



AGENDA

City of Salmon Arm Regular Council Meeting

Tuesday, October 11, 2022
1:30 p.m.

[Public Session Begins at 2:30 p.m.]
Council Chambers of City Hall
500 – 2 Avenue NE
Salmon Arm, BC

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 - 18	1.	Regular Council Meeting Minutes of September 26, 2022
	7.	COMMITTEE REPORTS
19 - 22	1.	Development and Planning Services Committee Meeting Minutes of October 3, 2022
23 - 28	2.	Shuswap Regional Airport Operations Committee Meeting Minutes of September 21, 2022
29 - 34	3.	Active Transportation Task Force Meeting Minutes of October 3, 2022
35 - 38	4.	Social Impact Advisory Committee Meeting Minutes of September 23, 2022

- 39 – 44 8. **COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**
 1. District Update – September 2022
- 45 – 48 9. **STAFF REPORTS**
 - 49 – 52 1. Chief Financial Officer – Property Tax Collection
 - 53 – 60 2. Director of Corporate Services – Lease of Agricultural Land known as Harrington Farm/Minion Field – 2191 30 Street SW
 - 61 – 64 3. Director of Development Services – Addition to City of Salmon Arm Community Heritage Register
 - 61 – 64 4. Chief Administrative Officer – Community Resiliency Investment Program – 2023/2024 Application
- 65 – 72 10. **INTRODUCTION OF BYLAWS**
 1. City of Salmon Arm Fee for Service Amendment Bylaw No. 4554 (Airport User Fees) – First, Second and Third Reading
- 73 – 86 11. **RECONSIDERATION OF BYLAWS**
 - 87 – 102 1. City of Salmon Arm Zoning Amendment Bylaw No. 4547 [ZON-1251; Murdoch, C. & K.; 1641 23 Avenue NE; R-1 to R-8] – Final Reading
 - 103 – 120 2. City of Salmon Arm 2022 to 2026 Financial Plan Amendment Bylaw No. 4550 – Final Reading
 - 103 – 120 3. City of Salmon Arm Tax Exemption Bylaw No. 4551 – Final Reading
- 121 – 122 12. **CORRESPONDENCE**
 1. Informational Correspondence
- 123 – 126 13. **NEW BUSINESS**
- 127 – 150 14. **PRESENTATIONS**
 1. Presentation 4:00-4:15 (approximately)
C. Davis, President – Daybreak Club, Rotary Club of Salmon Arm – Rotary Legacy Project – Canoe Beach Swim Jetty Dock
 2. Presentation 4:15-4:30 (approximately)
J. Johnson, P. McIntyre-Paul, D. Major and C. Newnes, Active Transportation Task Force and S. Friegang, Urban Systems – Active Transportation Network Plan
15. **COUNCIL STATEMENTS**
16. **SALMON ARM SECONDARY YOUTH COUNCIL**
17. **NOTICE OF MOTION**
18. **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**

19. **OTHER BUSINESS**
 151 - 152 1. Released from In Camera – Maplewood Subdivision – Ready Trail

20. **QUESTION AND ANSWER PERIOD**
 (suspended to November 14, 2022)

7:00 p.m.

Page #	Item #	Description
	21.	DISCLOSURE OF INTEREST
	22.	HEARINGS
153 - 164	1.	Development Variance Permit Application No. VP-561 [Weed, J. & Cockrill, E./Hindbo Construction; 2794 25 Street NE; Height of Retaining Wall and Fence and Principal Dwelling]
	23.	STATUTORY PUBLIC HEARINGS
165 - 172	1.	Zoning Amendment Application No. ZON-1250 [City of Salmon Arm; Text Amendment; R4 (Medium Density Residential Zone) – Bare Land Multi Family Strata Lot Regulations]
	24.	RECONSIDERATION OF BYLAWS
173 - 176	1.	City of Salmon Arm Zoning Amendment Bylaw No. 4548 [ZON-1250; City of Salmon Arm; Text Amendment; R4 (Medium Density Residential Zone) – Bare Land Multi Family Strata Lot Regulations] – Third Reading
	25.	QUESTION AND ANSWER PERIOD (suspended to November 14, 2022)
177 - 178	26.	ADJOURNMENT

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Item 2.

CITY OF SALMON ARM

Date: October 11, 2022

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

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

Vote Record

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

Opposed:

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

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Item 6.1

CITY OF SALMON ARM

Date: October 11, 2022

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting Minutes of September 26, 2022, be adopted as circulated.

Vote Record

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

Opposed:

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

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm held in the Council Chambers of City Hall 500 – 2 Avenue NE and by electronic means, at 1:30 p.m. and reconvened at 2:30 p.m. on **Monday, September 26, 2022.**

PRESENT:

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

Chief Administration Officer E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Director of Corporate Services S. Wood
Director of Development Services K. Pearson
Chief Financial Officer C. Van de Cappelle
Manager of Permits & Licensing, M. Roy
Deputy Corporate Officer R. West (participated remotely)

ABSENT:

Councillor C. Eliason

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0401-2022

Moved: Councillor Cannon
Seconded: Councillor Wallace Richmond
THAT: pursuant to Section 90(1)(c), labour relations or other employee relations and (d) the security of the property of the municipality and (g) litigation or potential litigation affecting the municipality, of the *Community Charter*, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:30 p.m.
Council returned to Regular Session at 2:22 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."

Council acknowledged September 30, 2022 as National Day for Truth and Reconciliation, a day to learn, reflect and encourage dialogue between Indigenous and non-Indigenous Peoples.

Council recognized the devastation caused by Hurricane Fiona and shared a message of empathy for those on the east coast of Canada who have been impacted.

4. REVIEW OF AGENDA

Addition under Item 22.1 – S. & B. Harper – email received September 25, 2022 – DP-558 [Brown, A.; 1660-20 Street SE; Servicing Requirements]

Addition under Item 22.1 – J. & S. Harper – email received September 26, 2022 – DP-558 [Brown, A.; 1660-20 Street SE; Servicing Requirements]

Addition under Item 22.1 – C. Thorpe – email received September 26, 2022 – DP-558 [Brown, A.; 1660-20 Street SE; Servicing Requirements]

5. DISCLOSURE OF INTEREST

Councillor Wallace Richmond declared a conflict with Item 14.2 as Salmon Arm Economic Development is a client of her firm.

Councillor Flynn declared a conflict with Item 9.4 as one of the proponents is a client of his firm.

Mayor Harrison declared a conflict with Item 24.1 as a family member is the construction contractor retained by the applicant.

6. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of August 22, 2022

0402-2022

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting Minutes of August 22, 2022, be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of September 20, 2022

0403-2022

Moved: Councillor Wallace Richmond
Seconded: Councillor Lindgren
THAT: the Development and Planning Services Committee Meeting Minutes of September 20, 2022 be received as information.

CARRIED UNANIMOUSLY

2. Downtown Parking Commission Meeting Minutes of August 16, 2022

0404-2022

Moved: Councillor Wallace Richmond
Seconded: Councillor Lavery
THAT: the Downtown Parking Commission Meeting Minutes of August 16, 2022 be received as information.

CARRIED UNANIMOUSLY

3. Environmental Advisory Committee Meeting Minutes of September 9, 2022

0405-2022

Moved: Councillor Lindgren
Seconded: Councillor Flynn
THAT: the Environmental Advisory Committee Meeting Minutes of September 9, 2022 be received as information.

CARRIED UNANIMOUSLY

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

Columbia Shuswap Regional District Update – August 2022 – Received as information.

9. STAFF REPORTS

1. Director of Corporate Services – 2023 Council Meeting and Development and Planning Services Committee Meeting Schedule

0406-2022

Moved: Councillor Flynn
Seconded: Councillor Wallace Richmond
THAT: Council approve the 2023 Council Meeting Schedule and the 2023 Development and Planning Services Committee Meeting Schedule, as attached to the staff report dated September 20, 2022.

CARRIED UNANIMOUSLY

9. STAFF REPORTS - continued2. Director of Development Services – Development Permit Application No. DP-427 (Multi-Family Residential); [Habitat for Humanity/Miller, W.M.; 1351 10 Avenue NE]

0407-2022

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: Council authorize payment in the amount of 1/6th or a maximum of \$20,000.00 towards Development Cost Charges for the Habitat for Humanity Seniors Housing Project, to be funded from the earmarked affordable housing funds within the COVID-19 Safe Restart Grant Reserve.

CARRIED UNANIMOUSLY3. Director of Engineering & Public Works – Award of RFP for Roundabouts – Detailed Design

0408-2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: The 2022 Budget contained in the 2022 to 2026 Financial Plan be amended to reflect the following:

- Replace the Shuswap and 10 Avenue SE – Roundabout Design project with the Shuswap Street and 14 Avenue SE – Roundabout Design project (\$40,000 budget)
- Additional funding for the Shuswap and 14 Avenue SE – Roundabout project in the amount of \$30,000 (gas tax), for a total budget of \$70,000, to be funded from the 11 Avenue & 30 Street NE Roundabout Design project
- Additional funding for the 10 Street & 5 Avenue SE Roundabout Design project in the amount of \$30,000 (gas tax), for a total budget of \$70,000, to be funded from the 11 Avenue & 30 Street NE Roundabout Design project
- Reduced DCC funding for the 11 Avenue & 30 Street NE Roundabout Design project to \$17,000 and remainder to be funded from Gas Tax, total for a budget of \$70,000.

AND THAT: The proposal for Engineering Services for the 10 Street SW & 5 Avenue SW, 30 Street NE & 11 Avenue NE and Shuswap Street South & 14 Avenue SE Roundabout Detailed Design be awarded to McElhanney Ltd. for \$184,536.00 plus taxes, as applicable (\$61,512.00 per project).

CARRIED UNANIMOUSLY

Councillor Flynn declared a conflict of interest and left the meeting at 2:58 p.m.

4. Manager of Permits and Licensing – Canoe Beach Cabin Demolition Award

0409-2022

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: The contract for the demolition and disposal of the nineteen (19) Canoe Beach cabins located at 7721-36 Street NE be awarded to Blackburn Excavating Ltd. in accordance with their quote of \$312,000.00 plus taxes as applicable.

CARRIED UNANIMOUSLY

9. STAFF REPORTS - continued

Councillor Flynn returned to the meeting at 3:06 p.m.

5. Director of Engineering & Public Works – Airport Appreciation Day – Sunday, June 25, 2023

0410-2022

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: Council authorize staff to allocate \$23,275.00 from the Airport Marketing & Promotion Fund to support the 2023 Airport Appreciation Day scheduled for Sunday, June 25, 2023.

CARRIED UNANIMOUSLY

6. Arena Manager, Shuswap Recreation Society – Shuswap Academy Elite Hockey School – Contract

0411-2022

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: Council approve the contract with the Shuswap Recreation Society and the Shuswap Academy Elite Hockey School for a 3 year term ending June 30, 2024.

CARRIED UNANIMOUSLY

7. Chief Administrative Officer – City of Salmon Arm Living Wage Policy #1.15

0412-2022

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: Council adopt Living Wage Policy No. 1.15, attached as Appendix A to the staff report dated September 20, 2022.

CARRIED UNANIMOUSLY

8. Chief Administrative Officer – UBCM Poverty Reduction Planning & Action Program – Stream 2 Award

0413-2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: Council award the contract for provision of the Poverty Reduction Destigmatization & Awareness Campaign to Urban Matters for \$49,900.00 plus G.S.T.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4548 [ZON-1250; Text Amendment; R4 (Medium Density Residential Zone) – Bare Land Multi Family Strata Lot Regulations– First and Second Readings

0414-2022

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: City of Salmon Arm Zoning Amendment Bylaw No. 4548 be read a first and second time.

AND THAT: final reading of the zoning amendment bylaw be withheld subject to approval by the Ministry of Transportation and Infrastructure.

CARRIED UNANIMOUSLY

2. City of Salmon Arm 2022 to 2026 Financial Plan Amendment Bylaw No. 4550 – First, Second and Third Readings

0415-2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Bylaw entitled City of Salmon Arm 2022 to 2026 Financial Plan Amendment Bylaw No. 4550 be read a first, second and third time.

CARRIED UNANIMOUSLY

3. City of Salmon Arm Tax Exemption Bylaw No. 4551 – First, Second and Third Readings

0416-2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Bylaw entitled City of Salmon Arm Tax Exemption Bylaw No. 4551 be read a first, second and third time.

Amendment:

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: the following property is hereby exempted from taxation for all purposes for the year 2023 only, the whole of the taxable assessed value of the land and improvements unless otherwise noted: Lot 3, Plan KAP4469, Section 30, Township 20, Range 9, except portion of land and trailer used for Caretaker Residence MHR#98553 (3690-30 Street NE) Registered Owner and Occupier: Salmon Arm Elks Recreation Society (04120.000).

CARRIED

Councillor Lavery Opposed

10. INTRODUCTION OF BYLAWS - continued

1. City of Salmon Arm Tax Exemption Bylaw No. 4551 – First, Second and Third Readings - continued

Amendment:

Moved: Mayor Harrison

Seconded: Councillor Flynn

THAT: the property located at 2460 Auto Road SE (Block 2, Plan 1507, Section 13, Township 20, Range 10) and owned by the Scout Properties (BC/Yukon) is hereby exempted from taxation for all purposes for the year 2023 only, the whole of the taxable assessed value of the land and improvements; except for 50% (1,587 square feet) which is leased/rented to others.

CARRIED UNANIMOUSLY

Motion as amended:

CARRIED UNANIMOUSLY

14. PRESENTATIONS

1. P. Cox, Coordinator, Carriage Lane Strata Firesmart Neighbourhood Committee - Wildfire Hazard Mitigation

P. Cox provided an overview of the Carriage Lane strata and resident concerns with respect to potential wildfire hazards along the Carriage Lane Strata Northern Boundary.

2. R. Parenteau, Manager, Shuswap Community Foundation, L. Fitt, Economic Development Manager, Salmon Arm Economic Development Society, R. Marshall, Executive Director, Community Futures Shuswap - Shuswap Community Foundation Announcement

R. Parenteau, L. Fitt and R. Marshall announced that the Shuswap Community Foundation received an anonymous donation of \$1.65M for the purpose of providing grants to benefit small businesses in the Shuswap. Earnings from the endowment will be disbursed as grant funding on an annual basis beginning in August, 2023.

11. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Curbside Collection Amendment Bylaw No. 4525 [Curbside Collection Bylaw No. 4281] – Final Reading

0417-2022

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Bylaw entitled City of Salmon Arm Curbside Collection Amendment Bylaw No. 4525 be read a final time.

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS - continued

2. City of Salmon Arm Ticket Information Utilization Amendment Bylaw No. 4529 [Municipal Ticket Information System Bylaw No. 2760] - Final Reading

0418-2022

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Bylaw entitled City of Salmon Arm Ticket Information Utilization Amendment Bylaw No. 4529 be read a final time.

CARRIED UNANIMOUSLY

3. City of Salmon Arm Zoning Amendment Bylaw No. 4527 [ZON-1240; Green Emerald Investments Inc./1306085 Alberta Ltd./Arsenault, G.; 1511 and 1561 10 Avenue SW; C-3 to C-6] - Final Reading

0419-2022

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4527 be read a final time.

CARRIED UNANIMOUSLY

4. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4530 [OCP4000-50; Wonderland Investments Inc.; 50 30 Street NE; MR to HR] - Final Reading

0420-2022

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: the Bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4530 be read a final time.

CARRIED UNANIMOUSLY

5. City of Salmon Arm Zoning Amendment Bylaw No. 4531 [ZON-1242; Wonderland Investments Inc.; 50 30 Street NE; R-4 to R-5] - Final Reading

0421-2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4531 be read a final time.

CARRIED UNANIMOUSLY

6. City of Salmon Arm Short Term Capital Borrowing Bylaw No. 4549 - Final Reading

0422-2022

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: the Bylaw entitled City of Salmon Arm Short Term Capital Borrowing Bylaw No. 4549 be read a final time.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE

1. Informational Correspondence

5. S. Caner, Executive Director, Shuswap Food Action Society – Letter dated August 16, 2022 – Applefest – Request to use Ross Street Plaza Parking Lot, October 8, 2022

0423-2022

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: Council authorize the Shuswap Food Action Society to work with staff to use a portion of the Ross Street Plaza parking lot on October 8, 2022 for Applefest, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

9. P. Wallensteen – Email dated September 15, 2022 – Sage Orienteering – Request to use various parks and trails for orienteering, October 2022

0424-2022

Moved: Councillor Cannon

Seconded: Councillor Lavery

THAT: Council authorize Sage orienteering to use City parks and trails for orienteering training in October, 2022, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

7. J. Broadwell, Manager, Downtown Salmon Arm – Email dated September 9, 2022 – Pride Project: Loud and Proud Celebration – Request Road Closure Extension, October 15, 2022

0425-2022

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: Council authorize Downtown Salmon Arm an extension of the road closure portion of McLeod Street on Saturday, October 15, 2022 from 12:00 p.m. to 12:00 a.m. on October 16, 2022 for the Loud and Proud Celebration, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

6. T. Kutschker, Director/Curator, Salmon Arm Arts Centre – Letter dated September 13, 2022 – National Day for Truth and Reconciliation – Request Road Closure, September 30, 2022

8. T. Peasgood, Skookum Cycle – Email dated September 9, 2022 – Youth Ride at South Canoe – Request to use South Canoe Trails and Parking Lot, September 27, 2022

10. T. Timofee, Early Years Family Navigator and Outdoor Play Facilitator, Shuswap Children's Association – Letter dated September 9, 2022 – Request to use Fletcher Park, October 4, 2022

12. CORRESPONDENCE - continued**1. Informational Correspondence - continued**

- 11. J. Broadwell, Manager, Downtown Salmon Arm – Letter dated September 19, 2022 – 30th Annual Halloween Treat Trail – Request Road Closure, October 31, 2022**

0426-2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: Council authorize the temporary closure of McLeod Street from the Hudson Avenue intersection to the alleyway entrance, on Friday, September 30, 2022 from 3:00 p.m. to 6:00 p.m. for the purpose of the Shuswap District Arts Council hosting a National Day for Truth and Reconciliation event, subject to the provision of adequate liability insurance;

AND THAT: Council authorize Skookum Cycle to use the South Canoe Trails and parking lot from 5:00 p.m. to 7:00 p.m. for their Tuesday Youth Ride and year end celebration and BBQ on September 27, 2022, subject to the provision of adequate liability insurance;

AND THAT: Council authorize the Shuswap Children's Association to use Fletcher Park on Tuesday, October 4, 2022 from 9:00 a.m. to 11:00 a.m., subject to the provision of adequate liability insurance;

AND THAT: Council grant Downtown Salmon Arm a temporary road closure of the 200 and 300 block of Alexander Street from 2:00 p.m. to 5:30 p.m. on Monday, October 31, 2022 for the 30th Annual Halloween Treat Trail, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

- 12. C. Bold – Letter dated August 29, 2022 – Request to Donate a Bench with Plaque at Klahani Park**

0427-2022

Moved: Councillor Lindgren

Seconded: Councillor Flynn

THAT: Council authorize staff to work with C. Bold on the placement of a memorial bench at Klahani Park, subject to all associated costs of the bench and installation being assumed by the requestor;

AND THAT: should the costs associated with the bench installation not be funded by requestor, this request be referred to the 2023 budget for consideration.

CARRIED UNANIMOUSLY

13. NEW BUSINESS**15. COUNCIL STATEMENTS**

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

The following resolutions were released from the In Camera meeting of August 22, 2022:

THAT: the City engage Forsite Consultants Ltd. to prepare an application and prescriptions for the 2023/2024 Community Resiliency Investment grant program.

THAT: staff prepare a Request for Proposal for the management of the 2023/2024 Community Resiliency Investment program should the City be successful with their grant application.

20. QUESTION AND ANSWER PERIOD

The Question and Answer period is suspended until November 14, 2022.

2. IN-CAMERA SESSION – continued

0428-2022 Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: pursuant to Section 90(1), (g) litigation or potential litigation affecting the municipality and (d) the security of the property of the municipality; of the Community Charter, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 5:37 p.m.

Council returned to Regular Session at 5:43 p.m.

The Meeting recessed at 5:44 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

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

Chief Administration Officer E. Jackson
Director of Corporate Services S. Wood
Director of Engineering & Public Works R. Niewenhuizen
Director of Development Services K. Pearson

ABSENT:

Councillor C. Eliason

21. DISCLOSURE OF INTEREST

22. HEARINGS

1. Development Variance Permit Application No. VP-558 [Brown, A.; 1660-20 Street SE; Servicing Requirements]

0429-2022

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: Development Variance Permit No. VP – 558 be authorized for issuance to vary the RD-3 Road Standard in Subdivision and Development Servicing Bylaw No. 4163, for frontage of Lot 1, Section 12, Township 20, Range 10, W6M, KDYD, Plan 2915, as follows:

- i) waive the requirement to replace the BC Hydro Lease Light and install 3 davit lights; and
- ii) waive the requirement to install a bike lane.

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

Arlene Brown, the applicant, was available to answer questions from Council.

Submissions were called for at this time.

G. Sutherland and S. Hoyland – email received September 18, 2022 – VP-558.

L. & F. Martin – email received September 20, 2022 – VP-558.

B. & D. Wenzel – email received September 20, 2022 – VP-558

E. & J. Ouyang – email received September 21, 2022 – VP 558

S. & B. Harper – email received September 25, 2022 – DP-558

J. & S. Harper – email received September 26, 2022 – DP-558

C. Thorpe – email received September 26, 2022 – DP-558

L. Martin spoke in favour of the applicants request to waive the servicing requirements, as the additional lighting and the bike lane are not necessary.

D. Wenzel spoke in favour of the applicants request to waive the servicing requirements, as the cost for the upgrades is not fair and the additional lighting is not necessary.

F. Ambler spoke in favour of the applicants request to waive the servicing requirements, as area does not need a bike lane and the cost for the upgrades is not reasonable.

Following three calls for submissions and questions from Council, the Hearing closed at 7:17 p.m. and the Motion was amended as follows:

Amendment:

Moved: Councillor Flynn

22. HEARINGS - continued1. Development Variance Permit Application No. VP-558 [Brown, A.; 1660-20 Street SE; Servicing Requirements]

Seconded: Councillor Cannon

THAT: Council accept \$20,000 in lieu of the requirement to replace the BC Hydro Lease Light and install of 3 davit lights and a bike lane.

CARRIED

Councillor Lavery opposed

Motion as amended:

CARRIED UNANIMOUSLY

2. Development Variance Permit Application No. VP-559 [Peasgood, T. & L.; 1461-16 Street NE; Setback Variance]

0430-2022

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: Development Variance Permit No. VP – 559 be authorized for issuance for Lot 7, Section 24, Township 20, Range 10, W6M, KDYD, Plan 10172 to vary Zoning Bylaw No. 2303 as follows:

Section 6.10.3 Interior Side Parcel Line Setback reduction from 1.5 m to 0.5 m to facilitate reconstruction of a roof over a carport/storage area.

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

T. Peasgood, the applicant, was available to answer questions from Council.

Submissions were called for at this time.

N. Fowler – Letter received September 23, 2022 – VP-559.

B. Verhoeve spoke in favour of the applicant's setback variance request.

Following three calls for submissions and questions from Council, the Hearing closed at 7:35 p.m. and the Motion was:

CARRIED UNANIMOUSLY

3. Development Variance Permit Application No. VP-560 [Koleba, C.; 3081-28 Avenue NE; Setback requirements]

0431-2022

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: Development Variance Permit No. VP – 560 be authorized for issuance for Lot 2, Section 19, Township 20, Range 9, W6M, KDYD, Plan 18220 which will vary Zoning Bylaw No. 2303, Section 13.12.3 as follows:

- i) reduce the interior side parcel line setback from 1.5 m to 1.2 m.

22. HEARINGS – continued

3. Development Variance Permit Application No. VP-560 [Koleba, C.; 3081-28 Avenue NE; Setback requirements]

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

C. Koleba, the applicant, was available to answer questions from Council.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Hearing closed at 7:38 p.m. and the Motion was:

CARRIED UNANIMOUSLY

Mayor Harrison declared a conflict of interest at 7:39 p.m.

Deputy Mayor Flynn assumed the chair.

23. STATUTORY PUBLIC HEARINGS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4547 [ZON-1251; Murdoch, C. & K.; 1641 23 Avenue NE; R-1 to R-8]

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

C. Murdoch, the applicant, outlined the application and was available to answer questions from Council.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Public Hearing closed at 7:44 p.m. followed by comments from Council.

24. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4547 [ZON-1251; Murdoch, C. & K.; 1641 23 Avenue NE; R-1 to R-8] – Third Reading

0432-2022

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4547 be read a third time.

CARRIED UNANIMOUSLY

25. QUESTION AND ANSWER PERIOD

The Question and Answer Period is suspended to November 14, 2022.

26. ADJOURNMENT

0433-2022

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting of September 26, 2022 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:45 p.m.

CERTIFIED CORRECT:

Adopted by Council the day of , 2022.

CORPORATE OFFICER

MAYOR

Item 7.1

CITY OF SALMON ARM

Date: October 11, 2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee Meeting Minutes of October 3, 2022 be received as information.

Vote Record

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

Opposed:

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

DEVELOPMENT AND PLANNING SERVICES COMMITTEE

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held in Council Chambers, City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, and by electronic means on Monday, October 3, 2022.

PRESENT:

Mayor A. Harrison
Councillor T. Lavery (participated remotely)
Councillor S. Lindgren (participated remotely)
Councillor D. Cannon
Councillor K. Flynn (left the meeting at 8:02 a.m.)
Councillor L. Wallace Richmond
Councillor C. Eliason (participated remotely)

Chief Administration Officer E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Director of Corporate Service S. Wood
Director of Development Services K. Pearson
Executive Assistant B. Puddifant

ABSENT:

1. CALL TO ORDER

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

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

3. REVIEW OF THE AGENDA

4. DISCLOSURE OF INTEREST

Councillor Flynn declared a conflict with Item 5.1 as the applicant is a client of his firm.

Councillor Flynn left the meeting at 8:02 a.m.

5. REPORTS

1. Development Variance Permit Application No. VP-561 [Weed, J. & Cockrill, E./Hindbo Construction; 2794 25 Street NE; Height requirements]

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-561 be authorized for issuance for Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP119501 which will vary Zoning Bylaw No. 2303 as follows:

1. Section 4.12.1(a) – Height of a combined retaining wall and fence from 2.0m to 6.9m; and
2. Section 6.5 – Increase the height of a principal building from 10.0m to 10.8m.

C. Hindbo, agent for the applicant, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. FOR INFORMATION

7. IN-CAMERA

8. ADJOURNMENT

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee meeting of October 3, 2022 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:06 a.m.

Mayor A. Harrison, Chair

Minutes received as information by Council at their Regular Meeting of

, 2022.

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Item 7.2

CITY OF SALMON ARM

Date: October 11, 2022

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Shuswap Regional Airport Operations Committee Meeting Minutes of September 21, 2022 be received as information.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

Minutes of the Shuswap Regional Airport Operations Committee Meeting held in Council Chambers at City Hall, Salmon Arm, BC on Wednesday, September 21, 2022 at 3:00 p.m.

PRESENT:

Alan Harrison
Dorothy Teichrob
John McDermott
John Hansen
Darin Gerow
Robert Niewenhuizen

Mayor, City of Salmon Arm
Airport Manager
Lakeland Ultralights
Hangar Owner
City staff, Manager of Roads & Parks
City staff, Director of Engineering & Public Works,
Chair

ABSENT:

Chad Eliason
Terry Rysz
Gord Newnes
Jeremy Neufeld
Mark Ohlson
Keith Watson
Doug Pearce

Councillor, City of Salmon Arm, Chair
Mayor, District of Sicamous
Hangar Owner
RAP Attack
Hangar Owner
Hangar Owner
Salmon Arm Flying Club

GUESTS:

Travis Lodge

KS2 Management / Airport Management

The meeting was called to order at 3:05 p.m. chaired by Rob Niewenhuizen.

1. Introductions and Welcome

a) Airport Manager, KS2 Management Ltd.

