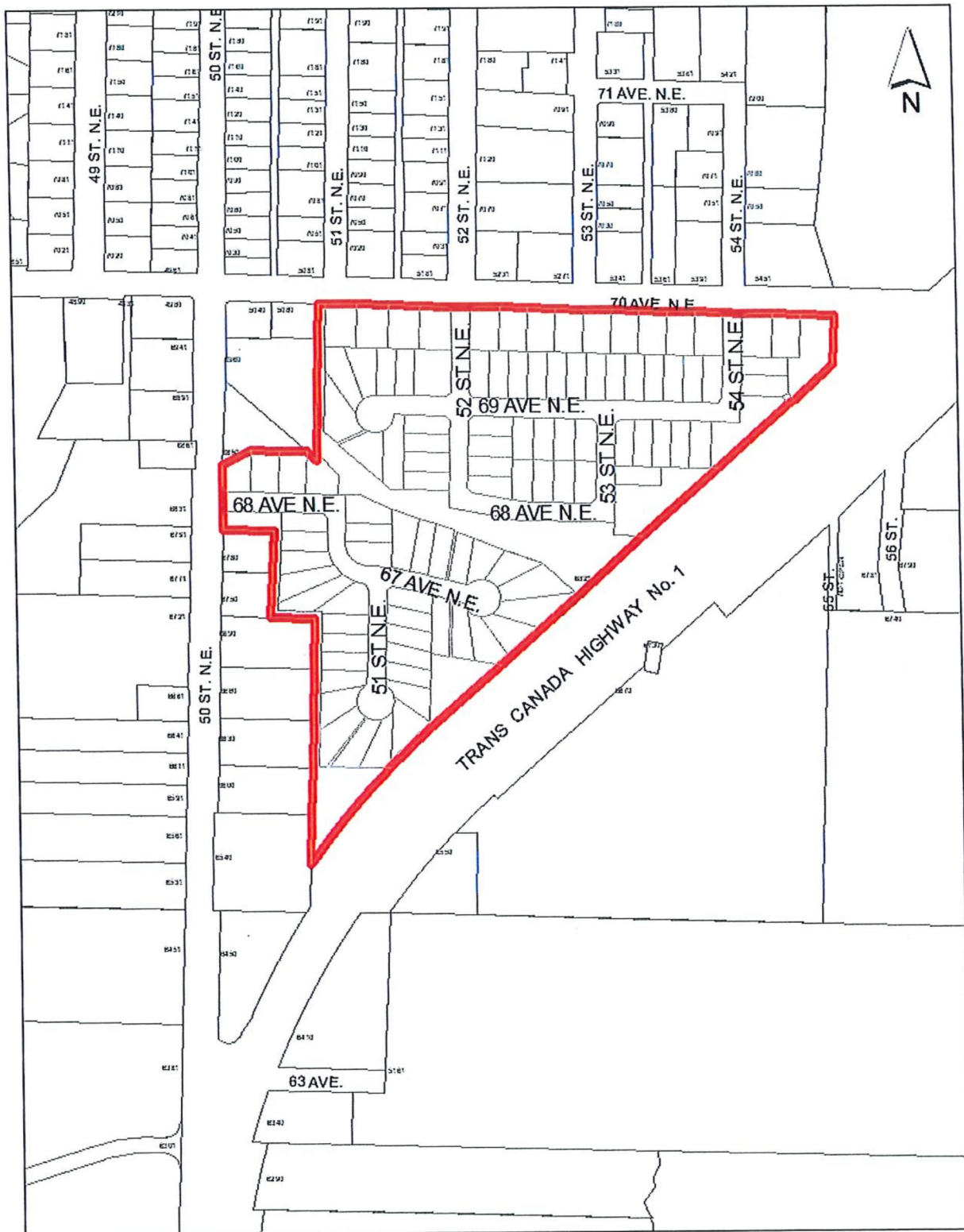
This bylaw may be cited as "City of Salmon Arm Land Use Contract Termination Bylaw No. 4485"

READ A FIRST TIME THIS	DAY OF	2021
READ A SECOND TIME THIS	DAY OF	2021
READ A THIRD TIME THIS	DAY OF	2022
ADOPTED BY COUNCIL THIS	DAY OF	2022

\_\_\_\_\_  
MAYOR

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

SCHEDULE "A"



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Item 10.3

## CITY OF SALMON ARM

Date: November 22, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4486 be read a first and second time.

[ZON-1225; Canoe Creek Estates]

### Vote Record

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

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

## CITY OF SALMON ARM

### BYLAW NO. 4486

#### 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, on January 24, 2022 at the hour of 7:00 p.m. was published in the 2022, and the 2022 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:

PID	Legal Description	Civic Address
002-496-569	Strata Lot 1, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5440 70 Avenue NE
002-496-577	Strata Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5420 70 Avenue NE
002-496-593	Strata Lot 3, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5390 70 Avenue NE
002-496-607	Strata Lot 4, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5370 70 Avenue NE
002-496-615	Strata Lot 5, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5350 70 Avenue NE
002-496-623	Strata Lot 6, Section 32, Township 20, Range 9, W6M, KDYD, Plan K299	5330 70 Avenue NE
002-496-631	Strata Lot 7, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5310 70 Avenue NE
001-510-941	Strata Lot 8, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5280 70 Avenue NE
002-496-640	Strata Lot 9, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5260 70 Avenue NE
002-496-658	Strata Lot 10, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5240 70 Avenue NE
001-525-883	Strata Lot 11, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5220 70 Avenue NE

002-496-674	Strata Lot 12, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5391 69 Avenue NE
002-465-124	Strata Lot 13, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5381 69 Avenue NE
002-496-691	Strata Lot 14, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5371 69 Avenue NE
005-496-712	Strata Lot 15, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5351 69 Avenue NE
002-496-739	Strata Lot 16, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5331 69 Avenue NE
002-496-755	Strata Lot 17, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5311 69 Avenue NE
002-496-763	Strata Lot 18, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5299 69 Avenue NE
002-496-771	Strata Lot 19, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6950 54 Street NE
002-496-801	Strata Lot 20, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6920 54 Street NE
002-496-828	Strata Lot 21, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5380 69 Avenue NE
002-496-852	Strata Lot 22, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5370 69 Avenue NE
002-496-879	Strata Lot 23, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5350 69 Avenue NE
002-496-887	Strata Lot 24, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5340 69 Avenue NE
002-496-909	Strata Lot 25, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5320 69 Avenue NE
002-496-917	Strata Lot 26, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6850 53 Street NE
002-496-925	Strata Lot 27, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6820 53 Street NE
002-496-941	Strata Lot 28, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5291 68 Avenue NE
002-496-950	Strata Lot 29, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5281 68 Avenue NE
002-496-968	Strata Lot 30, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5261 68 Avenue NE
002-496-976	Strata Lot 31, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5251 68 Avenue NE
002-496-984	Strata Lot 32, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6820 52 Street NE
002-497-034	Strata Lot 33, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6840 52 Street NE
002-497-042	Strata Lot 34, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6860 52 Street NE
002-497-051	Strata Lot 35, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6880 52 Street NE

**P120** City of Salmon Arm  
Zoning Amendment Bylaw No. 4486

002-497-077	Strata Lot 36, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5250 69 Avenue NE
002-497-085	Strata Lot 37, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5260 69 Avenue NE
002-497-096	Strata Lot 38, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5280 69 Avenue NE
002-497-115	Strata Lot 39, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5290 69 Avenue NE
002-497-123	Strata Lot 40, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5281 69 Avenue NE
002-497-131	Strata Lot 41, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5271 69 Avenue NE
002-497-140	Strata Lot 42, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5261 69 Avenue NE
002-497-174	Strata Lot 43, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5251 69 Avenue NE
002-497-182	Strata Lot 44, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5231 69 Avenue NE
002-497-191	Strata Lot 45, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5221 69 Avenue NE
002-497-212	Strata Lot 46, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6881 52 Street NE
002-497-239	Strata Lot 47, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6861 52 Street NE
002-497-247	Strata Lot 48, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6841 52 Street NE
002-497-255	Strata Lot 49, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6821 52 Street NE
002-497-263	Strata Lot 50, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5150 69 Avenue NE
002-497-280	Strata Lot 51, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5140 69 Avenue NE
002-497-298	Strata Lot 52, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5120 69 Avenue NE
002-497-328	Strata Lot 53, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5130 69 Avenue NE
002-497-361	Strata Lot 54, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5141 69 Avenue NE
002-497-379	Strata Lot 55, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5151 69 Avenue NE
002-497-395	Strata Lot 56, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5161 69 Avenue NE
002-497-468	Strata Lot 59, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5180 70 Avenue NE
002-497-492	Strata Lot 60, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5160 70 Avenue NE
002-497-654	Strata Lot 61, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5140 70 Avenue NE



002-497-662	Strata Lot 62, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5120 70 Avenue NE
005-045-070	Strata Lot 63, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5191 69 Avenue NE
017-513-502	Strata Lot 64, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5061 68 Avenue NE
017-513-511	Strata Lot 65, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5081 68 Avenue NE
017-513-529	Strata Lot 66, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5091 68 Avenue NE
017-513-537	Strata Lot 67, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6790 51 Street NE
017-513-545	Strata Lot 68, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6770 51 Street NE
017-513-553	Strata Lot 69, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6750 51 Street NE
017-513-561	Strata Lot 70, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5201 67 Avenue NE
017-513-570	Strata Lot 71, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5221 67 Avenue NE
017-513-588	Strata Lot 72, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5231 67 Avenue NE
017-513-596	Strata Lot 73, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5241 67 Avenue NE
017-513-600	Strata Lot 74, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5251 67 Avenue NE
017-513-618	Strata Lot 75, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5261 67 Avenue NE
017-513-626	Strata Lot 76, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5271 67 Avenue NE
017-513-634	Strata Lot 77, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5280 67 Avenue NE
017-513-642	Strata Lot 78, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5260 67 Avenue NE
017-513-651	Strata Lot 79, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5250 67 Avenue NE
017-513-669	Strata Lot 80, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5240 67 Avenue NE
017-513-677	Strata Lot 81, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5230 67 Avenue NE
017-513-685	Strata Lot 82, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6690 51 Street NE
017-513-693	Strata Lot 83, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6670 51 Street NE
017-513-707	Strata Lot 84, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6660 51 Street NE
017-513-715	Strata Lot 85, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6650 51 Street NE

017-513-723	Strata Lot 86, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6640 51 Street NE
017-513-731	Strata Lot 87, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6630 51 Street NE
017-513-740	Strata Lot 88, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6620 51 Street NE
017-513-758	Strata Lot 89, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6610 51 Street NE
017-513-766	Strata Lot 90, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6611 51 Street NE
017-513-774	Strata Lot 91, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6621 51 Street NE
017-513-782	Strata Lot 92, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6631 51 Street NE
017-513-791	Strata Lot 93, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6641 51 Street NE
017-513-804	Strata Lot 94, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6651 51 Street NE
017-513-812	Strata Lot 95, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6661 51 Street NE
017-513-821	Strata Lot 96, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6671 51 Street NE
017-513-839	Strata Lot 97, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6691 51 Street NE
017-513-847	Strata Lot 98, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6721 51 Street NE
017-513-855	Strata Lot 99, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6731 51 Street NE
017-513-863	Strata Lot 100, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6751 51 Street NE
017-513-871	Strata Lot 101, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6771 51 Street NE
017-513-880	Strata Lot 102, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6791 51 Street NE
017-513-898	Strata Lot 103, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5021 68 Avenue NE

from R-1 (Single Family Residential Zone) to R-6 (Mobile Home Park 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. 4486”

READ A FIRST TIME THIS	DAY OF	2021
READ A SECOND TIME THIS	DAY OF	2021
READ A THIRD TIME THIS	DAY OF	2022
ADOPTED BY COUNCIL THIS	DAY OF	2022

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT		
ON THE	DAY OF	202

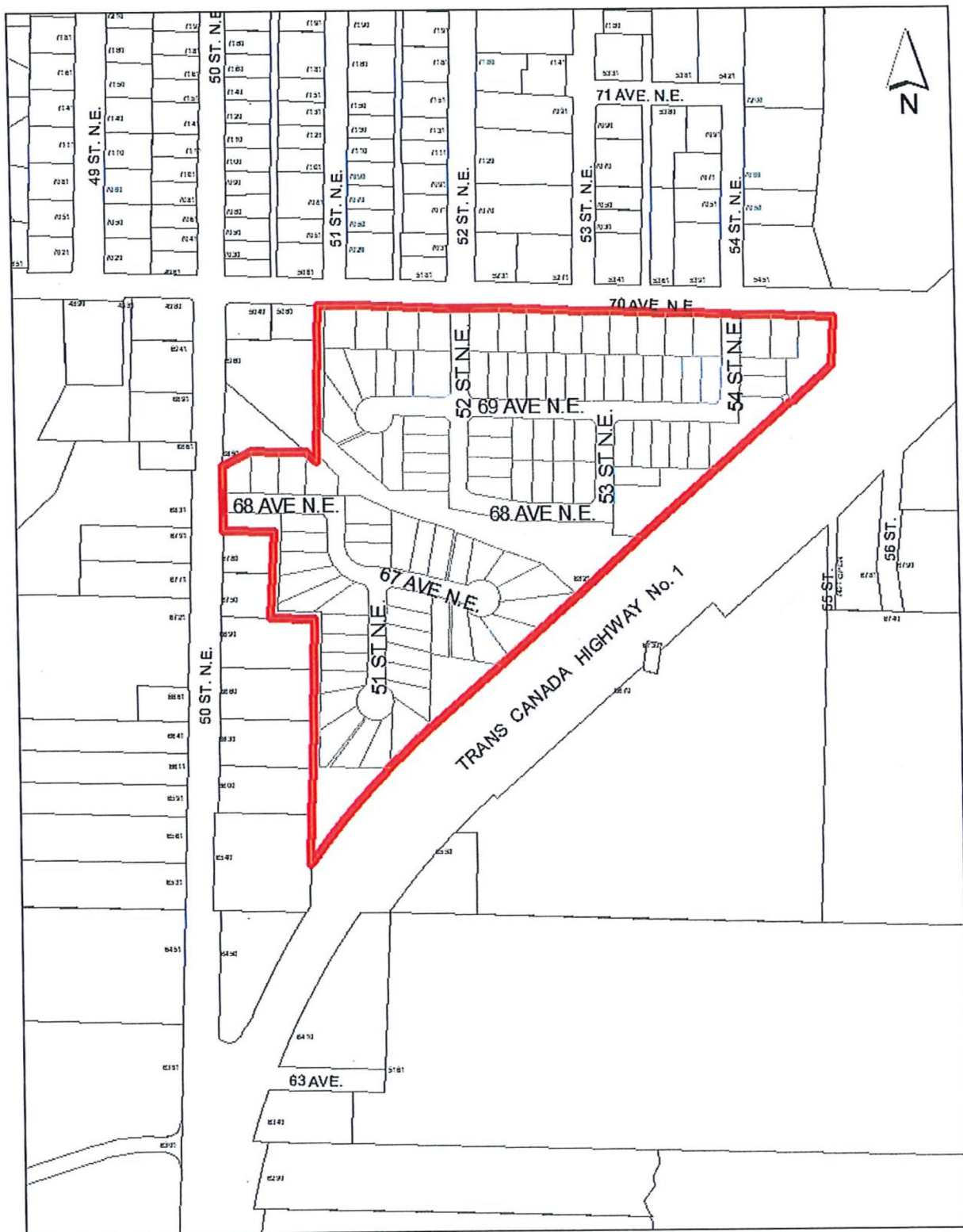
\_\_\_\_\_  
For Minister of Transportation & Infrastructure

\_\_\_\_\_  
MAYOR

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



SCHEDULE "A"



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Item 10.4

## CITY OF SALMON ARM

Date: November 22, 2021

Moved: Councillor

Seconded: Councillor

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

[Text Amendment; Canoe Creek Estates]

### Vote Record

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

Opposed:

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

**CITY OF SALMON ARM**

**BYLAW NO. 4487**

**A bylaw to amend Mobile Home Park Bylaw No. 1435**

---

WHEREAS it is deemed advisable to amend "City of Salmon Arm Mobile Home Park Bylaw No. 1435";

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

1. "District of Salmon Arm Mobile Home Park Bylaw No. 1435" is hereby amended by the addition of the following:

Section 3.3.1

Mobile home spaces within Canoe Creek Estates shall be 250m<sup>2</sup> for single wide units and 500m<sup>2</sup> for double wide units.

Section 3.3.2

For mobile home spaces within Canoe Creek Estates (KAS299) the minimum width for a mobile home space is 9m (29.5 ft).

Section 5.2.3

- (4) For mobile homes and additions within the Canoe Creek Estates (KAS299) development, no mobile home or addition shall be located closer than 3.66m from any other mobile unit or addition to existing units.

5. SEVERABILITY

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

6. 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.



7. EFFECTIVE DATE

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

8. This bylaw may be cited for all purposes as "City of Salmon Arm Mobile Home Park Amendment Bylaw No. 4487".

READ A FIRST TIME THIS	DAY OF	2021
------------------------	--------	------

READ A SECOND TIME THIS	DAY OF	2021
-------------------------	--------	------

READ A THIRD TIME THIS	DAY OF	2022
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ADOPTED BY COUNCIL THIS	DAY OF	2022
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MAYOR

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CORPORATE OFFICER

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## INFORMATIONAL CORRESPONDENCE - NOVEMBER 22, 2021

- |     |   |   |
|-----|---|---|
| 1.  | D. Townsend - letter received November 10, 2021 - Intersection at Okanagan Avenue with 30 Street SE   | A |
| 2.  | J. Dodds - email dated October 12, 2021 - Lakeshore Road upgrade  | A |
| 3.  | G. Pawluck - email dated November 16, 2021 - Location of Sewer Plant in light of Merritt BC's situation   | A |
| 4.  | M. Roy - letter dated November 8, 2021 - Mandatory Vaccination  | A |
| 5.  | T. Alcock - email dated November 14, 2021 - Mandate vote Nov 15 2021  | A |
| 6.  | J. Eden - email dated November 14, 2021 - Vax mandate   | A |
| 7.  | S. Kawai - email dated November 14, 2021 - Mandates   | A |
| 8.  | B. Siebenga - email dated November 15, 2021 - Vaccine mandate   | A |
| 9.  | S. Hay - email dated November 15, 2021 - vaccine mandate policy   | A |
| 10. | R. Donatelli - email dated November 15, 2021 - Proof of vaccination policy 6.9  | A |
| 11. | K. Fergus - email dated November 14, 2021 - Opposing mandates   | A |
| 12. | L. Kipp - email dated October 29, 2021 - Mandatory Vaccination  | A |
| 13. | K. Leinweber, Owner/Race Director, BC Backyard Ultra/Moose Mountain Trail Races/Shuswap Ultra - letter dated November 16, 2021 - 2022 BC Backyard Ultra, hosted under Lewiston Ultra Events | A |
| 14. | K. Leinweber, Owner/Race Director, BC Backyard Ultra/Moose Mountain Trail Races/Shuswap Ultra - letter dated November 17, 2021 - 2022 Shuswap Ultra, hosted under Lewiston Ultra Events     | A |
| 15. | H. Ketter, Volunteer and Grant Coordination, Salmon Arm Folk Music Society - Request Letter of Support  | A |
| 16. | J. Bellhouse - News Release: November 17, 2021 - Shuswap Trails Now a Little Easier to Navigate Online  | N |
| 17. | J. de Boer, General Manager, Salmar Cinemas - COVID aid grant   | N |
| 18. | Shuswap Watershed Council - Media Release dated November 15, 2021 - Shuswap Watershed Council launches third intake to Water Quality Grant Program  | A |
| 19. | Interior Health- Public Service Announcement dated November 12, 2021 - New 1-800 number expanded to improve access to community   | N |
| 20. | L. Rojas - email received November 9, 2021 - Legislative action on consumer fireworks   | N |
| 21. | Plug In Go Electric Fleets Team - email dated November 17, 2021 - Electric vehicles for municipalities  | N |
| 22. | R. Kahlon, Minister of Jobs, Economic Recovery and Innovation - letter dated November 4, 2021 - UBCM delegation   | N |
| 23. | C. Peters, BC anti-human trafficking educator, speaker, advocate - email received November 14, 2021 - Human trafficking   | N |

N = No Action Required  
A = Action Requested

S = Staff has Responded  
R = Response Required

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Item 14.1

**CITY OF SALMON ARM**Date: November 22, 2021**Presentation 4:00 p.m. (approximately)**

**NAME:** Julia Helland, WildsafeBC Columbia Shuswap Community Coordinator and  
Vanessa Isnardy, Provincial WildSafeBC Coordinator, WildsafeBC

**TOPIC:** Columbia Shuswap Season Summary and Opportunities for 2022

**Vote Record**

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

Opposed:

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



British Columbia Conservation Foundation



# WildSafeBC Columbia Shuswap Season Summary and Opportunities for 2022

Presented by:

Vanessa Isnardy, Provincial WildSafeBC Coordinator

Julia Helland, WildSafeBC Columbia Shuswap Coordinator

Keeping wildlife wild and communities safe

[www.wildsafebc.com](http://www.wildsafebc.com)

# WildSafeBC



British Columbia Conservation Foundation



BRITISH COLUMBIA  
CONSERVATION  
FOUNDATION

*“WildSafeBC is the provincial leader in preventing conflict with wildlife through collaboration, education, and community solutions.”*







## WildSafeBC Community Program

Local coordinators delivering education and outreach in their communities:

- Door-to-door outreach
- WildSafe Ranger presentations for school-aged children
- Wildlife awareness and safety presentations
- Bear spray workshops
- Booths at community events
- Garbage tagging
- WildSafe Business Pledge, Bare Campsite Program

Visit [www.wildsafebc.com](http://www.wildsafebc.com) to learn more or email [bc@wildsafebc.com](mailto:bc@wildsafebc.com).



