



AGENDA

**City of Salmon Arm
Regular Council Meeting**

**Monday, April 8, 2019
1:30 p.m.
Room 100, City Hall**

[Public Session Begins at 2:30 p.m.]
**Council Chamber of City Hall
500 – 2 Avenue NE**

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1 - 2	1.	CALL TO ORDER
	2.	IN-CAMERA SESSION
	3.	ADOPTION OF AGENDA
	4.	DISCLOSURE OF INTEREST
3 - 16	5.	CONFIRMATION OF MINUTES
	1.	Regular Council Meeting Minutes of March 25, 2019
17 - 20	6.	COMMITTEE REPORTS
	1.	Development and Planning Services Committee Meeting Minutes of April 1, 2019
	2.	Community Heritage Commission Meeting Minutes of March 15, 2019
21 - 24	3.	Environmental Advisory Committee Meeting Minutes of March 14, 2019
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29 - 38	1.	Board in Brief - March, 2019
39 - 64	8.	STAFF REPORTS
	1.	Chief Administrative Officer - Checkout Shopping Regulation Bylaw No. 4297 - Update
	2.	Chief Financial Officer - 2018 Yearend Surplus - For Information
	3.	Director of Engineering and Public Works - Tender Award - 2019 Paving Program
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- 79 – 82 5. Director of Engineering and Public Works - 10th Avenue NE Watermain Upgrade Project - Material Supply Award & Drilling Services Award
- 83 – 84 6. Director of Corporate Services - Afternoon portion of Regular Council Meeting at Salmon Arm Secondary on May 27, 2019

9. INTRODUCTION OF BYLAWS

- 85 – 108 1. 2018 Final Budget
- 109 – 116 a) City of Salmon Arm 2018 - 2022 Financial Plan Bylaw No. 4312 - First, Second and Third Readings
- 117 – 118 b) City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4313 - First, Second and Third Readings
- 119 – 120 c) City of Salmon Arm Police Protection Vehicle and Equipment Reserve Fund Expenditure Bylaw No. 4314 - First, Second and Third Readings
- 121 – 122 d) City of Salmon Arm Fire Protection Emergency Apparatus Reserve Fund Expenditure Bylaw No. 4315 - First, Second and Third Readings
- 123 – 124 e) City of Salmon Arm General Capital Reserve Fund Expenditure Bylaw No. 4316 - First, Second and Third Readings
- 125 – 126 f) City of Salmon Arm Development Cost Charge Drainage Reserve Fund Expenditure Bylaw No. 4317 - First, Second and Third Readings
- 127- 128 g) City of Salmon Arm Development Cost Charge Road Reserve Fund Expenditure Bylaw No. 4318 - First, Second and Third Readings
- 129 – 130 h) City of Salmon Arm Development Cost Charge Water Reserve Fund Expenditure Bylaw No. 4319 - First, Second and Third Readings
- 131 – 132 i) City of Salmon Arm Development Cost Charge Sewer Reserve Fund Expenditure Bylaw No. 4320 - First, Second and Third Readings
- 133 – 134 j) City of Salmon Arm Cemetery Columbarium Reserve Fund Expenditure Amendment Bylaw No. 4321 - First, Second and Third Readings
- 135 – 146 2. City of Salmon Arm Zoning Amendment Bylaw No. 4331 [ZON 1145; 1129288 BC Ltd./Lawson Developments Ltd.; 960 - 12 Street SE; R-1 to R-8] - First and Second Readings
- 147 – 158 3. City of Salmon Arm Zoning Amendment Bylaw No. 4332 [ZON 1146; Templin, R. & S./Wong, W.; 3200 - 20 Street NE; R-7 to R-8] - First and Second Readings

10. RECONSIDERATION OF BYLAWS

- 159 – 162 1. City of Salmon Arm Fee for Service Amendment Bylaw No. 4329 (Airport - Terminal Building Rental Fees) - Final Reading
- 163 – 182 2. City of Salmon Arm Parks Regulation Amendment Bylaw No. 4328 [Prohibit Dogs on Foreshore Trail] - Final Reading
- 183 – 204 3. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4324 [OCP4000-38; 1160595 BC Ltd./Cutting Edge Holdings Ltd.; 1231 30 Street NE; HC to HDR] - Second Reading
- 205 – 208 4. City of Salmon Arm Zoning Amendment Bylaw No. 4325 [ZON-1141; 1160595 BC Ltd./Cutting Edge Holdings Ltd.; 1231 30 Street NE; R-1 to R-5] - Second Reading [*See item 10.3 for Staff Report*]

23. RECONSIDERATION OF BYLAWS

- 289 - 292 1. City of Salmon Arm Zoning Amendment Bylaw No. 4326 [ZON-1143; Johnson, A.; 2130 1 Avenue NE; R-1 to R-8] - Third Reading
- 293 - 296 2. City of Salmon Arm Zoning Amendment Bylaw No. 4327 [ZON-1144; Stevens, S. & Burns, Z.; 2810 - 25 Street NE; R-1 to R-8] - Third Reading

24. QUESTION AND ANSWER PERIOD

- 297 - 298 25. **ADJOURNMENT**

Item 2.

CITY OF SALMON ARM

Date: April 8, 2019

Moved: Councillor Lavery

Seconded: Councillor Lindgren

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

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

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Item 5.1

CITY OF SALMON ARM

Date: April 8, 2019

Moved: Councillor Cannon

Seconded: Councillor Eliason

THAT: the Regular Council Meeting Minutes of March 25, 2019, 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 commenced in Room 100 at 1:30 p.m. and reconvened in the Council Chamber at 2:30 p.m. of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Monday, March 25, 2019.

PRESENT:

Mayor A. Harrison
Councillor D. Cannon
Councillor C. Eliason
Councillor K. Flynn
Councillor S. Lindgren
Councillor L. Wallace Richmond

Chief Administrative Officer C. Bannister
Director of Corporate Services E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Director of Development Services K. Pearson
Chief Financial Officer C. Van de Cappelle
Recorder C. Simmons

ABSENT:

Councillor T. Lavery

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0173-2019

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

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:30 p.m.
Council returned to Regular Session at 2:03 p.m.
Council recessed until 2:30 p.m.

3. REVIEW OF AGENDA

4. DISCLOSURE OF INTEREST

Councillor Flynn declared a conflict of interest with item 11.1.8 as his son is the President of the Salmon Arm Slo-Pitch League.

5. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of March 11, 2019

0174-2019

Moved: Councillor Wallace Richmond
Seconded: Councillor Flynn
THAT: the Regular Council Meeting Minutes of March 11, 2019, be adopted as circulated.

CARRIED UNANIMOUSLY

6. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of March 18, 2019

0175-2019

Moved: Councillor Flynn
Seconded: Councillor Cannon
THAT: the Development and Planning Services Committee Meeting Minutes of March 18, 2019 be received as information.

CARRIED UNANIMOUSLY

2. Court of Revision 2019 73 Avenue Water Main Extension Parcel Tax Assessments Meeting Minutes of March 11, 2019

0176-2019

Moved: Councillor Cannon
Seconded: Councillor Eliason
THAT: the Court of Revision 2019 73 Avenue Water Main Extension Parcel Tax Assessments Meeting Minutes of March 11, 2019, be received as information.

CARRIED UNANIMOUSLY

3. Court of Revision 2019 Transportation Parcel Tax Assessments Meeting Minutes of March 11, 2019

0177-2019

Moved: Councillor Wallace Richmond
Seconded: Councillor Flynn
THAT: the Court of Revision 2019 Transportation Parcel Tax Assessments Meeting Minutes of March 11, 2019, be received as information.

CARRIED UNANIMOUSLY

4. Court of Revision 2019 Water and Sewer Frontage Tax Assessments Meeting Minutes of March 11, 2019

0178-2019

Moved: Councillor Eliason
Seconded: Councillor Cannon
THAT: the Court of Revision 2019 Water and Sewer Frontage Tax Assessments Meeting Minutes of March 11, 2019, be received as information.

CARRIED UNANIMOUSLY

6. **COMMITTEE REPORTS - continued**

5. **Shuswap Regional Airport Operations Committee Meeting Minutes of November 14, 2018**

0179-2019 Moved: Councillor Eliason
Seconded: Councillor Wallace Richmond
THAT: the Shuswap Regional Airport Operations Committee Meeting Minutes of November 14, 2018, be received as information.

CARRIED UNANIMOUSLY

6. **Community Heritage Commission Meeting Minutes of January 18, 2019**

0180-2019 Moved: Councillor Cannon
Seconded: Councillor Flynn
THAT: the Community Heritage Commission Meeting Minutes of January 18, 2019, be received as information.

CARRIED UNANIMOUSLY

7. **Social Impact Advisory Committee Meeting Minutes of March 15, 2019**

0181-2019 Moved: Councillor Wallace Richmond
Seconded: Councillor Lindgren
THAT: the Social Impact Advisory Committee Meeting Minutes of March 15, 2019, be received as information.

CARRIED UNANIMOUSLY

8. **Downtown Parking Commission Meeting Minutes of March 19, 2019**

0182-2019 Moved: Councillor Eliason
Seconded: Councillor Flynn
THAT: the Downtown Parking Commission Meeting Minutes of March 19, 2019, be received as information.

CARRIED UNANIMOUSLY

7. **COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**

8. **STAFF REPORTS**

1. **Director of Engineering & Public Works - CPR Crossing Upgrades 2019 - 72 Avenue NE Captain's Cove Grade Crossing**

0183-2019 Moved: Councillor Eliason
Seconded: Councillor Flynn
THAT: the 2019 Budget contained in the 2019 - 2022 Financial Plan Bylaw be amended to reflect additional funding for the R.R. Grade Crossings operational budget in the amount of \$35,000.00 funded from:

8. STAFF REPORTS - continued**1. Director of Engineering & Public Works - CPR Crossing Upgrades 2019 - 72 Avenue NE Captain's Cove Grade Crossing - continued**

- Transportation Grade Rail Crossing Assessment Reserve in the amount of \$20,500.00; and
- Future Expenditure Reserve in the amount of \$14,500.00.

CARRIED UNANIMOUSLY

2. Director of Corporate Services - Marina Lease, Sub-Lease and Operation

0184-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Mayor and Corporate Officer be authorized to execute a two (2) year renewal of the Marina Lease, Sub-Lease and Operation Agreement with Sea Dog Rentals Inc., subject to approval by the Ministry of Forest, Lands and Natural Resource Operations and *Community Charter* advertising requirements.

CARRIED UNANIMOUSLY

3. Director of Corporate Services - Fee for Service Amendment Bylaw No. 4329 and Lease Agreement for Shuswap Regional Airport Terminal Building

0185-2019

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4329 be read a first, second and third time;

AND THAT: Council authorize the Mayor and Corporate Officer to execute a three (3) year lease agreement (April 1, 2019 to October 31, 2021) with Rick Scott dba North Okanagan Vertical Adventures for the use of 67.6 square meters of floor space in the Shuswap Regional Airport (Salmon Arm) terminal building for a monthly rent of \$612.00 plus GST for the main floor area and \$612.00 plus GST for the basement floor area subject to *Community Charter* notification requirements and adoption of Salmon Arm Fee for Service Amendment Bylaw No. 4329.

CARRIED UNANIMOUSLY

4. Chief Financial Officer and Director of Engineering & Public Works - Transportation Parcel Tax - For Information

0186-2019

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: that staff be directed to prepare a Transportation Parcel Tax Amendment Bylaw to increase the Transportation Parcel Tax to \$150.00 per parcel.

CARRIED UNANIMOUSLY

8. **STAFF REPORTS - continued**

5. **Director of Engineering & Public Works - Booster Pump/Piping Purchase - Zone 1 IR 3 Reservoir**

0187-2019

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: Council approve the purchase of a 2hp Booster Pump and Piping package for the Zone 1 IR 3 Reservoir from Mearls Machine Works Ltd., for the quoted price of \$15,652.11 (\$3,772.11 pump and \$11,880.00 piping) plus taxes as applicable;

AND THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement of a 2hp Booster Pump and Piping package to authorize sole sourcing of same to Mearls Machine Works Ltd.

CARRIED UNANIMOUSLY

6. **Chief Financial Officer, Director of Engineering & Public Works and Corporate Officer - Loan Authorization Bylaw No. 4289 - Shuswap Regional Airport Taxiway Charlie**

0188-2019

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the 2019 Budget contained in the 2019 - 2023 Financial Plan Bylaw be amended to reflect the construction of the Airport Development Plan Phase 1-Taxiway Charlie in the amount of \$1,365,000.00, funded by way of long-term debt (\$845,000.00) and BC Air Access Grant (\$520,000.00);

AND THAT: the bylaw entitled City of Salmon Arm Taxiway Charlie Loan Authorization Bylaw No. 4289 be read a first, second and third time;

AND THAT: approval of the electors be obtained through the Alternative Approval Process for the proposed borrowing of \$845,000.00 for the purpose of undertaking the construction of the Shuswap Regional Airport Taxiway Charlie;

AND THAT: Council establish Monday, June 24, 2019 at 4:00 p.m. as the deadline for receipt of the Elector Response Forms from electors for the proposed borrowing of \$845,000.00 for the purpose of undertaking the construction of Shuswap Regional Airport Taxiway Charlie;

AND THAT: Council establish the Elector Response Form as shown on Appendix 1 for the proposed borrowing of \$845,000.00 for the purpose of undertaking the construction of Shuswap Regional Airport Taxiway Charlie;

AND FURTHER THAT: Council establish the fair determination of the total number of elector responses required as 1,503 for the proposed borrowing of \$845,000.00 for the purpose of undertaking the construction of Shuswap Regional Airport Taxiway Charlie.

CARRIED UNANIMOUSLY

9. INTRODUCTION OF BYLAWS

1. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4324 [OCP4000-38; 1160595 BC Ltd./Cutting Edge Holdings Ltd.; 1231 30 Street NE; HC to HDR] - First Reading

0189-2019

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4324 be read a first time;

AND THAT: pursuant to Section 477 (3)(a) of the *Local Government Act*, Second Reading of the Official Community Plan bylaw be withheld pending Council's consideration of the amendment in conjunction with:

- 1) The Financial plans of the City of Salmon Arm; and
- 2) The Liquid Waste Management Plan of the City of Salmon Arm.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Zoning Amendment Bylaw No. 4325 [ZON-1141; 1160595 BC Ltd./Cutting Edge Holdings Ltd.; 1321 30 Street NE; R-1 to R-5] - First Reading

0190-2019

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4325 be read a first time;

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

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

CARRIED UNANIMOUSLY

3. City of Salmon Arm Zoning Amendment Bylaw No. 4326 [ZON-1143; Wilson, D./Johnson, A.; 2130 1 Avenue NE; R-1 to R-8] - First and Second Readings

0191-2019

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4326 be read a first and second time;

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

- 1) Registration of a Section 219 *Land Title Act* covenant(s) registered on title ensuring access to Okanagan Avenue is not permitted; and
- 2) Approval by the Ministry of Transportation and Infrastructure.

CARRIED UNANIMOUSLY

9. INTRODUCTION OF BYLAWS - continued

- 4. City of Salmon Arm Zoning Amendment Bylaw No. 4327 [ZON-1144; Stevens, S. & Burns, Z.; 2810 - 25 Street NE; R-1 to R-8] - First and Second Readings

0192-2019

Moved: Councillor Eliason
 Seconded: Councillor Cannon
 THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4327 be read a first and second time;

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

CARRIED UNANIMOUSLY

- 5. City of Salmon Arm Parks Regulation Amendment Bylaw No. 4328 [Prohibit Dogs on Foreshore Trail] - First, Second and Third Readings

0193-2019

Moved: Councillor Eliason
 Seconded: Councillor Cannon
 THAT: the bylaw entitled City of Salmon Arm Parks Regulation Amendment Bylaw No. 4328 be read a first, second and third time.

Councillor Wallace Richmond left the meeting at 3:31 p.m. and returned at 3:32 p.m.

CARRIED UNANIMOUSLY

10. RECONSIDERATION OF BYLAWS

- 1. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4269 [OCP4000-35; Brautigam, K. & M.; 3820 - 20 Street NE; AR - LR] - Final Reading

0194-2019

Moved: Councillor Cannon
 Seconded: Councillor Wallace Richmond
 THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4269 be read a final time.

CARRIED UNANIMOUSLY

- 2. City of Salmon Arm Zoning Amendment Bylaw No. 4270 [ZON-1125; Brautigam, K. & M.; 3820 - 20 Street NE; A-2 to R-8] - Final Reading

0195-2019

Moved: Councillor Eliason
 Seconded: Councillor Flynn
 THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4270 be read a final time.

CARRIED UNANIMOUSLY

10. RECONSIDERATION OF BYLAWS - continued

- 3. City of Salmon Arm Zoning Amendment Bylaw No. 4307 [ZON-1138; Simpson, M.; 2150 21 Street NE; R-1 to R-8] - Final Reading

0196-2019 Moved: Councillor Eliason
 Seconded: Councillor Lindgren
 THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4307 be read a final time.

CARRIED UNANIMOUSLY

11. CORRESPONDENCE

- 1. Informational Correspondence

Councillor Lindgren left the meeting at 3:48 p.m.
 Councillor Flynn declared a conflict of interest and left the meeting at 3:48 p.m.

- 8. C. Bartsch, President/Commissioner, Salmon Arm Slo-Pitch League - letter dated March 2019 - Outfield Fence Advertising Signs

Councillor Lindgren returned to the meeting at 3:50 p.m.

0197-2019 Moved: Councillor Cannon
 Seconded: Councillor Eliason
 THAT: staff be directed to work with the Salmon Arm Slo-Pitch League to coordinate outfield fence advertising on a cost sharing basis.

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 3:53 p.m.

- 11. A. Munro, Executive Director, Shuswap Immigrant Services Society - letter dated March 15, 2019 - Request for Letter of Support for Shuswap Immigrant Services Society

0198-2019 Moved: Councillor Wallace Richmond
 Seconded: Councillor Eliason
 THAT: Mayor and Council provide a letter of support to the Shuswap Immigrant Services Society in their application to Immigration, Refugees and Citizenship Canada (IRCC) to secure funding for five additional years.

CARRIED UNANIMOUSLY

- 2. J. Stewart - email dated March 7, 2019 - Children's Film Festival

Received for information.

12. NEW BUSINESS

13. **PRESENTATIONS**

1. **Dan McQuarrie with Barry Delaney, SASCU, David Askew, Askews Foods and Louis Thomas, Neskonlish Indian Band – Auris Loops - Moving Forward Together**

D. McQuarrie spoke about being an “All Inclusive Community” and presented Council with two microphones that can be used in conjunction with the Auris Loop. He advised of the other community businesses and organizations in Salmon Arm that have installed the Auris Loop and was available to answer questions from Council.

Barry Delaney, SASCU and David Askew, Askews Foods spoke regarding the Auris Loop in their respective businesses.

2. **Frank Bugala, Plan B:E Society - 3rd Annual Free Volunteer Dinner - April 11, 2019 SASCU Recreation Centre**

F. Bugala invited Council to serve at the 3rd Annual Free Volunteer Dinner on April 11, 2019 and provided an overview of the Plan B:E Society. He was available to answer questions from Council.

14. **COUNCIL STATEMENTS**

15. **SALMON ARM SECONDARY YOUTH COUNCIL**

16. **NOTICE OF MOTION**

17. **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**

18. **OTHER BUSINESS**

1. **Licence Inspectors’ and Bylaw Officers’ Association of BC – 2019 Annual General Meeting and Conference Sponsorship**

Councillor Eliason left the meeting at 4:44 p.m.

The item will be forwarded to the April 8, 2019 Regular Council Meeting.

19. **QUESTION AND ANSWER PERIOD**

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

The Meeting recessed at 4:45p.m.

The Meeting reconvened at 7:00.m.

PRESENT:

Mayor A. Harrison
Councillor K. Flynn
Councillor C. Eliason
Councillor S. Lindgren
Councillor D. Cannon
Councillor L. Wallace Richmond

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

ABSENT:

Councillor T. Lavery

20. **DISCLOSURE OF INTEREST**

21. **STATUTORY PUBLIC HEARING**

22. **RECONSIDERATION OF BYLAWS**

23. **HEARINGS**

1. **Development Variance Permit Application No. 494 [Eagle Home Sales (Salmon Arm) Ltd./Lawson Engineering & Development Services Ltd; 1190 51 Street NE; Servicing Requirements]**

0199-2019

Moved: Councillor Eliason
Seconded: Councillor Flynn

THAT: Development Variance Permit No. 494 be authorized for issuance for Lot 1, Section 20, Township 20, Range 9, W6M, KDYD, Plan KAP79341 which will vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 as follows:

- 1) Section 4.0 Servicing Requirements - waive the requirement for full frontage upgrades along the western portion of 51 Street NE along the hooked portion of the subject property, and
- 2) Section 4.0 Servicing Requirements - waive the requirement to install street lighting along the frontage of the subject property.

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

Submissions were called for at this time.

23. HEARINGS - continued**1. Development Variance Permit Application No. 494 [Eagle Home Sales (Salmon Arm) Ltd./Lawson Engineering & Development Services Ltd; 1190 51 Street NE; Servicing Requirements] - continued**

B. Lawson, the agent, was available to answer questions from Council.

F. Ambler, 1140 50 Street NE, Countryside Manufactured Homes, spoke in opposition of the variance requests and was available to answer questions from Council.

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

Amendment:

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: the motion be amended as follows:

- 1) Section 4.0 Servicing Requirements - reduce the requirement to construct the full frontage along the western portion of 51 Street NE along the hooked portion of the subject property to the full RD-2 Urban Local Road standard and instead allow a modified road design for upgrades to the RD-7 standard as shown in Appendix 7 of the staff report dated March 14, 2019;
- 2) Section 4.0 Servicing Requirements - reduce the number of street lights from five (5) to three (3) along the frontage of the subject property.

CARRIED

Councillor Lindgren Opposed

Motion as amended:

CARRIED UNANIMOUSLY

24. QUESTION AND ANSWER PERIOD

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

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Item 6.1

CITY OF SALMON ARM

Date: April 8, 2019

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee Meeting Minutes of April 1, 2019 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 at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, April 1, 2019**.

PRESENT:

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

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

ABSENT:

1. CALL TO ORDER

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

2. REVIEW OF THE AGENDA

3. DECLARATION OF INTEREST

4. PRESENTATIONS

5. REPORTS

1. Development Permit Application No. DP-422 [TSL Developments Ltd.; 1441 - 10 Avenue SW; Highway Service/Tourist Commercial]

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-422 be authorized for issuance for Lot A, Section 15, Township 20, Range 10, W6M, KDYD, Plan 10183 (1441 - 10 Avenue SW) in accordance with the elevations and site plan attached as Appendix 3 to the Staff Report dated March 26, 2019;

5. REPORTS - continued**1. Development Permit Application No. DP-422 [TSL Developments Ltd.; 1441 - 10 Avenue SW; Highway Service/Tourist Commercial] - continued**

AND FURTHER THAT: issuance of Development Permit No. DP-422 be withheld subject to the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of landscaping.

D. Ogilvie, on behalf of the applicant, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

2. Zoning Amendment Application No. ZON-1145 [1129288 BC Ltd./Lawson Developments Ltd.; 960 - 12 Street SE; R-1 to R-8]

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 27050, Except Plan 36325 & EPP89786 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

B. Lawson, the agent, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

3. Zoning Amendment Application No. ZON-1146 [Templin, R. & S./Wong, W.; 3200 - 20 Street NE; R-7 to R-8]

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 9, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP55453 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone).

W. Wong, the applicant, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. FOR INFORMATION**7. IN CAMERA****8. LATE ITEMS**

9. ADJOURNMENT

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee meeting of April 1, 2019, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:21a.m.

Minutes received as information by Council
at their Regular Meeting of , 2019.

Mayor Alan Harrison
Chair

Item 6.2

CITY OF SALMON ARM

Date: April 8, 2019

Moved: Councillor Cannon

Seconded: Councillor Lavery

THAT: the Community Heritage Commission Meeting Minutes of March 15, 2019, be received as information.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

Minutes of the **Community Heritage Commission** Meeting held in Room 100 of City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, on **Friday, March 15, 2019** at 2:00 p.m.

PRESENT:

- Councillor Debbie Cannon, Chair
- Cindy Malinowski, R.J. Haney Heritage & Museum
- Linda Painchaud, R.J. Haney Heritage & Museum
- Harry Welton
- Pat Kassa, R.J. Haney Heritage & Museum
- Deborah Chapman
- Kevin Pearson, City of Salmon Arm, Director of Planning & Development Services, Recorder

ABSENT:

- Mary Landers

GUESTS:

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

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

Moved: Pat Kassa
 Seconded: Harry Welton
 THAT: the Community Heritage Commission Meeting Agenda of March 15, 2019, be approved as circulated.

CARRIED UNANIMOUSLY

4. **Approval of Minutes of January 18, 2019, Community Heritage Commission Meeting**

Moved: Linda Painchaud
 Seconded: Cindy Malinowski
 THAT: the minutes of the Community Heritage Commission Meeting of January 18, 2019 be approved.

CARRIED UNANIMOUSLY

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

a) **Heritage Inventory**

The Committee will work toward obtaining a photo inventory and spreadsheet of all relevant properties and are waiting for updates and corrections to the existing data base. Pat Kassa and Linda Painchaud want to create a binder with photos and addresses of all heritage properties.

b) **City of Salmon Arm Word Mark**

The Committee discussed the incorporation of the new Word Mark on new heritage plaques.

c) **Recognition for heritage preservation**

d) **Residential Plaques**

The Committee will work toward identifying properties for heritage plaques as well as the design of the plaques and the location of the plaques on the relevant properties.

6. **New Business**

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

a) **Heritage Week**

The Committee discussed posters for Heritage Week.

b) **Dilkusha**

Moved: Cindy Malinowski

Seconded: Linda Painchaud

THAT: the Committee supports a garden or other form of remembrance in honour of the Dilkusha story to be located on the former location of Dilkusha house.

CARRIED UNANIMOUSLY

8. **Next meeting - Friday, April 26, 2019**

9. Adjournment

The meeting was adjourned at 3:00 p.m.

Debbie Cannon, Chair

Received for information by Council on the day of , 2019

Item 6.3

CITY OF SALMON ARM

Date: April 8, 2019

Moved: Councillor Lindgren

Seconded: Councillor Eliason

THAT: the Environmental Advisory Committee Meeting Minutes of March 14, 2019, 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 **Environmental Advisory Committee** Meeting held in Room 219 at Salmon Arm Secondary School, 1641 30 Street NE, Salmon Arm, BC, on **Thursday, March 14, 2019** at 9:15 a.m.

PRESENT:

Sylvia Lindgren	City of Salmon Arm Councillor, Chair
Sherry Bowiby	Citizen at Large
John McLeod	Salmon Arm Farmers Institute (SAFI)
John Henderson	Shuswap Naturalist Club
Ron Pederson	Salmon Arm Fish and Game Club
Luke Gubbels	Canoe Forest Products
Sarah Weaver	Salmon Arm Bay Nature Enhancement Society (SABNES)
Barry Wilson	Citizen at Large
Pauline Waelti	Shuswap Environmental Action Society (SEAS)
Barb Puddifant	City of Salmon Arm, recorder

ABSENT:

Amy Vallarino	Citizen at Large
Gina Johnny	Councillor, Adams Lake Indian Band
Gary Arsenault	Shuswap Pro Development Association
Warren Bell	WA:TER
Louis Thomas	Councillor, Neskonlith Indian Band
Dan Smith	Shuswap Construction Industry Professionals

GUESTS:

Julia Beatty	Citizen
Holly Ketter	Citizen
Graham Gomme	Teacher, Salmon Arm Secondary
Gray Simms	Student
Zachary Naish	Student
Emma Brennan	Student
Jonah Hector	Student

The meeting was called to order at 9:15 a.m.

1. **Introductions and Welcome**

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

Moved: Barry Wilson
 Seconded: Pauline Waelti
 THAT: the Environmental Advisory Committee Meeting Agenda of March 14, 2019, be approved as presented.

CARRIED UNANIMOUSLY

3. Approval of Minutes of February 7, 2019 Environmental Advisory Committee Meeting

Moved: Ron Pederson

Seconded: Sherry Bowlby

THAT: the minutes of the Environmental Advisory Committee Meeting of February 7, 2019 be approved as circulated.

CARRIED UNANIMOUSLY

4. New Business

a) **April 4, 2019 - Presentation by Anne Morris - Salmon Arm Ecumenical KAIROS Committee - Engine Idling** - Councillor Lindgren will extend an invitation to Anne Morris of the Salmon Arm Ecumenical KAIROS Committee to present to the Committee at the April 4, 2019.

5. Presentations

a) **D. Ramsay and B. Wilson - BC Tomorrow** - Dave Ramsay and Barry Wilson of BC Tomorrow provided an overview of the BC Tomorrow planning tool and were available to answer questions from the Committee and the gallery.

6. Question & Answer

7. Next meeting - April 4, 2019

8. Adjournment

Moved: Pauline Waelti

Seconded: Barry Wilson

THAT: the Environmental Advisory Committee Meeting of March 14, 2019 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 10: 35 a.m.

Councillor Sylvia Lindgren, Chair

)

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Item 7.1

CITY OF SALMON ARM

Date: April 8, 2019

Board in Brief – March, 2019

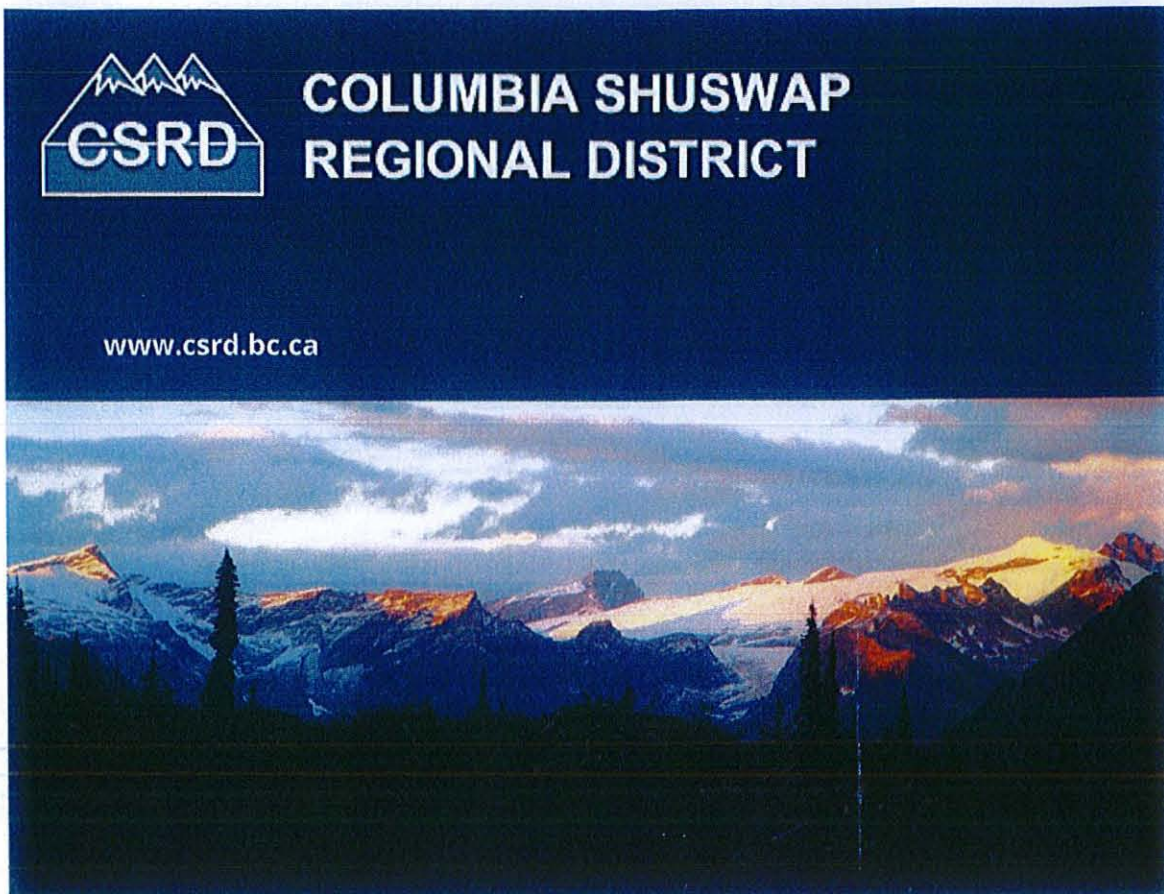
Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

From: Columbia Shuswap Regional District [communications@csrd.bc.ca]
Sent: Thursday, March 28, 2019 8:18 AM
To: Caylee Simmons
Subject: #YourCSRD - CORRECTED VERSION



#YourCSRD

March 2019

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Highlights from the Regular Board Meeting

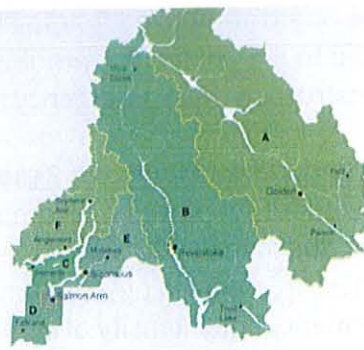
Fire Department of the Year

Presentation:

Tappen/Sunnybrae Fire

Department

Ryan Gray, Fire Chief,
Tappen/Sunnybrae Fire
Department was presented with
the Fire Department of the Year Award for **2018**.



Columbia Shuswap Invasive Species Society (CSISS)

Robyn Hooper, Executive Director, CSISS, attended the Board meeting to provide the Board with an update on the Society's Successes 2014 -2018, and an overview of the 2018 Annual Report. View **2018 CSISS Annual Report**.

Local Food Matters Golden (LFMG)

Natasha Overduin and Joyce de Boer from the Local Food Matters Society Golden presented its debut video that showcases its activities/initiatives.

Town of Golden

The Town of Golden informed the Board of a resolution passed by Council asking the CSRD to place a moratorium on any third party applications to the Economic Opportunity Fund (EOF) until May 2019. In response, the CSRD Board agreed to a moratorium until such time as further notice is received from the Town of Golden in order to have a more strategic approach to third party EOF applications, maximizing benefits to the communities of Golden and Electoral Area A. **View letter**.

Union of BC Municipalities (UBCM)

Arjun Singh, UBCM President, sent a letter to the Board enclosing the Province's response to the Board's 2018 UBCM resolutions. **View letter**.

Ministry of Environment and Climate Change Strategy

The Board received a letter from George Heyman, Minister of Environment and Climate Change Strategy, in response to the Board letter regarding commercially generated recycling. **View letter. View Response**.

Enderby Lions Club

The Board received a letter from Peter & Betty Powell, members of the Enderby Lions Club, on behalf of all its members, outlining their concerns regarding the proposed relocation of the Armstrong Vision Center, Pleasant Valley Health Center, to the Vernon Jubilee Hospital. The CSRD Board agreed to send a letter to Interior Health to request that the Armstrong Vision Center remain in its current operating location of Armstrong, BC. **View letter**.

Sicamous to Armstrong Rail Trail Project – Governance Committee

Recommendations

The Board received a report from Ryan Nitchie, Team Leader, Community Services, and reviewed action items for the CSRD Board to consider and approve relative to the Sicamous to Armstrong Rail Trail Initiative. **View report. View Memorandum of Understanding**.

The Board authorized funding from the Golden and Area A Economic Opportunity Fund to the Golden Snowmobile Club in the amount of \$30,000 towards the construction of an emergency shelter near Gorman Lake. **View report.**

Kicking Horse Mountain Resort – Crown Grant Application Referral

The Board supported a recommendation from the Manager, Operations Management that due to the CSRD's concerns regarding public safety associated with the fire risk of timber frame buildings, proximity of buildings to the crown forest interface and the frequency and intensity of recent large-scale structure fires that have occurred in the Kicking Horse Mountain Resort community, the Board confirm that until a fire service is established that complies with Fire Underwriters Survey requirements, the CSRD Board does not support the Province of BC approving any Crown Grant application within the specified Controlled Recreation Area held by Kicking Horse Mountain Resort. Secondly, the Board endorsed the staff recommendation as a policy directive to confirm the current and future position of the CSRD Board with respect to these Crown Grant applications, for the reasons outlined in the report from the Manager, Operations Management. **View report.**

Area D Community Works Funds – Salmon Valley Senior Citizens Branch #107

The Board authorized access to the Community Works Fund for \$24,141 plus applicable taxes from the Area D Community Works Fund for floor replacement at the Salmon Valley Senior Citizen's Hall. **View report.**

Electoral Area F Community Works Fund – Scotch Creek Community Hall Upgrades

The Board authorized access to Community Works Fund monies from the Electoral Area F allocation for upgrades to the Scotch Creek Community Hall, including a new street frontage electronic sign board and acoustical system upgrades to the community hall. **View report.**

CSRD 2019 Five Year Financial Plan Bylaw No. 5794

The Board gave three readings and adopted the 2019 CSRD Five Year Financial Plan Bylaw. **View report. View Bylaw.**

Grant in Aid Requests

The Board approved the following allocations from the 2019 electoral grant-in-aids **(view report):**

Area A

\$500 Wildsight Golden (plastic waste reduction)

\$2,500 Golden Swim Club (diving platforms)

\$1,805 Golden Kicking Horse Alpine Team (support for special needs athletes and low income families)

\$1,975 St. Andrew's Bargain Basement Thrift Store (refuse disposal)

\$1,000 Columbia Basin Environmental Education Network (Wild Voices program)

\$2,000 Golden Minor Hockey – Midget Division (attendance at Provincial tournament)

Area C

\$1,999 Notch Hill Cemetery Society (riding lawn mower)

\$10,000 Tappen Sunnybrae Firefighters Association (fitness equipment)

\$17,700 Carlin Hall Community Association (renovations)

\$32,500 Arts Council for the South Shuswap (program support)

Area E

Release of In-Camera Resolutions

The following individuals were appointed to the Area A Local Advisory Committee for a term commencing March 21, 2019 and ending December 31, 2020:

- Tom Blencowe;
- Derek Smith;
- Ian Rowe;
- Craig Chapman;
- Doug Whiting;
- Pearson Farnsworth;
- Gladys Neumann;
- Mandy Cattle.

For the Parks Advisory Committees:

In accordance with the provisions of the Community Parks and Recreation Advisory Committee Bylaw No. 5706, the following individuals were appointed to serve on their respective Electoral Area Parks Advisory Committees effective March 21, 2019 and expiring on December 31, 2021:

Area A

James Acton
Roy Pagliaro
Don Corcoran
Magi Scallion

Area C

Nicole Jeans-Williams
Shirley Bates
Nigel Collett
Karen Brown

Area D

Fred McAllister
Ross Munsey
Dennis Wangler
Tracey Bellows

Area E

Robert Bickford
Constance Ladell
Lori Schneider-Wood
Bonny-Lee Jones

Area F

Alan Nunn
Charlotte Hall
Shelley Witzky



LAND USE MATTERS

Agricultural Land Commission (ALC) Applications

Electoral Area D: Agricultural Land Commission (ALC) Application Section 21 (2) – Subdivision (Hemsworth)

1105 Salmon River Road, Silver Creek

The subject property is located in Silver Creek in Electoral Area D. The property owners are applying to the ALC to subdivide the subject property into two parcels, separated by Salmon River Road. The Board endorsed staff recommendation for approval and will now be sent to the ALC for final decision. **View report.**

Development Permits (DP's) & Development Variance Permits (DVP's)

Electoral Area B: Development Permit No. 850-28 (Boulder Mountain Resort) 3069 Trans-Canada Highway, West Revelstoke

The subject property is the location of Boulder Mountain Resort (BMR), west of the City of Revelstoke in Electoral Area B. The BMR property is designated HC - Highway Commercial in the Electoral Area B Official Community Plan Bylaw No. 850 (OCP), and the proposed commercial development on the BMR property requires a Commercial Development Permit (DP) for form and character that must be reviewed and issued by the Board. The Board approved the permit for issuance. **View report.**

Electoral Area F: Development Variance Permit 641-34 (Karl and Neil Bischoff) 2703 Bischoff Road, Magna Bay

The applicant has applied for a subdivision to create two new lots (File: 2017-00161F). Proposed Lot 1 is 34.8 ha and the Proposed Remainder is 29.9 ha. The applicant is proposing to use an existing water system which draws surface water from Jack Creek as the source of domestic water for the Proposed Remainder. As Jack Creek is not on the List of Eligible Sources of the Ministry of Natural Resource Operations and Rural Development, a Development Variance Permit is required. The Board approved issuance of the DVP. **View report.**

2411 Hillen Crescent, Magna Bay

The subject property is located at 2411 Hillen Crescent in Magna Bay. The applicant wants to build a single family dwelling on the subject property. Due to the parcel size and the location of the existing garage there are constraints regarding a suitable location for the single family dwelling. The applicant wishes to vary the rear parcel line setback for the dwelling from 4.5 m to 2.0 m for the proposed single family dwelling. The Board approved the permit for issuance. **View report.**

Electoral Area F: Temporary Use Permit No. 830-5 (Kotterkey Enterprises Ltd.) and Development Permit No. 830-261 (Kotterkey Enterprises Ltd.)**3797 Kenwood Gate, Scotch Creek**

The applicant is the Road/Highways Maintenance contractor for the Provincial Government's Ministry of Highways and Infrastructure (MoT). The applicant is applying for Temporary Use Permit to use the property at 3797 Kenwood Gate for a 3 year period for industrial purposes for a Road/Highways Maintenance yard. The applicant is proposing building on the subject property a 12'x52' modular office building, a 25'x50' steel maintenance building, and a 50'x50' concrete block containment structure with a fabric roof cover. Construction on the site will also include some paved aprons around the proposed new buildings. The subject property is designated I - Industrial and is within the Scotch Creek Primary Settlement Area in the Electoral Area F Official Community Plan Bylaw No. 830, therefore an Industrial Development Permit for form and character of the proposed development must be reviewed by the Board. The Board approved issuance of the Industrial Development Permit, as well as the Temporary Use Permit. **View report.**

Zoning, OCP and Land Use Amendments**Electoral Area B: Electoral Area B Zoning Amendment (Boulder Mountain Resort) Bylaw No. 851-13****3069 Trans Canada Hwy, West Revelstoke**

The proposal is to rezone 2.3 ha of Crown land, situated east and adjacent to the existing Boulder Mountain Resort property, from RSC - Rural Resource to HC - Highway Commercial; to permit tenting sites for the camping season. The proposal also includes new tourist cabins on the west side of the Boulder Mountain Resort (BMR) property, ten in the form of park model buildings and three stick built. Two of the proposed stick built cabins are over the permitted floor area for a tourist cabin and a site specific regulation under the HC zone is proposed to allow for a maximum of two 150 m² tourist cabins on the subject property. The bylaw also proposes to amend the definition of a tourist cabin to include park model as a permitted building type; and amend the HC and RC1 - Resort Commercial 1 zones by removing camping spaces from the additional servicing and lot size density restriction and base this density restriction on tourist cabins alone. Statutory approval from Ministry of Transportation and Infrastructure has been received and the Board adopted the bylaw amendment. **View report.**

Electoral Area B: Electoral Area B Official Community Plan Amendment (Illecillewaet Development Inc.) Bylaw No. 850-12 and Electoral Area B Zoning Amendment (Illecillewaet Development Inc.) Bylaw No. 851-15**354 Leoffler Road/Greely Road - Greely**

The properties that are the subject of this OCP/rezoning amendment application are

Highway and across the Illecillewaet River in in Electoral Area 'B'. A number of these properties on the south side of the CPR main line had already been redesignated and rezoned for the Revelstoke Adventure Park proposed development by the Board in Bylaws No. 850-11 and 851-10 in November, 2016. The adventure park will combine recreational activities such as hiking, trail riding, bungee jumping, rock climbing, zip lining, rope courses, and mountain biking, with accommodation options such as hotels, tourist cabins, RV Park and yurts. Food services and commercial opportunities will also be featured. Both amendments were given first readings and will now be referred to various agencies for comment. **View report.**

Electoral Areas C: Lakes Zoning Amendment (Totem Pole Resort) Bylaw No. 900-20

7429 Sunnybrae-Canoe Point Road, Canoe Point

The subject area is the foreshore adjacent to Totem Pole Resort, located at 7429 Sunnybrae-Canoe Point Road in the Bastion Bay area of Electoral Area C. Totem Pole Resort is currently permitted 25 private mooring buoys in the FM2 - Foreshore Multi-Family 2 site specific zone of Lakes Zoning Bylaw No. 900. The applicant has applied to amend the FM2 site specific zone to permit a total density of 35 private mooring buoys, allowing the resort an additional 10 private mooring buoys. The Board gave the bylaw first reading and it will now be referred to various agencies for comment.

View report.

Electoral Area D: Salmon Valley Land Use Amendment (674816 BC LTD.) Bylaw No. 2558

Highway 97, Falkland

The subject property is located at 2972 & 3020 Yankee Flats Road in Electoral Area D. The property owner has applied to amend the zone and designation of the Salmon Valley Land Use Bylaw No. 2500 from R – Rural to RH – Rural Holdings over the subject property only, in order to be able to apply to subdivide the 63.99 ha parcel. The Board gave the bylaw third reading and adoption. **View report.**

Electoral Area D: Salmon Valley Land Use Amendment (Walters) Bylaw No. 2560

The subject property is located at 2972 & 3020 Yankee Flats Road in Electoral Area D. The property owner has applied to amend the zone and designation of the Salmon Valley Land Use Bylaw No. 2500 from R – Rural to RH – Rural Holdings over the subject property only, in order to be able to apply to subdivide the 63.99 ha parcel. The minimum parcel size is 60 ha in the R zone and 8 ha in the RH zone. The property owner's current subdivision proposal is for a one 8 ha parcel surrounding the existing manufactured home at 2972 Yankee Flats Road, with a remainder lot of 55.99 ha containing the existing single family dwelling, outbuildings, hobby farm, and grazing land at 3020 Yankee Flats Road.

A public hearing was held to hear representations from the public regarding the bylaw. The Board gave the bylaw third reading and adoption. **View report.**

Electoral Area F: Scotch Creek/Lee Creek Amendment (Pinegrove RV Park) Bylaw No. 825-38

1131 Pine Groove Road, Scotch Creek

The Pinegrove RV Park Owner's Association has applied to rezone the subject property from C1 – Commercial – 1 zone to RR – Resort Residential zone. While the current C1 zone allows for a campground, the use is limited to temporary accommodation in tents or recreational vehicles. Some of the owners would like to

As a result, the application is to rezone the subject property to RR with a special regulation for this property only. Development Services staff have referred the bylaw, in accordance with the Board's direction, and the responses received were included in the report to the Board for second reading, as amended. Additionally, the applicant had advised staff that the owner/operator dwelling use originally contemplated in first reading of the bylaw was not necessary and should be amended out of the bylaw. The Board considered the referral comments received and considered the bylaw for second reading, as amended, at their November 15, 2018 regular meeting and resolved to give the bylaw second reading, as amended, and delegated a public hearing.

The public hearing was held Tuesday, January 22, 2019, at the Scotch Creek Community/Fire Hall at 3825 Squilax-Anglemont Road in Scotch Creek. Subsequent to the Board Report written for the March 21, 2019 Board meeting which recommended the Board consider the Bylaw Amendment No. 825-38 for Third Reading and Adoption, CSRD staff received the submission of a letter. The Board then tabled consideration of Third Reading on this zoning amendment due to the late arrival of the public submission that pertains to sewer servicing, in order for staff to review the contents of the information and report back to the Board at a future meeting. [View report.](#)

NEXT BOARD MEETING

Thursday, April 18, 2019 at 9:30 AM

CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm, BC



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 8.1

CITY OF SALMON ARM

Date: April 8, 2019

Moved: Councillor

Seconded: Councillor

THAT: a public input session for the proposed Checkout Shopping Bag Regulation Bylaw No. 4297 be held on Tuesday, April 23, 2019 from 6:00 p.m. to 7:00 p.m. in the Council Chamber of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF
SALMON ARM

TO: His Worship Mayor Harrison and Council
DATE: April 2019
FROM: Carl Bannister, Chief Administrative Officer
PERPARED BY: Caylee Simmons, Executive Assistant
SUBJECT: Checkout Shopping Bag Regulation Bylaw No. 4297 - Update

Recommendation:

THAT: a public input session for the proposed Checkout Shopping Bag Regulation Bylaw No. 4297 be held on Tuesday, April 23, 2019 from 6:00 p.m. to 7:00 p.m.

Background:

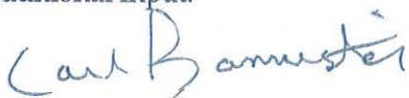
At the Monday, December 10, 2018 Regular Meeting Council directed staff to prepare a report that included a draft bylaw (Appendix 1), a recommended stakeholder engagement process and a draft communication plan for the prohibition of single-use plastic shopping bags in the City of Salmon Arm, to be implemented in conjunction with the proposed July 1, 2019 curbside organic pick-up program.

At the Monday, February 25, 2019 Regular Meeting Council received a report and draft bylaw and staff were directed to proceed with an engagement process.

Following the Council Meeting, Mayor Harrison issued a letter to the local business community via Chamber of Commerce, Downtown Salmon Arm and the Salmon Arm Economic Development Society. This information was shared with each organizations membership to help facilitate the City's engagement process (Appendix 2). In addition, an information page on the City website was created and shared through social media. Staff are also investigating an on-line survey.

Thus far, the main points of concern are the inclusion of insurance document bag as an exemption and eliminating the mandatory fees for paper bags. The mandatory charges for bags, both paper and reusable, is to encourage consumers to reuse bags.

To date there has been minimal public input received, Appendix 3. However to continue with the engagement process it is recommended that a public information session be held to receive additional input.



Carl Bannister, MCIP
Chief Administrative Officer

CITY OF SALMON ARM

BYLAW NO. 4297**A bylaw to regulate the use of checkout shopping bags**

WHEREAS the City of Salmon Arm desires to regulate the business use of single use checkout bags to reduce the creation of waste and associated municipal costs, to better steward municipal infrastructure and/or property, including sewers, streets and parks, and to promote responsible and sustainable business practices that are consistent with the values of the community;

NOW THEREFORE under its statutory powers, including Section 8(6) of the Community Charter, the Council of the City of Salmon Arm, in open meeting assembled, enacts as follows:

1. DEFINITIONS

“Checkout Bag” means:

- a) any bag intended to be used by a customer for the purpose of transporting items purchased or received by the customer from the business providing the bag; or
- b) bags used to package take-out or delivery of food;
- c) and includes Paper Bags, Plastic Bags, or Reusable Bags;

“Business” means any person, organization, or group engaged in a trade, business, profession, occupation, calling, employment or purpose that is regulated under the Business Licence Bylaw and, for the purposes of Section 3, includes a person employed by, or operating on behalf of, a Business;

“Paper Bag” means a bag made out of paper containing at least 40% of post consumer recycled paper content, and displays the words “Recyclable” and “made from 40% post-consumer recycled content” or other applicable amount on the outside of the bag, but does not include a “Small Paper Bag”;

“Plastic Bag” means any bag made with plastic, including biodegradable plastic or compostable plastic, but does not include a Reusable Bag;

“Reusable Bag” means a bag with handles that is for the purpose of transporting items purchased by the customer from a Business and is:

- a) designed and manufactured to be capable of at least 100 uses; and
- b) primarily made of cloth or other washable fabric;

“Small Paper Bag” means any bag made out of paper that is less than 15 centimeters by 20 centimeters when flat.

2. CHECKOUT BAG REGULATIONS

- 1) Except as provided for in this Bylaw, no Business shall provide a Checkout Bag to a customer.
- 2) A Business may provide a Checkout Bag to a customer only if:
 - a) the customer is first asked whether he or she needs a bag;
 - b) the bag provided is a Paper Bag or a Reusable Bag; and
 - c) the customer is charged a fee not less than:
 - a. \$0.15 per Paper Bag; and
 - b. \$1.00 per Reusable Bag.
- 3) For certainty, no Business may
 - a) sell or provide to a customer a Plastic Bag; or
 - b) provide a Checkout Bag to a customer free of charge.
- 4) No Business shall deny or discourage the use by a customer of his or her own Reusable Bag for the purpose of transporting items purchased or received by the customer from the Business.