Rob Niewenhuizen welcomed Dorothy Teichrob and Travis Lodge from KS2 Management Ltd. and introduced the members of the Airport Operations Committee.

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 of Agenda and Additional Items

4. Approval of Minutes of June 15, 2021 Shuswap Regional Airport Operations Committee Meeting

Moved: John Hansen

Seconded: John McDermott

THAT: the minutes of the Shuswap Regional Airport Operations Committee Meeting of June 15, 2022 be approved as circulated.

CARRIED UNANIMOUSLY

Minutes of the Shuswap Regional Airport Operations Committee of Sept. 21, 2022
Page 2

5. Approval of Minutes of June 7, 2022 Shuswap Regional Airport Safety Committee Meeting

Moved: John McDermott

Seconded: John Hansen

THAT: the minutes of the Shuswap Regional Airport Safety Committee Meeting of June 7, 2022 be approved as circulated.

CARRIED UNANIMOUSLY

6. Airport Managers Update

- Good fuel sales this summer
- Approx. 5000 aircraft movement
- Taxiway Bravo has been decommissioned
- CADORS report on incident (private helicopter landing)
- South Canoe Hazard beacon repair
- Waiting for contractor to recertify fuel pumps
- Canadian Flight Supplements have been revised

7. Old Business / Arising from minutes

- a) NOVA Skydiving Event – September 2nd to 5th, 2022
 - Rick Scott presented at the Airport Safety Committee
 - Very successful event
 - 46 flights from the sky van
 - 20 flights from the Cessna
 - No incidents
 - City received one noise complaint
- b) NAV Canada Cyclic (5 yr) Review of Flight Approaches
 - Flight Check completed August 10, 2022
- c) Future Hangar sites
 - New lease lot survey to be completed in the fall
 - Hope to advertise lot availability in the winter of 2023
- d) Golf Course Signage
 - Signage is complete and was delivered to the SA Golf Course
 - Installation of signs at Hole #12 and #15 to be done by SA Golf Course

8. New Business

- a) Cell phone booster at Airport Terminal Building
 - To be installed by Gregg Paterson
- b) Delta C fuel monitoring pilot project
 - City and Airport staff will work with Delta C moving forward.
- b) 2022 Budget update – review
 - Discussed budget variances due to Airport decertification.
- d) 2023 Draft Budget

8. New Business - continued

- Was presented and discussed,
- Staff will continue to look at options for including the repaving of the Airports RWY,
- City Staff will be recommending that an application be submitted to the BC Air Access Program under their 2022 intake.

Moved: John McDermott

Seconded: John Hansen

THAT: the Airport Operations Committee support the proposed 2022 Shuswap Regional Airport Budget as presented.

CARRIED UNANIMOUSLY

e) Airport Appreciation Day Sunday, June 25, 2023

- Request from the Salmon Arm Flying Club was reviewed and discussed.

Moved: John Hansen

Seconded: John McDermott

THAT: the Airport Operations Committee support the Airport Appreciation Day on June 216, 2022 and the budget as presented.

CARRIED UNANIMOUSLY

9. Other Business &/or Roundtable Updates

- Recruit additional members to the Airport Operations Committee,

10. Next meeting – Wednesday, November 16, 2022

Minutes of the Shuswap Regional Airport Operations Committee of Sept. 21, 2022
Page 4

11. Adjournment

Moved: Alan Harrison

Seconded: John Hansen

THAT: the Shuswap Regional Airport Operations Committee Meeting of
September 21, 2022 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 4:10 p.m.

Robert Niewenhuizen, ASCT
Director of Engineering & Public Works

Minutes received as information by Council
on the day of , 2022

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Item 7.3

CITY OF SALMON ARM

Date: October 11, 2022

Moved: Mayor Harrison

Seconded: Councillor Lavery

THAT: the Active Transportation Task Force Meeting Minutes of October 3, 2022 be received as information.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

Minutes of the Meeting of the Active Transportation Task Force held by electronic means on Monday, October 3, 2022 at 10:00 a.m.

PRESENT:

Mayor Alan Harrison
Councillor Tim Lavery
Camilla Papadimitropoulos
Steve Fabro
Blake Lawson
Phil McIntyre-Paul
David Major
Craig Newnes
Marianne VanBuskirk
Chris Larson
Rhonda West

City of Salmon Arm, Chair
City of Salmon Arm, Chair
Citizen at Large
Citizen at Large (left the meeting at 11:36 a.m.)
Citizen at Large
Shuswap Trail Alliance
Shuswap Cycling Club
Downtown Salmon Arm
School District No. 83
City of Salmon Arm, Senior Planner
City of Salmon Arm, Recorder

ABSENT:

Louis Thomas
Cory Sampson
Anita Ely
Joe Johnson
Kathy Atkins
Lana Fitt
Paige Hilland
Gary Gagnon

Councillor, Neskonlith Indian Band
Councillor, Adams Lake Indian Band
Interior Health
Greenways Liaison Committee
Citizen at Large
SAEDS
Social Impact Advisory Committee
Citizen at Large

GUESTS:

Jenn Bellhouse
Sarah Friegang

Shuswap Trail Alliance
Urban Systems (left the meeting at 10:46 a.m.)

The meeting was called to order at 10:27 a.m.

1. Call to Order, Introductions and Welcome

2. Acknowledgement of Traditional Territory

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

3. Approval of Agenda and Additional Items

The Agenda for the October 3, 2022 Active Transportation Task Force Meeting has been circulated to the members of the Active Transportation Task Force.

4. Approval of minutes from August 2, 2022

Moved: Marianne

Seconded: Camilla

THAT: The minutes of the Active Transportation Committee Meeting of August 2, 2022 be approved.

CARRIED UNANIMOUSLY

5. Presentations**6. Old Business / Arising from Minutes**

a) Active Transportation Network Plan update

Sarah Friegang, Urban Systems, outlined the progress and revisions undertaken in the past month. The draft version of the Network Plan has been shared and meetings with Task Force members for comments and input. Sarah Friegang spoke regarding priority projects identified in the Plan as well as recommendations to revisions to the Subdivision and Development Servicing Bylaw regarding bike lanes and pedestrian use, developing road share targets and partnership sharing opportunities.

Urban Systems and members of the Task Force will present the strategy of the Network Plan to Council at the October 11, 2022 Regular Council Meeting. Joe Johnson, Phil McIntyre-Paul, Craig Newnes and David Major will represent the Active Transportation Task Force for this presentation.

7. Sub-Group Updates

a) Interim Ideas Sub-Group

Blake Lawson outlined the progress of the sub-groups recent meeting to identify priority interim projects. The discussions included have Bylaw update recommendations and current industry standards as well as BC Active Transportation guidelines and the ability for Salmon Arm to enable the city to meet the targets of BC Active Transportation.

Sarah Friegang left the meeting at 10:46 a.m.

8. New Business**a) Potential Loss of parking spaces in downtown area (bike lanes)**

Craig Newnes suggested that that a specific concept be delivered to Downtown Salmon Arm before providing any comment on bike lanes and suggested that the Downtown Parking Commission would be involved in any decision making as well. Councillor Lavery spoke regarding the general idea of bike lanes in the downtown area and that the concept of bike lanes may not affect existing parking.

b) Future of Active Transportation Task Force

Councillor Lavery spoke regarding the possibility of a future relationship with the Greenways Liaison Committee. Councillor Lavery encouraged members to provide ideas, comments, suggestions and ideas to Mayor Harrison and Councillor Lavery prior to the next meeting of the Task Force.

c) Input for 2023 City of Salmon Arm Budget

Councillor Lavery and Mayor Harrison outlined, in general, the City budgeting process. The Task Force will present to Council at the November 14, 2022 Budget meeting. The purpose of this presentation will be to stress the importance of City and grant funding for future Active Transportation needs. Phil McIntyre-Paul, Joe Johnson, David Major and Craig Newnes will present at the November 14 budget meeting on behalf of the Task Force. Budget information prepared by the Chief Financial Officer and the Director of Engineering & Public Works will be circulated to the Task Force members.

Steve Fabro left the meeting at 11:36 a.m.

9. Other Business &/or Roundtable Updates, Ideas and Questions**10. Next Meeting**

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

11. Adjournment

The Active Transportation Task Force meeting was adjourned at 11:38 a.m.

Mayor Alan Harrison , Co-Chair

Councillor Tim Lavery, Co-Chair

Received for information by Council the day of , 2022.

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Item 7.4

CITY OF SALMON ARM

Date: October 11, 2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Social Impact Advisory Committee Meeting Minutes of September 23, 2022 be received as information.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

Minutes of the Social Impact Advisory Committee meeting held electronically on Friday, September 23, 2022, at 8:00 a.m.

PRESENT:

Councillor Louise Wallace Richmond	City of Salmon Arm, Chair
Jane Shirley	Shuswap Area Family Emergency (SAFE) Society
Shannon Kiehlbauch	Okanagan College (entered the meeting at 8:16 a.m.)
Dawn Dunlop	Canadian Mental Health Association
Karen Hansen	Shuswap Association for Community Living
David Parmenter	Interior Health Association-Mental Health
Jen Gamble	Shuswap Immigrant Services
Tim Gibson	Shuswap Children's Association
Kim Sinclair	Aspiral Youth Partners
Erin Jackson	City of Salmon Arm
B. Puddifant	City of Salmon Arm, Recorder

ABSENT:

	Adams Lake Indian Band
	Neskonlith Indian Band
Chiara Dentry	Seniors Resource Centre
Kristy Smith	Okanagan Regional Library
Patti Thurston	Shuswap Family Centre

GUESTS:

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

1. Introductions

2. Acknowledgement of Traditional Territory

We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.

3. Approval of Agenda and Additional Items

Moved: Kim Sinclair

Seconded: Jane Shirley

THAT: the Social Impact Advisory Committee Meeting Agenda of September 23, 2022, be approved as circulated.

CARRIED UNANIMOUSLY

4. Approval of Minutes of March 18, 2022 Social Impact Advisory Committee Meeting

Moved: Dawn Dunlop

Seconded: Jane Shirley

THAT: the minutes of the Social Impact Advisory Committee Meeting of March 15, 2022 be approved as circulated.

CARRIED UNANIMOUSLY

5. Old Business/Arising from minutes

a) Poverty Reduction Grant - update

Councillor Wallace Richmond advised that the City's application for the Poverty Reduction Grant has been approved by the Province. Erin Jackson spoke regarding the two eligible proponents for the consultation process and that the award for the Stream 2 process will be before Council at the September 26, 2022 Regular Council Meeting. The successful proponent will invite community groups to be involved in the process.

6. Presentations

7. New Business

Councillor Wallace Richmond left the meeting at 8:11 a.m. and returned at 8:14 a.m.
Shannon Kiehlbauch entered the meeting at 8:16 a.m.

8. Other Business &/or Roundtable Updates

9. Next meeting - Friday, October 21, 2022

10. Adjournment

Moved: Jane Shirley

Seconded: Karen Hansen

THAT: the Social Impact Advisory Committee Meeting of September 23, 2022 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:39 a.m.

Councillor Louise Wallace Richmond, Chair

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

Item 8.1

CITY OF SALMON ARM

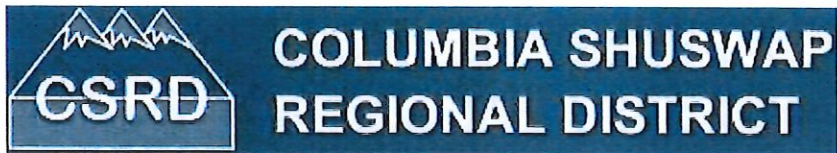
Date: October 11, 2022

Columbia Shuswap Regional District Update – September 2022

Vote Record

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

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

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#YourCSRD - September 2022

September 2022



[Web version](#)

Highlights from the Regular Board Meeting

Newsletter change

As part of our conversion to the new CSRD website, the CSRD will be using a new program to create and send out its monthly #YourCSRD newsletter.

Due to legislative requirements, the CSRD cannot automatically subscribe you to the new version of the newsletter. You must resubscribe if you wish to continue to receive it. You can sign up for the newsletter and for other types of CSRD email or text notifications by using the [Notify Me link](#).



Announcements

Section 57 of the Community Charter, Notice on Title Hearing

The Board authorized the Corporate Officer to file a Notice in the Land Title Office against the property located at 2555 Garland Road, Celista. Placing a Section 57 notice on title will alert subsequent owners of the property of the outstanding building regulation non-compliance. [View report.](#)

Business General & Business by Area**Shuswap Tourism 2020-2021 Annual Review**

The Board received the Shuswap Tourism 2020-2021 Annual Review for information and also noted Expressions of Interest are being sought for Tourism Industry Members on the Shuswap Tourism Advisory Committee. [View review.](#) [View press release.](#)

Electoral Area F: Sole Source Contract Award for the 2022 Salmon Run Marketing Campaign

The Board agreed to enter into an agreement with CESK Creative for assistance in implementing Shuswap Tourism's 2022 Salmon Run Marketing Campaign Media Spend in the amount of \$15,000 plus tax. [View report.](#)

Salmon Arm Refuse Disposal Site – Scale and Site Attendant Operations Contract Award

The Board agreed to enter into an agreement with Seldom Silent Enterprises Ltd. to provide scale and site attendant services at the Salmon Arm Landfill over a three-year term commencing October 1, 2022, for a total cost of \$1,057,163 plus applicable taxes, with an option to extend for an additional two-year term. Seldom Silent Enterprises Ltd. was the lowest compliant bidder. [View report.](#)

Grant-in-Aid Requests

No Grant-in-aid applications will go before the Board for approval in the three regular Board Meetings prior to the October 15, 2022, local government elections.

Electoral Area C: Eagle Bay Community Park Upgrades - Community Works Fund

The Board approved the use of Electoral Area C Community Works Fund in an amount of up to \$250,000 for additional park development at Eagle Bay Community Park. [View report.](#)

Delegations**Concerns Regarding the North Shuswap Health Centre Funding Request**

P42

Eugene Eklund presented information to the Board of Directors regarding the funding request for the North Shuswap Health Centre. [View submission](#). [View NSHC response](#). [View letter from Dr. Bucarelli](#).

Administration Bylaws

Electoral Area F: North Shuswap Health Centre Financial Contribution Service Area Establishment Bylaw No. 5848, 2022

After receiving the results of the Alternative Approval Process, the Board voted unanimously to adopt a bylaw which will add a tax contribution from property owners in Electoral Area F to support the operation of the North Shuswap Health Centre. [View results](#). [View Bylaw](#). [View press release](#).

Electoral Area A: Nicholson Fire Suppression Service Area Amendment Bylaw No. 5855, 2022

The Board adopted Nicholson Fire Suppression Service Area Amendment Bylaw No. 5855, 2022 which adds one property to the existing Nicholson Fire Suppression Service Area. [View Bylaw](#).



LAND USE MATTERS

Development Services Business General

Introduction of Proposed Development Variance Procedure Amendments

After the Board reviewed proposed bylaw amendments and made some comments, the Board directed staff to prepare amendments to the Development Services Procedures

Bylaw and the Development Services Fees Bylaw for consideration at a future meeting. These amendments are designed to make the Development Variance Permit process faster and easier for minor applications. [View report.](#)

Development Services Business By Area

Electoral Area B: Development Variance Permit (DVP) No. 851-10

The subject property is located at 7989 Arrowhead Road in Shelter Bay. The property owners are requesting a variance to increase the maximum permitted height for the principal building from 10.5 meters to 12.3 meters. The Board approved issuance of the DVP. [View report.](#)

Planning Bylaws

Electoral Area D: Ranchero/Deep Creek Official Community Plan Amendment Bylaw No. 750-04 and Ranchero/Deep Creek Zoning Amendment Bylaw No. 751-03

The subject property is located at 878 Deep Creek Road, Deep Creek. The applicant is proposing to redesignate and rezone the property from RH – Rural Holdings to MH – Medium Holdings to allow for subdivision of the 40+ ha parcel into five - eight hectare lots. A report has now been submitted by the applicant which reviews the potential water resources for the proposed lots, allowing for second reading of the bylaws. The Board gave second reading to the amending bylaws and directed staff to set up a public hearing. [View report.](#)

Electoral Area E: Lakes Zoning Amendment Bylaw No. 900-36E

The subject property is located at 9940 Mara West Road. The applicant would like to rezone a portion of the foreshore of Mara Lake adjacent to lands jointly owned by the CSRD and RDNO, which are in the process of being developed as the Sicamous to Armstrong Rail Trail (Rail Trail), to recognize an existing fixed dock. Lakes Zoning Bylaw No. 900 only permits docks in association with waterfront parcels. The subject property is not a waterfront parcel because it is separated from Mara Lake by the Rail Trail property. The owner has applied to amend the zoning bylaw to change the foreshore zone from FM1 to FG1 and include a special regulation which would specify that the existing dock is a permitted use in association with the semi-waterfront subject property. The Board decided to postpone a decision on this application until the Sicamous-to-Armstrong Rail Trail Governance Advisory Committee develops a policy. [View report.](#)

Electoral Area D: Ranchero/Deep Creek Official Community Plan Amendment Bylaw No. 750-05 and Ranchero/Deep Creek Zoning Amendment Bylaw No. 751-04

The subject property is the Shuswap National Golf Course, located at 6360 Auto Road, 6015 Shaw Road. The applicant wishes to amend the Ranchero/Deep Creek Official Community Plan and Zoning Bylaw to operate a 100-unit campground for seasonal use by

P44

the travelling public on an approximately 7.66 ha portion of the southwestern corner of the property. The Board gave the application first reading and directed the application be referred to other agencies and First Nations for review. [View report.](#)

Release of In-Camera Resolutions

There were no items.

NEXT BOARD MEETING

The Regular CSRD Board Meeting will be held Thursday, October 13, 2022 in the CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm.

The Regular Board meeting public session generally starts at 9:30 AM. Any scheduling changes to the meeting start time will be noted on the Events tab of the CSRD's website.

Please note this meeting date is a change from the usual Regular Board Meeting taking place on the third Thursday of each month. This is due to the General Local Government Elections being held October 15, 2022.

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

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



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

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Item 9.1

CITY OF SALMON ARM

Date: October 11, 2022

Chief Financial Officer
Property Tax Collection – For Information

Vote Record

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

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

CITY OF SALMON ARM

Date: September 26, 2022
 To: Mayor Harrison and Members of Council
 From: Chelsea Van de Cappelle, Chief Financial Officer
 Subject: Property Tax Collection

FOR INFORMATION

Listed below are the current tax collection percentages and associated tax and penalty revenues for 2022 and 2021.

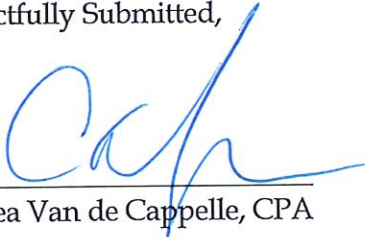
	<u>2022</u>	<u>2021</u>
Revenue	\$37,625,940.50	\$36,001,392.73
Collection to Due Date	<u>35,370,811.89</u>	<u>33,607,001.11</u>
Outstanding Balance	<u>\$ 2,255,128.61</u>	<u>\$ 2,394,391.62</u>
Percentage Collected	94.0%	93.34%
Penalty Revenue	\$ 225,512.86	\$ 239,439.17
Less: Penalty Reversal (Due to Deferment Applications & processed adjustments)	(41,829.26)	<u>(41,650.66)</u>
Less: Penalty Reversal (Due to HOG Applications & adjustments)	<u>(5,264.66)</u>	
Adjusted Penalty Revenue	<u>\$ 178,418.94</u>	<u>\$ 197,788.51</u>

Until 2021, local governments were responsible for administering the homeowner grant program on behalf of the Province of BC (Province). As the program grew, so too did the responsibility of managing it. In 2021, the Province took over administration of the homeowner grant program with the hope to make the process simpler for applicants and less of a burden for local governments. With this change, qualifying property owners applied for their homeowner grant directly with the Province either through a secure online application or phone.

	<u>2022</u>	<u>2021</u>	<u>2020</u>
HOG's Claimed before Due Date	5,804	5,484	5,765

The statistics presented will fluctuate throughout the remainder of the year; although not significantly, as the City continues to process HOG adjustments from the Province and Supplemental Assessments through BC Assessment.

Respectfully Submitted,



Chelsea Van de Cappelle, CPA

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Item 9.2

CITY OF SALMON ARM

Date: October 11, 2022

Moved: Councillor

Seconded: Councillor

THAT: Council authorize the Mayor and Corporate Officer to execute a Lease Agreement for the North ½ of the Southwest ¼ of Section 9, Township 20, Range 10, W6M, KDYD (2191 30 Street SW) for the term of April 1, 2023 to October 31, 2025 (for use April 1 - October 31 of each year) for an annual fee of \$24,000.00 (plus applicable taxes) with Farmcrest Foods Ltd., subject to *Community Charter* notification requirements;

AND THAT: the lease includes an option for a two year extension if agreed upon by both parties.

Vote Record

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

Opposed:

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



To: His Worship Mayor Harrison and Council
Date: September 30, 2022
Subject: Lease of Agricultural Land know as Harrington Farm/Minion Field 2191 30 St SW

MOTION FOR CONSIDERATON:

THAT: Council authorize the Mayor and Corporate Officer to execute a Lease Agreement for the North ½ of the Southwest ¼ of Section 9, Township 20, Range 10, W6M, KDYD (2191 30 Street SW) for the term of April 1, 2023 to October 31, 2025 (for use April 1 – October 31 of each year) for an annual fee of \$24,000.00 (plus applicable taxes) with Farmcrest Foods Ltd., subject to *Community Charter* notification requirements;

AND THAT: the lease includes an option for a two year extension if agreed upon by both parties.

BACKGROUND:

The subject property is designated Salmon Valley Agriculture in the Official Community Plan, zoned A-1 (Agriculture Zone) and is located in the Agricultural Land Reserve. The location of the property is shown below.

The City of Salmon Arm purchased the property in 1975. The intent of the purchase was to use the property for a spray irrigation project using effluent from the Wastewater Pollution Control Centre (WPCC), however, the spray irrigation project did not proceed. The Liquid Waste Management Plan identifies the property as a site to accept biosolids from the WPCC. Since 1981, the property has been leased to local farmers to be used for the production of forage and/ or cereal crops.

The City issued a Request For Quotation (RFQ) for a competent and experienced Lessee to lease, cultivate and maintain the approximately 80 acre parcel of vacant agricultural land located at 2191 - 30 Street SW for a term commencing April 1, 2023 and ending October 31, 2025. One quotation was received and accepted.

The conditions of the lease agreement that will expire October 31, 2022 are the same as the proposed lease agreement, with the exception of the lease fee, which currently is \$22,000.00 and is recommended to increase to \$24,000.00 for each of three (3) years, based on the quote received.

Lease of Agricultural Land known as Harrington Farm/Minion Field
2191 - 30 Street SW
April 1, 2023 to October 31, 2025

Page 2

Generally, the Lessee shall use the land for the production of forage and/or cereal crops, the City reserves the right to apply bio-solids to all or part of the Lands, and the agreement may be terminated with six (6) months' written notice from either party.

The proponent, Farmcrest Foods Ltd., has leased the property since 2005 and has been a good tenant. It is recommended that the motion for consideration be approved by Council.

Sue Wood
Director of Corporate Services



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Item 9.3

CITY OF SALMON ARM

Date: October 11, 2022

Moved: Councillor

Seconded: Councillor

THAT: Council authorize the addition of 'Littlehales-Barker House' (2571 Lakeshore Road NE) to the Community Heritage Register.

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 11, 2022

Subject: City of Salmon Arm Community Heritage Register

STAFF RECOMMENDATION

THAT: City Council authorize the addition of the 'Littlehailes-Barker House' (2571 Lakeshore Road NE) to the Community Heritage Register.

BACKGROUND

The Community Heritage Register was first adopted by Council in February 2010. The properties and Statements of Significance of the Register were added in three separate phases, with Phase I occurring in 2010, Phase II in 2011, & Phase III in 2013. Since this time, there have been few changes to the document.

There are currently 49 properties on the Community Heritage Register. Prior to this, the most recent property that was added to the Register was the Ball House (1651 2 Avenue NE). Council approved the inclusion of this property in May 2017.

On June 6, 2022, members of the Community Heritage Commission passed a motion to add the Ebl House (Littlehailes-Barker House) to the Community Heritage Register. This motion was carried unanimously. Since then, a draft Statement of Significance has been finalized for the property (along with exterior photos of the house and an old legal plan), all of which are attached as Appendix 1. Some of the character-defining elements of the building include a gable roof with dormers, prominent windows with views of the lake, brick chimneys, two verandahs and an enclosed conservatory, wood trim around windows and exterior doors, and renovations to the exterior made in sympathy with the original structure. Correspondence from Lexi Ebl in support of the Littlehailes-Barker House being added to the Register is attached in Appendix 2.

PLANNING DEPARTMENT

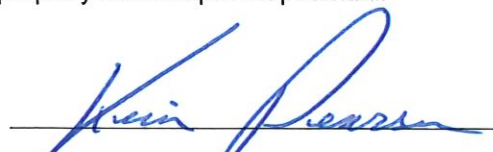
The subject property is located just off Lakeshore Road NE. The parcel is designated Medium Density Residential in the City's Official Community Plan and is zoned R-1 (Single Family Residential) in the Zoning Bylaw. The subject property is also approximately 2.536 hectares in area/size. Since the subject property is designated Medium Density Residential in the OCP, up to 40 units/ha maximum is permitted (which may be increased to 50 units/ha by density bonus). However, a realistic density would take into consideration factors such as riparian regulations, setbacks, and access routes. There is also a proposed greenway directly south of the subject property.

CONCLUSION

Staff have no concerns with the addition of the Littlehailes-Barker House to the Community Heritage Register, especially since this would not negatively impact the property's development potential.



Prepared by: Evan Chorlton
Planner I



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

APPENDIX 1

Littlehailes-Barker House
2571 Lakeshore Road NE
Salmon Arm, B.C.
Circa 1913

Description:

The Littlehailes-Barker house is a one-and-a-half-storey wood frame building located on a large property, accessed by a long private driveway offset from Lakeshore Road in northeast Salmon Arm. The house is buffered from the street by **outbuildings, including a workshop, a double car garage, and farm equipment storage**. The house is adjacent to Cress Creek, named for the watercress planted by historic neighbour Gladys Bessie Booth (nee Jameson).

The historic place includes the house and surrounding property.

Values:

Thought to be constructed in 1913 for Henry Littlehailes-Barker, the house is valued for its cultural and historic significance within the community, particularly in association with pastoral vistas, orchards, a neighbouring packing house (which is no longer there), and an enclave of neighbouring British gentlemen settlers.

The Littlehailes-Barker House is one of the older houses in a group of heritage buildings adjacent to the Appleyard Subdivision. Like many houses built outside the original town site of Salmon Arm, the Littlehailes-Barker House was associated with early agricultural development and was originally part of the Pat Owens homestead (NW 24 Township 20 Range 10 W6th M). The cluster of nearby heritage buildings (the Fortune House and its re-adapted carriage house and a nearby barn) represents an important part of the early growth of the community and strengthens the historical value of Littlehailes-Barker House.

Situated with its back to Lakeshore Road, the house was built before this major transportation route was established. Access to Salmon Arm was originally through the Littlehailes-Barker front yard, facing Shuswap Lake, and crossed the Fortune property. By 1931 Lakeshore Road was built to connect farmers as far east as the W.X. Ranch to Salmon Arm and shipping networks, and the approach to the Littlehailes-Barker House changed.

Henry Littlehailes-Barker was a gentleman farmer who was wealthy enough to travel the world twice. He and his wife (Ivy Margaret Gwendoline Littlehailes-Barker) took up residence in Salmon Arm prior to World War I, but are believed to have returned to England after the death of Barker's step-son Lieutenant Cyril Leland Hains.

The house was owned by various community members, including the Littlehailes-Barkers, Alice Louisa Alcott, and the Jacques, Duncan and Ebl families. Of note are George and Isabella Duncan. The Scottish

couple were in Canada during World War II and, when the conflict was resolved, returned to Scotland to collect their furnishings and shop equipment. Like the first owner of the house, George Duncan's occupation was classified as a "gentleman" on the ship's register. He was also independently wealthy. As a young man, George invested his inheritance in the oil industry and lived off his investments, extensively travelling. Duncan was also an accomplished photographer. The Duncan's settled in their remodelled home in 1946.