**Keeping Wildlife Wild and Communities Safe**

**[www.wildsafebc.com](http://www.wildsafebc.com)**

Keeping wildlife wild and communities safe

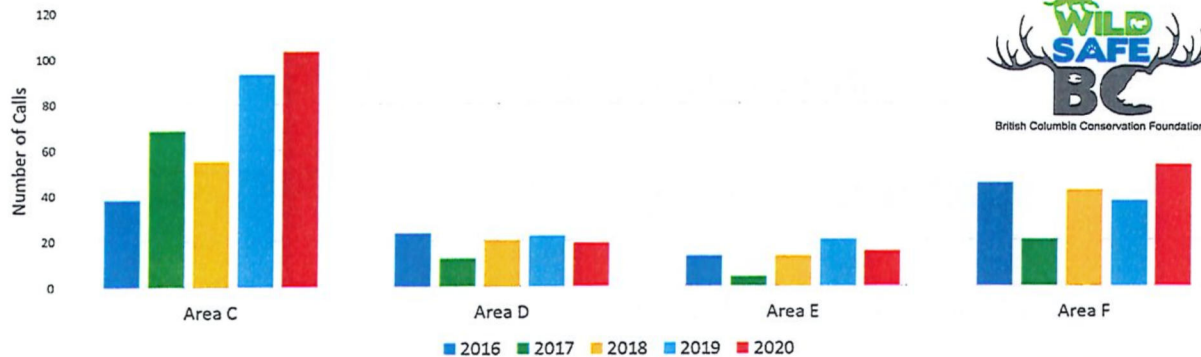
[www.wildsafebc.com](http://www.wildsafebc.com)

# WildSafeBC Columbia Shuswap

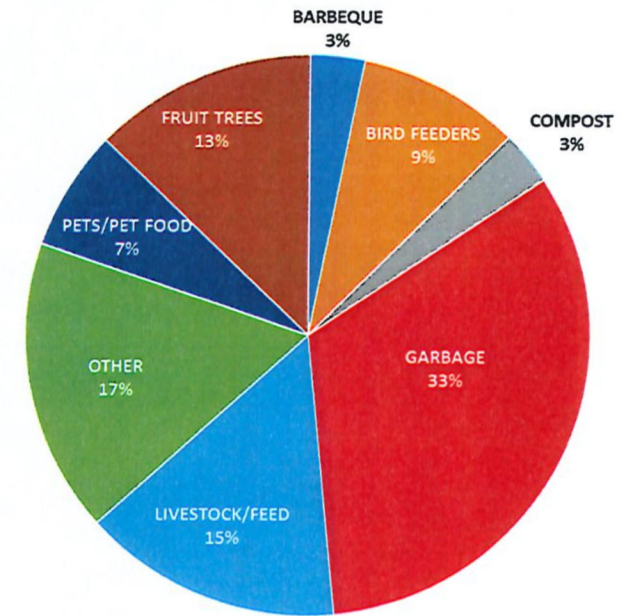
## CSRD Areas C and E



Reports to COS and WARP in CSRD Areas C, D, E, and F by Year,  
January 1 2016 - October 31 2020



Wildlife Attractants CSRD 2016-2020





# WildSafeBC Columbia Shuswap Season Highlights

- 🐾 Door-to-door outreach → 300 residents reached
- 🐾 WildSafe Rangers Program → 3 presentations
- 🐾 Bear Spray Workshops → 7 workshops
- 🐾 Booths at community events → 332 contacts
- 🐾 Bare Campsite Program → 2 campgrounds committed
- 🐾 Helped form Columbia Shuswap Wildlife Working Group
- 🐾 Worked with several community organizations



# Garbage Tagging

- 79% of bins tagged in first survey were not tagged in 2nd survey

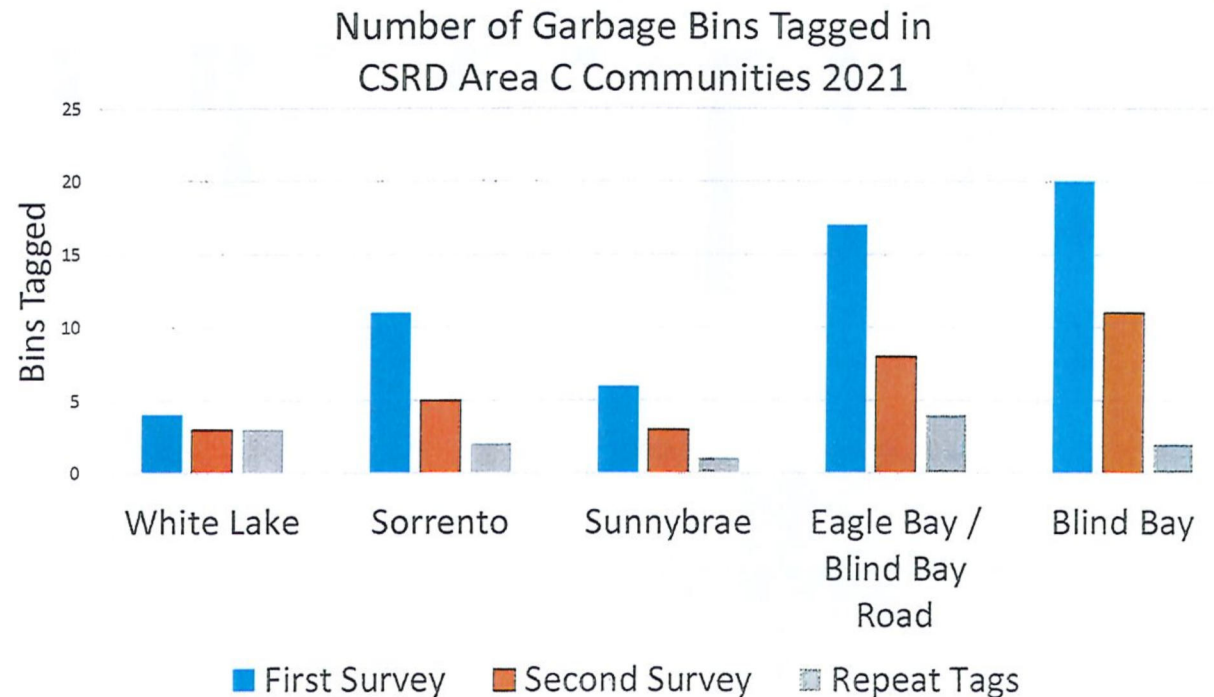
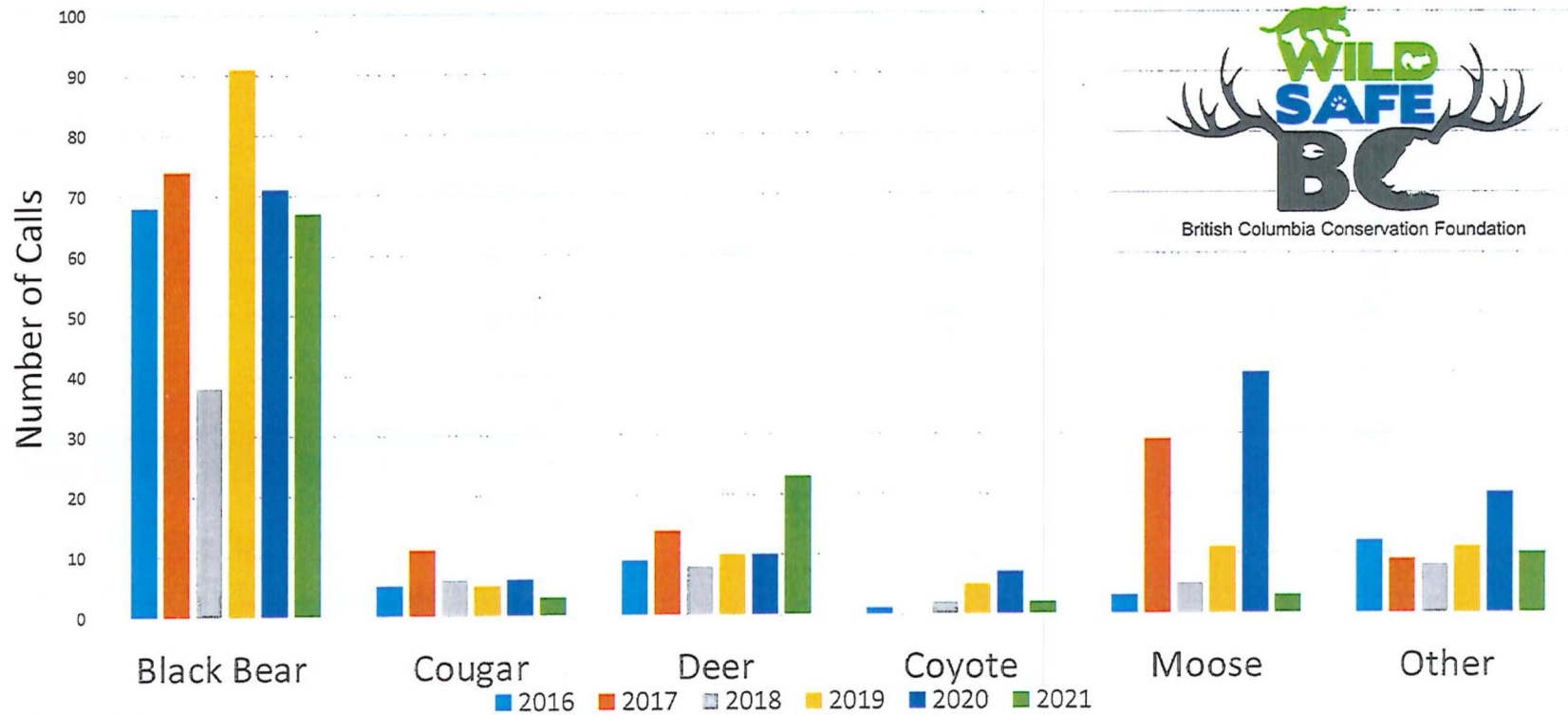


Figure 1. Number of garbage bins placed out early during the first and second survey of a community and the number of bins tagged in both surveys.



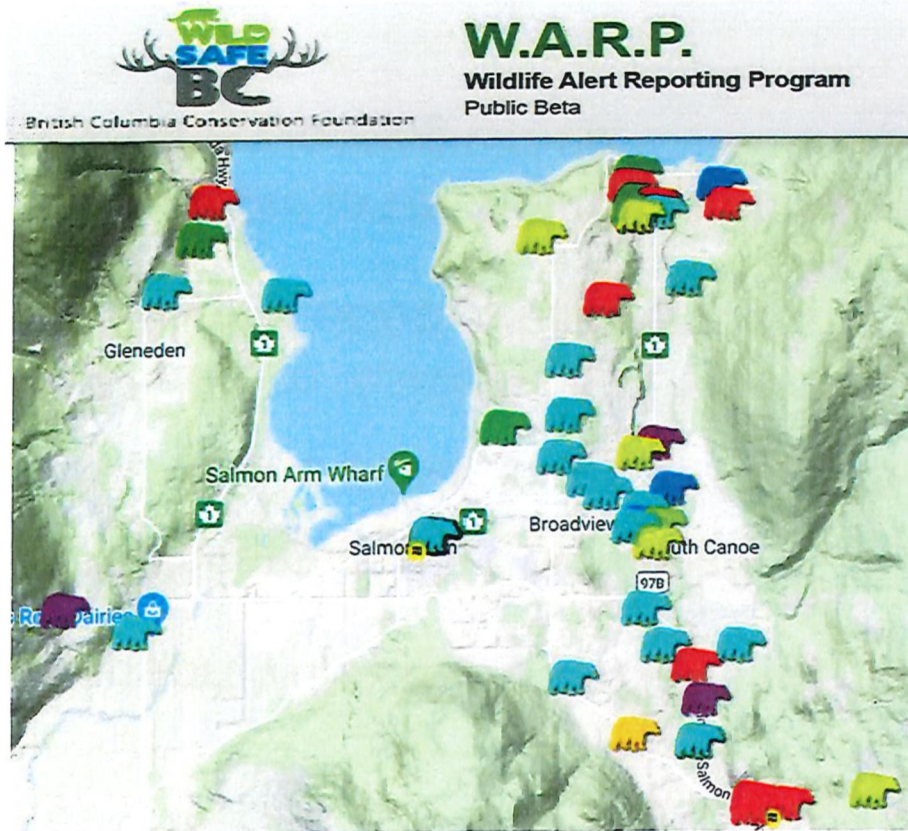
# Wildlife Reports in Salmon Arm by Species 2016 - 2021



Keeping wildlife wild and communities safe

[www.wildsafebc.com](http://www.wildsafebc.com)

# Black Bear Reports in Salmon Arm



Reports of black bears in Salmon Arm made to the Conservation Officer Service from January 1 – October 31, 2021.

## Attractants Involved

- Sighting – no attractant confirmed
- Garbage
- Livestock
- Birdfeeders
- Residential Fruit Tree
- Livestock feed
- Beehive
- Pets

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[www.wildsafebc.com](http://www.wildsafebc.com)



# Opportunities for Salmon Arm



- Support WildSafeBC's efforts to:
  - Prevent conflict with wildlife
  - Increase public safety in Salmon Arm
  - Educate residents and tourists about wildlife safety while recreating
- Participate in the Columbia Shuswap Wildlife Working Group



Keeping wildlife wild and communities safe

[www.wildsafebc.com](http://www.wildsafebc.com)

# Thank you!



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Item 14.2

**CITY OF SALMON ARM**Date: November 22, 2021**Presentation 4:15 p.m. (approximately)****NAME:** Stig Keskinen**TOPIC:** 4 way stop sign at 50<sup>th</sup> Street NE and 70<sup>th</sup> Avenue NE, Canoe, BC**Vote Record**

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

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



**Barb Puddifant**

---

**From:** Stig Keskinen [REDACTED]  
**Sent:** Thursday, November 4, 2021 7:01 PM  
**To:** Barb Puddifant  
**Subject:** 4-way stop at 50th St. and 70th Ave. Canoe  
**Attachments:** petition p5.PDF; petition p4.PDF; petition p1.PDF; petition p2.PDF; petition p3.PDF

Mayor and Council

I tried to do this in person on October 25th. When I called on October 21st, I was told that your agenda was already full. This was very disappointing as I am having hip surgery on November 5th. So I am forced to request the 4-way stop be removed at the intersection of 50th St. NE and 70th Ave. NE. (Canoe) via e-mail.

I am not alone in requesting this. I have a petition with over 150 signatures. Many of the names I recognize as long time Canoe residents. My family has lived at our present address for over 50 years.

At issue is the steep hill. Everyone I spoke with has the same concern. How are we going to stop once the hill is glazed with ice. It is nearly impossible to stop at the bottom of the hill under slippery conditions. It will be even worse when people are locking up their brakes trying to stop. As someone whose family has had to turn left at the bottom of that hill for 50 years, I speak from experience. There are times when you do not attempt to make the turn because you will end up in the front yard of the corner house. My sister has in-laws that lived there and their fence got taken out more than once. You go straight and go around the block to avoid turning or stopping. Imagine it is rush hour in Canoe (when school starts and ends). Everyone is stopped. Someone else coming down the hill is unfamiliar with how slippery it can be. Perhaps they are going a little fast for road conditions. They cannot stop in time and then rear end the stopped vehicle. How is a large delivery vehicle (Canoe Village Market, Post Office, etc) going to stop with all that weight and momentum.

Conversely, going up the hill, will be just as impossible. Starting from a dead stop, drivers will spin their tires and ice up the hill. Again due to experience, we do not try to turn right up the hill from 70th Ave.. We go around the block in order to get some momentum to make the hill.

This 4-way stop was an ill conceived idea. I reached out to councillor Louise Wallace-Richmond with my concerns and she tried to justify them by saying speeding is a problem on 50th St.. She also said it makes it safer for children going to the beach. I disagreed with her on both points. How does a 4-way stop make it safer by the beach; it is 6 blocks away! After calling her on this and asking more questions; she did not respond. She asked me if I wanted her to share my concerns with council but I do not know if she did or not as she did not respond to my last e-mail. I am forwarding those e-mails.

Speaking of children, there is a bus stop at the bottom of the hill. How safe will it be for the children standing there when an inevitable collision occurs. I received an e-mail from Sparrow LeBlanc. Sparrow is a student who uses this bus stop. I am forwarding Sparrow's e-mail to you as well. The concerns of Sparrow are legitimate and I am sure Sparrow is not the only student who feels this way.