3. EXEMPTIONS

- 1) Section 2. does not apply to Small Paper Bags or bags used to:
 - a) package loose bulk items such as fruit, vegetables, nuts, grains, or candy;
 - b) package loose small hardware items such as nails and bolts;
 - c) contain or wrap frozen foods, meat, poultry, or fish, whether pre-packaged or not;
 - d) wrap flowers or potted plants;
 - e) protect prepared foods or bakery goods that are not pre-packaged;
 - f) contain prescription drugs received from a pharmacy;
 - g) transport live fish;
 - h) protect linens, bedding, or other similar large items that cannot easily fit in a Reusable Bag;

- i) protect newspapers or other printed material intended to be left at the customer's residence or place of business; or
 - j) protect clothes after professional laundering or dry cleaning.
- 2) Section 2 does not limit or restrict the sale of bags, including Plastic Bags, intended for use at the customer's home or business, provided that they are sold in packages of multiple bags.
- 3) Notwithstanding Sections 2. 2) c) and 2. 3) b), a Business may provide a Checkout Bag free of charge if:
- a) the Business meets the other requirements of Section 2. 2);
 - b) the bag has already been used by a customer; and
 - c) the bag has been returned to the Business for the purpose of being re-used by other customers.

4. OFFENCE

- 1) A person or a business commits an offence and is subject to the penalties imposed by this Bylaw, the Municipal Ticket Information Utilization Bylaw and the Offence Act if that person:
- a) Contravenes a provision of this Bylaw;
 - b) Consents to, allows, or permits an act or thing to be done contrary to this Bylaw; or
 - c) Neglects or refrains from doing anything required by a provision of this Bylaw.
- 2) Each instance that a contravention of a provision of this Bylaw occurs and each day that a contravention continues shall constitute a separate offence.

5. PENALTIES

A corporation or individual found guilty of an offence under this Bylaw is subject to a fine:

- a) If a corporation, of not less than \$100.00 and not more than \$10,000.00; or
- b) If an individual, of not less than \$50.00 and not more than \$500.00

for every instance that an offence occurs or each day that it continues.

6. CONSEQUENTIAL AMENDMENT TO THE TICKET BYLAW

The City of Salmon Arm Ticket Information Utilization Bylaw No. 2760 is amended by inserting, immediately after Schedule 19, the Schedule attached to this Bylaw as the new Schedule 20.

7. 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 decision that it is invalid shall not affect the validity of the remaining portions of this bylaw.

8. 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.

9. TRANSITION PROVISIONS

1) Section 2. 2) c) a) is amended by deleting "\$0.15" and substituting "\$0.25".

2) Section 2. 2) c) b) is amended by deleting "\$1.00" and substituting "\$2.00".

10. EFFECTIVE DATE

This bylaw shall come into full force and effect on July 1, 2019, except Sections 4 and 9 which come into force on January 1, 2020.

11. CITATION

This bylaw may be cited as "City of Salmon Arm Checkout Bag Regulation Bylaw No. 4297"

READ A FIRST TIME THIS DAY OF 2019

READ A SECOND TIME THIS DAY OF 2019

READ A THIRD TIME THIS DAY OF 2019

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

BYLAW NO. 2760**SCHEDULE 20**

BYLAW	SECTION	SET FINE
Checkout Bag Regulation Bylaw No.		
Providing a Checkout Bag to a Customer except as provided in the bylaw	2. 1)	\$100.00
Providing a Checkout Bag without asking whether a customer wants one	2. 2) a)	\$100.00
Providing a Checkout Bag that is not a Paper Bag or Reusable Bag	2. 2) b)	\$100.00
Charging less than a prescribed amount for a Checkout Bag	2. 2) c)	\$100.00
Selling or providing a Plastic Bag	2. 3) a)	\$100.00
Providing Checkout Bag free of charge	2. 3) b)	\$100.00
Denying or discouraging use of customer's own Reusable Bag	2. 4)	\$100.00



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- [Garage Kings](#)
- [Shuswap Bookkeeping Inc.](#)
- [Benieta Accounting & Business Consulting](#)
- [Walmart](#)
- [BC Wildlife Park, Kamloops](#)

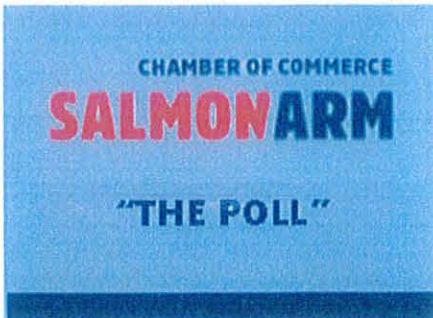
[See More >](#)

Special Event

Welcome to the Chamber of Commerce

MEMBER MIXER - MARCH 28

NEW PROGRAM FOR 2019 - "THE POLL"



March is the start of our new member opinion program "The Poll". We're kicking it off with a question about the proposed Checkout Shopping Bag Regulation. [Click here](#) to take our 1 question survey or click on the image (the survey has a web link for more details on the proposed bylaw) . We'll be sharing the data on our website and with Council at the end of this month so make sure you take the poll!

DOWNTOWN UPDATE

Seasonal Publication Of Downtown Salmon Arm

Our vision is to have a compelling downtown experience. Our mission is to build a unique 'vibe' to attract and retain community residents, downtown employees as well as visitors through beautification, cultural projects, events, promotions, restaurants, retail and destination entertainment activities.



IT'S TIME OF RENEWAL

Spring is coming; renewal is upon us. Along with the warming temperatures and additional sun-lit hours each day, DSA is on the edge of change. Not only have we taken on a new look, but on December 31 this year, we draw a close to the City of Salmon Arm Bylaw 3787, our contractual agreement for operational budgets and responsibilities.

In the new bylaw, DSA is proposing a seven year term, from 2020-2027. The new mandate is based on a business plan and budget that promotes growth of new and existing programs that foster economic prosperity of our downtown.

DSA will work hard on your behalf to have a downtown that is a draw to small businesses, residents and tourists seven days a week. We are leading the charge to shift from creating a downtown for cars and traffic to one that is designed for pedestrians, bicyclists, as well as drivers. We want to see people out of their cars and enjoying what downtown Salmon Arm has to offer.

For more specific information, please join us
our AGM/Open House, see page 2.

WHAT'S INSIDE THIS ISSUE:

- 2020-2027 Bylaw
- 2019 Annual General Meeting
- City Proposed Plastic Bag Ban
- Askew's Community Clean-up Day
- Best Dressed Window Display

DOWNTOWN

SALMON ARM

Reducing Single Use Plastic Bags

At the February 25, 2019, Regular Meeting, City Council agreed to move forward with the engagement process for regulating checkout shopping bags in the City of Salmon Arm. Council would like input from the community on the proposed regulation prior to moving forward and considering readings of the bylaw. They are hoping downtown business and organizations that will be impacted by this change take the opportunity to provide feedback. Please visit <http://www.salmonarm.ca/index.aspx?nid=384> to read more about the proposed ban and FAQ's for residents and businesses.

Input may be submitted to:
reusablebags@salmonarm.ca

THE LIFE CYCLE OF A PLASTIC BAG

5 TRILLION BAGS ARE PRODUCED EACH YEAR.
HERE'S A QUICK LOOK AT THE LIFE OF ONE OF THOSE BAGS.

1 BIRTH

Plastic bags begin their lives as crude oil. The crude oil is heated until it produces ethylene gas, and then converted to polyethylene that is forced through holes to make string. The string is cut, stretched and dyed, becoming a plastic bag. The bag is then imprinted with a company's logo and off it goes to your favorite store!



2 LIFE SPAN

Whether used to carry groceries or office supplies, most plastic bags are used only one time for an average of 20 minutes before being recycled or thrown away.



4 THE NEXT 1,000 YEARS

Plastic bags that aren't recycled end up in landfills or the ocean. Scientists estimate it can take up to 1,000 years for a plastic bag to disintegrate completely, releasing toxins and damaging the environment as they decay. In addition, each year more than a million sea birds and 100,000 animals including whales, dolphins and seals are killed because of plastic bags.



3 INTERMISSION

Because consumers receive so many plastic bags and recycling it takes 85 times more energy than creating it, more than 98% of plastic bags are discarded instead of recycled.



A MILLION SEA BIRDS AND 100,000 ANIMALS SUCH AS WHALES, DOLPHINS, TURTLES AND SEALS DIE FROM PLASTIC BAGS AND OTHER WASTE EACH YEAR.

<https://greenerideal.com/infographics/life-cycle-of-a-plastic-bag/>



From: Erin Jackson
Sent: Friday, March 08, 2019 1:58 PM
To: Caylee Simmons
Subject: FW: Online Form Submittal: Mayor and Council

Please add to your file.

From: noreply@civicplus.com [mailto:noreply@civicplus.com]
Sent: Friday, March 08, 2019 1:56 PM
To: Alan Harrison; Chad Eliason; Debbie Cannon; Kevin Flynn; Louise Wallace-Richmond; Sylvia Lindgren; Tim Lavery; Carl Bannister; Erin Jackson
Subject: Online Form Submittal: Mayor and Council

Mayor and Council

First Name	Laurie and Don
Last Name	Bolen
Address:	<i>Field not completed.</i>
Return email address:	
Subject:	Plastic bags
Body	Dear Mr. Mayor and council. I would like to challenge your recent decision to ban plastic bags. I believe you have made this decision with any input from the public. The categorization that plastic shopping bags are single use is false. Most people re-use bags for storage and lining house hold garbage bins. Denying the reuse of these bags will not reduce the volume in landfills as people will buy single use plastic bags to use instead. Did the city review other jurisdictions to determine what percentage of landfill debris was in their landfills. Calgary did study this matter and found less than 1 percent of refuse in the landfill was due to plastic garbage bags. We need to ensure convenience for the vacationing public as Salmon Arm is a tourist destination. Please put more thought into this decision before pursuing a policy that does little to nothing for the environment. Thank you
Would you like a response:	Yes

Email not displaying correctly? [View it in your browser.](#)

From: Susan Whyte
Sent: Friday, March 01, 2019 11:37 PM
To: Caylee Simmons
Subject: Let's move quickly

This would be a significant move to the good in our troubled world.

The town of Raglan, New Zealand, which is similar in size if not a bit smaller has just gone through this same process and I'm sure could happily offer some useful tips. I know there were groups making cloth bags and handing them out with promotional information about the changeover.

There has to be a grace period for the stores of bags in the larger grocers etc.

We should not stop with this. It would be a significant move to also promote the use of non-plastic biodegradable, disposable packaging made from such materials as hemp. Etc.

We have to address the problem of the CSRD requiring plastic bags for garbage and recycle especially when recycle could be put out in reusable blue boxes instead, something many people have tried to do but were disallowed by our disposal system.

And to promote less wrapping of produce in general. Ie an orange has a perfectly good wrapper, it's own peel. Why wrap it some more?

We could promote the older system of refills, bringing your own container and bulk bins like the Bulk Barn.

There's a big problem with disposable garbage in large complexes like seniors' homes and hospitals. The food is often distributed in tiny packaged portions which is so disturbing. We are trying to be so antiseptic, we are triple polluting the environment by doing so. There needs to be some consciousness raising about the link between personal hygiene and the environment. Right now it seems like the two are compartmentalized and separated in people's minds.

Moving on, there's more.

We need to move forward with banning the use of toxic pesticides on public lawns and awareness about their use on private property.

Did you know that most wheat, not just GMO wheat, is sprayed with the systemic toxin, Roundup, manufactured by Monsanto so that there is residue in most all foods containing wheat, unless it is labelled organic? The farmers do this to create a predictable harvest because as soon as you spray the wheat or soy or corn crop, it will predictably ripen within 16 days. This is a systemic toxin. It goes right inside the seed and cannot be removed by discarding the exterior hull and we are all ingesting it!

We need to remove fluoride from the water.

Did you know that there is a significant amount of pharmaceuticals being flushed into our fresh water which raises the question why are we flushing into any of our waterways? This is fouling the whole water supply for everything and everyone.

Let's allow electric golf carts in town. It might speed up the death of gas running vehicles that are polluting the air we breathe.

there isn't enough forest to renew what air we have left. That sounds like a really stupid thing to do. Forests⁵¹ cool the environment. We are facing global warming and are still cutting these cooling, air refreshing forests down. The air layer around the Earth is alarmingly thin.

) Let's set up a program to encourage our residents to fund and to use wind and solar electric power.

And finally, however we love our pet cats, they are killing the wild song birds at an alarming rate so that their numbers have been reduced to up to 70% of former populations.

It's time for some regulations based on awareness of these health harming situations instead of allowing ignorance or profit motive to rule our decision making.

Yours truly,
Susan Whyte

--

Susan Whyte www.thefhl.org

From: Barb Phillips
Sent: Saturday, March 02, 2019 10:18 AM
To: Caylee Simmons
Subject: Charges

I fully support removing single use plastics, but do not agree with forcing businesses to charge for paper bags. It's nothing but a tax grab.

I think it's more important to encourage the public to use paper and/or reusable bags, so charging for these is counter active to the overall idea.

Personally I'd like to see pressure put on the big companies who still insist in wrapping their products in plastic, styrofoam, or other non biodegradable items, and while I understand that is not really the subject matter of this letter, it all ties in with plastic waste.

I urge council to seriously reconsider forcing this charge onto businesses, and then onto us, the buying public. I will continue to use my reusable bags, and welcome paper, but not as an added expense.

Mrs B. Phillips

Sent from my iPhone

From: Ellen Grills
Sent: Friday, March 01, 2019 2:05 PM
To: Caylee Simmons
Subject: Plastic vs Paper

Good afternoon,

Yes banning plastic bags at store is a good move might want to consider plastic water bottles etc. As well down the road.

But seriously we are not allowed to use plastic bags and now you want a store to charge for paper bags. That is disgusting and absurd! The Shuswap is one of the most expensive cities I have ever lived in. The joke is "move to the Shuswap and please bring your wallet" in various forms. The rents are just as high as Langley, White Rock etc. Gas and groceries are just as expensive. Note than half the businesses don't even know what customer service is and I have heard that many times from people. I personally would walk out of the store & leave everything at the till as I have in the past if I am being charged for bags while I am trying to support local businesses. You people need to go back to the drawing board. Not even sure what the purpose of charging for paper bags is except a money grab for the taxes.

Let's make Salmon Arm affordable and inviting. Not penalized for shipping at local stores.

Thanks
Ellen G

Sent from my iPhone

From:
Sent: Friday, March 01, 2019 11:00 AM
To: Caylee Simmons
Subject: bags

To whom it may concern. As a long time retailer in Salmon Arm I am in support of banning plastic bags. I do not support charging my customers for bags. I switched to paper bags years ago. I do not support the bylaw as it currently reads.

--

Yours in health,
Hank Berkenpas, CNC, MH
HealthQuest Natural Health & Gift Gallery
www.healthquest.vpweb.ca
250-803-0388

From: Pie Company
Sent: Wednesday, February 27, 2019 12:19 PM
To: Caylee Simmons
Subject: Re: Compostable Bags

Caylee

Damn haha, I feel like compostable plastic should be considered? I realize this is our problem but things like pies in boxes are large and one size and generally don't fit in any paper bags at all.. unless it was monstrous - or else we'll just have source a company that makes square bottomed canvas bags, which is also probably doable.

Tovah

Sent from my iPhone

On Feb 27, 2019, at 11:50, Caylee Simmons <csimmons@salmonarm.ca> wrote:

Good Morning Tovah,

Thank you for your email.

The proposed bylaw does not permit the use of compostable bags. The only acceptable bags are paper (with a minimum content of 40% recycled material) or reusable bags (capable of a minimum of 100 uses). If you would like Council to consider additional types of permitted bags during the consultation process please respond to this email detailing your feedback.

Respectfully,

Caylee Simmons | Executive Assistant

Box 40, 500 - 2 Avenue NE, Salmon Arm BC V1E 4N2 | P 250.803.4036 | F 250.803.4041

E csimmons@salmonarm.ca | W www.salmonarm.ca

<image003.png>

From: Tovah Shantz
Sent: Wednesday, February 27, 2019 11:21 AM
To: Caylee Simmons
Subject: Compostable Bags

Hi,

We at Shuswap Pie Company have been using compostable plastic bags for about 4 years now...they work great and are available from Enterprise Paper as well as I'm sure many other companies...will these still be acceptable? Perhaps other companies could purchase these for the items that still need bagging?

Tovah

From: Diana Mangold
Sent: Wednesday, February 27, 2019 12:25 PM
To: Caylee Simmons
Subject: Concerns and options

Hi. My name is Diana Mangold and I am the Coordinator of the Second Harvest Food Bank and President of the Executive Board of Churches Thrift Store.

While in both places, we are encouraging people to use the reusable bags, I think if the plastic bags are totally done away with, it will have a negative effect on both of these places.

My alternative suggestion would be that it is highly encouraged but that businesses still be able to use plastic bags if they are compostable or recyclable. Especially the compostable option as obviously those break down well.

Thanks for listening.

Diana.

Sent from [Mail](#) for Windows 10

From: Colleen Fennell
Sent: Wednesday, February 27, 2019 12:43 PM
To: Caylee Simmons
Subject: My thoughts on plastic bags

I totally agree with the proposed program of eliminating single plastic bag use. Our family has been using multiple use grocery bags for years.

However, I, like probably many others, have not made it a habit to take a reusable bag with me into other types of stores. (ex. Clothing, gift, etc.) That's my next personal challenge in not bringing these bags into our home.

Sincerely
Colleen Fennell

Sent from my iPhone

From: L Nielson
Sent: Wednesday, February 27, 2019 7:43 PM
To: Caylee Simmons
Subject: Reusable bag ban

We would like to say that as a business we are 100% in favor of the ban on one time use plastic bags. As a retail store in downtown Salmon Arm we have already taken steps to move in this direction. We recently brought in mesh bags for customers to purchase and the response has been excellent. We are also mentoring a local Artisan that is making cloth bags that will be for sale.

Our big issue is being told that we must charge for paper bags and it has to be shown as a separate item on the receipt.

As a business, we feel it is our choice how we offset the cost of these bags. We currently use 80% paper bags and it is one of the costs of doing business.

To add another "department", IE Bags to our till is an expense and time consuming (programming, book keeping etc.)

As a city that has many tourists from places that do not have a similar bylaw, to tell them they have to pay for the bags is not something we are willing to do. We believe they will support the ban but not be thrilled to be charged separately for their bags when we have offered them for the past 1.5 years at no charge.

It is common for customers to purchase different items that require multiple bags or wrapping for travelling therefore the customer would be charged for multiple bags.

We ask that you reconsider this portion of the bylaw.

Thank you,

L Thompson/J Nielson

Owners

--

RE-Market etc.

121 Hudson Ave. NE

Salmon Arm, B.C. V1E 4H7

250-833-6135

Open Tuesday to Friday 10:00am to 5:00pm Saturday 10:00am to 4:00pm

Closed Sunday and Monday

FIND us on Facebook

From: Caylee Simmons
Sent: Wednesday, March 06, 2019 9:08 AM
To: 'Debbie Armour'
Subject: RE: REusable bags

Good Morning Debbie,

Thank you for your input on the proposed Checkout Shopping Bag Regulations.

The bylaw as drafted is scheduled to come in to force on July 1, 2019 however it provides for a six month transition period allowing businesses to use their existing plastic bag stock and source reusable bag options before the bylaw comes into full force January 1, 2020.

If you have any further questions please do not hesitate to ask.

Regards,

Caylee Simmons | Executive Assistant

Box 40, 500 - 2 Avenue NE, Salmon Arm BC V1E 4N2 | P 250.803.4036 | F 250.803.4041
E csimmons@salmonarm.ca | W www.salmonarm.ca

CITY OF
SALMONARM

From: Debbie Armour
Sent: Wednesday, March 06, 2019 8:56 AM
To: Caylee Simmons
Subject: REusable bags

Hi just reading the letter pertaining to reusable bags in Salmon Arm as have been away. When I opened my store I searched long and hard for a bag that "stood out." Although pricey I found a Canadian company out of Toronto making plastic bags from recycled materials. This excited me given the nature of my business. Although I have two concerns, I am completely onboard with the city of Salmon Arm getting rid of "plastic" bags.

1. There are companies making plastic bags they claim are "biodegradable." I think more research needs to be done to ensure bags used, claiming they are biodegradable actually are.
2. Clarity be made (if this is passed) that determines how much time business's have to use up bags they have OH, they have paid for? Heard something about charging the public for these bags?

I will be watching with much interest to see where this goes.

Thank You
Deb Armour
deb's Style Loft

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

From: pamela treleaven

Sent: Thursday, March 28, 2019 8:20 AM

To: Caylee Simmons

Subject: Plastic bag ban

City of Salmon Arm,

I am writing to register my support in favour of implementing a plastic bag ban in Salmon Arm. The suggested timeline, and the paid bag options are very reasonable.

I would also suggest plastic produce bags be removed as there are now many other reusable options for shoppers.

Every small step in the right direction is important.

Sincerely,

Pamela Treleaven

(sent from my iPhone, please forgive the brevity and/or typos)

From: Kylie blundell
Sent: Thursday, March 28, 2019 9:01 AM
To: Caylee Simmons
Subject: Support

Yes! Our home 100% supports this! It's a great start. We already use reusable bags, but find it shocking how many cashiers and customers aren't aware at all of the wastefulness. I think it's a great opportunity to bring awareness to our residents!
(I think if an oil city such as Fort McMurray can manage, then so can Salmon Arm 🇨🇦)

The Blundells

Sent from my iPhone

From: Brad Calkins
Sent: Thursday, March 28, 2019 9:26 AM
To: Caylee Simmons
Subject: Bag ban

Hello,

I have really mixed feelings about this bag ban. It is similar to my feelings on hybrid/electric cars. It sends the right message, but upon scrutiny isn't the right answer to the problem. As a disclaimer - I currently never take a bag at the grocery store and cart the groceries out to my car and load them in right from the cart. We use reusable bags at other types of stores. On the other hand I use plastic bags to pick up dog "waste", a plastic liner in my kitchen garbage, a single large plastic bag in my garbage can, and blue plastic recycling bags.

There is evidence that banning plastic bags does help waste in the ocean and reduce usage of the bags that are banned, but there is also evidence that the replacement isn't better - taking more energy and water to produce, higher carbon footprint, more weight to transport and require a huge number of reuses to compensate. The biggest issue for me, though, is that it seems to indicate to people that this will actually help make a difference - when there is evidence that this kind of thing being front and center every day gives people license to feel they are making a difference and stop taking the real action we need elsewhere:

<https://www.smithsonianmag.com/smart-news/people-who-bring-their-own-grocery-bags-are-more-likely-buy-junk-food-180955855/>

Eating less meat, one less trip to the store each week, etc would likely have a much bigger impact, for example.

Below are a few stories about similar bans:

<https://www.google.ca/amp/s/www.wired.com/2016/06/banning-plastic-bags-great-world-right-not-fast/amp>

https://www.google.ca/url?sa=i&source=web&cd=&ved=2ahUKEwjnz7STIKXhAhUqiVQKHfj_DSMQzPwBegQIARAC&url=https%3A%2F%2Fwww.news.com.au%2Ftechnology%2Fenvironment%2Fclimate-change%2Fplastic-bag-ban-many-alternatives-have-huge-environmental-footprints%2Fnews-story%2F2ea67901345f07b6515bcb71e20c708f&psig=AOvVaw1R3BwvI4vWAjdCOg8x5IOX&ust=1553873538165206

https://greenliving.lovetoknow.com/Why_Should_We_Not_Ban_Plastic_Bags

Thanks for reading, I really appreciate the effort to clean up our city (and the planet!), but I feel like particular issue may do more harm than good, or at best be neutral. I think just charging for plastic bags is the best approach, not forcing someone who forgets a bag to use paper or buy another high impact "reusable" bag. That said, personally I think it is crazy that we provide bags at all :) I've been to a lot of countries where you just wouldn't head to the market without something to carry things home in!

Brad Calkins

From: LYNDA BENNETT
Sent: Saturday, March 30, 2019 1:32 PM
To: Caylee Simmons
Subject: Plastic bags

Hello,

I am definitely in favour of banning single use plastic bags. However, I would like this to go further and include bags that grapes come in , plastic around celery and plastic wrap around meat. It would be wonderful to eliminate the styrofoam as well. We get most of our meat at windmill where it's wrapped in paper.

Good start, salmon Arm!

Lynda Bennett

Sent from my iPad

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Item 8.2

CITY OF SALMON ARM

Date: April 8, 2019

Chief Financial Officer - 2018 Yearend Surplus For Information

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF
SALMON ARM

Date: March 7, 2019
To: Mayor Harrison and Council
From: Chelsea Van de Cappelle, Chief Financial Officer
Subject: 2018 Yearend Surplus

FOR INFORMATION

The 2018 yearend operating surpluses are summarized below.

General Revenue Fund - \$133,465.39

The surplus for 2018 is \$675,040.39; however a number of operational projects were not completed and are carried forward to 2019. The projects are listed below:

- Mt. Ida Cemetery - Digitization Project - \$70,000.00;
- Shuswap Memorial Cemetery - Major Maintenance - \$43,000.00;
- Planning and Development Heritage Initiatives - \$7,000.00
- Planning and Development - DCC Bylaw Review - \$80,000.00
- General - Safety & HR Initiatives, Communications, GIS Consulting, Grant - SASLAA (Power Supply) & Tennis Club (Gravel) - \$42,000.00;
- Fire - Superior Tanker Shuttle Accreditation - \$5,000.00;
- Environmental - Civic Buildings - Asbestos Assessments, Other - \$30,000.00;
- Transportation - Assessment & Studies - \$38,500.00;
- Transportation - Major Maintenance - \$30,300.00;
- Wharf - Major Maintenance - \$29,475.00;
- Sr. Drop In Centre - Building/Structure - Major Maintenance - \$10,000.00;
- Parks - Greenway Projects & Major Maintenance Projects - \$116,400.00; and
- Police - Major Maintenance - \$40,000.00.

The surplus is largely attributed to reduced costs in the Transportation and Parks Budgets. The decreases are spread out over the following sections:

- Roadway Surface Maintenance;
- Vandalism;
- Traffic Services;
- Transit Services;
- Park and Facility Maintenance;
- Administrative Costs; and
- Increased Transportation Revenue

Regional Fire Training Centre - \$6,665.87

The Fire Training Centre surplus is due to expenses being lower than anticipated.

Downtown Parking Specified Area - (\$37.26)

The Downtown Parking Specified Area surplus is \$49,462.74; however the Strategic Plan (\$10,000.00) and several major maintenance projects - Gravel Parking Lot (\$8,000.00), Parking Meters (\$10,000.00), Parking Lot Signage (\$1,500.00) and Ross Street Parking Lot Crosswalk (\$20,000.00) were not completed and will be carried forward to 2019.

Water Revenue Fund - \$75,534.81

The surplus for 2018 is \$99,534.81; however the Water Conservation / Education operational account (\$14,000.00), Water Conservation Study (\$5,000.00) and the Zone 2 Pump Station Feasibility Study (\$5,000.00) were not completed and will be carried forward to 2019.

Sewer Revenue Fund - \$95,622.75

The surplus for 2018 is \$130,922.75; however the Liquid Waste Management Plan (\$5,000.00) and the Manhole Refurbishing major maintenance project (\$30,300.00) were not completed and will be carried forward to 2019.

Respectfully Submitted,



Chelsea Van de Cappelle, CPA

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Item 8.3

CITY OF SALMON ARM

Date: April 8, 2019

Moved: Councillor

Seconded: Councillor

THAT: Council award the 2019 Paving Program Contract to Okanagan Aggregates Ltd., in accordance with the unit prices specified in their Tender, in the amount of Nine Hundred Thousand Dollars (\$900,000.00) plus taxes as applicable.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

File: 2019-01

TO: His Worship Mayor Harrison and Members of Council
 FROM: Robert Niewenhuizen, Director of Engineering and Public Works
 PREPARED BY: Tim Perepolkin, Capital Works Supervisor
 DATE: April 01, 2019
 SUBJECT: **TENDER AWARD – 2019 PAVING PROGRAM**

STAFF RECOMMENDATION

THAT: Council award the 2019 Paving Program Contract to Okanagan Aggregates Ltd., in accordance with the unit prices specified in their Tender, in the amount of Nine Hundred Thousand Dollars (\$900,000.00) plus taxes as applicable.

BACKGROUND

The annual paving program tenders include supply and placing asphaltic concrete pavement, tack coat for asphalt overlays, required asphalt milling and asphalt pulverizing. In previous years this contract included asphalt patching; however, the past three years, a separate asphalt patching contract has been awarded to create more ease of scheduling and cost savings.

Provisions once again, have been implemented in this year's Contract to enhance project scheduling, workmanship and communications. Stricter deadlines have been outlined and will be enforced. Fletcher Paine and Associates will be working closely with the City of Salmon Arm ensuring the best product is being received; and the testing/penalty clauses have been reviewed and altered as required.

On Thursday March 28, 2019 tender submissions were received and confirmed as follows:

Company	Tender Amount (excluding applicable taxes)
Okanagan Aggregates Ltd.	\$ 1,486,100.00
Vernon Paving Division of Lafarge Canada Inc.	\$ 1,596,983.03
Interoute Construction Ltd. DBA Valley Blacktop	\$ 1,599,850.00
<i>2019 budget including estimated 2018 carry forward</i>	<i>\$ 1,399,080.00</i>

The lowest tenderer, Okanagan Aggregates Ltd. has completed the City of Salmon Arm's paving program over multiple contracts, including the last two years, which were very successful.

Proposed paving locations, as identified in the 2019 budget, are as follows (see attached map):

Location Street	From	To
Shuswap Street	Lakeshore Drive	Hudson Ave. NE
Hudson Ave. NE	Shuswap Street	Ross Street
McLeod Street	Trans Canada Hwy	Hudson Ave. NE
12 Street NE	10 Ave. NE	Cul-de-sac
60 Ave. NE	Lakeshore Rd. NE	2060-60 Ave. NE
26 Ave. NE	Lakeshore Rd. NE	25 Street NE
32 Street NE	18 Ave. NE	20 Ave. NE
19 Ave. NE	32 Street NE	33 Street NE
33 Street NE	18 Ave. NE	19 Ave. NE
18 Ave. NE	Cul-de-sac	33 Street NE
3 Street SE	5 Ave. SE	7 Ave. SE
6 Ave. SE	3 Street SE	4 Street SE
7 Ave. SE	3 Street SE	4 Street SE
4 Street SE	6 Ave. SE	7 Ave. SE
20 Street SE	9 Ave. SE	Auto Road SE
5 Ave. SW	60 Street SW	Christison Road
48 Ave. SE	50 Street SE	Auto Road SE
50 Street E	45 Ave. SE	Auto Road SE
60 Street NE	Okanagan Ave.	10 Ave. NE
20 Ave. NE	60 Street NE	West
25 Ave. NE	28 Street NE	30 Street NE

STAFF COMMENTS

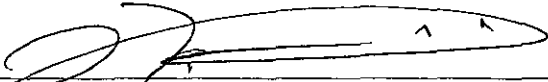
The 2019 tendered project list was compiled using the 2019 Capital Budget amount of \$957,000.00 and the estimated amount of carry-forward budget unexpended in 2018. The tender documents specified that the Contract award would be phased as the exact amount of carry-forward budget will not be confirmed or available until the April budget amendment is approved by Council. Upon approval of the budget amendment, the remainder of the contract will be awarded as budget allows.

The budget allocation for the 2019 Paving Program includes funding for overlay, material testing, construction and contingency. Other costs associated with the overlay budgets include road base preparation, milling, pulverizing, layout and required drainage improvements, etc.

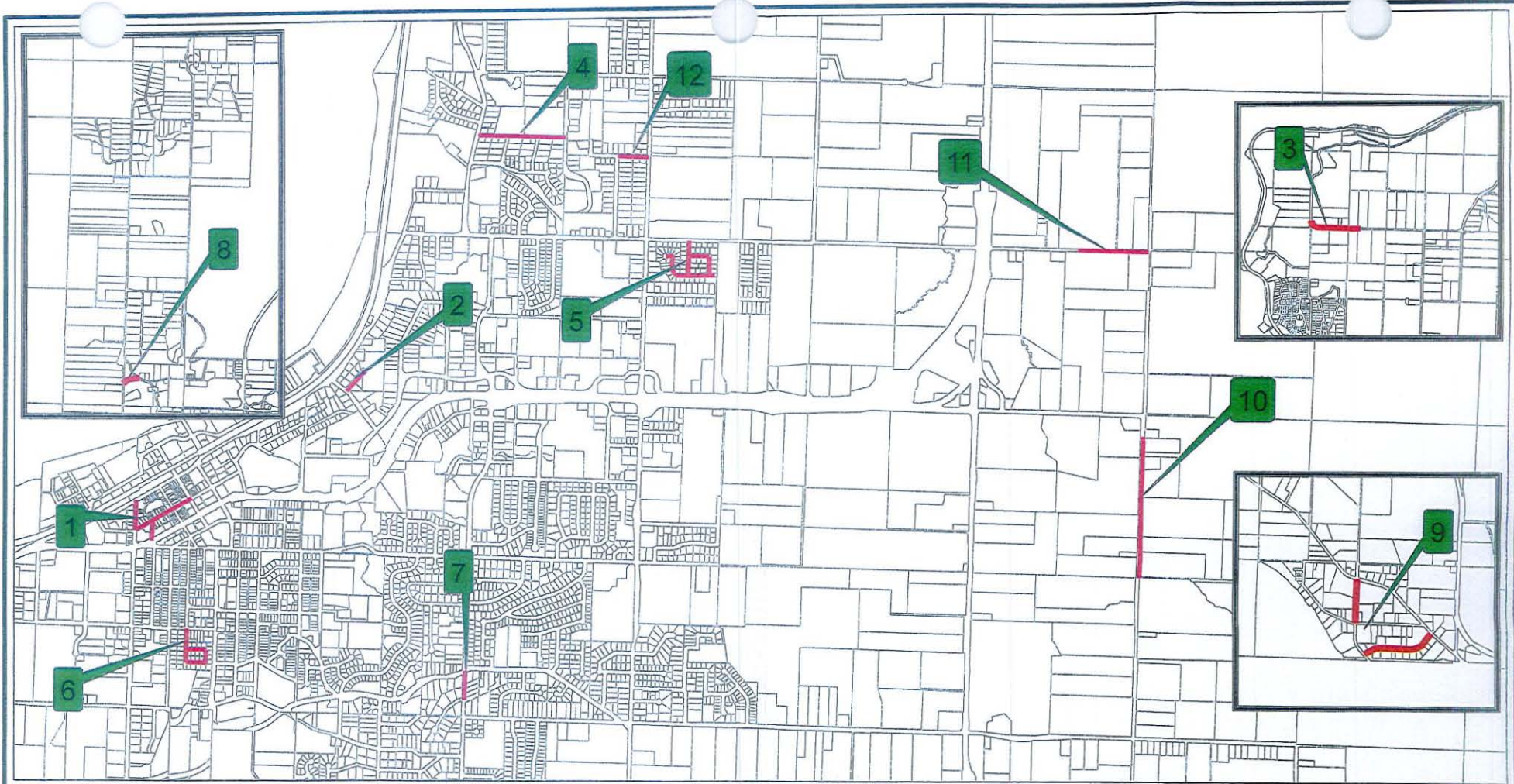
Depending on the actual tonnage of asphaltic concrete and other costs, the overlay program will be increased or reduced in order to take maximum advantage of the available funds. It should be noted that a unit price Contract allows flexibility to increase or decrease the scope of work (total number of units).

Based on the above, it is recommended that Council award the 2019 Paving Program Contract to Okanagan Aggregates Ltd., in accordance with the unit prices specified in their Tender, in the amount of Nine Hundred Thousand Dollars (\$900,000.00) plus taxes as applicable. The individual Contract amounts will not exceed project budgets in the 2019 budget.

Respectfully submitted,



Robert Niewenhuizen, ASCT
Director of Engineering and Public Works



CITY OF SALMON ARM

Disclaimer:
 Be advised that the attached map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information, and data located in various City of Salmon Arm departments and is to be used for reference purposes only

**2019 Proposed Roadway Infrastructure Renewal
 Asphaltic Overlay Program
 Project ENG 2019-01**

Drawn By: JD
 Checked By: JW
 Date: February 21, 2019



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Item 8.4

CITY OF SALMON ARM

Date: April 8, 2019

Moved: Councillor

Seconded: Councillor

THAT: Council award a one (1) year contract extension to A&D Asphalt Solutions Ltd. for the annual pavement patching program, in accordance with the extension clause in the 2018 contract, for the amount of \$160,000.00 plus taxes as applicable.

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: Robert Niewenhuizen, Director of Engineering and Public Works
PREPARED BY: Tim Perepolkin, Capital Works Supervisor
DATE: April 01, 2019
SUBJECT: **CONTRACT EXTENSION - 2019 PAVEMENT PATCHING PROGRAM**

STAFF RECOMMENDATION

THAT: Council award a one (1) year contract extension to A&D Asphalt Solutions Ltd. for the annual pavement patching program as per the extension clause in the contract. A&D Asphalt Solutions Ltd. have offered to hold their 2018 unit prices, as such the estimated contract value to be \$160,000.00 plus taxes as applicable.

BACKGROUND

Three years ago, the City segregated the asphalt patching works from the large paving works within the annual paving program to better target the appropriate smaller paving contractors for the patch paving work. This has proven successful with A&D Asphalt Solutions Ltd. having been the successful low bidder for the past two years.

The 2018 patch paving contract was for a period of one (1) year and included an extension clause for an option to extend an additional one (1) year upon mutual agreement by both parties. A&D Asphalt Solutions Ltd., have offered to hold their 2018 quoted unit prices for the 2019 season should the City enter into the one (1) year contract extension.

Over the past three years the successful bidder has been between 6% and 16% below the unsuccessful bidder, large area asphalt paving costs have increased approximately 8% over the past three years.

2019 Budget:

The proposed budget for the 2019 pavement patching program is as follows:

Program	Total Budget
Patching	\$ 80,000.00
Capital Projects	\$ 35,000.00
Utility Patching, Charge Outs, etc.	\$ 45,000.00
Total	\$ 160,000.00

CONTRACT EXTENSION – 2019 PAVEMENT PATCHING PROGRAM

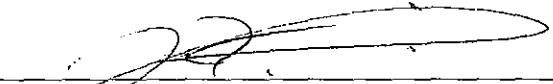
Page 2

The 2019 budget includes additional estimated quantities to allow for small capital projects, utility crossings, repairs and charge out accounts.

Depending on the actual tonnage and square metres of asphaltic concrete and other costs, the patching program will be increased or reduced in order to take maximum advantage of the available funds. It should be noted that this unit price contract allows flexibility to increase or decrease the scope of work (total number of units).

Staff are recommending award of a one (1) year contract extension to A&D Asphalt Solutions Ltd. for 2019 season. They have a good working relationship with the City and staff are confident they can complete the patch paving works when required and to a high quality standard.

Respectfully submitted,



Robert Niewenhuizen, AScT
Director of Engineering and Public Works

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Item 8.5

CITY OF SALMON ARM

Date: April 8, 2019

Moved: Councillor

Seconded: Councillor

THAT: the 2019 Budget contained in the 2019 to 2023 Financial Plan be amended to reflect additional funding for the 10 Avenue NE Watermain project in the amount of \$45,000.00 funded from the Lakeshore Road - Watermain Leak Detection project (\$25,000.00) and the Water Future Expenditure Reserve (\$20,000.00);

AND THAT: Council approve the material supply purchase from EMCO Corporation - Kelowna Branch for 680 meters fusible PVC and fittings for the total quoted price of \$60,000.00 plus taxes as applicable;

AND THAT: Council approve the award for Drilling Services to Iron Man Directional Drilling for the quoted rate of \$128.00 per lineal metre. The estimated contract value to be \$87,000.00 plus taxes as applicable;

AND THAT: the City's Purchasing Policy No 7.13 be waived in the procurement of a Directional Drilling Services related to Project No. 2019-42 to authorize sole sourcing of same to Iron Man Drilling Ltd.

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: Robert Niewenhuizen, Director of Engineering and Public Works
PREPARED BY: Tim Perepolkin, Capital Works Supervisor
DATE: April 02, 2019
SUBJECT: **10 AVE NE WATERMAIN UPGRADE PROJECT
MATERIAL SUPPLY AWARD & DRILLING SERVICES AWARD**

STAFF RECOMMENDATION

- THAT:** The 2019 Budget contained in the 2019 to 2023 Financial Plan be amended to reflect additional funding for the 10 Avenue NE Watermain project in the amount of \$45,000.00 funded from the Lakeshore Road – Watermain Leak Detection project (\$25,000.00) and the Water Future Expenditure Reserve (\$20,000.00);
- AND THAT:** Council approve the material supply purchase from EMCO Corporation-Kelowna Branch for 680 metres fusible PVC and fittings for the total quoted total price of \$60,000 plus taxes as applicable;
- AND THAT:** Council approve the award for Drilling Services to Iron Man Directional Drilling for the quoted rate of \$128 per lineal metre. The estimated contract value to be \$87,000 plus taxes as applicable;
- AND THAT:** The City's Purchasing Policy No. 7.13 be waived in the procurement of a Directional Drilling Services related to Project No. 2019-42 to authorize sole sourcing of same to Iron Man Drilling Ltd.

BACKGROUND

In 2016/17 the City included \$160,000 in the budget for replacement of approximately 300m of watermain on 10 Ave NE. A design was completed and engineering estimate significantly exceeded the project budget, as a result project was not constructed. In 2018 the budget/scope was scaled back to \$60,000 with the anticipation that City Utilities Department would complete a portion in house if time permitted, unfortunately nothing was completed in 2018.

2019 approved budget included \$135,000 for this project and staff reviewed feasibility of directional drilled installation as opposed to typical open cut trench and have confirmed significant savings. The City Utilities Department anticipates completing this water project utilizing directional drilling contractor which significantly reduces the amount of excavation and construction involvement making this approach feasible.

10 Ave NE is also included in the City's paving program and is expected to be resurfaced once the watermain is replaced, the 2019 paving program could facilitate this if completed this year.

10 AVE NE WATERMAIN UPGRADE PROJECT
 MATERIAL SUPPLY AWARD & DRILLING SERVICES AWARD
 Page 2

Directional Drilling is a specialized service with very few drilling companies that are certified to fuse PVC pipe as most utilize High Density Polyethylene (HDPE) pipe most commonly used in the oil and gas industry. Staff have made every effort including searching the Canadian Trenchless Industry Directory for competitive drilling prices. Most of the drilling contractors listed were Alberta and Ontario based and none that we were able to contact were certified to fuse PVC pipe. Unfortunately we were only able to acquire one quote for drilling services from a local Salmon Arm company. Iron Man Directional Drilling, have quoted a price of \$128 per lineal metre inclusive of fusing and pressure testing.

A request for quotes was issued to four (4) material suppliers. The following results include the original quote amount and extended quantities to complete the full 680 metre length:

Company	Original Quote Amount (400 metre length)	Quote Units Extended (680 metre length)
	(excluding applicable taxes)	
EMCO Corporation – Kelowna Branch	\$ 40,195.89	\$ 58,938.80
Andrew Sheret Ltd. – Salmon Arm	\$ 42,635.44	\$ 63,345.68
Wolseley Canada Inc. – Kelowna	\$ 42,723.18	\$ 63,176.48
Corix Water Products LP – Vernon	\$ 42,968.60	\$ 63,006.26

2019 Budget:

The proposed budget for the full watermain replacement project is as follows:


Work Scope	Total Budget
Materials – EMCO Corporation	\$ 60,000.00
Directional Drilling – Iron Man Directional Drilling	\$ 87,000.00
Tie-ins, Services etc. – City Utilities Work	\$ 30,000.00
Total	\$ 177,000.00

STAFF COMMENTS

Iron Man Directional Drilling have worked successfully with the City on other directional drilling projects. Staff recommend moving forward with the full 680 metre length watermain replacement from 51st Street NE to 60th Street NE. As such a budget increase is required to facilitate the full length project.

Iron Man Directional Drilling has indicated they are currently scheduling 6-8 weeks from time of award. EMCO has confirmed materials are readily available shipping from Edmonton.

Respectfully submitted,


 Robert Niewenhuizen, ASCT
 Director of Engineering and Public Works



IGHWAY 97B



10 Avenue NE - watermain Replacement

25
Meters

Item 8.6

CITY OF SALMON ARM

Date: April 8, 2019

Moved: Councillor

Seconded: Councillor

THAT: the afternoon portion of the Regular Council meeting of May 27, 2019 be held at the Salmon Arm Secondary Sullivan Campus in the theatre.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF
SALMON ARM

TO: His Worship Mayor Harrison and Council

DATE: April 4, 2019

SUBJECT: Afternoon portion of Regular Council Meeting at Salmon Arm Secondary on May 27, 2019

MOTION FOR CONSIDERATION:

THAT: the afternoon portion of the Regular Council meeting of May 27, 2019 be held at the Salmon Arm Secondary Sullivan Campus in the theatre.

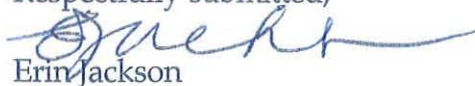
BACKGROUND:

From time to time, City of Salmon Arm Council meetings are held within the community at locations outside of City Hall. Previous off-site meetings include Victory Hall in Canoe, Salmon Arm Secondary School, RJ Haney Heritage Village and Museum and Okanagan Regional Library. These meetings afford additional opportunities for attendance and public participation.

The students of the Salmon Arm Secondary Youth Council have requested that the afternoon portion of the May 27, 2019 Regular Council meeting be held in the theatre at the Sullivan campus of Salmon Arm Secondary. If Council chooses to conduct the meeting at this location it will be advertised in the newspaper, on the City's website and social media and posted in the lobby, to ensure that the public is provided with adequate notice.

It is recommended that the evening portion of the Regular Council Meeting of May 27, 2019 be held in Council Chambers at City Hall.

Respectfully submitted,



Erin Jackson

Director of Corporate Services

Item 9.1

CITY OF SALMON ARM

Date: April 8, 2019

Moved: Councillor

Seconded: Councillor

THAT: the following bylaws be read a first, second and third time:

- a) City of Salmon Arm 2018 - 2022 Financial Plan Bylaw No. 4312;
- b) City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4313;
- c) City of Salmon Arm Police Protection Vehicle and Equipment Reserve Fund Expenditure Bylaw No. 4314;
- d) City of Salmon Arm Fire Protection Emergency Apparatus Reserve Fund Expenditure Bylaw No. 4315;
- e) City of Salmon Arm General Capital Reserve Fund Expenditure Bylaw No. 4316;
- f) City of Salmon Arm Development Cost Charge Drainage Reserve Fund Expenditure Bylaw No. 4317;
- g) City of Salmon Arm Development Cost Charge Road Reserve Fund Expenditure Bylaw No. 4318;
- h) City of Salmon Arm Development Cost Charge Water Reserve Fund Expenditure Bylaw No. 4319;
- i) City of Salmon Arm Development Cost Charge Sewer Reserve Fund Expenditure Bylaw No. 4320; and
- j) City of Salmon Arm Cemetery Columbarium Reserve Fund Expenditure Amendment Bylaw No. 4321.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF
SALMON ARM

Date: March 12, 2019
To: Mayor Harrison and Members of Council
From: Chelsea Van de Cappelle, Chief Financial Officer
Subject: 2018 Final Budget

Recommendation:

- That: Bylaw No. 4312 cited as “City of Salmon Arm 2018 to 2022 Financial Plan Amendment Bylaw No. 4312” be given 3 readings;
- And That: Bylaw No. 4313 cited as “City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4313” be given 3 readings;
- And That: Bylaw No. 4314 cited as “City of Salmon Arm Police Protection Vehicle and Equipment Reserve Fund Expenditure Bylaw No. 4314” be given 3 readings;
- And That: Bylaw No. 4315 cited as “City of Salmon Arm Police Fire Protection Emergency Apparatus Reserve Fund Expenditure Bylaw No. 4315” be given 3 readings;
- And That: Bylaw No. 4316 cited as “City of Salmon Arm General Capital Reserve Fund Expenditure Bylaw No. 4316” be given 3 readings;
- And That: Bylaw No. 4317 cited as “City of Salmon Arm Development Cost Charge Drainage Reserve Fund Expenditure Bylaw No. 4317” be given 3 readings;
- And That: Bylaw No. 4318 cited as “City of Salmon Arm Development Cost Charge Road Reserve Fund Expenditure Bylaw No. 4318” be given 3 readings;
- And That: Bylaw No. 4319 cited as “City of Salmon Arm Development Cost Charge Water Reserve Fund Expenditure Bylaw No. 4319” be given 3 readings;
- And That: Bylaw No. 4320 cited as “City of Salmon Arm Development Cost Charge Sewer Reserve Fund Expenditure Bylaw No. 4320” be given 3 readings;
- And Further
That: Bylaw No. 4321 cited as “City of Salmon Arm Cemetery Columbarium Reserve Fund Expenditure Amendment Bylaw No. 4321” be given 3 readings.

Mayor Harrison and Members of Council
2018 Final Budget

Background:

) The 2018 Final Budget requires amendments to reflect Council resolutions and to redirect allocations between budget accounts.

General Fund:

Revenue

Property Taxes – Decrease (\$10,000.00)

Attributed to supplemental assessment changes received during the year (i.e. assessment appeals – largely attributed to Board of Education School District No. 83 and a number of smaller value changes).

Municipal Regional District Tax – Increase \$52,100.00

To reflect actual. Offsets with expenditure for same.

Fire

Sale of Fixed Assets – Decrease (\$12,500.00)

To reflect actual.

Transportation Services

Custom Work – Increase - \$31,000.00

Attributed to work completed by City crews where cost is recoverable. Offsets with increase in expenditures (i.e. Roads, Drainage and Sidewalk Extensions/Replacements).

Storm Sewer Connections – Increase \$121,900.00

To reflect actual. Offsets with increase in expenditures.

Fixed Asset Disposal – Increase \$30,500.00

To reflect actual. Attributed to the disposition of three pieces of equipment approved by Council and proceeds from the settlement on Unit No. 46.

Transit – Revenue – Decrease (\$3,000.00)

To reflect actual.

Transit – Passes – Increase \$4,000.00

To reflect actual.

Transit – ALIB – Increase \$3,000.00

To reflect actual.

Airport Services

Gas and Oil Sales – Increase \$30,000.00

To reflect actual. Offsets with costs of fuel and oil with net savings redirected to the Airport - Snow Removal Reserve.

Mayor Harrison and Members of Council
2018 Final Budget

Environmental Services

Solid Waste and Recycling Program – Increase \$10,805.00

Analyzed and reallocated actual expenses; and balanced with user fees resulting in a transfer to the Solid Waste and Recycling Reserve of \$36,445.00.

Recreation and Cultural Services

Shaw Centre

Contracted Services – Decrease (\$8,350.00)

To reflect actual. Offsets with decrease in expenditures for same.

SASCU Recreation Centre

Contract Services – Decrease (\$40,540.00)

To reflect actual. Offsets with decrease in expenditures for same.

General Government Services

Taxation Penalties – Decrease (\$30,000.00)

To reflect actual – collection taxation rate decreased from 95.08% to 94.59% resulting in more penalties levied, however this was offset by a reduction in penalties as a result of a change to the payment acceptance date for bank remittances.

Interest – MFA – Net Increase \$26,000.00

To reflect actual. Interest rate utilized in budget estimates understated.

Climate Action Revenue – Carbon Tax - Increase \$55,000.00

Provision for carbon tax rebate. Redirected to Reserve for same.

Other Revenue – City Hall Flood – Decrease (\$5,750.00)

To reflect actual. Budget was duplicated in error. Offsets with transfer to Civic Building – Carpet Replacement reserve.

Building Permit Revenue – Decrease (\$55,000.00)

To reflect actual.

Plumbing Permits – Increase \$15,000.00

To reflect actual.