"Bella" Duncan was elected the head of the local Girls' Hospital Aid. The couple supported the organization by doing rummage sales and plays.

The house is socially-important for its continued viability. The level of preservation of its interior is a sign of an appreciation for its heritage and a vote of confidence for the future.

Character defining elements:

Key elements that define the heritage character of the Littlehailes-Barker House include:

Site:

- Mature plantings, including crab apple trees
- Generous yards surrounding the house
- Views of Shuswap Lake and bordering agricultural lands
- Supports active agriculture

Building:

- Gable roof with dormers
 - Prominent windows with views of the lake
 - Brick chimneys
 - Two verandahs and an enclosed conservatory
 - Wood trim around windows and exterior doors
 - Renovations to the exterior made in sympathy with the original structure
-



and plan of
 at Blocks 4 and 7 as shown on Plan N° 659 registered in
 Kamloops BC Land Registry Office and entitled
 Subdivision of the fractional East half of the NW 1/4 and the West half of the NE 1/4
 of section 24 Township 20 Range 10 West of the 65 Mer.

1423

Map No. 1423
 Deposited 2-11-14

Scale 2 chains to an inch

District Registrar



The boundary was derived from the bearing of the North
 boundary - S. 24° 45' 00" W. from the intersection
 of the line and shore of the 65 Mer. Township 20 Range 10
 West of the 65 Mer. and the line of the 65 Mer.

I John H. H. H. of the City of Vancouver, B.C., do hereby certify
 and surveyor in the above and do hereby certify that the
 plan and that the survey and plan are correct and
 true and that the survey was completed on the 14th day of May 1914
 before me this 14th day of May 1914.

Inspector

John H. H. H.

John H. H. H.

John H. H. H.

John H. H. H.

John H. H. H.

John H. H. H.

Evan Chorlton

From: Deborah Chapman <archives@salmonarmmuseum.org>
Sent: Wednesday, September 21, 2022 10:37 AM
To: Evan Chorlton
Subject: FW: [External] Ebl residence entered into Heritage registry

From: Lori/Jasen Ebl/Gerein [mailto:jaslor@telus.net]
Sent: September 20, 2022 9:53 PM
To: archives@salmonarmmuseum.org
Subject: Ebl residence entered into Heritage registry

Dear Mr. Chorlton & Mr. Pearson

I was speaking with Heritage Commission Member Deborah Chapman about including my home in the City of Salmon Arm's Heritage Register.

My late husband, Allen, and I initially approached Deborah at the Salmon Arm Museum about including our home on the Register.

We were so pleased when the Commission agreed to write a Statement of Significance for the house outlining its heritage values.

I am very happy to have this submission go to Council.

Sincerely,

Lexie Ebl

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Item 9.4

CITY OF SALMON ARM

Date: October 11, 2022

Moved: Councillor

Seconded: Councillor

THAT: Council authorize the submission of an application under the Community Resiliency Investment Program – 2023 Firesmart Community Funding & Supports, and support the current proposed activities;

AND THAT: if successful, Council agrees to receive and manage the grant funding in accordance with the CRI Program 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: October 5, 2022
SUBJECT: Community Resiliency Investment Program – 2023/2024 Application

Motion for Consideration:

THAT: Council authorize the submission of an application under the Community Resiliency Investment Program - 2023 FireSmart Community Funding & Supports, and support the current proposed activities;

AND THAT: if successful, Council agrees to receive and manage the grant funding in accordance with the CRI Program requirements.

Background:

The FireSmart Community Funding & Supports program provides funding to local governments and First Nations in BC to increase community resiliency by undertaking community-based FireSmart planning and activities that reduce the community's risk from wildfire. The City has been successfully applying for grants under this program for several years and these activities have made a tangible difference throughout the community.

As per Council direction, staff engaged Forsite Consultants Ltd. to prepare an application and prescriptions for the current CRI intake. Should the City be successful in receiving funding for fuel load mitigation, staff will issue a Request for Proposals to seek a qualified contractor to manage this component. Fire Department staff will continue to manage the FireSmart activities, similar to previous years.

A significant change for 2023 is that applications are now for a two-year period. In addition, the base funding is scaled to offer eligible applicants with lower risk of wildfire (generally demonstrated by Wildland Urban Interface (WUI) Risk Class 4 and 5), to apply for up to \$100,000 per application, and applicants with a higher risk of wildfire (generally demonstrated by WUI Risk Class 1 to 3), to apply for up to \$200,000 per application. The City is eligible for the maximum funding due to WUI Risk Class and proposes to apply for \$198,935.00 (see APPENDIX A for complete breakdown).

The City will continue to build on the success of previous years of FireSmart efforts through education, training, and fuel mitigation work. This project will involve several initiatives including:

- Hiring a dedicated FireSmart staff member and coordinating a FireSmart committee;
- Hosting a FireSmart/fuel management open house for public education along with other education activities;
- Various training/courses for City staff (e.g. LFR training);
- Fuel prescription development for Little Mountain Park (LMP 1, and LMP2), and Park Hill (PAR1 and PAR2) treatment areas (76.6 ha total); and
- Fuel treatments within Little Mountain Park (LMP1, 14.6 ha total).

Recommendation:

It is recommended that Council support the Motion for Consideration. The application is currently under review by BC Wildfire Services and once that process has been completed, it can be submitted to UBCM for consideration along with the required Resolution from Council.

Respectfully Submitted,



Erin Jackson
Chief Administrative Officer

City of Salmon Arm - 2023 CRI Application Budget**Worksheet 1 Activities**

FireSmart Activities	Cost
Open House (2B)	4,900
Booths at Malls (2D)	2,480
Trade Shows (2E)	8,070
Neighbourhood Rec. (2G)	2,000
Pub-ed, ads (2I)	5,200
CFRC (5A)	2,200
Conference/Symposium (5D)	3,600
FireSmart BC Plant Prog (5E)	1,300
New LFRs (7B)	1,600
WRR Course (7F)	600
WSPP-115 (7F)	3,720
Home Assessments (10A)	7,500
Neighbourhood Assess. (10B)	300
Neighbourhood Plans (10B)	1,700
Dump Fees (10D)	2,000
Worksheet 1 Total	47,170

Worksheet 2 Activities

Prescriptions (LMP1, LM2, PAR1, PAR2, 76.6 ha total)	Cost
Admin	2,850
Referrals	1,900
Plots	12,000
Layout	9,600
Final Prescription	6,205
First Nations Assessments	10,000
Prescription Total	42,555

Treatments (LMP1, 14.6 ha total)	Cost
Contracts	1,900
Treatment Contract	102,200
Post-Treatment Assessment	1,900
CRI Final Reporting	3,210
Treatment Total	109,210

Worksheet 2 Total **151,765**

CRI Application Total **198,935**

Item 10.1

CITY OF SALMON ARM

Date: October 11, 2022

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4554 be read a first, second and third time.

[Airport User Fees]

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: October 4, 2022
 From: Chelsea Van de Cappelle, Chief Financial Officer
 Subject: Fee for Service Amendment – Airport User Fees

Recommendation

THAT: Bylaw No. 4554 cited as “City of Salmon Arm Fee for Service Amendment Bylaw No. 4554” be given 3 readings.

Background

The operating cost of the airport function is shared with the Columbia Shuswap Regional District (CSRD), specifically Area C, D, E and Sicamous. The airports operating deficit, exclusive of capital, has increased from approximately \$100,000.00 in 2010 to \$220,000.00 in 2021 due to rising costs and fairly flat revenues. There are few revenue generating options other than property taxation, namely gas and oil sales, rentals and leases. The 2022 Budget includes funding to undertake survey work to set the stage for the expansion of future rental areas.

The City establishes charges and fees to help fund services. While the airport will likely never be in a situation of full cost recovery given its size and capacity for scheduled flights, it is necessary still to balance the costs among those benefiting from the services. Therefore it is important to ensure the rates charged capture the value of the service/property and are consistent with comparable jurisdictions. The City’s annual airport rentals can be broken down as follows (Appendix A – Map):

- 1) Ground Rentals (Tie-Downs)
- 2) Airport Hangars (T-Hangars)
 - One structure, owned by the City, with 5 hangars. The rates charged are for the rental of the structure and land.
- 3) Hangar Rental Lands (Regular/Non-commercial and Commercial/Industrial)
 - The rates charged are for the rental of land only as the structures are privately owned.

The last increase to the airport hangar rentals and land rates was 2009. An independent appraisal was done in 2013 and the report recommended no change to the hangar rental rates. As a result the City has not made any changes to these rates.

The City commissioned a current market rent appraisal of the hangar rental lands, including leased lands, Terminal Building, and T-Hangars. Recommendations associated with the Terminal Building and lands under a lease agreement will be considered further when those agreements are reviewed for renewal. In summary the recommendations as related to the T-Hangars and hangar rental lands compared to the current market rates are:

	Minimum	Maximum	Current	
T-Hangars	\$ 163.58/Month	\$ 185.10/Month	\$ 168.75/Month	\$ 2,025.00/Year
Hangar Lands - Regular	\$ 4.84/sq. m	\$ 5.92/sq. m	\$ 4.55/sq. m	Min \$ 575.00/Year
	\$ 0.45 sq. ft	\$ 0.55/sq. ft	\$ 0.424/sq. ft	
Hangar Lands - Commercial	\$ 7.54/sq. m	\$ 8.61/sq. m	\$ 7.70/sq. m	Min \$ 1,437.50/Year
	\$ 0.70 sq. ft	\$ 0.80/sq. ft	\$ 0.714/sq. ft	

Note: The rates recommended do not consider discounts.

The City's current Regular Hangar Rental rate is below the recommended range and the others are within range. The City currently offers a 10% discount on Ground Rentals, Airport Hangar and Hangar Rental Land fees if the whole year is paid in full prior to February 15th. Most renters take advantage of the discount, which essentially reduces the rate charged and thus revenues generated.

In consideration of the appraisal report, effective January 1, 2023, the following changes are proposed:

- Increase the Airport Hangars (T-Hangars) and Hangar Rental Land – Commercial rates by 6% (BC CPI, January – August 2022);
- Increase the Hangar Rental Land – Regular rates by 10%, to bring the rates within the recommended range;
- Reduce the discount on Ground Rentals, Airport Hangars and Hangar Rental Land Fees to 5%; and
- Increase the established Hangar Rental Land minimums to reflect the increases noted above.

No change is recommended for Ground Rental Fees beyond the reduction to the discount. The revised fee structure is anticipated to generate approximately \$4,500.00 additional revenue per year.

	Minimum	Maximum	Recommended	
T-Hangars	\$ 163.58/Month	\$ 185.10/Month	\$ 179.00/Month	\$ 2,148.00/Year
Hangar Lands - Regular	\$ 4.84/sq. m	\$ 5.92/sq. m	\$ 5.01/sq. m	Min \$ 630.00/Year
	\$ 0.45 sq. ft	\$ 0.55/sq. ft	\$ 0.465/sq. ft	
Hangar Lands - Commercial	\$ 7.54/sq. m	\$ 8.61/sq. m	\$ 8.16/sq. m	Min \$ 1,520.00/Year
	\$ 0.70 sq. ft	\$ 0.80/sq. ft	\$ 0.758/sq. ft	

Staff have also conducted an internal review of other airport user fees and recommended the following housekeeping updates:

- The Equipment/Maintenance Building Rental Fee be removed. This building has not been rented in 20 years and there is no intention to do so.
- The Seat Tax be removed. The Shuswap Regional Airport, as a Registered Aerodrome, no longer has the ability to hold scheduled flights. As a result, this charge is no longer valid.

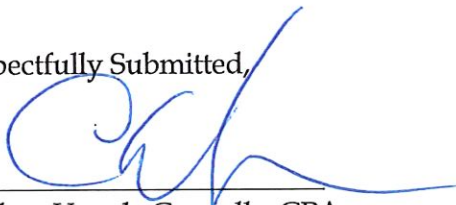
- The Trailer Pad Rental Fee be removed. This fee was established when the City had an airport caretaker living on the premises. However, with the use of a third party airport management contractor, a caretaker is no longer required.

The Gate Activation Card fees continue to be based on cost recovery and the Landing Fees continue to be within range of comparable jurisdictions. As a result, no changes are proposed.

Finally, the City currently charges a flat rate mark-up per liter on the retail price of fuel, in accordance with Policy 5.1 – Airport Fuel Sales. Due to the significant rising cost of fuel, the profit margin on fuel sales is declining. Previous margins averaged 20%, however this last year is forecasted to close at 10-15%. There have been dips in margins in the past, with recovery in the following year. However, given the current economic market, there is uncertainty surrounding recovery. Staff will be reviewing mark-up rates more specifically in the coming months and will consider policy changes if required.

We respectfully recommend that Schedule B, Appendix 1, Subsection 1 of the Fee for Service Bylaw No. 2498 be amended to reflect the revised airport user fees.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'CV', is written over a horizontal line.

Chelsea Van de Cappelle, CPA
Chief Financial Officer



A 9-13 – Airport Hangers (T-Hangars)

A 1-8, B 1-8, C 1-8, D-1, E 1-6, F 1-6, G 1-6 - Hangar Rental Lands

E7 and E8 – Lease (Not Considered under Fee for Service Bylaw)

CITY OF SALMON ARM

BYLAW NO. 4554**A bylaw to amend "District of Salmon Arm Fee for Service Bylaw No. 2498"**

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

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

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

1.	Airport User Fees		
	Ground Rental Fees (Parking) All Aircraft 0 – 5,700 kg Per day Per month Per year (less 5% discount if paid prior to Feb 15)	\$10.00 \$100.00 \$625.00	plus GST plus GST plus GST
	Ground Rental Fees (Parking) All Aircraft > 5,700 kg Per day Per month Per year (less 5% discount if paid prior to Feb 15)	\$20.00 \$150.00 \$1,500.00	plus GST plus GST plus GST
	Landing Fee Each 2,000 – 5,700 kg per year 5,701 – 8,000 kg per year > 8,000 kg per year	\$35.00 \$75.00 \$125.00	plus GST plus GST plus GST
	Hanger Fees Regular, Non-Commercial Per square metre, per year Per square foot, per year Minimum, per year (less 5% discount if paid prior to Feb 15) NOTE: if rental is for less than one month GST applies Commercial/Industrial/Non-Airport Per square metre, per year Per square foot, per year Minimum, per year (less 5% discount if paid prior to Feb 15) City of Salmon Arm Hangar Per month Per year (less 5% discount if paid prior to Feb 15)	\$5.01/sq. m \$0.465/sq. ft \$630.00 \$8.16/sq. m \$0.758/sq. ft \$1,520.00 \$179.00 \$2,148.00	plus GST plus GST plus GST

	Terminal Building		
	Per month 1 Office Space - Triple Net (utilities/taxes/maintenance)	\$628.00	plus GST
	Per month Basement Storage Area - Triple Net (utilities/taxes/maintenance)	\$628.00	plus GST
	Gas Price Markup (per litre) (inclusive of \$0.02 / litre for marketing and promotion)		
	Avgas / Mogas	\$0.22	plus GST,
	Jet A	\$0.37	Carbon Tax
	Gate Activation Card (one-time fee)	\$31.25	plus GST
	Gate Activation Replacement Card	\$62.50	plus GST

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 on January 1, 2023.

5. CITATION

This bylaw may be cited as "City of Salmon Arm Fee for Service Amendment Bylaw No. 4554".

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

MAYOR

CORPORATE OFFICER

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Item 11.1

CITY OF SALMON ARM

Date: October 11, 2022

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4547 be read a final time.

[ZON-1251; Murdoch, C. & K.; 1641 23 Avenue NE; R-1 to R-8]

Vote Record

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

Opposed:

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



To: His Worship Mayor Harrison and Members of Council

Date: August 15, 2022

Subject: Zoning Bylaw Amendment Application No. 1251

Legal: Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 11367
 Civic Address: 1641 – 23 Avenue NE
 Owner/Applicant: C. & K. Murdoch

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 11367 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

STAFF RECOMMENDATION

THAT: The Motion for Consideration be adopted.

PROPOSAL

To rezone an R-1 (Single Family Residential Zone) property to R-8 (Residential Suite Zone) to permit the development of a detached suite.

BACKGROUND

The subject property is located on 23 Avenue NE (Appendix 1 & 2). The parcel is designated Medium Density Residential in the City's Official Community Plan (OCP) and is zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4).

Adjacent land uses include the following:

North:	single family dwelling and accessory buildings	Zoned R-1
South:	23 Avenue NE and single family dwelling	Zoned R-1
East:	single family dwelling	Zoned R-1
West:	single family dwelling and accessory buildings	Zoned R-1

The subject property is 0.5 ac in area. A 940ft² (including a 66 ft² storage loft above and a 40 ft² outdoor bike storage) detached suite is being proposed. Documentation provided in support of the rezoning application is attached as Appendix 5. Parking is to be provided on the southeast portion of the site on the existing driveway.

To date, there are currently no other properties on 23 Avenue NE that have also been rezoned to R-8. However (and as seen in Appendix 4), there are three (3) other R-8 zoned properties within the greater vicinity, including one to the north, which also just recently rezoned from R-1 to R-8 to permit a Detached Suite (ZON-1222; 2621 – 17 Street NE). Site photos are attached in Appendix 6.

Policy 8.3.25 of the OCP supports detached suites in all Residential (High, Medium, and Low) designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code.

COMMENTSBuilding Department

No concerns. BCBC applies.

Fire Department

No Fire Department concerns.

BC Hydro

BC Hydro has no concerns with this zoning change.

Engineering Department

The existing water service will have to be upgraded at the building permit stage. Installing a water meter will also be required at the building permit stage.

Public Consultation

Pursuant to the *Local Government Act* and *City of Salmon Arm Zoning Bylaw* notices are mailed to landowners within a 30m radius of the application. Newspaper ads are placed in two editions of the local paper in advance of the Statutory Public Hearing. The notices outline the proposal and advise those with an interest in the proposal to provide written submission prior to the Statutory Public Hearing and information regarding attending the Hearing. R-8 rezoning for parcels < 0.4 ha does not require the post of a Notice of Development sign. It is expected that the Hearing for this application will be held on September 26, 2022.

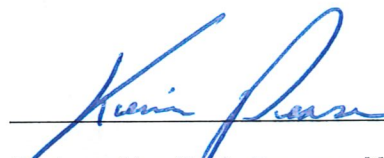
Planning Department

Based on the parcel area of 0.5 acres, the subject property has the potential to meet the conditions for the development of a detached suite, including sufficient space to meet the parking requirement. The detached suite is supported by OCP policy, and the site plan and dimensions of the unit are compliant with zoning requirements.

Staff support the rezoning of the subject property from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).



Prepared by: Evan Chorlton
Planner I



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

Subject Property Map

APPENDIX 1

P76

2353
LAKESHORE RD

WALKWAY

2571

LAKESHORE

2411

2351

2370

2250

2110



1641

1681

1721

23

AVENUE N.E.

1640

1680

1730

1780

1820

2241

15

STREET

1541

1561

1571

1581

1691

1801

20

1960

1971

1970

1971

N.E.

1970

1750


1800

1890



0 12.525 50 75 100
Meters

 Subject Property

 Parcels



1641

1681


203

16401

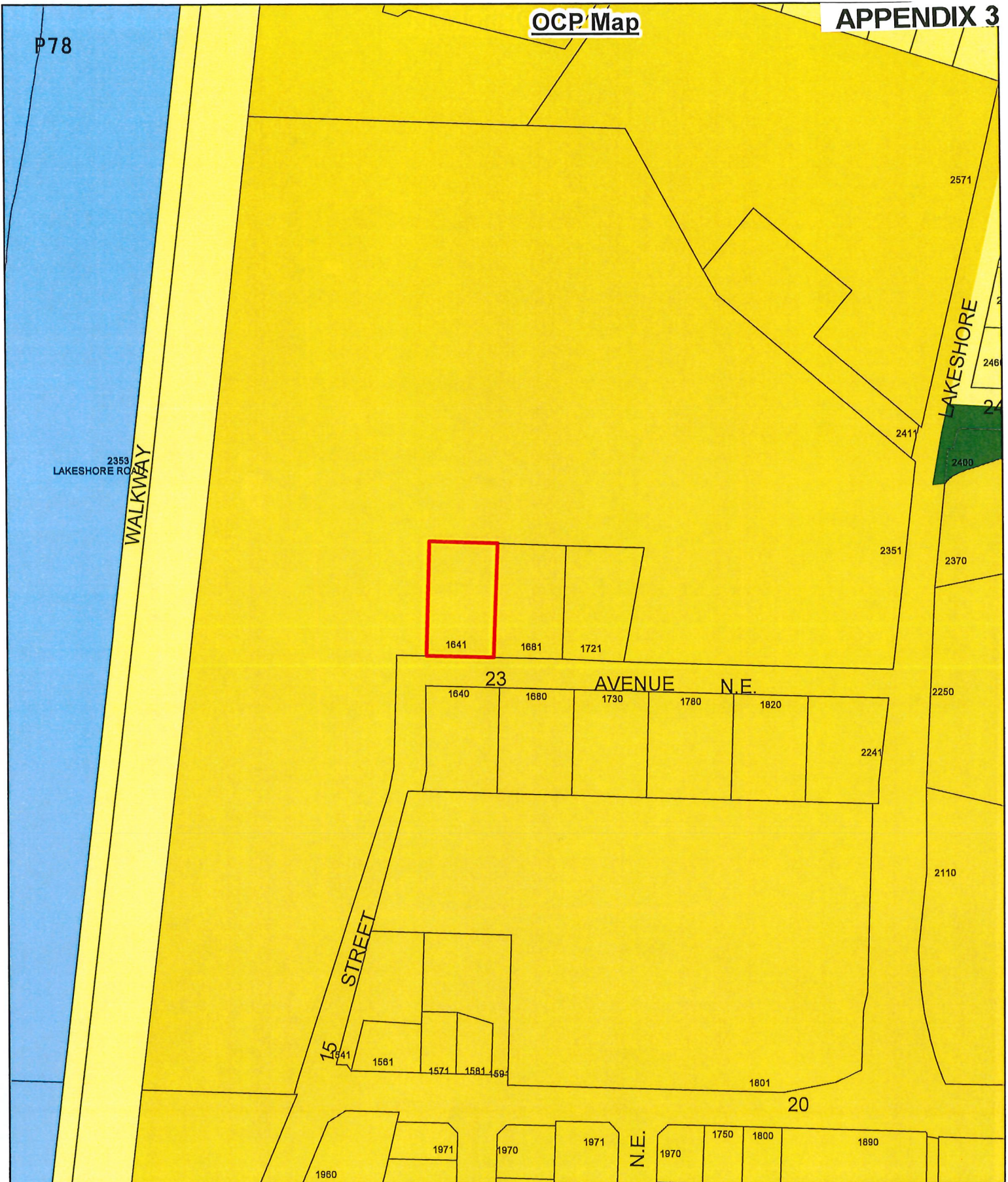
1680



0 2 4 8 12 16 Meters

 Subject Property

 Parcels



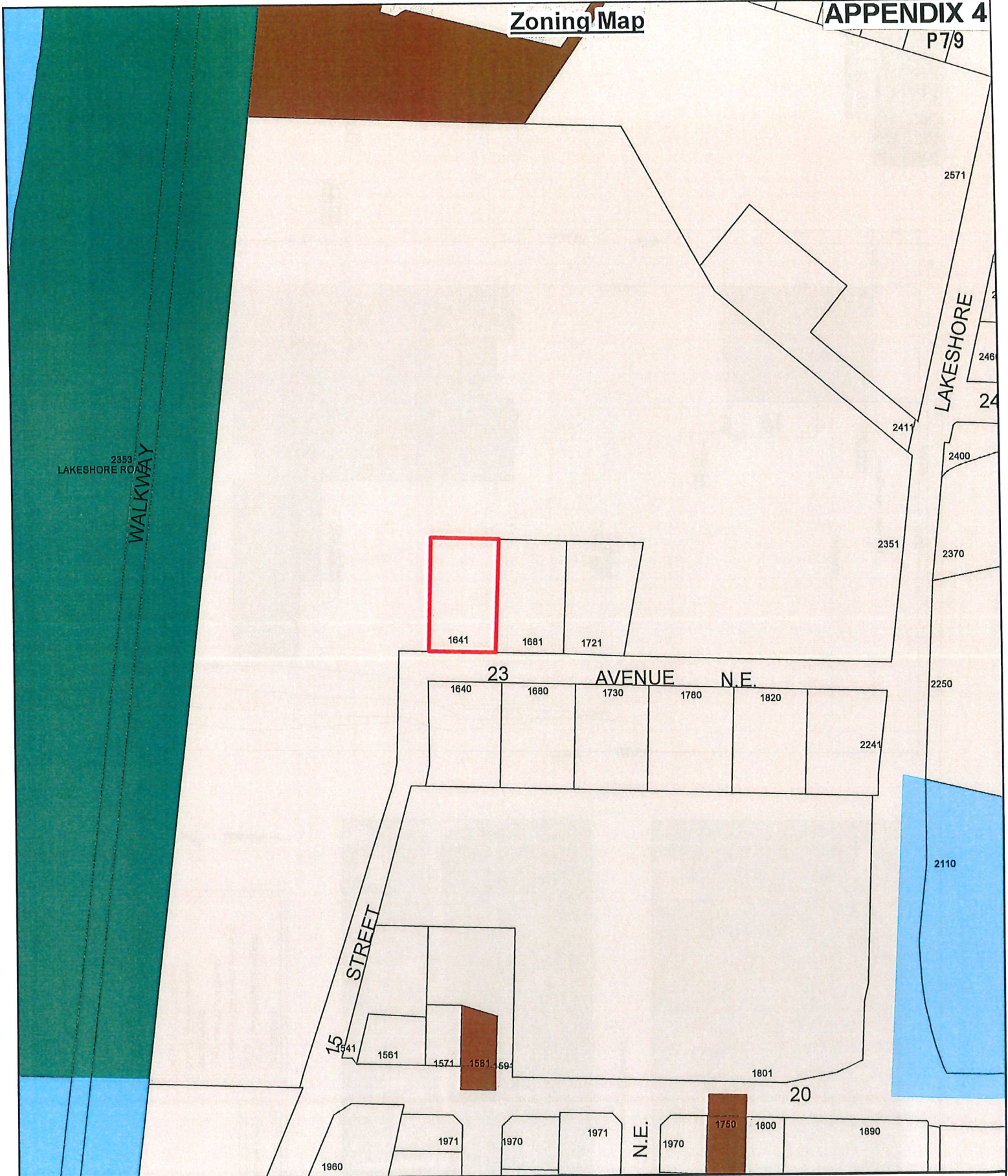


N

0 12.525 50 75 100 Meters



-  Subject Property
-  Parcels
-  Park
-  Environmentally Sensitive Lake Areas
-  Residential - Low Density
-  Residential - Medium Density



0 12.525 50 75 100 Meters

- Subject Property
- Parcels
- CD-14
- EP-1
- P-1
- R-1
- R-8



---subject property - 1641 23rd street NE---



SI - site plan
AA - suite plans, sections, exterior

LEGAL DESCRIPTION

Lot: Lot A
Section 24, Township 20, Range 10, W6M, R0YD
Plan: 11367

Civic Address: 1641 23rd Avenue NE, Salmon Arm, BC
Parcel Identifier (PID) 002-805-201