This is a serious situation. Pedestrians (with young children) walking their children to North Canoe school, students at the bus stop, and all the drivers are now at increased risk of being involved in a traffic accident due to this new 4-way stop. Please listen to the many concerned individuals and families and remove the 4-way stop at this intersection. Please do it before our first winter snowfall. Please read the e-mail from Sparrow. Take into consideration the 150+ people who took the time to sign the petition, (they count for a lot

of votes). Lastly I would like you to review my back and forth with councillor Wallace-Richmond in order to see the big picture. <sup>P147</sup>

Thank-you and please do the due diligence this matter requires.  
Stig Keskinen

## ADDRESS

PHONE #

SIGNATURE

[illegible]



## REMOVE THE STOP SIGNS PETITION

NAME	ADDRESS	PHONE #	SIGNATURE
Lee [unclear]	[redacted]		[unclear]
PHIL FORBES	Canoe		[unclear]
AL HARRIS	CANOE		[unclear]
Kathy Nielsen	Canoe		K Nielsen
M.L. Roy	CANOE		[unclear]
Tammy Heaver			[unclear]
Ashley Pichele	canoe		[unclear]
ME KINLEY	Canoe		[unclear]
Brittany Chouinard	Canoe		B Chouinard
Kim Chouinard	[redacted]		K Chouinard
LOUIS CHOUINARD	[redacted]		[unclear]
Kerry Hall	[redacted]		[unclear]
Casey Gulliford	canoe		[unclear]
Maddie McMillen	[redacted]		[unclear]
Sandy Forsythe	[redacted]		[unclear]
Laetene Webb	Canoe		[unclear]
Rick Webb			[unclear]
Sherril Beauchamp	Canoe		Sherril Beauchamp
Cheylyne Fowler	Canoe		[unclear]
Richard Derling	Canoe		R Derling
Belma Derby	Canoe		Belma Derby
JAN UJIMOTO	Canoe		[unclear]
Monica Beauchamp	Canoe		[unclear]
LORI RENNIE	Canoe		Rennie
Cheri Rennie	Canoe		C. Rennie
Robin Walker	Canoe		[unclear]
Dominick Young	Canoe		[unclear]
Kelly Duffy	Canoe		[unclear]
RUBY STEPAVER	CANOE		[unclear]
Darker Stepanova	CANOE		[unclear]
Col. William Gulliford	Canoe		[unclear]
Shirley Hallett	Canoe	[redacted]	Shirley Hallett
Mike Boehm	Canoe		[unclear]
TERRY E. Swift	Canoe	[redacted]	[unclear]
Janae Swift	Canoe		[unclear]
Jane Bigelow	Canoe		[unclear]
Skylight Lewis	Canoe		[unclear]
Doug Piron	Canoe		[unclear]



## REMOVE THE STOP SIGNS PETITION

NAME	ADDRESS	PHONE #	SIGNATURE
Whitney Collins			Whitney Collins
Sandra Moran			Sandra Moran
Mike Davidson			Mike Davidson
Jennifer Oakland			Jennifer Oakland
Nicole Burnstick			Nicole Burnstick
Shara Bland			Shara Bland
Dallas Collins			Dallas Collins
Merlin Leboutillier			Merlin Leboutillier
<del>DEAN MCKENZIE</del>			<del>DEAN MCKENZIE</del>
Laurie McKenzie			Laurie McKenzie
Shelley Gordon			Shelley Gordon
Kathy Tonpeltier			Kathy Tonpeltier
JOE ZORN			JOE ZORN
Mat Zorn			Mat Zorn
Cheylyne Fowler			Cheylyne Fowler
Colleen Fowler			Colleen Fowler
Alex Parker			Alex Parker
Wesley Babakoff			Wesley Babakoff
Riley Franklin			Riley Franklin
BRUCE HILL			BRUCE HILL
BESSY ZORN			BESSY ZORN
Beverly Collins			Beverly Collins
Bramford			Bramford
Gene Krupar			Gene Krupar
D. Smolne			D. Smolne
J. Simmers			J. Simmers
Shawn Mathieson			Shawn Mathieson
Shawna Oram			Shawna Oram
Robert Stratton			Robert Stratton
D. Smolne			D. Smolne
Craig Walker			Craig Walker
Donna Sloan			Donna Sloan
Debbie Kehle			Debbie Kehle
Learn to Drive		1-800-700-5066	Learn to Drive
Mrs. Barker			Mrs. Barker
Tammy Barker			Tammy Barker
THOMAS	canal		THOMAS
Jacquie Ritter			Jacquie Ritter
Don Ritter			Don Ritter



# REMOVE THE STOP SIGNS PETITION

NAME	ADDRESS	PHONE #	SIGNATURE
MARY HALLS			
Michael McLean			
Cindy Dolencuk	Canoe	250-550-0561	
Laurie Helbert	Canoe	250-515-2810	Laurie Helbert
CONY PAUL CONER	CANOE	280-668-5140	
Jessie Lindgren			
Connie Reid			
Kessa Arishenkoff			
Brian Lund			
Noris Lund			4788
Betty Alison			6020
Cheryl Pognoulet			83
Megan Pognoulet			83
Jamie Shane			
Cherie Shane	" "	" "	
Parker Shane	" "	" "	
Issac Shane	" "	" "	
Owen Shane	" "	" "	
Rock Walsh			
Paula Keskinen			
Cheylyne Fowler			
Colleen Fowler	" "	" "	
McKinley Fowler	" "	" "	
Taylor Bingham	" "		
Susan Anglin			
Honie Casavant	Canoe		
BILL VIKI			
JOHN VIKI	"		
Pat Stanley			Canoe, Stanley
Darren McCalman			Canoe, McCalman
Don. Conner			Conner
Nick Blach			Blach
Phyllis BRITTON			Britton
Tyrell Verney			Tyrell Verney
Edna Murphy			
Jennifer Johnson			Jennifer Johnson
Leah Britton			
Carson Blair			

Please dot address otherwise it will not be init



# REMOVE THE STOP SIGNS PETITION

NAME	ADDRESS	PHONE #	SIGNATURE
STIG KESKINEN			Stig Keskinen
Hellen BYRON			Hellen Byron
GLENN SKINNER			Glenn Skinner
GLORIA MORGAN			Gloria Morgan
Derek Beer			Derek Beer
Yvonne McDougall			Yvonne McDougall
William Miller			William Miller
Mike Upcott			Mike Upcott
Jason Lund			Jason Lund
Blaine Little			Blaine Little
<del>Keep the stop</del>			
MADDIE LAWSON			M. Lawson
Heather Britton			H. Britton
SEAN FANTONE			Sean Fantone
Brian Collins			Brian Collins
Tanner Shillington			Tanner Shillington
Dan St Pierre			Dan St Pierre
Jason Blackstock			Jason Blackstock
Harold Hill			Harold Hill
TED LAWSON			Ted Lawson
Seth McPherson			Seth McPherson
Holly Davies			Holly Davies
Georgia Davies			Georgia Davies
Perley Vermy			Perley Vermy
Travis Johnston			Travis Johnston
Travis McAllister			Travis McAllister
Cole Tate			Cole Tate
Keely Creasy			Keely Creasy
Dan Beauchamp			Dan Beauchamp
CASSIE FISHER			Cassie Fisher
Blake Becker			Blake Becker
Tony Plummer			Tony Plummer
MARY CUMMING			Mary Cumming
Kyle Clark			Kyle Clark
Ricky Basing			Ricky Basing
Mike Basing			Mike Basing
Kelly Reynolds			Kelly Reynolds
Robbie Barnett			Robbie Barnett
Alma Quibell			Alma Quibell
Valene Houghton			Valene Houghton

**Barb Puddifant**

---

**From:** Stig Keskinen [REDACTED]  
**Sent:** Thursday, November 4, 2021 7:02 PM  
**To:** Barb Puddifant  
**Subject:** Fwd: Comments on a Certain Stop Sign

----- Forwarded message -----

**From:** Sparrow LeBlanc [REDACTED]  
**Date:** Tue, 28 Sept 2021 at 14:05  
**Subject:** Comments on a Certain Stop Sign  
**To:** [REDACTED]

Hello,

My name is Sparrow LeBlanc, and I am a grade 11 student at Salmon Arm Secondary's Sullivan campus. This email is to address concerns regarding the stop sign at the bottom of the hill of 50th, where 70th crosses.

That bus stop is usually at the corner of 50th and 70th, sometimes a block down from the corner there, mornings or afternoons — it really depends on the bus driver, honestly. There, at roughly 7:30 in the morning for middle school and sometimes even elementary school students, that bus picks up students to go to Shuswap Middle School and Hillcrest. At 8:30, it picks up kids from both Salmon Arm Secondary campuses, including myself and my friends. That's almost 8 different grades, different kids getting on that bus and getting off at 3:15-3:20 and 4:15-4:20 in the afternoons respectively.

In addition, parents walking back home, sometimes with their kids in tow in the mornings are another group of people that cross that intersection in some way or another.

Whenever my mom had to stop at the bottom of that hill before the stop sign was brought in, I got anxious, even more so when it was winter. I thought that if it was too icy or if there was a snowstorm, we'd never make it home. We would crash into the telephone pole at the corner. My mom often took the "back way" in, Park Hill Rd, just because the incline isn't as bad as going down that hill during the winter.

Now that the stop sign is in, those anxieties have gotten worse. My mom and my sibling have both had discussions with me about it, and so have my friends. I don't know who decided to put that stop sign in, but you obviously haven't considered how dangerous that road is during the winter. This is Canada. That's a fact. Winters get bad here, especially when I was in grade 3 in roughly 2012 and we had that massive snowstorm that closed down roads and schools.

If you care for children, for teenagers who really just want, some of us, to get school over and done with and get back home safely, the parents that are worried sick every time their kid has to take the bus in, even if it's a family that has lived here for 12-13 years and should be used to it by now— remove the stop sign.

Get rid of it. It only creates more danger for every single person coming in and out of Canoe, for the 1000+ that live here. Even if you're experienced, even if you have chains on your tires or there's dirt/sand on the roads from the snowplows, if they even come on time.



**P154**

We don't want it here. There was a two-way stop there, and that should've been enough. That is enough.

Thank you for reading,

Sparrow LeBlanc  
Grade 11 SASS Student  
Xe/Xem/Xir

Item 22.1

**CITY OF SALMON ARM**Date: November 22, 2021

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-539 be authorized for issuance for Legal Subdivision 2, Section 17, Township 20, Range 10, W6M, KDYD, Except Plans 10532, 12894, 13914, 16245, 17363, 34939 and EPP7555 (Parcel A) and the West ½ of Legal Subdivision 1, Section 17, Township 20, Range 10, W6M, KDYD, Except Plans 10532, 12894, 16245, 16383, 17363 and EPP7555 (Parcel B) to vary Section 4.8.1, Subdivision and Development Servicing Bylaw No. 4163, waiving the requirement to install bike lane and infrastructure along the Christison Road frontage along the parcel boundaries subject to:

1. the owner/developer registering a Section 219 Covenant restricting subdivision of the lands until the road frontage is upgraded as required by the Subdivision and Development Servicing Bylaw No. 4163.

[Sismey, T./MacDonald, C. & E.; 650 60 Street SW and 795 Christison Road SW; servicing requirements]

**Vote Record**

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

Opposed:

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



TO: His Worship Mayor Harrison and Members of Council

DATE: November 8, 2021

SUBJECT: Development Variance Permit Application No. VP-539  
 Legal: Legal Subdivision 2, Section 17, Township 20, Range 10, W6M, KDYD, Except Plans 10532, 12894, 13914, 16245, 17363, 34939 and EPP7555 and The West ½ of Legal Subdivision 1, Section 17, Township 20, Range 10, W6M, KDYD, Except Plan 10532, 12894, 16245, 16383, 17363 and EPP7555  
 Civic Address: 650 60 St SW (Parcel A) and 795 Christison Road SW (Parcel B)  
 Owner: Trent Sismey (650 60 Street SW) and Conner and Emma Macdonald (795 Christison SW)  
 Applicant: Trent Sismey

#### **STAFF RECOMMENDATION**

**THAT:** Development Variance Permit No. VP-539 be authorized for issuance for Legal Subdivision 2, Section 17, Township 20, Range 10, W6M, KDYD, Except Plans 10532, 12894, 13914, 16245, 17363, 34939 and EPP7555 (Parcel A) and The West ½ of Legal Subdivision 1, Section 17, Township 20, Range 10, W6M, KDYD, Except Plans 10532, 12894, 16245, 16383, 17363 and EPP7555 (Parcel B) to vary Section 4.8.1, Subdivision and Development Servicing Bylaw No. 4163, waiving the requirement to install bike lane and infrastructure along the Christison Road frontage along the parcel boundaries subject to:

- 1. The owner/developer registering a Section 219 covenant restricting subdivision of the lands until the road frontage is upgraded as required by the Subdivision and Development Servicing Bylaw No. 4163.**

#### **PROPOSAL**

The applicant is requesting to waive the road upgrade requirements of Christison Road SW along the parcel boundaries of 650 60 Street SW (Parcel A) and 795 Christison Road SW (Parcel B) (see Appendix 1 and 2), in order to support the development of a single family dwelling on each lot.

#### **BACKGROUND**

The subject property encompasses two parcels located in the Gleneden area and the total subject property is approximately 11.9ha. It is designated Acreage Reserve in the City's Official Community Plan (OCP) (Appendix 3). In Zoning Bylaw No. 2303, the subject property is zoned A2 (Rural Holding Zone) (Appendix 4). The A2 zoning permits agricultural development and limits residential development to a single family dwelling and a Rural Detached Suite. The Subdivision and Development Servicing Bylaw No. 4163 provides the servicing standard for a 20m right-of-way cross section for a Rural Collector Road (Appendix 5). With the exception of the bike lane the frontages are at the Bylaw standards.

Adjacent land uses include the following:

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

West: A3 (Small Holding Zone) – Agriculture and Single Family Residences

The unusual configuration of the parcels is attributed in part to historical lot configurations and a previous Homesite Severance Subdivision in 2010. A previous owner of 650 60 St SW had proposed rezoning and 6 lot subdivision of the parcel in 2007. The subdivision was supported by the ALC, however, the rezoning from A3 to A2 was defeated by Council. Presently, the two parcels are vacant. The owner of 650 60 Street SW obtained a Tree Cutting Permit in 2021 in pursuit of developing a single family residence and starting agricultural activities on the parcel. The applicants have stated that there is no intent to further subdivide or rezone the parcels at this time.

At this location Christison Road SW is approximately 19.5m wide and includes a 1.5m drainage ditch on the east side of the road. There is no existing bike lane in the vicinity of the subject property. The Engineering Department has provided comments and are detailed below.

#### *650 60 St SW (Parcel A)*

At the time of Building Permit the owner would be required to provide cash in lieu for the upgrading of 60 Street SW fronting the subject property to a Rural Collector Road standard. The upgrades at this location would include the widening of the shoulder and drainage ditch to 1.25m and the installation of a bike lane (1.5m wide). For the 270m frontage of 650 60 Street SW the requirement would amount to \$199,111.50. The letter and Opinion of Probable Costs (OPC) in support of the application (Appendix 6) itemizes the costs associated with the required works. The applicant is requesting that Council waive the requirement to provide cash in lieu for the frontage improvements because the unusual lot configuration has resulted in longer than typical frontage(s) and the scale of development does not align with the probable costs of development.

#### *795 Christison Road SW (Parcel B)*

As noted in the submission by the applicant, similar to 650 60 Street SW the subject parcel is affected by an unusual lot configuration that results in a disproportionate parcel frontage along Christison Road SW with limited uses that do not align with required road frontage improvements. In the case of the subject parcel the requirements would amount to approximately \$112,329.00 in road improvements. The applicant submitted an OPC and letter of rationale and is enclosed as Appendix 7.

### COMMENTS

#### Engineering Department

Engineering comments have been provided and are attached as Appendix 8. Engineering staff note that Christison Road SW is a Rural Collector Road and as per the RD-8 cross section upgrades along this section are to include bike lane construction, road widening and ditching. In this instance, the Engineering Department is supportive of the variance request(s).

#### Building Department

No concerns

#### Fire Department

No response

#### Planning Department

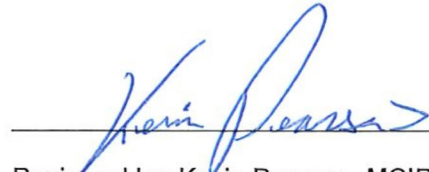
When considering variances of this nature a number of factors are taken into consideration, including – the impact on neighbourhood form and character and impact on future development potential in the area. On the whole road improvements and amenities in the Rural area are limited; however, in recent years the demand for community-wide amenities such as bike lanes has been increasing. The provision of bike lanes may not be directly attributable to development on the subject parcel but as a community amenity a bike lane connection over a large track of land could be viewed as an important connection linking future bike riding in area.



When considering variances to the Subdivision and Development Servicing Bylaw No. 4163 staff also consider future development in the area because sometimes improvements such as these can be considered premature at this time but relevant in the future when potential is sought. Given the boundary of the Agricultural Land Reserve and general development in this area it is unlikely that there would be a future opportunity to obtain these improvements through development; however, should subdivision be proposed in the future the covenant registered on title would ensure that the road frontage improvements would be constructed as per the bylaw at that time.



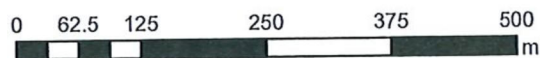
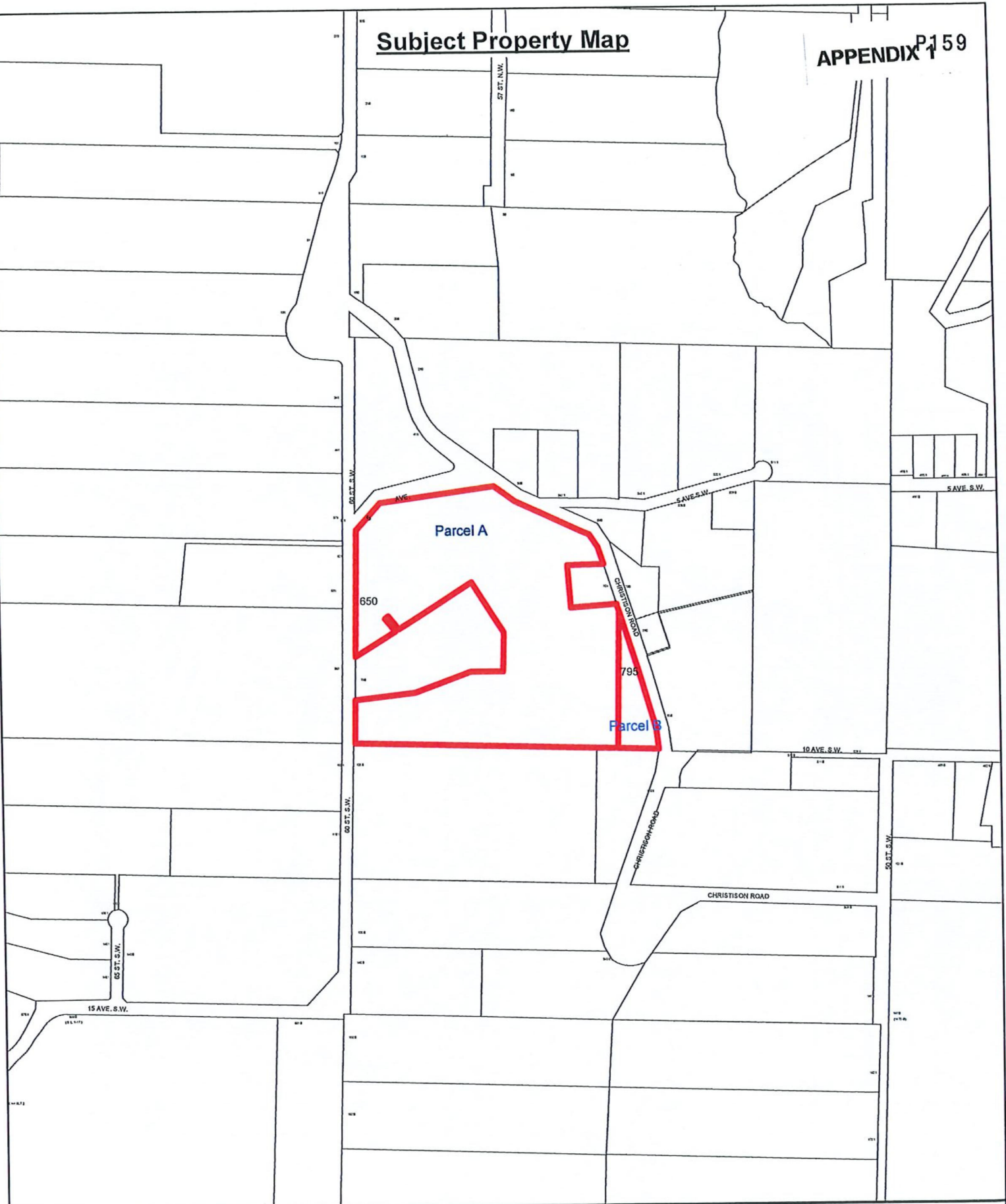
Prepared by: Melinda Smyrl, MCIP, RPP  
Planner III