Law Enforcement – Traffic Fines – Decrease (\$5,000.00)

To reflect actual.

Planning and Development Applications – Increase \$5,000.00

To reflect actual.

Mayor Harrison and Members of Council
2018 Final Budget

SASCU Recreation Centre

Other Grant (2017 Wages Inc. Retained by SAS) – Decrease (\$25,000.00)

To redirect funding to actual. Offsets with increase in transfer from Recreation Centre – Operating Reserve for same.

Small Communities Protection Grant – Decrease (\$9,000.00)

To reflect actual. Grant based on previous year's traffic fines and City's related police protection expenditures.

Conditional Transfer – Other – Decrease (\$18,000.00)

To reflect actual. Emergency Management BC recovery for 2017 Flood.

Reserves

Transfer From Reserve For Unexpended – Increase \$41,410.00

Attributed to prior year capital projects that were completed under budget. Redirected to reserve for 20 Avenue Intersection Realignment and Alexander Street Sidewalk, Curb and Gutter.

Transfer From Reserve – General - Canada 150 Celebrations – Net Decrease (\$32,500.00)

To reflect remaining funds associated with 2018 celebrations (\$10,000.00) and carry forward projects - Gallery 150 & Merchandise (\$5,000.00) and Art Gallery Map of Canada (\$17,500.00).

Transfer From Reserve – Labour Relations – Decrease (\$50,000.00)

To reflect actual. Offsets with expenditure for same.

Transfer From Reserve – Parks – Cultural Master Plan – Decrease (\$5,000.00)

Project carried forward to 2019.

Transfer From Reserve – Website Upgrade – Decrease (\$12,000.00)

To reflect actual. Offsets with Technologies - Consulting expenditure.

Transfer From Reserve – Strategic Wildfire Plan – Decrease (\$15,000.00)

Project carried forward to 2019. Offsets with expenditure for same.

Transfer from Police Operating Reserve – Decrease (\$87,300.00)

To eliminate transfer as expenditure for same under budget.

Transfer From Reserve – Airport – Lighting – Net Decrease (\$42,400.00)

To reflect funding required. Fuel monitoring assessment is no longer needed, GPS & WAAS Instrument Protocol assessment is underway with remaining expenses carried forward, Safety Management System Review/Update has been carried forward, and Threshold Lighting is complete. Associated expenditures have been reduced by same.

Transfer From Reserve – Airport – Snow Removal – Decrease (\$10,000.00)

To reflect actual. Offsets with expenditure for same.

Mayor Harrison and Members of Council
2018 Final Budget

Transfer From Reserve – Airport – Major Maintenance – Decrease (\$25,000.00)

Terminal Building Major Repairs have been carried forward, expenditure has been reduced by same.

Transfer From Reserve – Recreation Centre Operating – Decrease (\$59,000.00)

Net effect of correcting a budget transfer from the Recreation Centre to the Shaw Centre for the Ventilation System (decrease \$30,000.00), carrying forward a portion of funding for the Pool Assessment (decrease \$29,000.00), redirecting funding from Other Grant revenue (increase \$25,000.00) and then eliminating this transfer from reserve (decrease \$25,000.00) due to operating cost savings per below.

Transfer From Reserve – Wharf Major Maintenance – Decrease (\$10,000.00)

To reflect actual. Offsets with expenditure for same.

Expenditures

General Government

Civic Building Maintenance – Increase \$7,500.00

To reflect actual. Increase attributed to replacement of a heat pump in the HVAC system and a hot water tank.

Salaries and Benefits – Increase \$3,500.00

Attributed to vacation accruals at yearend as a result of vacation carry forward.

Other Pay – Decrease (\$5,915.00)

As resolved by Council – To reflect actual. Redirected, in part, to Salaries and Benefits above.

Postage – Decrease (\$11,500.00)

To reflect actual.

Advertising – Decrease (\$8,000.00)

To reflect actual.

Legal Fees – Decrease (\$45,000.00)

To reflect actual. Redirected to Legal Fee Reserve for same.

Office Supplies – Decrease (\$8,500.00)

To reflect actual.

Communications – RSU – Decrease (\$7,500.00)

To reflect actual.

Conferences – Decrease (\$4,000.00)

To reflect actual.

Labour Relations – Contracted Services – Decrease (\$83,000.00)

To reflect actual. \$50,000.00 offsets with transfer from Labour Relations Reserve for same.

Mayor Harrison and Members of Council
2018 Final Budget

Employee Assistance Plan – Decrease (\$5,500.00)

As resolved by Council. To reflect actual.

Investigations - Interviews – Decrease (\$35,000.00)

To reflect actual.

Safety Program

Safety Officer - Wages and Benefits – Decrease (\$16,500.00)

To reflect actual.

Safety Training – Net Decrease (\$4,000.00)

To reflect actual.

Conferences – Decrease (\$3,000.00)

To reflect actual.

Technologies

Consulting Service – Decrease (\$20,000.00)

To reflect actual. Budget increased in 2018 for website redesign (\$12,000.00) funded from reserve. These funds were not required, thus \$12,000.00 of the noted decrease is offset with a reduced transfer from the Website Upgrade Reserve for same. Remaining savings were redirected to Communications - Fibre/Internet Costs noted below.

Computer Supplies – Decrease (\$3,500.00)

To reflect actual.

Communications – Fibre/Internet Costs – Increase \$13,475.00

To reflect actual. Attributed to costs for hardware, installation and configuration of new internet contract, which were missed in the original budget request. In part, offset by savings in Consulting Service noted above.

GIS – Wages & Benefits – Increase \$12,000.00

To reflect reallocation of wages and benefits for IT support for RCMP Court Liaison.

Printers - Decrease (\$2,400.00)

To reflect actual.

Civic Building – Natural Gas Upsizing Generator – Decrease (\$10,000.00)

It was determined that this upsizing generator was no longer required. Redirected to reserve for Caseware software.

Professional Development – Decrease (\$3,000.00)

To reflect actual.

Mayor Harrison and Members of Council
2018 Final Budget

Insurance – Claims – Net Increase \$19,500.00
Attributed to City Hall Flood, deductibles and property damage.

IRMC – Issues – Decrease (\$9,000.00)
To reflect actual.

Grants – Syrian Refugee Transit Passes – Increase \$1,580.00
As resolved by Council.

Fire Protection Services

Fire Department Administration - Wages and Benefits – Increase \$41,000.00
Attributed to a miscommunication in use of temporary labour while covering for several vacant positions.

Fire Investigation and Prevention

Wages & Benefits – Decrease (\$41,000.00)
To reflect actual. Redirected to increase in Fire Department Administrative wages and benefits above.

Building Inspection Services

Legal Fees – Decrease (\$5,000.00)
To reflect actual.

Police Protection

RCMP Detachment Maintenance – Net Increase \$2,600.00
To reflect actual. Higher than anticipated expenses.

RCMP – Steno – Wages and Benefits – Decrease (\$58,000.00)

To reflect employee vacancy and new employees at lower rate of pay. Redirected to Drainage Reserve.

RCMP – Court Liaison/IT - Wages and Benefits – Decrease (\$12,000.00)

To reflect reallocation of wages and benefits, offsets with increase to IT support for same.

Auxiliary Police – Decrease (\$3,000.00)

To reflect actual. Redirected to Police Special Investigations Reserve.

RCMP Police Force – Decrease (\$149,000.00)

To reflect E Division credit adjustment and savings as a result of vacancies at the Salmon Arm Detachment. Eliminated transfer from reserve as “E” Division billings below allocation (\$87,300.00). Balance redirected to Police Operating Reserve to offset future costs related to RCMP retroactive wages estimated by “E” Division to be \$169,100.00 (\$8,900 per member).

Prisoner Costs – Increase \$8,000.00

To reflect actual. This is a very difficult line item to project as it is based on the number of Provincial, Federal and municipal prisoners held in the local detachment. Consequently, it varies from year to year.

Mayor Harrison and Members of Council
2018 Final Budget

DNA Analysis – Decrease (\$4,500.00)

To reflect actual. Redirected to Police Special Investigations Reserve.

Emergency Power Design – Decrease (\$6,800.00)

To reflect actual. Design is complete and under-budget. Redirected to Police Special Investigations Reserve.

Building – Window Tint – Decrease (\$5,000.00)

Double blinds were installed; as a result the window tint is no longer required.

Building – Blinds – Decrease (\$5,800.00)

To reflect actual. Redirected to Police Special Investigations Reserve.

Law Enforcement Services

Bylaw Infractions – Decrease (\$3,000.00)

To reflect actual.

Other – Decrease (\$350.00)

To reflect actual

Emergency Services

Strategic Wildfire Plan – Decrease (\$15,000.00)

To reflect actual. Project carried forward to 2019.

Transportation Services

Common Services, Administration and Engineering – Net Decrease (\$97,500.00)

To reflect actual. In part, attributed to position vacancies. Redirected to the Underpass Reserve.

Machinery and Equipment – Net Change – Zero

To adjust expenditures and associated revenue for charge-out to City functions. More significant overages are summarized below:

Unit No. 32 – 2011 Dodge Ram 5500 Dump and Plow – Increase \$10,360.00

Largely attributed to costs associated with a transmission repair.

Unit No. 63 – 2007 International Tandem Dump – Increase \$26,485.00

The usage of this unit was increased significantly and as a result o & m is up proportionately – while fuel consumption has increased proportionately with increased usage, the original budget allocation was understated. Other unanticipated costs included a head gasket replacement, oil pan replacement, spring packs and turbo repair.

Mayor Harrison and Members of Council
2018 Final Budget

Unit No. 64 – 2015 Freightliner Dump and Plow – Increase \$17,485.00

The usage of this unit was increased significantly and as a result o & m is up proportionately – while fuel consumption has increased proportionately with increased usage, the original budget allocation was understated. Other unanticipated costs included a new hydraulic pump, spring packs and auger drive motor repair.

Unit No. 79 – 2007 Volvo Loader – Increase \$9,960.00

Attributed to costs associated with turbo and ride control system repairs.

Dust Abatement – Decrease (\$17,475.00)

This past year a new procedure was utilized in creating the dust abatement mixture which proved to save costs on materials. The intent is to continue this practice and apply the applications more frequently.

Crack Seal Maintenance – Decrease (\$6,355.00)

To reflect actual.

Road Allowances Maintenance – Decrease (\$16,800.00)

Attributed to scheduling constraints with the start up of winter operations. Staff ran out of time to complete further maintenance.

Sidewalks – Repairs and Maintenance – Decrease (\$16,600.00)

Largely attributed to fewer requests and complaints for replacement and repairs.

Extensions and Replacements – Increase \$20,200.00

To reflect actual. Attributed to work completed by City crews where cost is recoverable. Offsets with increased revenue (i.e. Custom Work).

Flood Control – Increase \$11,820.00

To reflect actual. Attributed to 2018 freshet mitigation measures at Canoe Beach and the Water Treatment Plant.

Service Connections – Increase \$98,395.00

To reflect actual. Attributed to work completed by City crews where cost is recoverable. Offsets with increased revenue (i.e. Storm Sewer Connections).

Storm Sewer Maintenance – Increase \$14,500.00

Attributed to an increase in drainage issues due to the spring freshet, number of significant storm events and roots blocking pipes.

Catch Basin Maintenance – Decrease (\$8,850.00)

To reflect actual. Reduced number of catch basin repairs required in 2018.

Drainage – Extensions & Replacements – Decrease (\$6,825.00)

To reflect actual. Attributed to savings from identified projects.

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Street Cleaning & Flushing – Increase \$9,000.00

) The City's Sweeper broke-down during spring clean-up, resulting in the use of an additional contractor to complete the work required.

Ice and Snow Removal & Sanding – Decrease (\$75,500.00)

To reflect actual. Attributed to reduced number and severity of snow events at the end of 2018. Redirected to Ice and Snow Control Reserve.

Sidewalk Snow Removal/Sanding – Decrease (\$4,500.00)

To reflect actual. Redirected to Ice and Snow Control Reserve.

Vandalism – Decrease (\$10,740.00)

To reflect actual.

R.R. Grade Crossings – Decrease (\$10,310.00)

To reflect actual. No grade crossing maintenance was required in 2018.

Overhead Lighting – Increase \$30,500.00

Attributed to energy costs.

Ornamental Overhead Lighting – Increase \$25,265.00

Attributed to energy costs.

Ornamental Lighting – Pole Refurbishment – Decrease (\$15,025.00)

Due to staffing transitions at public works, this program was unable to start. It is expected that the program will be operational in 2019.

Decorative Lighting – Decrease (\$4,170.00)

To reflect actual.

Traffic & Crosswalk Markings – Decrease (\$5,300.00)

To reflect actual.

Traffic Sign Maintenance – Decrease (\$4,400.00)

To reflect actual.

Transit System – Decrease (\$7,000.00)

To reflect actual.

Transit Shelters Maintenance – Decrease (\$15,675.00)

Attributed to a transit shelter not being installed due to the availability of product.

At-Grade Crossing Assessment – Increase \$3,100.00

To reflect remaining costs of project invoiced after the 2017 year-end.

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Outfall Rehabilitation/Cleaning – Decrease (\$6,100.00)

Rehabilitation work was completed quicker and easier than was first anticipated. Redirected to reserve for same.

Agricultural Ditch Maintenance – Decrease (\$21,600.00)

Anticipated work was delayed as a result of a late meeting with a qualified environmental professional and weather. Redirected to reserve for same.

Restoration of Gravel Road Structure – Decrease (\$23,600.00)

Weather prevented the program from being completed. Redirected to reserve for 60 St NW – Culvert Design.

Brushing Program – Decrease (\$7,300.00)

To reflect actual. Redirected to reserve for 60 St NW – Culvert Design.

Rainbow Crosswalk – Decrease (\$6,000.00)

To reflect actual. Redirected to reserve for 60 St NW – Culvert Design.

Downtown Parking

Inner Core Parking Lot Maintenance – Increase \$7,000.00

To reflect amount due to Lessor for parking revenue collected due to Ticket Spitter in the Inner Core Lot. Increase is offset by reduced maintenance costs for same.

Downtown Parking Lot Maintenance & Equipment – Net Decrease (\$7,000.00)

To reflect actual. Redirected to Inner Core Parking Lot above.

Airport Services

Fuel and Oil – Cost of Sales – Increase \$23,000.00

To reflect actual. Offsets with fuel and oil sales.

Grounds Maintenance – Decrease (\$5,800.00)

To reflect less required grounds maintenance as per the Airport Manager. Redirected to Airport – Major Maintenance Reserve.

Snow Removal – Decrease (\$10,000.00)

To reflect actual. Attributed to reduced number and severity of snow events at the end of 2018. Offsets with transfer from Snow Removal Reserve for same.

Terminal Building Maintenance – Decrease (\$12,500.00)

To reflect actual. Minimum maintenance undertaken in 2018. Redirected to Airport – Lighting Reserve.

Equipment Storage Shed – Maintenance – Decrease (\$4,300.00)

Minimum maintenance undertaken in 2018 as the life of the building is under review. Redirected to Airport – Major Maintenance Reserve.

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Tree Encroachment Maintenance – Decrease (\$146,550.00)

Project to be completed in 2019. Redirected to Airport – Tree Encroachment Reserve for same.

Hazard Beacon Maintenance – Decrease (\$5,000.00)

Hazard Beacons did not require maintenance in 2018. Redirected to Airport – Major Maintenance Reserve.

Navigational Equipment Maintenance – Decrease (\$5,500.00)

Equipment did not require maintenance in 2018, the Automated Weather Observing System (AWOS) is scheduled to be replaced in 2019. Redirected to Airport – Major Maintenance Reserve.

Fueling System Maintenance – Decrease (\$3,500.00)

To reflect actual. Redirected to Airport – Lighting Reserve.

Wildlife Management System Update – Decrease (\$4,200.00)

To reflect actual, costs lower than anticipated. Redirected to Airport – Major Maintenance Reserve.

Fuel Monitoring Assessment – Decrease (\$1,000.00)

No longer required. Offsets with reduced transfer from Airport Lighting Reserve for same.

GPS & WAAS Instrument Protocol Assessment – Decrease (\$27,400.00)

To reflect actual expenses to date. Remaining costs of project have been carried forward and transfer from Lighting Reserve has been reduced by same.

Safety Management System – Review/Update – Decrease (\$2,500.00)

Project has been carried forward and transfer from Airport Lighting Reserve has been reduced by same.

Terminal Building – Major Repairs – Decrease (\$25,000.00)

Project has been carried forward and transfer from Airport Major Maintenance Reserve has been reduced by same.

Threshold Lighting – Decrease (\$11,500.00)

To reflect actual. Transfer from Airport Lighting Reserve has been reduced by same.

Fencing – Decrease (\$9,900.00)

To reflect actual expenses to date. Remaining costs of project have been carried forward and transfer to Airport Major Maintenance Reserve has been increased by same.

Jet Sand Storage – Decrease (\$2,000.00)

Project has been carried forward and transfer to Airport Major Maintenance Reserve has been increased by same.

Environmental Health Services

Access Awareness – Decrease (\$11,625.00)

To reflect actual.

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Solid Waste and Recycling Program – Decrease (\$25,640.00)

Analyzed and reallocated actual expenses; and balanced with user fees resulting in a transfer to the Solid Waste and Recycling Reserve.

Recycling – Downtown Collection – Contracted – Decrease (\$3,700.00)

Contracted costs were less than anticipated.

Cemetery Services

Maintenance (Mt. Ida) – Net Decrease (\$16,340.00)

To reflect actual. Redirected to Drainage Reserve.

Maintenance (Shuswap Memorial) - Net Decrease (\$23,400.00)

To reflect actual. Redirected to Future Expenditure Reserve.

Planning and Development Services

Administration – Net Change – Decrease (\$47,750.00)

Largely attributed to vacancies in planning department and decreased use of consultants in 2018.

Community Development

Economic Development Society – Decrease (\$5,000.00)

To reflect actual. Budget allocation overstated.

Municipal Regional District Tax – Increase (\$52,100.00)

To reflect actual. Offsets with revenue for same.

Recreation and Cultural Services

Shaw Centre – Operating– Decrease (\$60,000.00)

To reflect actual. Attributed to increased ice rentals, special events and revenues from the Shuswap Memorial Arena. Redirected to Recreational Amenities Reserve.

Shaw Centre – Contracted Services – Decrease (\$8,350.00)

To reflect actual. Offsets with revenue for same.

Parks Services

Administration – Decrease (\$32,780.00)

Largely attributed to employee vacancy and new employees at lower rate of pay. Savings have been redirected to Wages and Benefits, Debt Retirement and Law Courts Reserves.

Park and Facility Maintenance – Net Decrease (\$136,905.00)

Various increases and decreases throughout section. Savings have been redirected to Wages and Benefits, Debt Retirement and Law Courts Reserves. The more notable changes are as follows:

Fall Fairgrounds Maintenance – Net Decrease (\$6,450.00)

Savings as a result of utilizing City staff to mow.

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Fletcher Park Maintenance – Decrease (\$8,610.00)

Due to a wet spring, aeration and thatching were not completed.

Ready's Forest Trail Maintenance – Decrease (\$14,000.00)

Costs to remove dangerous trees were lower than anticipated.

McGuire Lake Park Maintenance – Decrease (\$7,150.00)

Due to a wet spring, aeration and thatching were not completed.

Little Mountain Sports – Decrease (\$18,900.00)

Due to a wet spring, aeration and top dressing were not completed.

Central Business District – Decrease (\$7,975.00)

Due to weather conditions, the irrigation point of connection on Ross Street was not replaced.

TCH East Maintenance – Decrease (\$6,200.00)

To reflect actual. Attributed to less than anticipated maintenance.

Other Park Maintenance – Decrease (\$6,340.00)

Due to a wet spring, aeration and thatching were not completed.

Special Events – Increase \$10,700.00

Significantly more events are resulting in additional work associated with City crews (i.e. Roots and Blues, Canada Day Festival, Pride Gathering, etc.). There is an increased trend in the number of community sponsored events that crews are expected to do in-kind work for (i.e. Halloween Treat Trail, Remembrance Day, Cycle Cross Races (Klahani Park), Town Centre Christmas Setup, etc.).

Ross Street Plaza – Decrease (\$5,620.00)

Attributed to the reallocation of vandalism related maintenance to a dedicated parks vandalism account.

City Hall/Courthouse Facility Maintenance – Decrease (\$6,575.00)

Due to a wet spring, aeration and thatching were not completed.

TCH West Maintenance – Decrease (\$7,405.00)

As a result of the impending TCH West Project, no mowing was completed in 2018.

Parks Boulevards – Decrease (\$7,420.00)

Due to a wet spring, aeration and thatching were not completed.

Klahani Park – Increase \$8,100.00

To reflect actual. Attributed to higher park usage and installation of water meter.

Canoe Beach Rental Lots – Decrease (\$7,500.00)

To reflect actual. No costs associated with demolition or lot maintenance in 2018.

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SAGA Building Maintenance – Decrease (\$11,735.00)

Decreased costs are the result of reduced watering and the removal of annual flowers.

Parks – Major Maintenance – Net Change Decrease (\$18,500.00)

Decreased costs are the result of the cancellation of an improvement to the Raven to Park Hill Trail and not requiring the full Trail Improvements construction budget. Savings have been redirected to Wages and Benefits, Debt Retirement and Law Courts Reserves

SASCU Recreation Centre

Recreation Centre - Operating – Decrease (\$70,500.00)

Attributed to decreased administration wages and benefits due to position vacancy. Eliminated transfer from reserve as below allocation (\$25,000.00). Savings in part have been reallocated to the Recreational Amenities Reserve.

Recreation Centre – Contracted Services – Decrease (\$40,540.00)

To reflect actual. Offsets with revenue for same.

Recreation Centre – Pool Assessment – Decrease (\$29,000.00)

Project is on-going and will be completed in 2019. Transfer in from reserve has been reduced by same.

Wharf

Wharf Maintenance – Decrease (\$8,575.00)

Attributed to capital upgrades to the access ramp which resulted in a reduction of the annual maintenance required.

Wharf Vandalism – Decrease (\$4,030.00)

To reflect actual.

Canada 150 Celebrations – Decrease (\$10,000.00)

To reflect actual. Transfer in from Canada 150 Reserve has been reduced by same.

Cultural Master Plan – Decrease (\$20,000.00)

To reflect actual. Project carried forward and transferred to reserve for same.

Gallery 150 & Merchandise – Decrease (\$5,000.00)

To reflect actual. Project carried forward and transfer in from Canada 150 Reserve has been reduced by same.

Art Gallery – Map of Canada – Decrease (\$17,500.00)

To reflect actual. Project carried forward and transfer in from Canada 150 Reserve has been reduced by same.

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RCMP Musical Ride-- Decrease (\$13,000.00)

To reflect actual. Redirected to reserve for 20 Avenue Intersection Realignment and Alexander Street Sidewalk, Curb and Gutter.

Fiscal Services

Interest – Net Increase \$4,500.00

To reflect actual.

Capital

General

Property Acquisition – Decrease (410,000.00)

Additional funding sources did not materialize in 2018. Funding reallocated to reserve for same.

Fire

Radios – Increase \$2,200.00

Provision for replacement of a radio headset base due to failure. Funded from Radio and Pager Replacement Reserve.

Transportation Services

30 St and 9 Ave NE – Intersection Design – Decrease (\$16,000.00)

As resolved by Council. Redirected to 10 Ave NW Culvert Upgrade.

8 Avenue Se – Road Widening – Decrease (\$28,000.00)

As resolved by Council. Redirected to 10 Ave NW Culvert Upgrade.

Narcisse Street and Beatty Ave Intersection - Increase \$5,000.00

Increased costs associated with design changes and adding to the scope of the work (i.e. sidewalk gravels). Funded from unexpended reserve as a result of projects being completed under budget that were carried forward from the prior year.

10 Avenue NW – Culvert Upgrade - Increase \$66,000.00

As resolved by Council. Redirected funding from 30 Street and 9 Ave NE Intersection Design, 8 Ave SE Road Widening and the Drainage Reserve.

10 Street SW (1500 – 1300 Block – Sidewalk, Curb & Gutter - Increase \$8,800.00

As resolved by Council. Funded from redirected Community Works Funding.

20 Avenue SE (18 St - 20 St) – Sidewalk, Curb & Gutter - Increase \$10,800.00

As resolved by Council. Funded from redirected Community Works Funding.

Tractor – Unit No. 61 - Increase \$25,000.00

As resolved by Council. Redirected funding from Equipment Replacement Reserve for the Double Drum Roller. Project has been completed and additional costs did not materialize. As a result, savings will remain within the Equipment Replacement Reserve.

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Double Drum Roller – Decrease (\$25,000.00)

As resolved by Council. Redirected funding from Equipment Replacement Reserve to Tractor Unit No. 61.

Brine Maker – Decrease (\$20,000.00)

To reflect actual. Equipment no longer required. Funding redirected to reserve for Public Works Inventory Storage Structure.

1 Ton Dump/Plow Repairs – Unit No. 78 – Decrease (\$10,000.00)

To reflect actual. Further investigation revealed that the repairs would not significantly benefit the operation of the vehicle. As a result, savings will remain within the Equipment Replacement Reserve.

Airport

Taxiway Charlie – Design – Increase \$35,000.00

As resolved by Council. Funded from the Community Works Fund.

Shaw Centre

Ventilation System – Increase \$30,000.00

As resolved by Council. Correction of a budget allocation from Recreation Centre Operating Reserve. Project funded by the Shaw Centre Major Maintenance Reserve.

Transfer to Reserves

Future Expenditure Reserve – Increase \$27,560.00

Provision for reserve for future expenditure. In part, redirected from Shuswap Memorial Cemetery operational savings.

General - Council Initiative – Net Decrease (\$13,400.00)

As resolved by Council, funded Syrian Refugee Transit Passes (\$1,580.00). Remaining funds (\$11,820.00) redirected to Reserve for Future Expenditure.

General - Law Courts Balloon Payment – Increase \$25,000.00

To provide for payment required to meet \$1,000,000.00 commitment in 2022. Redirected from savings in Parks Administration, Operating and Major Maintenance.

Environmental - Climate Action – Energy Initiatives Reserve – Increase \$55,000.00

Provision for carbon tax rebate.

General – Civic Building – Carpet Replacement – Decrease (\$5,000.00)

To reflect actual. Offsets in part with decrease in Other Revenue – City Hall Flood.

General - Wages and Benefits – Increase \$75,000.00

To reflect savings in various wage accounts due to reorganization, position vacancies and employees at lower rates of pay. Redirected from savings in Parks Administration, Operating and Major Maintenance.

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General – Recreation Amenities – Increase \$75,000.00

Provision for future recreation related capital expenditures including initiatives such as pool, tennis, track etc. Redirected from Shaw and SASCU Centre operating savings.

Legal Fees – Increase \$45,000.00

To reflect remaining dollars associated with 2018 legal expense.

General - Caseware – Increase \$10,000.00

Provision for a new accounting software program in 2019. Redirected from Civic Building Natural Gas Generator.

General – Debt Retirement – Increase \$85,000.00

Provision for debt pay downs in 2019 and 2021. Redirected from savings in Parks Administration, Operating and Major Maintenance.

General – Property Acquisition – Increase \$410,000.00

Provision for same. Additional funding sources did not materialize in 2018. Funding reallocated to reserve.

Environmental - Solid Waste and Recycling Program – Increase \$36,445.00

Program surplus transferred to reserve to offset future increases.

Fire Other – Increase \$100,000.00

To replenish reserve to provide for costs associated with various labour agreements and associated costs.

Police – Operating – Increase \$61,700.00

Provision for RCMP retroactive wages estimated by “E” Division to be \$169,100.00 (\$8,900 per member). Redirected from Police Force savings.

Police – Special Investigations – Increase \$20,000.00

Provision to account for increasing costs of investigations. Redirected from savings attributed to Auxiliary Police, DNA Analysis, Emergency Power Design and Building Blinds.

Transportation – 20 Ave/20 St Intersection Realignment – Increase \$25,000.00

Provision for future works in keeping with Debt Strategy and Capital Plan. Redirected from unexpended and RCMP Musical Ride.

Transportation - Outfall Rehabilitation/Cleaning – Increase \$6,100.00

Redirected from expenditure for same.

Transportation - Agricultural Ditching Reserve – Increase \$21,600.00

Redirected from expenditure for same.

Transportation – Ice and Snow Control – Increase \$80,000.00

Savings from 2018 ice and snow control o & m.

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Transportation - Drainage – Increase \$75,000.00

Provision to replenish reserve to provide for future drainage expenditures (i.e. spring freshet costs ect.).
Redirected from RCMP – Steno – Wages and Benefits and Mt. Ida Cemetery operating savings.

Transportation – Underpass Reserve – Increase \$100,000.00

Provision for additional funds for 2019 project. Original budget based on 90% design submission.
Redirected from Transportation Common Services, Administration and Engineering.

Transportation – TCH West Project (Road and Storm) – Increase \$87,450.00

Provision for future costs related to the TCH West – MoTI Project.

Transportation – 60 Street NW – Culvert Design – Increase \$35,000.00

Provision for 2019 capital project, originally removed from the proposed budget in an effort to minimize the tax increase. Redirected from savings from restoration of gravel road structure, brushing program and rainbow crosswalk.

Transportation – Alexander Street – Sidewalk, Curb & Gutter – Increase \$25,000.00

Provision for 2019 capital project, originally removed from the proposed budget in an effort to minimize the tax increase. Redirected from unexpended and RCMP Musical Ride.

Transportation – Public Works – Inventory Storage Structure – Increase \$20,000.00

Provision for 2019 capital project, originally removed from the proposed budget in an effort to minimize the tax increase. Redirected from capital - Brine Maker.

Transportation – Canoe Beach Road Rehabilitation – Increase \$30,000.00

Provision for same.

Downtown Parking (General) Reserve - Increase \$13,000.00

Provision for future works in keeping with Debt Strategy and Capital Plan.

Airport – Major Maintenance – Increase \$36,700.00

Provision for remaining work to be completed in 2019. Funding redirected from Airport – Fencing and Jet Sand Storage (\$11,900.00) and savings from various accounts noted above.

Airport – Lighting Reserve – Increase \$10,000.00

To reflect savings from airport o & m.

Airport - Marketing and Promotion Reserve – Increase \$6,000.00

As per Council policy. Provision for 2% of gas and oil sales to be transferred to the Marketing and Promotion Reserve.

Airport – Snow Removal Reserve – Increase \$7,000.00

To reflect net savings from fuel and oil sales.

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Airport – Tree Encroachment – Increase \$146,550.00

Provision for remaining work to be completed in 2019. Funding redirected from Airport – Tree Encroachment Maintenance.

Parks - Cultural Master Plan – Increase \$15,000.00

Provision to undertake project in 2019.

Water Fund:

Revenue

User Fees – Flat Rate - Increase \$24,000.00

To reflect actual. Redirected to Reserves.

User Fees – Metered Rate - Increase \$10,275.00

To reflect the ongoing conversion of accounts from flat rate to metered (i.e. commercial and strata's). Redirected to Reserves.

User Fees – Neskonlith Band - Decrease (\$7,560.00)

To reflect actual.

Water Connections – Increase \$160,600.00

To reflect actual. Offsets with expenditure for same (i.e. Service Connections).

Water Supply – Increase \$70,505.00

To reflect additional City facilities and parks being metered for water and additional use of domestic water supplies during the UV Disinfection System construction – significant increase attributed to Sewage Treatment Plant (i.e. approximately \$35,000.00). Redirected to Reserves.

Custom Work – Increase \$39,000.00

To reflect actual. Attributed to work completed by City crews where cost is recoverable.

Return on Investment – Increase \$15,500.00

To reflect actual. Interest rate utilized in budget estimates understated.

Expenditures

Wages and Benefits – Net Decrease (\$8,500.00)

To reflect actual.

Water Treatment Plant – Decrease (\$19,000.00)

Overall decrease is attributed to decrease in energy consumption (natural gas). Redirected to Reserves.

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Chlorination – Decrease (\$10,200.00)

Metford Dam was offline for a large portion of 2018 due to the spring freshet, reservoir cleaning and the construction of the Toe Berm. This resulted in a reduction of sodium hypo chloride required for disinfection treatment. Redirected to Reserves.

Service Connections – Increase \$160,000.00

To reflect actual, offsets with revenue for same.

Service Repair – Decrease (\$40,000.00)

Decrease attributed to fewer significant (and costly) water service breaks and repairs. Redirected to Reserves.

Extensions & Replacements – Decrease (\$4,800.00)

To reflect actual. Redirected to PLC Replacement (Radio Project).

Cross Connection Control Maintenance – Decrease (\$10,000.00)

Attributed to fewer required contract inspections. Redirected to Reserves.

Hydrant Maintenance Recoverable - Increase \$33,400.00

Attributed to increase in damaged hydrants by motor vehicles throughout the year. Costs are recoverable through ICBC and are offset in part with the increase to Custom Work.

Canoe Pump Station Maintenance – Increase \$38,000.00

With Metford Reservoir water production being at a minimum in 2018, there was an increase in the volume of water pumped from Canoe to meet City wide demands; resulting in higher energy costs.

Metford Dam Flood Inundation Study – Decrease (\$13,000.00)

As resolved by Council. Redirected to Metford Toe Berm project.

Zone 2 Pump Station – Feasibility Study – Decrease (\$45,000.00)

As resolved by Council. Redirected to Metford Toe Berm project.

Fiscal Services – Decrease (\$33,500.00)

Interest – To reflect a 2% reduction in interest costs on a long term debenture. Redirected to Reserves.

Transfer to Reserve for Future Expenditure – Increase \$2,120.00

To balance budget.

Transfer to Reserve for TCH West (MoTI Project) – Increase \$50,000.00

Provision for future contribution for capital upgrades west of town.

Transfer to Reserve for Canoe Beach Water Main– Increase \$50,000.00

Provision for future contribution for the replacement of the Canoe Beach Foreshore Water Main.

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Transfer to Water Major Maintenance Reserve Fund – Increase \$100,000.00

Provision for future capital upgrades to reduce borrowing implications.

Capital

Large Portable Generator – Decrease (\$17,000.00)

As resolved by Council. Redirected to Metford Toe Berm project.

Metford Dam – Toe Berm Construction – Increase \$75,000.00

As resolved by Council. Additional funding redirected from Metford Dam Flood Inundation Study, Zone 2 Pump Station Feasibility Study and the Large Portable Generator.

PLC Replacement (Radio Project) – Increase \$4,800.00

Additional funding required, redirected from Extensions & Replacements.

Sewer Fund:

Revenue

User Fees - Increase \$28,000.00

To reflect actual. Redirected to Reserve.

Metered Fees - Increase \$12,000.00

To reflect actual. Redirected to Reserve.

Service Connections – Increase \$83,000.00

To reflect actual. Offsets with expenditure (i.e. Service Connections).

Return on Investment – Increase \$15,000.00

To reflect actual. Interest rate utilized in budget estimates understated. Redirected to Reserve.

Transfer From Reserve For Unexpended – Increase \$30,000.00

Attributed to prior year capital projects that were completed under budget. Redirected to Reserve.

Expenditures

Wages and Benefits – Net Decrease (\$6,500.00)

To reflect actual.

Property Insurance – Increase \$5,500

To reflect increase to insurable assets. Redirected in part from Wages and Benefits – see above.

Manhole Maintenance - Decrease (\$6,200.00)

To reflect actual.

Main Repairs – Decrease (\$35,250.00)

Decrease attributed to fewer significant (and costly) sewer service breaks and repairs. Actual costs reflect annual preventative maintenance. Redirected to Reserve.

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Service Connections – Increase \$65,500.00

To reflect actual. Offsets with increased revenue.

Extensions and Replacements – Decrease (\$20,000.00)

To reflect actual. No unidentified issues in 2018. Redirected to Reserve.

Monitor and Testing – Increase \$7,000.00

Attributed to more in-house testing as a result of the UV Disinfection System Upgrade and new requirements under the Operational Certificate which doubled the testing frequency.

Biosolids Handling – Decrease (\$24,500.00)

To reflect actual. The cost of materials required to produce Biosolids are quite volatile, however in 2018 overall costs remained low. Redirected to Reserve.

Wastewater Pollution Control Centre Maintenance – Net Increase \$21,700.00

The WPCC reclaimed water system was offline for four months during the UV Disinfection System Upgrade, resulting in a significant increase in water charges. This increase was offset by continued reduced prices in chemicals. In addition, two operators obtained higher levels of certification resulting in increased pay rates. Redirected to Reserve.

Transfer to Reserve for PLC Replacement – Increase \$50,000.00

Provision for future capital upgrades.

Transfer to Reserve for Debenture Debt Bylaw No. 4051 – Increase \$23,000.00

To reflect interest earned.

Transfer to Sewer Major Maintenance Reserve – Increase \$197,750.00

Provision for future capital upgrades.

Capital

4 Ave SE (3 – 5 Street SW) – Decrease (\$60,000.00)

To reflect actual. Project no longer required.

PLC Replacement (Radio Upgrade) – Decrease (\$50,000.00)

To reflect actual. Redirected to PLC Replacement Reserve for same.

Respectfully Submitted,



Chelsea Van de Cappelle, CPA

Schedule "A" - Bylaw #4312

City of Salmon Arm

2018 - 2022 Financial Plan

	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Consolidated Revenues					
Property and MRDT Taxes - Net	\$18,028,860	\$18,932,740	\$ 19,311,395	\$ 19,697,623	\$ 20,091,575
Frontage & Parcel Taxes	3,313,300	3,367,800	3,435,156	3,503,859	3,573,936
Sales of Service	8,494,203	8,100,130	8,262,133	8,427,376	8,595,924
Revenue From Own Sources	2,755,750	3,333,050	3,399,711	3,467,705	3,537,059
Rentals	778,350	779,545	795,136	811,039	827,260
Federal Government Transfers	-	-	-	-	-
Provincial Government Transfers	606,850	373,100	380,562	388,173	395,936
Other Government Transfers	215,940	226,333	230,860	235,477	240,187
Transfer From Prior Year Surplus	685,780	579,400	590,988	602,808	614,864
Transfer From Reserve Accounts	1,660,377	900,095	918,097	936,459	955,188
Transfer From Reserve Funds	-	-	-	-	-
Total Consolidated Revenues	\$36,539,410	\$36,592,193	\$ 37,324,038	\$ 38,070,519	\$ 38,831,929
Consolidated Expenditures					
General Government Services	3,664,330	3,547,935	\$ 3,618,894	\$ 3,691,272	\$ 3,765,097
Protective Services	5,024,625	6,190,645	6,314,458	6,440,747	6,569,562
Transportation Services	5,229,145	5,431,330	5,539,957	5,650,756	5,763,771
Environmental Health Services	72,777	69,872	71,269	72,694	74,148
Environmental Development Service	2,509,255	3,153,645	3,216,718	3,281,052	3,346,673
Recreation and Cultural Services	4,050,310	4,469,185	4,558,569	4,649,740	4,742,735
Fiscal Services - Interest	1,464,738	1,346,843	1,373,780	1,401,256	1,429,281
Fiscal Services - Principal	1,149,705	1,316,705	1,343,039	1,369,900	1,397,298
Capital Expenditures	2,790,625	2,501,400	3,021,834	2,943,280	2,332,092
Transfer to Surplus	-	-	-	-	-
Transfer to Reserve Accounts	4,817,755	2,909,878	2,497,670	2,686,615	3,410,402
Transfer to Reserve Funds	1,279,230	1,111,855	1,134,092	1,156,774	1,179,909
Water Services	2,417,915	2,443,500	2,492,370	2,542,217	2,593,061
Sewer Services	2,069,000	2,099,400	2,141,388	2,184,216	2,227,900
Total Consolidated Expenditures	\$36,539,410	\$36,592,193	\$ 37,324,038	\$ 38,070,519	\$ 38,831,929

City of Salmon Arm

2018 - 2022 Financial Plan

Capital Projects

2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
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Finances Acquired

General Operating Fund	\$ 1,903,835	\$ 1,646,400	\$ 1,896,834	\$ 1,953,280	\$ 1,305,092
Water Operating Fund	541,510	547,500	450,000	490,000	500,000
Sewer Operating Fund	345,280	307,500	675,000	500,000	527,000
Federal Government Grants	1,276,475	2,901,500	-	-	-
Provincial Government Grants	1,501,475	2,996,500	-	-	-
Prior Year Surplus	315,000	56,000	-	510,000	-
Reserve Accounts	3,448,540	5,412,895	530,000	690,000	15,000
Reserve Funds	2,828,500	2,655,000	323,500	2,808,750	710,000
Development Cost Charges	945,000	334,000	2,125,000	2,307,500	3,335,000
Short Term Debt	835,000	55,000	-	-	-
Long Term Debt	-	5,820,000	-	-	-
Developer Contributions	241,122	1,177,000	40,000	40,000	44,000

Total Funding Sources

\$ 14,181,737	\$ 23,909,295	\$ 6,040,334	\$ 9,299,530	\$ 6,436,092
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Finances Applied

Transportation Infrastructure	\$ 6,347,142	\$ 17,420,195	\$ 3,979,500	\$ 4,222,000	\$ 3,622,000
Buildings	979,360	698,470	117,000	197,000	144,000
Land	-	720,000	-	-	-
IT Infrastructure	1,341,915	482,000	125,000	721,500	55,000
Machinery and Equipment	2,145,300	1,744,400	383,834	1,192,780	513,092
Vehicles	421,500	300,000	90,000	35,000	-
Parks Infrastructure	753,530	774,630	260,000	966,250	260,000
Utility Infrastructure	2,192,990	1,769,600	1,085,000	1,965,000	1,842,000

Total Capital Expense

\$ 14,181,737	\$ 23,909,295	\$ 6,040,334	\$ 9,299,530	\$ 6,436,092
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Departmental Summary:

2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
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General Government Services	\$ 870,105	\$ 875,970	\$ 108,500	\$ 193,500	\$ 122,500
Protective Services	1,241,340	509,000	145,000	805,000	140,000
Transportation Services	7,907,892	19,318,195	4,276,000	4,523,500	3,918,500
Environmental Health Services	72,660	73,660	12,500	2,500	2,500
Environmental Development Services	45,000	-	-	-	-
Recreation and Cultural Services	919,470	923,870	333,334	1,235,030	335,592
Water Services	1,426,990	1,003,100	490,000	2,040,000	1,390,000
Sewer Services	1,698,280	1,205,500	675,000	500,000	527,000
Total by Department	\$ 14,181,737	\$ 23,909,295	\$ 6,040,334	\$ 9,299,530	\$ 6,436,092

Schedule "B" – Bylaw #4312
2018 Revenue Policy Disclosure

1. Table One (1) reflects the proportion of total revenue proposed to be raised from each funding source in 2018. 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 velorum 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, Cemetery 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 #4312
2018 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	47.39%	51.79%
Parcel Taxes	8.71%	9.52%
User Fees, Charges and Interest Income	31.61%	34.55%
Other Sources	10.10%	1.74%
Proceeds From Borrowing	2.19%	2.40%
	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 from Class 5 (Light Industry) to 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 #4312
 2018 Revenue Policy Disclosure

Table 2: Distribution of Property Taxes Between Property Classes

Property Class	2018 Tax Rate	Class Multiple	Percentage to Total Property Tax	Percentage to Total Property Assessment Value
Residential	4.0360	1.00:1	65.40%	85.28%
Utilities	26.3875	6.54:1	0.84%	0.17%
Supportive Housing	0.000	0:1	0.00%	0.00%
Major Industry	70.6999	17.52:1	3.02%	0.22%
Light Industry	11.3951	2.82:1	2.20%	1.01%
Business	11.3951	2.82:1	27.80%	12.84%
Managed Forest Land	8.7758	2.17:1	0.00%	0.00%
Recreational/Non Profit	2.9873	0.74:1	0.12%	0.22%
Farm	12.3901	3.07:1	0.62%	0.26%

- 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 2017 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	\$ 45,969.00	\$ 37,384.00	\$ 83,353.00
Non Profit Societies	348,059.00	211,535.00	559,594.00
Senior Centers	18,097.00	10,110.00	28,207.00
Other	15,707.00	12,244.00	27,951.00
Sports Clubs	264,554.00	151,665.00	416,219.00
Total	\$ 692,386.00	\$ 422,938.00	\$ 1,115,324.00

Schedule "B" – Bylaw #4312
2018 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	2013 General Municipal Tax Exemption	2014 General Municipal Tax Exemption	2015 General Municipal Tax Exemption	2016 General Municipal Tax Exemption	2017 General Municipal Tax Exemption	2018 General Municipal Tax Exemption
C-2 "Downtown Commercial Zone"	\$ 46,974.30	\$ 47,032.50	\$ 45,846.66	\$ 34,828.47	\$ 29,851.20	\$ 24,304.74

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.

Schedule "B" – Bylaw #4312
2018 Revenue Policy Disclosure

Table 5: Revitalization Tax Exemptions

Area	2014 General Municipal Tax Exemption	2015 General Municipal Tax Exemption	2016 General Municipal Tax Exemption	2017 General Municipal Tax Exemption	2018 General Municipal Tax Exemption
"Industrial Zone"	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,425.51

CITY OF SALMON ARM

BYLAW NO. 4313

**A bylaw authorizing the expenditure of monies in the
Equipment Replacement Reserve Fund**

WHEREAS under the provisions of Section 189 of the Community Charter (S.B.C., 2003, c.26), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Equipment Replacement Reserve Fund for the purpose of purchasing machinery and equipment;

AND WHEREAS there is an unappropriated balance in the Equipment Replacement Reserve Fund established under District of Salmon Arm Equipment Replacement Reserve Fund Bylaw, 1973 (Bylaw No. 1080) of \$3,314,342.57 as at December 31, 2018, which amount has been calculated as follows:

	Balance in Equipment Replacement Reserve Fund at December 31, 2017	\$2,729,560.70
Add:	Additions to fund including interest earnings for current year to date	584,781.87
Deduct:	Commitments outstanding under bylaws previously adopted	<u>Nil</u>
	Balance in Equipment Replacement Reserve Fund at December 31, 2018	<u>\$ 3,314,342.57</u>

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

1. The sum of two hundred and fifty-three thousand eight hundred and fifty dollars and fifty-eight cents (\$253,850.58) is hereby appropriated from the Equipment Replacement Reserve Fund for the following purchases:

Tractor - Unit No. 61	\$ 134,518.75
¾ Ton 4x4 Truck - Unit No. 11	60,909.86
Underplow - Unit No. 62 & 57	186,632.39
Loader - Unit No. 50	21,466.25
Sweeper - Unit No. 35	19,793.99
	<u>\$ 253,850.58</u>

Equipment Replacement Reserve
Fund Expenditure Bylaw No. 4313

- 2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.
- 3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Equipment Replacement Reserve Fund.

4. SEVERABILITY

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

5. ENACTMENT

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

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as "City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4313".

READ A FIRST TIME THIS DAY OF 2019

READ A SECOND TIME THIS DAY OF 2019

READ A THIRD TIME THIS DAY OF 2019

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4314

**A bylaw authorizing the expenditure of monies in the
Vehicle and Equipment Acquisition or Replacement Reserve Fund for Police
Protection Purposes**

WHEREAS under the provisions of Section 189 of the Community Charter (S.B.C., 2003, c.26), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Vehicle and Equipment Acquisition or Replacement Reserve Fund for Police Protection purposes;

AND WHEREAS there is an unappropriated balance in the Vehicle and Equipment Acquisition or Replacement Reserve Fund for Police Protection purposes established under District of Salmon Arm Bylaw No. 3059 of \$331,563.63 as at December 31, 2018, which amount has been calculated as follows:

Balance in Vehicle and Equipment Acquisition or Replacement Reserve Fund at December 31, 2017	\$ 291,449.20
Add: Additions to fund including interest earnings for current year to date	40,114.43
Deduct: Commitments outstanding under bylaws previously adopted	<u>Nil</u>
Balance in Vehicle and Equipment Acquisition or Replacement Reserve Fund at December 31, 2018	<u>\$ 331,563.63</u>

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

1. The sum of one hundred and forty-four thousand eight hundred and sixty-six dollars (\$144,866.00) is hereby appropriated from the Vehicle and Equipment Acquisition or Replacement Reserve Fund for the purchase of Police Vehicles.
2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.
3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Police Protection Vehicle and Equipment Reserve Fund.

4. SEVERABILITY

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

5. ENACTMENT

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

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as "**City of Salmon Arm Police Protection Vehicle and Equipment Reserve Fund Expenditure Bylaw No. 4314**".

READ A FIRST TIME THIS	DAY OF	2019
READ A SECOND TIME THIS	DAY OF	2019
READ A THIRD TIME THIS	DAY OF	2019
ADOPTED BY COUNCIL THIS	DAY OF	2019

MAYOR

CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4315

**A bylaw authorizing the expenditure of monies in the
Fire Protection Emergency Apparatus Reserve Fund**

WHEREAS under the provisions of Section 189 of the Community Charter (S.B.C., 2003, c.26), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Fire Protection Emergency Apparatus Reserve Fund for emergency fire apparatus;

AND WHEREAS there is an unappropriated balance in the Fire Protection Emergency Apparatus Reserve Fund established under District of Salmon Arm Bylaw No. 3050 of \$1,446,212.20 as at December 31, 2018, which amount has been calculated as follows:

	Balance in Fire Protection Emergency Apparatus Reserve Fund at December 31, 2017	\$ 1,239,138.60
Add:	Additions to fund including interest earnings for current year to date	279,873.60
Deduct:	Commitments outstanding under bylaws previously adopted	<u>Nil</u>
	Balance in Fire Protection Emergency Apparatus Reserve Fund at December 31, 2018	<u>\$ 1,446,212.20</u>

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

1. The sum of six hundred and sixty-one thousand three hundred and eighty-two dollars and eleven cents (\$661,382.11) is hereby appropriated from the Fire Protection Emergency Apparatus Reserve Fund for the following purchases:
 2.

Fire Engine - Unit No. 230	\$ 450,322.34
Chevrolet Tahoe - Unit No. 217	51,822.56
Rescue Truck - Unit No. 231	139,831.54
Towing Truck - Unit No. 223	<u>19,405.67</u>
	<u>\$ 661,382.11</u>
2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.

Fire Protection Emergency Apparatus Reserve
Fund Expenditure Bylaw No. 4315

3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Fire Protection Emergency Apparatus Reserve Fund.

4. SEVERABILITY

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

5. ENACTMENT

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

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as "City of Salmon Arm Fire Protection Emergency Apparatus Reserve Fund Expenditure Bylaw No. 4315".

READ A FIRST TIME THIS	DAY OF	2019
READ A SECOND TIME THIS	DAY OF	2019
READ A THIRD TIME THIS	DAY OF	2019
ADOPTED BY COUNCIL THIS	DAY OF	2019

MAYOR

CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4316

**A bylaw authorizing the expenditure of monies in the
General Capital Reserve Fund**

WHEREAS under the provisions of Section 189 of the Community Charter (S.B.C., 2003, c.26), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm General Capital Reserve Fund for the purposes of capital works;

AND WHEREAS there is an unappropriated balance in the General Capital Reserve Fund established under District of Salmon Arm Bylaw No. 1, 1979, (Bylaw No. 1304) of \$752,733.20 as at December 31, 2018, which amount has been calculated as follows:

	Balance in General Capital Reserve Fund at December 31, 2017	\$ 389,334.41
Add:	Additions to fund including interest earnings for current year to date	363,398.79
Deduct:	Commitments outstanding under bylaws previously adopted	<u>Nil</u>
	Balance in General Capital Reserve Fund at December 31, 2018	<u>\$ 752,733.20</u>

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

1. The sum of four hundred and twenty thousand dollars (\$420,000.00) is hereby appropriated from the General Capital Reserve Fund to be expended on Property Acquisition - 351 3 Street SW.
 2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.
 3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the General Capital Reserve Fund.
4. SEVERABILITY

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

5. ENACTMENT

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

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as "City of Salmon Arm General Capital Reserve Fund Expenditure Bylaw No. 4316".