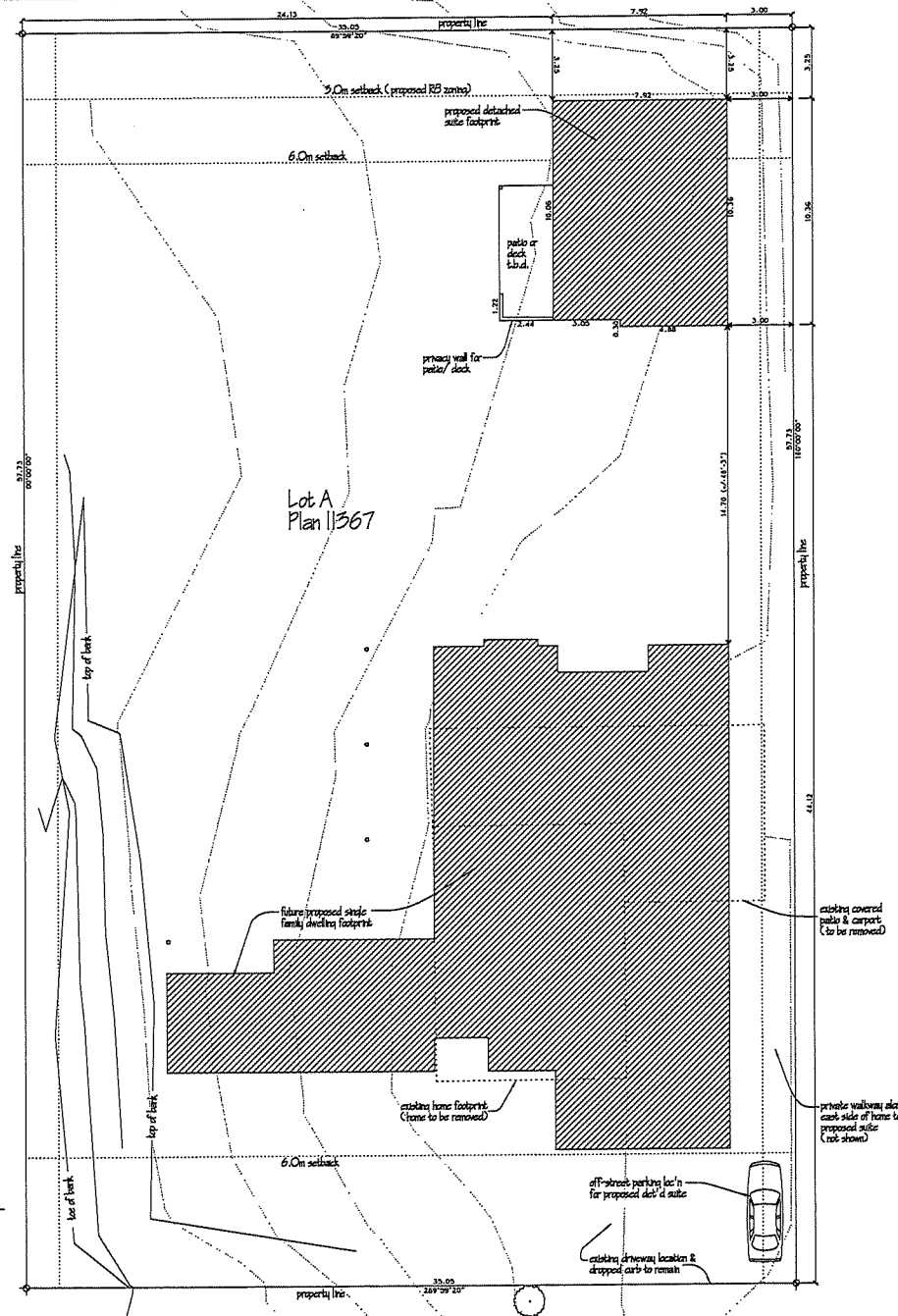
DEVELOPMENT INFO

Lot Area: 2023.52m² (0.50 Acres)

House: 2025.52m² Det'd Suite: 81.20



1	site plan
9	scale 1:100



MURDOCH
Detached Suite

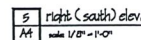
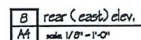
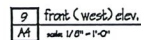
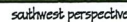
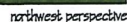
1641 23rd Avenue NE
Salmon Arm, BC

21-05
11-APR-2022
D.Lowe

SITE PLAN

S1

APPENDIX 5

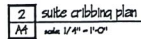
[illegible]

Typical Unheated Floor Assembly (251 E)

- 4" concrete slab
- 2.4" E2 extruded polystyrene (hereafter "E") @ perimeter above finish
- 1.5" E2.5 extruded polystyrene
- vertical thermal break
- 6mil poly vapour barrier
- 4" gravel layer
- compacted fill

Effective Thermal Insulation Calc.	
Water Air Film	0.160
4" Uninsulated Core Slab	0.010
2 1/2" XPS Insulation	2.310
6mil Poly VP	0.000
TOTAL Ins. Manual	2.510

$0.002 + 2.31 = 2.312 \text{ h/ft}^2 \cdot \text{°F}$ (min)

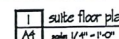


Typical Roof Assembly (G/SD ESD)	Effective Thermal Insulation Calc.
<ul style="list-style-type: none"> 4" architectural asphalt shingles 1" rigid urethane foam 1/2" aluminum sheathing w/ b/brp metal roof spans vertical roof trusses @ 24" c/c 100% blown glass wool batt (17°Ccm) end gable approved gable vapor barrier 1/2" extruded polystyrene 	<ul style="list-style-type: none"> Climate for 7 days 20°C/10°C/10°C ind. Vapor Barrier 1/2" Gypsum Bd. Master Air Seal 100% Ins. Planes 17°C Parallel Effective 100 (17/0.175) = (100/1669) Trans Cond = Cond 147 + 7.560 = 155.560 U-Value



Efficient Thermal Insulation Calc.	
8" Concrete	0.08
1/2" Plywood	0.10
Vapor Barrier	0.05
Interior Air Film	0.120
TOTAL	0.35

- contractor to control and technical aspects of construction with a professional price
- these are not same



254 sq.ft. main floor
66 sq.ft. storage loft
40 sq.ft. below storage

940 sq.ft. total (27' 22" sq. ft.)

STILLWATER
residential design • drafting inc.
SALMON ARM • BRITISH COLUMBIA • CANADA

250.803.6099

MURDOCH
Detached Suite

1641 23rd Street NE
Salmon Arm, BC

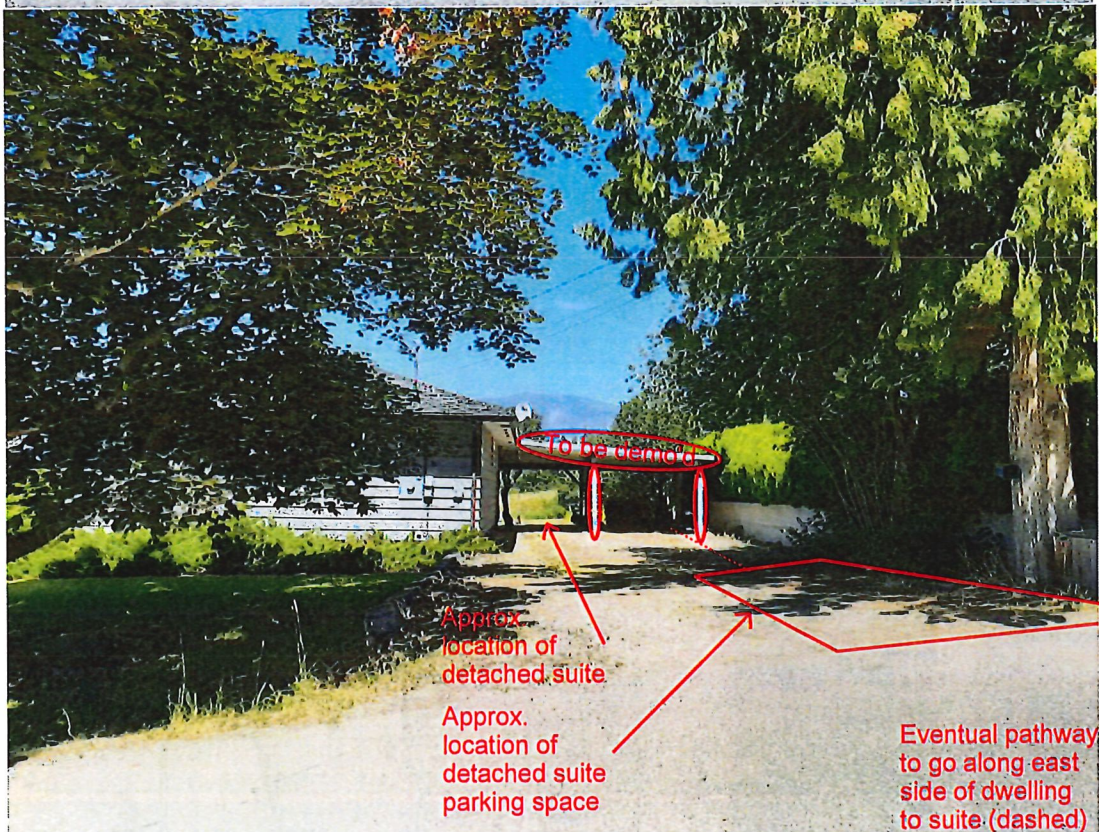
15-07
11-APR-2022
D.Lowe

SUITE PLANS

A4

87

APPENDIX 6



23. STATUTORY PUBLIC HEARINGS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4547 [ZON-1251; Murdoch, C. & K.; 1641 23 Avenue NE; R-1 to R-8]

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

C. Murdoch, the applicant, outlined the application and was available to answer questions from Council.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Public Hearing closed at 7:44 p.m. followed by comments from Council.

CITY OF SALMON ARM

BYLAW NO. 4547

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 September 26, 2022 at the hour of 7:00 p.m. was published in the September 14 and September 21, 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 Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 11367 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. 4547"**

READ A FIRST TIME THIS 22ND DAY OF AUGUST 2022

READ A SECOND TIME THIS 22ND DAY OF AUGUST 2022

READ A THIRD TIME THIS 26th DAY OF SEPTEMBER 2022

ADOPTED BY COUNCIL THIS DAY OF 2022

MAYOR

CORPORATE OFFICER

Schedule "A"



Item 11.2

CITY OF SALMON ARM

Date: October 11, 2022

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm 2022 to 2026 Financial Plan Amendment Bylaw No. 4550 be read a final time.

Vote Record

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

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

CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council
 From: Chelsea Van de Cappelle, Chief Financial Officer
 Date: August 30, 2022
 Subject: 2022 Amended Budget

Recommendation:

THAT: Bylaw No. 4550 cited as "City of Salmon Arm 2022 to 2026 Financial Plan Amendment Bylaw No. 4550" be given 3 readings.

Background:

The 2022 Final Budget requires an amendment to reflect Council Resolutions and to redirect allocations between budget accounts.

General Fund:

<u>Revenue</u>		<i>Increase / (Decrease)</i>
<i>Water Frontage Tax</i>	To reflect actual. Offsets with transfer to Water Fund for same.	\$7,000.00
<i>Sewer Frontage Tax</i>	To reflect actual. Offsets with transfer to Sewer Fund for same.	10,000.00
<i>Provincial Grants in Lieu of Taxes</i>	To reflect an increase in the assessed value of provincially owned properties.	7,750.00
<i>Fire Protection Services – Other Sales of Services</i>	To reflect reimbursement of the City's work related to its 2021 Community Resiliency Investment (CRI) grant.	2,200.00
<i>Business Licenses</i>	To reflect actual. Additional revenue utilized to offset reduction in Traffic Fine Revenue Sharing Grant and various other smaller budget changes.	20,000.00
<i>Parks – Rentals – Other</i>	To reflect revised carry-forward revenues associated with the Canoe Beach Lot demolition contributions. Offsets with Canoe Beach Rental Lot Maintenance.	(10,660.00)
<i>Unconditional Transfer – Small Communities Grant</i>	To reflect a one-time bonus payment received for 2022. \$1,250 utilized to offset budget changes with the net redirected to the	46,000.00

	Technology, Equipment & Software Reserve.	
<i>Unconditional Transfer – Traffic Fine Revenue Sharing Grant</i>	To reflect actual. Grant is based on previous years' traffic fines.	(12,800.00)
<i>Conditional Transfers – Strategic Priorities Fund</i>	To reflect the City's application under the Strategic Priorities Fund to complete a Transportation Master Plan. Offsets with expenditure for same.	200,000.00
<i>Conditional Transfers – CRI FireSmart Community Funding</i>	To reflect the City's successful application for 2022 CRI FireSmart activities. Offsets with expenditure for same.	25,050.00
<i>Conditional Transfers – Public Safety Canada – BSCF</i>	To reflect the City's application under the Building Safer Communities Fund to develop and implement a strategy on Gun/Gang Prevention and Intervention. Offsets with expenditure for same.	47,360.00
<i>Conditional Transfers – Other (Fortis BC)</i>	To reflect the receipt of a Fortis BC Incentive Grant for the Shaw Centre – Energy Savings Study. Offsets with expenditure for same.	14,800.00
<i>Transfer From Reserve – Tech, Equip & Software</i>	Funding required for mesh network restructure/recovery. Offsets with expenditure for same.	10,500.00
<i>Transfer From Reserve – Wages & Benefits</i>	Provision to reflect actual Building Wages and Benefits and General On Call Allowance. Offsets with expenditures for same.	28,600.00
<i>Transfer From Reserve – Audio/Video Equip.</i>	Funding required for soft conferencing upgrade to Council Chambers Audio/Video Equipment. Offsets with expenditure for same.	6,200.00
<i>Transfer From Reserve – Strategic Plan Update</i>	Provision to reflect actual. Offsets with expenditure for same.	5,000.00
<i>Transfer From Reserve – COVID 19 Safe Restart</i>	Additional provision to reflect actual COVID related health leaves. Offsets with expenditure for same.	32,900.00
<i>Transfer From Reserve – Airport O&M</i>	As resolved by Council.	15,000.00

<i>Transfer From Reserve - Parks Canoe Beach Reclamation</i>	To reflect revised carry-forward funding associated with the Canoe Beach Lot demolitions and additional funding needed. Offsets with Canoe Beach Rental Lot Maintenance.	39,340.00
<i>Other Governments – Residential School Taxes</i>	Provision to reflect actual. Initial budget based on prior year. Current year requisition received after final Budget adoption in April 2022. Offsets with expenditure for same.	347,650.00
<i>Other Governments – Non-Residential School Taxes</i>	Provision to reflect actual. Initial budget based on prior year. Current year requisition received after final Budget adoption in April 2022. Offsets with expenditure for same.	102,800.00
<u><i>Expenditures</i></u>		
<i>Council Expenses</i>	As resolved by Council (\$5,000) – Shuswap District Arts Council Pride, \$500 – Fall Fair Parade).	(4,500.00)
<i>Strategic Corporate Plan – Update</i>	Provision to reflect actual. Offsets from reserve for same.	5,000.00
<i>COVID-19 – Lab.</i>	Additional provision to reflect actual. Offsets from reserve for same.	32,900.00
<i>Technologies – Consulting</i>	Provision for mesh network restructure/recovery. Offsets from reserve for same.	10,500.00
<i>Technologies – Small Computer/Equipment</i>	Provision for soft conferencing upgrade to Council Chambers Audio/Video Equipment. Offsets from reserve for same.	6,200.00
<i>Grants – Shuswap Trail Alliance</i>	As resolved by Council.	1,500.00
<i>Grants – SAS Jackson Band</i>	As resolved by Council.	300.00
<i>Grants – SA Folk Music Society</i>	As resolved by Council.	940.00
<i>Grants – Shuswap District Arts Council</i>	As resolved by Council.	5,000.00
<i>Fire Protection – Advertising</i>	Provision for fire fighter recruitment in partnership with the CSRD.	4,500.00
<i>Community Wildfire FireSmart</i>	Provision for 2022 CRI FireSmart grant activities (\$25,050), expenditures related to	34,250.00

	works under the 2021 CRI FireSmart (\$2,200) and prior year expenditures reimbursed in 2022 (\$7,000).	
<i>Building – Wages & Benefits</i>	Provision to reflect actual. Offset from reserve for same.	10,400.00
<i>Trans. – Recruitment Expense</i>	To reflect reallocation of funding to Succession Training – Lab. and Equip.	(22,500.00)
<i>Trans. – On Call Allowance</i>	Provision to reflect actual. Offsets with reserve.	18,200.00
<i>Trans. – Succession Training – Lab.</i>	To reflect reallocation of funding from Recruitment Expense.	20,000.00
<i>Trans. – Succession Training – Equip.</i>	To reflect reallocation of funding from Recruitment Expense.	2,500.00
<i>Trans. – Engineering – Relocation</i>	Provision to reflect actual.	3,000.00
<i>Trans. – Drainage Extensions & Replacements</i>	To reflect reallocation of funds for Major Maintenance – SE Industrial Park Storm Water Improvements.	(10,000.00)
<i>Trans. – Transportation Master Plan</i>	Provision to reflect the City's application under the Strategic Priorities Fund to complete a Transportation Master Plan. Offsets with grant for same.	200,000.00
<i>Trans. – SE Industrial Park SWMP Improvement</i>	To reflect actual, funding redirected from Drainage Extensions & Replacements for same.	10,000.00
<i>Airport – GPS & WAAS Instrument Protocol</i>	As resolved by Council.	15,000.00
<i>Gun/Gang Prevention & Intervention Program</i>	Provision to reflect expenditures related to the development and implementation of a strategy on Gun/Gang Prevention and Intervention. Offsets with BSCF grant for same.	47,360.00
<i>Planning – Advertising & Signage</i>	As resolved by Council, SA Folk Music Society.	(940.00)
<i>Inashiki – Japan – Twinning</i>	To reflect actual.	(2,000.00)

<i>Shaw Centre - Energy Savings Study</i>	Provision to reflect actual. Offsets with Fortis BC Incentive grant for same.	14,800.00
<i>Parks - Canoe Beach Rental Lots Maintenance</i>	To reflect revised carry-forward funding associated with the Canoe Beach Lot demolitions and additional funding needed. Offsets with Parks Rentals - Other and Transfer From Reserve - Parks Canoe Beach Reclamation.	28,680.00
<i>Canada Day Celebrations</i>	To reflect actual. Funding redirected to reserve for same.	(17,000.00)
<i>Fiscal - Interest #4549 - Property Acquisition</i>	To reflect anticipated interest on short term capital borrowing.	3,700.00
<i>Transfer to Reserve - Council Initiative</i>	As resolved by Council.	(2,300.00)
<i>Transfer to Reserve - Technology, Equip. & Software</i>	Provision to offset future IT related expenditures.	44,750.00
<i>Transfer to Reserve - Canada Day Celebrations</i>	To reflect funding not utilized in the current year. Redirected to reserve for future use.	17,000.00
<i>Transfer From General Operating - Water Frontage Tax</i>	To reflect actual. Offsets with revenue for same.	7,000.00
<i>Transfer From General Operating - Sewer Frontage Tax</i>	To reflect actual. Offsets with revenue for same.	10,000.00
<i>Transfer to Other Governments - Residential School Taxes</i>	Provision to reflect actual. Initial budget based on prior year. Current year requisition received after final Budget adoption in April 2022. Offsets with revenue for same.	347,650.00
<i>Transfer to Other Governments - Non-Residential School Taxes</i>	Provision to reflect actual. Initial budget based on prior year. Current year requisition received after final Budget adoption in April 2022. Offsets with revenue for same.	102,800.00
<u>Capital</u>		
<i>Property Acquisition - 881 30 St NE</i>	As resolved by Council, funded from Short Term Capital Borrowing.	530,000.00
<i>Trans. - 10 Ave SW Sidewalk Extension</i>	As resolved by Council, funded from the General Capital Reserve Fund.	42,000.00

<i>Shaw Centre – MUA/Glycol Loop</i>	As resolved by Council, funded from a combination of reserves and an application under the CleanBC Communities Fund.	431,000.00
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Water Fund:

<u>Revenues</u>		<i>Increase / (Decrease)</i>
<i>Transfer from Reserve – Future Expenditure</i>	As resolved by Council. Offsets with Low Lift Pump Repair for same.	\$25,000.00
<i>Transfer from General Operating – Water Frontage Tax</i>	To reflect actual.	7,000.00
<u>Expenditures</u>		
<i>On Call Allowance</i>	Provision to reflect actual.	3,900.00
<i>Extensions & Replacements</i>	As resolved by Council. Offsets with WTP (Shuswap Lake) Sani Lift Station Pump for same.	(5,000.00)
<i>Water Meter Implementation</i>	As resolved by Council. Offsets with Source Protection Plan for same.	(15,000.00)
<i>Source Protection Plan</i>	As resolved by Council. Offsets with Water Meter Implementation for same.	15,000.00
<i>Major Maint. – Low Lift Pump Repair</i>	As resolved by Council.	25,000.00
<i>Transfer to Reserve – Future Expenditure</i>	To reflect actual.	3,100.00
<u>Capital</u>		
<i>WTP (Shus. Lake) Sani Lift Station Pump</i>	As resolved by Council.	5,000.00

Sewer Fund:

<u>Revenues</u>		<i>Increase / (Decrease)</i>
Transfer from Reserve – Unexpended	As resolved by Council. Offsets with WPCC – Outfall Inspection for same.	\$25,000.00
Transfer from General Operating – Sewer Frontage Tax	To reflect actual.	10,000.00
<u>Expenditures</u>		
On Call Allowance	Provision to reflect actual.	3,900.00
WPCC – Outfall Inspection	As resolved by Council.	25,000.00
Transfer to Reserve – Future Expenditure	To reflect actual.	6,100.00
<u>Capital</u>		
WPCC – Plant Improvements	As resolved by Council, redirected to WPCC – FE PO4 Analyzer.	(8,000.00)
WPCC – FE PO4 Analyzer	As resolved by Council.	8,000.00
Foreshore Main Rehab – Phase 2 Construction	As resolved by Council. Provision to reflect the City's application under the Canada Community Building Strategic Priorities Fund.	1,500,000.00
WPCC – Centrifuge	To correct carry-forward funding from reserve.	40,000.00

Respectfully Submitted,



Chelsea Van de Cappelle, CPA

CITY OF SALMON ARM

BYLAW NO. 4550**A bylaw to amend the 2022 to 2026 Financial Plan**

WHEREAS in accordance with the provisions of Section 165 of the Community Charter, the Council has adopted a financial plan for the period of 2022 to 2026;

AND WHEREAS it is deemed expedient to amend the Financial Plan;

NOW THEREFORE the Council of the City of Salmon Arm, in the Province of British Columbia, in an open meeting assembled, hereby enacts as follows:

1. "Schedule "A" of "City of Salmon Arm 2022 to 2026 Financial Plan Bylaw No. 4524 is hereby deleted in its entirety and replaced with Schedule "A" attached hereto and forming part of this bylaw.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited for all purposes as "City of Salmon Arm 2022 to 2026 Financial Plan Amendment Bylaw No. 4550".

READ A FIRST TIME THIS	26 th	DAY OF SEPTEMBER	2022
READ A SECOND TIME THIS	26 TH	DAY OF SEPTEMBER	2022
READ A THIRD TIME THIS	26 TH	DAY OF SEPTEMBER	2022
ADOPTED BY COUNCIL THIS		DAY OF	2022

MAYOR

CORPORATE OFFICER

Schedule "A" - Bylaw #4550

City of Salmon Arm**2022 - 2026 Financial Plan**

	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Consolidated Revenues					
Property and MRDT Taxes - Net	\$20,752,815	\$21,167,871	\$ 21,591,228	\$ 22,023,053	\$ 22,463,514
Frontage & Parcel Taxes	3,703,220	3,777,284	3,852,830	3,929,887	4,008,485
Sales of Service	8,613,110	8,785,372	8,961,079	9,140,301	9,323,107
Revenue From Own Sources	2,341,155	2,387,978	2,435,738	2,484,453	2,534,142
Rentals	430,285	438,891	447,669	456,622	465,754
Federal Government Transfers	147,360	150,307	153,313	156,379	159,507
Provincial Government Transfers	611,350	623,577	636,049	648,770	661,745
Other Government Transfers	256,510	261,640	266,873	272,210	277,654
Transfer From Prior Year Surplus	397,680	405,634	413,747	422,022	430,462
Transfer From Reserve Accounts	2,944,115	3,002,997	3,063,057	3,124,318	3,186,804
Transfer From Reserve Funds	-	-	-	-	-
Total Consolidated Revenues	\$40,197,600	\$41,001,551	\$ 41,821,583	\$ 42,658,015	\$ 43,511,174
Consolidated Expenditures					
General Government Services	\$ 4,070,375	\$ 4,151,783	\$ 4,234,819	\$ 4,319,515	\$ 4,405,905
Protective Services	7,441,200	7,590,024	7,741,824	7,896,660	8,054,593
Transportation Services	5,839,110	5,955,892	6,075,010	6,196,510	6,320,440
Environmental Health Services	62,850	64,107	65,389	66,697	68,031
Environmental Development Service	2,750,505	2,805,515	2,861,625	2,918,858	2,977,235
Recreation and Cultural Services	5,548,980	5,659,960	5,773,159	5,888,622	6,006,394
Fiscal Services - Interest	1,392,650	1,420,503	1,448,913	1,477,891	1,507,449
Fiscal Services - Principal	1,304,380	1,330,468	1,357,077	1,384,219	1,411,903
Capital Expenditures	3,423,600	3,034,371	2,929,967	4,160,000	4,223,131
Transfer to Surplus	-	-	-	-	-
Transfer to Reserve Accounts	2,137,795	2,638,250	2,856,109	1,741,798	1,796,703
Transfer to Reserve Funds	1,095,000	1,116,900	1,139,238	1,162,023	1,185,263
Water Services	2,765,505	2,820,815	2,877,231	2,934,776	2,993,472
Sewer Services	2,365,650	2,412,963	2,461,222	2,510,446	2,560,655
Total Consolidated Expenditures	\$40,197,600	\$41,001,551	\$ 41,821,583	\$ 42,658,015	\$ 43,511,174

Schedule "A" - Bylaw #4550

2022 - 2026 Financial Plan**City of Salmon Arm**

2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
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Capital Projects**Finances Acquired**

General Operating Fund	\$ 2,248,600	\$ 1,959,371	\$ 1,954,967	\$ 2,968,000	\$ 2,924,150
Water Operating Fund	505,000	500,000	800,000	391,000	892,825
Sewer Operating Fund	670,000	575,000	175,000	801,000	406,156
Federal Government Grants	4,472,956	-	-	100,000	187,500
Provincial Government Grants	4,735,883	-	-	100,000	187,500
Prior Year Surplus	23,000	-	-	-	-
Reserve Accounts	10,976,405	340,000	1,200,000	2,842,500	937,500
Reserve Funds	4,977,550	550,000	1,122,000	1,936,000	1,363,500
Development Cost Charges	768,750	3,445,000	3,373,000	225,000	480,000
Short Term Debt	530,000	-	-	-	-
Long Term Debt	6,589,721	-	500,000	2,000,000	3,470,000
Developer Contributions	2,564,000	40,000	40,000	-	-

Total Funding Sources

\$ 39,061,865	\$ 7,409,371	\$ 9,164,967	\$ 11,363,500	\$ 10,849,131
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Finances Applied

Transportation Infrastructure	\$ 20,465,870	\$ 3,619,500	\$ 5,219,500	\$ 5,193,000	\$ 5,851,650
Buildings	6,872,705	458,500	140,000	20,000	150,000
Land	530,000	300,000	-	-	-
IT Infrastructure	199,500	65,000	185,000	70,000	20,000
Machinery and Equipment	2,110,550	443,871	397,967	1,341,000	718,500
Vehicles	1,926,220	-	-	555,000	140,000
Parks Infrastructure	993,355	262,500	782,500	212,500	440,000
Utility Infrastructure	5,963,665	2,260,000	2,440,000	3,972,000	3,528,981

Total Capital Expense

\$ 39,061,865	\$ 7,409,371	\$ 9,164,967	\$ 11,363,500	\$ 10,849,131
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Departmental Summary:

2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
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General Government Services	\$ 683,800	\$ 138,500	\$ 208,500	\$ 120,000	\$ 100,000
Protective Services	2,189,030	55,000	55,000	125,000	125,000
Transportation Services	22,682,490	4,233,500	5,518,500	6,849,000	6,545,150
Environmental Health Services	45,000	327,500	27,500	2,500	60,000
Environmental Development Services	-	-	-	-	-
Recreation and Cultural Services	2,247,480	319,871	840,467	275,000	470,000
Water Services	6,841,650	1,760,000	2,340,000	691,000	3,142,825
Sewer Services	4,372,415	575,000	175,000	3,301,000	406,156
Total by Department	\$ 39,061,865	\$ 7,409,371	\$ 9,164,967	\$ 11,363,500	\$ 10,849,131

Schedule "B" – Bylaw #4550
2022 Revenue Policy Disclosure

1. Table One (1) reflects the proportion of total revenue proposed to be raised from each funding source in 2022. Property taxes form the greatest proportion of revenue of the City. The first column details the proposed percentage of revenue including Conditional Government Transfers and the second column shows the proposed percentage of revenue excluding Conditional Government Transfers. Conditional Government Transfers are funds provided by other levels of government or government agencies to fund specific projects. The absence of this funding would result in an increase to property taxes, debt borrowing or funding from reserves or other sources (ie. developers, donations, etc.) or result in the project not being undertaken.

