

**City of Salmon Arm
Regular Council Meeting**

**Monday, February 12, 2024, 1:30 p.m.
Council Chambers of City Hall
500 – 2 Avenue NE, Salmon Arm, BC**

Pages

- 1. CALL TO ORDER**
- 2. IN-CAMERA SESSION**
Motion for Consideration
THAT: pursuant to Section 90(1)(c) labour relations or other employee relations; of the *Community Charter*, Council move In-Camera.
- 3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY**
We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.
- 4. ADOPTION OF AGENDA**
Motion for Consideration
THAT: the Agenda be adopted as presented.
- 5. DISCLOSURE OF INTEREST**
 - 5.1 Councillor Flynn - Item 9.5 - Ross Street Storm Extension - Construction Tender Award
 - 5.2 Councillor Gonella - Item 9.10 - Memorial Arena Structural Assessment and Lifecycle Analysis - RFP Award and Budget Amendment
- 6. CONFIRMATION OF MINUTES**
 - 6.1 Regular Council Meeting Minutes of January 22, 2024 9 - 19
Motion for Consideration
THAT: the Regular Council Meeting Minutes of January 22, 2024 be adopted as circulated.
- 7. COMMITTEE REPORTS**
 - 7.1 Development and Planning Services Committee Meeting Minutes of February 5, 2024 20 - 23
 - 7.2 Greenways Liaison Committee Meeting Minutes of December 7, 2023 24 - 31
 - 7.3 Social Impact Advisory Committee Meeting Minutes of January 19, 2024 32 - 34
 - 7.4 Community Heritage Commission Meeting Minutes of January 15, 2024 and February 5, 2024 35 - 41
 - 7.5 Agricultural Advisory Committee Meeting Minutes of January 10, 2024 42 - 44
 - 7.6 Active Transportation Advisory Committee Meeting Minutes of February 5, 45 - 47

2024

7.7	Environmental Advisory Committee Meeting Minutes of February 6, 2024	48 - 50
8.	COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE	51 - 54
9.	STAFF REPORTS	
9.1	Director of Engineering & Public Works - Neptune Large Water Meter Replacements & R900 Belt Clip Transceiver Purchase	55 - 56
	<u>Motion for Consideration</u> THAT: Council approve the purchase of 6 new Neptune MACH-10 large water meters for replacement for the quoted total price of \$35,170.19 plus taxes as applicable;	
	AND THAT: Council approve the purchase of a new Neptune R900 Belt Clip Transceiver for the quoted total price of \$11,897.60 plus taxes as applicable;	
	AND FURTHER THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of the new Neptune MACH-10 meters and the Neptune R900 Belt Clip Transceiver to authorize sole sourcing of same to Flow Systems Distribution Inc. the Provincial distributor for Neptune Technology Group products.	
9.2	City Engineer - Brightly Software Canada Inc. (ESRI) Contract - Work Order Software	57 - 58
	<u>Motion for Consideration</u> THAT: Council authorize the Mayor and Corporate Officer to execute a License and Maintenance Agreement with Brightly Software Canada Inc. for a five (5) year term (2024 to 2028);	
	AND THAT: the 2024 Budget contained in the 2024-2028 Financial Plan Bylaw be amended to reflect funding for Brightly Work Order Software Expansion of Service Implementation in the amount of \$15,000.00 to be funded from the Technology, Equipment and Software Reserve;	
	AND FURTHER THAT: Council authorize sole sourcing this purchase by waiving the City's Purchasing Policy No. 7.13.	
9.3	Director of Engineering & Public Works - Memorial Walkway Agreement with Shuswap Community Foundation	59 - 60
	<u>Motion for Consideration</u> THAT: Council authorize the Mayor and Corporate Officer to execute the updated agreement between the City of Salmon Arm and Shuswap Community Foundation with respect to the McGuire Lake Memorial Walkway.	
9.4	Chief Financial Officer - Uncollectable Property Taxes, Penalties and Interest Gloria and Louis Boda Roll No. 08101.640 - 164, 2500 HWY 97B SE (Countryside Mobile Manor)	61 - 63
	<u>Motion for Consideration</u> THAT: Pursuant to Section 781 of the <i>Local Government Act</i> , Council requests the Inspector of Municipalities to authorize the City of Salmon Arm to write off the outstanding property taxes, penalties and interest associated with the following property: Roll No.: 08101.640 Address: 164 - 2500 HWY 97B SE	

Amount as at January 18, 2024: \$5,863.28 (\$3,985.48 - Taxes, \$524.78 - Penalty and \$1,353.02 - Interest)

AND THAT: the 2024 Budget in the 2024 - 2028 Financial Plan Bylaw be amended to include an allocation for uncollectable property taxes, penalties and interest due from Gloria and Louis Boda in an estimated amount of \$6,000.00 funded from the Reserve for Doubtful Accounts; subject to the Inspector of Municipalities approval;

AND FURTHER THAT: the Collector is directed to write off the outstanding property taxes, penalties and interest associated with Roll No. 08101.640 in the estimated amount of \$6,000.00, subject to the Inspector of Municipalities approval.

- 9.5 Director of Engineering & Public Works - Ross Street Storm Extension - Construction Tender Award 64 - 65

Motion for Consideration

THAT: Council approve the award of the Ross Street Storm Extension project to D Webb Contracting Ltd., in accordance with the terms and conditions of the tender in the amount of \$231,838.00 plus taxes as applicable;

AND THAT: the 2024 Budget contained in the 2024 to 2028 Financial Plan be amended to reallocate \$35,000.00 additional funding to the Ross Street Storm Extension project, funded from Canoe Overland Escape Route.

- 9.6 Director of Planning & Community Services - Licence Agreement for Cell Infrastructure at Shaw Centre 66 - 66

Motion for Consideration

THAT: Council authorize the Mayor and Corporate Officer to execute the Licence Agreement for Communications Location (W4865) at 2600 10 Avenue NE between the City, Shuswap Recreation Society and Rogers Communication Inc., subject to any required public notification.

- 9.7 Director of Planning & Community Services - Parking Rates at Marine Park Lot 67 - 68

- 9.8 General Manager, Shuswap Recreation Society - Execution of Licence to Use Agreement - Video & Audio System - Shaw Centre 69 - 69

Motion for Consideration

THAT: Council authorize the Mayor and Corporate Officer to execute the updated Licence to Use Agreement for Video & Audio System in the Shaw Centre between the City of Salmon Arm, Shuswap Recreation Society and Salmon Arm Sports Inc., for a term ending May 16, 2026.

- 9.9 General Manager, Shuswap Recreation Society - Execution of Agreement - Shuswap Academy Elite Hockey School 70 - 70

Motion for Consideration

THAT: Council authorize the Mayor and Corporate Officer to execute the Agreement for the Shuswap Academy Elite Hockey School between the City of Salmon Arm, Shuswap Recreation Society and Salmon Arm Sports Inc., operating as Shuswap Academy Elite Hockey School for a term ending September 30, 2026.

- 9.10 Director of Engineering & Public Works - Memorial Arena Structural Assessment and Lifecycle Analysis RFP Award and Budget Amendment 71 - 72

Motion for Consideration

THAT: the 2024 Budget contained in the 2024 to 2028 Financial Plan be amended to reallocate \$25,000.00 of additional funding to the Memorial Arena structural Assessment project to be funded from the Memorial Arena Major Maintenance Reserve;

AND THAT: Council approve the award of the Memorial Arena Structural Assessment and Lifecycle Analysis to BAR Engineering Co. Ltd. for the total estimated price of \$70,552.00 plus taxes as applicable.

- 9.11 Director of Engineering & Public Works - Street Cafe Policy - Update 73 - 82

Motion for Consideration

THAT: Council approve Amended Street Cafe Policy 1.13 dated February 5, 2024.

- 9.12 Director of Planning & Community Services - Ricochet Brewing Taphouse - 310 Hudson Avenue NE 83 - 86

Motion for Consideration

THAT: Council of the City of Salmon Arm has no objection to the creation of a Public House/Pub at 310 Hudson Avenue NE for the Ricochet Brewing Taphouse;

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

- 9.13 Development Permit Application No. DP-452 87 - 110
1260 10 Avenue SW
Owner/Applicant: West Urban Developments Ltd.
Form and Character

Motion for Consideration

THAT: Development Permit No. DP-452 be authorized for issuance for Lot A, Section 10, Township 20, Range 10, W6M, KDYD, Plan EPP115034 in accordance with the Development Permit drawings attached as Appendix 1 to the Staff Report dated January 25, 2024.

- 9.14 Director of Planning & Community Services - Road Status / Road Closure 111 - 114
10 Avenue SE (Lane) at 11 Avenue SE

- 9.15 Manager of Planning & Building - Agricultural Land Commission Application No. 422 115 - 133
(Subdivision - Road Dedication)

Motion for Consideration

THAT: Agricultural Land Commission Application No. 422 be authorized for submission to the Agricultural Land Commission.

- 9.16 Manager of Planning & Building - Local Government Act Bill 44 Housing Statutes (Residential Development) 134 - 139
Summary of Upcoming Bylaw Amendments

- 9.17 Director of Engineering & Public Works - Proposed Blackburn Park Synthetic Field 140 - 141

10. INTRODUCTION OF BYLAWS

- 10.1 Fee for Service Amendment Bylaw No. 4633 (Water and Sewer) 142 - 149

Motion for Consideration

THAT: the Bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4633 be read a first, second and third time.

11. RECONSIDERATION OF BYLAWS

- 11.1 Official Community Plan Amendment Bylaw No. 4624 150 - 179
1821 9 Avenue NE
Owners: 1026082 BC Ltd./Lakeside Bowling Ltd.
Agent: IBA Architecture Inc.
MR to HC
- Motion for Consideration
THAT: the Bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4624 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 this Official Community Plan amendment after required consultation with School District No. 83;
- AND FURTHER THAT: pursuant to Section 477(3)(a) of the *Local Government Act*, Council has considered the amendment in conjunction with the Financial Plans of the City of Salmon Arm and the Liquid Waste Management Plan of the City of Salmon Arm.
- 11.2 Zoning Amendment Bylaw No. 4625 180 - 182
(see Item 11.1 for Staff Report)
City of Salmon Arm
Text Amendment
Addition of CD-21 Zone
- Motion for Consideration
THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4625 be read a second time.
- 11.3 Zoning Amendment Bylaw No. 4626 183 - 185
(see Item 11.1 for Staff Report)
1821 and 1881 9 Avenue NE
Owners: 1026082 BC Ltd./Lakeside Bowling Ltd.
Agent: IBA Architecture Inc.
R-1 and C-3 to CD-21
- Motion for Consideration
THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4626 be read a second time.
- 11.4 Official Community Plan Amendment Bylaw No. 4601 186 - 189
721 Harbourfront Drive NE
Owner: 0766658 BC Ltd.
Agent: W. Whelen
LR to MR
- Motion for Consideration
THAT: the Bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4601 be read a final time.
- 11.5 Zoning Amendment Bylaw No. 4602 190 - 193

721 Harbourfront Drive NE
Owner: 0766658 BC Ltd.
Agent: W. Whelen
R-8 to R-4

Motion for Consideration

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4602 be read a final time.