READ A FIRST TIME THIS	DAY OF	2019
READ A SECOND TIME THIS	DAY OF	2019
READ A THIRD TIME THIS	DAY OF	2019
ADOPTED BY COUNCIL THIS	DAY OF	2019

MAYOR

CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4317

**A bylaw authorizing the expenditure of monies in the
Development Cost Charge Drainage Reserve Fund**

WHEREAS under the provisions of Section 566 of the Local Government Act (S.B.C., 2015, c.1), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Development Cost Charge Drainage Reserve Fund for the purposes of drainage capital works;

AND WHEREAS the said capital works will serve, directly or indirectly, the developments in respect of which the charges were imposed;

AND WHEREAS there is an unappropriated balance in the Development Cost Charge Drainage Reserve Fund of \$1,690,386.05 as at December 31, 2018, which amount has been calculated as follows:

Balance in Development Cost Charge Drainage Reserve at December 31, 2017	\$ 1,501,195.32
Add: Additions to fund including interest earnings for current year to date	189,190.73
Deduct: Commitments outstanding under bylaws previously adopted	<u>Nil</u>
Balance in Development Cost Charge Drainage Reserve Fund at December 31, 2018	<u>\$ 1,690,386.05</u>

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

1. The sum of seventy-five thousand dollars (\$75,000.00) is hereby appropriated from the Development Cost Charge Drainage Reserve Fund for the following purchases:

Storm Water Master Plan	\$ 30,000.00
Area B - Shuswap Street/Foothills Road	<u>45,000.00</u>
	\$ 75,000.00

2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.

3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Development Cost Charge Drainage Reserve Fund.

4. SEVERABILITY

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

5. ENACTMENT

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

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as "City of Salmon Arm Development Cost Charge Drainage Reserve Fund Expenditure Bylaw No. 4317".

READ A FIRST TIME THIS	DAY OF	2019
READ A SECOND TIME THIS	DAY OF	2019
READ A THIRD TIME THIS	DAY OF	2019
ADOPTED BY COUNCIL THIS	DAY OF	2019

MAYOR

CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4318

**A bylaw authorizing the expenditure of monies in the
Development Cost Charge Road Reserve Fund**

WHEREAS under the provisions of Section 566 of the Local Government Act (S.B.C., 2015, c.1), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Development Cost Charge Road Reserve Fund for the purposes of road capital works;

AND WHEREAS the said capital works will serve, directly or indirectly, the developments in respect of which the charges were imposed;

AND WHEREAS there is an unappropriated balance in the Development Cost Charge Road Reserve Fund of \$1,598,921.10 as at December 31, 2018, which amount has been calculated as follows:

Balance in Development Cost Charge Road Reserve at December 31, 2017	\$ 1,365,612.99
Add: Additions to fund including interest earnings for current year to date	233,308.11
Deduct: Commitments outstanding under bylaws previously adopted	<u>Nil</u>
Balance in Development Cost Charge Road Reserve Fund at December 31, 2018	<u>\$ 1,598,921.10</u>

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

1. The sum of one hundred and fifty thousand dollars (\$150,000.00) is hereby appropriated from the Development Cost Charge Road Reserve Fund to be expended on the Auto Road Connector project.
2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.
3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Development Cost Charge Road Reserve Fund.

4. SEVERABILITY

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

5. ENACTMENT

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

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as "**City of Salmon Arm Development Cost Charge Road Reserve Fund Expenditure Bylaw No. 4318**".

READ A FIRST TIME THIS	DAY OF	2019
READ A SECOND TIME THIS	DAY OF	2019
READ A THIRD TIME THIS	DAY OF	2019
ADOPTED BY COUNCIL THIS	DAY OF	2019

MAYOR

CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4319

**A bylaw authorizing the expenditure of monies in the
Development Cost Charge Water Reserve Fund**

WHEREAS under the provisions of Section 566 of the Local Government Act (S.B.C., 2015, c.1), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Development Cost Charge Water Reserve Fund for the purposes of water capital works;

AND WHEREAS the said capital works will serve, directly or indirectly, the developments in respect of which the charges were imposed;

AND WHEREAS there is an unappropriated balance in the Development Cost Charge Water Reserve Fund of \$3,237,193.22 as at December 31, 2018, which amount has been calculated as follows:

Balance in Development Cost Charge Water Reserve at December 31, 2017		\$ 2,793,732.92
Add:	Additions to fund including interest earnings for current year to date	443,460.30
Deduct:	Commitments outstanding under bylaws previously adopted	<u>Nil</u>
Balance in Development Cost Charge Water Reserve Fund at December 31, 2018		<u>\$ 3,237,193.22</u>

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

1. The sum of four hundred and eighty thousand seven hundred and sixty-two dollars and seven cents (\$480,732.07) is hereby appropriated from the Development Cost Charge Water Reserve Fund for the following purchases:

Metford Dam - Toe Berm	\$ 160,000.00
Shuswap Street - Watermain	320,762.07
	<u>\$ 480,762.07</u>

2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.

3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Development Cost Charge Water Reserve Fund.

4. SEVERABILITY

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

5. ENACTMENT

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

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as "City of Salmon Arm Development Cost Charge Water Reserve Fund Expenditure Bylaw No. 4319".

READ A FIRST TIME THIS	DAY OF	2019
READ A SECOND TIME THIS	DAY OF	2019
READ A THIRD TIME THIS	DAY OF	2019
ADOPTED BY COUNCIL THIS	DAY OF	2019

MAYOR

CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4320

**A bylaw authorizing the expenditure of monies in the
Development Cost Charge Sewer Reserve Fund**

WHEREAS under the provisions of Section 566 of the Local Government Act (S.B.C., 2015, c.1), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Development Cost Charge Sewer Reserve Fund for the purposes of sewer capital works;

AND WHEREAS the said capital works will serve, directly or indirectly, the developments in respect of which the charges were imposed;

AND WHEREAS there is an unappropriated balance in the Development Cost Charge Sewer Reserve Fund of \$3,097,216.66 as at December 31, 2018, which amount has been calculated as follows:

Balance in Development Cost Charge Sewer Reserve at December 31, 2017		\$ 2,657,872.84
Add:	Additions to fund including interest earnings for current year to date	439,343.82
Deduct:	Commitments outstanding under bylaws previously adopted	<u>Nil</u>
Balance in Development Cost Charge Sewer Reserve Fund at December 31, 2018		<u>\$ 3,097,216.66</u>

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

1. The sum of one hundred and seventy thousand dollars (\$170,000.00) is hereby appropriated from the Development Cost Charge Sewer Reserve Fund to be expended on WPCC - UV Light Disinfection System.
2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.
3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Development Cost Charge Sewer Reserve Fund.

4. SEVERABILITY

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

5. ENACTMENT

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

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as "City of Salmon Arm Development Cost Charge Sewer Reserve Fund Expenditure Bylaw No. 4320".

READ A FIRST TIME THIS	DAY OF	2019
READ A SECOND TIME THIS	DAY OF	2019
READ A THIRD TIME THIS	DAY OF	2019
ADOPTED BY COUNCIL THIS	DAY OF	2019

MAYOR

CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4321

A bylaw to provide for an amendment authorizing the expenditure of money in the Cemetery Columbarium Reserve Fund

WHEREAS it is deemed expedient to amend the bylaw authorizing the expenditure of money in the Cemetery Columbarium Reserve Fund;

AND WHEREAS under the provisions of Section 189 of the Community Charter, the Council may, by bylaw provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Cemetery Columbarium Reserve Fund for the purpose of columbarium development;

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

“City of Salmon Arm Cemetery Columbarium Reserve Fund Expenditure Bylaw No. 4198” is hereby amended as follows:

WHEREAS there is an unappropriated balance in the Cemetery Columbarium Reserve Fund established under District of Salmon Arm Bylaw No. 3241 of \$95,852.63 as at December 31, 2016 which has been calculated as follows:

Balance in Cemetery Columbarium Reserve Fund at December 31, 2015		\$90,014.46
Add:	Additions to fund including interest earnings for current year to date	5,838.17
Deduct:	Commitments outstanding under bylaws previously adopted	<u>Nil</u>
Balance in Cemetery Columbarium Reserve Fund at December 31, 2016		<u>\$95,852.63</u>

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.

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.

EFFECTIVE DATE

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

CITATION

This bylaw may be cited as "City of Salmon Arm Cemetery Columbarium Reserve Fund Expenditure Amendment Bylaw No. 4321".

READ A FIRST TIME THIS	DAY OF	2019
READ A SECOND TIME THIS	DAY OF	2019
READ A THIRD TIME THIS	DAY OF	2019
ADOPTED BY COUNCIL THIS	DAY OF	2019

MAYOR

CORPORATE OFFICER

Item 9.2

CITY OF SALMON ARM

Date: April 8, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4331 be read a first and second time.

[ZON 1145; 1129288 BC Ltd./Lawson Developments Ltd.; 960 - 12 Street SE; R-1 to R-8]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

To: His Worship Mayor Harrison and Members of Council

Date: March 18, 2019

Subject: Zoning Bylaw Amendment Application No. 1145

Legal: Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 27050,
Except Plan 36325 & EPP89786

Civic: 960 12 Street SE

Owner/Applicant: 1129288 BC Ltd. / Lawson Developments Ltd.

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 13, Township 20, Range 10, W6M, KDYD, Plan 27050, Except Plan 36325 & EPP89786 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is approximately 0.46 acres (1,854 square metres) in area and is located at 960 12 Street SE (Appendix 1 and 2). The ultimate intent is to subdivide the subject parcel to create two new lots and a remainder parcel with the existing house. This proposal is to rezone the subject parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the construction and use of new single family dwellings containing a *secondary suites*, and would also permit the construction of a *secondary suite* within the existing house (subject to BC Building Code).

BACKGROUND

The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 and 4). The parcel is located in a residential area largely comprised of R-1, R-7 and R-8 zoned parcels containing single family dwellings. There are over 25 R-8 zoned parcels within the vicinity of the subject parcel.

The subject parcel contains a single family dwelling and mature vegetation, and is approximately 1,854 m² in area. Site photos are attached as Appendix 5. The proposed parcels shown in the Site Plan (Appendix 6) meet both the conditions of minimum parcel area and minimum parcel width as specified by the proposed R-8 zone. A subdivision application has been submitted (Sub-19.01).

The purpose of this amendment is to allow the future development and use of new *single-family dwellings* containing a *secondary suite* (the proposed R-8 parcels do not have sufficient area to permit a *detached suite*), while no changes are anticipated at this time to the existing house. Development would require a building permit and be subject to meeting Zoning Bylaw and BC Building Code requirements.

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

The Zoning Bylaw also requires a *secondary suite* to have one designated offstreet parking stall in addition to the two stalls required for the single family dwelling. Based on parcel area the subject parcel (and proposed parcels) all have more than sufficient space to accommodate the offstreet parking requirements.

COMMENTS

Engineering Department

No Concerns. Detailed comments provided with subdivision application Sub-19.01.

Building Department

No Concerns subject to BC Building Code requirements. A building permit will be required to create a suite in the existing house on the remainder lot.

Fire Department

No concerns.

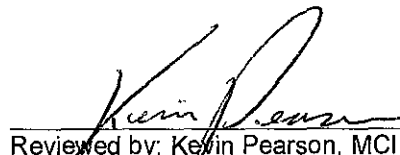
Planning Department

The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The area and dimensions of the proposed lots are suitable for the proposed use and development: minimum setbacks, parcel coverage, building separation, parking and access should be easily achievable.

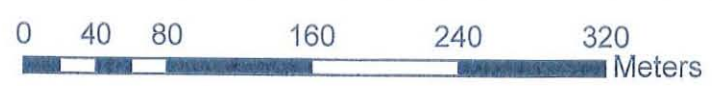
Any development of a single-family dwelling with a *secondary suite* or a *secondary suite* in the existing house would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.



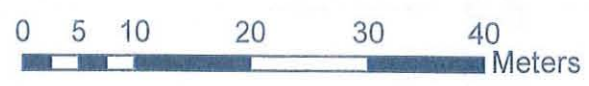
Prepared by: Chris Larson, MCP
Planning and Development Officer



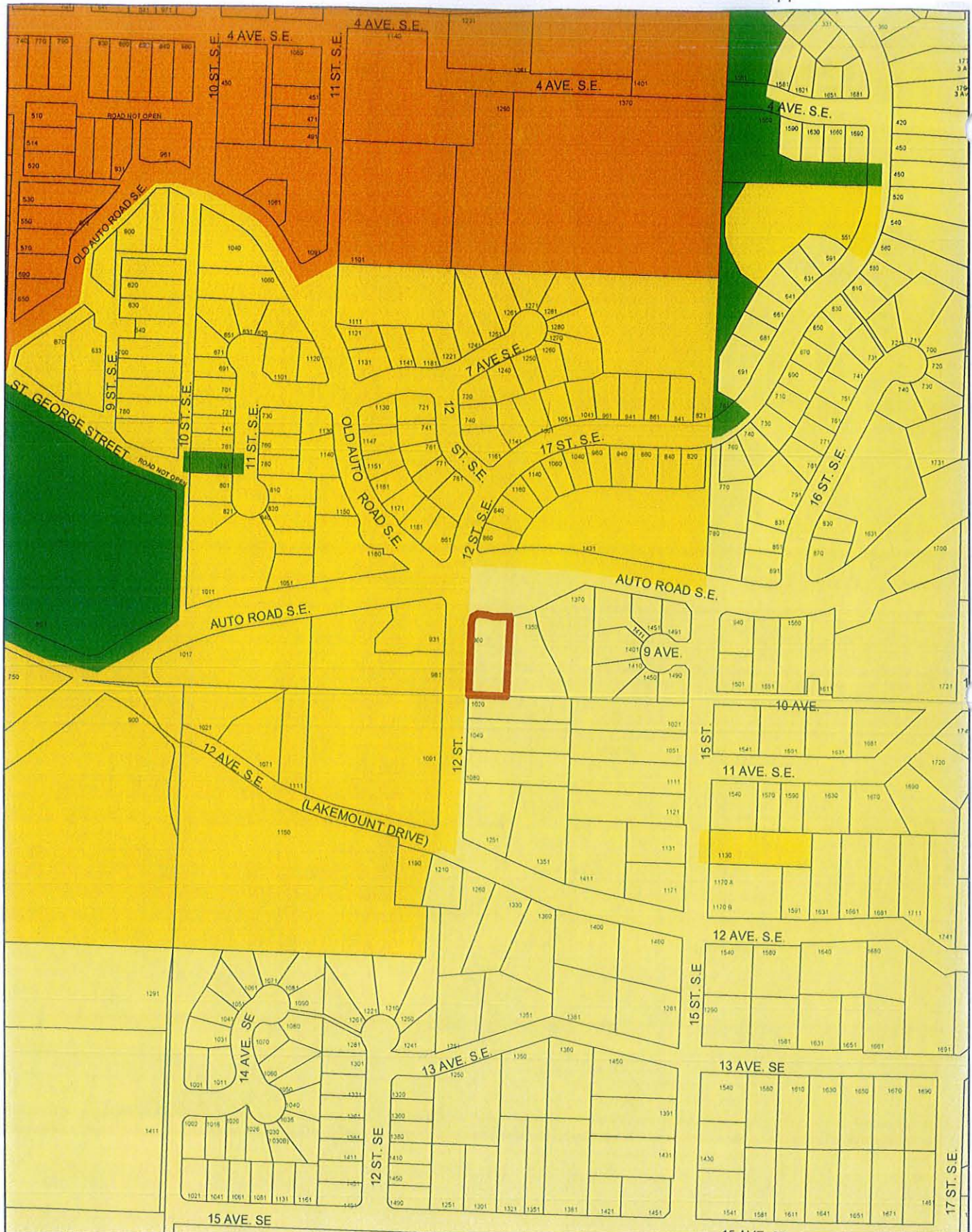
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



Subject Parcel



Subject Parcel



0 1530 60 90 120
 Meters



Subject Parcel

Park



Low Density Residential

Medium Density Residential

High Density Residential



View of subject parcel looking southeast from Auto Road SE.



View of subject parcel looking northeast from 12 Street SE.

CITY OF SALMON ARM

BYLAW NO. 4331

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, on _____, 2019 at the hour of 7:00 p.m. was published in the _____ and _____, 2019 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 13, Township 20, Range 10, W6M, KDYD, Plan 27050, Except Plans 36325 & EPP89786 from R-1 Single Family Residential Zone to R-8 Residential Suite Zone attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

City of Salmon Arm
Zoning Amendment Bylaw No. 4331

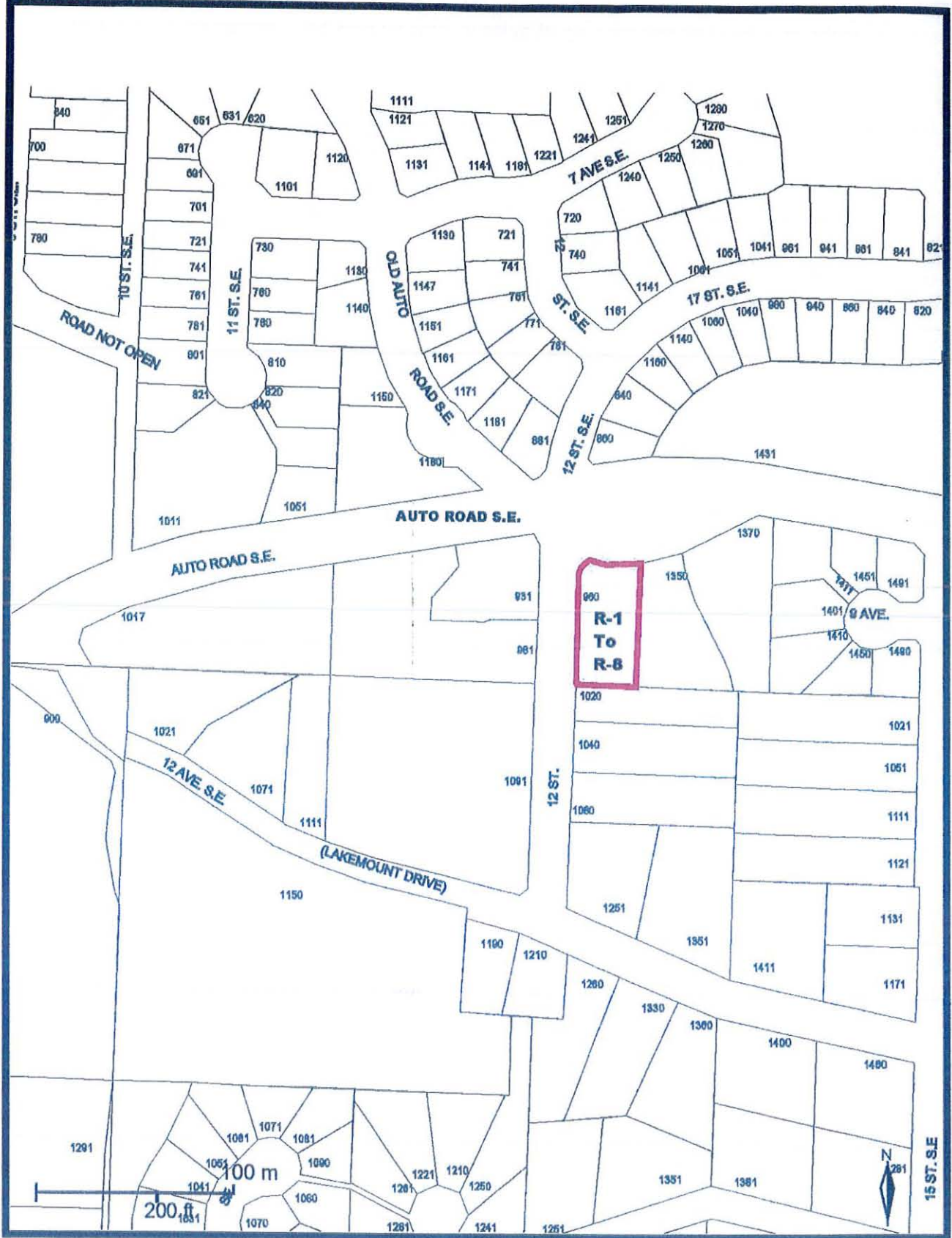
5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4331"

READ A FIRST TIME THIS	DAY OF	2019
READ A SECOND TIME THIS	DAY OF	2019
READ A THIRD TIME THIS	DAY OF	2019
ADOPTED BY COUNCIL THIS	DAY OF	2019

MAYOR

CORPORATE OFFICER



Item 9.3

CITY OF SALMON ARM

Date: April 8, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4332 be read a first and second time.

[ZON 1146; Templin, R. & S./Wong, W.; 3200 - 20 Street NE; R-7 to R-8]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

Date: March 20, 2019

Subject: Zoning Bylaw Amendment Application No. 1146

Legal: Lot 9, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP55453

Civic: 3200 – 20 Street NE

Owner/Applicant: Templin, R. & S. / Wong, W.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 9, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP55453 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 3200 20 Street NE (Appendix 1 and 2) and is presently vacant. The proposal is to rezone the parcel from R-7 (Large Lot Single Family Residential) to R-8 (Residential Suite) to permit the construction of a secondary suite.

BACKGROUND

The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-7 (Large Lot Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4). The subject parcel is located in the Upper Lakeshore area, largely comprised of R-7 zoned parcels containing single family dwellings with associated accessory buildings. There are currently six R-8 zoned parcels within the proximity of the subject parcel.

The subject parcel meets the conditions as specified to permit a secondary suite within the proposed R-8 zone. Site photos are attached as Appendix 5. The intent of the applicant is to develop a conforming *detached suite* and single family dwelling. No site or development plan has been provided for this application. Development of a *secondary suite* within a dwelling would require a building permit and will be subject to meeting Zoning Bylaw, BC Building Code requirements. Construction of a *detached suite* would need to meet these same requirements in addition to being sited outside of the Agricultural Land Commission's 20 m / 27.8 covenanted area prohibiting residential development in the rear yard.

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

COMMENTSEngineering Department

No concerns.

Building Department

BC Building Code will apply.

Development Cost Charges (DCCs) are payable at the time of Building Permit for a *Detached Suite* in the amount of \$6,064.31 (same as the DCCs for a High Density Residential Unit).

Fire Department

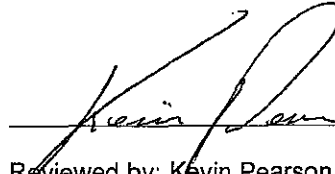
No concerns.

Planning Department

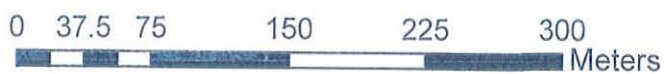
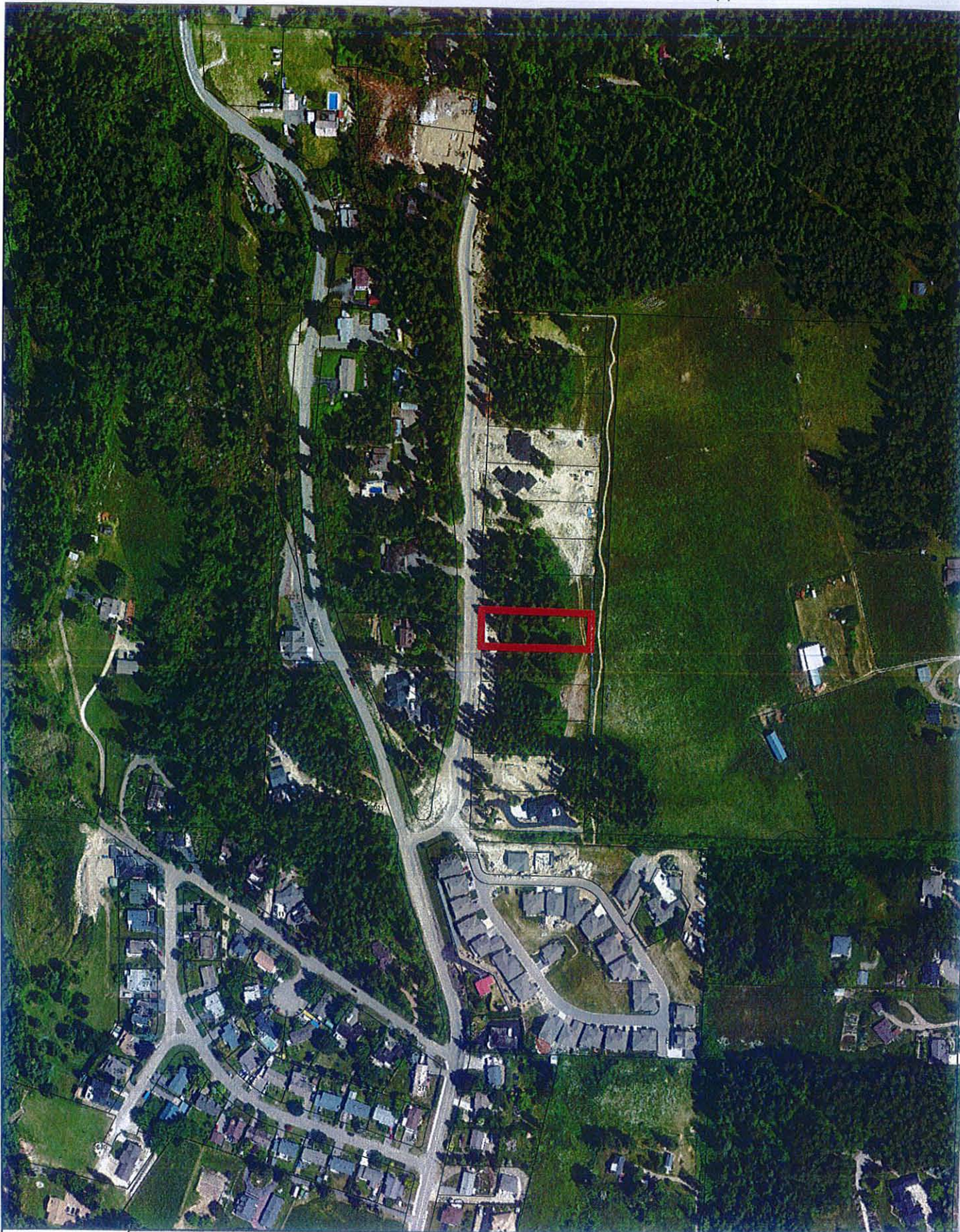
The proposed R-8 zoning is consistent with the OCP and is therefore supported by staff.



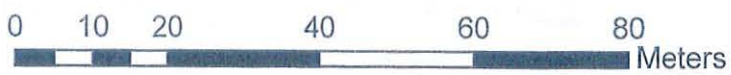
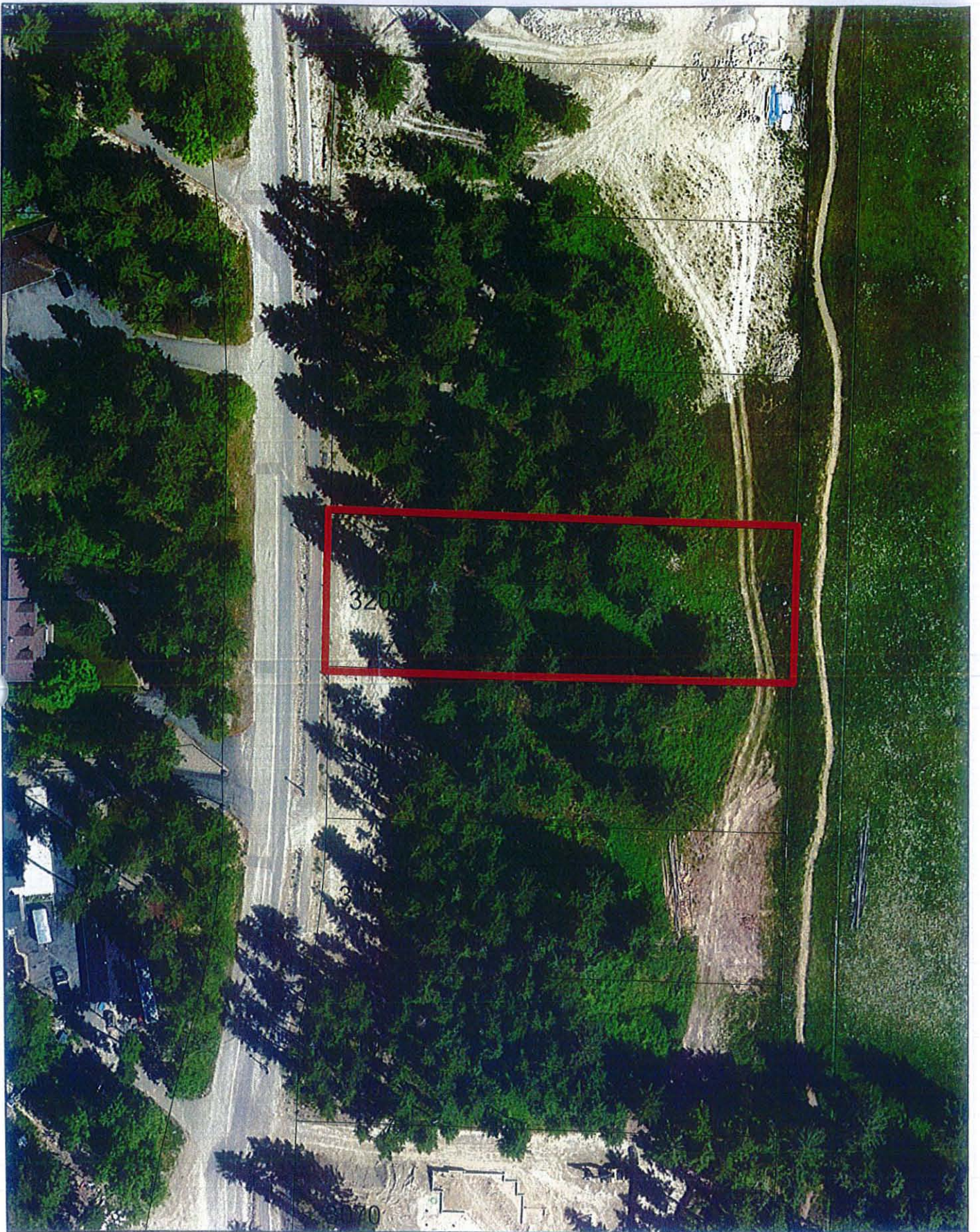
Prepared by: Chris Larson, MCP
Planning and Development Officer



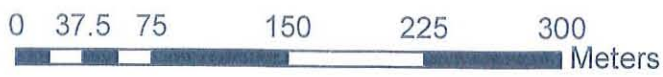
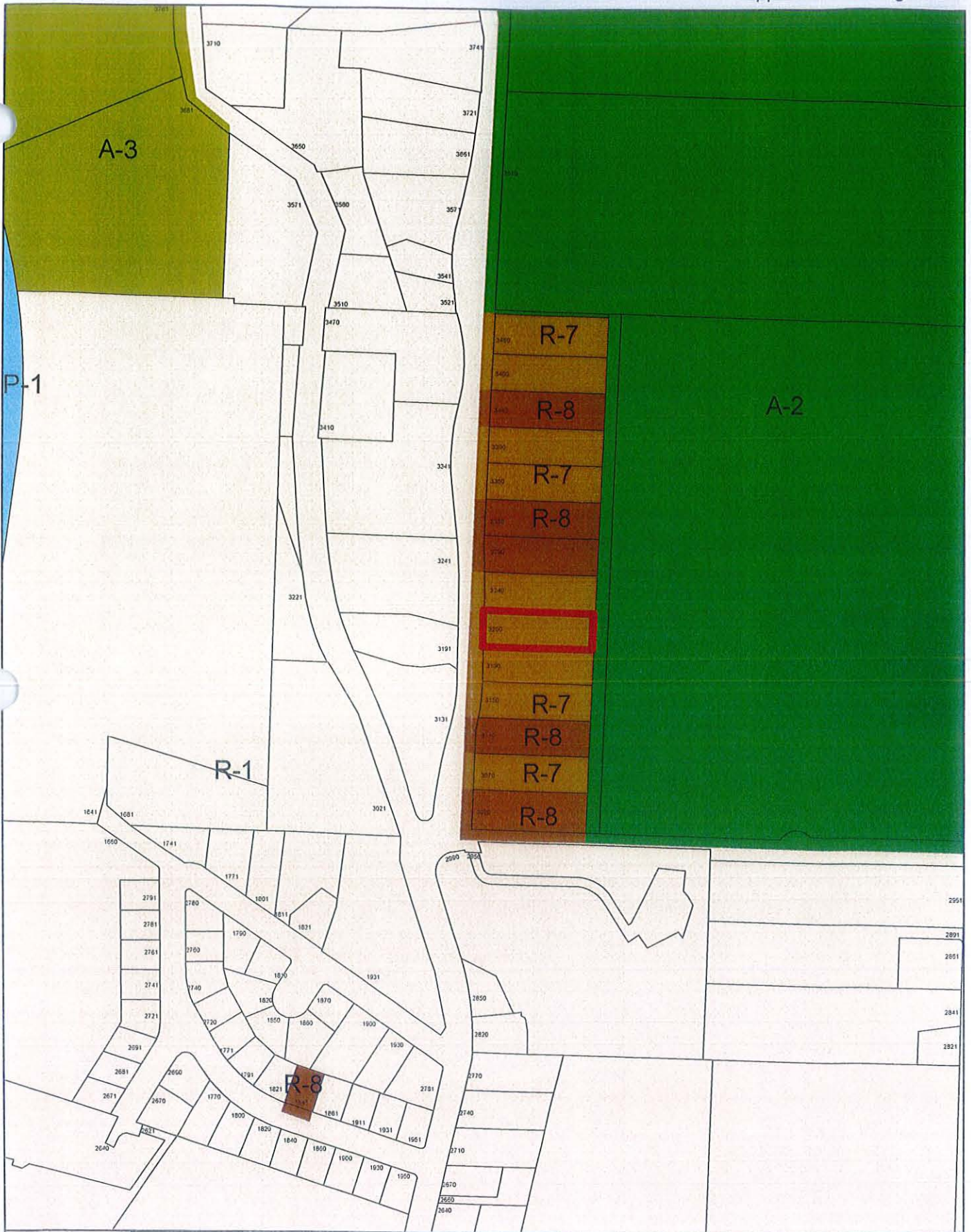
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



Subject Parcel



Subject Parcel

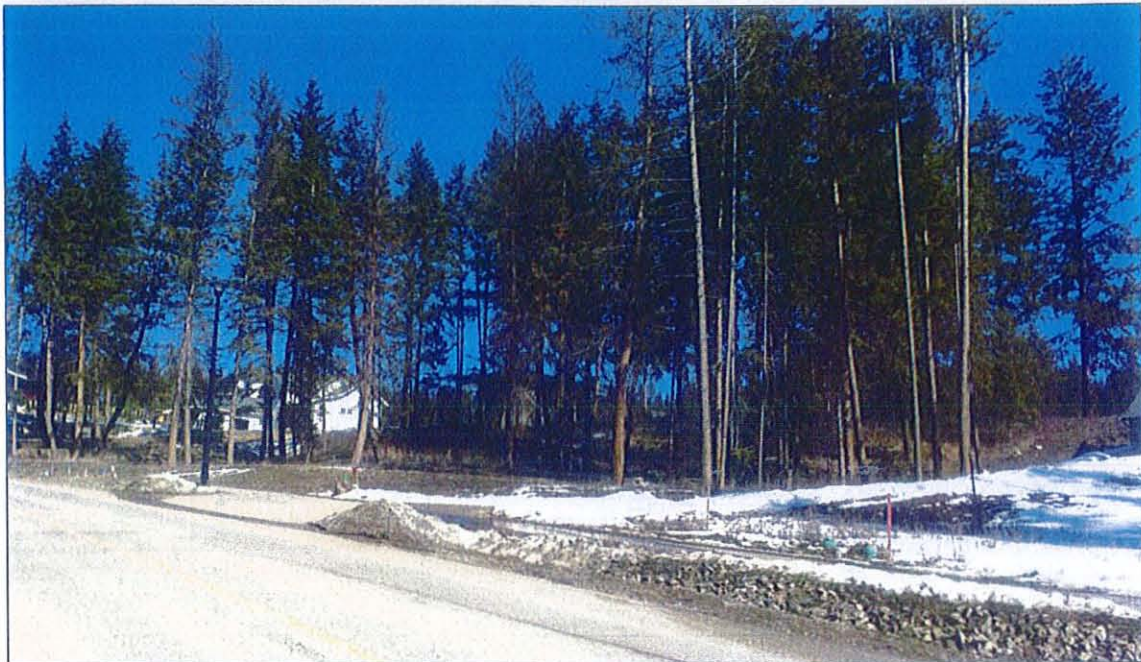


Subject Parcel

Appendix 5: Site Photos



View of subject parcel looking southeast from 20 Street NE.



View of subject parcel looking northeast from 20 Street NE.

CITY OF SALMON ARM

BYLAW NO. 4332

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, on _____, 2019 at the hour of 7:00 p.m. was published in the _____ and _____, 2019 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 9, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP55453 from R-7 Single Family Residential Zone to R-8 Residential Suite Zone attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

City of Salmon Arm
Zoning Amendment Bylaw No. 4332

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4332"

READ A FIRST TIME THIS DAY OF 2019

READ A SECOND TIME THIS DAY OF 2019

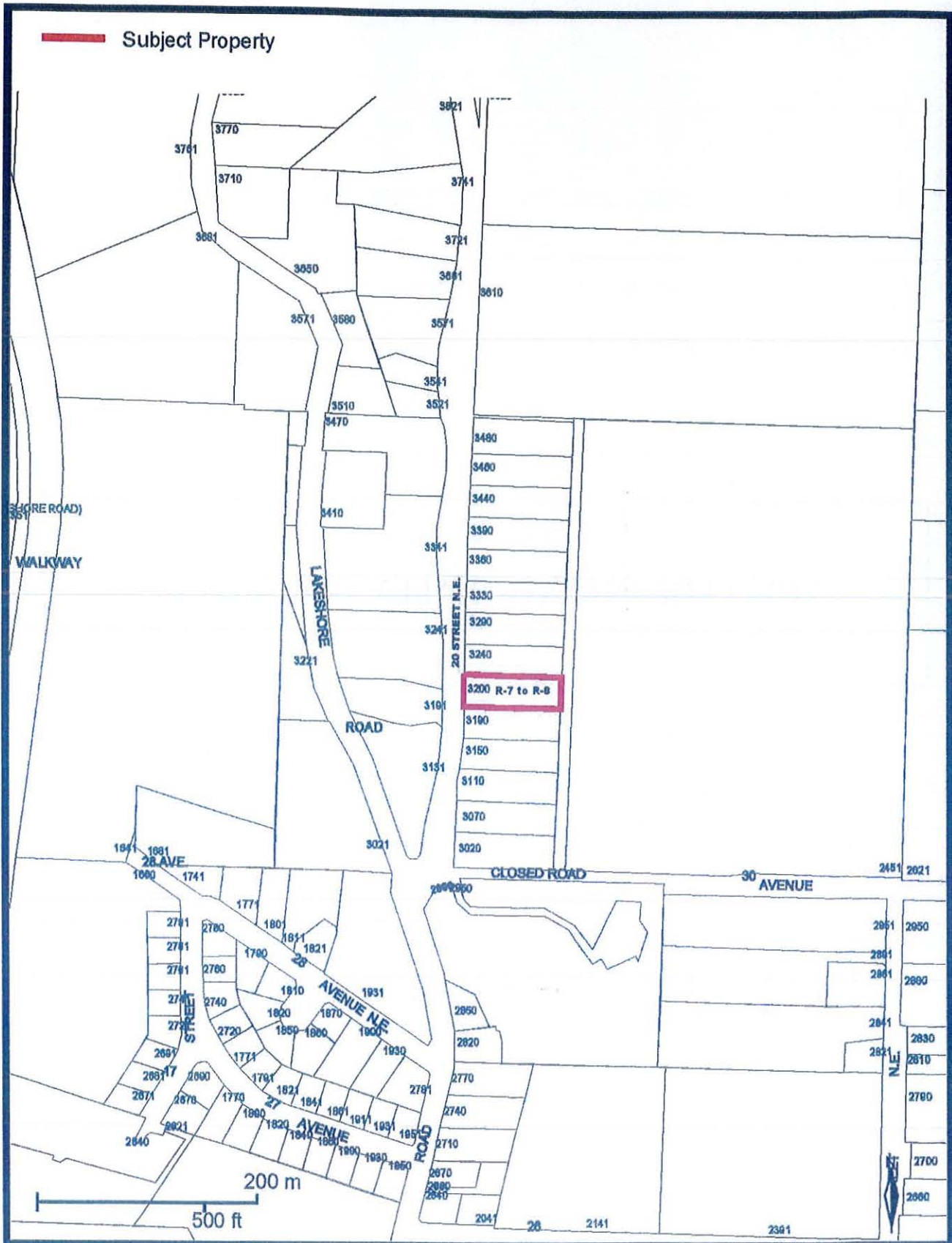
READ A THIRD TIME THIS DAY OF 2019

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



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Item 10.1

CITY OF SALMON ARM

Date: April 8, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4329 be read a final time.

[Airport - Terminal Building Rental Fees]

Vote Record

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

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

CITY OF SALMON ARM

BYLAW NO. 4329

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. Appendix 1 Schedule "B" - Airport User Fees of "District of Salmon Arm Fee for Service Bylaw No. 2498" is hereby deleted in its entirety and replaced with Appendix 1 Schedule "B" - Airport User Fees, 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 effective upon adoption.

5. CITATION

This bylaw may be cited as "City of Salmon Arm Fee for Service Amendment Bylaw No. 4329".

READ A FIRST TIME THIS	25th	DAY OF	March	2019
READ A SECOND TIME THIS	25th	DAY OF	March	2019
READ A THIRD TIME THIS	25th	DAY OF	March	2019
ADOPTED BY COUNCIL THIS		DAY OF		2019

MAYOR

CORPORATE OFFICER

MISCELLANEOUS FEE SCHEDULE - PUBLIC WORKS

All fees on this appendix, except Outside and Overnight Ground Rental Fees, are GST exempt

1.	Airport User Fees		
	Ground Rental Fees (Parking) All Aircraft 0 - 5,700 kg		
	· per day	\$10.00	plus GST
	· per month	\$100.00	plus GST
	· per year (less 10% discount if paid prior to Feb 15)	\$625.00	plus GST
	Ground Rental Fees (Parking) All Aircraft > 5,700 kg		
	· per day	\$20.00	plus GST
	· per month	\$150.00	plus GST
	· per year (less 10% discount if paid prior to Feb 15)	\$1,500.00	plus GST
	Landing Fee Each		
	· 2,000 - 5,700 kg per year	\$35.00	plus GST
	· 5,701 - 8,000 kg per year	\$75.00	plus GST
	· > 8,000 kg per year	\$125.00	plus GST
	Hangar Fees Regular, Non-Commercial		
	· per square metre, per year	\$4.55/sq. m	
	· per square foot, per year	\$0.424/sq. ft	
	· Minimum, per year	\$575.00	
	· (less 10% discount if paid in full prior to Feb 15)		
	NOTE: if rental is for less than one month GST applies		
	Commercial/Industrial/Non-Airport		
	· per square metre, per year	\$7.70/sq. m	
	· per square foot, per year	\$0.714/sq. ft	
	· Minimum, per year	\$1,437.50	
	· (less 10% discount if paid in full prior to Feb 15)		
	NOTE: if rental is for less than one month GST applies		
	City of Salmon Arm Hangar		
	· per month	\$168.75	
	· per year (less 10% discount if paid prior to Feb 15)		
	· NOTE: if rental is for less than one month GST applies		
	Terminal Building (Bylaw No. 4329)		
	· per month (1 office space) Triple Net (utilities/taxes/maintenance)	\$612.00	plus GST
	· per month Basement Storage Area Triple Net (utilities/taxes/maintenance)	\$612.00	plus GST
	Equipment/Maintenance Building		
	· per day	\$112.50	plus GST
	Seat Tax		
	· per passenger (less 10% collection fee)	\$7.50	
	Gas Price Markup (per litre)		
	(\$0.02 increase is for marketing and promotion)		
	Avgas / Mogas	\$0.22	plus GST and Carbon Tax
	Jet A	\$0.37	
	Gate Activation Card (one time fee)	\$31.25	plus GST
	Gate Activation Replacement Card	\$62.50	plus GST
	Trailer Pad (per month)	\$300.00	plus BC CPI (calculated as at January 1 each year)

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Item 10.2

CITY OF SALMON ARM

Date: April 8, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Parks Regulation Amendment Bylaw No. 4328 be read a final time.

[Prohibit Dogs on Foreshore Trail]

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: Manager of Permits and Licensing

DATE: March 15, 2019

SUBJECT: Amendment to Parks Regulation Bylaw No. 2119

STAFF RECOMMENDATION

THAT: Bylaw No. 4328 cited as "City of Salmon Arm Parks Regulation Amendment Bylaw No. 4328" be read a first, second and third time.

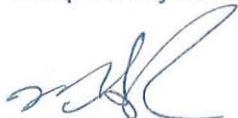
PROPOSAL: To amend the Appendix B of the Parks Bylaw to prohibit dogs on the "Foreshore Trail" from May 01 through June 30 inclusive.

BACKGROUND:

In 2016 the Parks bylaw was amended to prohibit dogs from the foreshore trail from April 15th to June 15th inclusive. This was to ensure the birds nesting in the area were left undisturbed. The Foreshore Trail Advisory Group met on February 04, 2019 (meeting minutes attached as Appendix 2) and reviewed reports from Naturalists Ted Hillary and Ed McDonald, and Biologist, Di Witnar. It was suggested that to "better match the peak nesting period, based on field observations", the dog prohibition period needed to be moved ahead two weeks as outlined in the proposal section of this report.

As of January 01, 2019, the City has engaged the Commissionaires as our dog control contractor. The terms of the contract require the dog control officer to provide the City with twenty hours per week of active patrolling of the City which also includes parks and the foreshore trail. The contractor has been provided a map (attached as Appendix 3) which clearly indicates areas where dogs are restricted. If this proposed amendment is approved by Council the map will also be amended to reflect the restrictions on the foreshore trail. Currently the dog control officer is monitoring the foreshore trail every day he is on duty, and currently sometimes up to three times a day. It has yet to be determined if this level of service can be maintained through the summer season but parks and the foreshore trail will remain high priority. All municipal tickets issued by the dog control officer for noncompliance and all warning tickets are submitted to the City. The tickets are physically stored by calendar year and can be used for statistical purposes however the Foreshore Trail Advisory Group sees fit.

Respectfully submitted,



Maurice Roy RBO CRBO
Manager of Permits and Licensing

Appendix 1: Foreshore Trail Dog Monitoring Report 2018
Appendix 2: Foreshore Trail Working Group Meeting Notes February 04, 2019
Appendix 3: Map

APPENDIX 1

Foreshore (Raven) Trail Dog Monitoring 2018: REPORT

Prepared by: Phil McIntyre-Paul, The Shuswap Trail Alliance

Updated Version : January 24, 2019

For: City of Salmon Arm (Contact: Kevin Pearson, Director of Planning)

Purpose of 2018 Monitoring: to continue the Foreshore Trail Dog Monitoring program, including summer student surveys, in 2018 and report back to City Council on results at year-end (or earlier, if declining trend is noted as per adaptive plan.) Ref: See - *Raven Foreshore Trail – Domestic Dog Management: Habitat Inventory, Compensation, Monitoring and Adaptive Plan* (January 24, 2017)

Scope of work/Deliverables: Description/Status. . .

- a) Implement summer student survey support for the 2018 season (5 monitor surveys/week x 16 weeks including early morning & evening)
- b) Continue to monitor the trailreport@shuswaptrails.com hotline and animal bylaw control reports
- c) Post updated temporary information bulletins at all trailhead entries (11x17 laminated)
- d) Reconvene monitoring working group to recommend/implement adaptive measures, if/as needed
- e) Administration of monitoring program and working group, and ongoing review/analysis of trail data
- f) Report back to City of Salmon Arm Council and staff on survey monitoring results
- g) Replace spring trailhead closure banners
- h) Monitor water access points off trail and implement barriers with City staff, if warranted

Summary Report and Recommendations:

The *Raven Foreshore Trail – Domestic Dog Management: Habitat Inventory, Compensation, Monitoring and Adaptive Plan* (January 24, 2017) provides a series of recommended actions to manage and monitor walking of dogs on-leash along the Salmon Arm Foreshore Trail to ensure the highest level of compliance and protection of the foreshore habitat. (See *Adaptive Plan Summary below.*)

A third season of monitoring was conducted that included ongoing report tracking through the Shuswap Trail Report Hotline (trailreport@shuswaptrails.com), reporting through the City of Salmon Arm Animal Bylaw Control, and on-site compliance surveys conducted through the summer months.

The spring closure to dogs-on-leash (April 15 – June 15) was maintained with banners installed by SABNES volunteers at all entry points.

Results of 2018 summer surveys (see attached): The Nature Centre Summer Students conducted 47 surveys between June 21 and August 28, 2018. Surveys were conducted during a variety of morning, mid-day, and afternoon periods, as well as on several weekends. No surveys were conducted during the early morning or evenings, however. These time periods should be targeted in future monitoring.

Of a total 1075 people using the trail during survey walks, a total of 120 dogs with trail users were observed. Of these, 26 were non-compliant to the bylaw restrictions (12 off-leash, 14 on leashes greater than 2 m, and 1 in a restricted area - off main trail on boardwalk). Only 3 incidents of feces on trail were observed within the monitoring period.

Results Summary: 90% on-leash compliance (down 8% from 98% in 2017), 99% restricted area compliance (up 7% from 92% in 2017), 97.5% feces compliance up 14.5% from 83% in 2017. (See *Adaptive Plan Summary below.*)

Trail Report input in 2018 for the Foreshore Raven Trail to the Shuswap Trail Report Hotline to date increased significantly over 2017 with 25 non-compliant dogs in 17 reported incidents including the critical closure period. 15 were off-leash, 6 on trail during nesting closure, and 12 off-trail in restricted areas. 1 long-leash report was also received. (Compared to only 1 report in 2017).

There was noted decline in compliance earlier in the spring, including during the closure period between April 15 and June 15. To monitor and assess this, we propose additional survey targets twice a week during early morning & evening time periods. These were not feasible within the Summer Student schedules, but are recommended to further assess the magnitude of declining non-compliance.

City Animal Bylaw Control Reports – [redacted] reports were submitted through the City Animal Bylaw Control. It is still not clear, however, if this program is maintaining a call database. A review of this program to assess how it might support a system for ongoing reporting is needed.

CONCLUSION: observed number of trail users with dogs increased to 11% of total use during on-site surveys in 2018 summer season (compared to 5% in 2017). **On-leash and overall compliance dropped notably in 2018** (90% & 70%) compared to 2017 (98% & 81%) and the agreed 2016 threshold of 97%, **Corrective actions are required** (e.g. educational reminders, additional signs, barriers, or closures). (See Adaptive Plan Summary below.)

Summary of Recommendations:

Original Recommendations: *Raven Foreshore Trail – Domestic Dog Management: Habitat Inventory, Compensation, Monitoring and Adaptive Plan* (January 24, 2017)

- Continue the monitoring program, including summer student surveys
- Reconvene monitoring working group, as needed
- Maintain spring closure (April 15 – June 15)
- Implement further compensation – building on the current sewer repair compensation initiative (See Habitat Compensation Plan, 2017)
- Implement annual “State-of-the-Bay” Symposium as recommended in the 2004 Habitat Conservation Strategy (See Salmon Arm Bay Habitat Conservation Strategy, 2004, p. 30)
- Allocate annual budget to support ongoing Foreshore trail monitoring and maintenance

Additional Recommendations from 2017 monitoring season:

- Install simple barriers and signage at habitat access points along the main trail
- Conduct a round of public reminders of the dog management adaptive program
- Target addition of early morning and evening monitoring in the summer surveys
- Review City Animal Bylaw Control program to assess how it might support a system for ongoing reporting.