The City collects three (3) types of parcel tax; a water frontage tax; a sewer frontage tax and a transportation parcel tax. The water and sewer frontage tax rate is applied to each parcel of land taxable foot frontage. The frontage rate is comprised of a capital debt repayment component plus 10% of the water and sewer operation and maintenance budget for preventative maintenance of the utilities infrastructure. The City introduced a transportation parcel tax in 2003. The transportation parcel tax is collected to maintain the City's transportation network to an adequate level to minimize future reconstruction costs and ensure the network is safe from hazards and disrepair. To this end, the transportation parcel tax provides a stable and dedicated source of funding. The transportation parcel tax was specifically implemented on a "flat rate per parcel" rather than an "ad valorem tax" basis recognizing that all classes of property are afforded equal access to the City's transportation network and should contribute to its sustainability equally. This method directed tax dollars away from business and industry to residential.

The City also receives a Municipal Regional District Tax (MRDT) which is levied and collected by the Provincial Government on all daily accommodation rentals within the City. Under the direction and approval of the Accommodation Industry, the City has applied to the Provincial Government to levy a 2% MRDT which will be utilized on initiatives that will increase exposure/awareness of Salmon Arm as a tourism destination with emphasis on off-season event expansion.

The City endorses a 'user pay' philosophy in its collection of fees and charges. Such fees and charges (ie. development, building, plumbing and fire permits, recreational program and rental fees and cemetery services) are reviewed annually to ensure adequate cost recovery for the provision of services. The policy of the City is to work towards full cost recovery for services provided. The objective in reviewing fees and charges periodically is to measure the cost of providing municipal services versus the cost recovery established through user fees and charges. Development Cost Charges are based on the City's Long Term Financial Plan. Included in this percentage is the City's investment income. The City exercises a stringent cash management plan to maximize investment and interest income.

Other sources of revenue provide funding for specific functions such as the Columbia Shuswap Regional District's contribution to the Shuswap Regional Airport, Recreation Centre, Shaw Centre, Cemeteries and Fire Training Centre.

The proceeds from borrowing and developer contributions fund capital projects pursuant to the City's Long Term Financial Plan.

Schedule "B" – Bylaw #4550
2022 Revenue Policy Disclosure

Table 1: Proportions of Total Revenue

Revenue Source	Percentage to Total Revenue Includes Conditional Government Transfers	Percentage to Total Revenue Excludes Conditional Government Transfers
Property Taxes	37.23%	47.88%
Parcel Taxes	6.64%	8.54%
User Fees, Charges and Interest Income	20.42%	26.27%
Other Sources	22.94%	0.88%
Proceeds From Borrowing	12.77%	16.43%
	100.00%	100.00%

2. Table Two (2) reflects the distribution of property tax between the different property classes. The objective of the City is to set tax rates in order to maintain tax stability while maintaining equality between the property classes. The policy of the City is to develop a tax rate which maintains the proportionate relationship between the property classes. Inflationary increases in assessments are reduced to reflect only the 'real' increase attributed to new construction for each property class. This allows the property owner to be confident that, in any year, their property tax bill will only increase as much as their proportion of the increase in tax revenue required year to year.

The City reviewed the property tax multiple structure and equalized the general municipal property tax rate and associated multiple for Class 5 (Light Industry) and Class 6 (Business) by shifting general municipal property taxes between Class 5 (Light Industry) and Class 6 (Business) commencing in 2017. This property tax stability strategy is in keeping with its objective to maintain tax stability while maintaining equality between property classifications.

Assessment values fluctuate as market values change in one class or another. It is this market value change that may precipitate an amendment to the class multiple.

The Provincial Government has legislated a municipal taxation rate cap for the Class 2 (Utilities) assessments. The City of Salmon Arm Class 2 (Utilities) general municipal property tax rate adheres to this legislation.

Schedule "B" – Bylaw #4550
2022 Revenue Policy Disclosure

Table 2: Distribution of Property Taxes Between Property Classes

Property Class	2022 Tax Rate	Class Multiple	Percentage to Total Property Tax	Percentage to Total Property Assessment Value
Residential	3.0324	1.00:1	66.45%	87.64%
Utilities	23.3768	7.71:1	0.80%	0.14%
Supportive Housing	0.000	0.00:1	0.00%	0.00%
Major Industry	65.1406	21.48:1	2.73%	0.17%
Light Industry	10.0717	3.32:1	2.59%	1.03%
Business	10.0717	3.32:1	26.69%	10.60%
Managed Forest Land	7.4675	2.46:1	0.01%	0.00%
Recreational/Non Profit	2.3528	0.78:1	0.14%	0.24%
Farm	13.3093	4.39:1	0.59%	0.18%

3. The City adopted a Permissive Tax Exemption Policy in 1998 which outlines the eligibility criteria to receive a permissive tax exemption. The Annual Municipal Report for 2020 contains a schedule of permissive tax exemptions granted for the year and the amount of tax revenue exempted.

Commencing in 1999, the City provided a three (3) year permissive tax exemption for each eligible organization. These include religious institutions, historical societies, some recreational facilities, service organizations and cultural institutions.

Table 3: Permissive Tax Exemptions

Organization	General Municipal Tax Exemption	Other Government Tax Exemption	Total
Churches	\$ 44,493.00	\$ 37,836.00	\$ 82,329.00
Non Profit Societies	391,404.00	225,824.00	617,228.00
Senior Centers	13,689.00	7,328.00	21,017.00
Other	4,035.00	2,180.00	6,215.00
Sports Clubs	285,388.00	157,953.00	443,341.00
Total	\$ 739,009.00	\$ 431,121.00	\$ 1,170,130.00

Schedule "B" – Bylaw #4550
2022 Revenue Policy Disclosure

4. The Official Community Plan for the City of Salmon Arm identifies the revitalization of the downtown as a priority. As a result, in 2005, the City established a Downtown Revitalization Tax Exemption Program pursuant to City of Salmon Arm Revitalization Tax Exemption Bylaw No. 3471.

The Revitalization Tax Exemption Program is a tool that Council is using to encourage property investment in the downtown area (hereinafter referred to as the Revitalization Area). Council's objective is to stimulate and reinforce development initiatives in the Revitalization Area by promoting property investment within the C-2, "Town Centre Commercial Zone" and to reinforce the City's investment in infrastructure upgrades and beautification projects.

City of Salmon Arm Revitalization Tax Exemption Bylaw No. 3741 establishes property tax exemptions in respect of construction of a new improvement or alteration of an existing improvement where the alteration has a value in excess of \$75,000.00 to encourage revitalization in the Revitalization Area.

Table 4: Revitalization Tax Exemptions

Area	2017 General Municipal Tax Exemption	2018 General Municipal Tax Exemption	2019 General Municipal Tax Exemption	2020 General Municipal Tax Exemption	2021 General Municipal Tax Exemption	2022 General Municipal Tax Exemption
C-2 "Downtown Commercial Zone"	\$ 29,851.20	\$ 24,304.74	\$ 24,657.03	\$ 18,939.56	\$ 14,424.23	\$ 10,358.95

5. The Official Community Plan for the City of Salmon Arm identifies the revitalization of the "Industrial Zones" as a priority. As a result, in 2014, the City established an Industrial Revitalization Tax Exemption Program pursuant to City of Salmon Arm Revitalization Tax Exemption Bylaw No. 4020.

The Revitalization Tax Exemption Program is a tool that Council is using to encourage property investment in the "Industrial Zones" (hereinafter referred to as the Revitalization Area). Council's objective is to stimulate and reinforce development initiatives in the Revitalization Area by promoting property investment within the "Industrial Zone" and to reinforce the City's investment in infrastructure upgrades and beautification projects.

City of Salmon Arm Revitalization Tax Exemption Bylaw No. 4020 establishes general municipal property tax exemptions in respect of construction of a new improvement or alteration of an existing improvement where the alteration has a value in excess of \$300,000.00 to encourage revitalization in the Revitalization Area.

This bylaw shall have an expiration date of five (5) years from the date of adoption.

Area	2017 General Municipal Tax Exemption	2018 General Municipal Tax Exemption	2019 General Municipal Tax Exemption	2020 General Municipal Tax Exemption	2021 General Municipal Tax Exemption	2022 General Municipal Tax Exemption
"Industrial Zone"	\$ 0.00	\$ 5,425.51	\$ 5,400.26	\$ 7,614.60	\$ 36,999.43	\$ 91,830.85

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Item 11.3

CITY OF SALMON ARM

Date: October 11, 2022

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Tax Exemption Bylaw No. 4551 be read a final time.

Vote Record

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

Opposed:

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



To: His Worship Mayor Harrison and Members of Council
From: Chelsea Van de Cappelle, Chief Financial Officer
Date: September 12, 2022
Subject: Permissive Tax Exemptions – 2023, 2024, 2025

Recommendation:

THAT: Bylaw No. 4551 cited as “City of Salmon Arm Tax Exemption Bylaw No. 4551,” be given three readings.

Background:

As approved by Council, permissive tax exemptions are only required once every three (3) years unless there are significant changes in the requesting Organization (i.e. financial, dissolution, transfer of assets to another body, etc.). As a result, new permissive tax exemption applications were received this year for the taxation years 2023, 2024, and 2025.

The City updated its permissive tax exemption policy, application forms and process for the last three year intake (2019) to clarify the parameters and eligibility criteria that Council will consider for an exemption. Pursuant to Section 224 of the *Community Charter*, adoption of this bylaw will exempt the subject properties from not only general municipal tax in the amount of \$754,391.00, but also, specified area and parcel taxes in the amount of \$24,546.00 and taxes levied by other governments in the amount of \$433,505.00 (i.e. School, Regional District, Regional Hospital, Library, MFA and BCAA). The City is still responsible for payment of the exempted taxes levied by other governments and the remaining tax base must make up this difference.

It is important to note that statutory exemptions (legislated pursuant to the *Community Charter*) allow churches and the property they sit on, an automatic, or statutory exemption. Council has historically granted a permissive tax exemption to churches for the remaining property of up to 2 acres. For Societies, Senior Facilities and Sports Clubs, Council has historically permissively exempted all land and improvements, provided they are owned by a charitable, philanthropic or other not-for-profit organization and are used for the purpose that is directly related to the core activities of the organization.

The general municipal tax exemption amount of \$754,391.00 represents approximately 3.76 % of the City’s general municipal tax levy as follows:

Group	Exemption
Churches (* note)	\$ 41,200.00
Non-Profit Societies	426,493.00
Seniors Centres	13,637.00
Other	4,140.00
Sports Clubs	268,921.00
Total	\$ 754,391.00

(*Note: Estimate that 50% is a permissive exemption, the remainder is statutorily exempt)

Legislation:

In accordance with Section 224 of the *Community Charter*, Council has the authority to set the criteria to which tax exemptions are granted and the associated amount. Permissive tax exemptions vary widely throughout the Province depending on each Community's philosophies and economic conditions.

Pursuant to Section 227 of the *Community Charter*, the City of Salmon Arm is required to advertise all properties being considered for a permissive tax exemption and the value of said exemptions. As such, advertisements will be placed in the Salmon Arm Observer on September 14th, 21st and 28th, 2022 respectively.

This bylaw must be adopted by October 31, 2022 to be in effect for the 2023 tax year.

Summary of Applications Received:

Please be advised that in reviewing the applications submitted various information was omitted e.g. budget forecasts, portions of Financial Statements such as the Balance Sheet/Income Statement, or in some cases both. The Organizations were contacted but the information was not provided in all cases. All applications received have been provided to Council. Discussed below are applications that require further review.

1. Mountainview Baptist Church
Civic Address: 4480 – 30 Street NE
Roll No. 04135.000

In 2015, a statutory exemption was processed by BCAA for the small building and footprint of land on which the building stands. However, pursuant to Section 220 of the *Community Charter* a statutory exemption can only be granted if the building is used for public worship. At the time, Mountainview Baptist Church advised that it was not used for this purpose, but rather for accessory uses such as Sunday school, bible study, prayer meetings, etc. As a result, BCAA did not statutorily exempt the property from 2016 to 2021.

In 2015, Mountainview Baptist Church also applied for a permissive tax exemption for the building and land. However, the use of the property as a church was contrary to the City of Salmon Arm's Zoning Bylaw and the ALC. For this reason Council did not approve a permissive tax exemption.

At the request of Mountainview Baptist Church, BCAA revisited the issue and applied a statutory exemption for the 2022 taxation year. Now that the building and footprint of land are statutorily exempt, Mountainview Baptist Church has applied again for a permissive tax exemption for the remaining land which surrounds the building.

Council's policy allows up to a maximum of 2 acres surrounding churches and accessory uses, therefore if approved, 0.98 acres would remain as taxable land. The estimated value of the permissive tax exemption for 2023 is \$2,039.00 (General Municipal - \$1,370.00 and Other Governments \$669.00).

The City's Permissive Tax Exemption Policy states that the applicant must be in compliance with all municipal policies, plans, bylaws and other applicable regulations to be considered for an exemption. Mountainview Baptist Church is not in compliance with the OCP Policy or the zoning bylaw regulations.

Mountainview Baptist Church has made applications to the ALC to obtain Non-Farm Use approval, however to date have not been successful. As a result they have been unable to bring an OCP and rezoning application forward for review and approval of Council to rectify the non-conforming church use. For this reason, it is not recommended that Council consider the Mountainview Baptist Church for a permissive tax exemption.

Should Council wish to include Mountainview Baptist Church for a three (3) year permissive tax exemption, the following amendment motion to Bylaw No. 4551 is required:

That the following property be added to Bylaw No. 4551 cited as "City of Salmon Arm Permissive Tax Exemption Bylaw No. 4551":

*Lot 1, Plan KAP11195, Section 30, Township 20, Range 9 (4480 30 Street NE)
Registered Owner and Occupier: Mountainview Baptist Church (04135.000)*

2. St. Andrew's Presbyterian Church
Civic Address: 1901 9 Avenue NE
Roll No. 01456.007

In addition to the existing property that Council has historically granted a permissive tax exemption for (1981 9 Avenue NE, Roll No. 01456.001), St. Andrew's Presbyterian Church has applied for a new permissive tax exemption for the above noted separate 0.39 acre vacant parcel used for over-flow parking. This is in addition to the paved parking lot located on 1981 9 Avenue NE. The parcel is an undeveloped gravel area zoned R1 (Residential). As such, there is no requirement to hard surface or delineate (painted lines) the parking lot.

As previously discussed, Council's policy allows up to a maximum of 2 acres surrounding churches and accessory uses to be permissively exempt. The property located at 1981 9 Avenue NE is 0.83 acres and is entirely exempt as it is less than 2 acres.

While the property appears to only be used for over-flow parking, the use is consistent with the organizations principal use. If approved, the Church would continue to be entirely exempt with only 1.22 total combined acres. Bylaw No. 4551 has been prepared to include this parcel for a three (3) year permissive tax exemption.

The estimated value of the permissive tax exemption for 2023 is \$1,592.00 (General Municipal - \$931.00 and Other Governments \$661.00).

3. 0731010 BC Ltd.
Occupier: Lakeside Community Church
Civic Address: 391 Hudson Avenue NE
Roll No. 06526.015

In accordance with the Community Charter Section 224(2)(g), land or improvements used or occupied by a religious organization, as tenant or licensee, for the purpose of public worship are eligible for a permissive tax exemption and further per Section 224(3) the authority under the above noted section is not subject to prohibition against assistance to business (Section 25(1)).

The current lease agreement for Lakeside Community Church as a tenant at 391 Hudson Avenue NE is set to expire on March 31, 2023. There have not yet been any discussions regarding the renewal of the lease. For this reason, Bylaw No. 4551 has been prepared to include the Lakeside Community Church for a permissive tax exemption for one (1) year. Following this, the Church can re-submit an application for 2024 and 2025 assuming a new lease is signed.

4. Scout Properties (BC/Yukon)
Civic Address: 2460 Auto Road SE
Roll No. 01360.000

2460 Auto Road SE has been permissively exempt from taxation for a number of years. In accordance with the City's policy, permissive tax exemptions previously granted by Council are subject to eligibility reviews to ensure that they continue to qualify for an exemption based on the most current available information at the time of review.

In order to qualify under Section 224(2)(a), the Scout Properties (BC/Yukon) (Organization) must establish that it is using the property for the stated purposes of the Organization. The Organization's purpose is to attain, own, hold and manage real and personal property for the use of Scouts Canada, Girl Guides and related and similar groups for charitable activities. Their mission is to offer programs that provide opportunities for children, youth and young adults to grow, achieve new firsts and develop into well-rounded individuals.

The building however is also leased to a for-profit business (daycare) and normally would not qualify under Section 224(2)(a). Further, as per the City's policy, exemptions are based on the use of the property or building(s), not on the non-profit or charitable services of the organization as a whole. Principal use of property refers to the use related directly to the principal purpose of the organization owning or leasing the property. While the property is being used in accordance with the principal purpose of the Organization, the same space is also being used by a for-profit business.

The lease agreement indicates that the tenant has use of all inside spaces including the main hall (2,178 square feet) plus the foyer/meeting area, kitchen and four washrooms. As per BC Assessment Authority (BCAA), the total area of the building is 3,174 square feet. They also appear to have use of the outdoor space including the parking lot and playground.

Historically, in situations where the property was owned by a non-profit organization and leased to a for-profit business; that portion of the property would not qualify for a permissive tax exemption and would remain taxable. The City has a number of scenarios like this. In this situation, the property is utilized by both a non-profit and for-profit business. As confirmed with BCAA, there is no mechanism to prorate taxation based on the amount of time each uses the space. To provide an exemption, one must exempt the assessed value of the property based on area of use.

The business is not part of the Scouts Canada program, nor does being a Scouts member allow access. Based on a review of the rates charged, the business appears to be charging market rates and would therefore be considered in competition with similar for-profit businesses. The business has exclusive use of the space during weekdays, 12 months of the year; provided no scouting activities are taking place. Although the space is also used by the Organization in the evenings and weekends for their programs. Based on this information, the business appears to be the primarily user of the space and therefore would indirectly benefit from a permissive tax exemption. For this reason, it is not recommended that Council consider the Scout Properties (BC/Yukon) for a permissive tax exemption.

The estimated value of a permissive tax exemption for 2023 would be \$2,717.00 (General Municipal - \$1,369.00 and Other Governments \$1,348.00). Should Council wish to include Scout Properties (BC/Yukon) for a three (3) year permissive tax exemption, the following amendment motion to Bylaw No. 4551 is required:

That the following property be added to Bylaw No. 4551 cited as "City of Salmon Arm Permissive Tax Exemption Bylaw No. 4551":

*Block 2, Plan KAP1507, Section 13, Township 20, Range 10 (2460 Auto Road SE)
Registered Owner and Occupier: Scout Properties (BC/Yukon) (01360.000)*

5. Salmon Arm Museum & Heritage Association
Civic Address: 751 Hwy 97B NE
Roll No. 01226.001

In addition to the existing property that Council has historically granted a permissive tax exemption for at 751 Hwy 97B NE, Roll No. 01226.000 (the City owns and leases the land to Salmon Arm Museum & Heritage Association), the Association has applied for a new permissive tax exemption for a manufactured home located on the property. In late 2021, the Association purchased the manufactured home and advised Council that the acquisition would have no City budget implications.

The purpose of the residence is to provide seasonal accommodations for staff. The Association charges market rental rates for use. Their intent is to have the residence vacated for winter, however are not yet sure how this will unfold given the current local rental market. Caretaker residences that are lived in year-round as a primary residence are not eligible for a permissive tax exemption.

As the intent of the residence is seasonal and a year of ownership has not yet passed to assess whether the improvement is in fact being used as described, Bylaw No. 4551 has been prepared to include the Salmon Arm Museum & Heritage Association for a permissive tax exemption on the manufactured home for one (1) year. Following this, the Association can re-submit an application for 2024 and 2025 assuming the improvement continues to qualify for an exemption.

The estimated value of the permissive tax exemption for 2023 is \$1,249.00 (General Municipal - \$734.00 and Other Governments \$515.00). Should the above recommendation for a one (1) year exemption not be granted, the following amendment Motion to Bylaw No. 4551 is required:

That the following property be removed from Bylaw No. 4551 cited as "City of Salmon Arm Permissive Tax Exemption Bylaw No. 4551":

MHR #85287, Bay #1, MHP Roll 20-322-01226.000. (Staff House located at 751 Highway 97B NE)

Registered Owner and Occupier: Salmon Arm Museum and Heritage Association (01226.001)

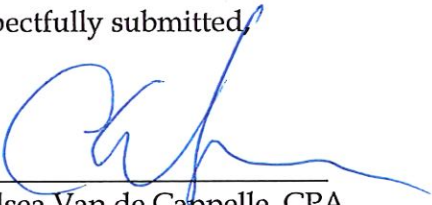
And that the following property in Bylaw No. 4551 cited as "City of Salmon Arm Permissive Tax Exemption Bylaw No. 4551" be amended as:

Part NE ¼, Section 18, Township 20, Range 9, except portion of land on which residence is located (751 Highway 97B NE - Haney House)

Registered Owner: City of Salmon Arm (01226.000)

Occupier: Salmon Arm Museum and Heritage Association

Respectfully submitted,



Chelsea Van de Cappelle, CPA
Chief Financial Officer

CITY OF SALMON ARM**BYLAW NO. 4551****Being a bylaw to exempt from taxation certain lands and improvements for the years
2023, 2024 and 2025**

WHEREAS it is provided by Section 224 of the *Community Charter*, that the Council may by bylaw exempt from taxation any lands and improvements as therein specified;

AND WHEREAS the Council of the City of Salmon Arm deems it necessary and expedient to exempt from taxation for all purposes, the whole of the taxable assessed value of the land and improvements on certain properties situate within the City of Salmon Arm;

AND WHEREAS Section 224 of the *Community Charter* provides that every building set apart and in use for public worship and any church hall which Council considers necessary thereto, and the land upon which the building or hall actually stands, shall be exempt from taxation;

AND WHEREAS such area of lands surrounding the church building or hall as may be determined by Council shall be exempt from taxation, such area so exempted to be determined by bylaw in accordance with Subsection 2 (f) of Section 224 of the *Community Charter*;

NOW THEREFORE the Council of the City of Salmon Arm by affirmative vote of at least two-thirds of all the members thereof enacts as follows:

1. CHURCHES

- a) In addition to the statutory exemption for every building set apart and in use for public worship and the land upon which the building actually stands, all church halls located on the same property or adjacent property owned by the Church or its Trustees shall also be exempted, including the land upon which the halls stand, for the years 2023, 2024, and 2025.
- b) Where the property on which a church is located does not exceed two (2) acres, all such land shall be exempt from taxation for the years 2023, 2024, and 2025.
- c) Where there is a residence located on the same property as a church, the residence and any ancillary buildings and the land upon which the residence and ancillary buildings actually stand, as well as any area of land deemed to be associated with the use and enjoyment of the residential and ancillary buildings, shall be assessed and taxed as residential property for the years 2023, 2024, and 2025.
- d) Where the property on which a church is located exceeds two (2) acres, the area of land exempt from taxation, including the statutory exemption, shall be two (2) acres.

1. Lot 2, Plan KAP43284, Section 7, Township 20, Range 9 (3160 - 10 Avenue SE)
Registered Owner and Occupier: The Pentecostal Assemblies of Canada (01049.020)
2. Lot 4, KAP51209, Section 18, Township 20, Range 9 (3481 - 10 Avenue SE)
Registered Owner and Occupier: Little Mountain Bible Chapel (01181.055)
3. Lot A, KAP51918, Section 18, Township 20, Range 9 (3151 - 6 Avenue NE)
Registered Owner and Occupier: Shuswap Community Church (01197.020)
4. Lot 1, Plan KAP59726, Section 18, Township 20, Range 9 (350 - 30 Street NE)
Registered Owner and Occupier: Broadview Evangelical Free Church (01211.001)
5. Lot 1, Plan KAP27386, Section 13, Township 20, Range 10 (1981 - 9 Avenue NE)
Registered Owner and Occupier: St. Andrew's Presbyterian Church (01456.001)
6. Lot D, Plan 9888, Section 13, Township 20, Range 10 (1901 - 9 Avenue NE)
Registered Owner and Occupier: St. Andrew's Presbyterian Church (01456.007)
7. Lot A, Plan KAP32114, Section 9-10, Township 20, Range 10, MHR #86433 (4590 - 10 Avenue SW)
Registered Owner and Occupier: Salmon Arm Mennonite Church (02134.000)
8. Lot A, Plan 26295, Section 31, Township 20, Range 9 (3270 - 60 Avenue NE)
Registered Owner and Occupier: Seventh Day Adventist Church (04160.002)
9. Plan KAP1794B, Part NE ¼, Section 31, Township 20, Range 9 (6861 - 50 Street NE)
Registered Owner and Occupier: Congregation of the Canoe United Church (04178.000)
10. Lot A, Plan KAP27915, Section 24, Township 20, Range 10 (1400 - 20 Street NE)
Registered Owner and Occupier: Church of Jesus Christ of Latter Day Saints in Canada (04436.000)
11. Lot A, Plan EPP97409, Section 24, Township 20, Range 10 (2151 - 11 Avenue NE)
Registered Owner and Occupier: Cornerstone Christian Reformed Church (04437.003)
12. Lot A, Plan KAP30544, Section 24, Township 20, Range 10 (1801 - 30 Street NE)
Registered Owner and Occupier: Deo Lutheran Church of Salmon Arm (04466.010)
13. Lot A, Plan EPP13531, Section 14, Township 20, Range 10 (721 - 2 Street SE)
Registered Owner and Occupier: Mt. Ida Jehovah's Witnesses Church Congregation (06108.051)
14. Lot 1, Plan EPP81986, Section 14, Township 20, Range 10 (170 Shuswap Street SE)
Registered Owner and Occupier: The Synod of the Diocese of Kootenay/ Anglican Church (St. John the Evangelist Church) (06140.010)

15. Lot A, Plan KAP45048, Section 14, Township 20, Range 10 (60 - 1 Street SE)
Registered Owner and Occupier: The Roman Catholic Bishop of Kamloops (St. Joseph's Catholic Church) (06163.000)
 16. Lot A, Plan KAP18580, Section 14, Township 20, Range 10 (450 Okanagan Avenue SE) Registered Owner and Occupier: First United Church Trustees (06244.000)
 17. Parcel A, Plan KAP4845, Section 14, Township 20, Range 10 (121 Shuswap Street SW) Registered Owner and Occupier: Congregation of Crossroads Free Methodist Church (06444.005)
 18. Lot 45 - 46, Plan KAP304, Section 14, Township 20, Range 10 (191 - 2 Avenue NE)
Registered Owner and Occupier: Governing Council - Salvation Army (New Hope Church) (06657.001)
- e) The following properties are hereby exempted from taxation for all purposes for the year 2023 only, the whole of the taxable assessed value of the land and improvements unless otherwise noted:
1. Lot A & B, Plan 28751, Lot 3, Plan 6676, Section 14, Township 20, Range 10 - That portion leased to Lakeside Community Church only (391 Hudson Avenue NE)
Registered Owner: 0731010 BC Ltd. (06526.015)
Occupier: Lakeside Community Church