12. CORRESPONDENCE

12.1 Informational Correspondence

12.1.1	Calendar of Events	194 - 194
12.1.2	Building Department - Statistics (January 2024) and Permits (Yearly)	195 - 196
12.1.3	Mr. Ready's Flag Friday Submissions - J. L. Jackson <ul style="list-style-type: none">• C Block French Immersion Social Studies• A Block Sciences Humaines 9	197 - 243
12.1.4	A. Williams - Email dated January 26, 2024 - Transit Request	244 - 244
12.1.5	A. Soley - Email dated January 25, 2024 - Request for an Exception to Bylaw 2398	245 - 246
12.1.6	G. Foley - Email dated January 29, 2024 - Taxes	247 - 247
12.1.7	L. Prosser - Email dated February 2, 2024 - Concern regarding artificial turf at Blackburn Park	248 - 248
12.1.8	S. McDonald - Email dated February 2, 2024 - Inclusive Affordable Housing for Individuals with Intellectual Disabilities in Salmon Arm	249 - 250
12.1.9	G. Ritchie, on behalf of the Culture and Events Directorate, 2024 Salmon Arm BC 55+ Games - Request for Road Closures	251 - 253
12.1.10	E. Parent - Letter dated February 2, 2024 - 2 Week Closure of Ross Street for Utility Upgrades	254 - 259
12.1.11	Rev. J. Austin - Email dated February 6, 2024 - Invitation to Gathering for Peace in Gaza	260 - 262
12.1.12	M. Joyce, President, Salmon Arm Pickleball Club - Letter received February 6, 2024 - Request for Permanent Storage Building, Power & Water Installation and Sun/Wind Shade Advertising	263 - 268
12.1.13	L. Fitt, Executive Director, Salmon Arm Economic Development Society - Festivals & Fairs Grant	269 - 269
12.1.14	R. Parenteau, Executive Director, Shuswap Community Foundation - Letter dated February 1, 2024 - City of Salmon Arm Grants-In-Aid Program 2024 Outcomes	270 - 271
12.1.15	B. Weicker, President, Shuswap Lifeboat Society - 2023 Annual Summary	272 - 273
12.1.16	C. Hansen - Email dated January 26, 2024 - Upcoming BC Log & Timber Building Industry Conference in Salmon Arm	274 - 274
12.1.17	V. Craig, Chair, Regional District of Nanaimo - Letter dated January 19, 2024 - Legislative Reform Initiative Update	275 - 309
12.1.18	SILGA Save the Date - Forest and Wildfire Management Webinar -	310 - 310

February 28, 2024

- 12.1.19 M. Schumacher, Manager Hazmat Programs CPKC - Letter dated 311 - 312
January 29, 2024 - Transport Canada Protective Direction 36
Information to assist with the public understanding of the types of
dangerous goods moving in the community

13. NEW BUSINESS

14. PRESENTATIONS

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

- 18.1 Councillor Lavery - Tech-Crete Request

Motion for Consideration

THAT: WHEREAS Tech-Crete Processors Ltd. submitted a 2024 budget referral for funding to extend Sanitary Sewer Service along 13 Avenue SW;

AND WHEREAS Council discussed this request during the 2024 Budget Deliberations on December 5, 2023, identifying a number of concerns and factors;

THEREFORE BE IT RESOLVED THAT Council direct Staff to present a preliminary update report to Council to review the current factors underlying this request and to begin consideration of options for future budget cycles.

19. OTHER BUSINESS

- 19.1 Canadian Home Builders' Association - Central Okanagan - Home Sweet 313 - 314
Home Summit - March 1, 2024

Motion for Consideration

THAT: Council approve Councillor Wallace Richmond to attend the 2024 Home Sweet Home Summit presented by the Canadian Home Builders' Association - Central Okanagan - on March 1, 2024 in Kelowna, BC with allowable per diem and travel expenses up to \$500.00 funded from Council Initiatives.

20. QUESTION AND ANSWER PERIOD

21. DISCLOSURE OF INTEREST

22. HEARINGS

- 22.1 Development Variance Permit Application No. VP-593 315 - 330
3941 20 Street NE and 3921 20 Street NE
Owner/Applicant: D. Paton and M. Kuster
Servicing requirements

Motion for Consideration

THAT: Development Variance Permit No. VP-593 be authorized for issuance to vary the Subdivision and Development Servicing Bylaw No. 4293, for frontage of Lot 1, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP133608, and Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan KAP60845 Except Plan EPP133608 waiving the requirement to install BC Hydro and Telecommunications services underground.

23. STATUTORY PUBLIC HEARINGS
24. RECONSIDERATION OF BYLAWS
25. QUESTION AND ANSWER PERIOD
26. ADJOURNMENT

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm

January 22, 2024, 1:00 p.m.
Council Chambers of City Hall
500 – 2 Avenue NE, Salmon Arm, BC

COUNCIL PRESENT: Mayor A. Harrison
Councillor T. Lavery
Councillor L. Wallace Richmond
Councillor D. Cannon
Councillor S. Lindgren
Councillor D. Gonella

ABSENT: Councillor K. Flynn

STAFF PRESENT: Chief Administrative Officer E. Jackson
Director of Corporate Services S. Wood
Director of Engineering & Public Works R. Niewenhuizen
Chief Financial Officer C. Van de Cappelle
Director of Planning and Community Services G. Buxton
Deputy Corporate Officer R. West

Other Staff Present: Visitor Services Coordinator S. Games; Manager of Planning & Building M. Smyrl; Senior Planner C. Larson; Planner M. Paiement

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

Moved by: Councillor Gonella

Seconded by: Councillor Wallace Richmond

THAT: pursuant to Section 90(1)(b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity; (d) the security of the property of the municipality; (g) litigation or potential litigation affecting the municipality; (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public; of the *Community Charter*, Council move In-Camera.

Carried Unanimously

3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

4. ADOPTION OF AGENDA

Moved by: Councillor Gonella

Seconded by: Councillor Wallace Richmond

THAT: the Agenda be adopted as presented with the addition of Late Items:

- 23.2 - A. DeWilde - Email dated January 22, 2024
- 23.3 - D. Flatman - Letter dated January 19, 2024
- 23.3 - S. Major - Email dated January 22, 2024
- 23.3 - J and L Stringer - Letter dated January 19, 2024

Carried Unanimously

5. DISCLOSURE OF INTEREST

5.1 Councillor Gonella - Item 12.1.2 - B. Hermanski, Board Director, Salmon Arm Roots & Blues

Letter dated December 22, 2023 - Permission to Construct a Storage Building - 541 3 Street SW (Roots and Blues Office)

Councillor Gonella is employed by the Salmon Arm Folk Music Society.

6. CONFIRMATION OF MINUTES

6.1 Regular Council Meeting Minutes of January 8, 2024

Moved by: Councillor Lindgren

Seconded by: Councillor Lavery

THAT: the Regular Council Meeting Minutes of January 8, 2024 be adopted as circulated.

Carried Unanimously

7. COMMITTEE REPORTS

7.1 Development and Planning Services Meeting Minutes of January 15, 2024

7.2 Downtown Parking Commission Meeting Minutes of January 16, 2024

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

9. STAFF REPORTS

9.1 Visitor Services Coordinator - 2023 Annual Report

For information.

- 9.2 Manager of Planning & Building - Bill 44 Housing Statutes (Residential Development) & Bill 46 Housing Statutes (Development Financing)

Amendments to the *Local Government Act*

For information.

- 9.3 Director of Engineering & Public Works - Narcisse Street NW Rail Grade Crossing Safety Improvements

Moved by: Councillor Gonella

Seconded by: Councillor Wallace Richmond

THAT: Council authorize the Corporate Officer to sign the Rail Safety Improvement Funding Agreement;

AND THAT: the 2024 budget contained in the 2024-2027 Financial Plan Bylaw be amended to include \$100,000.00 for the Canadian Pacific Kansas City level grade railway crossing at the Narcisse Street NW (Mile 63.59 Shuswap Subdivision), funded from the R.R. Grade Crossing Reserve.

Carried Unanimously

- 9.4 Director of Planning & Community Services - Draft Tree Protection Bylaw - For Information

For information.

- 9.5 Chief Financial Officer - Loan Authorization Bylaw No. 4618 - Zone 2 Pump Station

Moved by: Councillor Lavery

Seconded by: Councillor Gonella

THAT: the bylaw entitled City of Salmon Arm Zone 2 Pump Station Loan Authorization Bylaw No. 4618 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 \$4,226,850.00 for the purpose of undertaking the construction of the replacement Zone 2 Pump Station;

AND THAT: Council establish Monday, May 6, 2024 at 4:00 p.m. as the deadline for receipt of the Elector Response Forms from Electors for the proposed borrowing of \$4,226,850.00 for the purpose of undertaking the construction of the replacement Zone 2 Pump Station;

AND THAT: Council establish the Elector Response Form as shown on Appendix B for the proposed borrowing of \$4,226,850.00 for the purpose of undertaking the construction of the replacement Zone 2 Pump Station;

AND THAT: Council establish the fair determination of the total number of elector responses required as 1,480 for the proposed borrowing \$4,226,850.00 for the purpose of undertaking the construction of the replacement Zone 2 Pump Station.

14. PRESENTATIONS

The meeting recessed at 3:56 p.m. and reconvened at 4:04 p.m.

14.1 Presentation 4:00-4:15 (approximately)

Staff Sergeant West, Salmon Arm RCMP Detachment
Quarterly Policing Report October to December, 2023

Staff Sergeant West, Salmon Arm RCMP Detachment, provided an overview of the quarterly report for the period October to December 2023 and was available to answer questions from Council.

14.2 Presentation 4:15-4:30 (approximately)

T. Kutschker, Curator and C. Watson, Executive Director - Shuswap District Arts Council Annual Report

T. Kutschker, Curator and C. Watson, Executive Director, Salmon Arm Arts Centre, provided an overview of the Shuswap District Arts Council 2023 Annual Report and were available to answer questions from Council.

12. CORRESPONDENCE

12.1 Informational Correspondence

12.1.2 B. Hermanski, Board Director, Salmon Arm Roots & Blues - Letter dated December 22, 2023

Permission to Construct a Storage Building
541 3 Street SW (Roots and Blues Office)

Councillor Gonella declared a conflict and left the meeting at 4:31 p.m.

Moved by: Councillor Lindgren

Seconded by: Councillor Cannon

THAT: Council grant permission to the Salmon Arm Folk Music Society to submit a Building Permit and Development Variance Permit application for the construction of a storage building on the City-owned property located at 541 3 Street SW.

Carried Unanimously

12.1.8 R. Hirtle, Treasurer, Shuswap Creative Makerspace Society - Email dated January 19, 2024 - Request for Letter of Support

Shuswap Makerspace Youth Inclusion Program 2024
Program Costs Application for Financial Support to the Shuswap Community Foundation

Councillor Gonella returned to the meeting at 4:36 p.m.

Moved by: Councillor Lavery
Seconded by: Councillor Gonella

THAT: Council provide a letter of support to the Shuswap Creative Makerspace Society to support its application to the Shuswap Community Foundation for Shuswap Makerspace Youth Inclusion Program 2024 - Program Costs.