Further Recommendations from 2018 monitoring season:

- Reconvene monitoring working group to assess & assist response to noted decline in compliance
- Implement appropriate responses to mitigate the noted decline in compliance
- Continue to monitor results through fall/winter 2018 and spring/summer 2019
- Include early morning and later evening monitor times

Budget Recommendations: (from January 24, 2017)

- To implement the recommendations in 2017, the following resource needs were projected:

Action:	Resource Need:
Summer student survey support (5 monitor surveys/week x 16 weeks)	\$2250
Annual administration of monitoring program and working group, and ongoing review/analysis of trail report data	City in-kind (or \$1200 outsourced)
Reconvene working group, as needed	Participant in-kind/city chaired
Additional educational signage (4 locations at \$250/sign = \$1000)	\$1000 + City in-kind for installation
Maintain spring closure (April 15 – June 15)	Attach existing banners (SABNES in-kind)
State-of-the-Bay Conference (administration, meeting costs, facilitation)	\$5000

Acknowledgement: Special thanks to the 2018 Nature Centre Summer Staff, Emily Sim and Morgan Lapointe, who conducted the 2018 summer foreshore trail dog monitoring surveys and data reporting.

ATTACHMENTS. . .

Foreshore Trail Dog-Monitoring Adaptive Plan Summary: (See: *Raven Foreshore Trail – Domestic Dog Management: Habitat Inventory, Compensation, Monitoring and Adaptive Plan* (January 24, 2017))

Results: what the adaptive management plan is attempting to achieve. . .

- **Goal 1:** Maintain functional ecosystems and where possible, enhance plant and animal resources in concert with the broader resources of the bay area.
- **Goal 2:** Allow compatible public recreational and educational use of the area only to the extent that it does not conflict with Goal 1.

(See Habitat Management Plan, 2004, page 24)

The adaptive plan builds on a testable question: “Will the mitigation effort (new signage for leash and closure restrictions) maintain an appropriate level of compliance for dog walking on the foreshore trail?”

Desired Behaviours: actions by users that are most likely to achieve the results above. . .

- All dogs on restricted (2.0 m) leash on foreshore trail only; no dogs on other trails;
- No dogs off leash (City SA Resolution 0438-2015)
- No dogs between April 15 – June 15
- All dog feces removed

(See Habitat Management Plan, 2004, page 29, City of Salmon Arm Resolution 0438-2015, and City SA Bylaw #2119)

Indicators: what should be measured to determine if the results are being achieved. . .

- Observed compliance to dog access restrictions
- Observed compliance to feces removal
- Signs of dog-related habitat disturbance
- Signs of dog-related wildlife displacement

Limits of Acceptable Change: agreed upon limit of change to the above indicators, beyond which corrective actions would be required. Agreed the acceptable limits varied depending on the potential risk and severity of harm.

- ***the goal is 100% compliance, but 97% is an acceptable threshold limit.*** Any trend below this level of compliance would trigger the need for a response.
- ***High risk observations requiring immediate response*** include: observed harassment of wildlife by dogs both off-leash and on-leash; also dog-off-leash, and dogs during critical nesting season. Clear incidents of habitat damage or wildlife harassment or dogs on trail during closures (high risk limits) would warrant immediate response, regardless of the monitoring trends.
- ***Education Period*** – time to allow for a little more tolerance to bring people into compliance was reasonable; but some changes may not be able to wait for time to see people educated – example: maintaining grebe population, diminishing seagull population – these require immediate response. Agreed the window of education is very narrow in critical areas.

. . .adaptive plan summary continued next page. . .

Mitigation Actions: answer how to achieve the desired behaviours. The current mitigation actions identified for this phase of the plan were:

- Education & compliance – messaging: the Working Group advocated a positive, collaborative, solutions focused tone and approach in all communications (says what to do and why, rather than what not to do). Update bulletins were attached to all new bylaw signs along the trail (7 locations). These bulletin included information on the methods to report observations.
- Signage – City bylaw signage was installed in February 2016 at both trailheads, each boardwalk and viewing platform, entry to Christmas Island, and the social entry point off 17th Street. As well, seasonal closure banners were installed on both trailhead gates between April 15 and June 15th. Additional information bulletins were installed to all bylaw signs (see above). As well, SABNES installed an informational banner on the Christmas Island.
- Community PR – media: a news release was circulated during the April 15 – June 15 closure
- Leash lengths – leash length limits are posted on all bylaw signs
- Dog feces bag dispensers – City of Salmon Arm staff installed dog feces bag dispensers at both trailheads.
- Trail ambassadors – working group members joined SABNES volunteers, Shuswap Naturalists, and Greenway volunteers in regularly walking, monitoring, talking to, and encouraging trail users to join in helping to care for the foreshore through compliance and stewardship support.
- Trail closure periods – the April 15 to June 15 Closure to Dogs during the critical nesting period was communicated to the public through the media, colourful trailhead banners, and social media posts (Shuswap Trails eBulletin and Facebook).

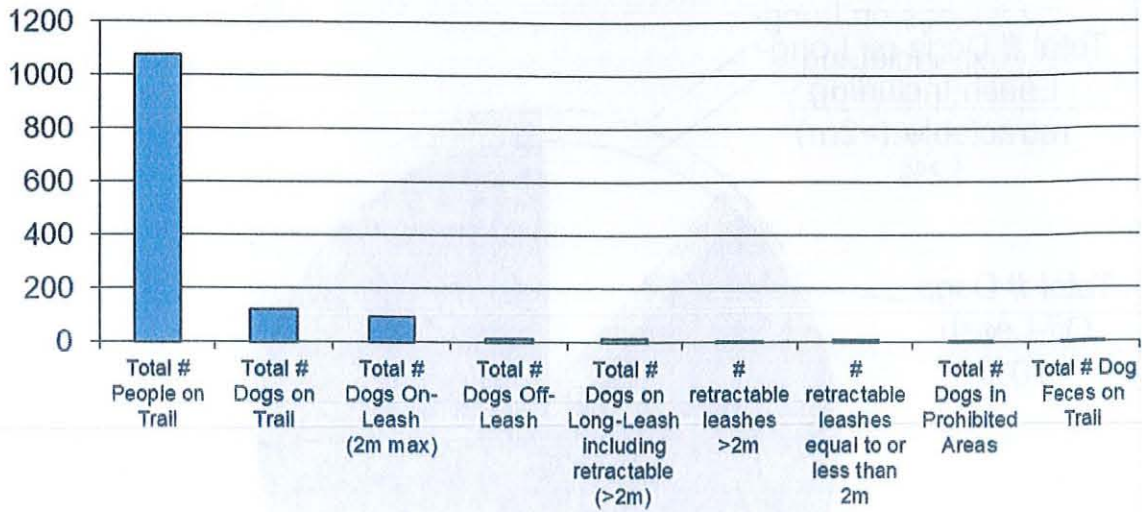
Corrective Actions: These are actions triggered if monitoring suggests that indicators have exceeded acceptable limits. Broadly speaking, they include:

- Adapting or increasing trail user education, messaging, and/or signage efforts
- Increased trail stewardship efforts
- Review photos to determine if more individual targeted approach is necessary
- Adapting restrictions (e.g. decrease length of leash restriction)
- Restricting access
- Extend dog closure period
- Close trail to all dog walkers
- Rehabilitation

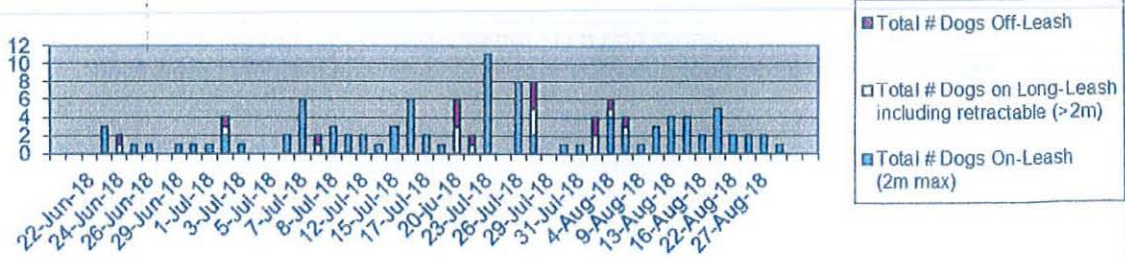
Foreshore (Raven) Trail Monitoring - Survey Talley MASTER
 Format Update: June 20, 2018 (PMeP)

Report #	Date	Monitor Name	Time On	Time Off	Start/End Location	Environmental Conditions (Sun/Cloud/ temp. etc)	Total # People on Trail	Total # Dogs on Trail	Total # Dogs On-Leash (2hr max)	Total # Dogs Off-Leash	Total # Dogs on Leash with retractable (2-2hr)	# retractable leashes < 2hr	# retractable leashes equal to or less than 2hr	Total # Dogs in Prohibited Areas	List Prohibited Areas	Total # Dog Feces on Trail	Comments (Photos taken, response # from trail users)	
1	21-Jun-18	Emilyn Sir	1:00pm	1:45pm	west trail head	sunny and very hot	3	0	0	0	0	0	0	0		0		
2	22-Jun-18	Emilyn Sir	10:30am	11:30am	west trail head	cloudy and hot	7	1	0	1	0	0	0	0	boardwalk in front of lakeside	0		
3	23-Jun-18	Morgan La	10:00am	10:50am	west trail head	hot, cloudy	44	4	3	1	0	0	0	0		0		
4	24-Jun-18	Morgan La	11:20am	12:00PM	west trail head	very hot, very sunny	25	1	0	0	1	0	0	0		0		
5	25-Jun-18	Emilyn Sir	2:00pm	3:00pm	west trail head	windy and cloudy	7	1	1	0	0	0	0	0		0		
6	26-Jun-18	Emilyn Sir	1:00pm	2:0pm	west trail head	warm, sunny with clouds, windy	8	1	1	0	0	0	0	1		0		
7	26-Jun-18	Emilyn Sir	10:15am	N/A	west trail head	light rain, very cloudy	17	0	0	0	0	0	0	0		0	man with off leash dog inleashed that his animals were behaved and could be off leash.	
8	29-Jun-18	Morgan La	12:00 PM	11:00pm	west trail head	sunny , light rain	18	3	1	2	0	0	0	0		0		
9	30-Jun-18	Morgan Lapointe	1:30 AM		west trail head	rainy , humid, cloudy	45	1	1	0	0	0	0	0		1		
10	1-Jul-18	Morgan La	11am	12pm	west trail head	cloudy, light wind, mild temp	17	1	1	0	0	0	0	0		0		
11	2-Jul-18	Emilyn Sir	10:30am	11:30am	west trail head	cloudy, windy, light rain	14	3	2	0	1	1	0	0		0		
12	3-Jul-18	Emilyn Sir	2:45pm	3:45pm	west trail head	moderate, sunny with clouds	21	1	1	0	0	0	0	0		0		
13	4-Jul-18	Morgan La	12pm	1:30PM	west trail head	hot and sunny	19	0	0	0	0	0	0	0		0		
14	5-Jul-18	Morgan La	12pm	12:48 PM	west trail head	hot and sunny	10	0	0	0	0	0	0	0		0	pheasant heard, spotted sharp tailed grouse	
15	6-Jul-18	Morgan La	10:40 AM	11:35 AM	west trail head	moderate, sunny with clouds	25	2	2	0	0	0	0	0		0		
16	7-Jul-18	Morgan La	9am	10am	west trail head	warm, light breeze	60	7	6	1	0	3	3	0		1	off leash dog owner, very compliant	
17	7-Jul-18	Morgan La	12pm	130pm	west trail head	hot wind	20	1	0	0	1	1	0	0		0		
18	8-Jul-18	Morgan La	930am	1030am	west trail head	sunny, cool	35	4	3	1								
19	10-Jul-18	Emilyn Sir	11:00am	12:30pm	west trail head	cloudy, moderate	16	2	2	0	0	0	0	0		0		
20	12-Jul-18	Emilyn Sir	10:10am	11:40am	west trail head	sunny and hot	20	2	2	0	0	0	0	0		0		
21	13-Jul-18	Emilyn Sir	2:00pm	3:30pm	west trail head	very hot, very sunny	11	1	1	0	0	0	0	0		0		
22	15-Jul-18	Emilyn Sir	12:45pm	2:05pm	west trail head	hot and sunny	25	3	3	0	0	0	1	0		0		
23	16-Jul-18	Emilyn Sir	1:10pm	2:40pm	west trail head	cloudless, extremely hot and sunny	19	6	6	0	0	0	0	0		0		
24	17-Jul-18	Emilyn Sir	9:35am	11:00am	west trail head	very hot and sunny	25	2	2	0	0	0	0	0		1		
25	18-Jul-18	Morgan La	11am	12:40pm	west trail head	very hot, very sunny	27	1	1	0	0	0	0	0		0	family spotted 2 deer on trail, sharp-tailed grouse and babies spotted	
26	20-Jul-18	Morgan La	9:40 AM	10:40 AM	west trail head	cloudy, windy,rainy,some sun,cool	11	3	0	0	3	0	0	0		0	"well I don't know if I want to be on the trail if a bear has been spotted"	
27	21-Jul-18	Morgan La	9am	945am	west trail head	cloudy, cool,light wind	39	2		1	1	0						
28	23-Jul-18	Emilyn Sir	1145am	1pm	west trail head	hot and sunny	33	11	11									
29	24-Jul-18	Emilyn Sir	120pm	230pm	west trail head	very hot and sunny	14											
30	26-Jul-18	Emilyn Sir	945am	11am	west trail head	sunny and warm	32	8	8				3					
31	28-Jul-18	Morgan La	840am	940am	west trail head	hot, breezy	33	5	2		3	0						
32	29-Jul-18	Morgan La	230pm	307pm	west trail head	hot, dry and breezy	16											
33	30-Jul-18	Emilyn Sir	10am	11am	west trail head	hot and sunny	28	1	1									
34	31-Jul-18	Emilyn Sir	1145am	1245pm	west trail head	hot and sunny	6	1	1									
35	3-Aug-18	Morgan La	12:30pm	1:30pm	west trail head	cloudy, warm, with some sun	31	2			2							
36	4-Aug-18	Morgan La	9:30am	10:10am	west trail head	warm and sunny	33	5	4		1							
37	7-Aug-18	Emilyn Sir	9:45am	10:45am	west trail head	hot and sunny	27	3	2		1							
38	9-Aug-18	Emilyn Sir	11:15am	12:15pm	west trail head	hot, sunny, and smokey	12	1	1									
39	10-Aug-18	Morgan La	9:00am	10:10am	west trail head	hot and sunny	43	5	3	2								
40	13-Aug-18	Emilyn Sir	9:30am	10:30am	west trail head	warm and smokey	12	4	4									
41	14-Aug-18	Morgan La	9:00am	9:45am	west trail head	cloudy, smokey, and cool	17	7	4	3								
42	16-Aug-18	Morgan La	9:30am	10:35 AM	west trail head	warm, breezy, light sun, smokey	31	2	2									
43	20-Aug-18	Emilyn Sir	10:30am	11:30am	west trail head	smokey, sunny, and warm	19	5	5			1						
44	22-Aug-18	Morgan La	9:05am	10:00am	west trail head	sunny, warm, cool breeze	50	2	2									
45	23-Aug-18	Emilyn Sir	3:40pm	4:40pm	west trail head	overcast, smokey	12	2	2									
46	27-Aug-18	Emilyn Sir	3:45pm	4:45pm	west trail head	warm, very sunny	22	2	2									
47	28-Aug-18	Emilyn Sir	1:00pm	2:00pm	west trail head	warm and sunny	16	1	1									
INSERT NEW ROWS ABOVE THIS LINE IN ORDER TO MAINTAIN FORMULA CALCULATIONS - INSERT NEW ROWS ABOVE THIS LINE IN ORDER TO MAINTAIN FORMULA CALCULATIONS - INSERT NEW ROWS ABOVE THIS LINE IN ORDER TO MAINTAIN FORMULA CALC							1075	120	94	12	14	5	9	1		3		
TOTALS ROW...							Total Dog Check		120	Should Equal Total Above in Column I29								

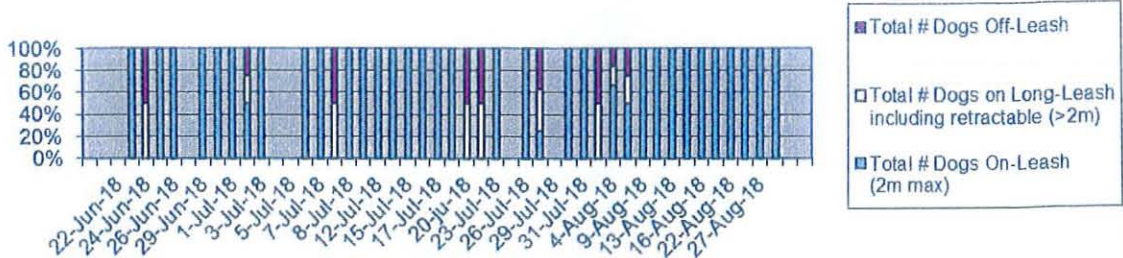
Foreshore Trail Monitoring Survey Totals



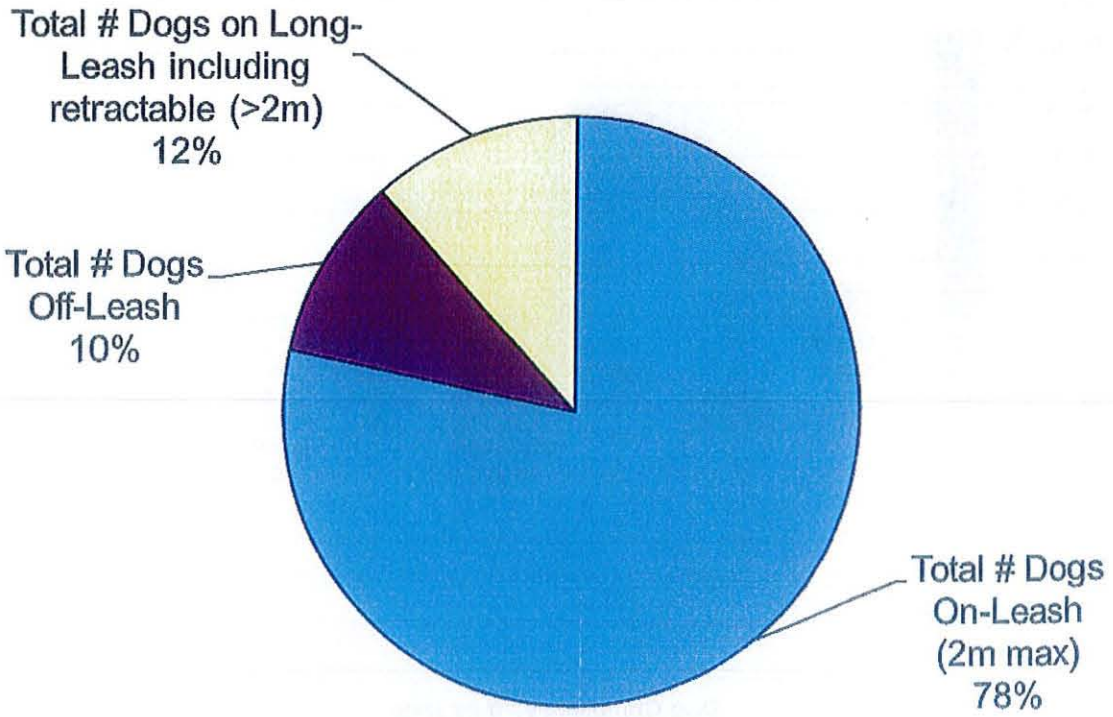
Dog Compliance: # by Date



Dog Compliance: % by Date



Foreshore Trail Dog Monitoring: Overall Compliance



Note: does not include # dogs noted in Prohibited Area or additional observations.

Date Received	Trail	Location	Manoeuvre Needed	Totals	off-leash	long-leash	restricted area	closure period	harassment	Number of dogs	Description of dog	Photo?	Comments
01/01/2018	Nature Trail				Y		Y			1			
01/03/2018	Nature Trail				Y		Y			2			
15/03/2018	Nature Trail					Y	Y	N		1			
18/03/2018	Raven	Near beaver pond	Unleashed dog on trail		Y		Y			1	german shepard	N	Lady ignored Clives request to leash dog
08/04/2018	Raven	Christmas Island	Unleashed dog on Christmas Island	Complainant would like signs and news	Y		Y			1		N	
08/04/2018	Raven	Flats N of Nature House	2 Off Leash Dog Report	Dog encouraged to chase geese	Y					1			
09/04/2018	Raven	Christmas Island & main trail	2 off leash and on leash	Report dogs and owners not complying	2Y		Y			3	pit bull; collie	N	Went off trail and on Christmas Island
14/04/2018	Raven	Foreshore	dog off leash - owner not responsive to comment		Y		Y			1	big cream color	Y	
14/04/2018	Raven	beginning of trail with no dog sign	dog off leash - owner not responsive to comment		Y					1			
20/04/2018	Foreshore Trail						Y			2		n	two walkers 1 medium size and a large lab.
21/04/2018	Nature Trail				Y		Y	Y		2		n	2 women saw signs but ignored them.
04/27/2018	Foreshore Trail				Y		Y			2	medium size/setter	n	Both knew rules and ignored them
14/08/2018	Raven	Raven End of trail	Dog report	Joggers with dog off leash	Y	N	Y	N	N	1	Labordoodle	n	
14/08/2018	Raven	Raven Trail	Man on bike with 2 dogs	Has happened 3 times	Y	N	Y	N	N	2		N	Man on bike with 2 dogs
14/08/2018	Raven	Raven Trail	Man on bike with 2 dogs	Has happened 3 times	Y	N	Y	N	N	2		N	Man on bike with 2 dogs - second incident
14/09/2018	Raven	Raven Trail	Man on bike with 2 dogs	Has happened 3 times	Y	N	Y	N	N	2		N	Man on bike with 2 dogs - third incident
				Totals To-Date	15	1	12	3		25			

Foreshore Trail Dog Monitoring

Meeting Notes - Working Group Advisory Check-In: February 4, 2019

Prepared by: Phil McIntyre-Paul

Updated: February 27, 2019

Present: Janet Aitkin (SABNES), Geoff Benson (SABNES), Joe Johnson (Salmon Arm Greenway Liaison Committee), Phil McIntyre-Paul (Shuswap Trail Alliance)

Regrets: Peter Roberston (Dog Walking Rep)

Meeting Purpose: to review 2018 Foreshore Trail Dog Monitoring Survey report and provide recommendations/feedback to forward to Salmon Arm City Council and staff for consideration

Background: a third season of surveys was conducted by the City of Salmon Arm (administered through the Shuswap Trail Alliance and the Nature Bay Summer Student program) between June and August 2018 monitoring on-leash dog-walking compliance along the Foreshore (Raven) Trail in Salmon Arm. This was the third season of monitoring. The first monitoring survey was conducted in 2016 as part of the Foreshore Trail On-Leash Dog Walking Adaptive Management Plan.

As part of the adaptive plan, a 100% compliance goal was set with a trend below 97% identified as the limit below which corrective actions would be triggered. The 2018 monitoring survey reported a 90% level of on-leash compliance down 8% from 2017 warranting corrective actions be taken by the City.

Members of the original Working Group were invited to respond to the report and recommendations. The following notes reflect that discussion and are incorporated in the final report to City Council.

Meeting Discussion Notes:

1. **Reviewed 2018 Foreshore Monitoring Report** (see attached) – noted slip to 90% on-leash compliance; all agreed this is most likely a result of time since 2016 publicity and people needing a reminder. Also acknowledged the importance of taking positive pro-active action, and affirmed importance of maintaining the monitoring to guide appropriate level of response.
2. **Discussion –**
 - a. Noted report in spring of dogs off leash in early morning; and some evidence one or two specific individuals were resistant to requests to keep dogs on leash
 - b. Confirmed importance of framing messaging in the positive affirmation of the majority of dog-walkers who are upholding the on-leash bylaws and supporting care of the area
 - c. Also affirmed response needed is PR/education and signage reminders
 - d. Shared Peter Robertson's email notes – important to find dog-walking representative for ongoing monitoring advisory; re suggestion of changing nesting closure times – important to ensure it is based on evidence so as not to be perceived as just an attempt to expand the trail closure

- e. Janet shared observation notes from Ed MacDonald (Shuswap Naturalists) and Ted Hillary (who maintain bird nesting observations) – see recommendation below. Confirmed they are just suggesting sliding the existing period two weeks later to better match the peak nesting period based on field observations.

3. Suggested actions:

- a. **Issue new PR/News Release** – messaging should include a call to dog walkers to be ambassadors (positive call to action), tell other dog walkers about the importance of compliance, note the slip in compliance, remind everyone of the bylaw requirements and why they are important, also note the need to improve or else trail may have to be closed to dogs, and promote other trails where people can also walk their dogs in the City (especially during the closure period); very important to use positive messaging – thank all the compliant dog walkers. Question – how best to reach people who don't read the newspaper or listen to radio?
- b. **Include reminder in Weekly City Ad Block** – including closure reminder, report number
- c. **Install new reminder bulletin signage** (laminated zap-strapped to existing signs)
- d. **Include Winter reminder** – bylaws apply year-round; closed areas still closed during winter – noting dog walking in bay even when lake/ground is frozen or snowy.
- e. **Maintain annual monitoring** – recommend continuing to fund summer student monitoring and report, as well as ongoing public monitoring through trail report and animal control phone-in, and animal control monitoring and regular reporting to City
- f. **Get early morning and later evening monitor reports** - suggested starting Nature Centre summer students earlier on some mornings to get a better snap shot that time of day, and inviting volunteer trail users to conduct early morning/evening monitoring reports; suggested possible poster at Lakeside Manor inviting volunteers: "Are you interested in being a trail block parent?"
- g. **TrailReport@shuswaptrails.com** still the go-to trail report hotline for all trails in the Shuswap. Foreshore dog monitor reports are collected, recorded and reported.
- h. **Animal Control Bylaw Officer** – updated city has contracted a new animal bylaw control officer – City hopes this will improve monitoring and reporting – this will continue to be the phone in report contact
- i. **Question:** how to get the Dog Control report number out – noted it was on the sign, but doesn't seem to get used. Idea – what about putting it on the dog poop bags?
- j. **Adjust Nesting Closure Dates to May 1 – June 30** to better fit nesting season – Janet and Geoff reported on seasonal nesting observations which suggest a need to move the nesting closure two weeks later than current dates from April 15 – June 15 to May 1 – June 30 to better fit the peak nesting season. Noted the original dates were a guess. Naturalists Ted Hillary and Ed McDonald, and Biologist, Di Witnar, have compiled their seasonal notes to suggest the following:

"May 1 to June 30 would be better than what there is now. W. grebes usually don't start nesting until after high water which is usually toward the end of June. Most small

songsters, including flycatchers and warblers, don't nest until mid May or later.”

The adjustment of dates were supported noting it was still the same length of time just moved two weeks later.

- k. **Trailhead Kiosk Sign** - SABNES reported the large trailhead kiosk signs are getting changed this spring and will be consistent with messaging on the other signs.
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- n. **Continue funded monitoring program** – maintain the current monitoring program plus target additional early morning and evening monitoring, update bulletin signage and PR, plus convene advisory if/as needed.
- o. **State of the Bay Conference** – SABNES leadership noted they are proceeding to apply for funding to work on updating the original nature bay management plan; will be meeting with Nature Trust and Ministry for Forest Lands and Natural Resources; all acknowledged this was a perfect opportunity for the City to partner and to consider the opportunity to leverage this with the recommended State of the Bay Conference.
- p. **Compensation** – it was noted no action has been taken by City regarding the original management plan recommendation regarding appropriate habitat compensation. Recommend including a reminder in the report recommendations.

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Foreshore Trail Dog Monitoring**Meeting Notes - Working Group Advisory Check-In: February 4, 2019**

Prepared by: Phil McIntyre-Paul

Updated: February 27, 2019

Present: Janet Aitkin (SABNES), Geoff Benson (SABNES), Joe Johnson (Salmon Arm Greenway Liaison Committee), Phil McIntyre-Paul (Shuswap Trail Alliance)

Regrets: Peter Roberston (Dog Walking Rep)

Meeting Purpose: to review 2018 Foreshore Trail Dog Monitoring Survey report and provide recommendations/feedback to forward to Salmon Arm City Council and staff for consideration

Background: a third season of surveys was conducted by the City of Salmon Arm (administered through the Shuswap Trail Alliance and the Nature Bay Summer Student program) between June and August 2018 monitoring on-leash dog-walking compliance along the Foreshore (Raven) Trail in Salmon Arm. This was the third season of monitoring. The first monitoring survey was conducted in 2016 as part of the Foreshore Trail On-Leash Dog Walking Adaptive Management Plan.

As part of the adaptive plan, a 100% compliance goal was set with a trend below 97% identified as the limit below which corrective actions would be triggered. The 2018 monitoring survey reported a 90% level of on-leash compliance down 8% from 2017 warranting corrective actions be taken by the City.

Members of the original Working Group were invited to respond to the report and recommendations. The following notes reflect that discussion and are incorporated in the final report to City Council.

Meeting Discussion Notes:

1. **Reviewed 2018 Foreshore Monitoring Report** (see attached) – noted slip to 90% on-leash compliance; all agreed this is most likely a result of time since 2016 publicity and people needing a reminder. Also acknowledged the importance of taking positive pro-active action, and affirmed importance of maintaining the monitoring to guide appropriate level of response.
2. **Discussion –**
 - a. Noted report in spring of dogs off leash in early morning; and some evidence one or two specific individuals were resistant to requests to keep dogs on leash
 - b. Confirmed importance of framing messaging in the positive affirmation of the majority of dog-walkers who are upholding the on-leash bylaws and supporting care of the area
 - c. Also affirmed response needed is PR/education and signage reminders
 - d. Shared Peter Robertson's email notes – important to find dog-walking representative for ongoing monitoring advisory; re suggestion of changing nesting closure times – important to ensure it is based on evidence so as not to be perceived as just an attempt to expand the trail closure

- e. Janet shared observation notes from Ed MacDonald (Shuswap Naturalists) and Ted Hillary (who maintain bird nesting observations) – see recommendation below. Confirmed they are just suggesting sliding the existing period two weeks later to better match the peak nesting period based on field observations.

3. Suggested actions:

- a. **Issue new PR/News Release** – messaging should include a call to dog walkers to be ambassadors (positive call to action), tell other dog walkers about the importance of compliance, note the slip in compliance, remind everyone of the bylaw requirements and why they are important, also note the need to improve or else trail may have to be closed to dogs, and promote other trails where people can also walk their dogs in the City (especially during the closure period); very important to use positive messaging – thank all the compliant dog walkers. Question – how best to reach people who don't read the newspaper or listen to radio?
- b. **Include reminder in Weekly City Ad Block** – including closure reminder, report number
- c. **Install new reminder bulletin signage** (laminated zap-strapped to existing signs)
- d. **Include Winter reminder** – bylaws apply year-round; closed areas still closed during winter – noting dog walking in bay even when lake/ground is frozen or snowy.
- e. **Maintain annual monitoring** – recommend continuing to fund summer student monitoring and report, as well as ongoing public monitoring through trail report and animal control phone-in, and animal control monitoring and regular reporting to City
- f. **Get early morning and later evening monitor reports** - suggested starting Nature Centre summer students earlier on some mornings to get a better snap shot that time of day, and inviting volunteer trail users to conduct early morning/evening monitoring reports; suggested possible poster at Lakeside Manor inviting volunteers: "Are you interested in being a trail block parent?"
- g. **TrailReport@shuswaptrails.com** still the go-to trail report hotline for all trails in the Shuswap. Foreshore dog monitor reports are collected, recorded and reported.
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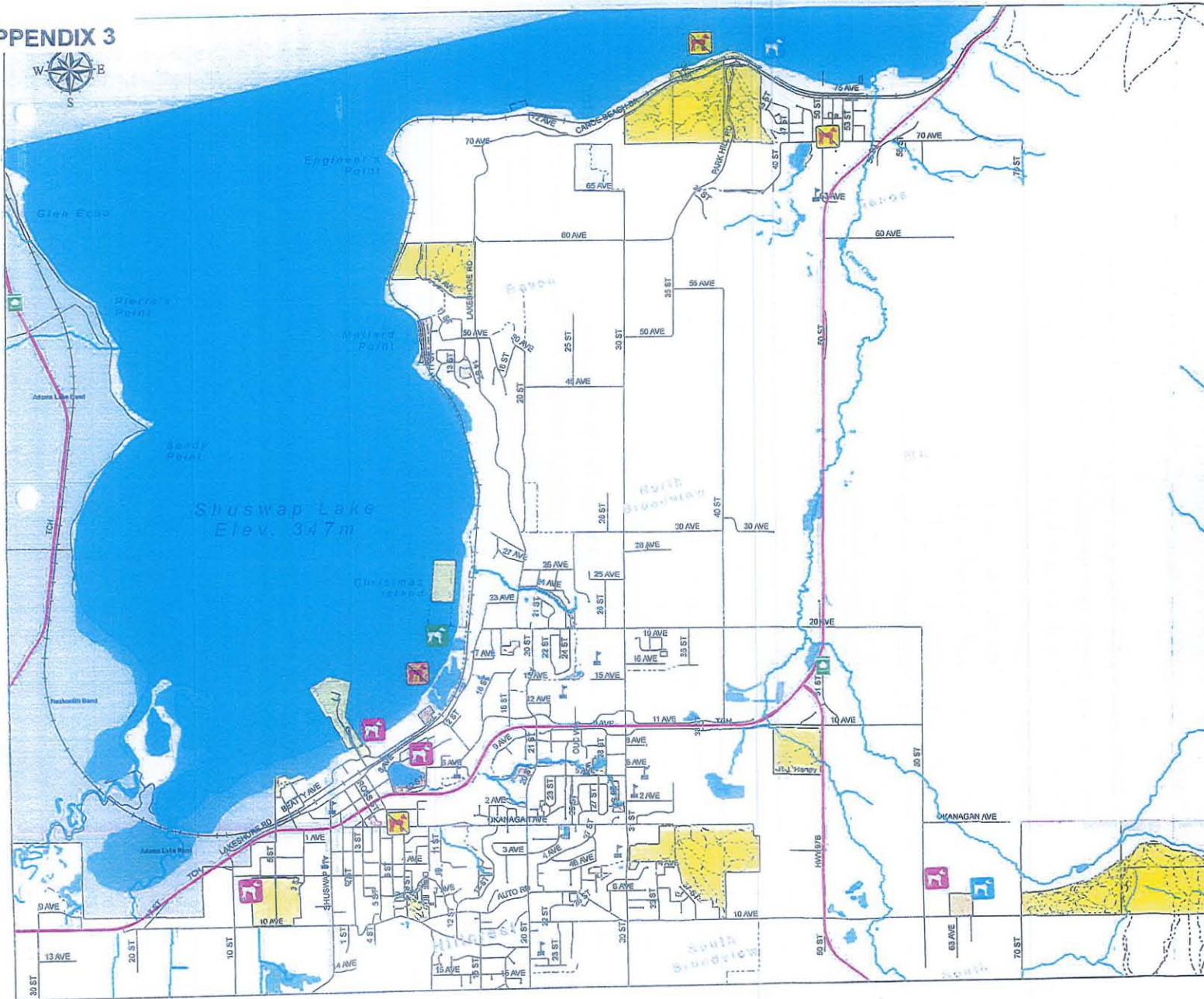
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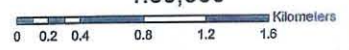
APPENDIX 3



CITY OF **SALMON ARM**

Permitted Dog Areas

1:30,000



- | | | | |
|--|-----------------|--|---|
| | No Dogs Allowed | | Seasonal No Dogs Allowed (April 15 - June 15) |
| | On Leash | | Seasonal On 2m Leash (June 16 - April 14) |
| | Off Leash Area | | Lake/River |
| | Trails | | Swamp |
| | Railway | | Indian Reserves |
| | Streams | | Sports Facilities |
| | Wharf | | Open Space |
| | Highways | | Neighbourhood Park |
| | Local Roads | | Community Park |

Feb 2019

CITY OF SALMON ARM

BYLAW NO. 4328

A bylaw to amend "Parks Regulation Bylaw No. 2119, 1993"

WHEREAS the Council of the City of Salmon Arm has enacted "Parks Regulation Bylaw No. 2119, 1993", being a bylaw to provide for the use, regulation and protection of public lands and parks within the City of Salmon Arm;

AND WHEREAS it is deemed expedient to amend said bylaw;

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

"Parks Regulation Bylaw No. 2119, 1993" is hereby amended as follows:

1. Appendix "B" is hereby amended by the deletion of the WATERFRONT AREAS section and the insertion of the following:

FORESHORE TRAIL consisting of the 10 m wide dedicated municipal walkway and municipal lands lying between the eastern terminus of Harbourfront Drive NE and 47 Avenue NE and adjacent to the Canadian Pacific Railway - on maximum 2 metre leash, except during the period of May 01 to June 30 of each year when dogs are prohibited.

2. This bylaw may be cited as "City of Salmon Arm Parks Regulation Amendment Bylaw No. 4328".

READ A FIRST TIME THIS	25th	DAY OF	March	2019
READ A SECOND TIME THIS	25th	DAY OF	March	2019
READ A THIRD TIME THIS	25th	DAY OF	March	2019
ADOPTED BY COUNCIL THIS		DAY OF		2019

MAYOR

CORPORATE OFFICER

BYLAW NO. 2119
APPENDIX "B" PARKS PERMITTING DOGS

DISTRICT OF SALMON ARM

Dogs shall be permitted to enter those parks listed on Appendix "B" only while on a leash and in the actual custody and control of the owner, his agent or servant, except where excluded by posted notice.

BLACKBURN PARK

CANOE BEACH PARK - posted "no dogs allowed" - resolution of March 22, 1993

FLETCHER PARK - posted "no dogs allowed" - resolution of March 22, 1993

JACKSON PARK [North Canoe Community Park] - posted "no dogs allowed" - resolution of September 10, 2001

KLAHANI PARK

McGUIRE PARK

MARINE PEACE PARK

FORESHORE TRAIL consisting of the 10 m wide dedicated municipal walkway and municipal lands lying between the eastern terminus of Harbourfront Drive NE and 47 Avenue NE and adjacent to the Canadian Pacific Railway - on maximum 2 metre leash, except during the period of May 01 to June 30 of each year when dogs are prohibited.

Item 10.3

CITY OF SALMON ARM

Date: March 25, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4324 be read a second time;

AND THAT: pursuant to Section 475 of the *Local Government Act*, Council has considered this Official Community Plan amendment after appropriate consultation with affected organizations and authorities;

AND THAT: pursuant to Section 476 of the *Local Government Act*, Council has considered with Official Community Plan amendment after required consultation with School District No. 83.

[OCP4000-38; 1160595 BC Ltd./Cutting Edge Holdings Ltd.; 1231 30 Street NE; HC to HDR]

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: March 11, 2019

SUBJECT: Official Community Plan Amendment Application No. OCP4000-38
Zoning Amendment Application No. 1141

Legal: Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17069
Civic: 1231 – 30 Street NE
Owners/Applicant: Cutting Edge Holdings LTD.

MOTION FOR CONSIDERATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend the Official Community Plan Bylaw No. 4000 Land Use Designation of Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17069 from HC (Highway Service/Tourist Commercial) to HDR (High Density Residential);

AND THAT: Pursuant to Section 475 of the *Local Government Act*, Council has considered this Official Community Plan amendment after appropriate consultation with affected organizations and authorities;

AND THAT: Pursuant to Section 476 of the *Local Government Act*, Council has considered this Official Community Plan amendment after required consultation with School District No. 83;

AND THAT: Pursuant to Section 477 (3) (a) of the *Local Government Act*, Second Reading of the Official Community Plan bylaw be withheld pending Council's consideration of the amendment in conjunction with:

- 1) The Financial Plans of the City of Salmon Arm; and
- 2) The Liquid Waste Management Plan of the City of Salmon Arm.

AND THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17069 from R-1 (Single-Family Residential) to R-5 (High Density Residential);

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

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

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted;

PROPOSAL

The subject parcel is located at 1231 – 30 Street NE, just north of the Trans Canada Highway (Appendices 1 and 2). It is designated Highway Service / Tourist Commercial (HC) in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 and 4). The parcel currently contains a single family dwelling (site photos are attached as Appendix 5).

The purpose of this application is to amend the OCP and rezone the subject parcel to accommodate a multi family residential use. As discussed in more detail, a high density land use designation is deemed to be the most appropriate designation of the OCP.

The Zoning Map attached shows the mix of zones in the immediate area, predominantly Residential (R-4 with R-1 and R-5), with Rural zones to the east, and Commercial zones further to the west and south. Land uses adjacent to the subject parcel include the following:

North: Residential land (R-1 Single Family and R-4 Medium Density Residential)
 South: Residential land (R-1 Single Family Residential)
 East: Road (30 Street NE) and A-2 (Rural Holding) land beyond
 West: Residential land (R-4 Medium Density Residential)

A conceptual site plan (Appendix 6) has been submitted to illustrate the development proposal featuring 5 or 6 three-storey residential units. While the details of the attached plans are unclear, they represent the intent of the applicant at this time and would be subject to detailed review at the Development Permit stage. Note the maximum height in the R-5 zone is 12 metres (39.4 feet), without a height bonus, while the maximum height permitted in the C-6 zone (envisioned by the OCP "HC" designation) is 19 metres (62.3 feet).

If rezoned to R-5, a form and character residential development permit application would be required prior to development to address building forms, site plan, lot grading, and landscaping designs. A Development Permit application would be reviewed by City staff, the Design Review Panel, and then by Council for consideration of approval.

OCP POLICY

The proposed OCP amendment from HC (Highway Service / Tourist Commercial) to HR (Residential - High Density) would place the subject parcels in Residential Development Area A, considered the highest priority for development. The proposed amendment to HR would align with the OCP's Urban Residential Objectives listed in Section 8.2 and the Urban Residential Policies listed in Section 8.3, including providing a variety of housing types, providing housing options, and supporting compact communities. In terms of siting, the proposal appears aligned with OCP Siting Policies under Section 8.3.19, including good access to transportation routes, recreation, community services, and utility servicing.

Section 475 & 476 - Local Government Act

Pursuant to Sections 475 and 476 of the Local Government Act (consultation during OCP amendments), the proposed OCP amendments were referred to the following organizations on January 23, 2019:

Adams Lake Indian Band:	No response to date
Neskonlith Indian Band:	No response to date
Economic Development Society:	Letter of support attached (Appendix 7).
Interior Health Authority:	No response to date
School District No. 83: (pursuant to Section 476)	No response to date

Section 477 - Local Government Act

Pursuant to Section 477 of the Local Government Act (adoption procedures for an OCP amendment), prior to Second Reading of the bylaw, Council must consider the proposed OCP amendment in relation to the City's financial and waste management plans. In the opinion of staff, this proposed OCP amendment is largely consistent with both the City's financial and waste management plans.

COMMENTSMinistry of Transportation & Infrastructure

MOTI has granted preliminary approval (Appendix 8).

Engineering Department

Servicing information provided to applicant in advance of any future development (Appendix 9).

Planning Department

The surrounding neighbourhood has been undergoing slow development with a mix of older, single family housing and newer condominium, institutional and commercial development, most significantly the uptown SASCU / Askew's location and the 21 Street NE underpass. The subject parcel is located in an area well-suited for higher density residential development featuring sidewalks and transit routes, being within close walking distance of the commercial node to the west, the recreation centre and arena, schools (including Okanagan College), as well as the City Centre and hospital further west.

At present, the subject parcel may be considered less ideal for Highway Service / Tourist Commercial development as presently designated, considering the size of the parcel, the commercial node established to the west, and the proximity of recent residential development. As noted, the Residential – High Density (HD) designation in the City's Official Community Plan (OCP) supports the proposed development scenario, which in the opinion of staff aligns with broad OCP policies.

The maximum residential density permitted under R-5 zoning is 100 dwelling units per hectare of land. As the subject property is 0.13 hectares in area, the maximum permitted density would be 13 dwelling units assuming: 1) the present gross areas of the subject parcel; and 2) no density bonus. With a density bonus under R-5 zoning, the maximum density is 130 units per hectare, or 16 units on 0.13 hectares, with a height increase to 15 m. The minimum residential density permitted under R-5 zoning is 3 units in the form of a triplex. The applicant is currently proposing a 5-to-6 unit development (which equates to a density of 46 units per hectare) subject to a Development Permit application. The proposed development should align well with the residential development to the north, south, and west.

Table 1 – R-5 Zoning Analysis (0.48 hectare area)

	<u>R-5 Permitted/Required</u>	<u>R-5 with Bonus</u>	<u>Proposed</u>
Density	13 units	16 units	5-to-6 units
Height	12 m	15 m	tbd
Parcel Coverage	55 %	70 %	tbd
Setback – front	5 m	5 m	tbd
Setback – interior side	2.4 m	2.4 m	tbd
Setback – rear	5 m	5 m	tbd
Parking	16	20	tbd
Small Car Spaces	20 % (3)	20 % (4)	tbd

Considering the proposed development concept, a 6 unit development would be required to provide 8 parking stalls. The provision of on-site parking is practical and necessary, as the opportunity for on-street parking at this site is very limited.

As previously noted, if rezoned as proposed, a form and character development permit application would be required prior to development and would clarify the inclusion of various site elements. Detailed site plans, building renderings, a landscape plan provided by a landscape architect, and a lot grading plan submitted at the development permit stage are all required to illustrate how the applicant's proposal would address various requirements. Specific details regarding building design including heights, and site planning including the requisite screened refuse/recycling area, fencing and landscaping have not yet been determined. Staff note that parking areas are required to meet the standards specified in the Zoning Bylaw, including hard surfacing, grading, drainage, and delineation (painted lines) of parking spaces.

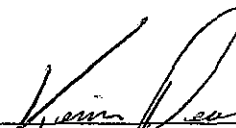
Staff have discussed these matters with the applicant and as such, staff are comfortable with the concept as proposed at this stage, with the expectation that detailed designs are forthcoming and the understanding that these details are required at the Development Permit stage.

CONCLUSION

The proposed Residential - High Density (HR) OCP land use designation and R-5 zoning of the subject properties is consistent with OCP residential policy, will not result in any significant impact on the City's commercial land supply, and is therefore supported by staff.