2. SOCIETIES

- a) The following properties are hereby exempted from taxation for all purposes for the years 2023, 2024 and 2025, the whole of the taxable assessed value of the land and improvements unless otherwise noted:
2. Lot 1, Plan KAP34857, Section 5, Township 20, Range 9 (5850 Auto Road SE)
Registered Owner and Occupier: BC Society for the Prevention of Cruelty to Animals (SPCA) (01008.006)
 3. Lot 4, Plan KAP1451, Section 18, Township 20, Range 9 (3110 - 2 Avenue NE)
Registered Owner: Provincial Rental Housing (01191.000)
Occupier: Canadian Mental Health Association
 4. Part NE ¼, Section 18, Township 20, Range 9, (751 Highway 97B NE - Haney House)
Registered Owner: City of Salmon Arm (01226.000)
Occupier: Salmon Arm Museum and Heritage Association
 5. Lot 1, KAP44211, Section 13, Township 20, Range 10 (580 - 14 Street NE)
Registered Owner and Occupier: Salmon Arm Rescue Unit Society (01455.002)

6. Lot 1, KAP79157, Section 13, Township 20, Range 10 (1051 – 6 Avenue NE)
Registered Owner: Interior Health Authority (01455.008)
Occupier: Good Samaritan Canada (Lutheran Social Services Organization Inc.)
7. Lot B, Plan KAP62641, Section 13, Township 20, Range 10 (2660 - 10 Avenue NE)
Registered Owner and Occupier: Shuswap Recreation Society (01493.130)
8. Lot 10, Plan KAP3992, Section 15, Township 20, Range 10, Quonset Hut and footprint only (921 - 17 Street SW)
Registered Owner: City of Salmon Arm (02256.010)
Occupier: Salmon Arm Folk Music Society
9. Lot 1, Plan KAP36084, Section 33, Township 20, Range 10 (5151 – 49 Street NW)
Registered Owner and Occupier: Gleneden Community Association (03087.000)
10. Lot 1 & 2, Plan KAP2517, Section 6, Township 21, Range 9 (4290 Canoe Beach Dr. NE) Registered Owner: City of Salmon Arm (04425.000)
Occupier: The Elks Recreation Children's Camp Society of BC
11. Lot 1, Plan KAP4310, Section 6, Township 21, Range 9 (7721 – 36 Street NE)
Registered Owner: City of Salmon Arm (04426.000)
Occupier: Shuswap Association for Rowing and Paddling
12. Lot 1, Plan KAP74716, Section 24, Township 20, Range 10 (2891 – 15 Avenue NE)
Registered Owner and Occupier: Good Samaritan Canada (Lutheran Social Service Organization) Inc. (04464.015)
13. Lot 9, Plan KAP659, Section 24, Township 20, Range 10 (2353 Lakeshore Road NE)
Registered Owner and Occupier: The Nature Trust of British Columbia (04512.000)
14. Lot 1, Plan KAP42003, Sections 24 and 25, Township 20, Range 10 (3351 Lakeshore Road NE) Registered Owner and Occupier: The Nature Trust of British Columbia (04577.010)
15. Lot 1, Plan KAP82540, Section 14, Township 20, Range 10 (520 - 5 Street SE)
Registered Owner and Occupier: Shuswap Association for Community Living (06042.000)
16. Lot 1, Plan KAP63380, Section 14, Township 20, Range 10 (680 Shuswap Street SE)
Registered Owner: Provincial Rental Housing Corp. (06100.105)
Occupier: Canadian Mental Health Association
17. Lot 1, Plan KAP85552, Section 14, Township 20, Range 10 (90 - 5 Avenue SE)
Registered Owner and Occupier: Shuswap Day Care Society (06100.111)
18. Lot 1, Plan KAP49181, Section 14, Township 20, Range 10 (51 - 9 Avenue SE)
Registered Owner: Provincial Rental Housing Corp. (06110.010)
Occupier: Canadian Mental Health Association

19. Lot 2, Plan KAP12968, Section 14, Township 20, Range 10 (461 - 4 Avenue SE)
Registered Owner and Occupier: Canadian Mental Health Association (06226.001)
20. Lot A, Plan KAP13521, Section 14, Township 20, Range 10 (800 Okanagan Avenue SE)
Registered Owner and Occupier: Shuswap Housing Society (06376.002)
21. Lot 1, Plan KAP15603, Section 14, Township 20, Range 10 (981 - 1 Avenue SE)
Registered Owner and Occupier: Shuswap Association for Community Living (06376.007)
22. Lot 1, Plan KAP52625, Section 14, Township 20, Range 10 (471 - 10 Avenue SW)
Registered Owner: City of Salmon Arm (06399.000)
Occupier: Salmon Arm and Shuswap Lake Agricultural Association
23. Lot 1, Plan KAP35473, Section 14, Township 20, Range 10 (541 - 3 Street SW)
Registered Owner: City of Salmon Arm (06400.005)
Occupier: Salmon Arm Folk Music Society
24. Lot 1, Plan EPS7336, Section 14, Township 20, Range 10 (540 - 3 Street SW)
Registered Owner and Occupier: Canadian Mental Health Association (06400.037)
25. Lot 2, Plan KAP10789, Section 14, Township 20, Range 10 (511 - 5 Avenue SW)
Registered Owner and Occupier: Salmon Arm and Shuswap Lake Agricultural Association (06437.003)
26. Lot 3, Plan KAP10789, Section 14, Township 20, Range 10, except portion leased/rented to others (6,786 square feet) (481 - 5 Avenue SW)
Registered Owner and Occupier: Salmon Arm and Shuswap Lake Agricultural Association (06437.004)
27. Lot A, Plan KAP45450, Section 14, Township 20, Range 10 (441 - 3 Street SW)
Registered Owner and Occupier: The Governing Council of The Salvation Army in Canada (06451.000)
28. Lot A, Plan KAP16126, Section 14, Township 20, Range 10 (421 - 5 Avenue SW)
Registered Owner and Occupier: Salmon Arm and Shuswap Lake Agricultural Association (06451.001)
29. Lot 4, Plan KAS388, Section 14, Township 20, Range 10 (431 Hudson Avenue NE) Registered Owner and Occupier: Canadian Mental Health Association (06536.006)
30. Lot 2, Plan KAS388, Section 14, Township 20, Range 10 (433 Hudson Avenue NE)
Registered Owner and Occupier: Canadian Mental Health Association (06536.010)

31. Lot 3, Plan KAS388, Section 14, Township 20, Range 10 (435 Hudson Avenue NE)
Registered Owner and Occupier: Canadian Mental Health Association
(06536.015)
32. Parcel A, Plan KAP4232B, Section 14, Township 20, Range 10 (70 Hudson Avenue NE)
Registered Owner: City of Salmon Arm (06665.000)
Occupier: Shuswap District Arts Council
33. Lot 1, Plan KAP25157, Section 14, Township 20, Range 10, except portion
leased/rented to others (667 square feet) (360 Alexander Street NE)
Registered Owner and Occupier: Salmar Community Association (06673.000)
34. Lot 2&3, Block 2, Plan KAP393, Section 14, Township 20, Range 10, except portion
leased/rented to others (3,564 square feet) (270 Alexander Street NE)
Registered Owner and Occupier: Salmon Arm Masonic Holding Society
(06693.000)
35. Lot 2, Plan KAP13330, Section 14, Township 20, Range 10 (20 Alexander Street NE)
Registered Owner and Occupier: Canadian Mental Health Association
(06724.001)
36. Lot 1, Plan KAP42866 Section 14, Township 20, Range 10 (681 Marine Park Drive NE)
Registered Owner and Occupier: Shuswap Family Resource & Referral Society
(06757.010)
37. Lot A, Plan KAP26245, Section 14, Township 20, Range 10 (461 Beatty Avenue NW)
Registered Owner and Occupier: Churches of Salmon Arm Used Goods Society
(06762.001)
38. Lot 13, Block C, Plan KAP1523, Section 14, Township 20, Range 10 (350 Fraser Avenue NW)
Registered Owner and Occupier: Churches of Salmon Arm Used Goods Society
(06780.000)
39. Lot 14, Block C, Plan KAP1523, Section 14, Township 20, Range 10 (360 Fraser Avenue NW)
Registered Owner and Occupier: Churches of Salmon Arm Used Goods Society
(06780.001)
40. Lot 15, Block C, Plan KAP1523, Section 14, Township 20, Range 10 (380 Fraser Avenue NW)
Registered Owner and Occupier: Churches of Salmon Arm Used Goods Society
(06780.002)
41. Lot 16, Block C, Plan KAP1523, Section 14, Township 20, Range 10 (390 Fraser Avenue NW)
Registered Owner and Occupier: Churches of Salmon Arm Used Goods Society
(06780.003)
42. Lot 1, Plan KAP39965, Sections 14, 23 and 24, Township 20, Range 10 (1501 Harbourfront Drive NE)
Registered Owner and Occupier: The Nature Trust of British Columbia (06800.500)

43. Lot 2, Plan KAP39965, Section 14, Township 20, Range 10 (3 Harbourfront Drive NE) Registered Owner and Occupier: The Nature Trust of British Columbia (06800.510)
 44. Lot 1, Plan KAP85966, Section 14, Township 20, Range 10 (100 Hudson Avenue NW) Registered Owner and Occupier: Salmar Community Association (06812.005)
 45. Lot 1, Plan KAP34554, Section 14, Township 20, Range 10 (141 Hudson Avenue NW) Registered Owner and Occupier: Salmar Community Association (Parking Lot) (06836.005)
 46. Lot 1, Plan EPP7412, Section 14, Township 20, Range 10 (150 Lakeshore Dr. NW) Registered Owner : Salmar Community Association (06836.006)
Occupier: Royal Canadian Legion
 47. Parcel A, Plan KAP6924B, Section 14, Township 20 Range 10 (41 Hudson Avenue NW) Registered Owner and Occupier: Shuswap Theatre Society (06839.000)
 48. Lot 2, Plan 34598, Section 14, Township 20, Range 10
Registered Owner and Occupier: Shuswap Area Family Emergency Society
- b) The following properties are hereby exempted from taxation for all purposes for the year 2023 only, the whole of the taxable assessed value of the land and improvements unless otherwise noted:
1. MHR #85287, Bay #1, MHP Roll 20-322-01226.000. (Staff House located at 751 Highway 97B NE) Registered Owner and Occupier: Salmon Arm Museum and Heritage Association (01226.001)
 2. Block 2, Plan 1507, Section 13, Township 20, Range 10, except portion leased/rented to others (1,587 square feet) (2460 Auto Road SE) Registered Owner: Scout Properties (BC/Yukon) (01360.000)
Occupier: First Salmon Arm Scouts
 3. Lot 3, Plan KAP4469, Section 30, Township 20, Range 9, except portion of land and trailer used for Caretaker Residence MHR#98553 (3690 - 30 Street NE)
Registered Owner and Occupier: Salmon Arm Elks Recreation Society (04120.000)

3. SENIORS

- a) The following properties are hereby exempted from taxation for all purposes for the years 2023, 2024 and 2025, the whole of the taxable assessed value of the land and improvements:
1. Lot 1, Plan 25659, Section 6, Township 21, Range 9 (7330 - 49 Street NE)
Registered Owner and Occupier: Canoe Branch Senior Citizens Association (04405.000)

2. Lot 2, Plan KAP85552, Section 14, Township 20, Range 10 (170 - 5 Avenue SE)
Registered Owner: City of Salmon Arm (06100.112)
Occupier: Seniors Fifth Avenue Activity Centre Association

4. OTHER

- a) The following property is exempted from taxation for all purposes for the years 2023, 2024 and 2025, to the extent specifically indicated:

1. Lot 8, Plan KAP57618, Section 14, Township 20, Range 10 (641 Ross Street NE)
Registered Owner: WH Laird Holdings Ltd. (06757.216)
Occupier: City of Salmon Arm
2. Lot 9, Plan KAP57618, Section 14, Township 20, Range 10 (621 Ross Street NE)
Registered Owner: WH Laird Holdings Ltd. (06757.218)
Occupier: City of Salmon Arm

5. ATHLETIC FACILITIES

- a) The following properties are hereby exempted from taxation for all purposes for the years 2023, 2024 and 2025, the whole of the taxable assessed value of the land and improvements:

1. Part NW ¼ Section 4, Township 20, Range 9, MHR#8013 (3200 - 70 Street SE)
Registered Owner: City of Salmon Arm (01004.000)
Occupier : Salmon Arm Fish and Game Club
2. Lot A, Plan KAP13513E, Section 18, Township 20, Range 9 (3440 Okanagan Avenue SE) Registered Owner: City of Salmon Arm (01176.010)
Occupier: Salmon Arm Tennis Club
3. Lot 1, Plan KAP68875, Section 18, Township 20, Range 9 (100 - 30 Street SE)
Registered Owner: City of Salmon Arm (01179.106)
Occupier: Shuswap Recreation Society
4. Lot A, Plan KAP62641, Section 13, Township 20, Range 10 (2600 - 10 Avenue (TCH) NE) Registered Owner: City of Salmon Arm (01493.120)
Occupiers: Shuswap Recreation Society, Salmon Arm Curling Club, Salmon Arm Lawn Bowling Club and Salmon Arm Horseshoe Club
5. Lot A, Plan KAP62641, Section 13, Township 20, Range 10 (2600 - 10 Avenue (TCH) NE)
Registered Owner and Occupier: City of Salmon Arm (01493.121)
6. Lot 1, Plan KAP45452, Section 14, Township 20, Range 10 (351 - 3 Street SW)
Registered Owner: City of Salmon Arm (06452.000)
Occupier: Shuswap Recreation Society

6. 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.

7. 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.

8. EFFECTIVE DATE

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

9. CITATION

This bylaw may be cited as "City of Salmon Arm Tax Exemption Bylaw No. 4551"

READ A FIRST TIME THIS 26 th	DAY OF	SEPTEMBER	2022
READ A SECOND TIME THIS 26 TH	DAY OF	SEPTEMBER	2022
READ A THIRD TIME THIS 26 TH	DAY OF	SEPTEMBER	2022
ADOPTED BY COUNCIL THIS	DAY OF		2022

MAYOR

CORPORATE OFFICER

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INFORMATIONAL CORRESPONDENCE – October 11, 2022

- | | | |
|----|--|---|
| 1. | Building Department – Building Statistics – September 2022 | N |
| 2. | Building Department – Building Permits – Yearly Statistics | N |
| 3. | G. Threlkeld – Letter dated September 26, 2022 – Handicap Hockey Fans | R |
| 4. | D. St-Pierre, Poppy Chairman, Royal Canadian Legion – Letter dated September 22, 2022 – Request for 2022 Poppy Campaign Canvassing and Annual Remembrance Day Ceremonies/Parade | R |
| 5. | L. Paiement, Chair of PLAY Shuswap – Letter dated October 4, 2022 – Request to Use Spray Chalk on Downtown Sidewalks for the Pride Project | A |
| 6. | P. McIntyre-Paul, Shuswap Trail Alliance – Email dated September 28, 2022 – Draft Minutes for the September 23, 2022 SNO Rail Trail GAC meeting & Final Minutes for Mar. 18, 2022 see www.salmonarm.ca/Agenda | N |
| 7. | Shuswap Watershed Council – September 21, 2022 – Council Meeting Highlights and draft Record of Decisions and Action Items | N |
| 8. | Justice N. Iyer, Commission Chair, BC Electoral Boundaries Commission – Letter dated October 4, 2022 – Electoral Boundaries Commission | A |
| 9. | Honourable M. Dean, Minister of Children and Family Development – Email dated September 27, 2022 – October declared as Foster Family Month in British Columbia | 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: October 11, 2022

Presentation 4:00 p.m. (approximately)

NAME: C. Davis, President - Daybreak Club, Rotary Club of Salmon Arm

TOPIC: Rotary Legacy Project - Canoe Beach Swim Jetty Dock

Vote Record

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

Opposed:

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



Rotary Club of Salmon Arm – Daybreak Club

PO Box 541

Salmon Arm BC, V1E 4N7

May 13, 2021

Attention: Mayor and Council

RE: Daybreak Rotary Legacy Project and Canoe Beach

The Rotary Club of Salmon Arm - Daybreak (Daybreak Rotary) has been searching for a legacy project to help enhance our community for a few years. Over the past 14 years we have been involved in several partnerships with the city including the spray parks at Fletcher Park and Blackburn Park along with other small improvements on city property. With that behind us, we found ourselves struggling to find a project that would be meaningful to the community, to our members and to the city.

Recently, we met with city staff and the idea of participating in the Canoe Beach redevelopment project was discussed. We reviewed the plan and feel we found the perfect piece of the plan to focus our fundraising on. The piece we are interested in is the swimmer's dock in the main swimming area of the beach. Currently the boat launch dock is used by both boaters and swimmers which we see as a safety concern. Boats are coming and going as kids are swimming and jumping off the pier.

The redevelopment plan had a swimmer's pier in the middle of the main swimming area that would move the swimmers away from the boat launch area making it safer for everyone. The swimmer's pier would be better designed to include ladders, and other features making it accessible to young and old.

The Daybreak Rotary Club is looking for support from mayor and council to work with city staff to develop and install a "Rotary Swimmer's Dock" in the main swimming area of Canoe Beach (as noted in the plan city staff have shared with us). The project will be done in a phased approach and could be started as soon as funds for the dock are in place (hopefully Phase 1 will be completed by Spring of 2022). Daybreak Rotary would fund the Swimmer's Dock and the city would incorporate the old boat launch dock as a future expansion once the new boat launch structure is in place.

On behalf of the Daybreak Rotary Club, we would like to thank you for considering our proposal.

Sincerely,

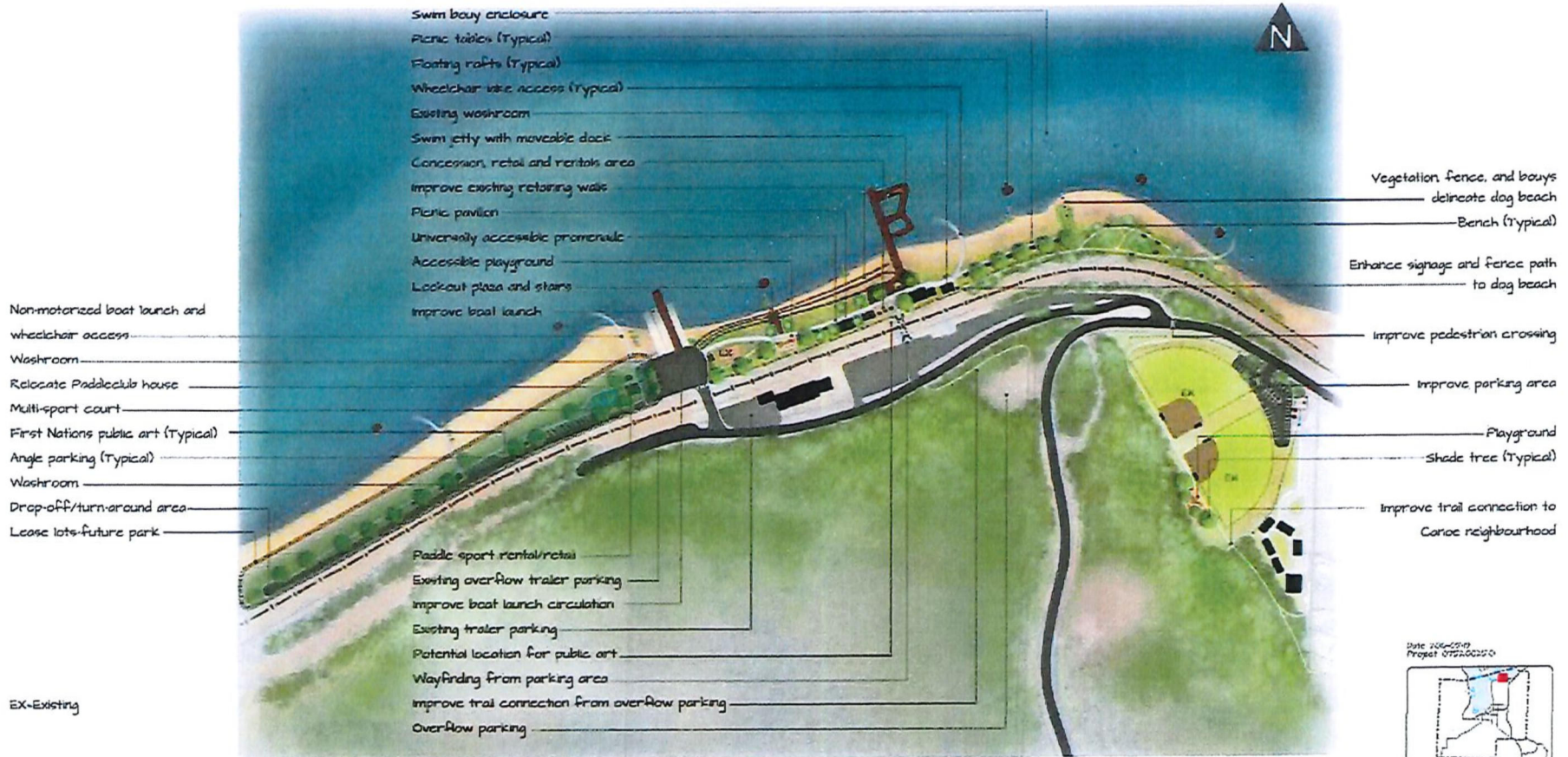
A handwritten signature in black ink, appearing to be 'Chris Davis', written over a horizontal line.

Chris Davis
President – Daybreak Rotary

A handwritten signature in black ink, appearing to be 'Dan Morin', written over a horizontal line.

Dan Morin
Community Service Chair

Canoe Beach Master Plan



URBAN
 systems

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Item 14.2

CITY OF SALMON ARMDate: October 11, 2022**Presentation 4:15 p.m. (approximately)**

NAME: J. Johnson, P. McIntyre-Paul, D. Major and C. Newnes, Active Transportation Task Force and S. Friegang, Urban Systems

TOPIC: Active Transportation Network Plan

Vote Record

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

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



COUNCIL MEETING

Tuesday October 11, 2022

WHAT IS CONNECT SALMON ARM?

- A long-term vision and plan for active transportation in Salmon Arm
- Identify an active transportation network plan including infrastructure projects
- Identify policy, programs, and initiatives to encourage more active transportation
- Priorities for implementation and costs



WHAT IS ACTIVE TRANSPORTATION?

- Any form of **human-powered** transportation
- It includes people cycling, walking dogs, jogging, skateboarding and people using mobility devices such as wheelchairs, walkers, strollers etc.
- Includes a variety of trip purposes and trip length

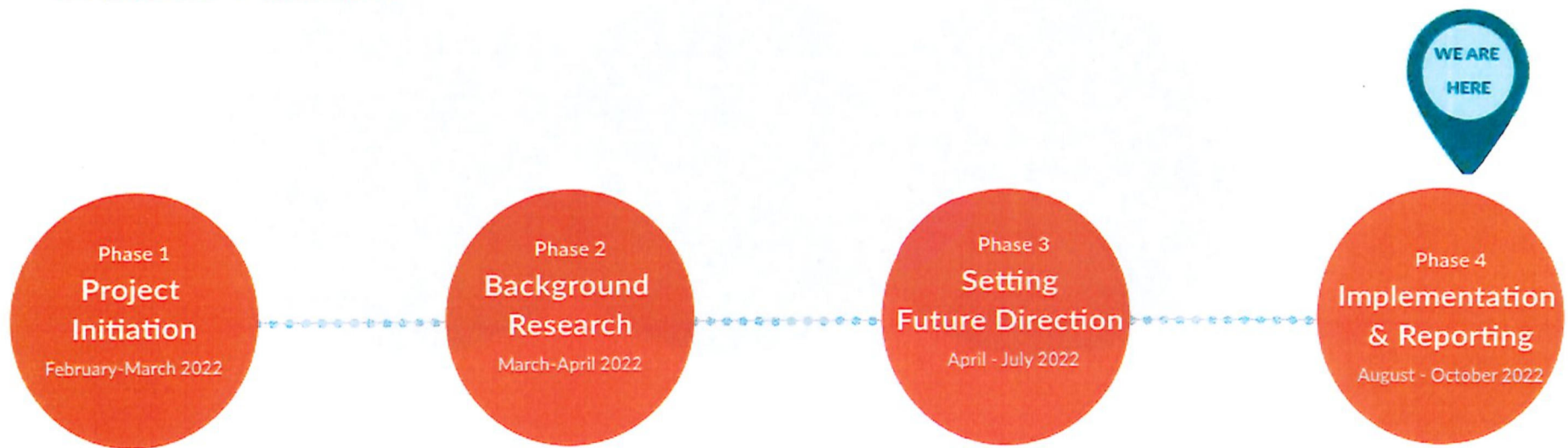


CITY OF
SALMON ARM

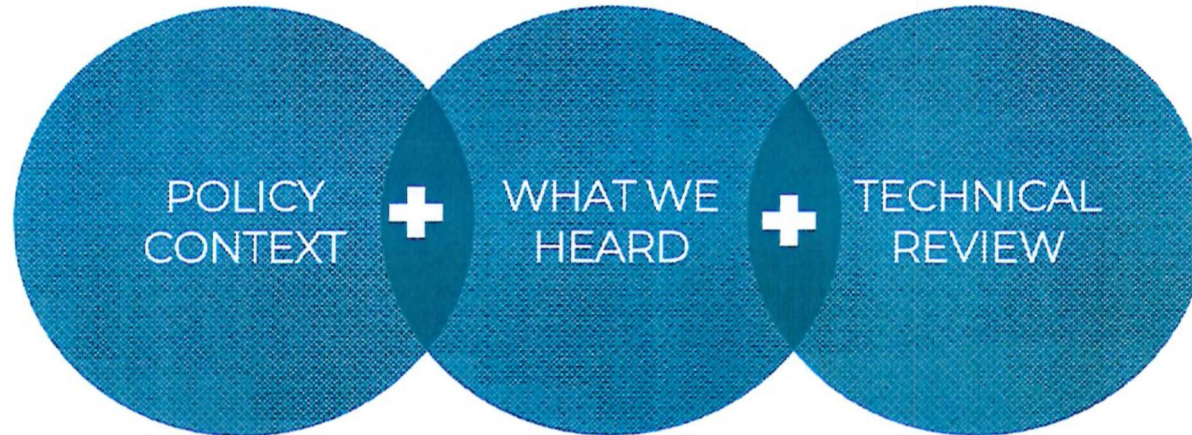
CONNECT
SALMON ARM
SMALL CITY. GREAT CONNECTIONS

PROJECT UPDATE

PROJECT PROCESS

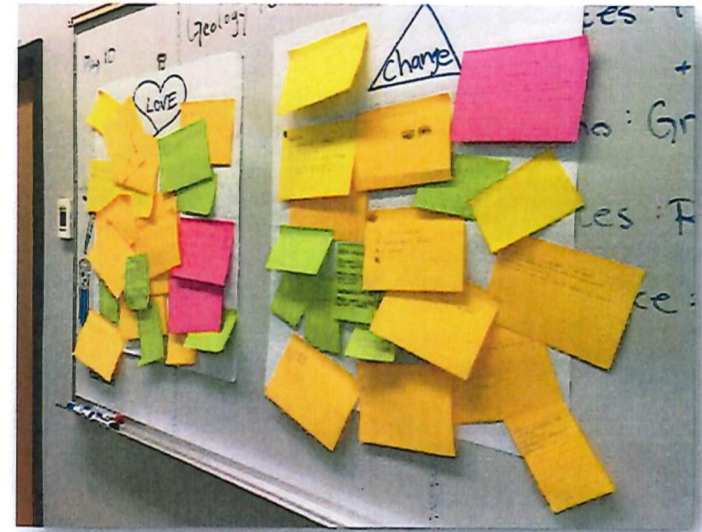


HOW THE PLAN WAS DEVELOPED



WHAT WE HEARD

- Active Transportation Task Force Meetings – 10 Meetings
- Community Survey #1 + Interactive Mapping Exercise - 718 total respondents and 600 “pins” on the map
- Community Survey #2 – 515 responses
- Targeted Engagement – 9 events
- In-Person Pop-Up Events – 10 events
- Virtual Community Event – 22 attendees
- Newsletter and E-mail Updates



TRAVEL PATTERNS

- Most people are **driving** as their usual mode of transportation
- Top reasons for **walking** and **bicycling**