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

# Subject Property Map

APPENDIX P159



-  Subject Property
-  Parcels



P160

OrthoMap

APPENDIX 2

Bike Lane  
Required

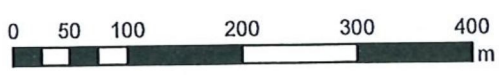
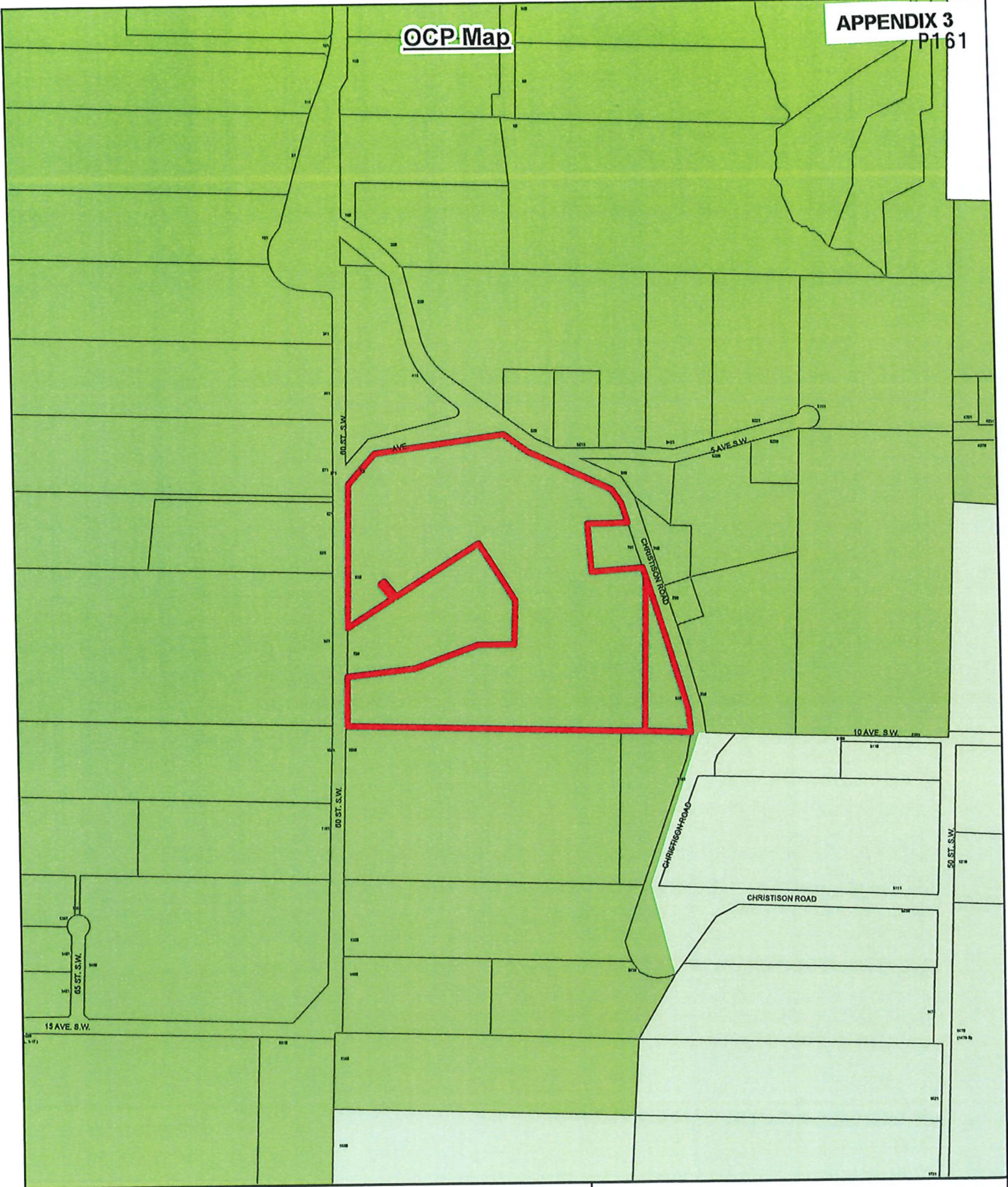


0 30 60 120 180 240  
m

 Subject Property  
 Parcels

Ortho Photo Date: 2021





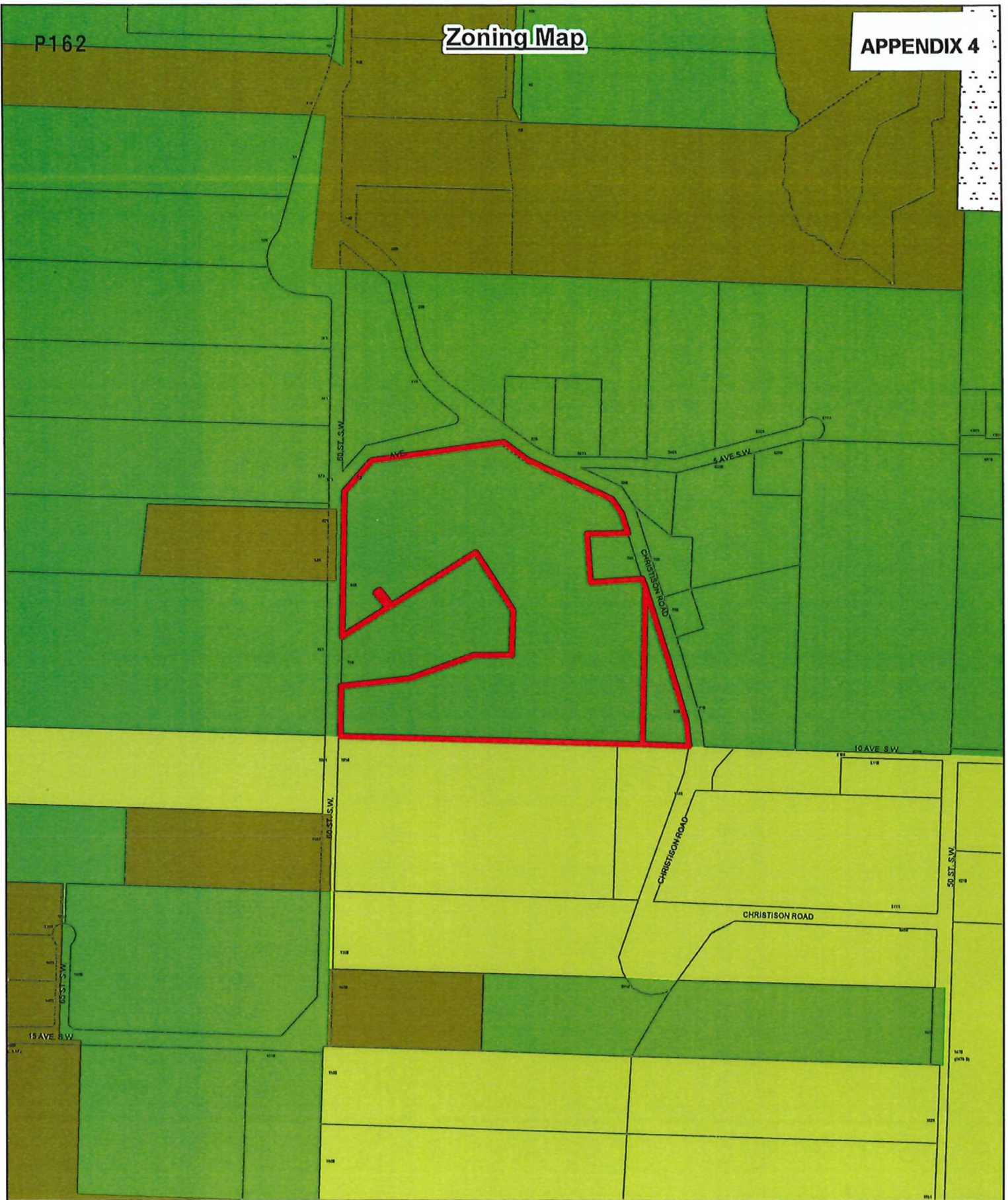
- Subject Property
- Acreage Reserve
- Parcels
- Salmon Valley Agriculture



P162

# Zoning Map

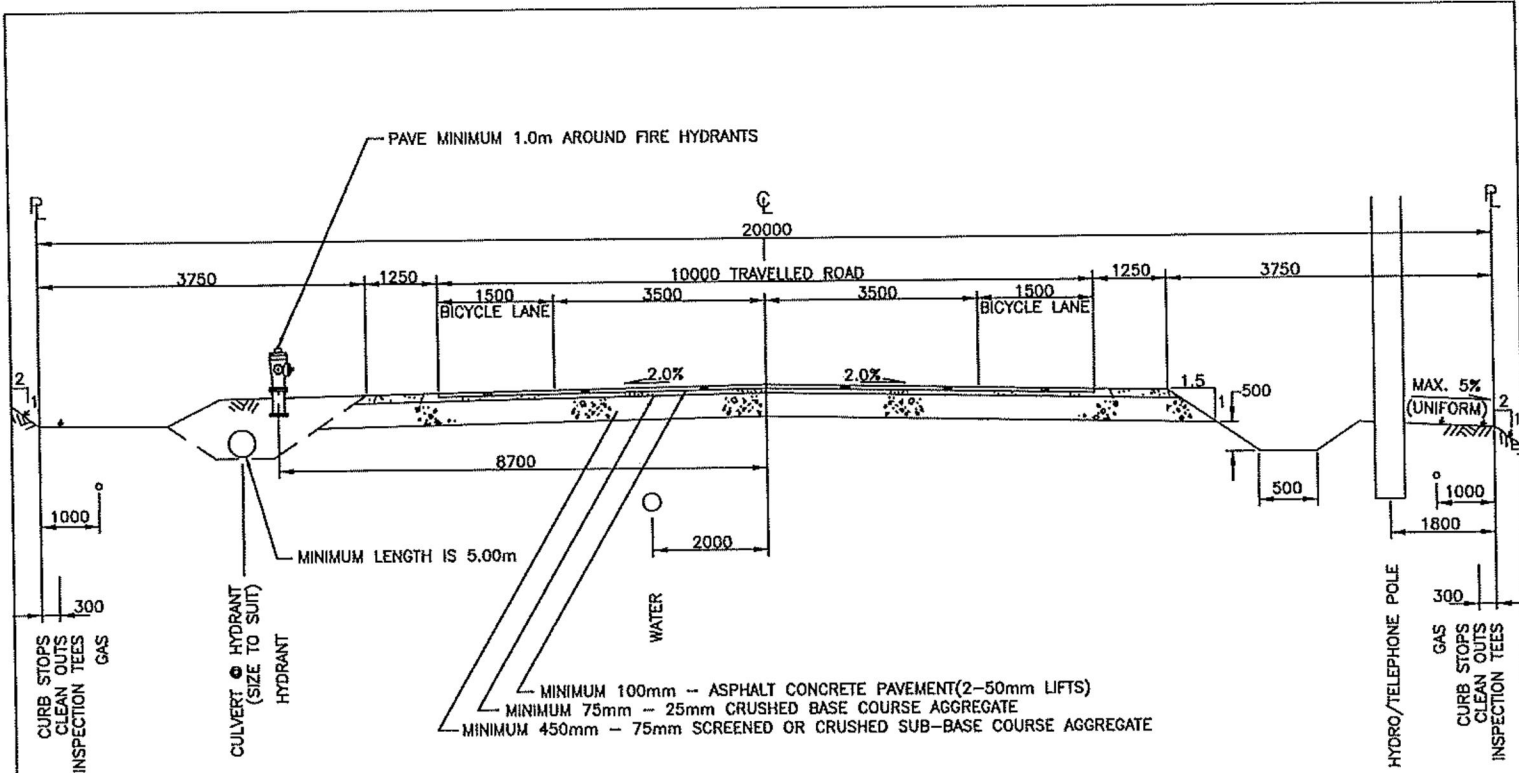
APPENDIX 4



0 50 100 200 300 400 m

-  Subject Property
-  A-1
-  A-3
-  Parcels
-  A-2
-  IR

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



NOTES:

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

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

Adopted by Council October 11, 2016

P164



**LAWSON**  
ENGINEERING LTD.

Salmon Arm Office  
1110 Lakeshore Drive West  
PO Box 106  
Salmon Arm, BC V1E 4N2

Nanaimo Office  
1343 W. Fitzroy Drive  
Nanaimo, BC V2Y 1S5

Revelstoke Office  
200 Campbell Ave  
Suite 200  
Revelstoke, BC V0E 2C0

Tuesday, August 31, 2021

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

**RE: 650 60<sup>th</sup> Street SW Variance Application**

Dear Mr. Kevin Pearson:

This letter is intended to provide insight into the *building permit* variance application submitted for 650 60<sup>th</sup> Street SW by the owner (Slisney Holdings Ltd.).

The subject parcel is located at 650 60<sup>th</sup> Street SW with substantial property frontage along Christison Road, 5<sup>th</sup> Avenue SW and 60<sup>th</sup> Street SW in Salmon Arm, BC. The subject property is a vacant property approximately 27.5 acres in size with the majority of the property forested and one smaller 2-acre field cleared in the northwestern corner for agricultural purposes. The *owner* is proposing to submit a *building permit* for the construction of a single-family residence on the vacant parcel of land. The City of Salmon Arm has requested that the *owner* complete the following as conditions to the issuance of a *building permit*:

- (1) Cash-in-lieu to: Upgrade Christison Road to the Rural Collector Road Standard (CoSA – RD8) which would require; Installation of a 1.5m wide Bike Lane, 1.25m wide Shoulder and Drainage Ditch along the West side of Christison Road for the full frontage of the subject property (270m).

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

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

Waive the requirement to install 270m of 1.5m wide Bike Lane, 270m of 1.25m wide Shoulder and Installation of a Drainage Ditch for the extent of the subject parcel along Christison Road:

- a) The reasons for this variance request are that adding a single residence on a previously vacant parcel of property will not significantly increase traffic, vehicular or bicycle, along Christison Road however would create safety concerns and burden the *owner* with major financial costs:
  - i) *City of Salmon Arm Official Community Plan – Map 12.2 Cycle Network Plan* does not outline Christison Road as a 'Bike Route';
  - ii) Surrounding properties to the subject parcel (1101 Christison Road, 701 Christison Road, 411 Christison Road) all have minimal and unrealistic future development potential due to their smaller size, presence of existing residences and steep grade of the properties. As such, if required as a condition of the *building permit* for 650 60 Street SW, an 'island' of bike-lane would effectively be created without high likelihood of future connection on either side of the subject parcel;
  - iii) As the requested *Rural Collector Road* improvements would terminate at the subject property's frontage of Christison Road the bike-lane would similarly terminate at the junction of a blind-corner on a road with centerline grades in excess of 10% creating public safety concerns;
  - iv) As per attached Class D *Opinion of Probable Costs* the *owner* would be required to pay an estimated \$199,111.50 to the City in a scenario that would add little in regards to public value.





**LAWSON**  
— ENGINEERING LTD. —

Salmon Arm Office  
825C Lakeshore Drive West  
PO Box 108  
Salmon Arm, BC V1E 4H2

Kamloops Office  
1513 Valleyview Drive  
Kamloops, BC V2C 4B5

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

Based on the information provided above, the owner would request that the City provide this variance to waive the *owner's* responsibility of paying for the upgrades to the West-side of Christison Road to the *Rural Collector Standard*. We feel that this variance will not take-away from public value meanwhile would come at a massive expense to the *owner* and create potential public safety concerns.

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

Best Regards,

Lawson Engineering Ltd.

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

Attachment(s):

- Class D Opinion of Probable Cost – 650 60<sup>th</sup> Street SW – Lawson Engineering Ltd. – August 27, 2021





# LAWSON

— ENGINEERING LTD. —

650 60 STREET SW - OFFSITE UPGRADE WORKS

27-Aug-21

OPINION OF PROBABLE COSTS - CLASS 'D'

(\*Denotes Nominal Quantity)

ITEM NO.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
A.	MOB/DEMOB	LS	LS	2,500.00	2,500.00
1.0	ROADS AND EARTHWORKS				
1.1	Supply & Install Asphalt (100mm)	m2	405 *	52.00	21,060.00
1.2	Supply & Install 25mm Crushed Base Aggregate	m3	60 *	95.00	5,700.00
1.3	Supply & Install 75mm Crushed Sub-Base Aggregate	m3	370 *	55.00	20,350.00
1.4	Supply & Install Import Fill	m3	2250 *	32.00	72,000.00
1.5	Hydro-seeding (Disturbed Areas)	LS	LS *	2,500.00	2,500.00
1.6	Key-In Asphalt - Lap-joint	m	270 *	10.50	2,835.00
1.7	Line Painting (Bike Lane)	LS	LS *	2,500.00	2,500.00
1.8	Supply & Install Bike Lane Sign	ea.	2 *	850.00	1,700.00
1.9	Remove and Reinstall Street Sign	ea.	2 *	450.00	900.00
1.10	Clearing and Grubbing	LS	LS *	18,500.00	18,500.00
2.0	STORM SEWER WORKS				
2.1	Supply & Install Drainage Ditch	m	270 *	24.00	6,480.00
2.2	Supply & Install Erosion and Sediment Control Measures	LS	LS *	1,000.00	1,000.00
<b>SUMMARY</b>					
A.	MOB/DEMOB				\$ 2,500.00
1.0	ROADS AND EARTHWORKS				\$ 148,045.00
2.0	WATER WORKS				\$ 7,480.00
	<b>SUB TOTAL</b>				\$ 158,025.00
A.	ENGINEERING (10%)				\$ 15,802.50
B.	CONTINGENCY (10%)				15,802.50
	<b>SUB TOTAL</b>				\$ 189,630.00
	<b>GST (5%)</b>				\$ 9,481.50
	<b>TOTAL CASH-IN-LIEU</b>				\$ 199,111.50

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

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



Salmon Arm Office  
3250 Lakeshore Drive West  
PO Box 100  
Salmon Arm, BC V1E 4N2

Kamloops Office  
1943 Valleyview Drive  
Kamloops, BC V2C 4S5

Powell River Office  
200 Campbell Ave  
Powell River  
Powell River, BC V1E 2S0

Tuesday, August 31, 2021

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

**RE: 795 Christison Road Variance Application**

Dear Mr. Kevin Pearson:

This letter is intended to provide insight into the *building permit* variance application submitted for 795 Christison Road by the owner (Trent Sismey).