Prepared by: Chris Larson, MCP
Planning and Development Officer



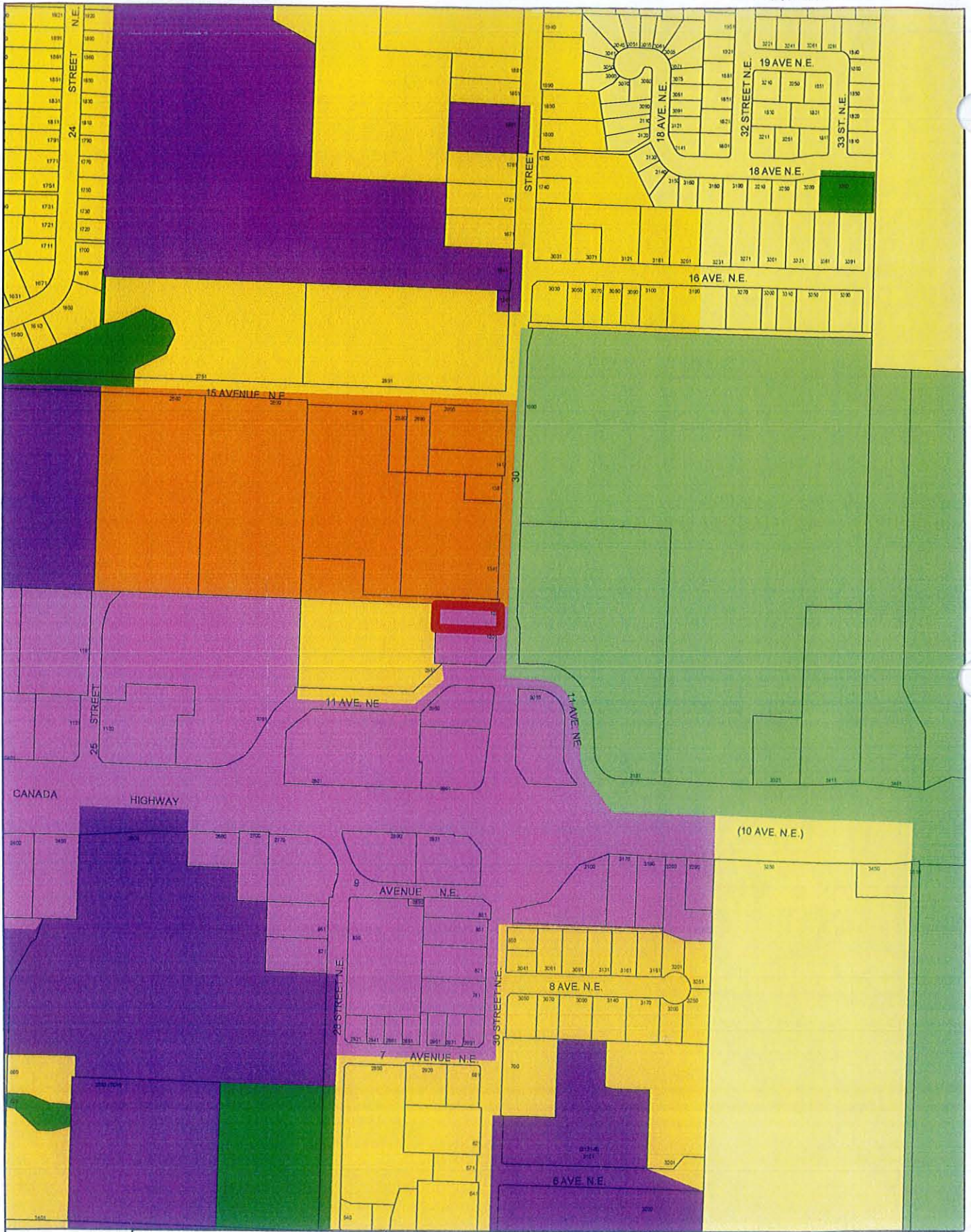
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



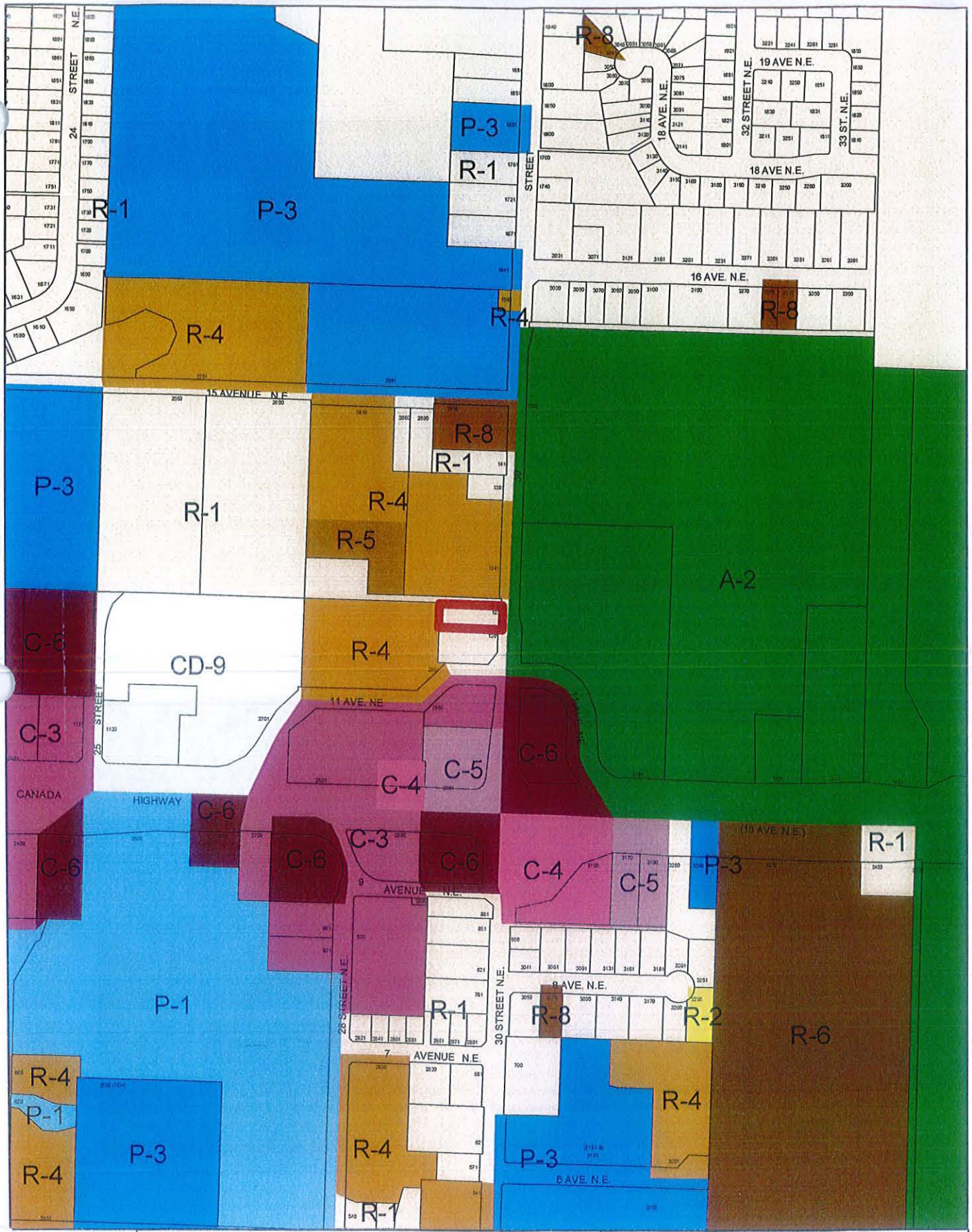
Subject Parcel



Subject Parcel



	<p>0 2040 80 120 160 Meters</p> 	 Acreage Reserve	 High Density Residential
	 Subject Parcel	 Park	 Commercial - Highway/Service Tourist
		 Institutional	

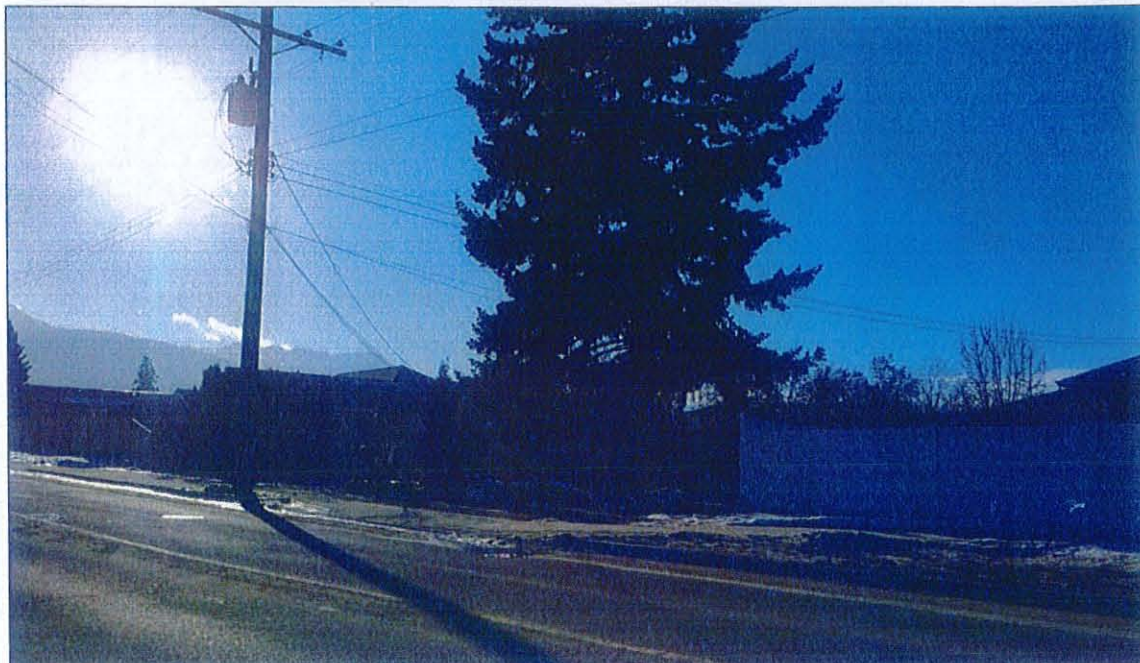


 Subject Parcel

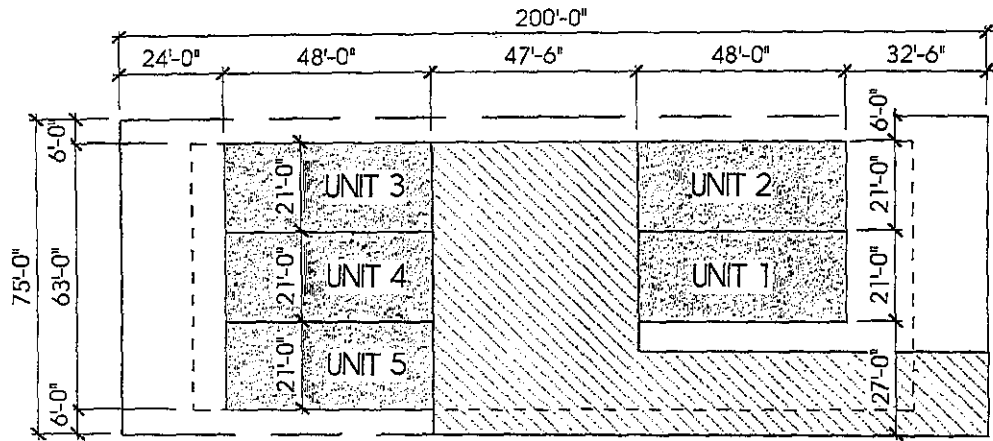
Appendix 5: Site Photos



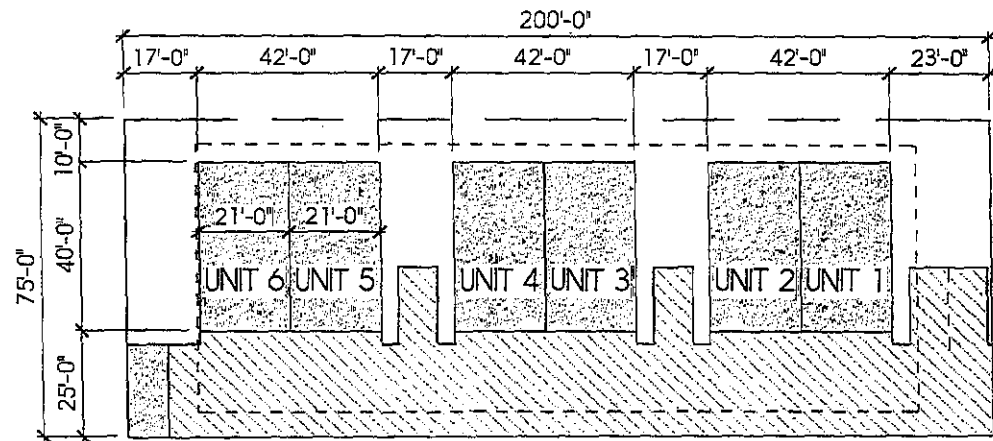
View of subject parcel looking west from 30 Street NE.



View of subject parcel looking south west from 30 Street NE showing adjacent (fenced) residential development.



30TH STREET NE

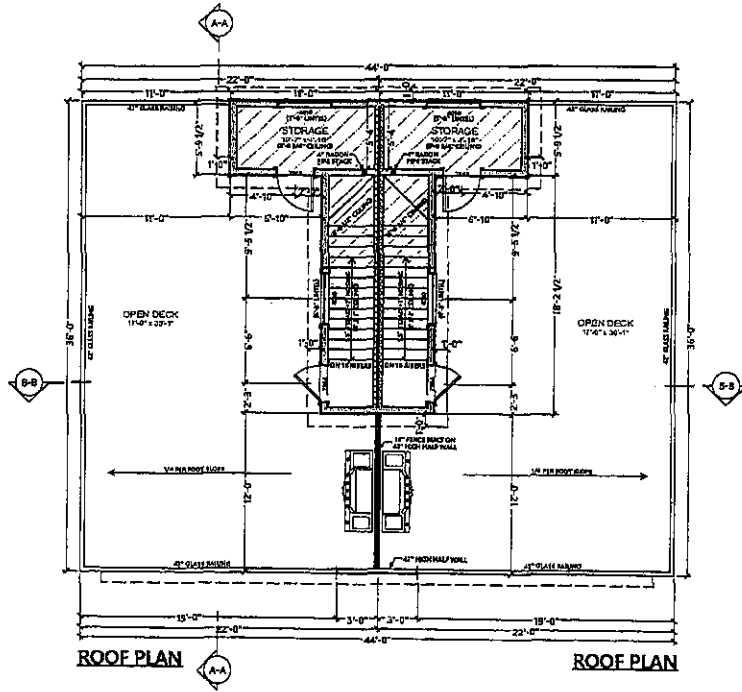


30TH STREET NE



1 SITE
1:500

NOV 15 2018
1231 30TH STREET, NE.
SALMON ARM, B.C.



PARTY WALL ASSEMBLY
 AS PER TABLE A-9.10.3.1.A B.C. BUILDING CODE
 W12a - 1 HR. FRR - STC 57

ROOF CONSTRUCTION
 5/8" TYPE "X" GYPSUM BD.
 2x4 @ 16" O/C C/W R-13 BATT INSULATION
 T AIR SPACE
 2x4 @ 16" O/C C/W R-13 BATT INSULATION
 5/8" TYPE "X" GYPSUM BD.

NOTE: 28 GAL. GALVANIZED FIRE STOP @ TOP OF ASSEMBLY AND @ UNDERSIDE OF ROOF TRUSSES SPANNING AIR SPACE.

SPECIFICATIONS

ROOF CONSTRUCTION
 FINISHES: FINISHES
 TOP OF ROOF TRUSSES: FINISHES
 INSULATION: FINISHES
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 2x4 @ 16" O/C C/W R-13 BATT INSULATION
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 2x4 @ 16" O/C C/W R-13 BATT INSULATION
 5/8" TYPE "X" GYPSUM BD.

EXTERIOR WALLS
 8" CMU BLOCK
 1/2" AIR SPACE
 8" CMU BLOCK
 1/2" AIR SPACE
 8" CMU BLOCK
 1/2" AIR SPACE

STAIR CONSTRUCTION
 2" MIN. THICKNESS
 1/2" MIN. THICKNESS
 1/2" MIN. THICKNESS
 1/2" MIN. THICKNESS

DOORS & WINDOWS
 1 1/2" MIN. THICKNESS
 1 1/2" MIN. THICKNESS
 1 1/2" MIN. THICKNESS
 1 1/2" MIN. THICKNESS

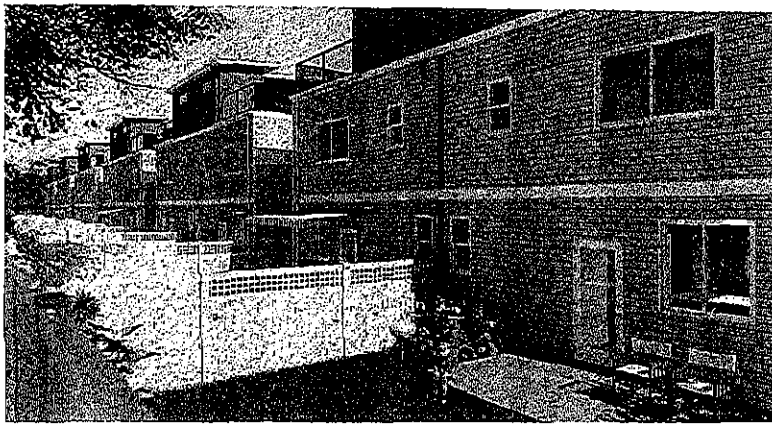
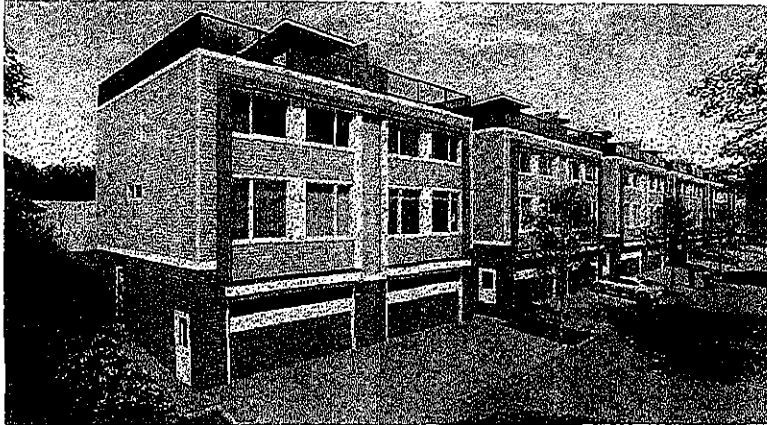
FOUNDATION
 12" MIN. THICKNESS
 12" MIN. THICKNESS
 12" MIN. THICKNESS
 12" MIN. THICKNESS

INTERIOR WALL
 5/8" TYPE "X" GYPSUM BD.
 5/8" TYPE "X" GYPSUM BD.
 5/8" TYPE "X" GYPSUM BD.
 5/8" TYPE "X" GYPSUM BD.

DRAINAGE TILE
 1/2" MIN. THICKNESS
 1/2" MIN. THICKNESS
 1/2" MIN. THICKNESS
 1/2" MIN. THICKNESS

FLOOR SYSTEM
 1/2" MIN. THICKNESS
 1/2" MIN. THICKNESS
 1/2" MIN. THICKNESS
 1/2" MIN. THICKNESS

JOISTS & BRACKETS
 2" MIN. THICKNESS
 2" MIN. THICKNESS
 2" MIN. THICKNESS
 2" MIN. THICKNESS



Registry Home Design
 4101 W. 10th Street, Suite 100
 Phoenix, AZ 85027
 PH: 250-468-1641

ISSUED PLANS	MARKET PLAN	MARKET PLAN
NO. 1	NO. 1	NO. 1
NO. 2	NO. 2	NO. 2
NO. 3	NO. 3	NO. 3
NO. 4	NO. 4	NO. 4
NO. 5	NO. 5	NO. 5
NO. 6	NO. 6	NO. 6
NO. 7	NO. 7	NO. 7
NO. 8	NO. 8	NO. 8
NO. 9	NO. 9	NO. 9
NO. 10	NO. 10	NO. 10



ELKRIDGE
 A TRISTAR COMMUNITY

PROJECT TITLE:
**ELKRIDGE - DUPLEX
 2&3 BED UNITS**

DATE:
12/13/2016

SCALE:
1/4" = 1'

SHEET:
4/5

Appendix 6: Development Concept



Ristary Home Design
 design@ristaryhomedesign.com
 PH: 250-469-1641

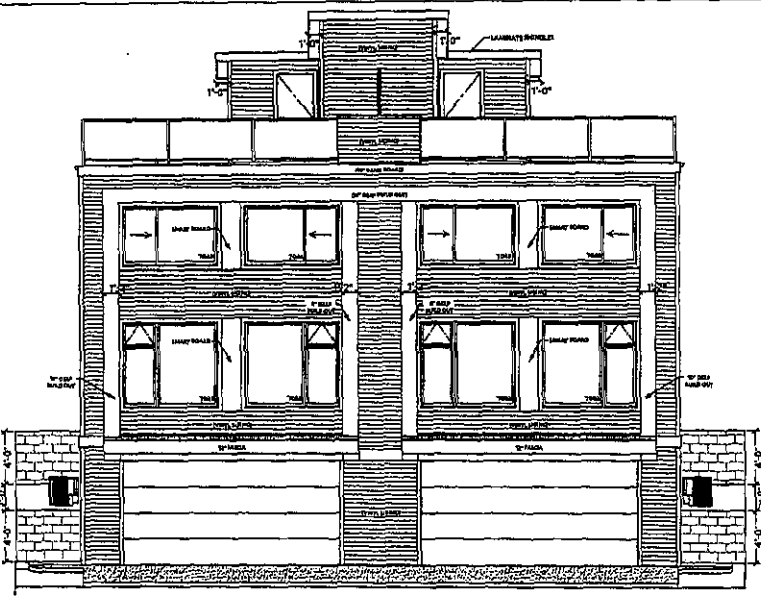
ISSUED PLANS	APPROVED FOR CONSTRUCTION
DATE	BY
12/13/2016	AL

ELKRIDGE
 A TRISTAR COMPANY

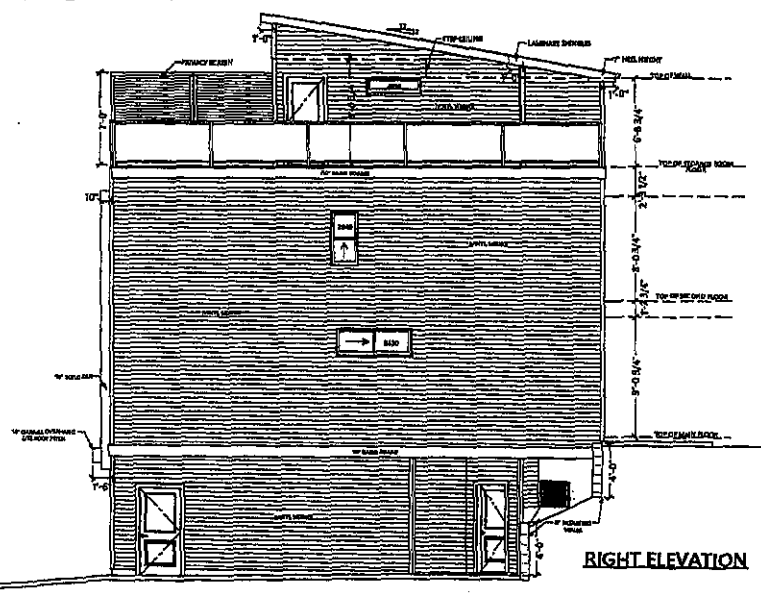
PROJECT TITLE
ELKRIDGE - DUPLEX
 283 BED UNITS

DATE
 12/13/2016
 SCALE
 1/4" = 1'
 SHEET:
1/5

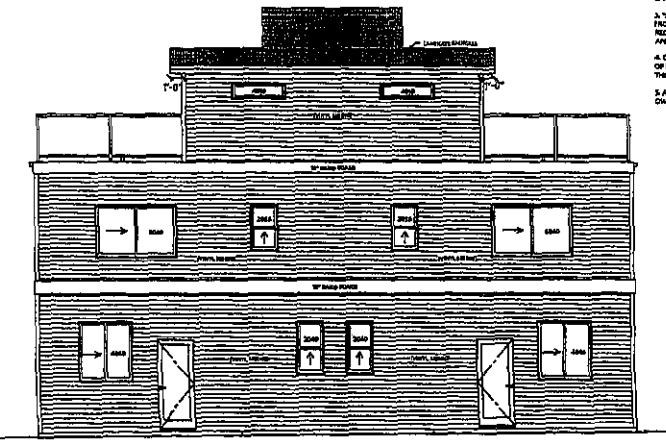
Appendix 6: Development Concept



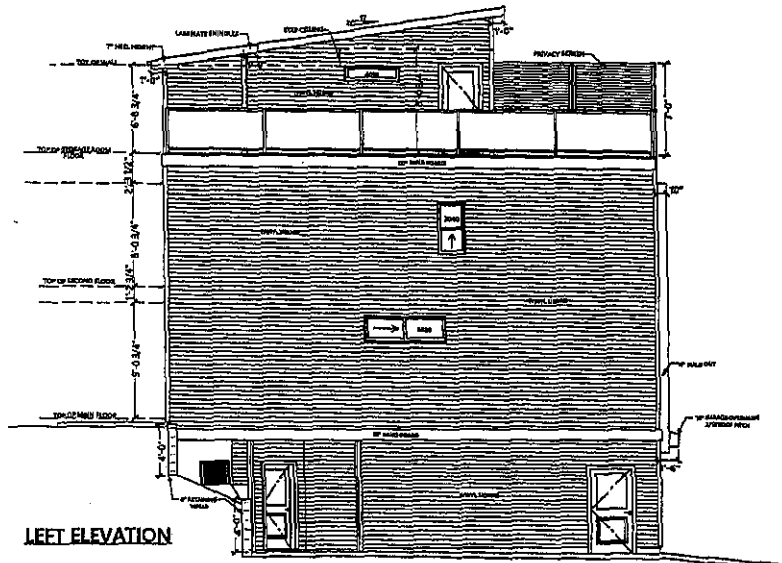
FRONT ELEVATION



RIGHT ELEVATION



REAR ELEVATION



LEFT ELEVATION

STANDARD NOTES

1. ALL WORK SHALL CONFORM TO THE CANADIAN BUILDING CODES ADOPTED BY AUTHORIZED LOCAL JURISDICTION OR LOCAL BUILDING CODES AND REVISED WHICH MAY VARY PREVIOUSLY.
2. WRITTEN REMARKS SHALL PRECEDE ALL OVER SCALED DIMENSIONS.
3. "RISTARY DESIGN INC." SHALL NOT BE RESPONSIBLE FOR ANY VARIANCE FROM THE STRUCTURAL DRAWINGS AND SPECIFICATIONS OR READINGS REQUIRED HEREFROM FROM CONDITIONS ENCOUNTERED AT THE JOB SITE, AND IS THE SOLE RESPONSIBILITY OF THE OWNER/MAJOR.
4. CONSTRUCTION LOADS ON THE STRUCTURE CAUSED BY WINDMILL STORAGE OR NATIONAL OR LOCAL BY REQUIREMENTS, SHALL NOT BE ALLOWED TO EXCEED THE DESIGN LOADS.
5. ALL WINDOW AND DOOR SIZES AND OPERATIONS ARE TO BE CONFIRMED BY CONSULTATION WITH THE MANUFACTURER.



February 12, 2019

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

Attention: Kevin Pearson
Director of Development Services

Dear Sir:

Re: OCP Amendment Application No OCP4000-38

The Salmon Arm Economic Development Society (SAEDS) Board of Directors has reviewed the information for the above-noted OCP Amendment Referral to redesignate the OCP designation of the property located at 1231 30th Street NE, Salmon Arm from Highway Commercial to High Density Residential and the zoning of the same property from R1 to R5. The Board has no objections to the application, based on the information provided.

We thank you for the opportunity to comment on this OCP Amendment Referral.

Sincerely,

A handwritten signature in blue ink, appearing to read "Lana Fitt".

Lana Fitt, Economic Development Manager
Salmon Arm Economic Development Society



BRITISH
COLUMBIA

Ministry of Transportation
and Infrastructure

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

Your File #: ZON-1141
eDAS File #: 2019-00410
Date: Jan/28/2019

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

Attention: City of Salmon Arm, Development Services

Re: Proposed Bylaw for: Lot 1, Section 24, Township 20, Range 10, W6M, KDYD,
Plan 17069
1231 – 30 Street NE, Salmon Arm

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

We ask that the City of Salmon Arm consider imposing development cost charges
towards this and future developments in the area to contribute towards a traffic study
and possible future improvements to the municipal intersection(s) to the Trans-Canada
Highway, as warranted.

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

Tara Knight
District Development Technician

Local District Address

Salmon Arm Area Office

Bag 100
850C 16th Street NE
Salmon Arm, BC V1E 4S4
Canada

Phone: (250) 503-3664 Fax: (250) 833-3380

CITY OF SALMON ARM

*Memorandum from the
Engineering and Public
Works Department*

TO: Kevin Pearson, Director of Development Services
 DATE: 08 February 2019
 PREPARED BY: Chris Moore, Engineering Assistant
 OWNER: **Cutting Edge Holdings Ltd.**, 2790 – 25 St NE, Salmon Arm, BC, V1E 2Z7
 APPLICANT: Owner
 SUBJECT: **OCP AMENDMENT APPLICATION NO. OCP4000-38**
ZONING AMENDMENT APPLICATION FILE NO. ZON-1141

LEGAL: Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17069
 CIVIC: **1231 – 30 Street NE**

Further to your referral dated 17 January, 2019, the Engineering Department does not have any concerns related to the Re-zoning and OCP amendment and recommends approval.

In advance of any development proceeding to the next stages we provide the following servicing information. These comments and servicing requirements are not conditions for Rezoning / OCP Amendment; however, these comments are provided as a courtesy, prior to the next stage of development.

General:

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

OCP AMENDMENT APPLICATION NO. OCP4000-38
ZONING AMENDMENT APPLICATION FILE NO. ZON-1141
08 February 2019
Page 2

show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

9. For the off-site improvements at the time of development the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of development approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

Roads / Access:

1. 30 Street NE, on the subject properties Eastern boundary, is designated as an Urban Arterial Road standard, with an ultimate 25.0m road dedication (12.5m on either side of road centerline). Although the City only requires an interim total of 20.0m of road dedication (10.0m on either side of road centerline) at this time, all building setbacks will be required to conform to the ultimate 25.0m cross section. Available records indicate that no additional road dedication is required (to be confirmed by BCLS).
2. 30 Street NE is currently constructed to an Interim Urban Arterial Road standard. Upgrading to the approved Interim Urban Arterial Road standard will require the installation of one additional street light in accordance with drawing SL-1. No further upgrading is anticipated at this time.
3. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
4. There is currently a single residential letdown to the property. Only one letdown (8m maximum width) will be permitted, any un-used letdowns are to be reinstated. Owner / Developer is responsible for all associated costs.
5. It is recommended that a turn-around is incorporated into the design, suitably sized to allow service vehicles to turn and exit in a forward direction.

Water:

1. The subject property fronts a 300mm diameter Zone 4 watermain on the West side of 30 Street NE and a 250mm diameter Zone 4 watermain on the East side of 30 Street NE. No upgrades will be required at this time.
2. Records indicate that the existing property is serviced by a service of unknown size from the 300mm diameter watermain on 30 Street NE. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
3. The proposed development is to be serviced by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use.

OCP AMENDMENT APPLICATION NO. OCP4000-38
ZONING AMENDMENT APPLICATION FILE NO. ZON-1141
08 February 2019
Page 3

Water meter will be supplied by the City at the time of subdivision, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.

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

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on 30 Street NE. No upgrades will be required at this time.
2. The development is to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.
3. Records indicate that the existing property is serviced by a 100mm service from the sanitary sewer on 30 Street NE. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Drainage:

1. The subject property fronts a 300mm diameter storm sewer on 30 Street NE. No upgrades will be required at this time.
2. Records indicate that the existing property is not serviced with a storm service. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
4. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.

OCP AMENDMENT APPLICATION NO. OCP4000-38
ZONING AMENDMENT APPLICATION FILE NO. ZON-1141

08 February 2019

Page 4

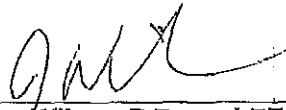
5. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed lot(s) shall be serviced (each) by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the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

Geotechnical:

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



Chris Moore
Engineering Assistant



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

CITY OF SALMON ARM

BYLAW NO. 4324

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on _____, at the hour of 7:00 p.m. was published in the _____ and _____, 2019, issue of the Salmon Arm Observer;

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

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

1. "City of Salmon Arm Official Community Plan Bylaw No. 4000" is hereby amended as follows:

1. Re-designate Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17069 from Highway Service / Tourist Commercial to High Density Residential, as shown on Schedule "A" attached hereto and forming part of this bylaw;

2. SEVERABILITY

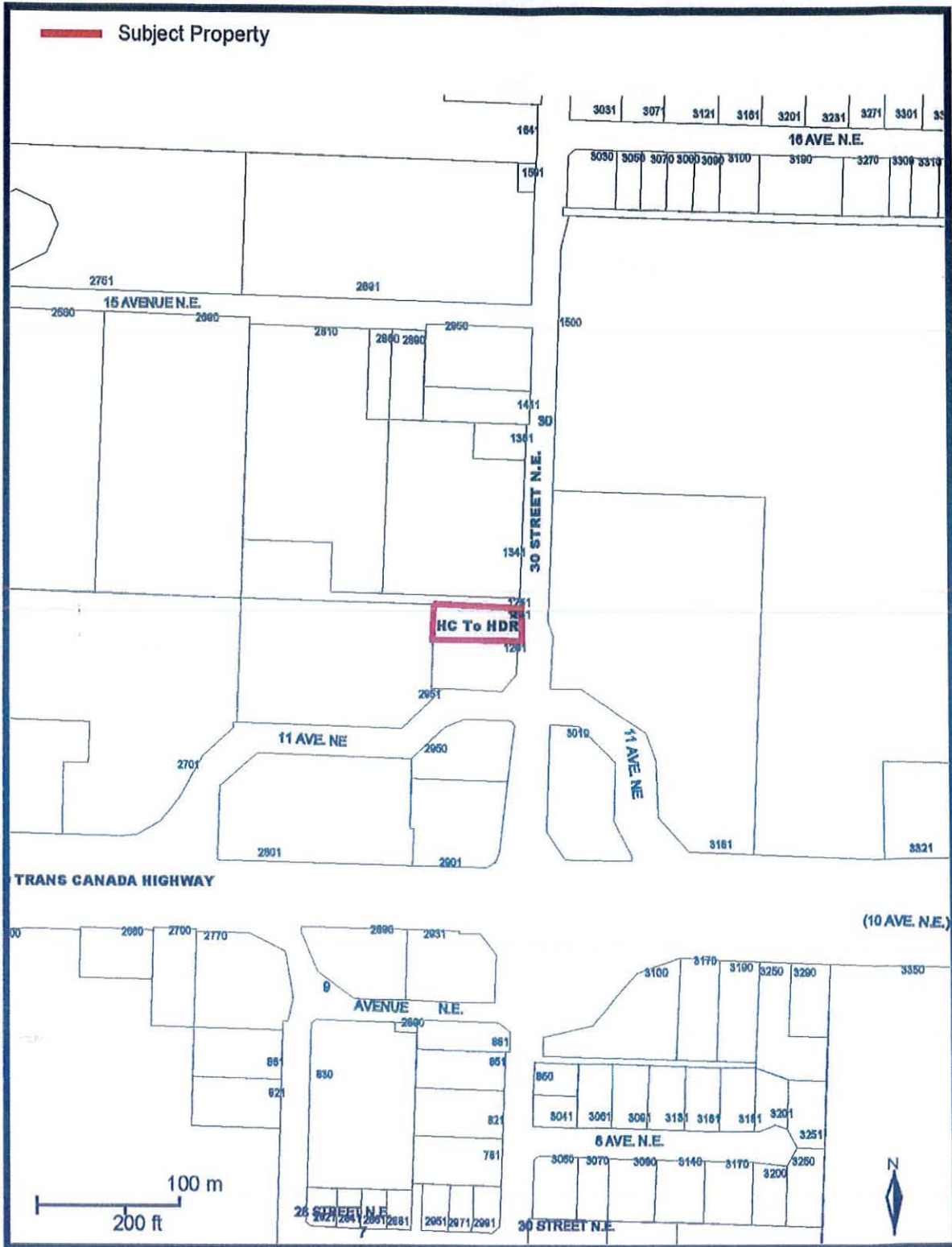
If any part, section, sub-section, clause of this bylaw for any reason is held to be invalid by the decisions of a Court of competent jurisdiction, the invalid portion shall be severed and the decisions that it is invalid shall not affect the validity of the remaining portions of this bylaw.

3. ENACTMENT

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

4. EFFECTIVE DATE

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



HC - Highway Service / Tourist Commercial

HDR - High Density Residential

Item 10.4

CITY OF SALMON ARM

Date: March 25, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4325 be read a second time.

[ZON-1141; 1160595 BC Ltd./Cutting Edge Holdings Ltd.; 1231 30 Street NE; R-1 to R-5]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4325

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, on _____, 2019 at the hour of 7:00 p.m. was published in the _____ and _____, 2019 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17069 from R-1 Single Family Residential Zone to R-5 High Density Residential Suite Zone, attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

City of Salmon Arm
Zoning Amendment Bylaw No. 4325

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4325"

READ A FIRST TIME THIS 25th DAY OF March 2019

READ A SECOND TIME THIS DAY OF 2019

READ A THIRD TIME THIS DAY OF 2019

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF 2019

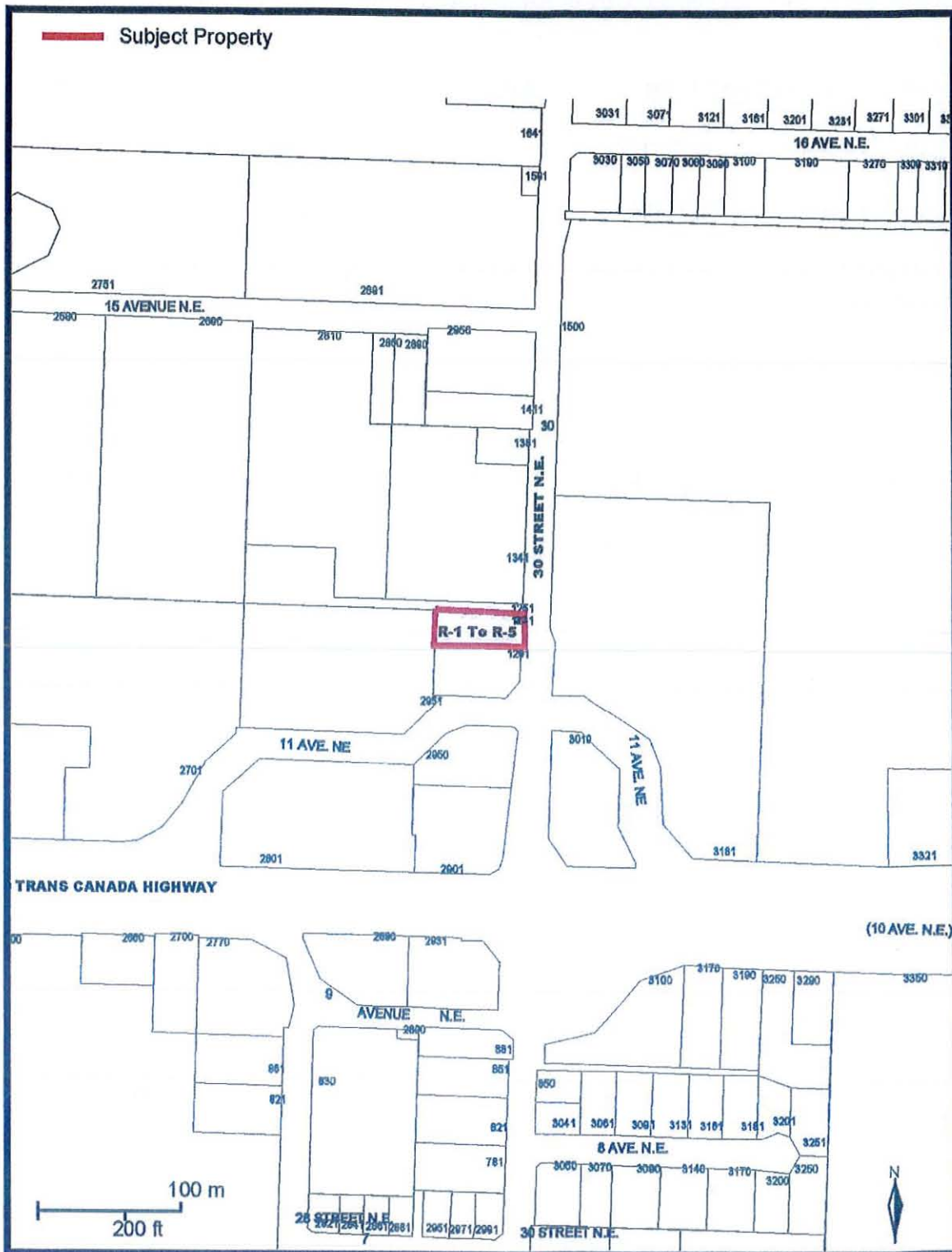
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



R-1 - Single Family Residential Zone
 R-5 - High Density Residential Zone

INFORMATIONAL CORRESPONDENCE - APRIL 8, 2019

- | | | |
|-----|---|---|
| 1. | Building Department – Building Statistics – March 2019 | N |
| 2. | Building Department – Building Permits – Yearly Statistics | N |
| 3. | Mayor Harrison – letter dated March 26, 2019 – Support for Shuswap Immigrant Services Society | N |
| 4. | L. Jack – letter received March 22, 2019 – 3 citizen wishes for you to ponder | A |
| 5. | J. Vivian – letter with attachment dated March 26, 2019 – Mouttelle Creek and 30 th Avenue SW Drainage and response from J. Wilson, City Engineer | A |
| 6. | W. Welter – letter dated March 29, 2019 – 7-Eleven Eyesore | A |
| 7. | B. Kurtz – email dated March 27, 2019 – Request for Luminary Walk at McGuire Lake | R |
| 8. | J. Wood, Co-Chairperson, BC Festival 2019 – letter received March 2019 – BC Festival 2019, July 10 – 14, 2019 | R |
| 9. | D. Butler, Program Coordinator – Information/Education and Family Support, Canadian Mental Health Association (CMHA) – Shuswap/Revelstoke – letter dated March 20, 2019 – Ride Don't Hide, May 9, 2019 | R |
| 10. | L. Wong, Manager, Downtown Salmon Arm – letter dated March 26, 2019 – 3 rd Annual Outdoor Movie Night in the Park | R |
| 11. | Governance Advisory Committee, Sicamous-to-Armstrong Rail Trail Corridor - Minutes of March 15, 2019 | N |
| 12. | M. J. Taguchi, Legislative Assistant, Office of Mel Arnold, Member of Parliament North Okanagan – Shuswap – email dated March 28, 2019 – Parliamentary Aquatic Invasive Species Study | N |
| 13. | Auditor General for Local Government – email dated March 28, 2019 – AGLG releases Performance Audit on District of Mission-Emergency Management in Local Governments | N |
| 14. | M. Bains, Regional Director, Financial Management & Accounting Operations, Corporate Management & Comptrollership Branch, Pacific Region, Royal Canadian Mounted Police – letter dated March 28, 2019 – Confirmation Letter, Municipal Policing Expenditure Cap 2019/20 | N |
| 15. | T. Takahashi, Deputy Corporate Officer, City of Port Moody – email dated March 27, 2019 – City of Port Moody Resolution Regarding Greenhouse Gas Limits for New Buildings | N |
| 16. | C. Peters – email dated April 1, 2019 – Update on Human Trafficking in BC Communities | N |

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

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Item 13.1

CITY OF SALMON ARM

Date: April 8, 2019

Presentation 4:00 p.m.

NAME: Robyn Hooper, Columbia Shuswap Invasive Species Society


TOPIC: Columbia Shuswap Invasive Species Society Update

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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




CSISS

DELEGATION TO CITY OF SALMON ARM
APRIL 2019

AGENDA

- ▶ Who is CSISS?
- ▶ Partnerships with Salmon Arm
- ▶ Highlights 2014 – 2018
- ▶ Local Priorities
- ▶ Next Steps



Teasel


CSISS Board of Directors and Staff




Objectives of CSISS

Based on its constitution, the objectives of the CSISS are to:


- 1) To educate and engage public, private landowners, land and aquatic managers, first nations and others about invasive species and their impacts.
- 2) To establish and operate invasive species management programs.
- 3) To do all other things as are incidental and ancillary to the attainment of the above purposes.




Blueweed

City SA-CSISS Partnership

- ▶ City of Salmon funds CSISS to coordinate invasive species management (surveys, treatments, monitoring, Do Not Mow Signage)
- ▶ CSISS provides training to municipal staff and contractors
- ▶ CSISS provides training and workshops to City, public, industry, government, indigenous groups, community groups and other stakeholders
- ▶ CSISS provides landowner outreach in Salmon Arm and areas, and responds to invasive species reports



City of Salmon Arm Priority Invasive Plant Locations and Treatments 2018




2018 Treatment:

- 17 mechanical (216 m² treated)
- 29 chemical (2,996 m² treated)

2014-2018 Summary of Successes 7

- ▶ 10 Board Directors and 99 members: diverse, engaged across the region
- ▶ Well rounded and professional staff team
- ▶ Robust Strategic and Operational Plans
- ▶ Communicate and engage over 222 partner organizations:
 - ▶ 406 subscribers to the CSISS newsletter
 - ▶ 276 people like our Facebook page
 - ▶ 215 followers on Instagram
 - ▶ 73 followers on Twitter



BLUEWEED

Outreach Program Successes 8

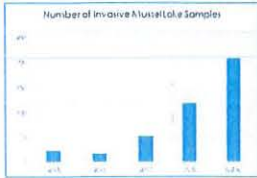

Attended/Hosted over 455 events in last 5 years with presentations and informational booths!

In 2018: 10 Weed Pulls, 133 volunteers ~250 bags of weeds pulled from 950 m²




Aquatic Program 9

Over 207 samples & No Invasive mussels found!

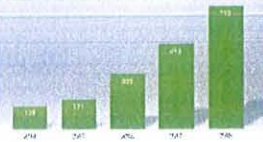




Field Program 10

Over 1,833 Invasive plant surveys in last 5 years!




Number of Invasive plants surveyed

Landowner Outreach & Weed Complaints 11

In 2018 alone:

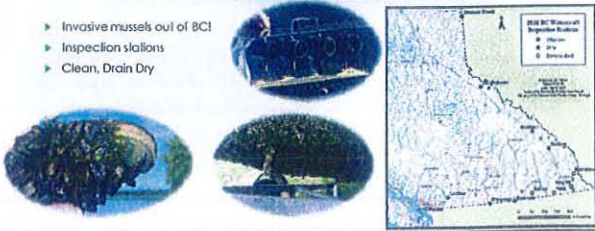
- ▶ 67 requests for information
- ▶ 30 Invasive plant reports
- ▶ 154 landowner visits
- ▶ 64 outreach letters sent



Knolweed

Priority Species: Invasive Mussels 12

- ▶ Invasive mussels out of BCI
- ▶ Inspection stations
- ▶ Clean, Drain Dry



Knotweed Species

Regional EDRR

Herbicide treatment is the most effective control

Report to CSISS



Species	Priority	Control	Notes
Common Knotweed	High	Herbicide	...
...

Other Priority Species

- ▶ Blueweed
- ▶ Wild Parsnip
- ▶ Poison Hemlock
- ▶ Teasel
- ▶ Giant Hogweed
- ▶ Leaky Spurge



Blueweed



Giant Hogweed

- ▶ Areas of concern:
 - ▶ Gravel pits
 - ▶ Public trails
 - ▶ Roadside sight-lines

Next Steps: CSISS 2019 Program Plans

- ▶ **Training / Partnerships**
 - ▶ Plant ID Workshops
 - ▶ IAPP Workshop
 - ▶ First Nations
 - ▶ Operational Plan Review
- ▶ **Outreach and Education**
 - ▶ Information Booths / Youth Outreach
 - ▶ Planting and Garden Centres/Fairways
 - ▶ Play, Clean, Go and Trail outreach
- ▶ **Field Operations Program**
 - ▶ High priorities surveys
 - ▶ Invasive plant treatment projects
 - ▶ Landowner outreach – high priorities
- ▶ **Aquatic Program**
 - ▶ Aquatic Sampling – ZQM Lake Monitoring
 - ▶ Marina Events and Invasive Wake mooring
 - ▶ Clean, Drain, Dry and Boaters
 - ▶ Don't Let It Loose program for pet stores/aquariums



Report Invasives!

CSISS: info@columbiashuswapinvasives.org / 1-855-PUL-WEED

Provincial Early Detection Rapid Response WATCHLIST Species:

- ▶ Report to: 'Report-A-Weed' / 'Report Invasives' APP
- ▶ www.reportinvasives.ca

Any suspected, transport, possession, sale or release of *Dreissenid* mussels regulated under the BC Wildlife Act, Controlled Alien Species Regulation should be reported immediately to the Conservation Officer Services:

- ▶ RAPP LINE 1-877-952-7277

Upcoming Events

- ▶ Plant ID Workshops, May 2019 (Golden, Revelstoke, Sicamous, Salmon Arm):
 - ▶ Salmon Arm May 29th 9am-12pm, CSRD Boardroom
- ▶ Survey and IAPP Workshop, Summer 2019 (Revelstoke)
- ▶ Weed pulls (IBD)
- ▶ September AGM
- ▶ Look for CSISS at local farmers markets, community events and more!





Questions?

19



Eyebright

Invasive Alien Plant Report City of Salmon Arm 2018



Invasive Alien Plant surveys, treatments and
monitoring for the City of Salmon Arm 2018

Prepared by:

Laura Gaster, Field Operations Program Coordinator

Columbia Shuswap Invasive Species Society

P.O. Box 2853, Revelstoke, BC V0E 2S0

info@columbiashuswapinvasives.org

December, 2018

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Scope

The Columbia Shuswap Invasive Species Society (CSISS), acting as a qualified contractor on behalf of the City of Salmon Arm, complete Invasive Alien Plant Management within the City of Salmon Arm, consisting of inventories, treatment and monitoring on municipal lands.

Purpose

The goals of the project are to identify the establishment of new invasive plants, contain the spread of high priority invasive plant species, reduce the impact of well-established invasive plants, provide information and advice on invasive plant management to municipal staff and members of the public and ensure efficient program delivery and effectiveness.

Integrated Pest Management

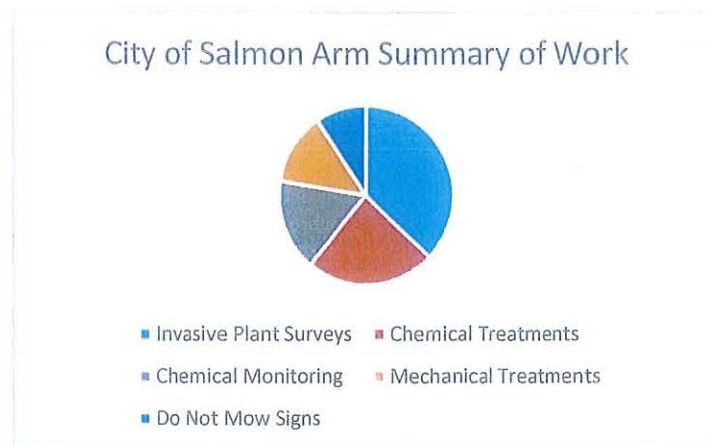
The CSISS follows an Integrated Pest Management (IPM) approach for controlling invasive species. This approach incorporates all aspects of invasive plant management to suppress invasive plant populations in effective, economical and environmentally sound ways. Effective management of a site can incorporate one or multiple control measures. Control measures include: preventive measures and education, manual and mechanical control, biological control, chemical control and monitoring.

Summary of Work Completed

As part of the Columbia Shuswap Invasive Species Society's growing relationship with the City of Salmon Arm, CSISS staff completed invasive plant inventories of municipal properties, administered and monitored the City's herbicide spray contract, completed mechanical removal of priority invasive plants and installed Do Not Mow signage for knotweed infestations along City right-of-ways.

In 2018, CSISS staff inventoried 51 priority sites on municipal properties completing 110 invasive plant surveys. An herbicide spray contract was administered by CSISS and CSISS coordinated with the herbicide contractor to ensure effective treatment timing for priority species. In total, 29 municipal priority sites and 2,996 m² were treated over two passes from May to September 2018. Herbicide monitoring was completed at 23 of the treated sites by CSISS staff. The mechanical treatment was completed by CSISS staff at 17 municipal priority sites with a total of 216 m² of invasive plant material removed. In addition, 13 Do Not Mow signs were installed along City right-of-ways where the potential of mowing knotweed infestations existed (Figure 1).

Figure 1. City of Salmon Arm Summary of Work Completed in 2018

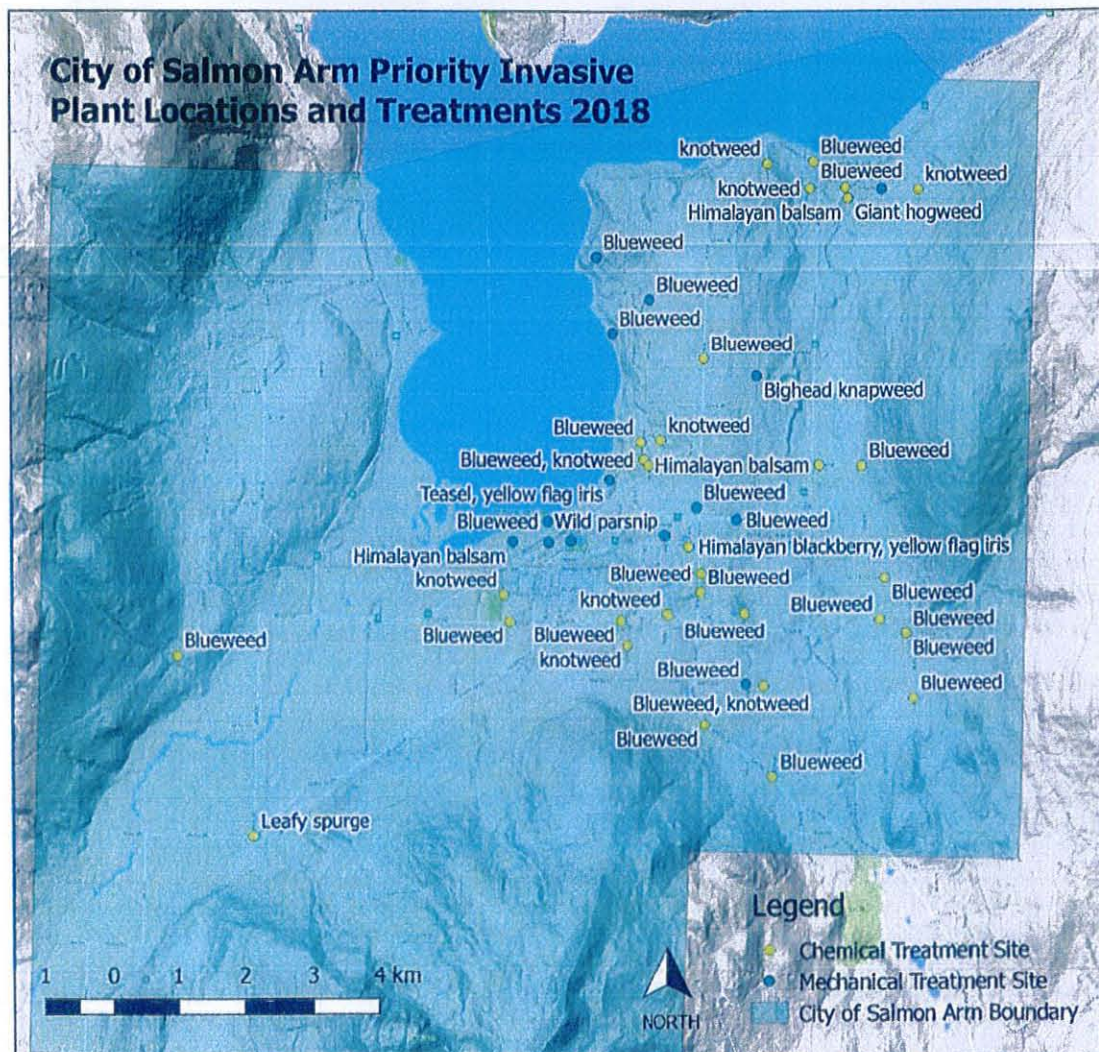


Invasive Plant Inventories

Invasive plant inventories are completed by qualified CSISS staff and follow the Provincial protocols for invasive plant surveys. All data is collected on iPads using a GIS mapping program and data is entered into the Provincial Invasive Alien Plant Program database (IAPP) housed by the Ministry of Forests, Lands, Natural Resource Operations and Rural Development.

Invasive plant inventories were completed at 51 priority municipal sites throughout the City of Salmon Arm from April to October 2018 by CSISS staff. From the invasive plant surveys completed, 10 priority invasive plant species were identified at multiple locations throughout the City (Map 1). The priority invasive plants consisted of: bighead knapweed (1 location), blueweed (31 locations), giant hogweed (1 location), Himalayan blackberry (1 location), Himalayan balsam (3 locations), knotweed (14 locations), leafy spurge (1 location), teasel (2 locations), wild parsnip (1 location) and yellow flag iris (4 locations). All priority sites received either mechanical or chemical treatment of the entire infestation in 2018. Some sites treated in 2017 were found to be reduced in size and 6 locations had 'no weed found' (Appendix A, Table 3).