Carried Unanimously

- 12.1.7 J. Buitenhuis, Campus Administrator, South Okanagan, Similkameen - Email dated January 17, 2024 - Letter of Support from City of Salmon Arm for ETSI BC Regional Transportation Enhancement Grant

Mayor Harrison declared a conflict of interest as he is a board member of the Economic Trust of the Southern Interior (ETSI) and left the meeting at 4:42 p.m. Deputy Mayor Wallace Richmond assumed the Chair.

Moved by: Councillor Lavery
Seconded by: Councillor Gonella

THAT: Council provide a letter of support for Okanagan College and its application to the Economic Trust Southern Interior-BC Regional Transportation Enhancement fund for \$25,000 to analyze data and make recommendations to improve ground transportation within the Okanagan College areas of service.

Carried Unanimously

- 12.1.6 T. Mandewo, UBCM President - Invitation to Register for 2024 UBCM Housing Summit

Mayor Harrison returned to the meeting at 4:43 p.m. and resumed the Chair.

Moved by: Councillor Lindgren
Seconded by: Councillor Cannon

THAT: Council authorize Councillor Wallace Richmond to attend in person and Councillors Lavery and Gonella virtually, the 2024 UBCM Housing Summit in Vancouver on February 13-14, 2024 with allowable expenses funded from Council Initiatives.

Carried Unanimously

9. STAFF REPORTS

- 9.6 Director of Corporate Services - Voter Registration Options in Local Government Elections

For information.

10. INTRODUCTION OF BYLAWS

- 10.1 Official Community Plan Amendment Bylaw No. 4624

1821 9 Avenue NE
Owners: 1026082 BC Ltd./Lakeside Bowling Ltd.
Agent: IBA Architecture Inc.
MR to HC

Moved by: Councillor Gonella
Seconded by: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4624 be read a first time.

Carried Unanimously

10.2 Zoning Amendment Bylaw No. 4625

(see Item 10.1 for Staff Report)

City of Salmon Arm
Text Amendment
Addition of CD-21 Zone

Moved by: Councillor Lindgren
Seconded by: Councillor Lavery

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4625 be read a first time.

Carried Unanimously

10.3 Zoning Amendment Bylaw No. 4626

(see Item 10.1 for Staff Report)

1821 and 1881 9 Avenue NE
Owners: 1026082 BC Ltd./Lakeside Bowling Ltd.
Agent: IBA Architecture Inc.
R-1 and C-3 to CD-21

Moved by: Councillor Cannon
Seconded by: Councillor Gonella

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4626 be read a first time.

Carried Unanimously

11. RECONSIDERATION OF BYLAWS

11.1 Revenue Anticipation Borrowing Bylaw No. 4617

Moved by: Councillor Cannon
Seconded by: Councillor Gonella

THAT: the Bylaw entitled City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4617 be read a final time.

Carried Unanimously

11.2 Water and Sewer Frontage Parcel Tax Bylaw Update

Moved by: Councillor Lindgren
Seconded by: Councillor Gonella

THAT: the Bylaw entitled City of Salmon Arm Water Frontage Parcel Tax Bylaw No. 4622 be read a final time;

AND THAT: the Bylaw entitled City of Salmon Arm Sanitary Sewer Frontage Parcel Tax Bylaw No. 4621 be read a final time;

AND FURTHER THAT: the Bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4623 be read a final time.

Carried Unanimously

13. NEW BUSINESS

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

17.1 Councillor Lavery - Tech-Crete Budget Request

WHEREAS Tech-Crete Processors Ltd. submitted a 2024 budget referral for funding to extend Sanitary Sewer Service along 13 Avenue SW;

AND WHEREAS Council discussed this request during the 2024 Budget Deliberations on December 5, 2023, identifying a number of concerns and factors;

THEREFORE BE IT RESOLVED THAT Council direct Staff to present a preliminary update report to Council to review the current factors underlying this request and to begin consideration of options for future budget cycles.

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

18.1 Councillor Cannon - E-Scooter Pilot Program

Moved by: Councillor Cannon
Seconded by: Councillor Lavery

THAT: WHEREAS the City of Salmon Arm has adopted an Active Transportation Network Plan that acknowledges that new and shared mobility options, including e-scooters, present opportunities for increasing accessibility and use of active transportation within Salmon Arm;

AND WHEREAS new and shared mobility options can also present challenges, including safety issues related to travel speeds, impact on pathway material, etc.;

THEREFORE BE IT RESOLVED THAT Council request that the Active Transportation Advisory Committee review and provide comments regarding the introduction of an e-scooter pilot program similar to what was launched in the City of Vernon and that it be brought back for consideration at a future Council Meeting.

Carried Unanimously

18.2 Councillor Gonella - Food Security Plan

Moved by: Councillor Gonella

Seconded by: Councillor Wallace Richmond

THAT: WHEREAS food insecurity is commonly recognized as the inability to acquire or consume an adequate diet quality or sufficient quantity of food in socially acceptable ways, or the uncertainty that one will be able to do so;

AND WHEREAS it is widely acknowledged that food insecurity is a significant societal health problem that is associated with poor health outcomes, and is an obstacle to social, emotional and psychological well-being;

AND WHEREAS the underlying factors affecting food security for individuals are complex, including issues such as income, employment and housing. At the community-level, food supply chains (e.g. production, storage and transport), food costs and shared cultural values are just some factors that impact the accessibility, availability and nutritional adequacy of food;

AND WHEREAS the effects of climate change have begun to destabilize the trusted weather patterns needed for crop production and resulted in drought and more violent storm systems throughout Canada. These weather patterns are predicted to continue to intensify and it is imperative that we properly utilize our water resources;

AND WHEREAS the need for a Food and Urban Agriculture Plan has been identified as medium term (2025-2027) priority in the City of Salmon Arm Corporate Strategic Plan and the City's Agricultural Advisory Committee Terms mandate includes increasing public awareness, education and support for the role Agriculture plays in regional food security;

AND WHEREAS residents who understand where food comes from and who actively participate in growing and supplying their own food can be empowered to increase their own food security for themselves and their families;

THEREFORE BE IT RESOLVED that Council support the advancement of a Food and Urban Agriculture Plan by directing staff to begin work on scope and potential funding opportunities and report back to Council by July, 2024.

Carried Unanimously

19. OTHER BUSINESS

20. QUESTION AND ANSWER PERIOD

Moved by: Councillor Wallace Richmond

Seconded by: Councillor Gonella

THAT: pursuant to Section 90(1)(b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity; (d) the security of the property of the municipality; (g) litigation or potential litigation affecting the municipality; (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public; of the Community Charter, Council move In-Camera at 5:39 p.m.

Carried Unanimously

7:00 MEETING RESUMES

21. DISCLOSURE OF INTEREST

22. HEARINGS

23. STATUTORY PUBLIC HEARINGS

23.1 Official Community Plan Amendment Application OCP4000-55

721 Harbourfront Drive NE

Owner: 0766658 BC Ltd.

Agent: W. Whelen

LR to MR

The Planning Official explained the proposed Official Community Plan Amendment Application.

Councillor Flynn joined the meeting at 7:06 p.m.

W. Whelen, owner/agent, provided an overview of the application and was available to answer questions from Council.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Hearing closed at 7:08 p.m.

23.2 Zoning Amendment Application ZON-1273

(see 23.1 for Staff Report)

721 Harbourfront Drive NE

Owner: 0766658 BC Ltd.

Agent: W. Whelen

R-8 to R-4

The Planning Official explained the proposed Zoning Amendment Application.

W. Whelen, owner/agent, provided an overview of the application and was available to answer questions from Council. The owner/agent indicated that the proposed height of the project under the R-4 zone is the same as a single family home in a R-1 zone.

Submissions were called for at this time.

- A. DeWilde - Email dated January 22, 2024

L. Rolfs was concerned about the height of the building.

Following three calls for submissions and questions from Council, the Hearing closed at 7:14 p.m.

23.3 Zoning Amendment Application ZON-1278

1721 11 Avenue SE
Owner: R. Cameron
Agent: M. Skjerpen
R-1 to R-8

The Planning Official explained the proposed Zoning Amendment Application.

Dave Sonmor, Lawson Engineering, agent for the Applicant, was available to answer questions from Council.

Submissions were called for at this time.

- D. Flatman - Letter dated January 19, 2024
- S. Major - Email dated January 22, 2024
- J and L Stringer - Letter dated January 19, 2024

D. Flatman was not opposed to rezoning, however, expressed concerns of extending 10 Avenue into the base of the cul-de-sac.

Following three calls for submissions and questions from Council, the Hearing closed at 7:29 p.m.

24. RECONSIDERATION OF BYLAWS

24.1 Official Community Plan Amendment Bylaw No. 4601

721 Harbourfront Drive NE
Owner: 0766658 BC Ltd.
Agent: W. Whelen
LR to MR

Moved by: Councillor Gonella

Seconded by: Councillor Wallace Richmond

THAT: the Bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4601 be read a third time.

Carried Unanimously

24.2 Zoning Amendment Bylaw No. 4602

721 Harbourfront Drive NE
Owner: 0766658 BC Ltd.
Agent: W. Whelen
R-8 to R-4

Moved by: Councillor Lindgren
Seconded by: Councillor Lavery

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4602 be read a third time;

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

Carried Unanimously

24.3 Zoning Amendment Bylaw No. 4612

1721 11 Avenue SE
Owner: R. Cameron
Agent: M. Skjerpen
R-1 to R-8

Moved by: Councillor Cannon
Seconded by: Councillor Gonella

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4612 be read a third time;

AND THAT: final reading of the zoning amendment bylaw be withheld subject to confirmation that the proposed secondary suite in the existing family dwelling meets Zoning Bylaw and BC Building Code requirements.

Carried Unanimously

25. QUESTION AND ANSWER PERIOD

26. ADJOURNMENT

The meeting adjourned at 7:46 p.m.

CORPORATE OFFICER, S. WOOD

MAYOR, A. HARRISON

DEVELOPMENT AND PLANNING SERVICES

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm

February 5, 2024, 8:00 a.m.
Council Chambers of City Hall
500 – 2 Avenue NE, Salmon Arm, BC

COUNCIL PRESENT: Mayor A. Harrison
Councillor K. Flynn
Councillor T. Lavery
Councillor L. Wallace Richmond
Councillor S. Lindgren
Councillor D. Gonella

ABSENT: Councillor D. Cannon

STAFF PRESENT: Chief Administrative Officer E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Director of Planning and Community Services G. Buxton
Executive Assistant B. Puddifant
Manager of Planning & Building, M. Smyrl

1. CALL TO ORDER

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

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

3. ADOPTION OF AGENDA

Moved by: Councillor Gonella

Seconded by: Councillor Wallace Richmond

THAT: the Agenda be adopted as presented.

Carried Unanimously

4. APPROVAL OF MINUTES

Moved by: Councillor Flynn
Seconded by: Councillor Lindgren

THAT: the Minutes of the Development and Planning Services Committee of January 15, 2024 be approved.