Walking

1. Enjoy nature, parks or trails
2. Exercise
3. Spend time with friends and family
4. Access shops, restaurants, or services



Bicycling

1. Exercise
2. Enjoy nature, parks or trails
3. Have fun
4. Spend time with family and friends

BARRIERS

- Top barriers for walking and bicycling



Walking

1. Lack of sidewalks
2. Intersection safety
3. Steep hills
4. Speed and noise of motor vehicle traffic

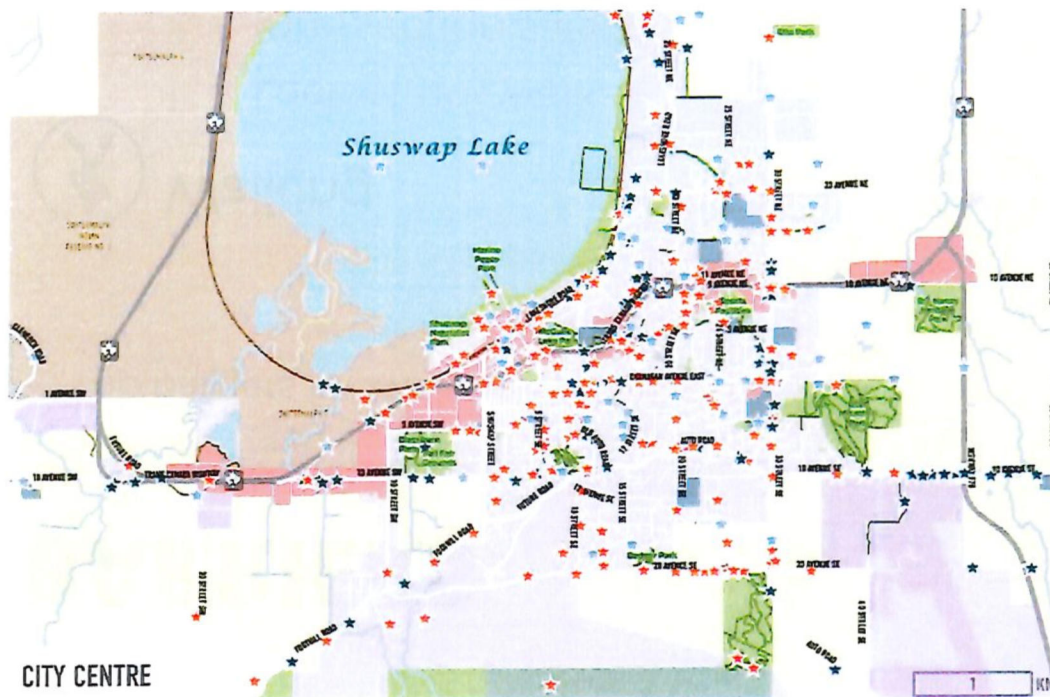


Bicycling

1. Lack of designated bicycle lanes and routes
2. Steep hills
3. Volume, speed or size and/or noise of motor vehicle traffic
4. Lack of bicycle parking

KEY THEMES

- Connections, Experience, and Safety



WHAT WE'VE HEARD



PRIORITIES

- Schools
- Filling in gaps in the network
- Parks, shops, municipal buildings etc.
- Equity

PLAN FRAMEWORK



PLAN THEMES



CONNECT



EXPERIENCE



ENCOURAGE

CONNECT: STRATEGIES

THEMES



STRATEGIES

- Expand and Enhance the Pedestrian Network
- Expand and Enhance the Bicycle and Trail Network
- Improve Intersections and Crossings
- Improve Regional Connections
- Improve Integration of Active Transportation with Transit, Other Modes, and City Projects



ALL AGES & ABILITIES

BICYCLING FACILITIES



EXPERIENCE: STRATEGIES

THEMES



STRATEGIES

- Provide More Bicycle Parking and Other End-of-Trip Facilities
- Provide an Active Transportation Network that is Safe, Accessible, and Equitable for All
- Maintain the Active Transportation Network Year-Round
- Create Great Places and Streets



ENCOURAGE: STRATEGIES

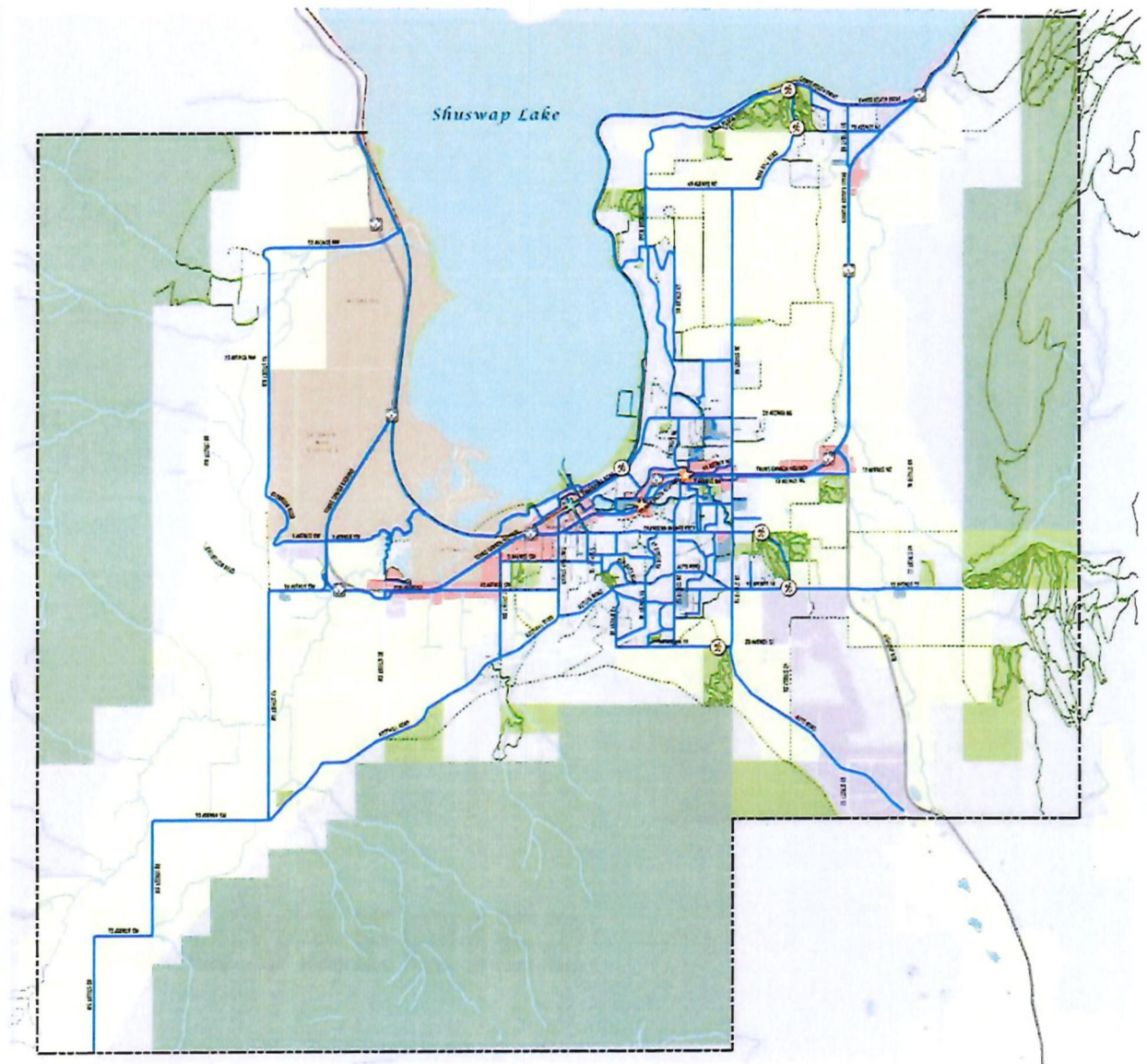


PROPOSED LONG TERM BICYCLING NETWORK

-  Existing Underpass
-  Future Underpass
-  Trail Head
-  Long-Term Active Transportation Network
-  Existing Trail
-  Proposed Trail (Desire Lines)
-  Sidewalk
-  Municipal Boundary
-  Highway
-  Railway
-  School
-  Park / Protected Area
-  Industrial Area
-  Commercial Area
-  Forest Reserve
-  ALR
-  First Nation Reserve



2 km

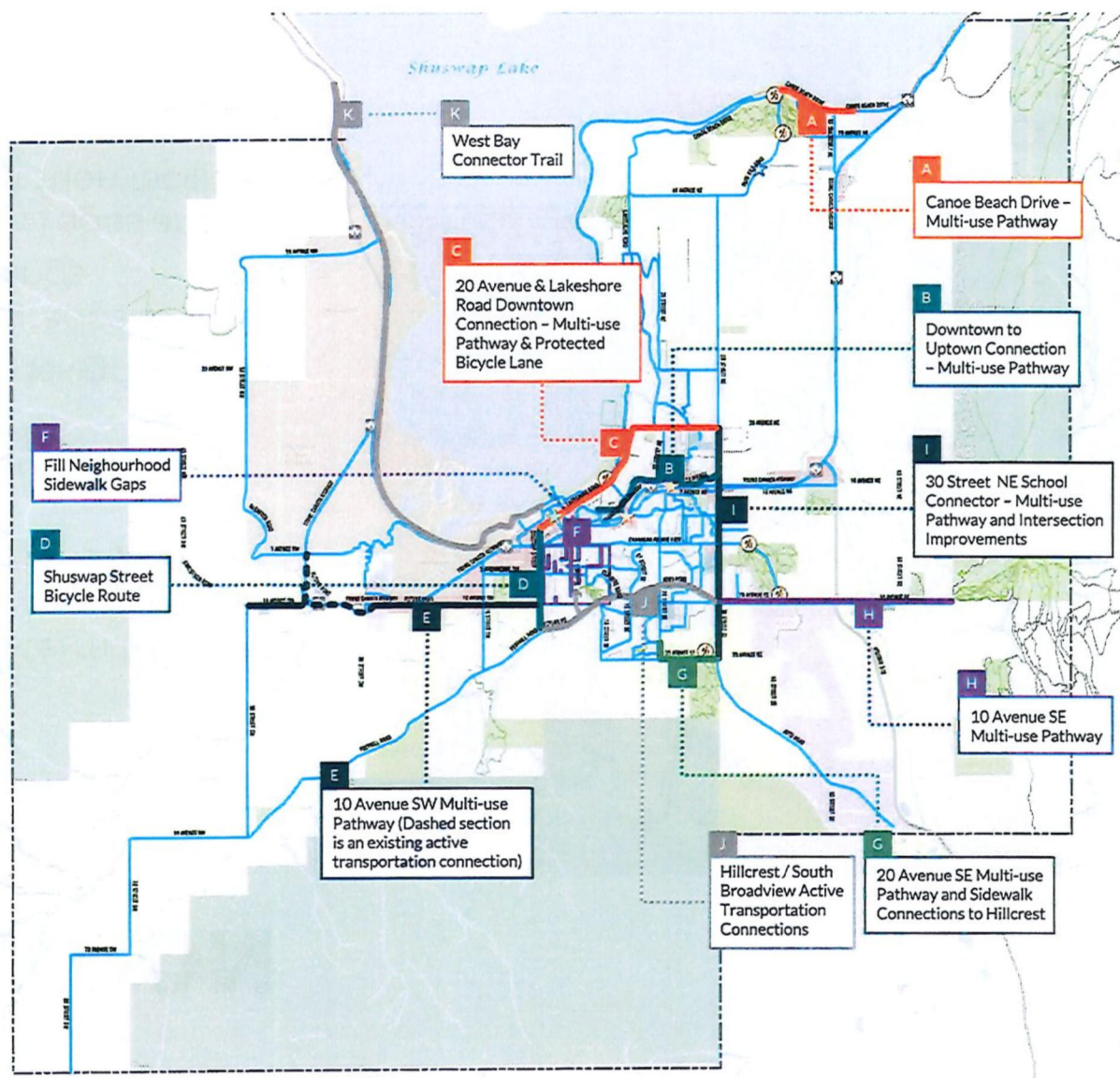


MAJOR PROJECTS - PRIORITIES

-  Existing Underpass
-  Future Underpass
-  Trail Head
-  Long-Term Active Transportation Network
-  Existing Trails
-  Proposed Trails
-  Sidewalk
-  Municipal Boundary
-  Highway
-  Railway
-  School
-  Park / Protected Area
-  Industrial Area
-  Commercial Area
-  Forest Reserve
-  ALR
-  First Nation Reserve



0 1 km



IMPLEMENTATION

- The plan establishes a long-term framework, with a primary focus on the immediate (next 3 years) and the short-term (3-10 year priorities)
 - 20 km of on-street cycling facilities, trails, and sidewalks
 - Corridor feasibility and design studies
 - Improvements and upgrades to intersections and crossings
 - Creation of network of all ages and abilities active transportation facilities



CITY OF
SALMON ARM

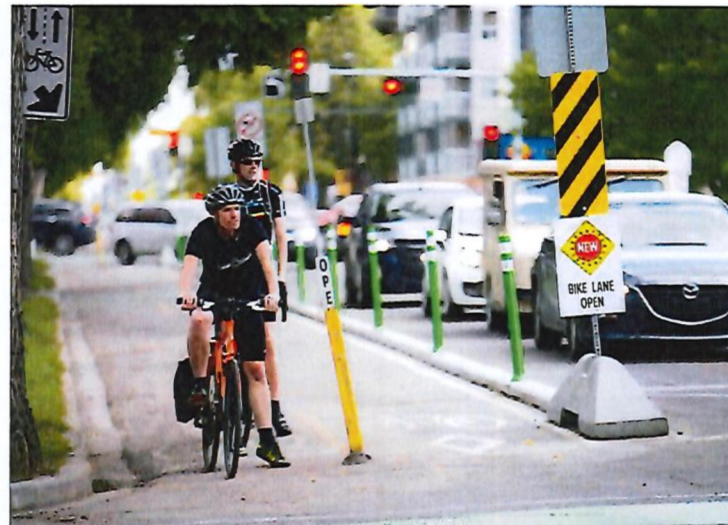
CONNECT
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SMALL CITY. GREAT CONNECTIONS

IMPLEMENTATION

- Capital costs:
 - Long-term: ~\$90 million
 - Short-term: ~\$17 million, future budget processes, development, and external grants
- Operating costs
 - Costs will increase as capital costs are implemented



IMPLEMENTATION TECHNIQUES



THANK YOU!!

The City of Salmon Arm would like to thank all community members and the ATTF for their participation in the process and valuable input developing the ATNP.

YOU
HELPED.....PAVE
.....THE WAY

CITY OF
SALMON ARM

CONNECT
.....**SALMON ARM**
SMALL CITY, GREAT CONNECTIONS

THANK YOU!



COUNCIL MEETING

Tuesday October 11, 2022

Item 19.1

CITY OF SALMON ARM

Date: October 11, 2022

OTHER BUSINESS:

The following resolution was released from the In Camera meeting of September 26, 2022:

THAT: when requests are made by the public or contractors to use City trails to access properties for landscaping or construction purposes, the following be incorporated into a policy for Council's consideration at a future meeting:

- continue to use a highway use permit and collect appropriate insurance;
- work with Shuswap Trail Alliance to determine a pre-estimate cost of the project and calculate/collect the required securities from the applicant;
- work with Shuswap Trail Alliance to conduct final inspection of the site;
- notify Council, appropriate committees and stakeholders of the project; and
- post signage at the site to inform the public.

Vote Record

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

Opposed:

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

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Item 22.1

CITY OF SALMON ARM

Date: October 11, 2022

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-561 be authorized for issuance for Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP119501 which will vary Zoning Bylaw No. 2303, as follows:

- i) Section 4.12.1 (a) Height of a combined retaining wall and fence from 2.0m to 6.9m; and
- ii) Section 6.5 increasing the height of a principal building from 10.0m to 10.8m.

[VP-561; Weed, J. & Cockrill, E./Hindbo Construction; 2794 25 Street NE; Height of Retaining Wall and Fence and Principal Dwelling]

Vote Record

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

Opposed:

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



TO: His Worship Mayor Harrison and Members of Council

DATE: September 27, 2022

SUBJECT: Development Variance Permit Application No. VP - 561 (Height of Retaining Wall and Fence and Principal Dwelling)
Legal: Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP119501
Civic Address: 2794 25 Street NE
Owners: James Weed and Elaine Crockrill
Agent: Hindbo Construction (Coady Hindbo)

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP - 561 be authorized for issuance for Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP119501 which will vary Zoning Bylaw No. 2303, as follows:

- i) Section 4.12.1 (a) Height of a combined retaining wall and fence from 2.0m to 6.9m and;**
 - ii) Section 6.5 increasing the height of a principal building from 10.0m to 10.8m.**
-

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The applicant is proposing to vary the permitted height for a retaining wall and fence from 2.0m to 6.9m and the height of a single family dwelling from 10.0m to 10.8m. A site plan and drawings submitted in support of the application are enclosed as Appendices 1 and 2. The applicant has also submitted a letter of rationale in support of their application (Appendix 3).

BACKGROUND

The subject property is approximately 1920m² in area and is currently vacant (Appendices 4). The property is designated Residential Low Density in the Official Community Plan (OCP) and is zoned R1 – Single Family Residential within Zoning Bylaw No. 2303 (Appendices 5 and 6).

In August 2022, a Development Variance Permit to reduce servicing was issued by Council (VP No. 542). The servicing variance reduced the off-site frontage works for the adjacent lot and the owners made a cash-in-lieu payment for frontage works along the subject property frontage. The issuance of the variance permit allowed the two lot subdivision to proceed.

Adjacent land uses include the following:

North: single family residence/R1

South: single family residence/R1

East: single family residence and single family residence with suite/R1 & R8

West: single family residence/R1 (Single Family Residential)

COMMENTSEngineering Department

No concerns.

Building Department

No concerns.

Fire Department

No concerns.

Planning Department

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

Staff note that the impact of the variances would affect the development of the adjacent property to the south, which presently is under the same ownership as the subject property. From the street perspective (25 Street NE), the roof would be visible from the street; however, given the topography of the lot the proposed house and retaining walls would be located below the grade of the existing road (25 Street NE).

As shown in Appendix 1, the subject property is affected by steep slopes. The location of the proposed retaining wall and fence would affect the adjacent lot to the south. The impact of the proposed retaining wall and fence height are mitigated by the heavily treed area between the building area of the proposed house and the existing house on the south parcel, as well as, the topography of the lots. Staff do not see potential negative impacts along that section of the shared property lines. Staff note that the Zoning Bylaw governs the overall height of retaining walls but exempts the location of retaining walls in relation to the property line. To ensure that the wall can be maintained into the future, staff have asked that the applicant consider an easement over the adjacent property so that it may be constructed and accessed via adjacent lot without trespass. Given the height of the proposed retaining wall a Building Permit would be required prior to construction.

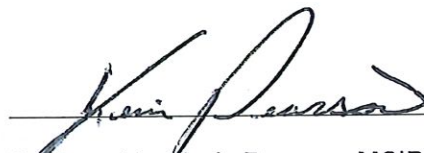
With regard to the proposed principal building height variance, staff are supportive of the request as the proposed building is located on lot with challenging topography. The definition of building height in the Zoning Bylaw is the average original grade of the building to the peak of the building. In areas with steeper slopes it is common for buildings to be designed with one storey on one side of the building and two to three storeys (walkout basement) on the opposite side in order to be "built into" the slope. The proposed building is an example of this design. Given that the proposed building at the street side will be mostly below the road level and the proposed building is not taller than an average principal building on flat land, the impact of the overall height would be minimal.

Should Council not support the variance request the applicant would have to redesign the retaining wall, terracing the wall to ensure each section of the wall is below the required height and redesign the house to adjust the roof pitch or wall heights.

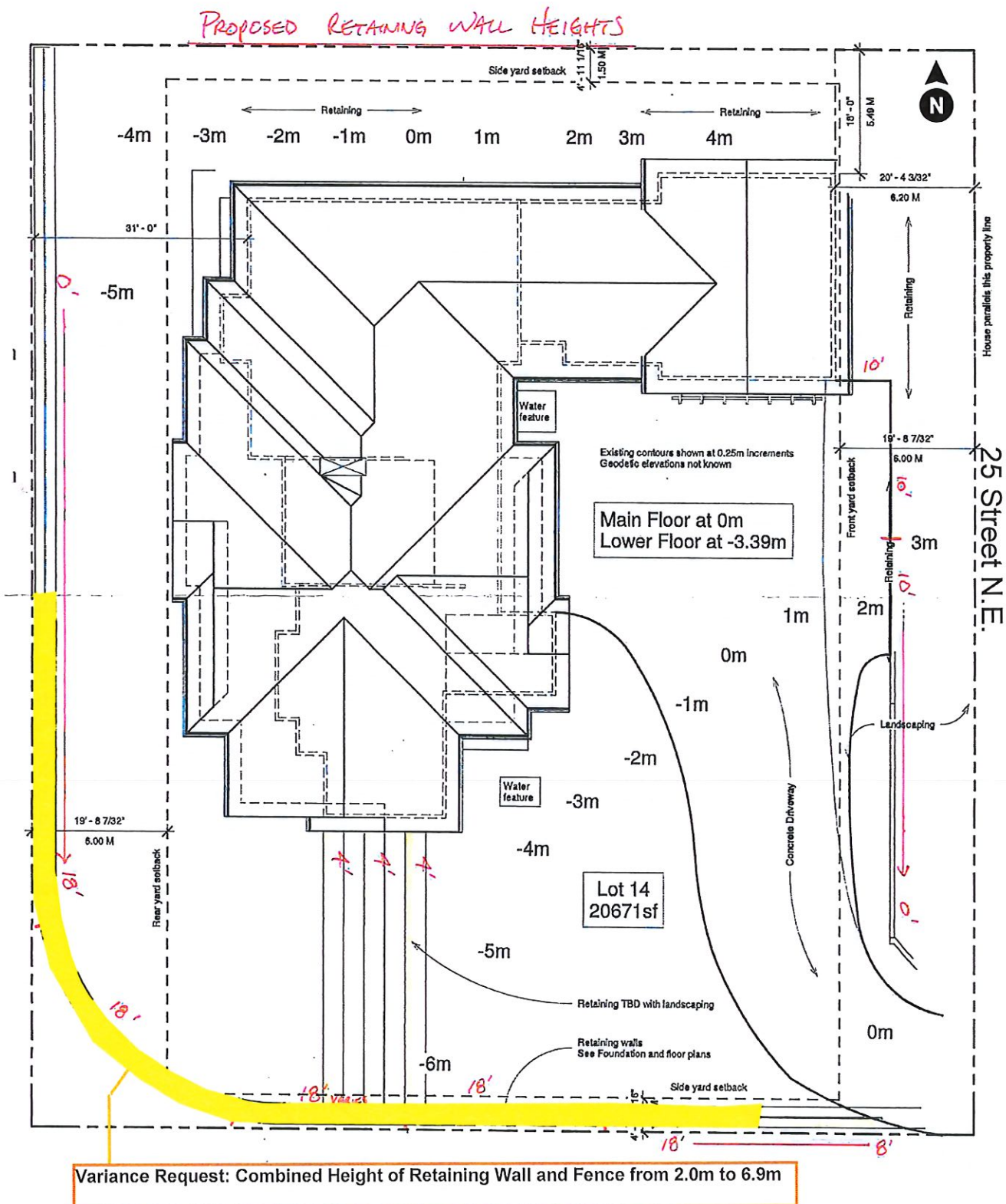
Staff have no concerns with the variance requests and support the issuance of the Development Variance Permit.



Prepared by Melinda Smyrl, MCIP, RPP
Planner



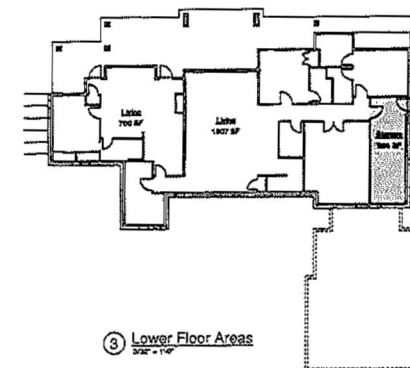
Reviewed by Kevin Pearson, MCIP, RPP
Director of Development Services



A black and white photograph of a large, modern house. The house features a dark, gabled roof with a chimney on the left side. The exterior walls are a mix of dark siding and light-colored stone or brick accents, particularly around the windows and the entrance. There are several windows, some with dark shutters. A large, two-car garage is attached to the right side of the house, with a dark door. The house is set on a lawn, and a paved driveway or walkway leads to the garage. The overall style is contemporary and sophisticated.

© 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 2657, 2658, 2659, 2660, 2661, 2662, 2663, 2664, 2665, 2666, 2667, 2668, 2669, 2670, 2671, 2672, 2673,

② Main Floor Areas



③ Lower Floor Areas

LE
14

25th Street NE
Salmon Arm, B.C.

R1	Single Family
1.5m	Side yard setback
8.0m	Front yard setback
8.0m	Rear yard setback
10.0m	Max height
49%	Roofing coverage
0.65	Floor area ratio

AS works to be in compliance with the current residential standards of the National Building Code of Canada, current electrical and plumbing codes and all local building code and bylaws which may take precedence.

All work shall be performed in all respects to good building practices.

248

- Building location to be verified by surveyor prior to construction.
- Foundations to be poured on undisturbed engineered building pad.
- All measurements, grades and levels to be verified on site before commencing construction.

Exams and Foundations

- All structural steelwork for use in civil aviation shall be rolled.
- All headroom, beams, columns and supporting foundations to be confirmed by the main users and four separate agencies.
- All these items shall be approved and will be preceded by the manufacturer.
- All structural steel and foundations to be approved by the manufacturer and/or approved by a professional engineer.
- All structural foundations to conform with all engineering, soil conditions and local planning requirements.
- All concrete to have a minimum compressive strength of 20mpa at 28 days. Do not exceed 140 tonnes until full structure is complete.
- All roof truss members shall be confirmed by all four agencies.
- All structural drawings shall be approved by all four agencies.
- All joints shall have more than 7-10 shall be bridged at all points using 200 tonnes bridging installed as per R.I.C.C.
- Planning to be included at all junctions in road system and changes in road plans.
- Paving to be installed at all changes in horizontal and/or vertical and/or vertical and/or horizontal spacing, changes to be installed around all corners and/or spacing.

Initial Performance

- * All new construction must conform to DCEC 9.38 Thermal performance tables.

Plumbing, Electrical and Mechanical Systems

- All plumbing to be designed and installed per current plumbing codes and by a qualified plumber.
- Confirm layouts and dimensions with samples of all kitchens, bars, washrooms, laundry rooms, utility rooms, in-floor heating, etc.
- All fixtures to be approved by the owner.
- Heating and venting calculations and system design by engineer, supplier or qualified installer.
- Electrical system to be designed and installed by qualified electrician

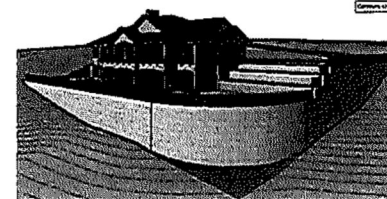
Local History and Development Regulations

- All construction will be within local bylaw requirements. These include design standards, height restrictions, front coverage, water A/N all containment, water consumption, landscaping, etc.
- Any changes required to these designs should be reported to Mayor Dwyane
- Firewater drainage shall be assessed where required by local authorities having jurisdiction and its final approval

Myer Design shall not be responsible for any variances from the structural drawings and specifications, or adjustments required resulting from conditions encountered at the job site, and is the sole responsibility of the owner and contractor.