Map 1. City of Salmon Arm Priority Invasive Plant Locations and Treatments 2018



Mechanical Treatments

Mechanical treatments are completed by qualified CSISS staff using appropriate PPE and tools. Invasive plant surveys are completed prior to mechanical treatment to track success over time. In total, 17 priority sites were treated mechanically and 216 m² of invasive plant material was removed (Map 1) (Appendix A, Table 1).

In addition to mechanical treatments, CSISS staff completed landowner visits to private properties adjacent to invasive plant infestations. Private landowners were educated about the invasive plant and given options on how to control the invasive plant on their private property. When a landowner was not home an information package was left at the door.

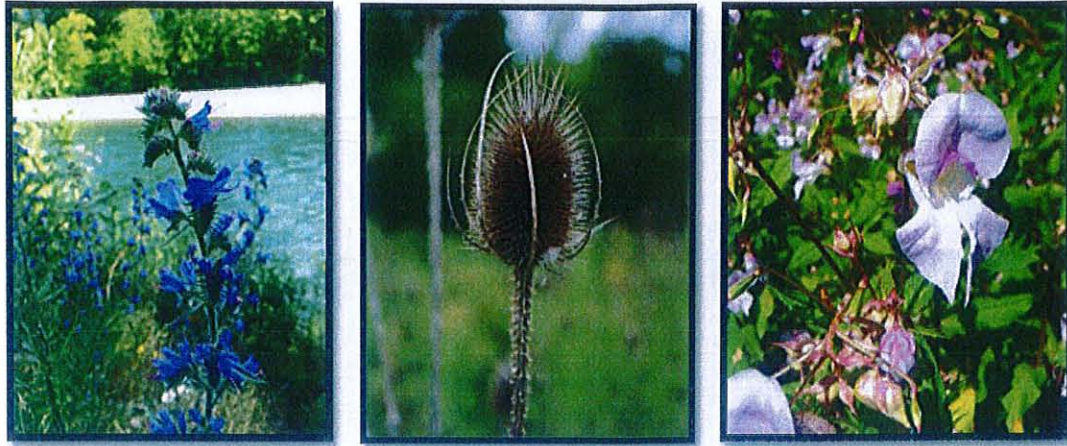


Figure 2. Blueweed (left), teasel (centre) and Himalayan balsam (right) are mechanically treated at multiple sites throughout the City of Salmon Arm

Chemical Treatments

A certified herbicide applicator was hired by the CSISS to conduct chemical treatments on priority invasive plant sites on municipal lands. Invasive plant surveys are completed prior to chemical treatment to track success over time. In total, 29 priority sites were treated chemically over two passes totalling 2,996 m² (Map 1) (Appendix A, Table 2). Qualified CSISS staff monitored 23 of the chemically treated sites, all sites passed inspection.

In addition to chemical treatments, CSISS staff completed landowner visits to private properties adjacent to invasive plant infestations. Private landowners were educated about the invasive plant and given options on how to control the invasive plant on their private property. When a landowner was not home an information package was left at the door.



Figure 3. Leafy spurge pre-treatment (left), giant hogweed pre-treatment (centre) and knotweed pre-treatment (right) at various locations throughout the City of Salmon Arm.

Do Not Mow Signage

Knotweed is a priority invasive plant as it negatively impacts our ecosystem, properties and roadsides. Knotweed's primary reproductive strategy is vegetative as its rhizomatic root system can grow 3 metres deep and up to 20 metres across. In addition, small pieces of knotweed root and stem fragments (from mowing or mechanical treatment) can regenerate, making knotweeds very easy to spread.

To reduce spread, CSISS installed 13 Do Not Mow signs early spring to alert roadside mowers of the infestation ahead. During site visits throughout the season, CSISS staff re-installed or fixed vandalized signage and collected signage at the end of the mowing season for safe storage in a CSISS lock-up.

In addition to Do Not Mow Signage, CSISS completed a tailgate session with City of Salmon Arm staff in May 2018 to educate mowing and parks staff about priority species and Do Not Mow signage.



Figure 4. Do Not Mow Sign installed on City of Salmon Arm right-of-way

Recommendations

From the successful surveys, treatments and monitoring activities from 2018, it is recommend to:

- Continue surveying and monitoring invasive plants on municipal properties;
- Continue chemical treatments of high priority species on municipal properties (most invasive plant treatments require a multi-year approach to fully eradicate a site);
- Continue mechanical treatment of high priority sites on municipal properties (most invasive plant treatments require a multi-year approach to fully eradicate a site);
- Continue to provide support and information to City staff and members of the public about invasive plants and best management practices;
- Continue to install Do Not Mow signs at knotweed infestations located along City right-of-ways;
- Continue to provide City staff training on invasive plants, reporting methods and best management practices
- Increase budget for invasive species management for the above activities given the increased number of sites and priorities for treatment.

CSISS staff are willing to prepare a proposal with 2019 proposed project activities and budget for the City based on the above recommendations.

Conclusion

There a number of priority species of concern that threaten the City of Salmon Arm. For example, Knotweed is a species that threaten the City's roads and infrastructure through its ability to grow through concrete and pavement. Yellow Flag Iris can disrupt water flow and cover waterways in a thick mat damaging recreational value and habitat for native species. Wild Parsnip and Giant Hogweed are highly toxic and a danger to human health on public walkways. In conclusion, invasive species threaten Salmon Arm's economy, environment and human health, and the prevention and protection of the area's natural surroundings is an important investment. The Columbia Shuswap Invasive Species Society is grateful for the contributions of the City of Salmon Arm to invasive species management, and we recommend continued investment in this important work.

Appendix A

Table 1. Priority Invasive Plant Mechanical Treatments for City of Salmon Arm Properties in 2018

Site ID	Location	Invasive Plant	Treatment Type	Area Treated (m ²)
268583	Turner Creek Trail	Yellow flag iris	Mechanical	10
269046	Coyote Park	Blueweed	Mechanical	1
281240	40 th St NE and 35 Ave NE	Bighead knapweed	Mechanical	5
281431	56 th St NE and 70 th Ave NE	Himalayan balsam	Mechanical	25
304081	Marine Park	Blueweed	Mechanical	3
304198	Lakeshore Dr and Ross St NE	Blueweed	Mechanical	6
304203	Near SABNES Trail	Blueweed	Mechanical	25
306430	20 th Ave NE and TCH	Himalayan balsam	Mechanical	9
306430	20 th Ave NE and TCH	Blueweed	Mechanical	3
316761	McGuire Lake	Teasel	Mechanical	2
316761	McGuire Lake	Yellow flag iris	Mechanical	20
316769	50 th Ave NE and 20 th St NE	Blueweed	Mechanical	14
318273	Peter Jannink park	Himalayan balsam	Mechanical	10
322608	20 Ave SE	Blueweed	Mechanical	1
322633	70 th Ave NE and 60 th St NE	Blueweed	Mechanical	2
322637	10 th Ave NE and 38 th St NE	Blueweed	Mechanical	1
322645	30 th St NE and 11 Ave NE	Blueweed	Mechanical	10
322715	Near SABNES trail	Teasel	Mechanical	22
322715	Near SABNES trail	Yellow flag iris	Mechanical	22
338400	Turner Creek Trail	Wild parsnip	Mechanical	25
TOTAL				213 m ²

Table 2. Priority Invasive Plant Chemical Treatments for City of Salmon Arm Properties in 2018

Site ID	Location	Invasive Plant	Treatment Type	Area Treated (m ²)
112131	20 th Ave NE and Lakeshore	Blueweed	Chemical	27
250656	15 th Ave SW	Blueweed	Chemical	267
250675	10 th Ave SE near Hwy 97 B	Blueweed	Chemical	267
256460	City Gravel Pit	Blueweed	Chemical	453
268496	Sports Field on 30 th St SE	Blueweed	Chemical	400
268639	20 th Ave NE and 60 th St NE	Blueweed	Chemical	213
268641	70 th St SE	Blueweed	Chemical	80
268642	10 th Ave SE	Blueweed	Chemical	80
281431	56 th St NE	Giant hogweed	Chemical	27
304187	Klahani park	Blueweed	Chemical	187
306430	20 th Ave NE and TCH	Bohemian knotweed	Chemical	27
306601	70 th Ave NE	Bohemian knotweed	Chemical	13
316749	5 th Ave SW and 5 th St SW	Bohemian knotweed	Chemical	3

8 City of Salmon Arm Invasive Alien Plant Report 2018

316752	70 th Ave NE, east of TCH	Bohemian knotweed	Chemical	13
316758	20 th St NE	Blueweed	Chemical	53
316768	70 th Ave NE, west of TCH	Bohemian knotweed	Chemical	53
316819	Foothills and 50 th St SW	Leafy spurge	Chemical	80
316827	10 th Ave SW and 5 th St SW	Blueweed	Chemical	133
317724	Auto Rd and 45 th St SE	Blueweed	Chemical	27
317725	Auto Rd north of 20 th Ave SE	Blueweed	Chemical	53
318294	Old landfill site	Bohemian knotweed	Chemical	80
320456	Auto Rd south of 20 th Ave SE	Blueweed	Chemical	107
322632	Little Mountain Park	Blueweed	Chemical	1
322636	Auto Rd and 25 th St SE	Bohemian knotweed	Chemical	53
322642	Lakeshore Rd and 23 rd Ave NE	Blueweed	Chemical	5
322643	24 th Ave NE	Bohemian knotweed	Chemical	53
322646	60 th St SE	Blueweed	Chemical	107
338353	Auto Rd and 20 th St SE	Blueweed	Chemical	27
338403	50 th St NE	Blueweed	Chemical	107
TOTAL				2,996 m ²

Table 3. 'No Weed Found' on City of Salmon Arm Properties 2018, successful treatment 2017

*Continue to monitor

Site ID	Location	Invasive Plant	Area (m ²)
250671*	50 th Ave SW	Blueweed	0
292678*	9 th Ave NE	Bohemian knotweed	0
304211*	20 th Ave SE	Bohemian knotweed	0
316756*	1 st St SE	Bohemian knotweed	0
316758*	20 th St NE	Bohemian knotweed	0
316764*	30 th Ave SW	Yellow iris	0
TOTAL			0 m ²

Item 13.2

CITY OF SALMON ARM

Date: April 8, 2019

Presentation 4:15 p.m.

NAME: Elaine Holmes and Class

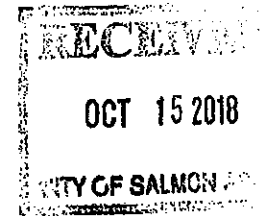
TOPIC: Painting of Tunnel by Yan's Kitchen

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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



Dear Council Members,

I am hoping that you will support my idea to beautify the tunnel that is by Yan's Kitchen. At present it is not decorated at all. I would like to (in the Spring, since it's getting too late to do it this year) paint it with my art students at Jackson as a day project. It may be possible to involve both Chris Shielke's students and/or my Art Club as well.

I have had great success with this project in the tunnel across from the school. Vandalism has been at a minimum, in fact, almost non-existent. Since last fall I have only had to do a few touch-ups and there has been absolutely none this summer. I regularly check it and we paint new images in the areas that need cleaning up. It is an effective way to deter vandalism as well as create a welcoming and aesthetically pleasing space.

I have had lots of positive feedback from many members of the community.

Thank you for your consideration.

Elaine Holmes

Item 13.3

CITY OF SALMON ARMDate: April 8, 2019**Presentation 4:30 p.m.****NAME:** Karen Bubola, Kari Wilkinson, Darcy Calkins**TOPIC:** Salmon Arm Children's Festival Society Request for Assistance**Vote Record**

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

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

From: Shuswap Day Care Society [<mailto:shuswapdaycare@telus.net>]
Sent: Friday, March 08, 2019 10:16 AM
To: Erin Jackson
Subject: Council meeting

Hi Erin Mr. Harrison has asked me to get in contact with you to make arrangements to come to a council meeting on behalf of the Salmon Arm Children's Festival Society to discuss the festival and the need of more support. There will probably be myself, Kari Wilkinson, Darcy Calkins and possibly one more from the Society who will be present. Can you send me some options for days and times and I will see what works for the group. Thanks

Karen Bubola
Manager
Shuswap Day Care Society/Salmon Arm Children's Festival Society
250-832-6192
www.shuswapdaycare.ca

Item 16.1

CITY OF SALMON ARMDate: April 8, 2019

Notice of Motion
Salmon Arm Elks Park Annual Maintenance

Moved: Mayor Harrison

Seconded: Councillor Flynn

THAT: Council contribute \$5,500.00 from 2019 Council Initiatives for irrigation and mowing of the baseball fields at Salmon Arm Elks Hall and Park located at 3690 30 Street NE;


AND THAT: Council direct staff to negotiate a long term joint use agreement between the City of Salmon Arm and Salmon Arm Elks (#455) for the irrigation and mowing of the baseball fields, located at 3690 30 Street NE for use by Salmon Arm Minor Baseball et. al.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

	CITY OF SALMON ARM ENGINEERING AND PUBLIC WORKS DEPARTMENT 2015 WORKS ESTIMATE Class '?'	Date: April 9th 2019 Project No.: Prepared By: JC/RN		
PROJECT DESCRIPTION				
Elk Park Maintenance Request				
PROJECT DETAILS				
Provide Turf Maintenance and Irrigation To Elks Park and Ball Fields				
DESCRIPTION	QUANTITY	UNIT	COST	EXTENSION
1 Labour (City) 26 week mowing shedule, Fertilize one application, charge irrigation system/ winterize			\$	2,000
2 Equipment (city) Unit 94 fertilize, Toro Unit # 85			\$	2,000
3 Materiels Fertilizer, seed, irrigation repairs			\$	1,000
4			\$	-
5			\$	-
6			\$	-
Notes: No Field Grooming or weed wipping along fence lines, Minimal Irrigation works,		SUBTOTAL	\$	5,000
		ENG. AND CONTINGENCY	10%	\$ 500
		TOTAL COST	\$	5,500
		ESTIMATE	\$	5,500

Item 17.1

CITY OF SALMON ARM

Date: April 8, 2019

Licence Inspectors' and Bylaw Officers' Association of BC - 2019 Annual General Meeting and Conference Sponsorship

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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



LICENCE INSPECTORS' AND BYLAW OFFICERS' ASSOCIATION OF BC

2019 Annual General Meeting and Conference SPONSORSHIP FORM

SPONSOR NAME: _____

ADDRESS: _____

PHONE/E-MAIL: _____ / _____

LIBOA Conference Sponsorships Levels <i>(check appropriate box) (See below for sponsorship information)</i>	
Gold Sponsor - \$1500.00	Banquet Dinner Sponsor - \$1200.00
Breakfast Sponsor - \$600.00 per breakfast	Coffee Break Sponsor - \$500.00 per break
Lunch Sponsor - \$800.00 per lunch	Coffee Break Double Sponsor - \$900.00 for both breaks
Total Enclosed (Make Cheque Payable to: LIBOA)	\$

- * *Breakfast Sponsorship available on Wednesday & Thursday*
- * *Lunch Sponsorship available on Wednesday & Thursday*
- * *Coffee Break Sponsorship available on Wednesday & Thursday (morning and/or afternoon)*
- * *Banquet Dinner is held on Thursday evening*

Please forward the completed form to the undersigned. Checks may be sent to 32315 South Fraser Way Abbotsford, BC V2T 1W7 (c/o Inder Litt). Please note that "**SPONSOR NAME**" as indicated on the top of this form will be used for advertising and recognition purposes posted during the sponsored event(s) and associated marketing platforms as per the sponsorship level. **Please forward any promotional flyers, information, brochures or inserts you would like to distribute to conference delegates to the same address.**

Inder Litt
President, LIBOA
Liboa.president@outlook.com



SPONSORSHIP OPTIONS

Coffee Sponsor (\$500.00 or \$900.00 for two)

1. Your company/law firm logo on Conference Agenda
2. Your company/law firm logo on our "thanks to our sponsors" board which will be displayed at the registration table throughout the conference
3. Information pamphlets/hand out about your services to be placed in delegate bags *(supplied by sponsor)*
4. Letter of Thanks
5. Acknowledgement cards at coffee station

*If you choose to sponsor two breaks, an additional QUARTER page advertisement on our following LIBOA *(distributed to all LIBOA members)* & QUARTER page advertisement on Conference Agenda *(supplied by sponsor)*

Breakfast Sponsor (\$600.00)

1. Your company/law firm logo on Conference Agenda
2. Your company/law firm logo on our "thanks to our sponsors" board which will be displayed at the registration table throughout the conference
3. Information pamphlets/handouts about your services to be placed in delegate bags *(supplied by sponsor)*
4. Letter of Thanks
5. Acknowledgement cards at breakfast station
6. Acknowledgement on our Facebook page & website
7. A QUARTER page advertisement on our LIBOA Newsletter that will follow the *(distributed to all LIBOA members)* *(supplied by sponsor)*

Lunch Sponsor (\$800.00)

1. Your company/law firm logo on Conference Agenda
2. Your company/law firm logo on our "thanks to our sponsors" board which will be displayed at the registration table throughout the conference
3. Information pamphlets/handouts about your services to be placed in delegate bags *(supplied by sponsor)*
4. Letter of Thanks
5. Acknowledgement cards at lunch station
6. Acknowledgement on our Facebook page & website
7. A QUARTER page advertisement on our LIBOA Newsletter that will follow the conference *(distributed to all LIBOA members)* *(supplied by sponsor)*
8. Your company/law firm logo & QUARTER page advertisement on Conference Agenda *(supplied by sponsor)*



Banquet Dinner Sponsor (\$1200)

1. Your company/law firm logo on Conference Agenda
2. Your company/law firm logo on our "thanks to our sponsors" board which will be displayed at the registration table throughout the conference
3. Information pamphlets/handouts about your services to be placed in delegate bags *(supplied by sponsor)*
4. Letter of Thanks
5. Acknowledgement on our Facebook page & website
6. Your company/law firm logo & QUARTER page advertisement on Conference Agenda *(supplied by sponsor)*
7. Acknowledgement cards on banquet dinner tables
8. Complimentary banquet dinner for two

Gold Sponsor (\$1500)

1. Your company/law firm logo on Conference Agenda
2. Your company/law firm logo on our "thanks to our sponsors" board which will be displayed at the registration table throughout the conference
3. Information pamphlets/handouts about your services to be placed in delegate bags *(supplied by sponsor)*
4. Letter of Thanks
5. Acknowledgement on our Facebook page & website
6. A QUARTER page advertisement on our LIBOA Newsletter that will follow the conference & end of year *Newsletter (distributed to all LIBOA members) (supplied by sponsor)*
7. Your company logo & HALF page advertisement on Conference Agenda *(supplied by sponsor)*
8. One banner (30"x72") with your company/law firm logo displayed throughout conference
9. Complimentary banquet dinner for two

Item 18.1

CITY OF SALMON ARM

Date: April 8, 2019

Moved:

Seconded:

THAT: Council direct staff to include \$30,000.00 direct contribution and \$30,000.00 for ice rental fees towards the 2021 National Junior A Championship, RBC Cup in the 2021 Budget should a hosting bid be successful;

AND THAT: Council direct staff to negotiate an agreement with the event organizer(s) for event sponsorship from the City of Salmon Arm for same, including potential revenue sharing.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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



CORPORATE

FR



The hardest trophy to win in Canadian hockey? For the last 47 years, teams have faced off for Canada's National Junior A Championship, but only after claiming league and regional titles first. Four regional representatives and a host team make up the field, and the 31 different championship teams have come from seven provinces.

The Road to the National Junior A Championship includes over 130 teams in 10 leagues – from Port Alberni, B.C., to Flin Flon, Man., to Campbellton, N.B. Once the 10 league champions have been decided, those teams meet for regional bragging rights, with champions of the Doyle Cup (Pacific – BCHL, AJHL), Anavet Cup (West – SJHL, MJHL), Dudley Hewitt Cup (Central – SIJHL, NOJHL, OJHL) and Fred Page Cup (East – CCHL, LHJQ, MHL) joining the hosts to play for the national title.

NATIONAL JUNIOR A CHAMPIONSHIP



2018 RBC CUP

Chilliwack, B.C.
May. 12-20, 2018

- [Home](#)
- [Schedule](#)



2016 RBC CUP



2015 RBC CUP



FR



2013 RBC CUP

Summerside, P.E.I.

May 11-19, 2013

[Home](#)

[Schedule](#)



CHECK OUT THE RBC CUP GUIDE & RECORD BOOK

Which team has won the most National Junior A Championships? Which team scored the most goals in a game? How many RBC Cup alumni have played in the NHL? Get all the answers in the RBC Cup Guide & Record Book.

[Download](#)

All-Time Results			
Year	Champion	Runner-up	Location
2018	Chilliwack Chiefs (BCHL)	Wellington Dukes (OJHL)	Chilliwack, B.C.
2017	Cobourg Cougars (OJHL)	Brooks Bandits (AJHL)	Cobourg, Ont.
2016	West Kelowna Warriors (BCHL)	Lloydminster Bobcats (AJHL)	Lloydminster, Alta./Sask.
2015	Portage Terriers (MJHL)	Carleton Place Canadians (CCHL)	Portage la Prairie, Man.
2014	Yorkton Terriers (SJHL)	Carleton Place Canadians (CCHL)	Vernon, B.C.
2013	Brooks Bandits (AJHL)	Summerside Western Capitals (MHL)	Summerside, P.E.I.
2012	Penticton Vees (BCHL)	Woodstock Slammers (MHL)	Humboldt, Sask.
2011	Pembroke Lumber Kings (CCHL)	Vernon Vipers (BCHL)	Camrose, Alta.
2010	Vernon Vipers (BCHL)	Dauphin Kings (MJHL)	Dauphin, Man.
2009	Vernon Vipers (BCHL)	Humboldt Broncos (SJHL)	Victoria, B.C.
2008	Humboldt Broncos (SJHL)	Camrose Kodiaks (AJHL)	Cornwall, Ont.



2007	Aurora Tigers (OPJHL)	Prince George Spruce Kings (BCHL)	Prince George, B.C.
	Burnaby Express (BCHL)	Yorkton Terriers (SJHL)	Streetsville, Ont.
2005	Weyburn Red Wings (SJHL)	Camrose Kodiaks (AJHL)	Weyburn, Sask.
2004	Aurora Tigers (OPJHL)	Kindersley Klippers (SJHL)	Grande Prairie, Alta.
2003	Humboldt Broncos (SJHL)	Camrose Kodiaks (AJHL)	Charlottetown, P.E.I.
2002	Halifax Oland Exports (MJAHL)	OCN Blizzard (MJHL)	Halifax, N.S.
2001	Camrose Kodiaks (AJHL)	Flin Flon Bombers (SJHL)	Flin Flon, Man.
2000	Fort McMurray Oil Barons (AJHL)	Rayside-Balfour Sabrecats (NOJHL)	Fort McMurray, Alta.
1999	Vernon Vipers (BCJHL)	Charlottetown Abbies (MJAHL)	Yorkton, Sask. FR
1998	South Surrey Eagles (BCJHL)	Weyburn Red Wings (SJHL)	Nanaimo, B.C.
1997	Summerside Western Capitals (MJAHL)	South Surrey Eagles (BCJHL)	Summerside, P.E.I.
1996	Vernon Vipers (BCJHL)	Melfort Mustangs (SJHL)	Melfort, Sask.

Centennial Cup

1995	Calgary Canucks (AJHL)	Gloucester Rangers (CJHL)	Gloucester, Ont.
1994	Olds Grizzlys (AJHL)	Kelowna Spartans (BCJHL)	Olds, Alta.
1993	Kelowna Spartans (BCJHL)	Châteauguay Érites (QJHL)	Amherst, N.S.
1992	Thunder Bay Flyers (USHL)	Winkler Flyers (MJHL)	Winnipeg, Man.
1991	Vernon Lakers (BCJHL)	Sudbury Cubs (NOJHL)	Sudbury, Ont.
1990	Vernon Lakers (BCJHL)	New Westminster Royals (BCJHL)	Vernon, B.C.
1989	Thunder Bay Flyers (USHL)	Summerside Western Capitals (MJAHL)	Summerside, P.E.I.
1988	Notre Dame Hounds (SJHL)	Halifax Lions (MJAHL)	Pembroke, Ont.
1987	Richmond Sockeyes (BCJHL)	Humboldt Broncos (SJHL)	Humboldt, Sask.
1986	Penticton Knights (BCJHL)	Cole Harbour Colts (MJAHL)	Cole Harbour, N.S.
1985	Orillia Travelways (OJHL)	Penticton Knights (BCJHL)	Orillia, Ont.
1984	Weyburn Red Wings (SJHL)	Orillia Travelways (OJHL)	Weyburn, Sask.
1983	North York Rangers (OJHL)	Abbotsford Flyers (BCJHL)	North York, Ont.
1982	Prince Albert Raiders (SJHL)	Guelph Platers (OJHL)	Prince Albert, Sask.
1981	Prince Albert Raiders (SJHL)	Belleville Bulls (OPJHL)	Halifax, N.S.
1980	Red Deer Rustlers (AJHL)	North York Rangers (OPJHL)	North York, Ont.
1979	Prince Albert Raiders (SJHL)	Sherwood-Parkdale Metros (IJHL)	Prince Albert, Sask.
1978	Guelph Platers (OPJHL)	Prince Albert Raiders (SJHL)	Guelph, Ont.
1977	Prince Albert Raiders (SJHL)	Pembroke Lumber Kings (CJHL)	Prince Albert, Sask.
1976	Rockland Nationals (CJHL)	Spruce Grove Mets (AJHL)	Rockland, Ont.
1975	Spruce Grove Mets (AJHL)	Guelph CMC's (SOJHL)	Edmonton, Alta.
1974	Selkirk Steelers (MJHL)	Smith Falls Bears (CJHL)	Nepean, Ont.
1973	Portage Terriers (MJHL)	Pembroke Lumber Kings (CJHL)	Brandon, Man.
1972	Guelph CMC's (SOJHL)	Red Deer Rustlers (AJHL)	Guelph, Ont.
1971	Red Deer Rustlers (AJHL)	Charlottetown Islanders (MJAHL)	Charlottetown, P.E.I.

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Item 21.1

CITY OF SALMON ARM

Date: April 8, 2019

Moved: Councillor

Seconded: Councillor

THAT: Development Permit No. 422 be authorized for issuance for Lot A, Section 15, Township 20, Range 10, W6M, KDYD, Plan 10183 (1441 - 10 Avenue SW) in accordance with the elevations and site plan attached in Appendix 3 of the staff report dated March 26, 2019;

AND THAT: Issuance of Development Permit No. DP-422 be withheld subject to the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of landscaping.

[TSL Developments Ltd.; 1441 - 10 Avenue SW; Highway Service/Tourist Commercial]

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: March 26, 2019

Subject: Development Permit No. 422 (Highway Service / Tourist Commercial)
Civic Addresses: 1441 – 10 Avenue SW
Owner & Applicant: TSL Developments Ltd.

MOTION FOR CONSIDERATION

THAT: Development Permit No. 422 be authorized for issuance for Lot A, Section 15, Township 20, Range 10, W6M, KDYD, Plan 10183 (1441 – 10 Avenue SW) in accordance with the elevations and site plan attached in Appendix 3;

AND FURTHER THAT: Issuance of Development Permit No. DP-422 be withheld subject to the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of landscaping.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The proposal is to develop the parcel located at 1441 – 10 Avenue SW (Appendix 1 and 2) for a new commercial building. The development proposal includes a two storey building with office, showroom, storage and workshop space, as well as upper level dwelling units. Public parking will be located in the front of the building with loading and staff parking located at the rear of the building.

A Letter of Intent, elevations and site plan drawings are attached as Appendix 3 and site photos as Appendix 4.

SITE CONTEXT

The site is designated Highway Service / Tourist Commercial in the City's Official Community Plan (OCP) and is zoned Service Commercial (C-3) in the Zoning Bylaw (Appendix 5 and 6). The site is current vacant of any buildings but is partially paved and was previously used as a storage yard. The subject property has a gross area of 2,082 m² and has approximately 23 m of frontage along 10 Avenue SW.

The adjacent land uses are described as follows:

North:	First Nations – IR / Vacant
South:	10 Avenue SW / Agriculture (A-1) and Single Family Residential (R-1)
East:	Service Commercial
West:	Service Commercial

COMMENTS

Design Review Panel

A Design Review Panel (DRP) meeting was held on March 14, 2019. Minutes of that meeting are attached as Appendix 7. The DRP was supportive of the proposal as presented, subject to confirmation of the landscape plan.

Following the DRP comments, the applicant has provided a detailed landscape plan (included in Appendix 3) to confirm their intent. Staff view the proposed landscape plan as achieving the landscape guidelines.

Fire Department

No concerns.

Building Department

No concerns.

Engineering Department

Comments are attached as Appendix 8.

Planning Department

Form and Character Development Permit

The proposed development is subject to the "Highway Service/Tourist Commercial Development Permit Area" design guidelines of the OCP, suggesting characteristics under the topics of siting and building, landscape and screening, as well as access, circulation and parking area guidelines.

Siting and Building

The two storey, rectangular shaped building will be 8.94 m in height (below the 10 m permitted in the C-3 Zone), presenting architectural interest with an enhanced facade framed by vertical design elements, with an angular central roof feature. The building is oriented to the street frontage as main entry way and multiple windows face 10 Avenue SW, complimented with awnings and fascia signage.

Landscape and Screening

The proposed site plan (Appendix 3) shows two sites for landscaping: an island located adjacent the proposed building and a boulevard island adjacent 10 Avenue SW helping to define the edge of the site. The rear parking and loading area will be screened by a 2 m fence extending along the building sides, with the refuse containers being screened and located at the rear of the site.

Access, Circulation and Parking Area

Vehicle access proposed is via a single shared let down from 10 Avenue SW with a 5.8 metre wide access route to the rear parking area. There are a total of 18 parking stalls proposed (17 are required): 11 parking stalls proposed in the front area with 7 stalls at the rear of the site. The parking area is broken up by the proposed building, while the front parking area is further broken by landscaping.

The subject property is proposed for commercial use including retail, office and storage/warehouse space, as well as two upper floor dwelling units. The Zoning Bylaw requires 17 parking spaces for the range of proposed uses, while 18 parking spaces are proposed. Furthermore, the proposal shows an asphalt parking surface.

Servicing and Future Road Widening / Building Setbacks

10 Avenue SW is designated as a future Urban Arterial Road in the OCP with an ultimate 25 m dedicated width. The proposed building is setback over 30 m from the front parcel line, far exceeding the required setback including additional spacing for future road widening. The proposed location is in conformance

with zoning regulations and any relocation would need to meet appropriate setback and regulatory requirements.

Currently 10 Avenue SW requires approximately 4.89 m of dedication to reach the full 25 m standard. As there is no subdivision involved with this proposal, dedication at this time would voluntary by the applicant. The resulting dedicated area would be approximately 116 m². Road frontage improvements will eventually be required along 10 Avenue SW, however as they are considered premature at this time a 100% cash in lieu contribution for future improvements will be required.

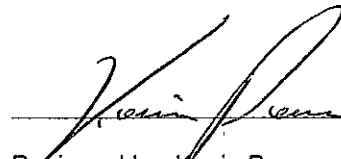
CONCLUSION

The proposal is to develop the subject property for commercial retail building with upper level dwelling units. The application substantially aligns with the "Highway Service/Tourist Commercial Development Permit Area" guidelines of the OCP, with the form and character proposed generally consistent with these guidelines. Overall, staff is satisfied with the design proposed.

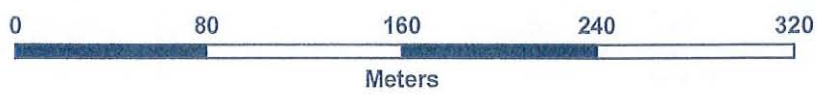
Application DP-422 is recommended for approval by staff, subject to the condition outlined in the motion for consideration being completed to the satisfaction of the City.



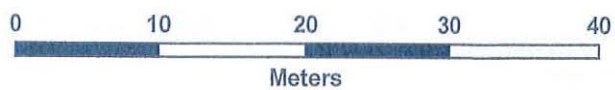
Prepared by: Chris Larson, MCP
Planning and Development Officer



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



 Subject Parcel



 Subject Parcel



TSL Developments

1140 4th Ave SW, Salmon Arm, BC V1E 1T1

T: 250.804.6118 | F: 250.803.0171

E: info@timberlinesolutions.ca

January 10, 2019

City of Salmon Arm
Development Services

Introduction Letter for Development Permit Application for 1441 10th Ave. SW Salmon Arm

We are seeking approvals to construct a 4320 sq. ft., 2 story building on the subject property. It would consist of two retail spaces with warehousing on the lower floor, two office spaces on the second floor, and two 800 sq. ft. residential suites on the second floor.

We have attempted to design a building that fits the trend that has been set on 10th Ave, but at the same time including a more modern facade. We believe that this building with its tenants will be a positive addition to the city.

Sincerely



Jordan Baer
President



architect's building perspective



property address perspective



front parking area view from west

1441 - 10th AVENUE S.W.

P.L.D. 004-560-140
 LOT A, SECTION 15
 TOWNSHIP 20, RANGE 10
 W. OF 6th MERIDIAN KAPLOOPS
 PLAN 10015
 LOT AREA: 2,082.75m² (8,051 ac.)

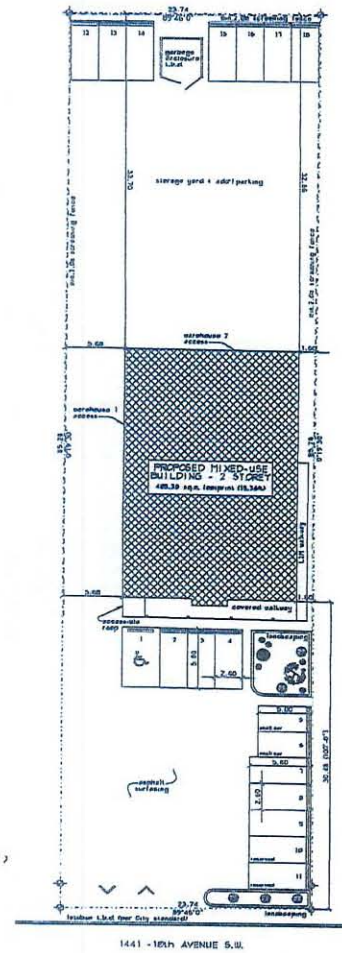
ZONING: C3 Service Commercial (Section 17)

SETBACKS: Front Parcel - 30.48M (100' req'd)
 Side Parcel - 5.62M, 1.6M (1.6M req'd)
 Rear Parcel - 32.7M (1.6M req'd)
 - No Adjacent Residential Zones

BUILDING HT.: 20'-4" / 6.84M (32'-10" / 10.00M Max.)

PARKING: Retail - 8 at Front incl. 2 Small Car (1.2 Req'd)
 Offices - 1 at Rear (4.5 Req'd plus 2 for Warehouse Staff)
 Residential - 2 at Front (2 Req'd)
 Accessible - 1 at Front

LANDSCAPING: T.B.D. by other



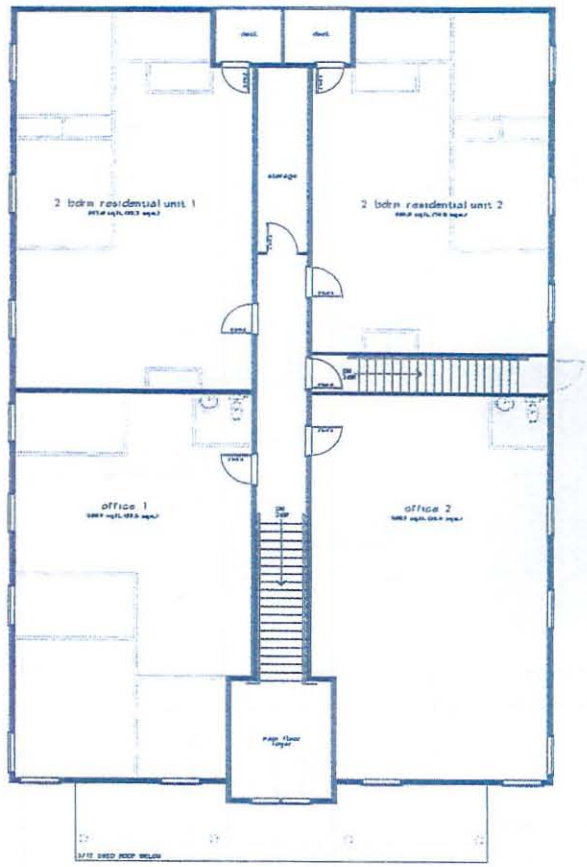
SITE PLAN
 SCALE: 1:1200

BLACKSTONE BUILDING
 1441 10th Avenue S.W.
 Salmon Arm, BC

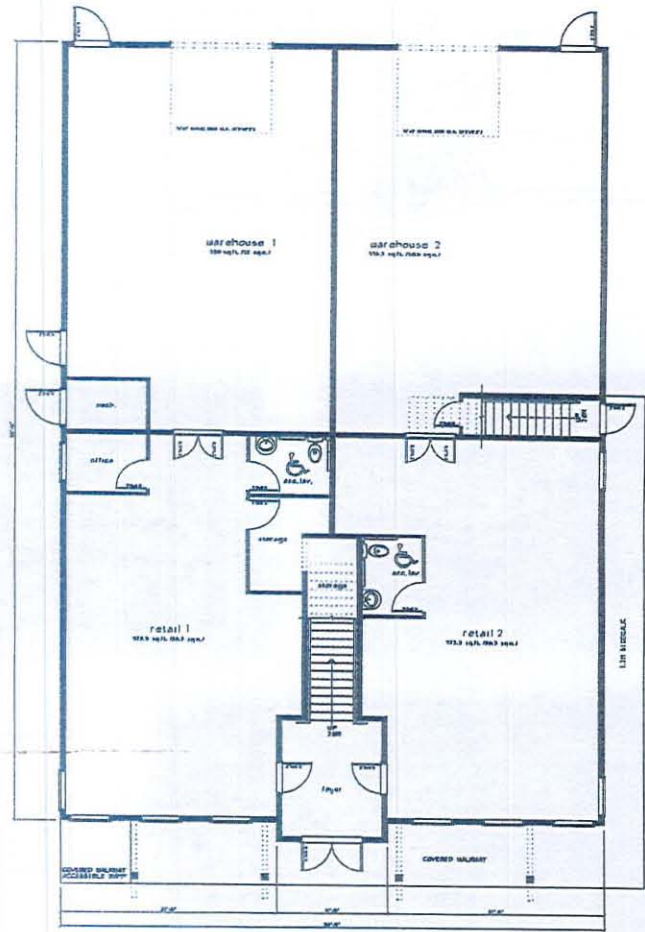
18-04
 09-JAN-2019
 DL

site plan &
 development
 information

S1



UPPER FLOOR CONCEPT
SCALE: 1/8" = 1'-0"



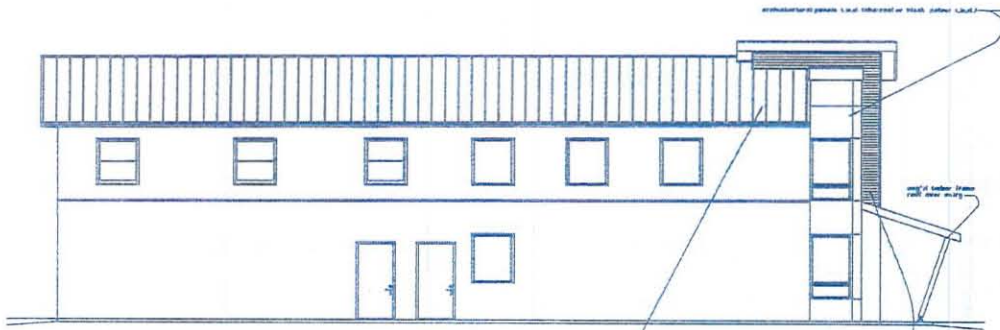
MAIN FLOOR CONCEPT
SCALE: 1/8" = 1'-0"

BLACKSTONE BUILDING
1441 10th Avenue S.W.
Salmon Arm, BC

1804
09-JAN-2019
DL

main & upper
concept plans

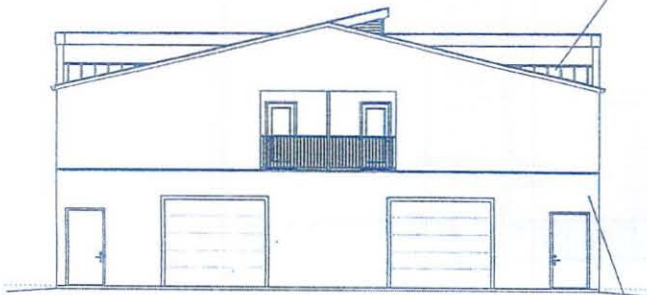
A1



LEFT (WEST) ELEVATION CONCEPT
Scale: 1/8" = 1'-0"

metal-on, semi-rigid aluminum or steel, 1.8x4"

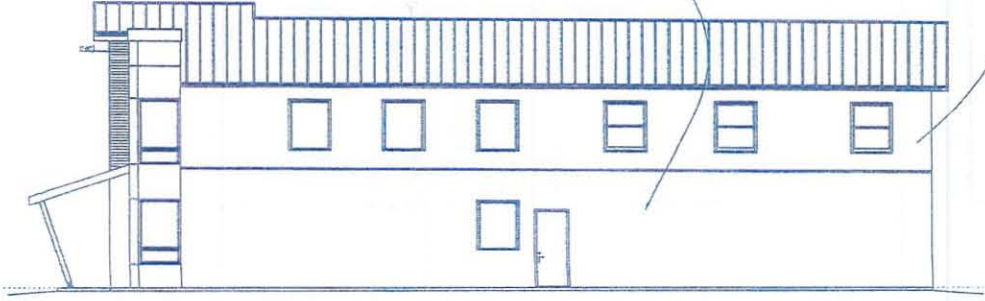
*LSP: (dark wood metal siding - dark cherry color)



REAR (NORTH) ELEVATION CONCEPT
Scale: 1/8" = 1'-0"

*SP: corrugated steel siding (galvalume color/finish)

insulated 2x6 vertical steel siding (dark charcoal color)



RIGHT (EAST) ELEVATION CONCEPT
Scale: 1/8" = 1'-0"



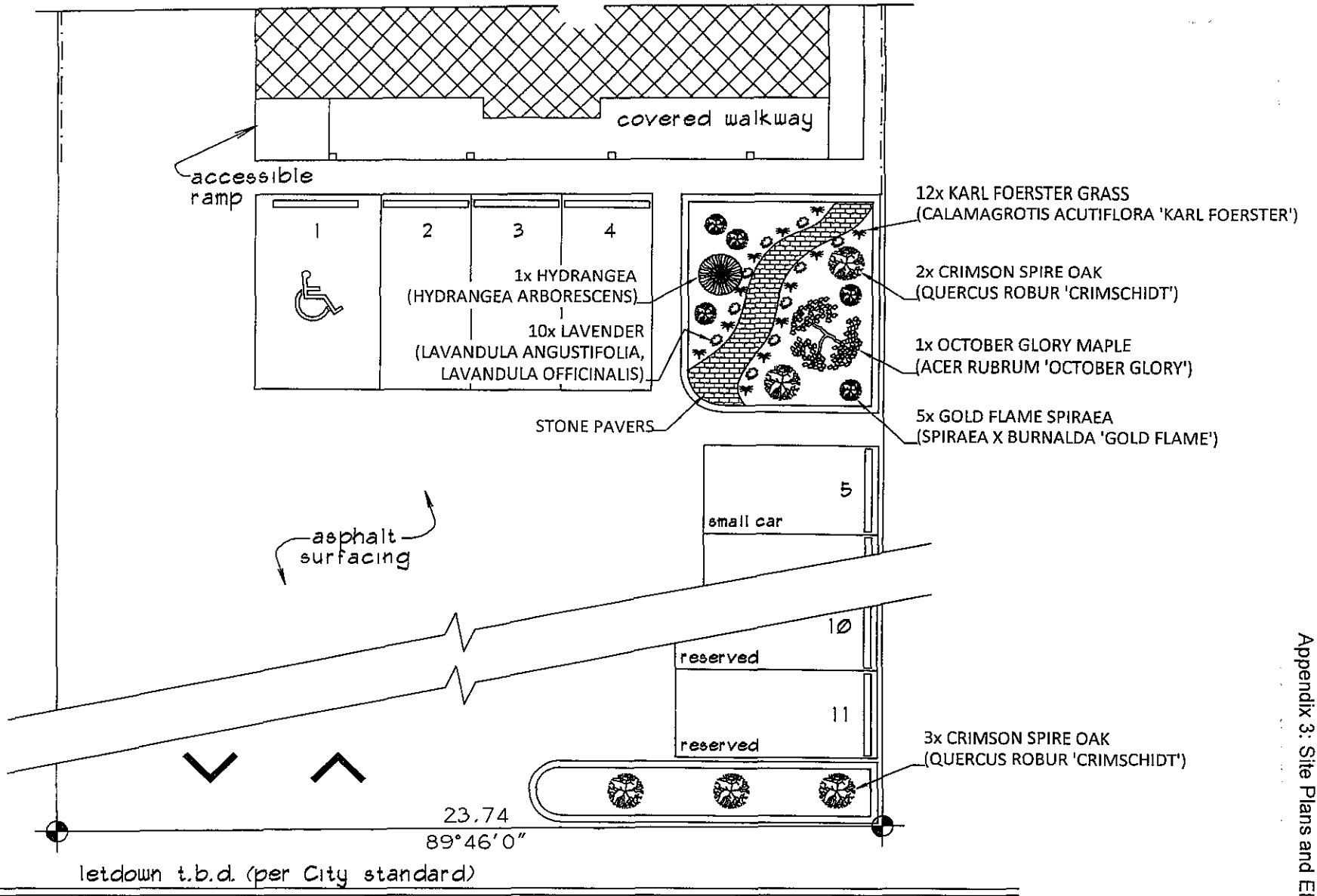
FRONT (SOUTH) ELEVATION CONCEPT
Scale: 1/8" = 1'-0"

BLACKSTONE BUILDING
1441 10th Avenue S.W.,
Salmon Arm, BC

18-04
09-JAN-2019
DC

elevations & perspectives

A2



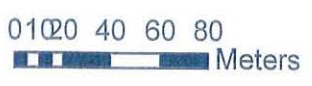
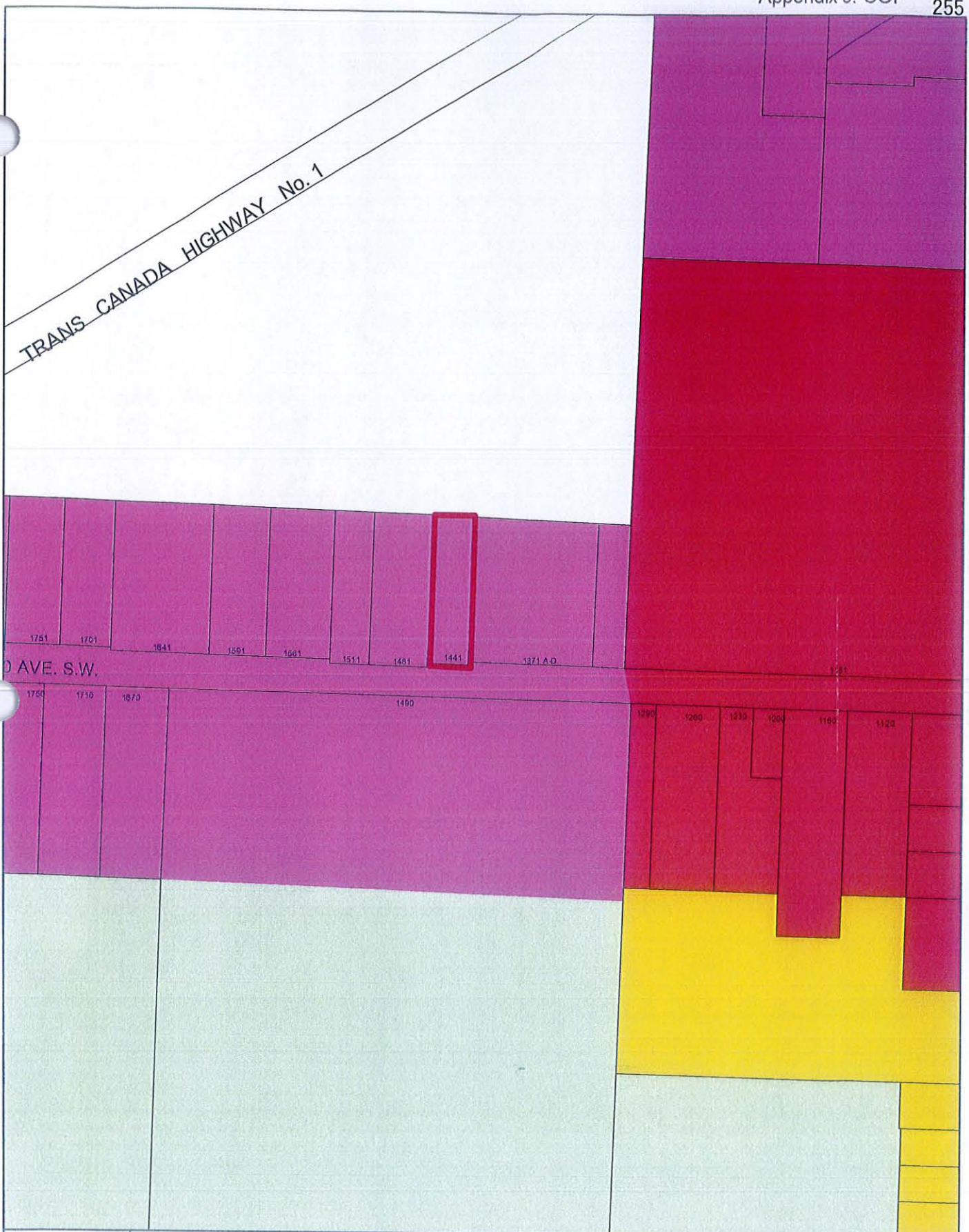
1441 - 10th AVENUE S.W.
LANDSCAPING DETAIL








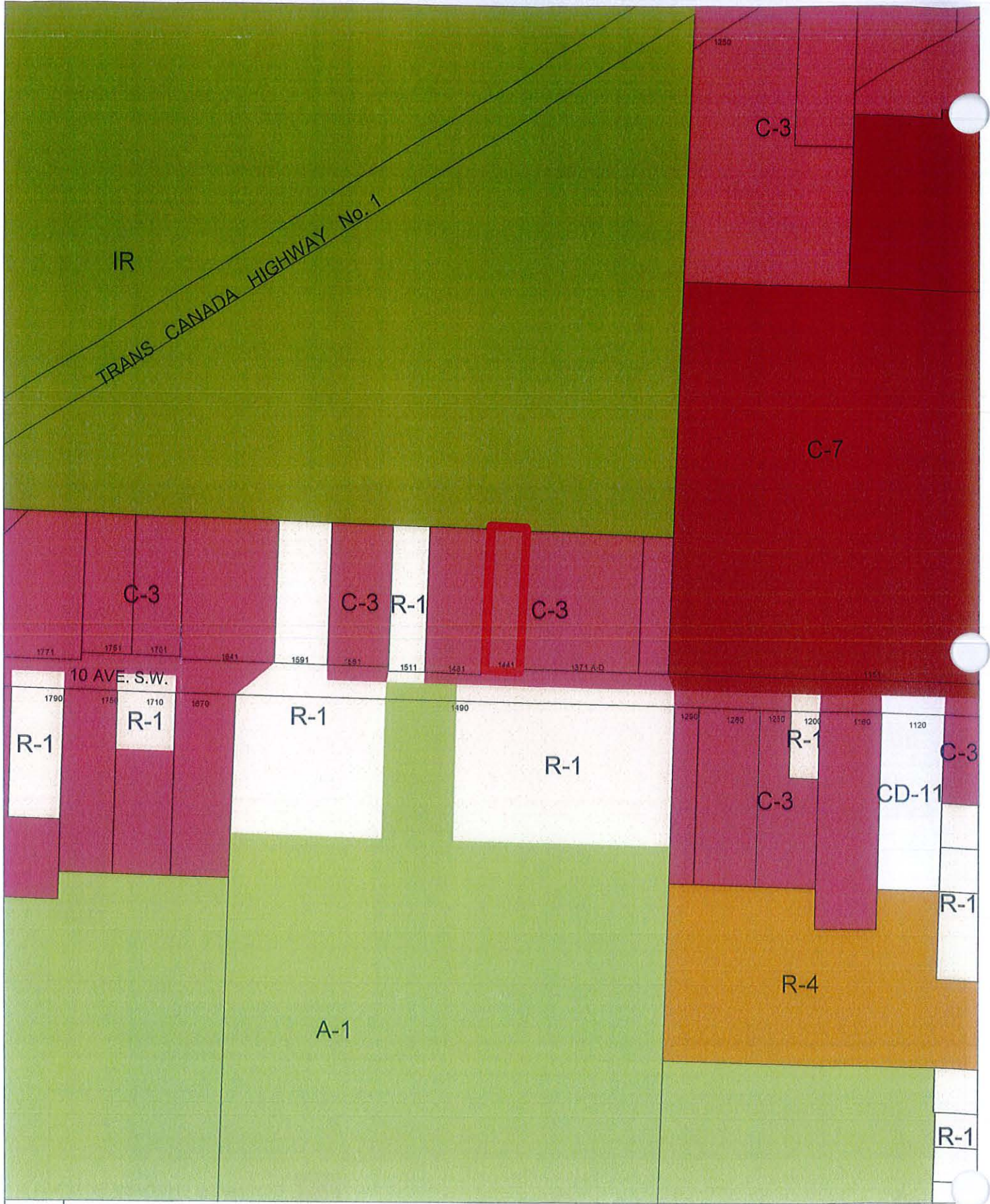
View of subject parcel looking northeast from 10 Avenue SW.