Carried Unanimously

5. DISCLOSURE OF INTEREST

6. REPORTS

6.1 Zoning Amendment Application No. ZON-1249

70 and 210 11 Street SE, 1270 Okanagan Avenue SE
Owner: 604895 BC Ltd.
Applicant: Franklin Engineering
R-1 and R-4 to R-5

S. Mitchell and J. Franklin, Franklin Engineering Ltd., agent for the applicant, outlined the application and were available to answer questions from the Committee.

Moved by: Councillor Flynn
Seconded by: 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 a portion of Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP54150 (70 11 Street SE), That Part of Lot 1, Shown on Plan B4487, Section 13, Township 20, Range 10, W6M, KDYD, Plan 1521 (210 11 Street SE), and Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan 8691 (1270 Okanagan Avenue SE) from R-1 (Single Family Residential Zone) and R-4 (Medium Family Residential Zone) to R-5 (High Density Residential Zone) subject to:

1. Consolidation of Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP54150, That Part of Lot 1 Shown on Plan B4487, Section 13, Township 20, Range 10, W6M, KDYD, Plan 1521 and Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan 8691 into a single lot; and
2. Registration of Section 219 *Land Title Act* Covenants addressing the following:
 - i. Approximately 1,733 m² of land for a City Road Reserve or Road Dedication over the portion of Lot 1 shown on Plan B4487 consistent with the 3 Avenue SE Advanced Street Plan prepared by Lawson Engineering attached as Appendix 11 to the Staff Report dated January 25, 2024;
 - ii. No Development Permit approval until a Traffic Impact Analysis (TIA) is provided to the satisfaction of the City Engineer with

acknowledgement that the owner/applicant is responsible for any and all off-site improvements recommended by the TIA;

iii. No Development Permit approval until a suitable area and location of land is secured by the City either by dedication or Statutory Right of Way for a Greenway/Trail linkage from Trail Plan KAP53467 to 11 Street SE; and

iv. No Development approval for that area north of the riparian area until a suitable location for a Community Storm Detention Facility has been determined and secured.

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

Carried Unanimously

6.2 Development Permit Application No. DP-452

1260 10 Avenue SW
Owner/Applicant: West Urban Developments Ltd.
Form and Character

F. Limshue, West Urban Developments Ltd., the applicant, outlined the application and was available to answer questions from the Committee.

Moved by: Councillor Lindgren
Seconded by: Councillor Gonella

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-452 be authorized for issuance for Lot A, Section 10, Township 20, Range 10, W6M, KDYD, Plan EPP115034 in accordance with the Development Permit drawings attached as Appendix 1 to the Staff Report dated January 25, 2024

Carried Unanimously

6.3 Development Variance Permit Application No. VP-593

3941 20 Street NE and 3921 20 Street NE
Owner/Applicant: D. Paton and M. Kuster
Servicing requirements

M. Kuster, the applicant, outlined the application and was available to answer questions from the Committee. J. Franklin, Franklin Engineering, spoke regarding the associated costs and was available to answer questions from the Committee.

Councillor Lindgren left the meeting at 9:14 a.m. and returned at 9:20 a.m.

Moved by: Councillor Wallace Richmond
Seconded by: Councillor Gonella

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-593 be authorized for issuance to vary the Subdivision and Development Servicing Bylaw No. 4293, for frontage of Lot 1, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP133608, and Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan KAP60845 Except Plan EPP133608 waiving the requirement to install BC Hydro and Telecommunications services underground.

Opposed (2): Mayor Harrison, and Councillor Lavery

Carried

7. FOR INFORMATION

7.1 Agricultural Land Commission

Reason for Decision
ALC Application No. 66589
491 60 Street NW

Received for information.

8. IN-CAMERA

9. ADJOURNMENT

There being no further business on the agenda, the meeting adjourned at 9:42 a.m.

MAYOR, A. HARRISON

CITY OF SALMON ARM

Minutes of the Greenways Liaison Committee (GLC) Meeting held online and in City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, (GoTo Meeting) on **Thursday, December 7, 2023** at 3:30 p.m.

PRESENT:

Brian Browning, Shuswap Trail Alliance
Joe Johnson, Citizen at Large
Steve Fabro, Citizen at Large
Tim Lavery, Chair

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

REGRETS:

Rob Bickford, Citizen at Large
Janelle Rimell, Interior Health Representative
Chris Stromgren, Shuswap Trail Alliance

The meeting was called to order at 3:46 p.m.

1. Acknowledgement of Traditional Territory

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

2. Introductions

3. Presentations

4. Approval of Agenda and Additional Items

Moved: Brian Browning

Seconded: Steve Fabro

THAT: the Agenda of the Greenways Liaison Committee Meeting of December 7, 2023 be approved as circulated.

CARRIED UNANIMOUSLY

5. Approval of Minutes of Previous Greenways Liaison Committee Meeting

Moved: Joe Johnson

Seconded: Steve Fabro

THAT: the minutes of the Greenways Liaison Committee Meeting of October 19, 2023 be approved as circulated.

CARRIED UNANIMOUSLY

6. Old Business /Arising from minutes

7. New Business

• **Trail to Canoe - Closure (attached)**

A recent trail closure on private property was discussed. The Trail Alliance is in conversation with the owner. Follow-up expected in the Spring.

• **Wild Blue Subdivision Trails**

Future trail development associated with subdivision was discussed.

• **GLC Membership Term and Process**

It was noted that the current GLC membership term ends at the end of 2023. The process for recruitment was noted. The contributions of the outgoing GLC Citizens at Large were highlighted:

Joe Johnson, Citizen at Large

Steve Fabro, Citizen at Large

Rob Bickford, Citizen at Large

The contributions of all three outgoing GLC Citizens at Large were noted, with all three having served over multiple terms and on various committees and sub-groups.

8. Other Business &/or Updates

• **STA Update - Planning and Projects (attached)**

Project update provided. The South Canoe Bike Wash station is largely in place. Trail Inventory development is ongoing. Planning for the West Bay Connector is ongoing, with funding in place to support a RFP for detailed planning to go out in the New Year. Reserve funding is in place for the Salmon Arm section.

• **South Canoe Update**

Winter grooming is underway with snow. Rec Sites and Trails BC is funding danger tree removal at the trailhead area, with 13 trees to be removed.

• **Park Hill Update**

Fall work day was a success establishing a new connection into the new adjacent residential subdivision.

- **Active Transportation**
Initial meeting of the ATAC took place on November 6, and the City’s website has been updated to include AT information.

- **SD 83 Trails**
Survey work is to be done in the Spring at the Jackson campus. Browne Johnson Land Surveying is recognized for their contribution to this. It is expected that this project will help to establish a path to follow for future SD projects.

- **Heritage Trail**
Following the ALC decision and opportunity to resubmit information to support this application to establish a trail between Haney Heritage Park and Little Mountain Park, staff have met with proponents and the STA who will assist in supporting a submission to address the concerns raised.

9. **Next meeting – February 8, 2024**

10. **Adjournment**

Moved: Steve Fabro

Seconded: Joe Johnson

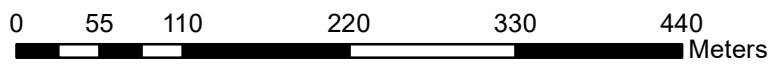
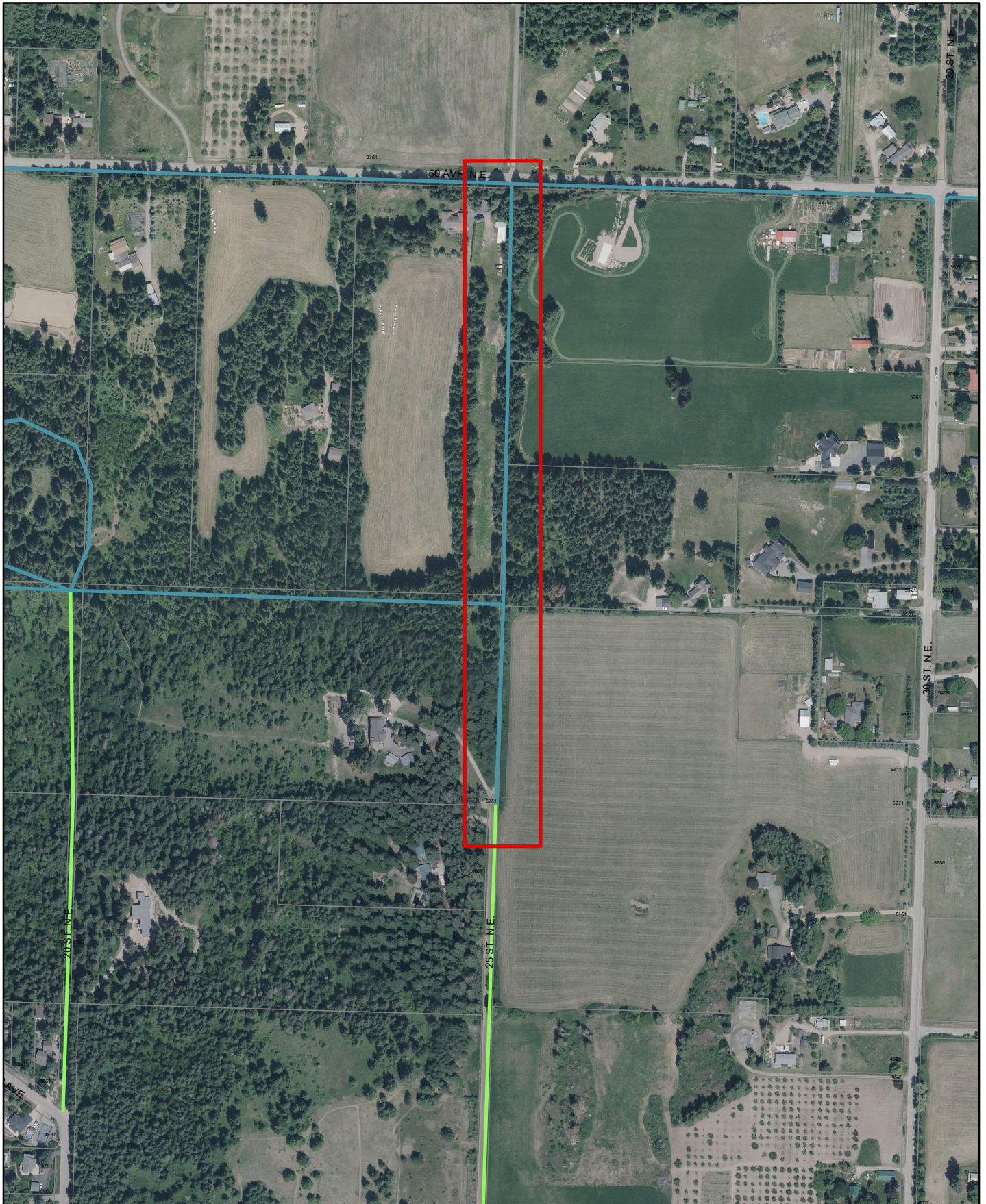
THAT: the Greenways Liaison Committee Meeting of December 7, 2023 be adjourned.


CARRIED UNANIMOUSLY

The meeting adjourned at 4:30 p.m.

Councillor T. L, Chair

Received for information by Council on the day of , 2024.