The subject parcel is located at 795 Christison Road with approximately 220m of road frontage along Christison Road in Salmon Arm, BC. The subject property is a vacant lot approximately 1.7 acres in size with the entirety of the property being forested. The *owner* is proposing to satisfy City required offsite upgrades triggered by a *building permit* for the construction of a single residence. The City of Salmon Arm has requested that the *owner* complete the following as conditions to the issuance of a proposed *building permit*:

- (1) Cash-in-lieu to: Upgrade Christison Road to the Rural Collector Road Standard (CoSA – RD8) which would require; Installation of a 1.5m wide Bike Lane, 1.25m wide Shoulder and Drainage Ditch along the West side of Christison Road for the full frontage of the subject property (270m).

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

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

Waive the requirement to install 220m of 1.5m wide Bike Lane, 220m of 1.25m wide Shoulder and Installation of a Drainage Ditch for the extent of the subject parcel along Christison Road:

- a) The reasons for this variance request are that adding a single residence on a previously vacant parcel of property will not significantly increase traffic, vehicular or bicycle, along Christison Road however would burden the *owner* with major financial costs:
  - i) *City of Salmon Arm Official Community Plan – Map 12.2 Cycle Network Plan* does not outline Christison Road as a 'Bike Route';
  - ii) Surrounding properties to the subject parcel (1101 Christison Road, 701 Christison Road, 411 Christison Road) all have minimal and unrealistic future development potential due to their smaller size, presence of existing residences and steep grade of the properties. As such, if required as a condition of the *building permit* for 795 Christison Road, an 'island' of bike-lane would effectively be created without high likelihood of future connection on either side of the subject parcel;
  - iii) As per attached Class D *Opinion of Probable Costs* the *owner* would be required to pay an estimated \$112,329.00 cash-in-lieu to the City in a scenario that would add little in regards to public value.



**LAWSON**  
— ENGINEERING LTD. —

Salmon Arm Office  
8750 Lakeshore Drive West  
PO Box 196  
Salmon Arm, BC V2E 4E2

Kamloops Office  
1345 Valleyview Drive  
Kamloops, BC V2C 4B5

Princeton Office  
408 Campbell Ave  
Suite 206  
Princeton, BC V0E 2G0

Based on the information provided above, the owner would request that the City provide this variance to waive the owner's responsibility of paying for the upgrades to the West-side of Christison Road to the *Rural Collector Standard*. We feel that this variance will not take-away from public value meanwhile would come at a massive expense to the owner.

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

Best Regards,

Lawson Engineering Ltd.

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

Attachment(s):

- Class D Opinion of Probable Cost – 795 Christison Road - Lawson Engineering Ltd. – August 27, 2021



# LAWSON

ENGINEERING LTD.

795 CHRISTISON ROAD SW - OFFSITE UPGRADE WORKS

27-Aug-21

OPINION OF PROBABLE COSTS - CLASS 'D'

(\*Denotes Nominal Quantity)

ITEM NO.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
A.	MOB/DEMOB	LS	LS	2,500.00	2,500.00
1.0	ROADS AND EARTHWORKS				
1.1	Supply & Install Asphalt (100mm)	m2	330 *	52.00	17,160.00
1.2	Supply & Install 25mm Crushed Base Aggregate	m3	50 *	95.00	4,750.00
1.3	Supply & Install 75mm Crushed Sub-Base Aggregate	m3	300 *	55.00	16,500.00
1.4	Common Ex. & Disposal	m3	1400 *	18.50	25,900.00
1.5	Hydro-seeding (Disturbed Areas)	LS	LS *	2,200.00	2,200.00
1.6	Key-in Asphalt - Lap-joint	m	220 *	10.50	2,310.00
1.7	Line Painting (Bike Lane)	LS	LS *	1,850.00	1,850.00
1.8	Supply & Install Bike Lane Sign	ea.	2 *	850.00	1,700.00
1.9	Clearing and Grubbing	LS	LS *	8,500.00	8,500.00
4.0	STORM SEWER WORKS				
4.1	Supply & Install Drainage Ditch	m	220 *	24.00	5,280.00
4.2	Supply & Install Erosion and Sediment Control Measures	LS	LS *	500.00	500.00
<b>SUMMARY</b>					
A.	MOB/DEMOB				\$ 2,500.00
1.0	ROADS AND EARTHWORKS				\$ 80,870.00
2.0	WATER WORKS				\$ 5,780.00
	SUB TOTAL				\$ 89,150.00
A.	ENGINEERING (10%)				\$ 8,915.00
B.	CONTINGENCY (10%)				8,915.00
	SUB TOTAL				\$ 106,980.00
	GST (5%)				\$ 5,349.00
	TOTAL CASH-IN-LIEU				\$ 112,329.00

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

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



**CITY OF  
SALMON ARM**

*Memorandum from the  
Engineering and Public  
Works Department*

---

TO: Kevin Pearson, Director of Development Services  
DATE: November 2, 2021  
PREPARED BY: Matt Gienger, Engineering Assistant  
OWNER: **T. Sismey and Sismey Holdings Ltd.**, 795 Christison Rd SW & 650 60 St SW, Salmon Arm, BC, V1E 2C8  
APPLICANT: **Owner**  
SUBJECT: **VARIANCE PERMIT APPLICATION FILE VP-539**  
LEGAL: LS 2, Sec 17, Twp 20, Rng 10, W6M, KDYD, Except Plan 10532, 12894, 13914, 16245, 17363, 34939 and EPP7555 & The West ½ of LS 1, Sec 17, Twp 20, Rng 10, W6M, KDYD, Except Plan 10532, 12894, 13914, 16245, 17363, 34939 and EPP7555  
CIVIC: **795 Christison Rd SW & 650 60 St SW**

---

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

**The applicant is requesting a SDSB variance to waive the requirements to install a bike lane along the frontages of 795 Christison Road and 650 60 St SW.**

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

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

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

**Recommendation:**

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



**Matt Gienger**  
Engineering Assistant



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

Item 22.2

**CITY OF SALMON ARM**Date: November 22, 2021

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-540 be authorized for issuance for Strata Lot 41, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAS3061 to vary Zoning Bylaw No. 2303 as follows:

1. Section 6.5 – R-1 – Single Family Residential Zone – increase the maximum height of the principal building from 10.0 metres (32.8 feet) to 11.6 metres (38.06 feet).

[Heyde, R. (Heydewerk Homes Ltd.); 41, 1581 20 Street NE; Height requirements]

**Vote Record**

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

Opposed:

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



TO: His Worship Mayor Harrison and Members of Council

DATE: November 8, 2021

SUBJECT: Development Variance Permit Application No. VP-540  
 Legal: Strata Lot 41, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAS3061  
 Civic Address: #41 1581 - 20 Street NE  
 Owner/Applicant: Heyde, R. (Heydewerk Homes Ltd.)

### STAFF RECOMMENDATION

THAT: Development Variance Permit No. VP-540 be authorized for issuance for Strata Lot 41, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAS3061 to vary Zoning Bylaw No. 2303: Section 6.5 - R-1 - Single-Family Residential Zone - Increase the maximum height of the principal building from 10.0 metres (32.8 feet) to 11.6 metres (38.06 feet).

### PROPOSAL

The subject parcel is located at #41 1581 20 Street NE (Appendices 1 and 2). The proposal is to construct a single family dwelling on the property (Appendix 3). There are currently no buildings or structures on the property. Due to the steep slopes and natural topography of the property, the proposed building would require a maximum height variance from 10.0 m increased to 11.6 m in order to accompany the proposed design of the building.

### BACKGROUND

The parcel is designated Residential Medium Density (MR) in the City's Official Community Plan (OCP) and is zoned Single-Family Residential (R-1) in the Zoning Bylaw (Appendices 4 and 5). The subject property is located in the Bastion area, more specifically in Willow Cove, with frontage onto both the Willow Cove common access road and 20 Street NE. This area consists largely of residential uses, in addition to some institutional uses. Nearby uses include Andover Terrace Seniors Community, The Church of Jesus Christ of Latter-day Saints, and Bastion Elementary School.

While Willow Cove and the subject parcel in particular are somewhat isolated/separated from neighboring parcels by topography, land uses adjacent to the subject property include the following:

North: R-1 (Single-Family Residential Zone) – Single family dwelling  
 South: R-1 (Single-Family Residential Zone) – Willow Cove common access road and single family dwellings  
 East: R-1 (Single-Family Residential Zone) – 20 Street NE and single family dwellings  
 West: R-1 (Single-Family Residential Zone) – Willow Cove common access road and single family dwellings

The subject property is approximately 0.110 ha (11840 ft<sup>2</sup>) in area/size and currently contains no buildings or structures. The property owner/applicant is proposing a new 11.6 m tall single family dwelling on the property. Aside from section 6.5 – Maximum Height of Principal Building, the proposed single family dwelling fulfills/meets all other R-1 – Single-Family Residential Zone Regulations.

Site photos are attached as Appendix 6.



COMMENTSBuilding Department

No concerns with height variance. However, since it is a very steep lot, a full geotechnical and structural review is required for development.

FortisBC

No concerns.

Engineering Department

No concerns.


Planning Department

The applicant wishes to construct a 3-storey, single family dwelling on the subject property. The proposed building/residence will consist of 3 bedrooms, 2.5 bathrooms, a building area of 1655 square feet, and a total lot coverage of approximately 13.9%. In addition, the proposed development shows that there is sufficient room for parking outside of the garage, as shown on the driveway in the Site Plan included as part of Appendix 3.

Development Variance Permits are considered on a case-by-case basis and in doing so a number of factors are taken into consideration when reviewing a request. These factors include site-specific conditions, such as lot configuration, negative impact to the general form and character of the surrounding neighbourhood and negative impact(s) on adjacent properties. Written support from the Willow Cove Strata Council has been provided by the applicant and has been attached as Appendix 7.

Historically, there have been 5 previous Development Variance Permit applications in Willow Cove (1581 20 Street NE). Of which, the first 4 were in regards to setbacks and were all approved and/or issued. However, the most recent one was in regard to both setbacks and retaining wall/fence height (VP-421), that of which was defeated. The Willow Cove development/subdivision is known for being challenged by its topography, as reflected in the number of Development Variance Permit applications that have been submitted to the City since 2006. That being said, the proposed single family dwelling and requested maximum height variance would have limited visual impact relative to both 20 Street NE and the Willow Cove common access road due to the natural topography of the site.

Staff feel that this is a minor variance request and are in support of this application.

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







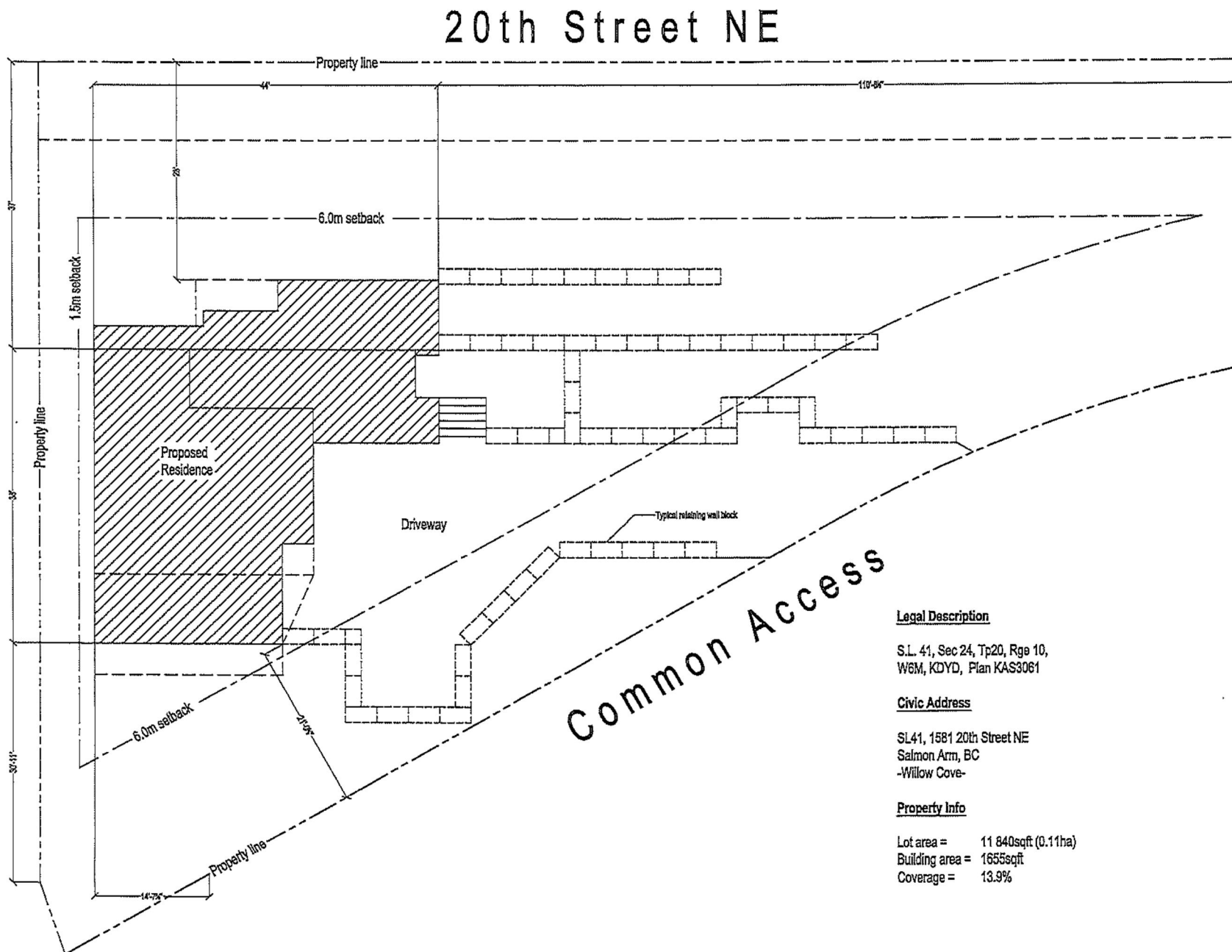


0 2.5 5 10 15 20 Meters

- Subject Property
- Parcels
- Strata Lots

SUBJECT PROPERTY LINES DRAWN FROM SKETCH





#### Legal Description

S.L. 41, Sec 24, Tp20, Rge 10,  
W6M, KDYD, Plan KAS3061

#### Civic Address

SL41, 1581 20th Street NE  
Salmon Arm, BC  
-Willow Cove-

#### Property Info

Lot area = 11 840sqft (0.11ha)  
Building area = 1655sqft  
Coverage = 13.9%

**Heyde Werk Homes Ltd.**  
**Spec 2021-1**

PROJECT CONTACT:  
-Rudy Heyde 250. 804. 8841  
DESIGN CONTACT:  
-Mike Thiesse 250. 253. 5041

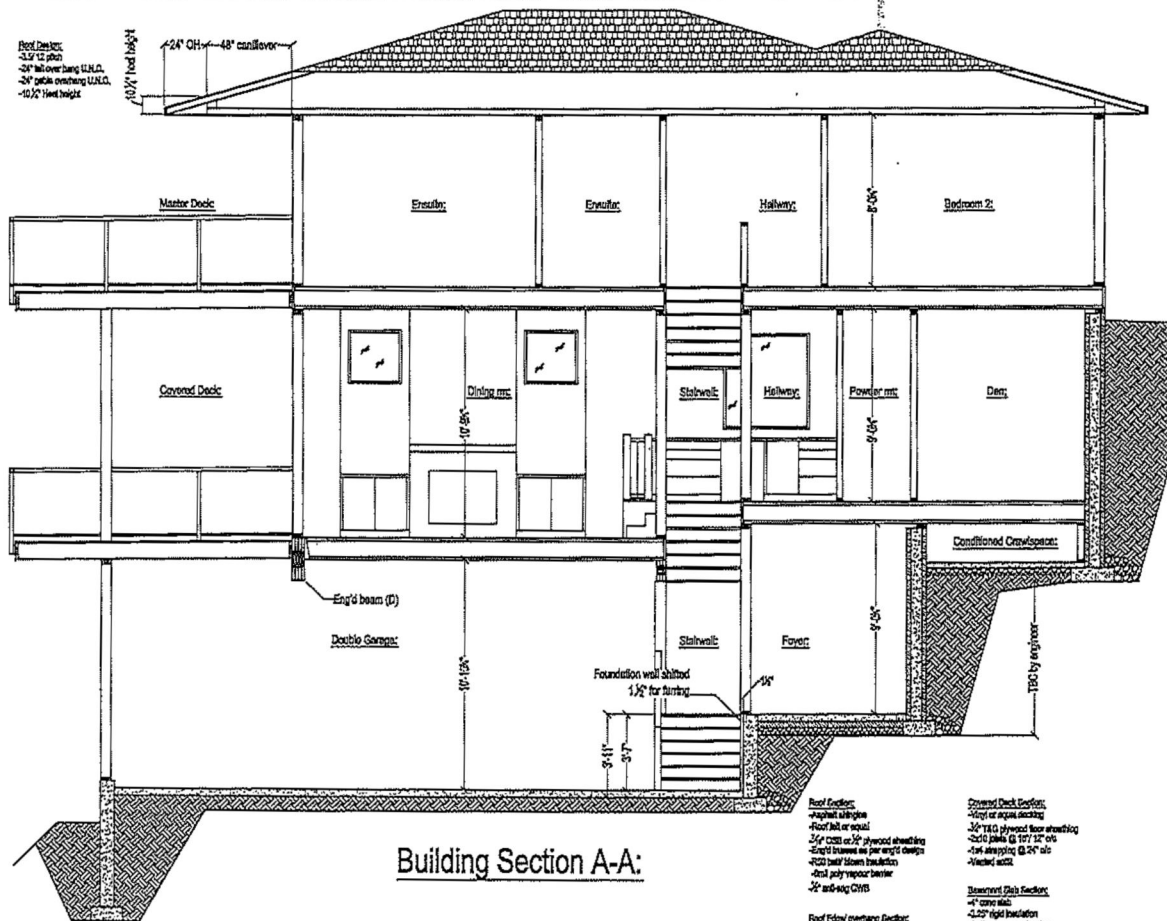
PROJECT ADDRESS:  
Lot 41  
1581 20th St. NE  
Salmon Arm, BC  
-Willow Cove-

SHEET TITLE:  
Site Plan

SHEET No:  
**A1**

DATE:  
21. 08. 25

SCALE:  
1/8" 1'-0"



Building Section A-A:

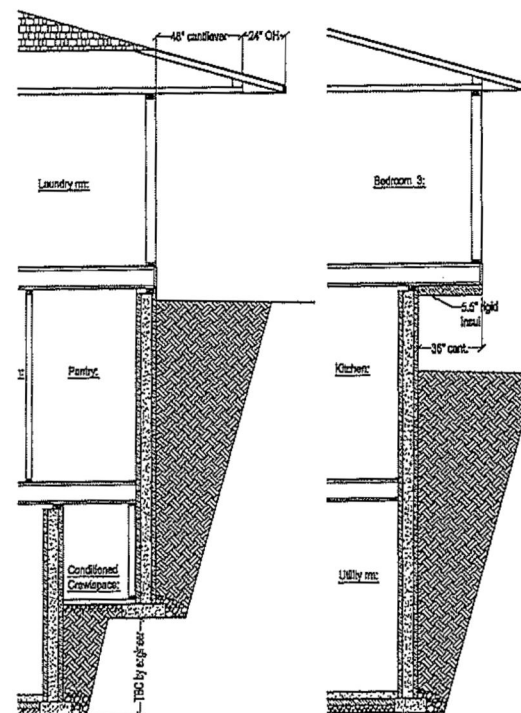
- Roof Deck:**  
-1/2\"/>

**Roof Edge/Parapet Section:**  
-See A water membrane  
-2x4 studs  
-2x4 studs, gables/valleys/leaks  
-1/2\"/>

**Interior Wall Section:**  
-1/2\"/>

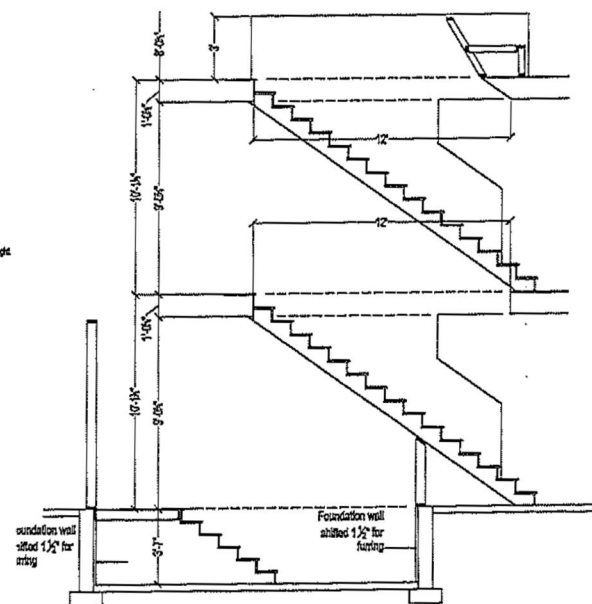
**Main Floor Section:**  
-1/2\"/>

**Driveway Section:**  
-1\"/>



Building Section B:

Building Section C:



Stair Section:

# Heyde Werk Homes Ltd. Spec 2021-1

PROJECT CONTACT:  
-Rudy Heyde 250. 804. 8841  
DESIGN CONTACT:  
-Mike Thiesson 250. 253. 5041

PROJECT ADDRESS:  
Lot 41  
1581 20th St. NE  
Salmon Arm, BC  
-Willow Cove-

SHEET TITLE:  
Building  
Section

SHEET No:  
**A6**

DATE:  
21. 08. 25

SCALE:  
1/4" 1'-0"

P177



# Heyde Werk Homes Ltd. Spec 2021-1

PROJECT CONTACT:  
-Rudy Heyde 250. 804. 8841  
DESIGN CONTACT:  
-Mike Thlassen 250. 253. 5041

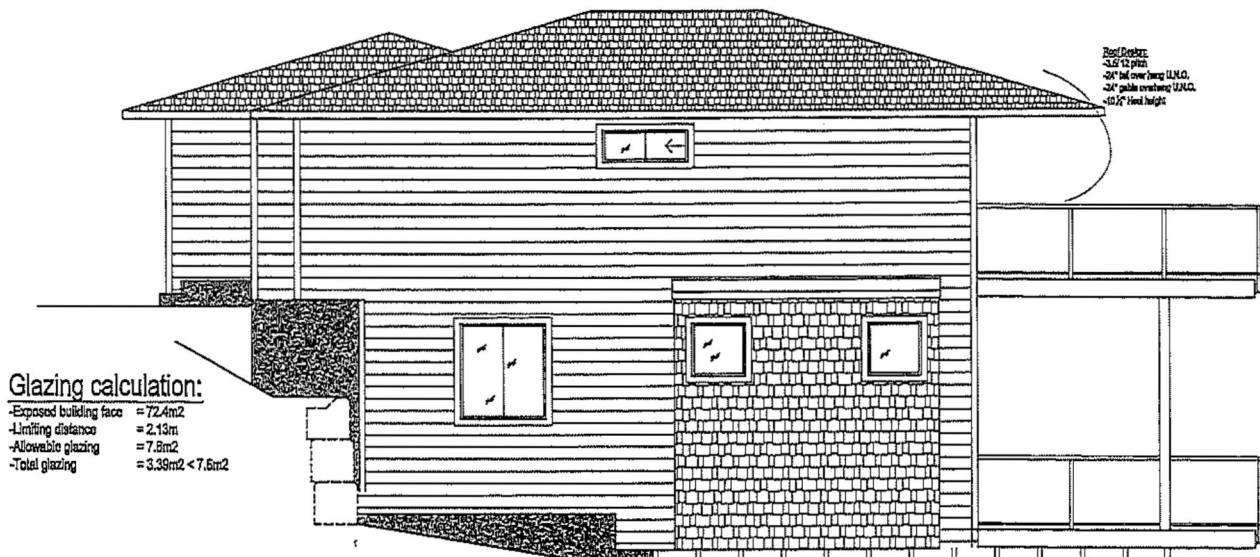
PROJECT ADDRESS:  
Lot 41  
1581 20th St. NE  
Salmon Arm, BC  
-Willow Cove-

SHEET TITLE:  
Left & Right  
Side Elevations

SHEET No:  
**A7**

DATE:  
21. 08. 25

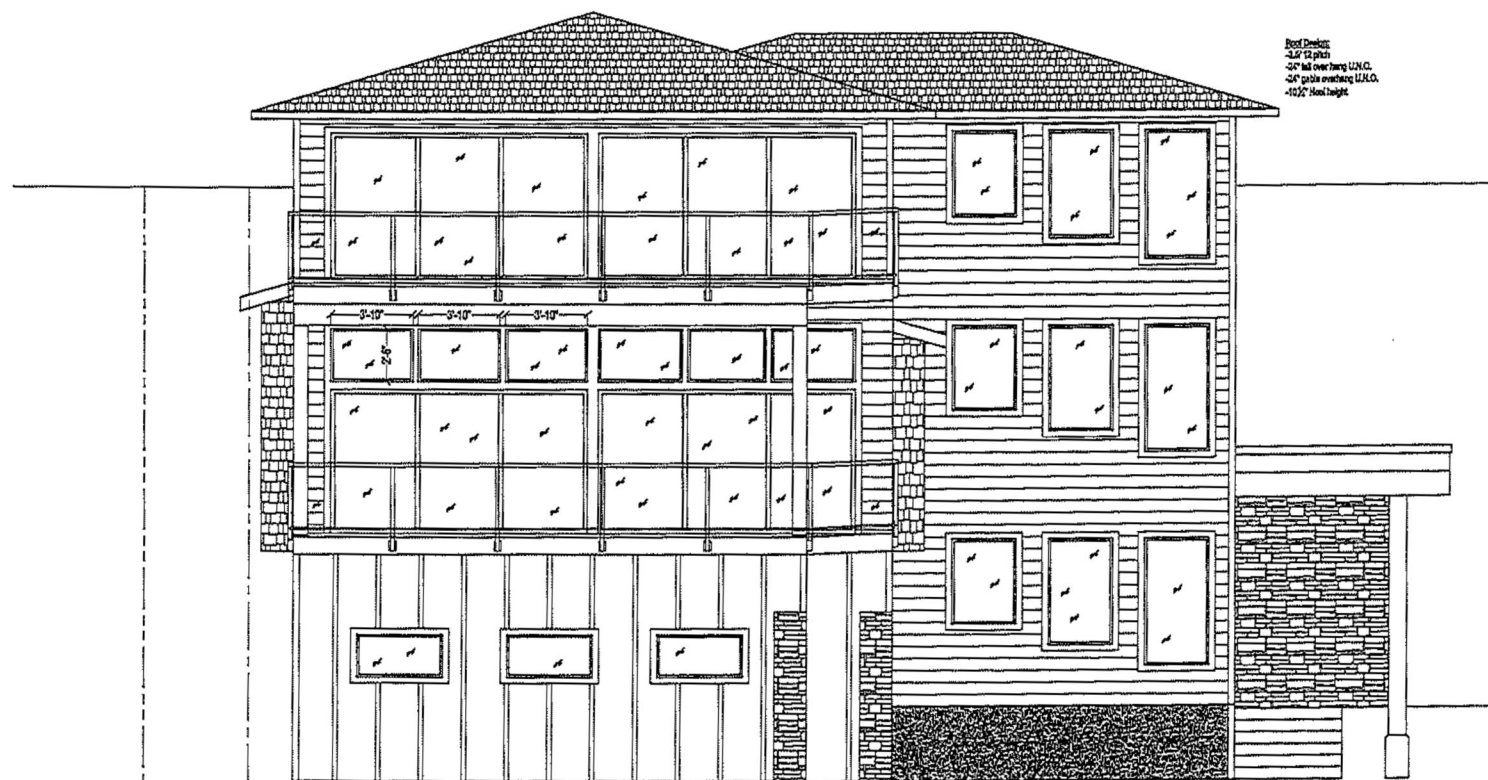
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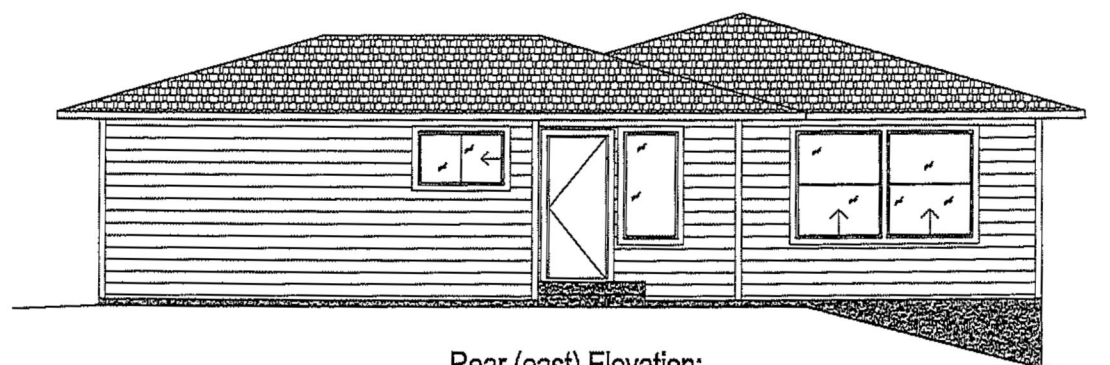
Left (north) Elevation:



Right (south) Elevation:



Front (west) Elevation:



Rear (east) Elevation:

# Heyde Werk Homes Ltd. Spec 2021-1

PROJECT CONTACT:  
-Rudy Heyde 250. 804. 6841  
DESIGN CONTACT:  
-Mike Thlason 250. 253. 5041

PROJECT ADDRESS:  
Lot 41  
1581 20th St. NE  
Salmon Arm, BC  
-Willow Cove-

SHEET TITLE:  
Front & Rear  
Elevations

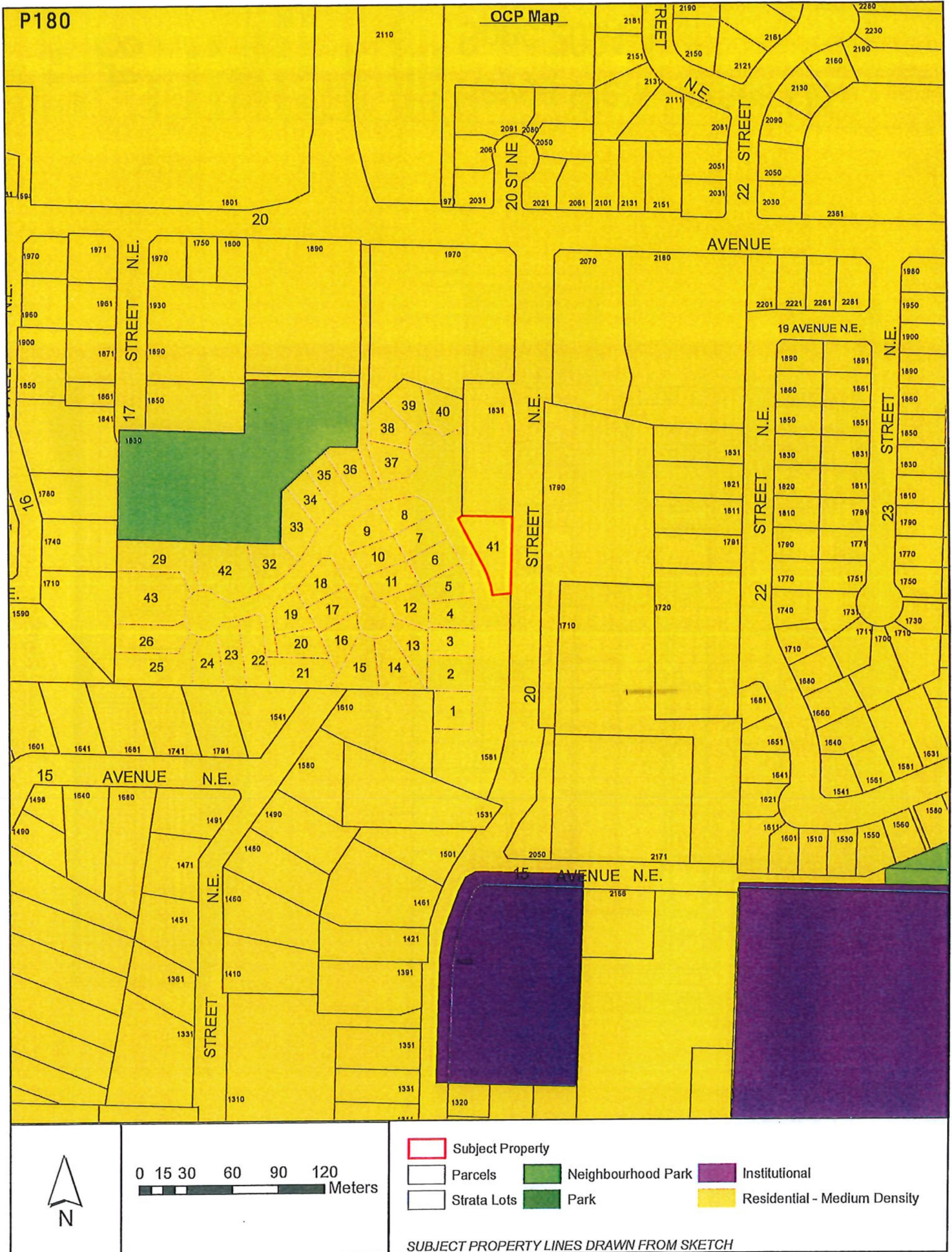
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**A8**

DATE:  
21. 08. 25

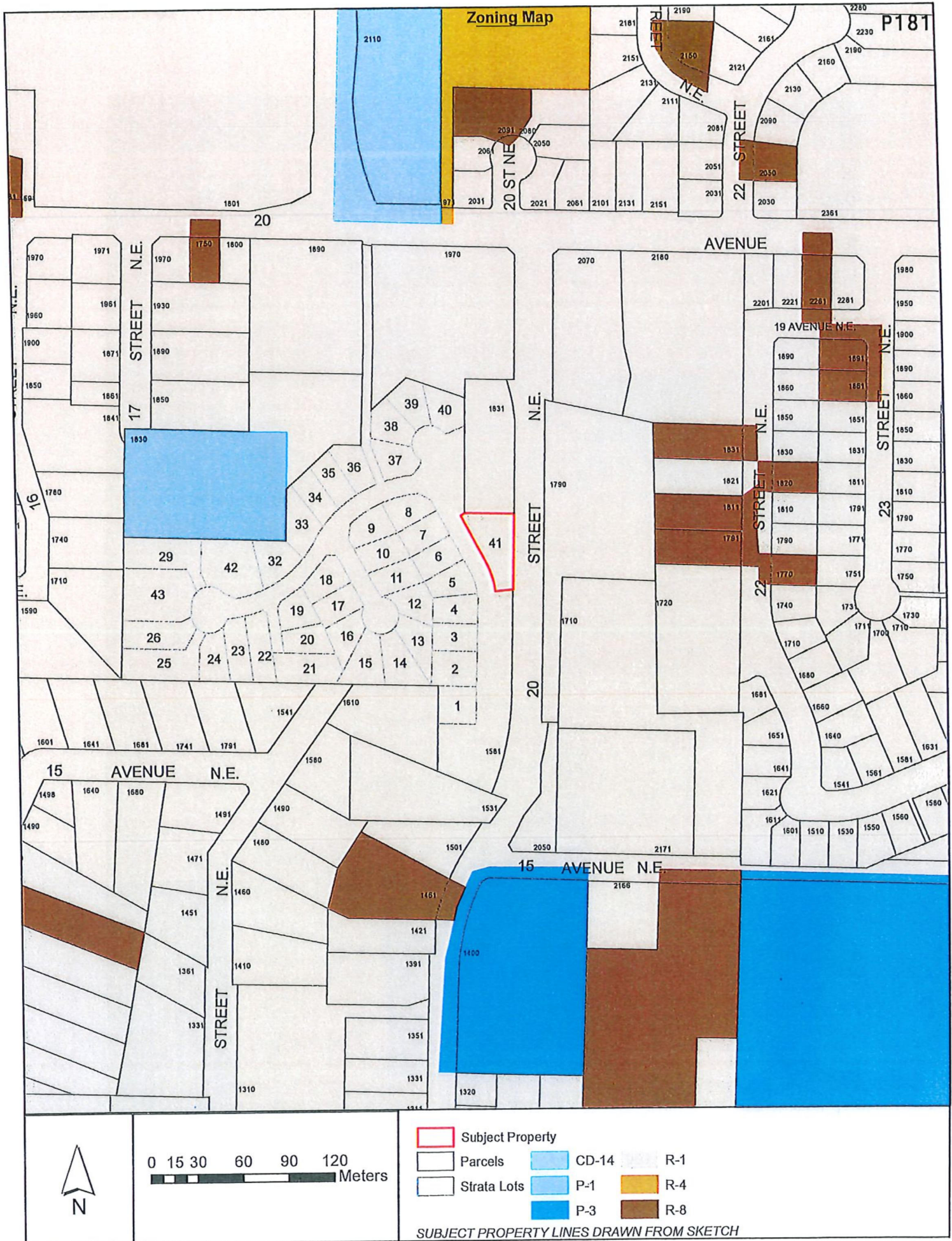
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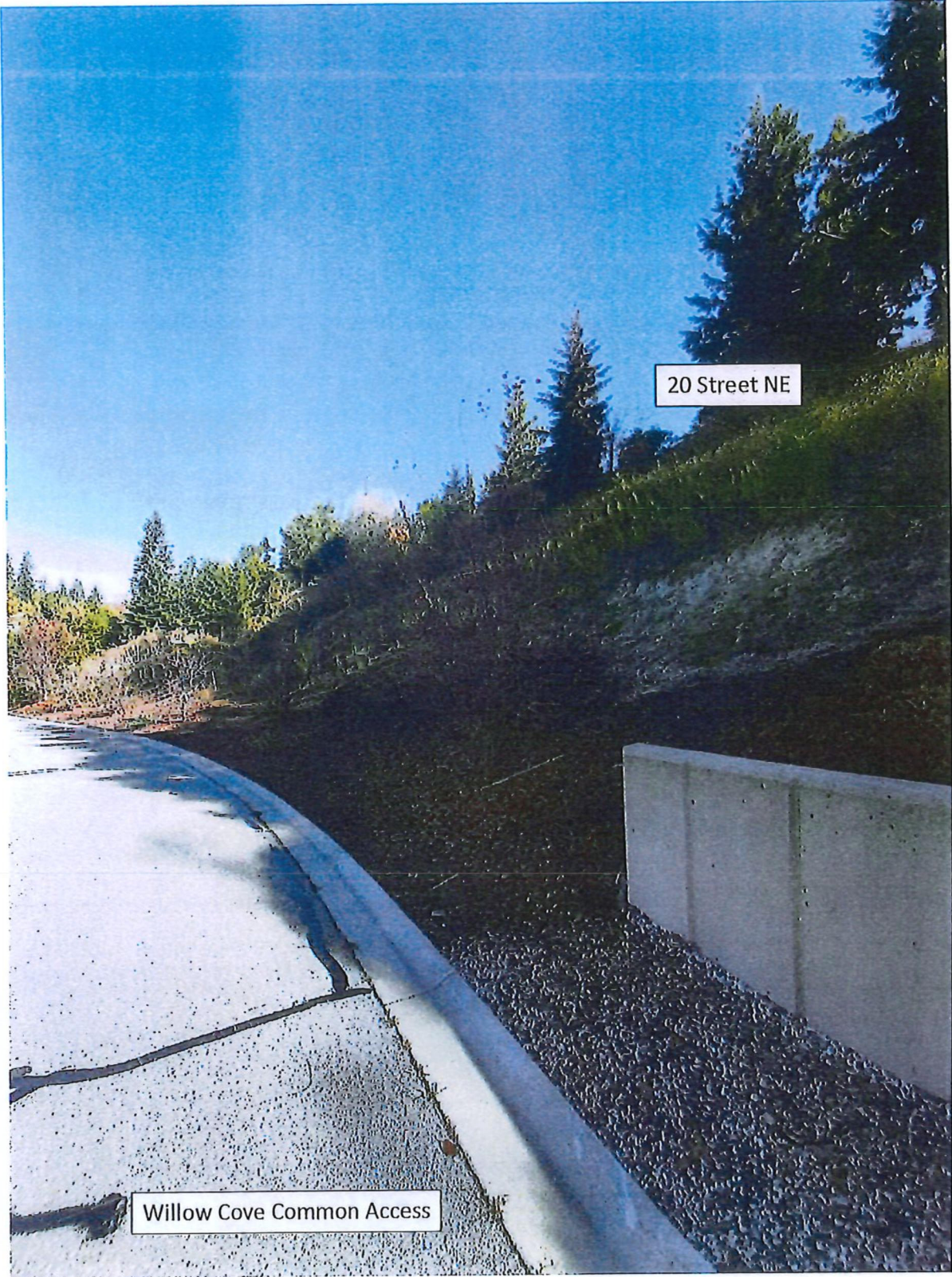
