View of subject parcel looking northwest from 10 Avenue SW.



-  Subject Parcel
-  Commercial - Highway Service
-  Commercial City Centre
-  Salmon Valley Agriculture
-  Medium Density Residential



0 80 160 240 320
Meters

N

Subject Parcel

**DESIGN REVIEW PANEL MINUTES**

March 14, 2019
Room No. 100, City Hall

Present: Bill Laird (Panel Chair)
Trent Sismey (Panel Member)
Paul Burrows (Panel Member)

Jordan Baer (Applicant DP-422)
Carson Baer (Applicant DP-422)

Chris Larson (Planning and Development Officer)

Absent: Marc Lamerton (Panel Member)
Dennis Lowe (Panel Member)

Application: Proposed Commercial Development at 1441 – 10 Avenue SW
Development Permit Application No. DP-422

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

Development Permit Application No. DP-422

The Applicants summarized the proposal, referring to the site plans and building elevations, noting that the lower floor was largely for commercial and retail use, with the upper floor providing office space and two residential units. It was clarified that the residential access will be from a walkway along the east side of the building.

Panel members discussed the proposal, noting the need for this form of commercial space inclusive of housing. Panel members sought clarification on the proposed garbage/recycling collection area, landscaping, and parking.

Panel Recommendation

THAT the application drawings under review for application DP-422 be supported as presented noting the need for this form of commercial and residential space, subject to the confirmation of a landscape plan.

The meeting adjourned at 2:25 p.m.



Bill Laird, Panel Chair

CITY OF SALMON ARM

*Memorandum from the
Engineering and Public
Works Department*

TO: Kevin Pearson, Director of Development Services
 DATE: 27 February 2019
 PREPARED BY: Chris Moore, Engineering Assistant
 OWNER: TSL Developments Ltd., PO Box 532, Salmon Arm, BC V1E 4N6
 SUBJECT: DEVELOPMENT PERMIT APPLICATION NO. DP-422
 LEGAL: Lot A, Section 15, Township 20, Range 10, W6M, KDYD, Plan 10183
 CIVIC: 1441 – 10 Avenue SW
 TYPE: Environmentally Sensitive Riparian Area & Hwy Service Commercial Area
 OCP: HW (Highway Service)\Tourist Commercial)
 ZONING: C-3 (Service Commercial Zone)
 PREVIOUS: ZON-880

Further to your referral dated 5 February 2019, we provide the following servicing information. **The following comments and servicing requirements are not conditions for Development Permit; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:**

General:

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

DEVELOPMENT PERMIT APPLICATION FILE: DP-422

28 February 2019

Page 2

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8. For the off-site improvements at the time of building permit the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of building permit approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

Roads / Access:

1. 10 Avenue SW, on the subject properties southern boundary, is designated as an Urban Arterial Road standard, with an ultimate 25.0m road dedication (12.5m on either side of road centerline). Although the City only requires an Interim total of 20.0m of road dedication (10.0m on either side of road centerline) at this time, all building setbacks will be required to conform to the ultimate 25.0m cross section. Although road dedication is not required through development, an additional 4.886m of dedication will ultimately be required (to be confirmed by BCLS).
2. 10 Avenue SW is currently constructed to an Interim Urban Arterial Road standard. Upgrading to the current Urban Interim Arterial Road standard is required, in accordance with Specification Drawing No. RD-4. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. Since these works are premature at this time, a 100% cash in lieu contribution for future construction of the works will be required. Owner / Developer is responsible for all associated costs.
3. The subject property shall be served by a single driveway access, maximum width 8.0m, located minimum 3.0m from the east and west property lines.
4. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.

Water:

1. The subject property fronts a 200mm diameter Zone 1 watermain on 10 Avenue SW. No upgrades will be required at this time.
2. The subject property is to be serviced by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use. Water meter will be supplied by the City at the time of building permit, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.
3. Records indicate that the existing property is serviced by a service of unknown size from the 200mm diameter watermain on 10 Avenue SW. Due to the size and / or age of the existing service, upgrading to a new metered service (minimum 25mm) will be required. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

DEVELOPMENT PERMIT APPLICATION FILE: DP-422

28 February 2019

Page 3

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4. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
 5. Fire protection requirements to be confirmed with the Building Department and Fire Department.

Sanitary:

1. The subject property fronts a 300mm diameter sanitary sewer on 10 Avenue SW. No upgrades will be required at this time.
2. The subject property shall be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.
3. Records indicate that the existing property is serviced by a 100mm service from the sanitary sewer on 10 Avenue SW. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Drainage:

1. The subject property fronts a 1700mm diameter storm sewer on 10 Avenue SW. No upgrades will be required at this time.
2. Records indicate that the subject property is not serviced by a service from the storm sewer. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
4. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
5. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The property shall be serviced by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. Based on available information, it is expected that site retention and release at 5 year pre-development flows will be required. Owner / Developer is responsible for all associated costs.

DEVELOPMENT PERMIT APPLICATION FILE: DP-422

28 February 2019

Page 4

Geotechnical:

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



Chris Moore
Engineering Assistant



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

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CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, April 8, 2019 at 7:00 p.m.**

1) Proposed Amendment to Zoning Bylaw No 2303:

Proposed Rezoning of Lot 4, Section 13, Township 20, Range 10, W6M, KDYD, Plan 23814 from R-1 Single Family Residential Zone to R-8 Residential Suite Zone.

Civic Address: 2130 - 1 Avenue NE

Location: Northeast of the intersection of Okanagan Avenue and 20 Street NE

Present Use: Single family dwelling

Proposed Use: Single family dwelling and a detached suite

Owner / Applicant: D. Wilson/A. Johnson

Reference: ZON-1143/ Bylaw No. 4326



The file for the proposed bylaws is available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from March 26 to April 8, 2019, both inclusive, in the office of the Corporate Officer at City Hall, 500 - 2 Avenue NE.

Those who deem their interest affected by the proposed bylaw are urged to review the file available in the Development Services Department (or telephone 250-803-4021) to obtain the facts of the proposal prior to the Public Hearing.

Erin Jackson, Director of Corporate Services

22.1/23.1

CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: March 12, 2019

Subject: Zoning Bylaw Amendment Application No. 1143

Legal: Lot 4, Section 13, Township 20, Range 10, W6M, KDYD, Plan 23814
 Civic: 2130 – 1 Avenue NE
 Owner: Wilson, D.
 Applicant: Johnson, A.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 4, Section 13, Township 20, Range 10, W6M, KDYD, Plan 23814 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone);

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

1. Registration of Section 219 *Land Title Act* covenant(s) registered on title ensuring access to Okanagan Avenue is not permitted; and
2. Approval by the Ministry of Transportation and Infrastructure.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 2310 1 Avenue NE (Appendix 1 and 2) and presently contains an existing single family dwelling. The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the development of a *detached suite*.

BACKGROUND – SECONDARY SUITES

The subject parcel is approximately 0.34 acres, designated Medium Density Residential in the City's Official Community Plan (OCP), and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4). The subject parcel is located in a residential neighbourhood, largely comprised of R-1 zoned parcels containing single family dwellings, with nearby R-4 and CD-7 development as well. There is currently one R-8 zoned parcels within the proximity of the subject parcel, while the nearby CD-7 Zone allows for *secondary suites* as well.

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all Residential (High, Medium, and Low) designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel area, the subject property has potential to meet the conditions for the development of a *detached suite*, including sufficient space for an additional off-street parking stall. Site photos and a Letter of Proposal are attached (Appendix 5 and 6).

COMMENTSMinistry of Transportation & Infrastructure

The subject property is located within 800 m of the MOTI controlled intersection at 30 Street and the Trans Canada Highway. MOTI has granted preliminary approval.

Engineering Department

No concerns with rezoning. Records indicate water service and stormwater upgrades will be required at time of Building Permit, while a covenant prohibiting access to Okanagan will also be required. Comments attached as Appendix 7.

Building Department

BC Building Code requirements must be met to construct a detached suite.

Development Cost Charges (DCCs) are payable at the time of Building Permit for a Detached Suite in the amount of \$6,064.31 (same as the DCCs for a High Density Residential Unit).

Fire Department

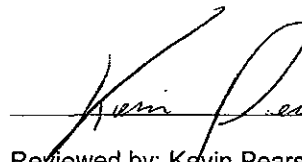
No concerns.

Planning Department

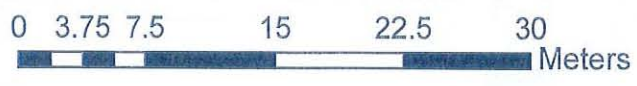
The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. Any development of a detached suite would require a building permit and will be subject to applicable Development Cost Charges, as well as meeting Zoning Bylaw and BC Building Code requirements.



Prepared by: Chris Larson, MCP
Planning and Development Officer



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



Subject Parcels

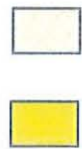


0 10 20 40 60 80
Meters



Subject Parcels

Park



Low Density Residential

Medium Density Residential



View of subject parcel looking southwest from 1 Avenue NE.



View of subject parcel looking southeast from 1 Avenue NE.

January 11, 2019

To whom it may concern,

I, Annemarie Johnson, am the daughter of Doris Wilson. My husband and I would like to build a carriage house on the property of 2130 1st Ave NE, Salmon Arm. Mom is getting older and we would like to be able to assist her with the property and be there for her if she needs us. We feel that this would be feasible for us as we also have an adult handicap son that lives with us. My mom has lived in this house since the early 1980's (I grew up in this house). We are long time residences of the area.

We are in the proposed stages of location of the carriage house. Ideally we would like to the west of the property in the back south towards Okanagan Ave. We feel that this would be an optimal location and there appears to be no conflict with utilities in the area. We have 1 Evergreen tree that would need to be removed. We would like to start building as soon as possible as our current place will need to be vacated by May 31/2019. If you have any questions I am open to phone calls or emails.

I've attached a few ideas that we are looking at for the carriage house-we need to tweak them so as to conform to the city requirements. The plan is to have a full garage/workshop/storage underneath with the living quarters above. The land is tiered so the garage will mostly be underground. We will also be re-siding mom's house to match the carriage house. We would also like to pave and re-landscape the yard as well.

Thank you

Regards, Annemarie Johnson







Google



Don't need to speak to anyone yet
Favourite & Follow

Need More Info, Speak to a Home Expert

I'm interested in buying
Setup a Free Consultation

I want a high quality printed copy
Order the 2018 Home Catalog



Don't need to speak to anyone yet
Favourite & Follow

Need More Info, Speak to a Home Expert

I'm interested in buying
Setup a Free Consultation

I want a high quality printed copy
Order the 2018 Home Catalog

**CITY OF
SALMON ARM**


*City of Salmon Arm
Memorandum from the Engineering
and Public Works Department*

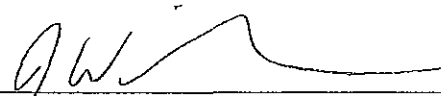
To: Kevin Pearson, Director of Development Services
 Date: February 19, 2018
 Prepared by: Xavier Semmelink, Engineering Assistant
 Subject: **ZONING AMENDMENT APPLICATION FILE NO. ZON-1143**
 Legal: Lot 4 Section 13, Township 20, Range 10, W6M KDYD, Plan 23814
 Civic: **2130 – 1 Avenue NE**
 Owner: D. Wilson, Box 2288, Salmon Arm, BC V1E 4R3
 Applicant: A. Johnson, Box 2288, Salmon Arm, BC V1E 4R3

Further to your referral dated February 5, 2019, the Engineering Department has reviewed the site.

The following comments and servicing requirements are not conditions for rezoning; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:

- Records indicate that the existing property is serviced by a 19mm service from the 150mm diameter watermain on 1 Avenue NE. Due to the size and age of the existing service, upgrading to a new metered service (minimum 25mm) will be required. To request an estimate to upgrade the water service please contact the Engineering Department, otherwise an estimate will be provided at the time of the building permit. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
- An Alternative Stormwater System shall be required in accordance with Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7.2.
- As Okanagan Avenue East is designated as a Collector Road, no accesses on Okanagan Avenue East will be permitted. A covenant shall be registered along the southern property line prohibiting access on Okanagan Avenue East. Only one access with a maximum width of 6 meters on 1 Avenue NE shall be permitted.


 Xavier Semmelink
 Engineering Assistant


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

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CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Monday, April 8, 2019 at 7:00 p.m.

2) Proposed Amendment to Zoning Bylaw No 2303:

Proposed Rezoning of Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP69695 from R-1 Single Family Residential Zone to R-8 Residential Suite Zone.

Civic Address: 2810 - 25 Street NE

Location: Northeast of the intersection of Lakeshore Road & 26 Avenue NE

Present Use: Single family dwelling

Proposed Use: Single family dwelling with a suite

Owner / Applicant: S. Stevens & Z. Burns

Reference: ZON-1144/ Bylaw No. 4327



The file for the proposed bylaws is available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from March 26 to April 8, 2019, both inclusive, in the office of the Corporate Officer at City Hall, 500 - 2 Avenue NE.

Those who deem their interest affected by the proposed bylaw are urged to review the file available in the Development Services Department (or telephone 250-803-4021) to obtain the facts of the proposal prior to the Public Hearing.

Erin Jackson, Director of Corporate Services

CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: March 14, 2019

Subject: Zoning Bylaw Amendment Application No. 1144

Legal: Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP69695

Civic: 2810 – 25 Street NE

Owner/Applicant: Stevens, S. & Burns, Z.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP69695 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

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

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 2810 - 25 Street NE (Appendix 1 and 2) and contains a single family dwelling. This proposal is to rezone the parcel from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone) to permit the use of a *secondary suite* within the existing *single family dwelling*.

BACKGROUND

The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4). The surrounding properties consist primarily of larger R-1 zoned parcels with some larger A-2 zoned parcels to the North. There are presently six R-8 zoned parcels within the vicinity of the subject parcel, including the neighbouring parcel to the south which contains a *detached suite*.

The subject parcel meets the specifications to permit a *secondary suite* within the proposed R-8 zone. The house includes a double car garage and there is sufficient space to accommodate additional off-street parking for the suite. Site photos are attached as Appendix 5 and a plan of the basement suite is attached as Appendix 6.

In 2017 a building permit was issued to the previous owner for the construction of a new single family dwelling with an unfinished basement. The current owner/applicant purchased the home in April 25, 2018. A suite was, however, partially finished in the basement at some point. Notice of Building Permit completion was mailed to the previous owner on May 15, 2018 and copied to the current owner/applicant. The Notice confirmed the Building Permit was for a single family dwelling and unfinished basement only (i.e. not for a secondary suite). The previous and current owners were advised that rezoning and Building Permit applications are required in order for the suite to conform.

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of *secondary suites* in Low Density Residential designated areas subject to compliance with the Zoning Bylaw and the BC Building Code.

COMMENTSEngineering Department

No engineering concerns.

Building Department

Unit constructed without permit or review by building official. Building permit required. Fire separation upgrades may be required. BC Building Code applies.

Fire Department

No concerns.

Planning Department

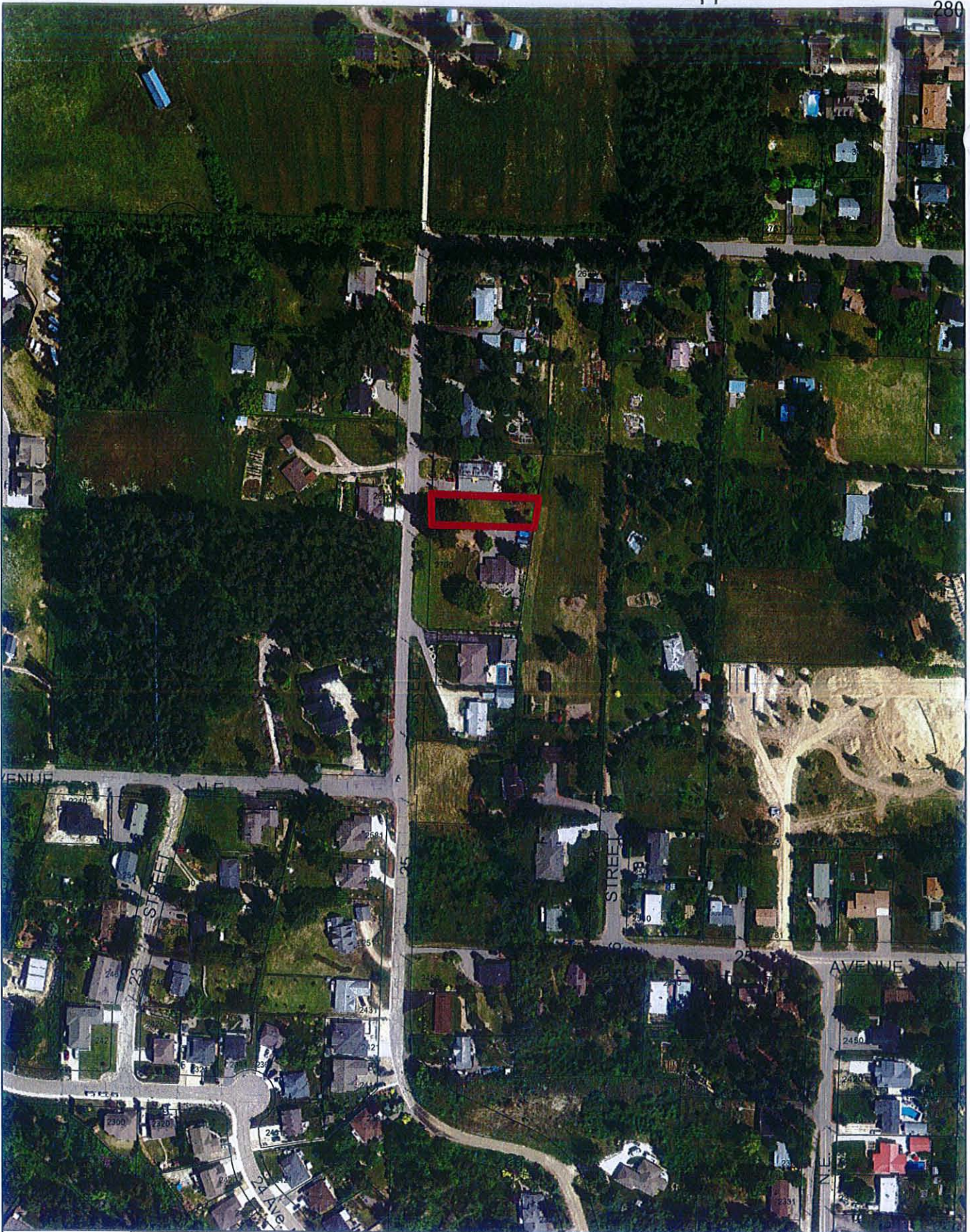
The intent of this application is to have the *secondary suite* conform to zoning. A building permit for the secondary suite is required.



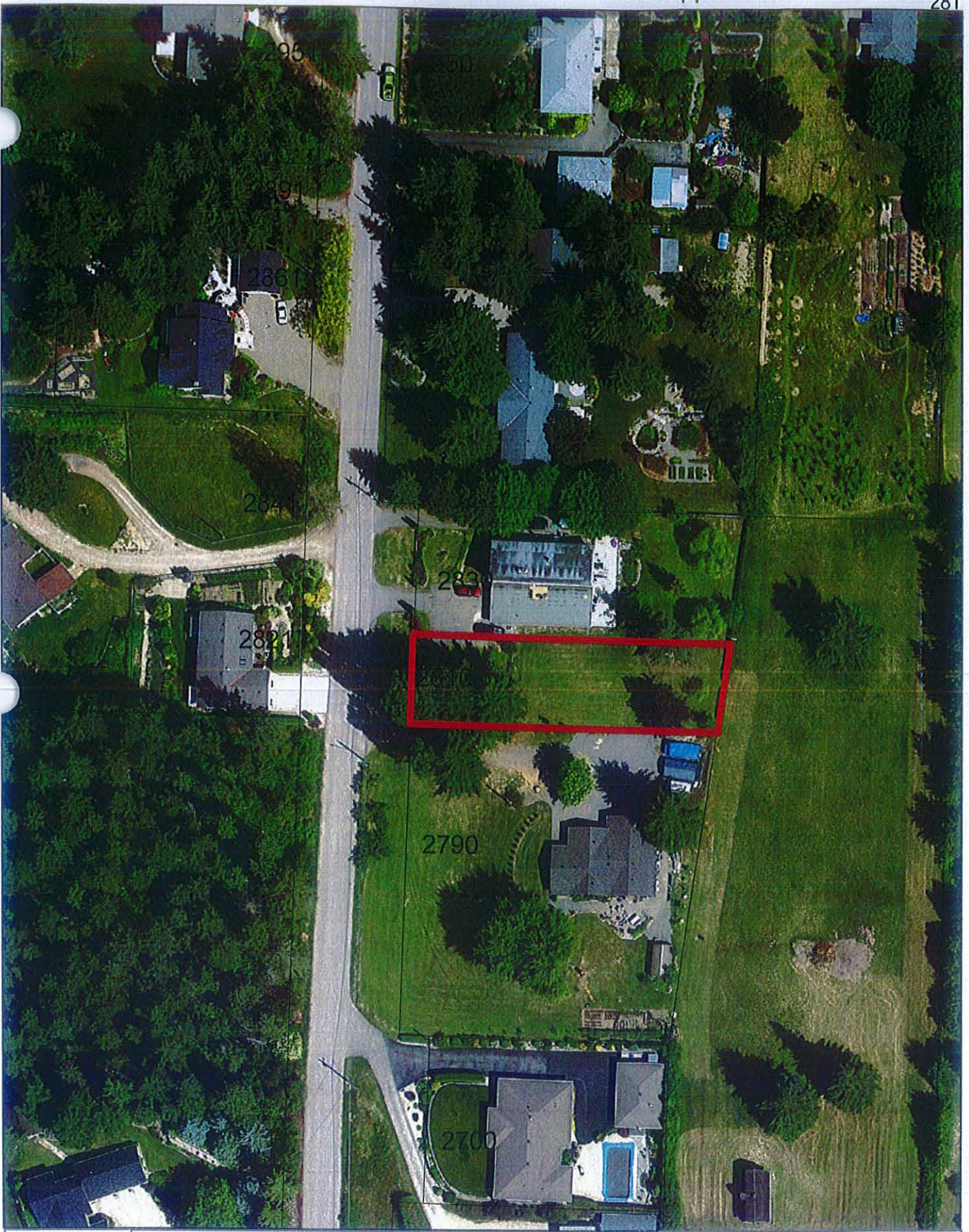
Prepared by: Denise Ackerman
Planning and Development Officer



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



Subject Property



Subject Property

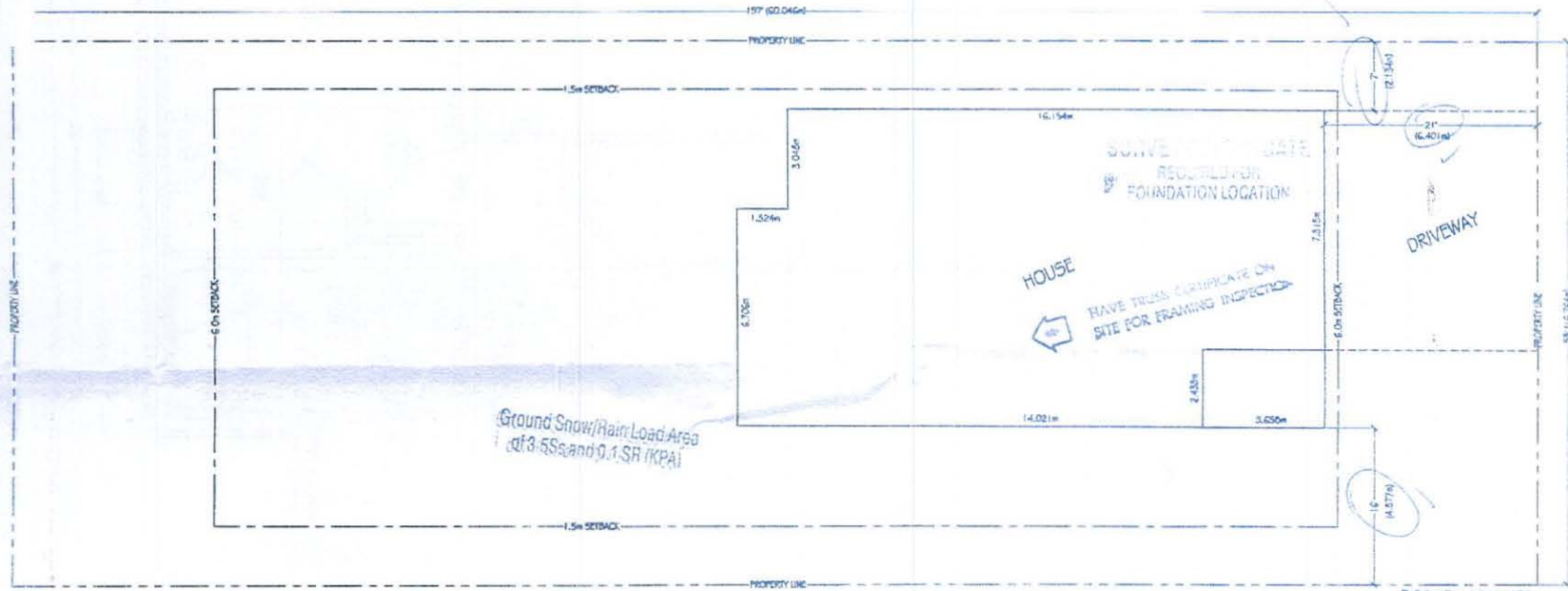
Appendix 5: Site Photos



View East From 25 Street NE of Subject Property



View Southeast From 25 Street NE of Subject Property



25TH STREET NE

CUTTING EDGE HOLDINGS

PROJECT CONTACT: BRANFON LAWSON 250. 604. 5095
 DESIGN CONTACT: MIKE THIESSEN 250. 253. 5041

INSPECTION DUTIES OF OWNER
 The owner shall ensure that all inspections are completed in accordance with the Building Inspector as per Section 18.4 of Building (bylaw No. 500)

Building Regulations of BC
 (BCBC 2012 to Apply)
 Check Field Copy Drawing Notes

RECEIVED
 15354B
 RECEIVED
 JUL 31 2017
 CITY OF DALHOUSIE

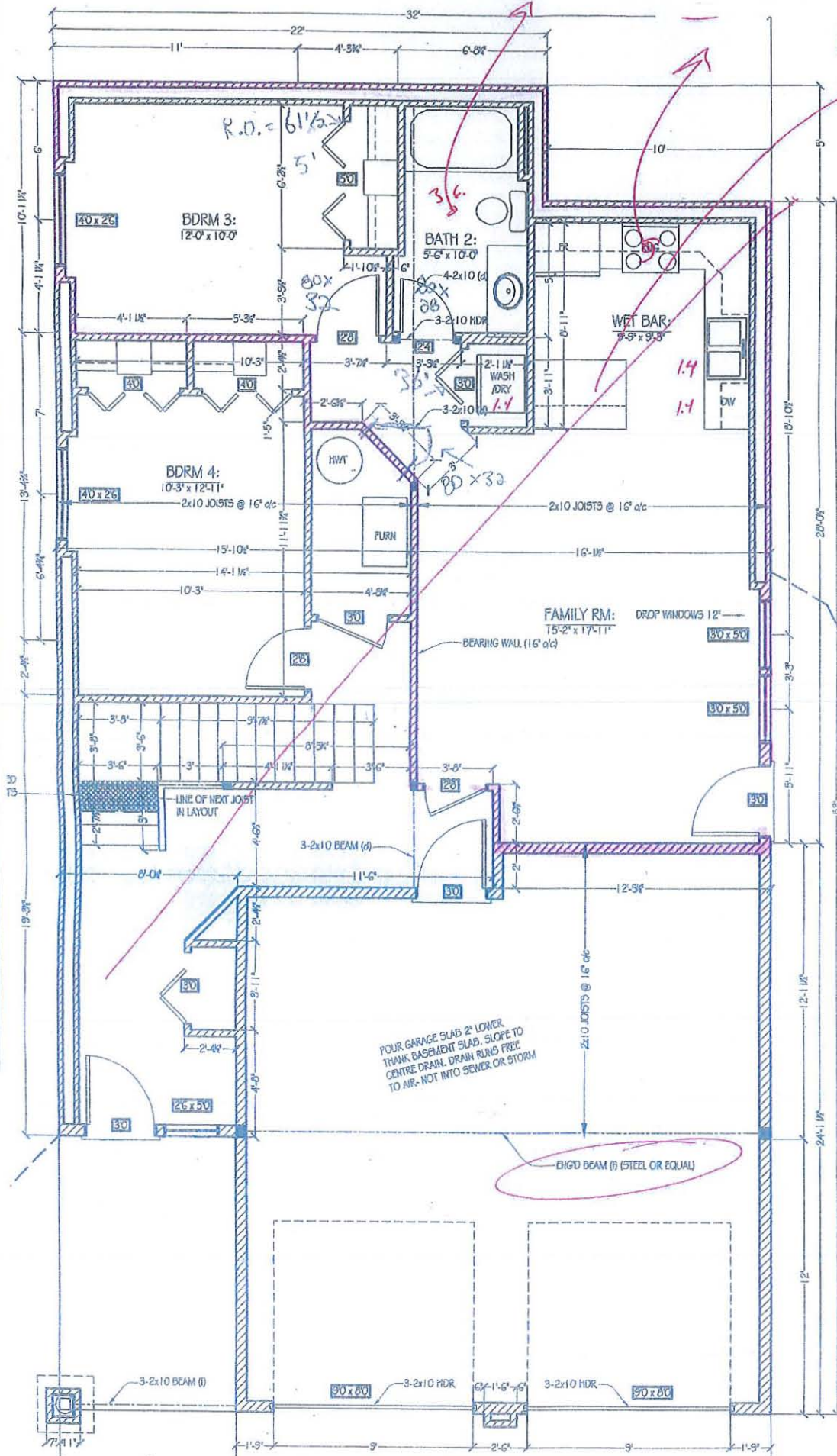
BEFORE CONSTRUCTION BEGINS...
 ALL ASPECTS INCLUDING, BUT NOT LIMITED TO, STRUCTURE AND ENVELOPE OF THIS BUILDING ARE TO CONFORM TO OR EXCEED THE CURRENT BC BUILDING CODE. IF YOU ARE UNSURE OF ANY REQUIREMENTS, CONSULT THE BC BUILDING CODE OR YOUR LOCAL INSPECTION AGENCY TO ENSURE FULL COMPLIANCE. NOT HAVING ACCESS TO THE BUILDING CODE IS NOT AN EXCUSE FOR POOR BUILDING PRACTICES.

OFFICE COPY

AI
 SITE PLAN

DATE: 17-07-27
 SCALE: 1/4" = 1'-0"

15354B

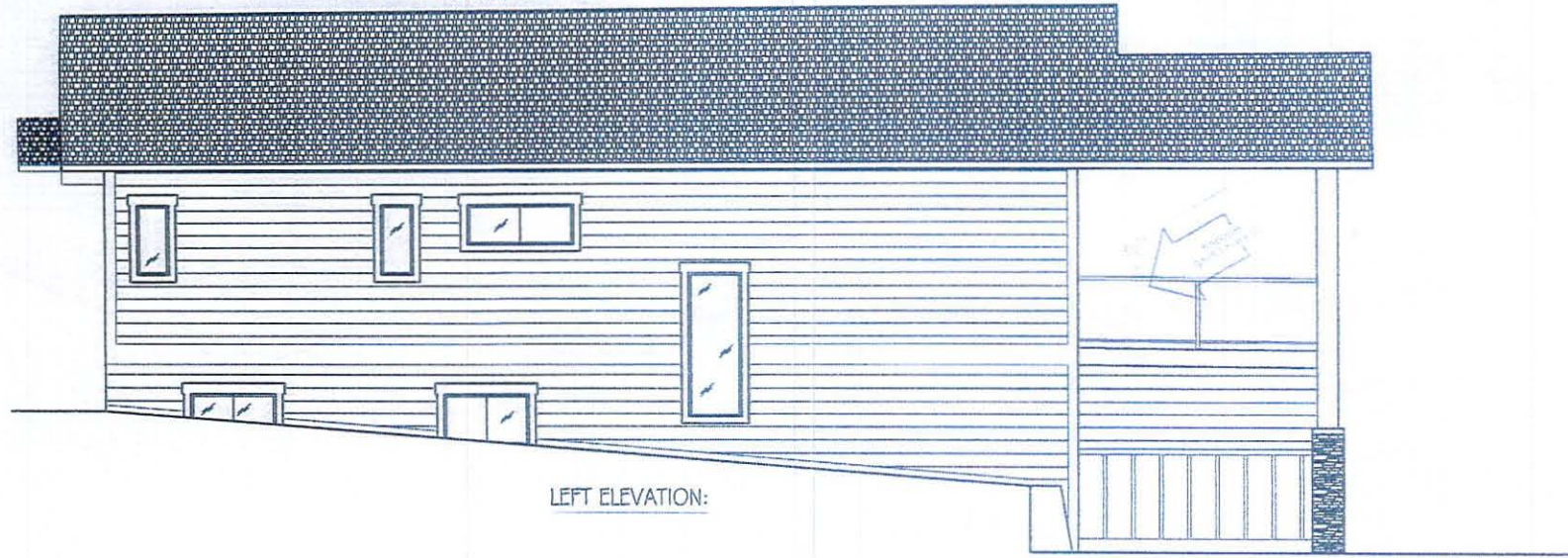


No Basement on this floor separate required

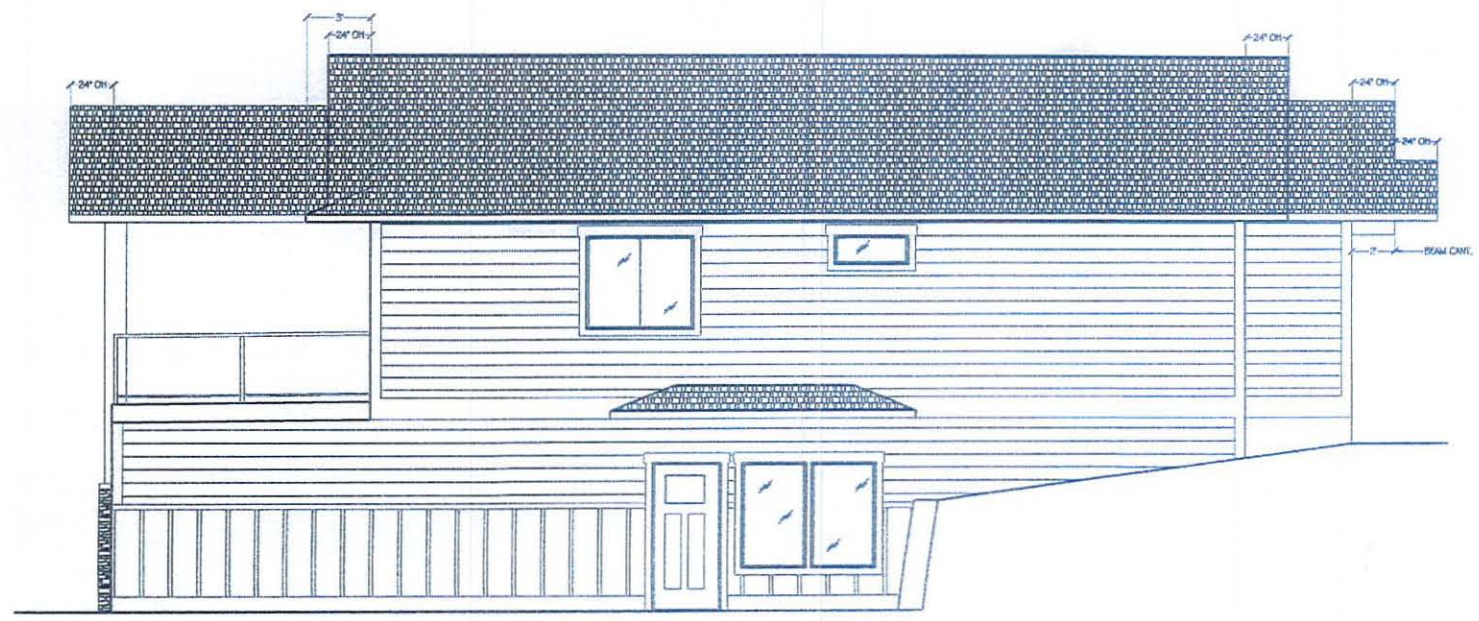
CUTTING EDGE HOLDINGS

A2
MAIN FLC
& BASEM
PLANS

Attic venting to be 1/300 of ceiling area and uniformly distributed. Min. 20% of 1/300 to be at top. Max. 20% of 1/300 to be at bottom.



LEFT ELEVATION:



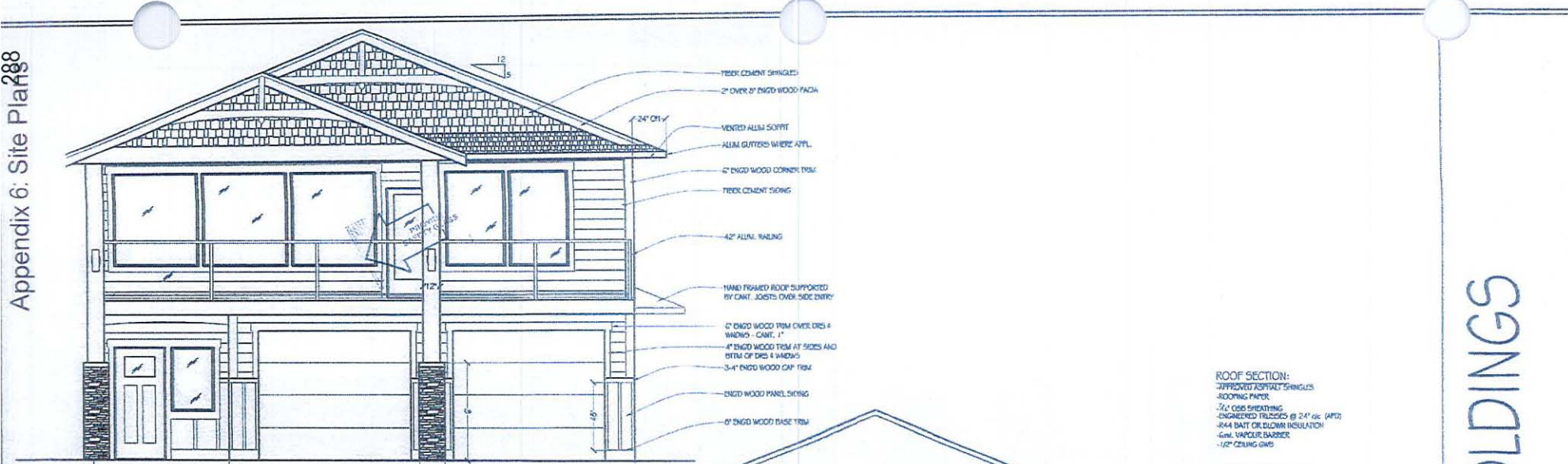
RIGHT ELEVATION:

CUTTING EDGE HOLDINGS

A3
SIDE ELEVATIONS

PROJECT CONTACT: BRANSON LAWSON 250.804.5095
DESIGN CONTACT: MIKE THIESSEN 250.253.5041

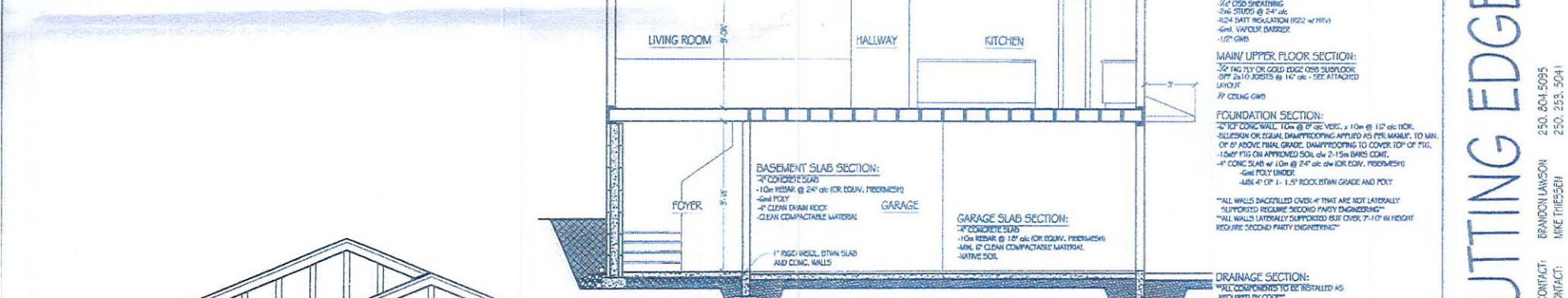
DATE: 17-07-27
SCALE: 1/8\"/>



FRONT ELEVATION:

- TRICK CEDAR SHINGLES
- 2" OVER 5" END WOOD FACIA
- 24" ON
- VENTED ALUM SOFFIT
- ALUM GUTTERS WHERE APPL.
- 6" END WOOD CORNER TRIM
- TRICK CEDAR SIDING
- 42" ALUM RAILING
- 1/4" FRAMED ROOF SUPPORTED BY CONT. JOISTS OVER SIDE ENTRY
- 0" END WOOD TRIM OVER DIS & WINDOWS - CONT. 1"
- 4" END WOOD TRIM AT SIDES AND BTM OF DIS & WINDOWS
- 3-4" END WOOD CAP TRIM
- END WOOD PANEL SIDING
- 0" END WOOD BASE TRIM

- ROOF SECTION:**
- APPROVED ASPHALT SHINGLES
 - ROOFING PAPER
 - 3/4" OSB SHEATHING
 - ENGAGED TRUSSES @ 24" oc (AFD)
 - R-44 BATT OR BLOWN INSULATION
 - 6-mil VAPOR BARRIER
 - 1/2" CEILING GWS
- ROOF EDGE SECTION:**
- ALUM SOFFIT
 - END WOOD GABLE FACIA
 - ALUM CONT. GUTTERS



BUILDING SECTION:

- EXT. WALL SECTION:**
- APPROVED SIDING/CUTURED STONE
 - BUILDING WRAP (PAPER OR TYVEC TYPE)
 - 3/4" OSB SHEATHING
 - 2x6 STUDS @ 24" oc
 - R-24 BATT INSULATION (R22 w/ RSV)
 - 6-mil VAPOR BARRIER
 - 1/2" GWS
- MAIN/UPPER FLOOR SECTION:**
- 3/4" ING FLY OR GOLD EDGE ORG SUBFLOOR
 - CONT. ON JOISTS @ 16" oc - SEE ATTACHED LAYOUT
 - 3/4" CEILING GWS
- FOUNDATION SECTION:**
- 2" TOP CONCR WALL, 12m @ OF 22 VERT, x 10m @ 12" oc HOR.
 - BULKHEAD OR EQUAL DAMPPROOFING APPLIED AS PER MANUF. TO MIN. OR 6" ABOVE FINAL GRADE, DAMPPROOFING TO COVER TOP OF F.C.
 - 1.5M FTS ON APPROVED SOIL @ 2-1.5m BARS CONT.
 - 4" CONCR SLAB @ 4" (4m @ 24" oc OR EGV, FIBERWASH)
 - 6-mil POLY UNDER
 - MIN 4" OF 1-1.5" ROCK BTWN GRADE AND POLY
- BASEMENT SLAB SECTION:**
- 4" CONCRETE SLAB
 - 1.0m REBAR @ 24" oc (OR EGV, FIBERWASH)
 - 6-mil POLY
 - 4" CLEAN DRAIN ROCK
 - CLEAN COMPACTABLE MATERIAL
- GARAGE SLAB SECTION:**
- 4" CONCRETE SLAB
 - 1.0m REBAR @ 12" oc (OR EGV, FIBERWASH)
 - MIN. 6" CLEAN COMPACTABLE MATERIAL
 - WATING SOIL
- DRAINAGE SECTION:**
- "ALL COMPONENTS TO BE REINSTALLED AS REQUIRED BY CODE"
 - 4" CSA RATED PREF. DRAIN TILE
 - 4" DRAIN ROCK COVER OVER DRAIN TILE
 - LANDSCAPE CLOTH OR EQUIV. SEPARATION BTWN ROCK AND BACKFILL
 - COMPACTABLE BACK FILL
- Notes:**
- "ALL WALLS BACKFILLED OVER 4" THAT ARE NOT LATERALLY SUPPORTED REQUIRE SECOND PARTY ENGINEERING"
 - "ALL WALLS LATERALLY SUPPORTED BUT OVER 7'-10" IN HEIGHT REQUIRE SECOND PARTY ENGINEERING"



REAR ELEVATION:

CUTTING EDGE HOLDINGS

PROJECT CONTACT: BRANDON LAWSON 250.804.5095
 DESIGN CONTACT: MIKE THIESSEN 250.253.5041

BEFORE CONSTRUCTION BEGINS...
 ALL ASPECTS INCLUDING, BUT NOT LIMITED TO, STRUCTURE AND ENVELOPE OF THIS BUILDING ARE TO CONFORM TO OR EXCEED THE CURRENT BC BUILDING CODE. IF YOU ARE UNSURE OF ANY REQUIREMENTS, CONSULT THE BC BUILDING CODE OR YOUR LOCAL INSPECTION AGENCY TO ENSURE FULL COMPLIANCE. NOT HAVING ACCESS TO THE BUILDING CODE IS NOT AN EXCUSE FOR POOR BUILDING PRACTICES.

A4
 FRONT/ REAR
 ELEVATIONS
 & BUILDING
 SECTION

DATE: 17-07-27
 SCALE: 1/4" = 1'-0"

Item 23.1

CITY OF SALMON ARM

Date: April 8, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4326 be read a third time.

[ZON-1143; Johnson, A.; 2130 1 Avenue NE; R-1 to R-8]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4326

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, on _____, 2019 at the hour of 7:00 p.m. was published in the _____ and _____, 2019 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 4, Section 13, Township 20, Range 10, W6M, KDYD, Plan 23814 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.

SCHEDULE "A"



Item 23.2

CITY OF SALMON ARM

Date: April 8, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4327 be read a third time.

[ZON-1144; Stevens, S. & Burns, Z.; 2810 – 25 Street NE; R-1 to R-8]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4327

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, on _____, 2019 at the hour of 7:00 p.m. was published in the _____ and _____, 2019 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP69695 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.

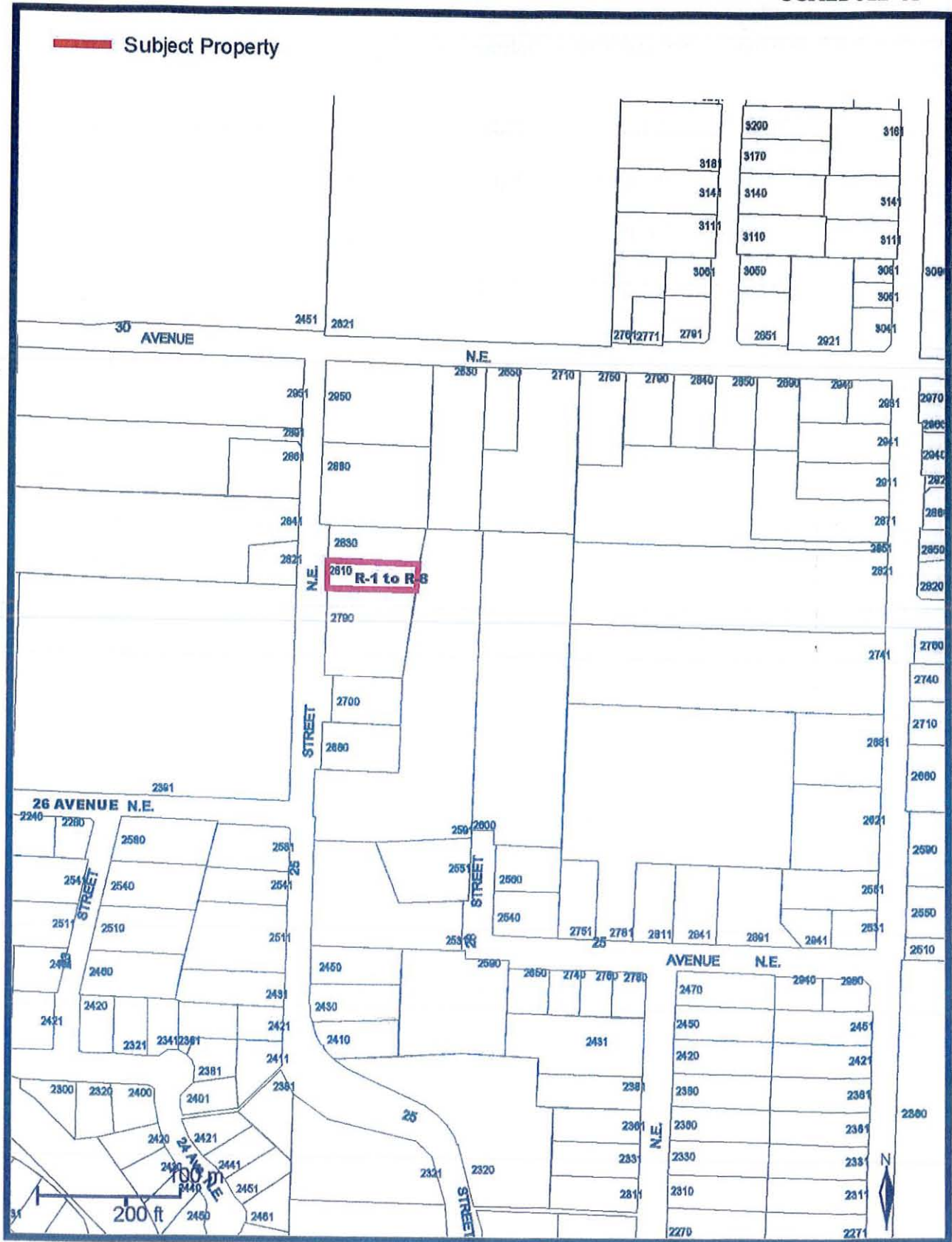
3. ENACTMENT

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.

SCHEDULE "A"



Item 25.

CITY OF SALMON ARM

Date: April 8, 2019

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting of April 8, 2019, be adjourned.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

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