 Subject Parcels



Shuswap Hut and Trail Alliance Society

PROJECT LIST as of Dec 04, 2023

FILTERS USED :

Client In : The City of Salmon Arm

Pending City of Salmon Arm Greenway Projects: 2023

PROJECT	CLIENT - COMPANY\NAME	PARTNER FUNDING	STA FUNDED	In-KIND	STATUS
2325 - Salmon Arm Global Signage	The City of Salmon Arm - Darin Gerow	\$3,842.38			In Progress
2331 - Salmon Arm Grayway Uptown Loop	The City of Salmon Arm - Darin Gerow				
TBD - Bike Wash Station	The City of Salmon Arm - Darin Gerow	TBD			In Progress
2341 - Trail Inventory Development	The City of Salmon Arm - Darin Gerow	\$3,018.68			In Progress
2023 Project Total		\$6,861.06	\$ -	\$ -	
		Combined Value		\$6,861.06	

Additional Pending Projects of Note for Salmon Arm: 2023

PROJECT	CLIENT - COMPANY\NAME	PARTNER FUNDING	STA FUNDED	IN-KIND	STATUS
1846 Secwepemc Landmarks	BCRDP				
2148 - Secwepemc Landmarks Concept-Phase 2-CERIP	CSRD - The Columbia Shuswap Regional District	\$28,165.92			In Progress
2152 - Secwepemc Landmarks Concept - Phase 2 - TOTA	CSRD - The Columbia Shuswap Regional District	\$25,949.92			In Progress
2158 - Secwepemc Landmarks Trailhead Posts Install	SASCU	\$872.08		\$156.92	In Progress
2306 - Larch Hill Non-winter Advisory & Planning	STA - The Shuswap Trail Alliance		\$1,187.67	\$580.52	In Progress
2307 - Salmon Arm Planning (General) 2022	STA - The Shuswap Trail Alliance		\$3,491.52	\$1,778.57	In Progress
2316 - South Canoe Upgrades, Planning, Voly-General 2022	STA - The Shuswap Trail Alliance		\$9,467.07	\$18,348.62	In Progress

GROUPED BY

Shuswap Hut and Trail Alliance Society

PROJECT LIST as of Dec 04, 2023

2316a - South Canoe Winter Grooming	STA - The Shuswap Trail Alliance		\$494.62	\$368.78	In Progress
2320 - Shuswap Trails Roundtable	STA - The Shuswap Trail Alliance	\$5,252.67	\$3,774.20	\$1,494.47	In Progress
2321 - Rubberhead - General 2022	STA - The Shuswap Trail Alliance		\$1,673.93	\$2,455.67	In Progress
2338 - Salmon Arm - West Bay Connector Plan	STA - The Shuswap Trail Alliance	\$305,660.00	\$936.17	\$210.12	In Progress
2351 - OCP Steering Committee	STA - The Shuswap Trail Alliance		\$82.93	\$23.62	In Progress
2352 - Secwepemc Landmarks PEF	BC Parks	\$10,000.00			In Progress
2364 - Kela7scen (Mt. Ida) Planning	STA - The Shuswap Trail Alliance		\$1,837.47	\$472.33	In Progress
2366 - Salmon Arm - Active Transportation Task Force	STA - The Shuswap Trail Alliance		\$563.74	\$186.86	Pending
MRDT - Online App & Website Update 2023	MRDT - Lana Fitt	\$5,500.00		\$311.44	In Progress
MRDT - South Canoe Mater Plan Update	MRDT - Lana Fitt	\$5,000.00		\$1,446.48	In Progress
MRDT - South Canoe/LHT/Rubberhead Trail System readiness 2023	MRDT - Lana Fitt	\$15,000.00		\$3,134.58	In Progress
MRDT - MRDT - Larch Hills Traverse/Rail Trail Plan	MRDT - Lana Fitt	\$8,200.00			In Progress
2023 Additonal Projects of Note Total			\$427,179.05	\$23,509.32	\$30,968.98
Combined Value				\$481,657.35	

Completed City of Salmon Arm Greenway and Projects of Note: 2023

PROJECT	CLIENT - COMPANY\NAME	PARTNER FUNDING	STA FUNDED	In-KIND	STATUS
2308 - Salmon Arm Spring Maintenance 2022	The City of Salmon Arm - Darin Gerow	\$15,487.29			Complete
2270 - Trail Guide Reprint	MRDT/Shuswap Tourism	\$23,945.00	\$204.44	\$1,510.25	Complete
2337 - Foreshore (Raven) Trail Dog Monitoring	The City of Salmon Arm - Darin Gerow	\$2,316.70			Complete

GROUPED BY

Shuswap Hut and Trail Alliance Society

PROJECT LIST as of Dec 04, 2023

2377 - Rob Nash Memorial Shelter	STA - The Shuswap Trail Alliance	\$11,078.46	\$113.22	\$3,580.00	Complete
MRDT - South Canoe Bike Washing Station	MRDT - Lana Fitt	\$2,500.00	\$75.48	\$40.90	Complete
SCF South Canoe Bike Washing Station	SCF - Shuswap Community Foundation	\$4,000.00	\$1,000.00		Complete

2023 Completed Projects Total	\$59,327.45	\$1,393.14	\$5,131.15
Combined Value	\$65,851.74		

Total Combined Value 2023	\$554,370.15
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GROUPED BY

CITY OF SALMON ARM

Minutes of the **Social Impact Advisory Committee** meeting held electronically on Friday, January 19, 2024, at 8:00 a.m.

PRESENT:

Councillor Louise Wallace Richmond	City of Salmon Arm, Chair
Paige Hilland	Shuswap Area Family Emergency (SAFE) Society
Jen Gamble	Shuswap Immigrant Services
Shannon Kiehlbauch	Okanagan College
Tim Gibson	Shuswap Children's Association
Kristy Smith	Okanagan Regional Library
David Parmenter	Interior Health Association-Mental Health
Patti Thurston	Shuswap Family Centre
Gary Buxton	City of Salmon Arm, Director of Planning & Community Services
Sarah Zuidhof	City of Salmon Arm, Building Safer Communities Coordinator
Rhonda West	City of Salmon Arm, Recorder

ABSENT:

Lloyd Garner	Aspiral Youth Partners
Karen Hansen	Shuswap Association for Community Living
Erin Jackson	City of Salmon Arm, Chief Administrative Officer
	Adams Lake Indian Band
	Neskonlith Indian Band
	Seniors Resource Centre
Shannon Hecker	Canadian Mental Health Association

GUESTS:

The meeting was called to order at 8:19 a.m.

1. **Introductions**

2. **Acknowledgement of Traditional Territory**

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

3. Approval of Agenda and Additional Items

Moved: Shannon Kiehlbauch

Seconded: Paige Hilland

THAT: the Social Impact Advisory Committee Meeting Agenda of January 19, 2024 be approved as circulated.

CARRIED UNANIMOUSLY

4. Approval of Minutes of December 15, 2023 Social Impact Advisory Committee Meeting

Moved: Patti Thurston

Seconded: Tim Gibson

THAT: the minutes of the Social Impact Advisory Committee Meeting of December 15, 2023 be approved as circulated.

CARRIED UNANIMOUSLY

5. Presentations

6. Old Business/Arising from minutes

7. New Business

a) Situation Table: Ministry of Public Safety Inquiry

Gary Buxton provided an overview of the model for community safety and well-being. Next steps determined and an update will be provided at the next meeting.

8. Other Business &/or Roundtable Updates

Each Committee member provided an update on the services provided by their organization and accomplishments in 2023.

9. Next meeting - February 16, 2024

10. Adjournment

Moved: Dave Parmenter

Seconded: Patti Thurston

THAT: the Social Impact Advisory Committee Meeting of January 19, 2024 be adjourned.

CARRIED UNANIMOUSLY

The meeting was adjourned at 8:40 a.m.

Councillor Louise Wallace Richmond, Chair

Minutes received as information by Council at their Regular Meeting of _____, 2024.

CITY OF SALMON ARM

Minutes of the **Community Heritage Commission** Meeting held by in-person means on **Monday, January 15, 2024, at 2:00 p.m.**

PRESENT:

Cindy Malinowski, R.J. Haney Heritage & Museum
Pat Kassa, R.J. Haney Heritage & Museum
Mary Landers
Terry Johnston
Councillor David Gonella, Chair
Morgan Paiement, City of Salmon Arm (Staff non-voting)

ABSENT:

Deborah Chapman, R.J. Haney Heritage & Museum
Linda Painchaud

The meeting was called to order at 2:04 p.m.

1. Introductions and Welcome

2. Acknowledgement of Traditional Territory

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

3. Approval / changes / additions to Agenda

Moved: Mary Landers

Seconded: Pat Kassa

THAT: the Agenda for the January 15, 2024, Community Heritage Commission Meeting be approved.

CARRIED UNANIMOUSLY

4. Approval of Minutes of December 4, 2023, Community Heritage Commission Meeting

Moved: Cindy Malinowski

Seconded: Mary Landers

THAT: the minutes of the Community Heritage Commission Meeting of December 4, 2023, be approved.

CARRIED UNANIMOUSLY

5. Old Business from Minutes

a) Municipal Heritage Grant Program

Deferred to next meeting. Pat will call the City of Armstrong to inquire about their heritage grant program.

b) Historic Route Signs

Deferred to next meeting.

c) Heritage Conservation Awards

The group discussed the logistics of the event. Tasks were assigned as per the attached list.

Moved: Terry Johnston

Seconded: Pat Kassa

THAT: The proposed budget of \$330.50 be approved for materials for the Heritage Conservation Awards Reception subject to that amount being in the Community Heritage Commission reserve.

6. New Business

a) Heritage Week

- Confirmed dates: February 19th to 24th, 2024.
- Displays in the mall Thursday, Friday, and Saturday.
- Static display, stories about historic routes and/or houses, old and new photo comparisons, Pat will work on this.
- Option to do something interactive at the Library at a specific time, power point/stories.

7. Other Business &/or Roundtable Updates

None noted.

8. Next Meeting

Monday, February 5, 2024, at 2:00 p.m.

9. Adjournment

Moved: Terry Johnston

Seconded: Cindy Malinowski

THAT: the Community Heritage Commission Meeting of January 15, 2024, adjourn at 2:48 p.m.

CARRIED UNANIMOUSLY

David Gonella, Chair

Received for information by Council on the _____ day of _____, 2023

RECEPTION AND AWARDS PRESENTATION FOR AWARDS 2024

1. Hold BEFORE Council meeting in Room 100 – then present awards at start of Council Meeting YES
2. Cater food/ Bake? – few plates of sweets only- even smaller than last year
3. Coffee/ TEA – we make?
4. Simpler smaller set up than last time (we had a lot of leftover food) but use “old plates etc” – Mary? Cindy? Linda? to provide

HERITAGE AWARDS RECEPTION 2024 DETAILS

INVITATIONS:

1. Send invitations to past recipients (City Staff) and media (Pat)
2. Ensure that City Council and Staff know they are invited (City Staff)
3. Plan for max 15-20 people realizing that some or many may decline

SET UP – *Linda/Mary/Patti/Cindy*

1. Linens – ***Mary and Linda***
2. Napkins – ***Mary***
3. Centrepiece flowers – **Buy a couple of bouquets – Cindy Vases?**
4. Cups and Saucers – ***Mary and Linda***
5. Small plates – ***Cindy, Linda, Mary***
6. Platters – ***Cindy***
7. Cutlery – ***Cindy***
8. Teapots/Cream and Sugar bowls – ***Linda (Mary cr/sug and tongs)***

COFFEE/ TEAS/ CREAM/MILK/SUGAR- Patti buys all?