20 Street NE

Willow Cove Common Access







**Evan Chorlton**

---

**From:** Rudy and Judy Heyde <heyde777@gmail.com>  
**Sent:** Thursday, October 14, 2021 11:42 AM  
**To:** Evan Chorlton  
**Subject:** Fwd: Lot 41 construction - Hyde  
**Attachments:** Construction\_Guidelines.pdf; Building\_Restrictions.pdf; HWH L41WC 0920.pdf; HWH L41WC A8 0920.pdf; HWH L41WC A6 0920.pdf

----- Forwarded message -----

**From:** Willow Cove <[willowcove1581@gmail.com](mailto:willowcove1581@gmail.com)>  
**Date:** Sun, Oct 10, 2021 at 12:48 PM  
**Subject:** Lot 41 construction - Hyde  
**To:** Rudy HEYDE <[heyde777@gmail.com](mailto:heyde777@gmail.com)>, Undisclosed recipients <[willowcove1581@gmail.com](mailto:willowcove1581@gmail.com)>

Good day Rudy and Judy:

Please be advised that Willow Cove Strata Council has unanimously approved your house plans and exterior Color scheme as submitted. I have attached a copy of the Willow Cove Schedule of restrictions for your review.

Any construction must also comply with the City of Salmon Arm's bylaws in effect at the time of construction, the National Building Code or any other relevant building Codes.

As per the Willow Cove Strata Schedule of Restrictions please ensure that a \$5,000.00 compliance and damage deposit is submitted to the strata prior to start of construction. I have attached details with cheque payment information

Thanks again,

Doug Wasylenki for  
Willow Cove Strata Council



Salmon Arm Council:

This email is regarding the application for variance to building Lot 41 in the Willow Cove subdivision. The applicant (builder) is seeking authorization to increase the maximum height of the new build home from 10.0 meters to 11.6 meters, an increase of 5.26 feet.

It is hoped that council will approve this application, so that the final home can be built in Willow Cove. I can't help but think back to 2015, when we were in the process of building our home on Lot 1 in Willow Cove. At that time, I was assured by then Mayor Nancy Cooper that our application to increase the overall height of our home by 3.1 meters (in order to reduce the slope of our driveway) would be approved by council. However at the council meeting on July 16th, 2015, every council member voted against our application, supporting fabricated concerns of neighbours outside of Willow Cove, when the entire Willow Cove council and residents were in support. As a result, every time I drive on our steep driveway, I think about the council members who voted our application down. The fact that council accepted the Letham's nonsense, yes nonsense, was simply wrong. A large number of council members even came out to our lot to see the proposal prior to ground breaking, and none of them saw an issue with our variance application. As a matter of fact, when it was pointed out to them where the Letham's lived, which is on the other side of their forest that exists between our homes, they all indicated to me that I had their support, except Louise Wallace-Richmond whose concern was "what's going to happen to the trees"? Well, the so called 'support' from council changed at the council meeting, and when the Letham's told council that "the sun would never shine on their property again" if we were permitted to build, council bought it! Since that time, the Letham's have built a 53' long x 25' wide x 20' high shed across the back of their property, and guess what, the sun still shines on their property! So, the lesson for council here, is that you shouldn't always believe what people are saying, and consider the source of the objection and whether or not the reasons for objecting are legitimate. Councillor Harrison, now mayor, said at that time "We certainly hear from the people of Willow Cove and they are feeling that it's not going to affect them. I believe that's true for them.... But the only people who really know how it's going to affect people like the Lethams are the Letham's.....I think we need to listen to them". I wonder how Mayor Harrison feels now? By the way, just to let Ms. Wallace Richmond know, the Letham's cleared the trees on their lot in order to build their huge shed.

In closing, although many of today's council members were on council back in 2015, it is hoped they have learnt from past mistakes, and that they too support this application. I know we certainly do!

Sincerely,

Dan & Elaine Sewell  
Lot 1  
Willow Cove

Att: Salmon Arm Mayor & Council

Please record this email as unqualified approval for the variance application regarding Lot #41 in Willow Cove.

No changes requested, and our compliments to the design team for a solid plan on a challenging property.

Thank You.

Linda & James Young  
Lot #8 Willow Cove

James Young  
C/T. 250-804-9890  
E. [jamesyoung@telus.net](mailto:jamesyoung@telus.net)  
8-1581 20<sup>th</sup> Street NE  
Salmon Arm BC V1E 0A7

P188

**Kevin Pearson**

---

**From:** Evan Chorlton  
**Sent:** Tuesday, November 16, 2021 8:00 AM  
**To:** Kevin Pearson  
**Subject:** FW: VP-540 - #41, 1581 20 Street NE

Good morning Kevin,

FYI regarding the Willow Cove Strata Council and VP-540:

**From:** Willow Cove <willowcove1581@gmail.com>  
**Sent:** Monday, November 15, 2021 8:49 PM  
**To:** Evan Chorlton <echorlton@salmonarm.ca>; Undisclosed recipients <willowcove1581@gmail.com>  
**Subject:** Re: VP-540 - #41, 1581 20 Street NE

Good day Evan:

Thank you for the update, I can confirm that I was aware of Development Variance Permit No. VP-540 and that I also advised the other members of Willow Cove Strata Council.

As per your attached Appendix 7, Willow Cove Strata Council approved the house plans and exterior Color scheme as submitted. Willow Cove Strata Council advised the owners that any construction must comply with the Willow Cove Schedule of Restrictions, the City of Salmon Arm's bylaws in effect at the time of construction, the National Building Code or any other relevant building Codes.

Council has no additional comments for His Worship Mayor Harrison and Members of Council regarding the Development Variance Permit No. VP-540 as it has been submitted.

regards,

Doug Wasylenki ( President) for  
Willow Cove Strata Council.

On Mon, Nov 15, 2021 at 10:04 AM Evan Chorlton <[echorlton@salmonarm.ca](mailto:echorlton@salmonarm.ca)> wrote:

' Good morning, Doug:

I hope you had a good weekend. The reason for my email is that I just wanted to confirm with you that the Willow Cove Strata Council is aware of/supports the proposed maximum height variance of the proposed single-family dwelling for #41, 1581 20 Street NE.

## Item 23.1

## CITY OF SALMON ARM NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing virtually and in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, November 22, 2021 at 7:00 p.m.**

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

**Proposed Rezoning** of Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP25406 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

**Civic Address:** 2621 – 17 Street NE

**Location:** West of Lakeshore Road and South of intersection of 27 Avenue NE and 17 Street NE

**Present Use:** Single Family Dwelling

**Proposed Use:** Rezone the parcel to permit future construction and use of a detached suite

**Owner / Agent:** Reynolds, D./ Ressel Constructors Inc.

**Reference:** ZON-1222/ Bylaw No. 4483

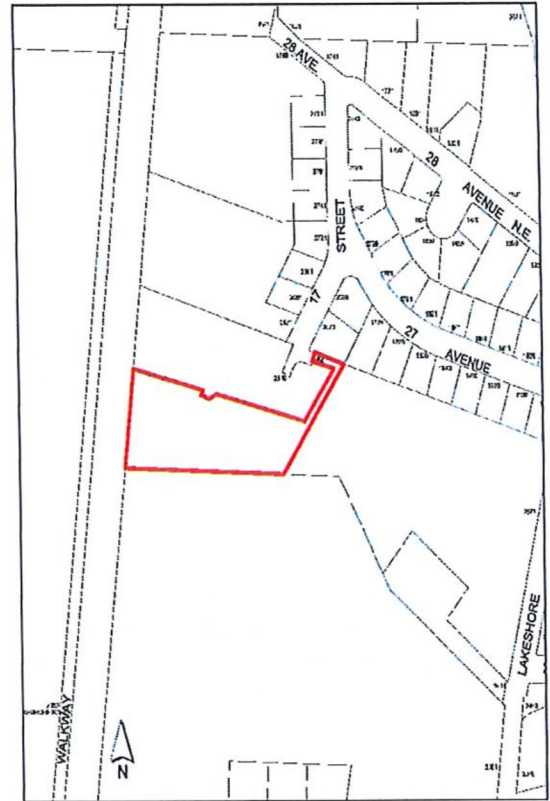
The staff report for the proposal is available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices> from November 9 to 22, 2021 inclusive. Those who deem their interest affected by the proposed bylaws are urged to review the online file, contact the undersigned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

Meetings are being held in person, with limited capacity, and virtually. In person attendance will be on a first come first serve basis and are subject to adherence with the Provincial Health Orders. If you wish to attend electronically 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.

**Vote Record**

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

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





**CITY OF  
SALMON ARM**

---

To: His Worship Mayor Harrison and Members of Council

Date: October 27, 2021

Subject: Zoning Bylaw Amendment Application No. 1222

Legal: Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP25406  
Civic: 2621 – 17 Street NE  
Applicant: Ressel Constructors Inc.  
Owner: Reynolds, D.

---

**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 EPP25406 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

---

**PROPOSAL**

The subject parcel is located at 2621 – 17 Street NE (Appendix 1 and 2), is approximately 2.175 acres in area, and contains an existing single family dwelling. This proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit future construction and use of a *detached suite* as shown in the attached site plans (Appendix 3). The parcel easily meets the conditions to permit a *detached suite* in the R-8 Zone.

**BACKGROUND**

The 2.175 acre subject parcel contains an existing single family dwelling, is designated Medium Density Residential in the City's Official Community Plan (OCP), and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 4 & 5). The parcel is located in the Appleyard neighbourhood, an area largely comprised of R-1 zoned parcels containing single family dwellings. There is presently one R-8 zoned parcel within the vicinity of the subject parcel. Site photos are attached as Appendix 6.

In terms of a future subdivision scenario, staff note that a minimum parcel area of 700 square metres is required under the R-8 Zone to allow for a *detached suite* on a parcel without a lane or second street frontage (a parcel with a second street frontage would require a minimum parcel area of 465 square metres to allow for a *detached suite*). The minimum parcel area permitted in the R-8 Zone is 450 square metres and would allow for a *secondary suite*.

The subject parcel is unique with an irregular shape and shared driveway access with the adjacent parcel to the north. The parcels were created through subdivision in 2012 (SUB-12.08), with variances (VP-366) to the Subdivision and Development Servicing Bylaw. A 3 metre Statutory Right-of-Way for a future Cress Creek greenway connection exists along the east parcel boundaries, adjacent to the proposed site for a *detached suite* (Appendix 7).

Furthermore, while relatively large in area, the subject parcel is significantly affected by natural terrain, with a Potentially Hazardous Area identified in the OCP mapping along the west portion of the parcel, and a watercourse (Cress Creek) along the south portion. Existing covenants on the title of the parcel note the riparian and geotechnical concern.

### Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel area and width, the subject property has potential to easily meet the conditions for the development of a *secondary suite* (or *detached suite*), including sufficient space for an additional off-street parking stall.

### COMMENTS

#### Engineering Department

No objections to the proposed rezoning. Future development will require associated service and works upgrades. Comments attached as Appendix 8.

#### Building Department

A Building Permit application meeting BC Building Code requirements is required to create a *secondary suite*. Development Cost Charges will apply to a *detached suite*.

#### Fire Department

No concerns.

#### Planning Department

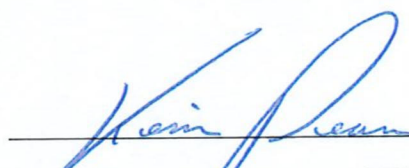
The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The large subject parcel is well suited to R-8 development with more than sufficient area to meet all R-8 Zone requirements, including the provision of onsite parking.

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.



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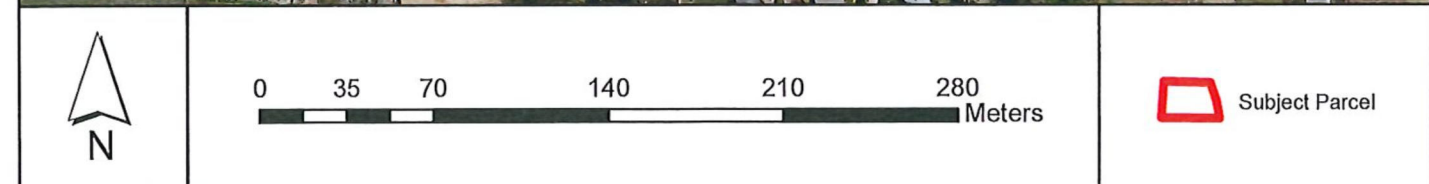
Prepared by: Chris Larson, MCIP, RPP  
Senior Planner



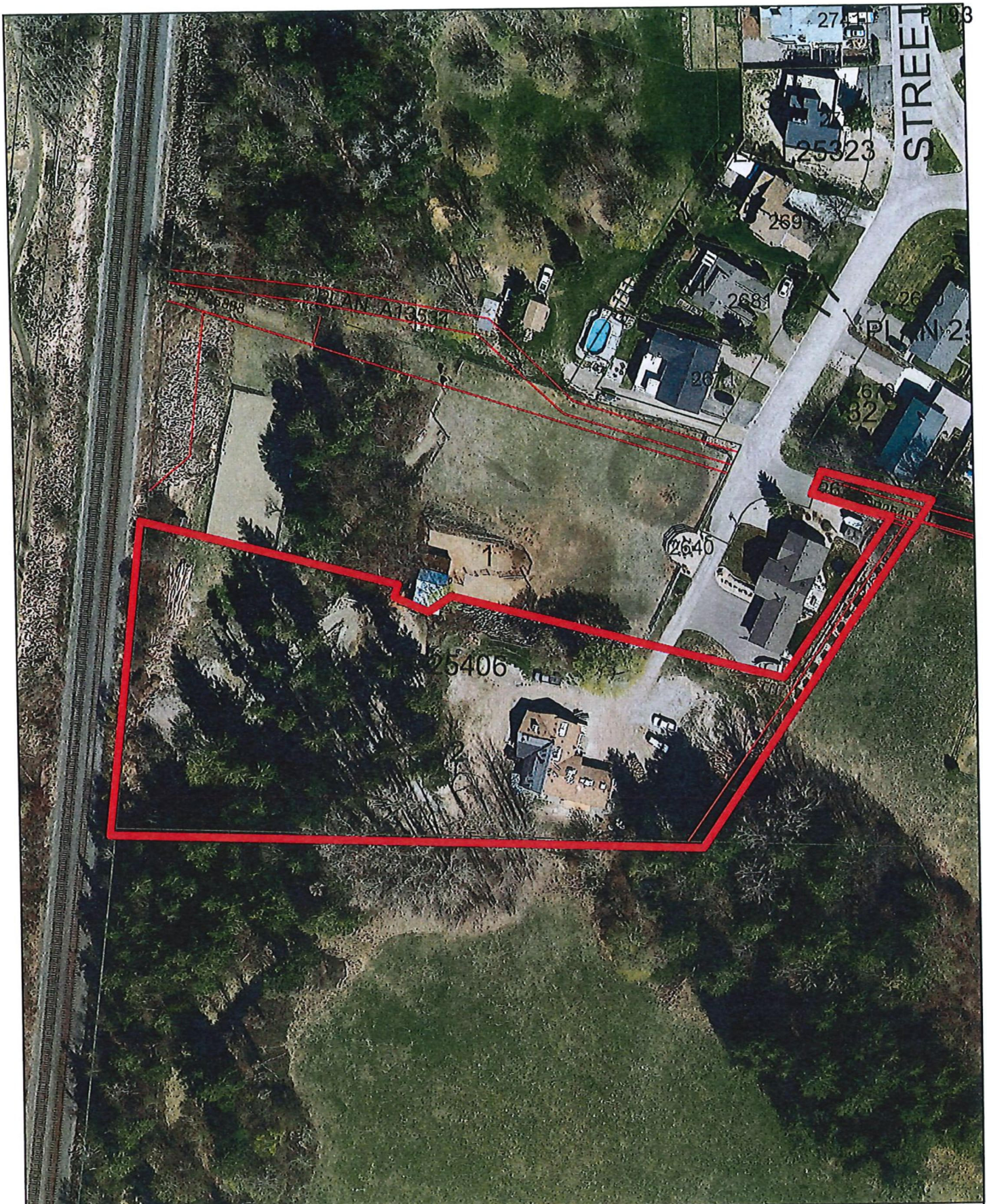
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Reviewed by: Kevin Pearson, MCIP, RPP  
Director of Development Services