Myer Design makes every effort to provide complete and accurate construction drawings. However, we assume no liability for errors or omissions, even if they affect construction. It is the responsibility of all trades and subs to check the drawings and verify all dimensions and details before commencing work. In the event of any discrepancy, should any discrepancies be found on these plans please advise Myer Design so the necessary corrections can be

④ Perspective 1



⑤ Perspective 2



⑥ Perspective 3

For Permit v1.3



MEYER
DESIGNS LTD
800 Mt. Todd Drive
Cottaburnam, BC
V1B 3Y6
250-800-4579

850-503-4578
Kathy@MayerDesign

—

over Page
Site Dis

Site Pla

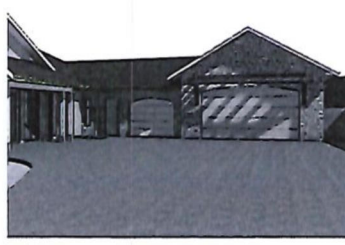
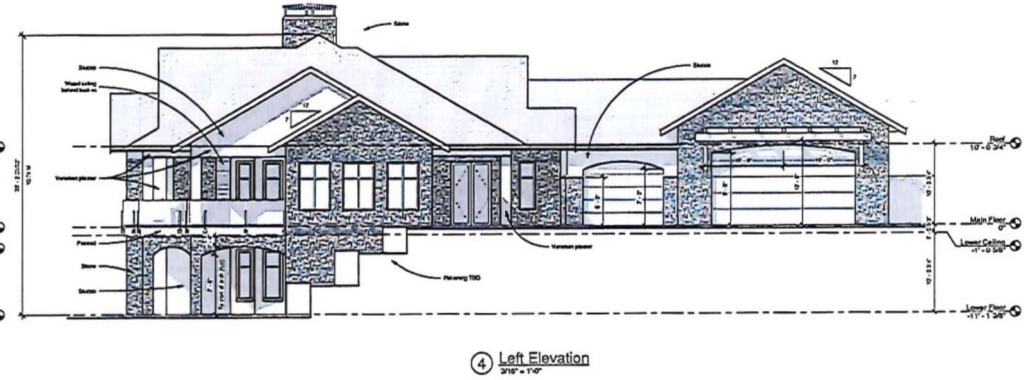
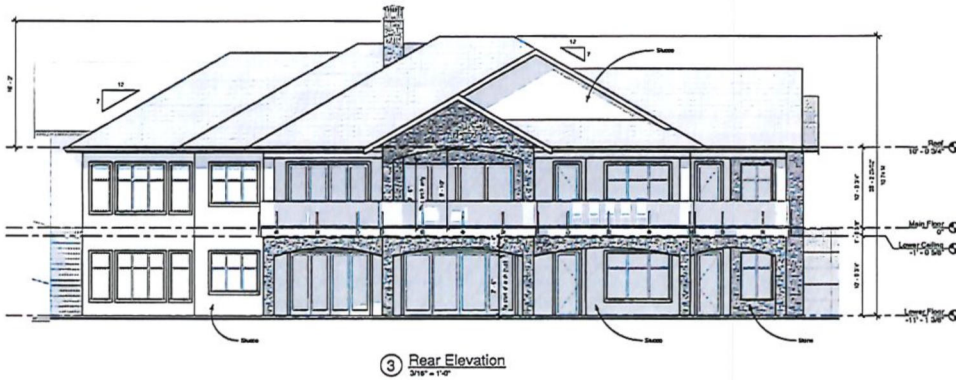
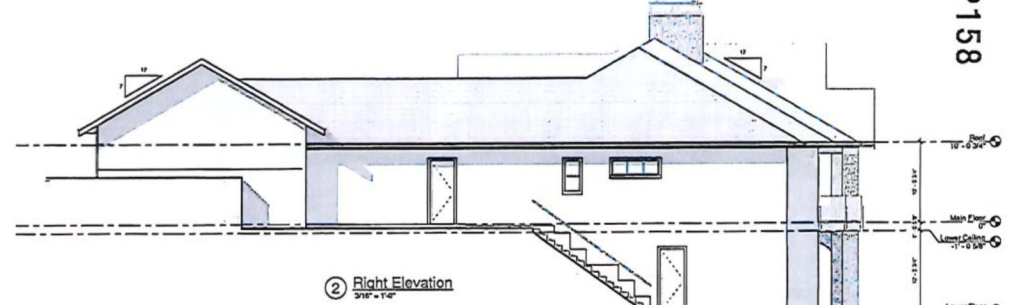
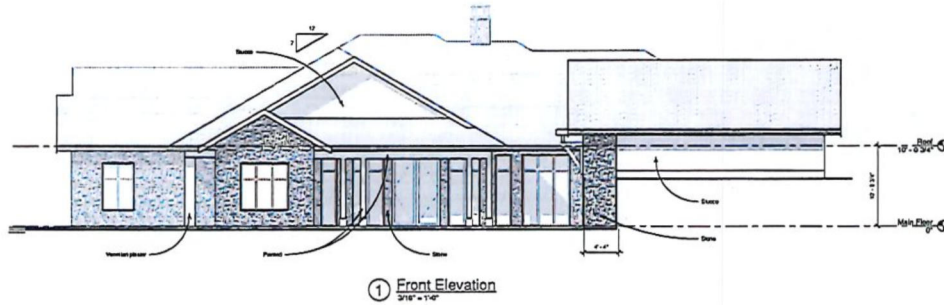
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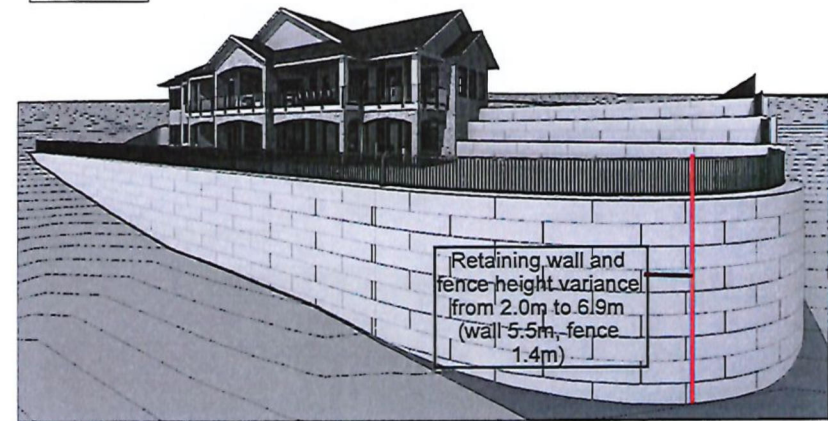
7-11144

Am, DC

APPENDIX 2



Note:
Dimensions are 1'-0" increments (rounding up).
Measure on exterior wall and roof.



Retaining wall and fence height variance from 2.0m to 6.9m (wall 5.5m, fence 1.4m)

Typical Cladding

Stone:
Pebble stone as shown on site.
Larger stone used on base.
Stone Veneer:
Full random stone veneer per manufacturer.
Control joints.
Random stone veneer.
Brick:
Pebble stone as shown on site.
Full random stone veneer per manufacturer.
Control joints.
Random stone veneer.
Brick Veneer:
Full random stone veneer per manufacturer.
Control joints.
Random stone veneer.

Windows and Doors

All window and door units, frames, sashes, and hardware are to be installed in accordance with the manufacturer's instructions. The manufacturer's instructions shall be provided to the contractor. The contractor shall be responsible for the proper installation of the windows and doors. The contractor shall be responsible for the proper installation of the windows and doors.

M
MEYER
DESIGNS LTD
800 Mt Todd Drive
Caldwell, NJ
07006
201-261-4579
MeyerDesigns.com

Elevations and Details

Project number	2023-004
Date	June 13, 2023
Owner	Emily Meyer
Prepared by	Emily Meyer
Reviewed by	Emily Meyer
Scale	As Shown

For Permit v1.3

[illegible]

Male: 100 mm (snout-vent length)
24 g (weight)
11 mm (tail length)

1. The first step is to identify the problem. In this case, the problem is that the system is not working properly. The user has reported that the system is not working properly, and the user has provided some information about the problem. The first step is to identify the problem, and the second step is to determine the cause of the problem. The third step is to develop a solution, and the fourth step is to implement the solution. The fifth step is to evaluate the solution, and the sixth step is to document the solution. The seventh step is to communicate the solution, and the eighth step is to monitor the solution. The ninth step is to maintain the solution, and the tenth step is to improve the solution. The eleventh step is to evaluate the solution, and the twelfth step is to document the solution. The thirteenth step is to communicate the solution, and the fourteenth step is to monitor the solution. 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SAVING TIME AND
4" compacted concrete
1000 gauge steel reinforcement at 18" x 18"
1000 bars, 24" on center
6 mil poly
5" compacted gravel at 18"

Pitch:
A' = 440 Hz
Vib. 60%
4 and 8
1" compressed ground at 10
Lips 1/8 1/2 away from throat

[illegible]

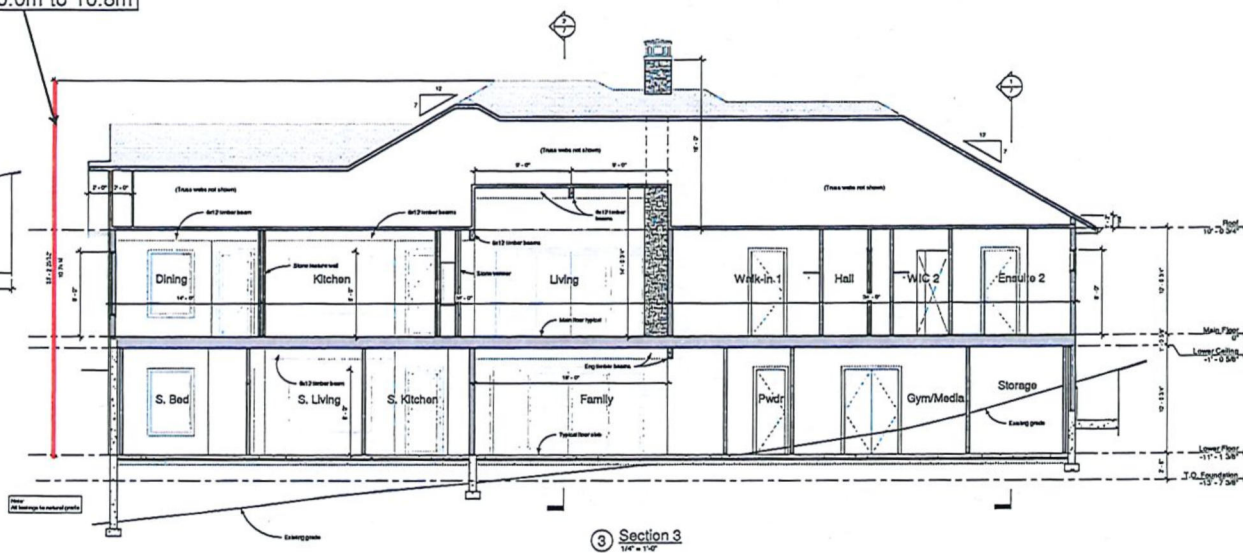
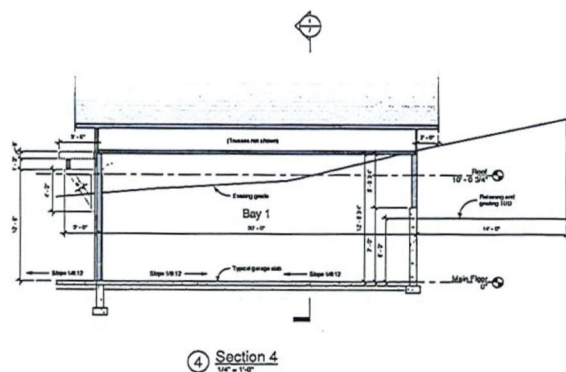
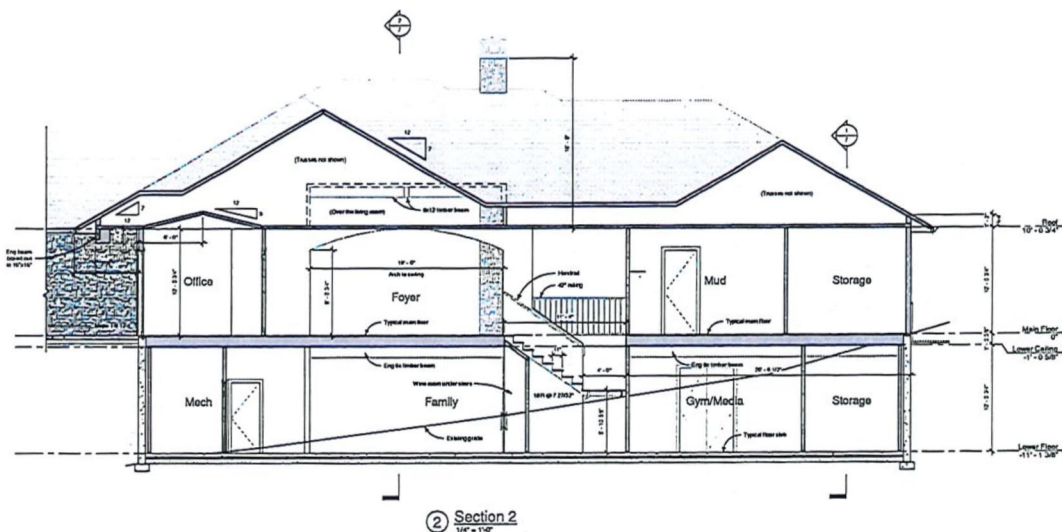
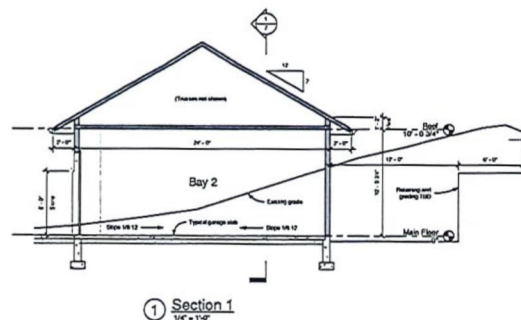
Foundation, Inc.
 1000 Foundation per engineering
 Foundation is located north and

On building paper or on top
1/2" board

2x4 stud wall @ 24" oc
1/2" drywall
6 mil poly
1/2" drywall

Interior wall
2x4 stud wall @ 16" oc

1/2" drywall both sides
Below grade 12in x 12in WPI
8" core wall with clamping ring
1" air space
2nd shell wall @ 18" (shipped 8" from core)
EPS foam insulation (1" over air space)



Building Height
Variance
from 10.0m to 10.8m

P160

Dear Mayor, Councilors, and City of Salmon Arm Staff:

Hindbo Construction Group Inc. is seeking a height variance for two items, roof line and retaining walls for proposed single-family residence located at 2791 25th Street NE.

Current zoning rules state a variance is required if the roof height exceeds 10 meters (32' 9 11/16") and a retaining wall exceeds 2.0 meters (6.5ft.). We respectfully request a roof height of 10.74 meters (35' 3") and a retaining wall height up to 5.5 meters (18').

Due to the grade/slope at 2791 25th Street NE (the property) where the proposed single-family residence will be built, we feel the extra .74 meters of roof height will not negatively affect views while traveling on 25th Street NE. In fact, with the trees removed to create a building site for the house, the view should be enhanced.

Due to the grade/slope of the property, we require several retaining walls. One of which, below the house will vary from 0 to 18' in height. Another retaining wall, adjacent to the garage will be from 0 - 10' in height. The balance of retaining walls do not require a variance.

We hope you agree with our request that the proposed home's roofline and retaining walls will not obscure the view or impact the landscape.

Regards,

Coady Hindbo

Hindbo Construction Group Inc.

250 804 3571

Subject Property

30 AVENUE

N.E.

N.E.

STREET

25

STREET

26

25

25

24



Subject Property



Parcels

2451

2621

2761 2771

2951

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AVENUE

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21 STREET

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AVENUE

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P1.62

Ortho Map

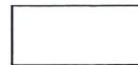
25 ST NE



0 5 10 20 30 40 m



Subject Property



Parcels

Ortho Photo Date: 2021

OCP Map

P163

30 AVENUE

N.E.

N.E.

STREET

AVENUE

N.E.

25

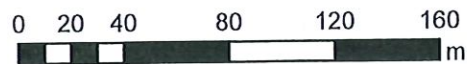
STREET

26

25

25

24 A



Subject Property



Parcels



Acreage Reserve



Park

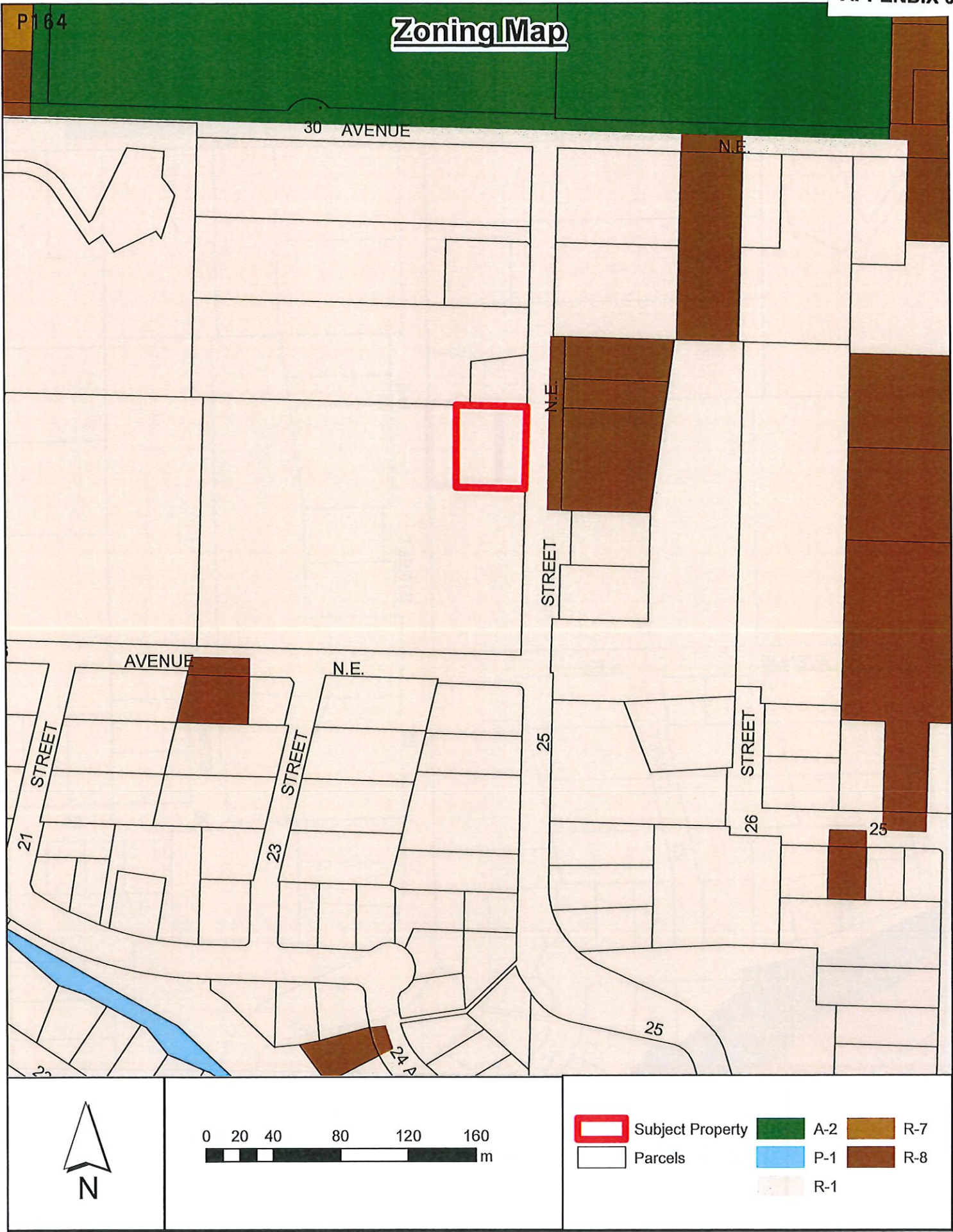


Residential - Low Density



Residential - Medium Density

Zoning Map



Item 23.1

CITY OF SALMON ARMNOTICE 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 Tuesday, October 11, 2022 at 7:00 p.m.

1) **Proposed Zoning Bylaw Text Amendment:**

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

Section 9.7: to ADD the following after Section 9.7.3:

- .4 *duplexes, triplexes and multiple family dwellings* may be subdivided into smaller lots than the regulations listed above provided the site is comprehensively developed under a single Development Permit.

Section 9.8 to REMOVE Section 9.8.4:

- .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)

Section 9.8: to ADD the following 9.8.4:

- .4 Notwithstanding Section 9.8.1, *duplexes, triplexes and multiple family dwellings* may be subdivided into smaller lots than the regulations listed above provided the site is comprehensively developed under a single Development Permit and no lot shall be less than 6.9m in width.

Applicant: City of Salmon Arm

Reference: Bylaw No. 4548/ZON-1250

Vote Record

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

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



To: His Worship Mayor Harrison and Members of Council

Date: September 22, 2022

Subject: Zoning Bylaw Amendment No. 1250
R4 (Medium Density Residential Zone) - Bare Land Multi Family Strata Lot Regulations

STAFF RECOMMENDATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would Amend Zoning Bylaw No. 2303 as follows:

i. Section 9.7 to ADD the following after Section 9.7.3:

- .4 *duplexes, triplexes and multiple family dwellings* may be subdivided into smaller lots than the regulations listed above provided the site is comprehensively developed under a single Development Permit.

ii. Section 9.8 to REMOVE Section 9.8.4:

- .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)

iii. Section 9.8 to ADD the following Section 9.8.4

- .4 Notwithstanding Section 9.8.1, *duplexes, triplexes and multiple family dwellings* may be subdivided into smaller lots than the regulations listed above provided the site is comprehensively developed under a single Development Permit and no lot shall be less than 6.9m in width.
-

PURPOSE

To introduce Zoning Bylaw text amendments that would allow for smaller Bare Land Strata lot areas and widths than currently permitted in order to accommodate more variety of residential housing types.

BACKGROUND

The R4 (Medium Density Residential Zone) is attached as Appendix 1 for reference. Aligned with the Urban Residential Objectives of the Official Community Plan (OCP), staff are proposing amendments to the zoning regulations that will open the zoning bylaw options, offering other types of tenure, in particular, for multi-family Bare Land Strata developments.

The proposed bylaw amendments would encourage small lot subdivision of multi-family parcels with individual amenity areas, creating more variety on the housing market. The proposed amendment would offer more tenure options for multi-family development within the community.

Under the current regulations, staff have received comments from developers that maximizing density on R4 lots is challenging because the lot areas and widths under the current bylaw. Reducing the lot area and width would accommodate smaller units and allow for more units within a development. There are three primary forms of residential land tenure types (Fee Simple, Building Strata and Bare Land strata) in Salmon Arm and each has positive and negative considerations, in particular maintenance responsibility and market value.

Fee Simple

A Fee Simple residential subdivision is the most conventional form of subdivision. In this model, the land and buildings on the land are owned and are the responsibility of a single property owner.

Building Strata

A Building Strata is the typical form of residential strata-type development common in the City. In this format, the building or unit within a building is owned privately but within the boundary of the development project the land, infrastructure and shared sections of buildings are maintained by the strata corporation.

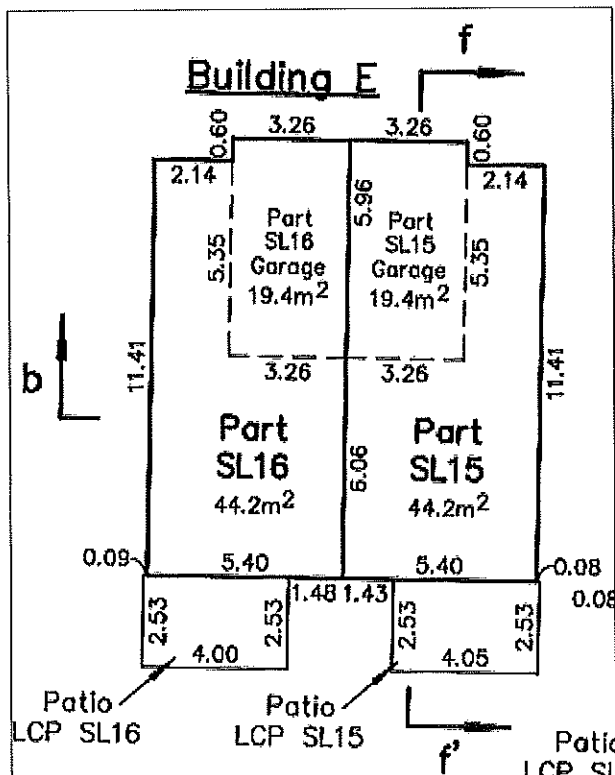
Bare Land Strata

The proposed Zoning Bylaw amendments focus on Bare Land Strata developments. In a multi-family building in a bare land strata development each lot would be comprised of the building (or portion of a multipart building) and yard space in the rear and front. The maintenance of the yard areas would be the responsibility of the individual lot owner with the strata corporation bylaws governing form and character of the fences and uses within the yard spaces.

The *Land Title Act* and *Strata Property Act* allow the stratification of either building(s) or parcels. To date the majority of strata type developments in the City have been building stratas. A Building Strata defines the building as the strata lot and the area around the building as "Common Property". An example of a Building Strata duplex is shown below in Figure 1. A strata development allows for the subdivision of lots but instead of the road within the development being owned and maintained by the City, the road is owned and maintained by the strata as with any other development infrastructure such as landscaping, sewer, water, etc. Examples of this ownership model are the Uptown Village development or the Copperview development.

In a multi-family Bare Land Strata development, the owner would own and maintain the front and/or rear yard areas, similar to a conventional lot. Strata bylaws are used to govern general form and character provided none of the strata bylaws conflict with City bylaws (i.e. fence heights or allocating parking stalls to a number less than required under the zoning). The responsibility of the strata corporation is lessened so that the strata corporation is responsible for the road and infrastructure maintenance but may not be responsible for yard spaces that are part of the individual lot. A *Land Title Act* Party Wall Agreement would be registered on the title at the time the lots are registered to address the responsibility and maintenance of shared walls within a multi-family building.

Figure 1: Example of Duplex (Building Strata)



Staff are supportive of the proposed changes to the R4 zone parcel area and parcel width regulations as a means to allow for more variety within the City's housing spectrum. The proposed amendments align with the OCP policies and objectives and the City's Housing Strategy. Staff also note that the proposed amendments are consistent with practices in other communities that have differing regulations for fee simple and strata type developments. The changes proposed would allow for Bare Land Strata lots of multi-family dwellings for those developments that are subject to Development Permit issuance and provides more variety in ownership models within the market.



Melinda Smyrl, MCIP, RPP
Planner III



Chris Larson, MCIP, RPP
Senior Planner

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).

P170 **SECTION 9 - R-4 - MEDIUM DENSITY RESIDENTIAL ZONE - CONTINUED**

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

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

COLUMN I SPECIAL AMENITY TO BE PROVIDED	COLUMN II ADDED DENSITY
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.

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Item 24.1

CITY OF SALMON ARM

Date: October 11, 2022

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4548 be read a third time.

[ZON-1250; Text Amendment; R4 (Medium Density Residential Zone) – Bare Land Multi Family Strata Lot Regulations]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4548

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 October 11, 2022 at the hour of 7:00 p.m. was published in the September 28 and October 5, 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:
 - a) Section 9.7: to ADD the following after Section 9.7.3:
 - .4 *duplexes, triplexes and multiple family dwellings* may be subdivided into smaller lots than the regulations listed above provided the site is comprehensively developed under a single Development Permit.
 - b) Section 9.8.4 be deleted in its entirety that reads:
 - .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)

And replaced with a new Section 9.8.4 that reads:

- .4 Notwithstanding Section 9.8.1, *duplexes, triplexes and multiple family dwellings* may be subdivided into smaller lots than the regulations listed above provided the site is comprehensively developed under a single Development Permit and no lot shall be less than 6.9m in width.
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. 4548"

READ A FIRST TIME THIS 26th DAY OF SEPTEMBER 2022

READ A SECOND TIME THIS 26th DAY OF SEPTEMBER 2022

READ A THIRD TIME THIS DAY OF 2022

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF , 2022

For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2022

MAYOR

CORPORATE OFFICER

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Item 26.

CITY OF SALMON ARM

Date: October 11, 2022

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting of October 11, 2022, be adjourned.

Vote Record

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

Opposed:

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

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