1. Coffee Urn – ***Mary?***
2. Hot Water for tea – ***Linda/Cindy – OHS?***

FOOD - Desserts

1. Order – ***Mary Orders? – tent \$25. Ish from Askews for 15 people***

AWARDS PRESENTATIONS

Intro -

Salmar -

Bennetts -

Lois McLeod -

PROPOSED BUDGET

Item	Cost
Awards Framing	\$235.50
Flowers	\$40.00
Askew's Sweet Tray	\$35.00
Coffee/Cream/Sugar	\$20.00
TOTAL	\$330.50

DETAILED TASKS

Task	Assigned
Send letters to award recipients	City Staff
Add presentation of awards to Council Meeting Agenda for Monday February 26 th at 7:00 pm	City Staff
Make room arrangements for the awards reception on Monday February 26 th at 6:30 pm with time before to set up	City Staff
Order desserts	Mary
Make award certificates based on template from last year	City Staff (send to Pat when completed)
Deliver award certificates to Terry for framing	Pat
Prepare information for the display boards	Pat
Send invitations for the awards reception to previous award recipients	City Staff
Contact media	Pat
Invite Mayor and Council to the reception	Councillor Gonella
Determine alternates if someone declines or does not respond by the deadline	Group at next meeting
Present the awards at the Council Meeting	<i>Decide at next meeting</i>
Check the current balance of the CHC reserve	City Staff

CITY OF SALMON ARM

Minutes of the **Community Heritage Commission** Meeting held by in-person means on **Monday, February 5, 2024, at 2:05 p.m.**

PRESENT:

Cindy Malinowski, R.J. Haney Heritage & Museum
Pat Kassa, R.J. Haney Heritage & Museum, Acting Chair
Deborah Chapman, R.J. Haney Heritage & Museum
Linda Painchaud
Morgan Paiement, City of Salmon Arm, Recorder (Staff non-voting)

ABSENT:

Mary Landers
Terry Johnston
Councillor David Gonella, Chair

The meeting was called to order at 2:12 p.m.

1. Introductions and Welcome

2. Acknowledgement of Traditional Territory

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

3. Approval / changes / additions to Agenda

Moved: Cindy Malinowski

Seconded: Linda Painchaud

THAT: the Agenda for the February 5, 2024, Community Heritage Commission Meeting be approved.

CARRIED UNANIMOUSLY

4. Approval of Minutes of January 15, 2024, Community Heritage Commission Meeting

Moved: Cindy Malinowski

Seconded: Linda Painchaud

THAT: the minutes of the Community Heritage Commission Meeting of January 15, 2024, be approved.

CARRIED UNANIMOUSLY

5. Old Business from Minutes

a) Municipal Heritage Grant Program

Pat contacted the City of Armstrong. Their Heritage Property Grant Program still exists, however it is not utilized very often. The reason for this is that the maximum grant is \$2,000 and the building has to be registered provincially as a designated heritage building. We have no homes in Salmon Arm designated. The CHC discussed that most homeowners don't want their home designated because it restricts what they can do to

their home. Pat also left a message for the Armstrong museum but it is closed during the winter so we probably won't hear anything for a couple of months. This item is now complete.

b) Historic Route Signs

Linda has a list of new signs ready to be installed in the spring. There seems to be some missing signs/signs that have been removed. The CHC will drive around to confirm which signs are missing. It was discussed that in the future we should have a more specific location noted for each sign (example: the NE corner of the intersection of...) and pictures of the signs once installed.

c) Heritage Conservation Awards

City Staff will confirm if the third award recipient will accept the award. City Staff will print certificates and have the Mayor sign them then will give to Pat. City Staff will add the presentation of awards to the February 26 Council Meeting agenda at 7:00pm. The CHC decided who will present each award:

- McLeod - Deborah
- Salmar - Linda (Pat - alternate)
- Presbyterian Manse - Mary

The Awards Reception will be at 6:30pm on February 26th. The CHC will set up in Room 100 at 4:45pm. CHC members to check list of supplies and duties from previous minutes.

d) Heritage Week

It was decided that the CHC will only do a static display at Piccadilly Mall. Pat will set up the display. City Staff will make the headings for the display boards. Pat will send items to City Staff to print and Pat will finish the display boards.

6. New Business

a) Storage of Files

City Staff will ask IT how our files are stored and backed up. Deborah will send a link to the CHC regarding another storage option.

7. Other Business &/or Roundtable Updates

8. Next Meeting

Monday, March 4, 2024, at 2:00 p.m.

9. Adjournment

Moved: Linda Painchaud

Seconded: Deborah Chapman

THAT: the Community Heritage Commission Meeting of February 5, 2024, adjourn at 3:03 p.m.

CARRIED UNANIMOUSLY



Pat Kassa, Acting Chair

Received for information by Council on the day of , 2024

CITY OF SALMON ARM

Minutes of the Agricultural Advisory Committee Meeting held in Room 100 of City Hall, 500 - 2 Avenue NE, Salmon Arm, BC, on **January 10, 2024 at 3:30 p.m. (GoTo Meeting and in-person)**

Present

James Hanna
Ken Jamieson
Councillor David Gonella, Chair
Melanie Bennett
Barrie Voth

Melinda Smyrl, City of Salmon Arm, Planner/Recorder (non-voting)
Gary Buxton, City of Salmon Arm, Director of Planning and Community Services (non-voting)
Lindsay Benbow, Ministry of Agriculture - (non-voting)

Regrets:
Sarah Nicholls

The meeting was called to order at 3:31 p.m.

1. Call to Order

2. Acknowledgment of Traditional Territory

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

3. Approval of Agenda

Moved: Ken Jamieson

Seconded: James Hanna

THAT: the Agricultural Advisory Committee Meeting Agenda of January 10, 2024 be approved as circulated.

CARRIED UNANIMOUSLY

4. Approval of Minutes November 8, 2023

Moved: Barry Voth

Seconded: Melanie Bennett

THAT: the Agricultural Advisory Committee Meeting Minutes of November 8, 2023 be approved as circulated.

CARRIED UNANIMOUSLY

5. Disclosure of Interest

None noted.

6. New Business

6.1 Notice of Motion – Food Security/ Ag Plan

Councillor Gonella presented the Notice of Motion requesting that staff investigate grant funding opportunities for the completion of a Food Security and Agriculture Plan that he has brought forward to Council and this may align with bylaw amendments that would permit more opportunities for Urban Agriculture.

7. Unfinished Business

7.1 Correspondence to Council – Bee Keeping & Backyard Chicken, Bylaw Amendment Proposals (Bonnie Castle)

The group discussed where to bring forward the groups discussion to Council and the Notice of Motion at the same meeting or if the discussion on bylaw amendments to incorporate urban agriculture in the existing bylaws. The group discussed whether proposed changes should follow the Notice of Motion or be brought forward by Councillor Gonella at the same meeting. The group encouraged Councillor Gonella to bring food security concerns and Notice of Motion at the same meeting. Councillor Gonella will report back to the group at the next meeting.

8. Updates

8.2 Ministry of Agriculture – Projects and Grants (staff)

Lindsay Benbow provided an overview of grants and opportunities that have been emailed out over the last month or so. A summary of the various grant applications and projects will be emailed by staff after the meeting.

8.3 Committee Updates (committee members)

8.3.a – How AI Could Power the Climate Breakthrough the World Needs (Duffy & Ramirez, 2023, CNN Business website)

The Chair provide a brief summary of the article and provided it for interest to the group.

9. Next Meeting – February 14, 2024 3:30pm to 5:00pm

10. Adjournment

Moved: Ken Jamieson

Seconded: James Hanna

THAT: The Agricultural Advisory Committee Meeting of January 10, 2024 be adjourned.

CARRIED UNANIMOUSLY

The meeting was adjourned at 3:54 pm

"D. GONELLA"

Councillor D. Gonella, Chair

Received for information by Council on the 12th day of February, 2024.

CITY OF SALMON ARM

Minutes of the Meeting of the **Active Transportation Advisory Committee** held by electronic means on Monday, **February 5, 2024** at 10:00 a.m.

PRESENT:

Councillor Tim Lavery	City of Salmon Arm, Chair
Camilla Papadimitropoulos	Citizen at Large
Blake Lawson	Citizen at Large
Brian Browning	Citizen at Large
Phil McIntyre-Paul	Shuswap Tail Alliance
Craig Newnes	Downtown Salmon Arm
David Major	Shuswap Cycling Club
Janelle Rimmel	Interior Health (arrived at 10:24 a.m.)
Vic Hamilton	Salmon Arm Economic Development Society
Marianne VanBuskirk	School District No. 83
Jenn Wilson	City of Salmon Arm, City Engineer
Chris Larson	City of Salmon Arm, Senior Planner
Barb Puddifant	City of Salmon Arm, Recorder

ABSENT:

Tim Kubash	Citizen at Large
------------	------------------

GUESTS:

The meeting was called to order at 10:02 a.m.

1. Call to Order, Introductions and Welcome

2. Acknowledgement of Traditional Territory

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

3. Approval of Agenda and Additional Items

Moved: David Major

Seconded: Craig Newnes

THAT: the Agenda for the February 5, 2024 Active Transportation Advisory Committee was approved as circulated.

CARRIED UNANIMOUSLY

4. Approval of minutes

Moved: David Major

Seconded: Craig Newnes

THAT: the Minutes of the December 11, 2023 Meeting of the Active Transportation Advisory Committee be approved as circulated.

CARRIED UNANIMOUSLY

5. Presentations

6. Old Business / Arising from Minutes

a) Vision Zero Grant - update

Chris Larson spoke regarding application intake for Vision Zero Grant. Councillor Lavery will investigate any upcoming grant intake dates and spoke regarding the importance of awareness around any available grant funding.

b) BC AT Grant application - update

Jenn Wilson outlined the grant application process. The application has been submitted to the Province but a response has not been received to date. Council has committed to funding the uptown/downtown connector which includes replacement of sidewalks and the installation of a multi-use path. The Request for Proposals for completion of the design work has been sent out with a closing date of February 20, 2024.

c) Discussion on Progress Chart for AT projects - what works best for the ATAC and Council?

Councillor Lavery stressed the importance of tracking the progress of various projects and reviewed the progress tracker used by the City of Pitt Meadows. Jenn Wilson outlined the 2024 budget allocated to specific projects. The Committee discussed the means of tracking progress that could be beneficial to the Committee specifically. This topic will be reviewed at the May ATAC Meeting. It was discussed that early budget input by the Committee will be helpful in determining a request for the 2025 budget.

d) Code of Conduct forms - update

All committee members have now provided signed Code of Conduct forms.