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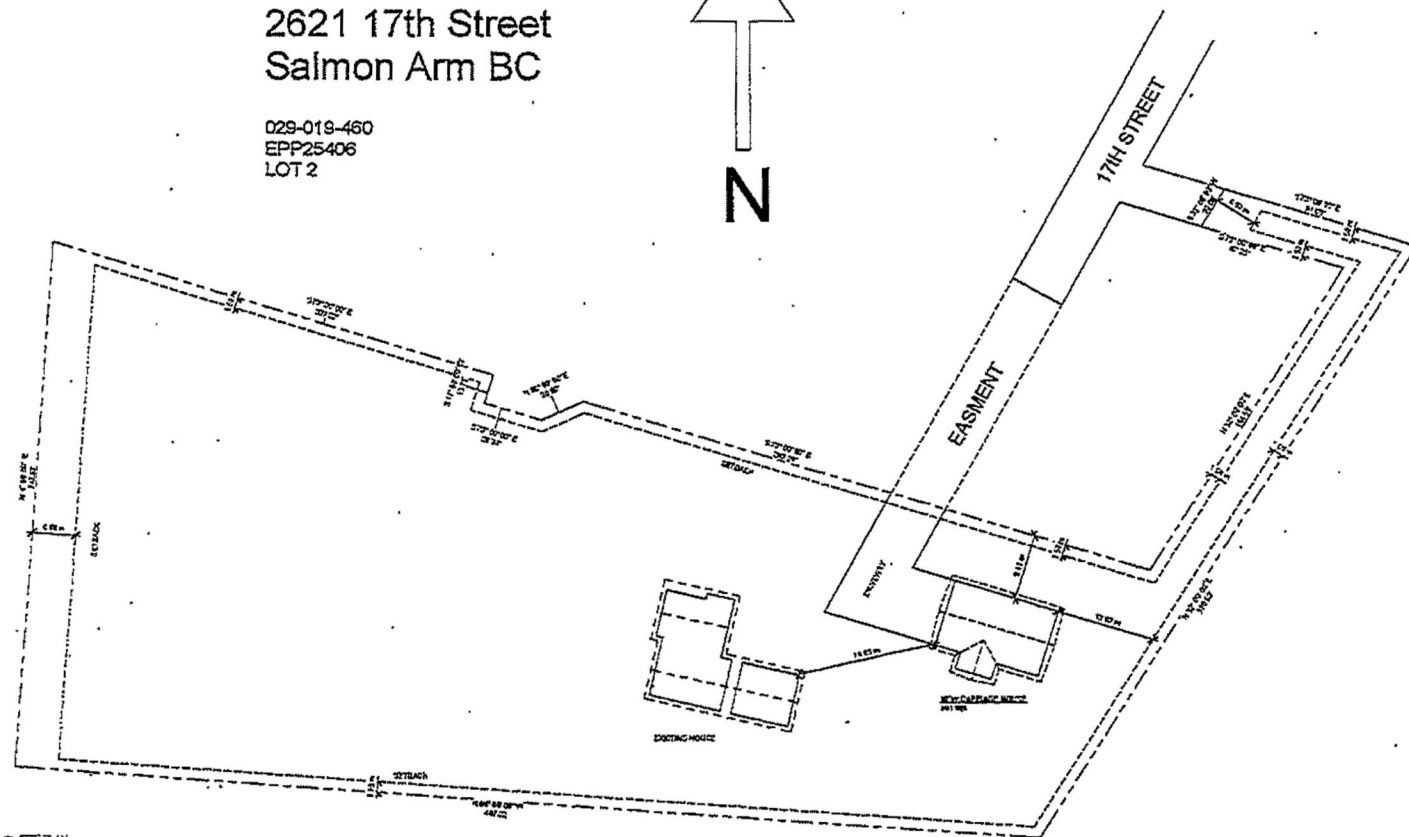
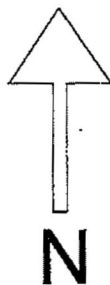


Subject Parcel





029-019-460  
EPP25406  
LOT 2



① SHIGUAN  
1:300



**HARTFORD DESIGN GROUP**  
250-674-0047 [hartdsgn@aol.com](mailto:hartdsgn@aol.com)

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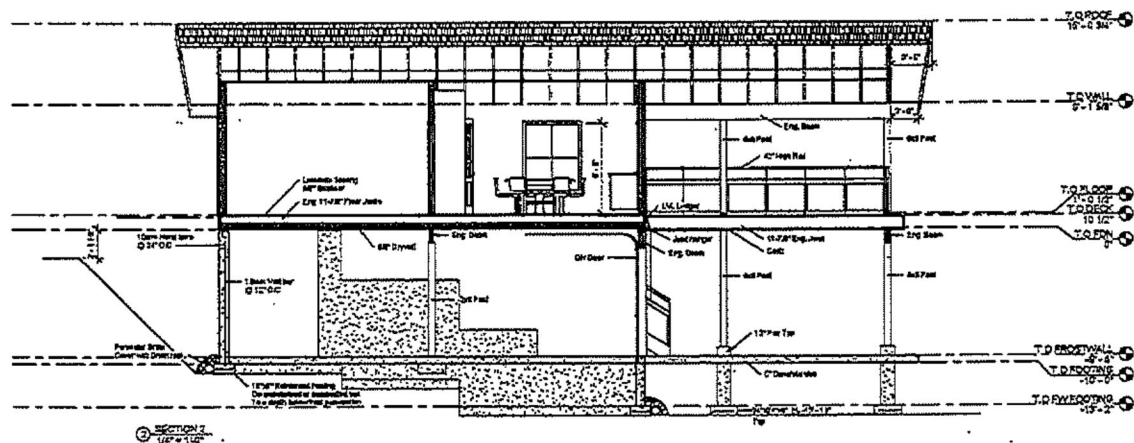
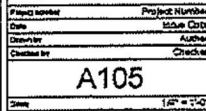
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2621 17th ST-NE  
Salmon Arm BC  
Site Plan

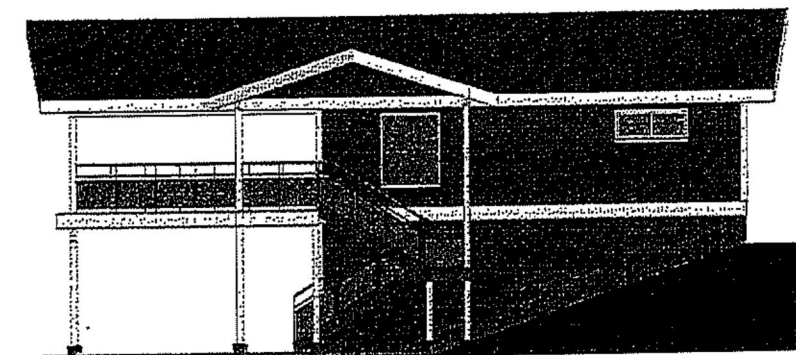
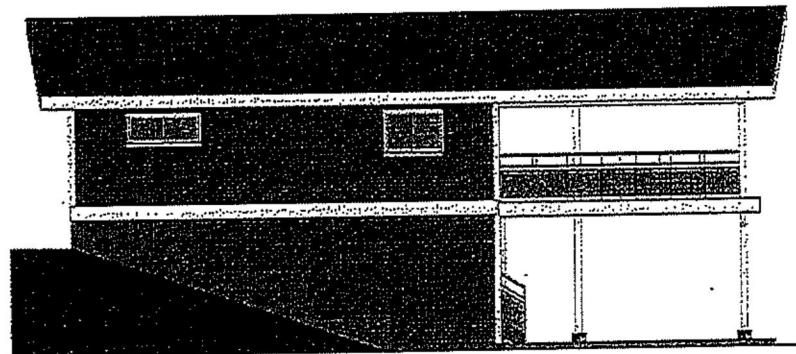
Filed Number	Project Number
Date	Issue Date
Submitted by	Approved by
Checked by	Checked by

A102

WU/10T:10ZAV







HARTFORD DESIGN GROUP  
260.874.0047    [hmg\\_design@att.net](mailto:hmg_design@att.net)

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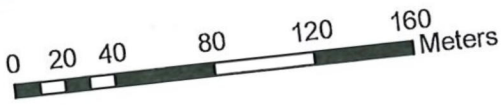
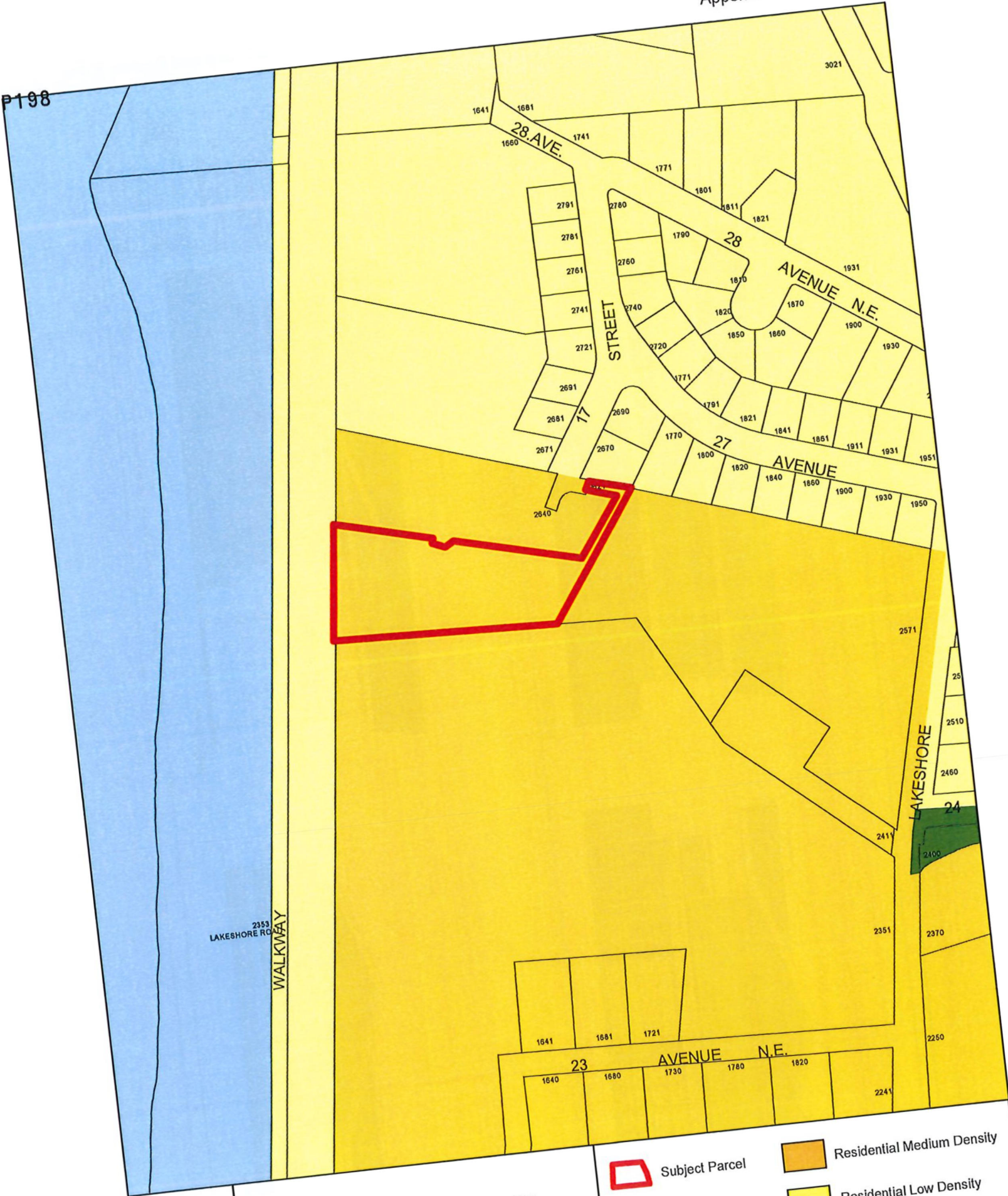
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2621 17th ST-NE  
Salmon Arm BC  
Elevations

Project Number	Project Number
Date	Issue Date
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Checked by	Checker
A106	
Scale	1" = 1'-0"

P198



Subject Parcel



Park

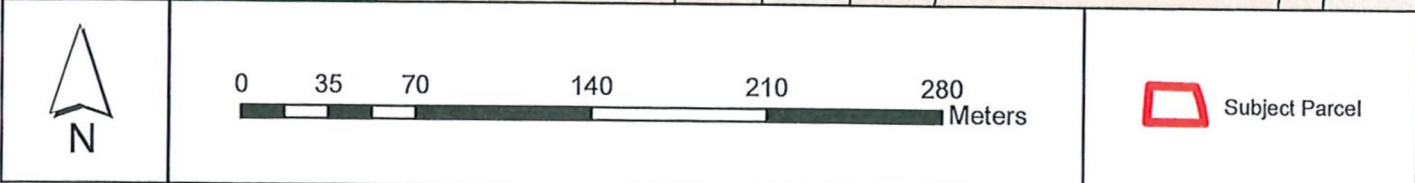


Residential Medium Density



Residential Low Density









View of subject parcel south along shared driveway.



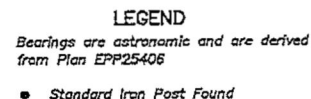
View of site for future detached suite (left side of image).

## PLAN EPP25408

All distances are in metres.

The intended plot size

The intended plot size of this plan is 560mm in width by 432mm in height (C size) when plotted at a scale of 1:750



This plan lies within the Columbia Shuswap  
Regional District

The field survey represented by this plan was completed on the 9th day of November, 2012  
Brian D Sansom, BCLS

BROWNE JOHNSON LAND SURVEYORS  
B.C. AND CANADA LANDS  
SALMON ARM, B.C. Ph.250-832-9701  
File 378-12 Fb.R117 p.42  
71-12.raw



TO:

DIRECTOR OF DEVELOPMENT SERVICES (Kevin)  
PLANNING AND DEVELOPMENT OFFICER (Chris)  
PLANNING AND DEVELOPMENT OFFICER (Melinda)  
MANAGER OF PERMITS & LICENSING (Maurice)  
FIRE DEPARTMENT (Brad)  
ENGINEERING & PUBLIC WORKS DEPARTMENT  
MINISTRY OF TRANSPORTATION & INFRASTRUCTURE (Via eDAS)  
BC HYDRO, via email utilities group  
FORTISBC, via email utilities group  
TELUS, via email utilities group  
SHAW CABLESYSTEMS, via email utilities group

SUBMIT FORM

PRINT

REFERRAL: ZONING AMENDMENT APPLICATION FILE NO. ZON - 1222

DATE: September 23, 2021  
OWNER: Reynolds, D.  
APPLICANT/AGENT: Ressel Constructors Inc.  
LEGAL: Lot 2, S.24, T.20, R.10, W6M, KDYD, Plan EPP25406  
CIVIC: 2621 17 Street NE

PROPOSAL:

Amend Zoning from R-1 to R-8 to enable future development of a detached suite.

---

OCP Designation:	Medium Density Residential
OCP Designation Request:	N/A
Development Permit Area:	Environmentally Sensitive Riparian Area DP
Current Zoning:	R1 (Single Family Residential)
Proposed Use:	R8 (Residential Suite)
ALR:	No
Previous Files:	N/A
Associated File:	N/A

Planner Assigned to File: Chris Larson

Please return your comments to [planning@salmonarm.ca](mailto:planning@salmonarm.ca) at a suitable time, ideally, within 14 days in a separate e-mail returned with this form or on the response form provided.

Thank you.

COMMENTS for ZON-1222:

-No engineering concerns with rezoning  
-Future construction of carriage house will require upgrade of water service from 3/4" to 1" (contact Engineering Dept for more detail).  
-Because of proximity to steep slopes, future construction of carriage house will require rainwater leaders to be connected to City storm OR geotech review for onsite disposal.

SIGNATURE & DEPARTMENT:

MG



DATE:

9/27/2021



Item 24.1

## CITY OF SALMON ARM

Date: November 22, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4483 be read a third and final time.

[ZON1222; Reynolds, D./Ressel Constructors Inc.; 2621 17 Street NE; R-1 to R-8]

### Vote Record

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

Opposed:

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

## CITY OF SALMON ARM

### BYLAW NO. 4483

#### 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, on November 22, 2021 at the hour of 7:00 p.m. was published in the November 10, 2021 and November 17, 2021 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 EPP25406 from R-1 Single Family Residential Zone to R-8 (Residential Suite Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4483"**

READ A FIRST TIME THIS                      8                      DAY OF                      November                      2021

READ A SECOND TIME THIS                      8                      DAY OF                      November                      2021

READ A THIRD TIME THIS                                           DAY OF                                           2021

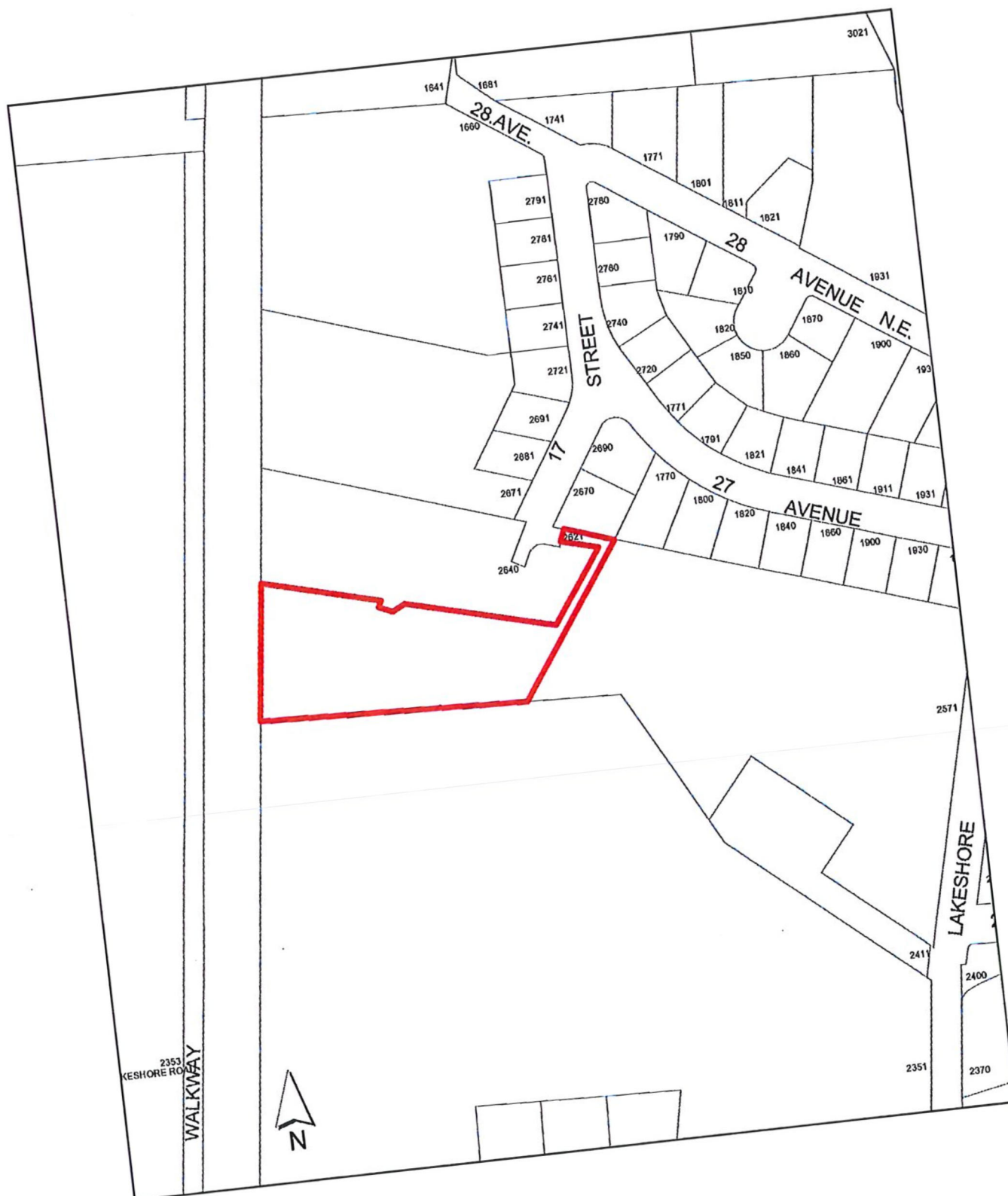
ADOPTED BY COUNCIL THIS                                           DAY OF                                           2021

\_\_\_\_\_  
MAYOR

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



Schedule "A"



Item 26.

## CITY OF SALMON ARM

Date: November 22, 2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

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

### Vote Record

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

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

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