7. New Business

a) E-Scooter Pilot Program

- WHEREAS the City of Salmon Arm has adopted an Active Transportation Network Plan that acknowledges that new and shared mobility options, including e-scooters, present opportunities for increasing accessibility and use of active transportation within Salmon Arm;
- AND WHEREAS new and shared mobility options can also present challenges, including safety issues related to travel speeds, impact on pathway material, etc.;
- THEREFORE BE IT RESOLVED THAT Council request that the Active Transportation Advisory Committee review and provide comments regarding the introduction of an e-scooter pilot program similar to what was launched in the City of Vernon and that it be brought back for consideration at a future Council Meeting

The Committee discussed the importance of having safe infrastructure in place as well as liability issues resolved prior to entering into a pilot project for an e-scooter program.

Further information from upcoming provincial webinars and local governments already in the pilot program will be reviewed by the ATAC at the next meeting in May.

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

9. Next Meeting

The next meeting of the Active Transportation Advisory Committee will be May 6, 2024.

11. Adjournment

Moved: Marianne VanBuskirk

Seconded: Brian Browning

THAT: the February 5, 2024 meeting of the Active Transportation Advisory Committee be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 11:15 a.m.

Councillor Tim Lavery, Chair

Received for information by Council the day of , 2024

CITY OF SALMON ARM

Minutes of the **Environmental Advisory Committee** Meeting held in person in Council Chambers at City Hall and by virtual means on Tuesday, **February 6, 2024** at 2:30 p.m.

PRESENT:

Councillor Sylvia Lindgren	City of Salmon Arm, Chair
Julia Beatty	Shuswap Climate Action
Janet Pattinson	Shuswap Naturalist Club
Pauline Waelti	Shuswap Environment Action Society (SEAS)
Judith Benson	Salmon Arm Bay Nature Enhancement Society (SABNES)
Sarah Johnson	Citizen at Large
Travis Elwood	School District No. 83 (arrived at 2:42 p.m.)
Carmen Fennell	Citizen at Large
Hermann Bruns	Agricultural Industry (arrived at 2:40 p.m.)
Luke Gubbels	Canoe Forest Products (arrived at 2:40 p.m.)
Gary Buxton	City of Salmon Arm, Director of Development & Community Service
Jennifer Wilson	City of Salmon Arm, City Engineer
Barb Puddifant	City of Salmon Arm, Recorder

ABSENT:

Christina Thomas	Adams Lake Indian Band
Ken Whitehead	Neskonlith Indian Band
Ceran Caner	Citizen at Large
	Alternate Citizen at Large

GUESTS:

Chelie Elsom

1. Call to Order

The meeting was called to order at 2:30 p.m.

2. Introductions and Welcome

3. Acknowledgement of Traditional Territory

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

4. Approval/changes/additions to Agenda

Moved: Carmen Fennell

Seconded: Sarah Johnson

THAT: the Environmental Advisory Committee Meeting Agenda of February 6, 2024 be approved as circulated.

CARRIED UNANIMOUSLY

5. Approval of Minutes from December 12, 2023

Moved: Janet Pattinson

Seconded: Pauline Waelti

THAT: the Minutes of the Environmental Advisory Committee Meeting of December 12, 2023 be approved.

CARRIED UNANIMOUSLY

6. Presentations

7. Old Business/Arising from Minutes

a) Education Plan for 2024

Jenn Wilson spoke regarding potential educational components that the Committee could investigate and assist in implementation. The Committee discussed ideas and determined that anti-idling, the tree bylaw, xeriscaping to conform with water conservation and the hazards of pesticides could be the priorities. A work group will be established comprised of Julia Beatty, Janet Pattinson, Judith Benson, Travis Elwood and Luke Gubbels to compile information and bring educational concepts back to the Committee for review and discussion before presenting to City staff/Council.

b) Tree Bylaw - update

Gary Buxton outlined revisions to the proposed Tree Protection Bylaw and the Committee members discussed possible additional revisions including permitting for tree removal, the maximum and minimum of trees allowed to be removed from property and terrain modification. Luke Gubbels and Gary Buxton will work to establish the proposed numbers for tree removal without a permit. The City is hosting a public information session regarding the proposed Bylaw on Tuesday, February 20, 2024 from 3:00 to 7:00 p.m. in Room 100 at City Hall.

8. New Business

a) 2024 Budget - update

Jenn Wilson has compiled information regarding Active Transportation and Climate Action Projects for 2024. Barb Puddifant will distribute this listing to the Committee members.

9. Other Business & / or Roundtable Updates

10. Next Meeting - March 5, 2024

11. Adjournment

There being no further business, the Environmental Advisory Committee meeting of February 6, 2024 was adjourned.

The Meeting was adjourned at 3:47 p.m.

Councillor Sylvia Lindgren, Chair

Received for information by Council the day of , 2024.

From: Columbia Shuswap Regional District <listserv@civicplus.com>
Sent: Monday, January 29, 2024 10:09 AM
To: Rhonda West
Subject: [External] CSRD Connect - Meeting Highlights - January 2024



January 2024

The Columbia Shuswap Regional District's E-newsletter is integrated directly with our website's [sign-up function](#). We hope you find the information useful. Please email communications@csrd.bc.ca with any comments or suggestions.

Committee of the Whole - Budget Meeting #1

The CSRD Board met on January 17, 2024 to discuss the first draft of the [Five Year Financial Plan for 2024 to 2028](#).

Board Directors reviewed each section of the budget document. Their comments and suggestions will be taken back by the Finance Department for further review and updates will be made for the second budget draft review in February. The budget must be given final approval by the Board at the March Regular CSRD Meeting.



Solid Waste Management

One of the largest budget challenges facing the Board is the need to properly fund costs for the closure and post-closure monitoring of landfills. This will require the development of a reserve fund to assist with covering those future costs. In an effort to soften the 2024 tax impact, Directors recommended reducing the 2024 contribution from \$500,000 to \$300,000 with incremental increases in subsequent years.

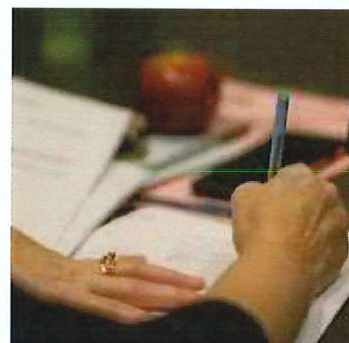
Scotch Creek Fire Hall replacement

Staff are looking at rebuilding options for the Scotch Creek Fire Hall, which was destroyed during the Bush Creek East wildfire. Staff were looking for direction from the Board as to whether the community hall portion of the building should be split from the fire hall to provide better service for each function. Major considerations include the need to buy additional property if the services are split, and the potential absence of a community hall in Scotch Creek, if taxpayers are unwilling to fund that service.

Despite tight timelines for the fire hall rebuilding project, the Board decided Electoral Area F residents needed to have the opportunity to express their views before making a decision on how to move forward.

Next Budget Meeting, February 14, 2024

The public is welcome to attend budget meetings in-person at the CSRD Boardroom in Salmon Arm or via [Zoom](#). The next meeting is set for Wednesday, February 14 at 9:30 AM (PT) / 10:30 AM (MT). The public will have an opportunity to speak and ask questions. Once published, meeting agendas are available on the [Agendas & Minutes](#) page of the CSRD website.



Regular Board Meeting Highlights - January 18, 2024

Announcement

Shuswap Tourism continues to be recognized for excellence in their visual marketing efforts, with three new internationally recognized Platinum-level awards.

An *Experience the Shuswap* brochure produced by Shuswap Tourism and Toliver Advertising and Design was recently awarded 2023 Platinum honours from the Association of Marketing and Communications Professionals (MarCom), along with similar accolades for a Social Media Ad campaign produced by in conjunction with One Peak Creative.



The short-form social media video produced by Shuswap Tourism and One Peak Creative, entitled *Have a Local Plan Your Vacation*, also took Platinum honours for the 2023 Viddy Awards. This international competition recognizes outstanding achievement in video and digital production skills. [View news release.](#)



Business General

FireSmart Grant

The Board authorized the submission of a grant application for a FireSmart Community Funding and Supports Program grant for the continued development of local FireSmart priorities, educational activities and tools up to \$1.2 million for a two-year program.

Business by Area

Electoral Area G: Loftus Lake Fen Trail

The Board agreed to enter into an [agreement with The Shuswap Trail Alliance](#) to provide construction services for the Loftus Lake Fen Trail, for a total cost not to exceed \$78,557. The plan is to build a Universal Trail, suitable for all mobility types, within CSRD-owned land along the northeast shore of Loftus Lake. This trail would potentially tie into the existing larger Balmoral trail system.

Electoral Area E: Sicamous and Area E Pump Track

The Board approved \$250,000 in [funding from the Sicamous and Area E Economic Opportunity Fund](#) for the construction of a Pump Track at Finlayson Park in Sicamous. A pump track is a purpose-built track for cycling designed to be ridden by generating momentum, instead of pedaling or pushing.



Electoral Area D: Falkland Stampede Grounds

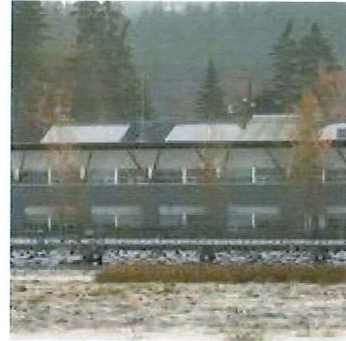
Thanks to funding support from the CSRD, it won't be the last rodeo at the Falkland Stampede Grounds.

Board Directors unanimously [approved funding up to \\$466,543](#) for repairs and upgrades to the grounds, which has played host to the Falkland Stampede for more than 85 years. Needed upgrades include fencing replacement along Highway 97, updates to electrical systems, and improvements to the grandstand and concession areas. [Read more.](#)

Next Board Meeting


Thursday, February 15, 2024


The Regular CSRD Board Meeting will be held in the CSRD Boardroom, at 555 Harbourfront Drive NE, Salmon Arm. The Regular Board meeting public session generally starts at 9:30 AM (PT) / 10:30 AM (MT). Any scheduling changes to the meeting start time will be noted on the [Meeting Calendar](#) on the CSRD's website.




The public is encouraged to join the meeting in-person or via Zoom. The access link can be found on the [Meeting Calendar](#) of the CSRD website under the Board meeting date.

Please note: the CSRD Connect newsletter is not a substitute for the regional district's Board meeting minutes, which cover all agenda items. Minutes are available for public review at the [Agendas & Minutes](#) page of our website, www.csr.bc.ca

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TO: His Worship Mayor Harrison and Members of Council
FROM: Robert Niewenhuizen, Director of Engineering and Public Works
PREPARED BY: Gerry Rasmuson, Utilities Manager
DATE: February 12, 2024
SUBJECT: **NEPTUNE LARGE WATER METER REPLACEMENTS & R900 BELT CLIP
TRANSCIEVER PURCHASE**

STAFF RECOMMENDATION

THAT: Council approve the purchase of 6 new Neptune MACH-10 large water meters for replacement for the quoted total price of \$35,170.19 plus taxes as applicable;

AND THAT: Council approve the purchase of a new Neptune R900 Belt Clip Transceiver for the quoted total price of \$11,897.60 plus taxes as applicable;

AND THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement of the new Neptune MACH-10 meters and the Neptune R900 Belt Clip Transceiver to authorize sole sourcing of same to Flow Systems Distribution Inc. the Provincial distributor for Neptune Technology Group products.

Background:

The City of Salmon Arm has an extensive inventory of commercial and industrial Neptune water meters that require reading by staff bimonthly. Staff utilizes a Neptune Pocket Proreader to read these meters and the data is downloaded to an existing Neptune R900 Belt Clip Transceiver which then sends the data to Neptune Software for finance to complete billing. The addition of a second Belt Clip Transceiver provides redundancy in meter reading and will enable staff to double up during read events allowing more flexibility in scheduling.


A large commercial or industrial water meter is essentially defined as a meter between 3" – 12". The original technology for large water meters involved a turbine and/or a nutating disc which would wear over time resulting in inaccurate measurements (low). Industry standard has been to renew these meters after 20 – 25 years with an upgrade to a state-of-the-art MACH 10 ultrasonic measurement technology in order to maximize revenue for water utilities. As there are no moving parts in a MACH-10 meter the accuracy remains consistent over the life of the product.

The City has established an inventory and a budget of \$50,000 annually over the next three years to renew up to 13 identified large meters that are at their end of life cycle. The meters range in price from \$5,000 - \$20,000 for a total estimate of \$150,000. This is Phase I of the program and this purchase will enable staff to renew at least 6 meters this year. This is in addition to an annual small water meter replacement program with a budget of \$20,000 whereby Neptune meters are purchased for inventory specifically because of their integration and compatibility with our current system including the previously mentioned Neptune proprietary data collection and financial software.

Recommendation:

The Provincial distributor for Neptune Technology Group is Flow Systems Distribution Inc. based out of Kelowna, B.C. All orders for Neptune materials including meters, collection devices and financial software are forwarded to Flow Systems. Consequently, these products are all sole sourced due to the proprietary nature of the industry and products and their integration from meter to billing. If we were to change to a different type of meter that would necessitate a software and hardware conversion as well. The pricing for materials is governed across Canada by Neptune Technology Group themselves. As such staff views this as a sole source project under Policy No. 7.13 Section 3 whereby it is a non-competitive situation due to the proprietary nature of Neptune products.

Respectfully submitted,



Robert Niewenhuis, AScT
Director of Engineering and Public Works

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To: His Worship Mayor Harrison and Members of Council

Date: January 24, 2024

Prepared By: Jennifer Wilson, City Engineer

Subject: Brightly Software Canada Inc. (ESRI) Contract – Work Order Software

MOTION FOR CONSIDERATION:

THAT: Council authorize the Mayor and Corporate Officer to execute a License and Maintenance Agreement with Brightly Software Canada Inc. for a five year term (2024-2028);

AND THAT: The 2024 Budget contained in the 2024 – 2028 Financial Plan Bylaw be amended to reflect funding for Brightly Work Order Software Expansion of Service Implementation in the amount of \$15,000 to be funded from the Technology, Equipment and Software Reserve.

AND FURTHER THAT: Council authorizes sole sourcing this purchase by waiving the City's Purchasing Policy No. 7.13.

Background:

The City has been using Brightly (formerly Dude Solutions) products for work order management for many years. This product has been successful for tracking and managing complex maintenance workflows. The software usage was expanded for fleet management and recently to general operations in Public Works. Currently the software has fixed licenses limiting the number of users and has been implemented without organizational consistency or alignment with the City's Service Delivery Management standards as the software predates these practices.

Staff have identified the expansion of the work order system to be a significant step forward in meeting the City's Service Delivery Management objectives and a quote was requested from Brightly to upgrade our service package to include unlimited users, linkage to the City's GIS asset database and implementation and training assistance to ensure organizational consistency and consistency with SDM standards.

Universal usage of a work order software benefits the organization in the following ways:

- As SDM practices mature, the maintenance plans are documented and planned through reoccurring work orders
- Standardized documentation exists to support knowledge retention and transfer
- Supports policy defense by easily demonstrating how work aligns with City policies
- Ensures that as the amount and complexity of assets grow nothing gets forgotten or missed

The contract amounts are as follows:

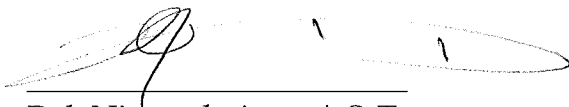
Year 1	Year 2	Year 3	Year 4	Year 5
(Mar-Dec)	(Jan-Dec)	(Jan-Dec)	(Jan-Dec)	(Jan-Dec)
\$ 11,965.43	\$ 18,471.51	\$ 19,025.65	\$19,596.42	\$20,184.31

Included in the 2023 budget is the current contracted amount of \$12,400.00.

The implementation and training portion of the project was not anticipated as a 2024 expense and as such a budget amendment will be required to fund the implementation from the technology, equipment and software reserve.

The purchase of this product is considered a sole source procurement option under the City’s purchasing policy #7.13. Other software options would require a system conversion resulting in substantial costs for consultants and re-training of staff. This company is a leader in work order software and staff recommend continuing with the Brightly Software Canada Inc. product.

Respectfully Submitted,



Rob Niewenhuizen, A.ScT
Director of Engineering and Public Works

To: Mayor Harrison and Members of Council
From: Rob Niewenhuizen, Director of Engineering & Public Works
Prepared by: Darin Gerow, Manager of Roads & Parks
Date: January 25, 2024
Subject: Memorial Walkway Agreement with Shuswap Community Foundation

MOTION FOR CONSIDERATION:

THAT: Council authorize the Mayor and Corporate Office to execute the updated Agreement between the City of Salmon Arm and Shuswap Community Foundation with respect to the McGuire Lake Memorial Walkway.

Background:

The McGuire Lake Memorial Walkway is a lasting way to remember loved ones, honor friends, say thank you and celebrate life. The walkway is connected to a walking trail along McGuire Lake that provides wildlife viewing opportunities. The Shuswap Community Foundation, through partnership with the City of Salmon Arm offers a unique opportunity for creating a memorial. The Public is invited to purchase a personalized engraved brick to be placed within the walkway.

This program was started when the City entered into discussions with the Shuswap Community Foundation to develop a Memorial Program that focused on building on existing organizational strengths, needs of both organizations and the community as a whole while replacing the memorial bench/tree program. As a result of these discussions the McGuire Lake Memorial walkway concept was developed.

The first two phases of the memorial walkway were completed in 2012/2013 which included 120 available spots for engraved bricks. To date 118 out of the original 120 spots have been dedicated. Within the 2023 approved capital budget an in-fill project was completed and opened an additional 62 spots.

With a one time, tax deductible donation to the Shuswap Community Foundation's Memorial Walkway Fund, an engraved brick (24" x 12") will be placed along the McGuire Lake Memorial Walkway. Current pricing was set in 2012 when the program first started. Since then, prices have increased, specifically the engraving costs. Staff were able to secure a local business to complete the engraving which not only provides a competitive engraving cost but also saves on shipping.

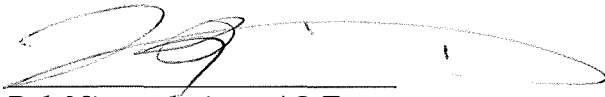
Memorial Walkway Agreement with Shuswap Community Foundation

Key changes to the agreement include:

- Five year term review;
- Donation increase from \$1,500 to \$2,000;
- City will invoice the foundation \$470.00 plus tax which represents the costs for the City to have each marker engraved and installed; increased from \$250.00.

The agreement represents a continued effort from all parties to provide a walkway that represents a permanent legacy, honoring a special bond with those that are dear to us. As such, staff recommend approval of the agreement.

Respectfully submitted,



Rob Niewenhuizen, ASCT
Director of Engineering & Public Works

X:\Operations Dept\Engineering Services\0920-PARKS\0920.20.15 McGuire Lake Park\Memorial Walkway\HWMMemorial Walkway Agreement -2024.doc

CITY OF
SALMON ARM

To: His Worship Mayor Harrison and Members of Council
Date: January 18, 2024
Subject: Uncollectable Property Taxes, Penalties and Interest
Gloria and Louis Boda
Roll No. 08101.640 - 164 - 2500 HWY 97B SE (Countryside Mobile Manor)

Recommendation:

THAT: Pursuant to Section 781 of the *Local Government Act*, Council requests the Inspector of Municipalities to authorize the City of Salmon Arm to write off the outstanding property taxes, penalties and interest associated with the following property:

Roll No.:	08101.640
Address:	164 - 2500 HWY 97B SE
Amount as at January 18, 2024:	\$5,863.28 [\$3,985.48 - Taxes, \$524.78 - Penalty and \$1,353.02 - Interest]

AND THAT: The 2024 Budget in the 2024 - 2028 Financial Plan Bylaw be amended to include an allocation for uncollectable property taxes, penalties and interest due from Gloria and Louis Boda in estimated amount of \$6,000.00 funded from the Reserve for Doubtful Accounts; subject to the Inspector of Municipalities approval;

AND THAT: The Collector is directed to write off the outstanding property taxes, penalties and interest associated with Roll No.: 08101.640, in the estimated amount of \$6,000.00, subject to the Inspector of Municipalities approval.

Background:

Pursuant to Section 781 of the *Local Government Act*, the City of Salmon Arm (City) must obtain the Inspector of Municipalities' (Inspector) approval to dispose of assets (which includes writing off uncollectable taxation revenue).

The above noted debt is comprised of the taxes levied against a mobile home. The owners of the property, Louis and Gloria Boda, are both deceased and the property was being occupied by their son. The mobile home is located in Countryside Mobile Home Manor (Mobile Home Park) and has since been abandoned. Attempts by the Mobile Home Park and the City to locate their son have been unsuccessful. As a result, the Mobile Home Park was awarded a Writ of Possession of the mobile home by the Supreme Court of BC on January 30, 2023.

The owner of the Mobile Home Park has attempted to have the Mobile Home Registry of BC put the unit into his name so that he could take out a demolition permit with the City to demolish it. The Mobile Home Registry requires a statement from the City’s Collector that no taxes are owing prior to any transfer of ownership. The City is unable to issue this statement due to the taxes owing.

The City’s building inspector attended the property on October 3, 2023. Following this site visit, he concluded that the mobile home was unsafe to occupy in its current state and that the work necessary to repair the home to a habitable condition would be extensive and costly.

This condition information was passed along to BC Assessment, who subsequently removed the assessed value of the mobile home from the 2023 assessment roll.

A summary of the property taxes, including penalties and interest is as follows:

Year	Tax Levy	HOG	Payments	Net Tax Owing	Penalty	Interest Applied
2015	\$ 870.47	\$ (658.17)	\$ -	212.30	\$ 21.23	\$ 0.00
2016	900.21	(699.21)	-	201.00	20.10	13.13
2017	837.95	-	(260.00)	577.95	83.80	23.17
2018	713.39	-	(242.00)	471.39	71.34	70.07
2019	756.34	-	(305.34)	451.00	75.63	117.69
2020	773.34	-	(155.00)	618.34	77.33	140.78
2021	811.11	-	(300.00)	511.11	81.11	173.99
2022	942.39	-	-	942.39	94.24	264.18
2023	-	-	-	-	-	522.17
2024	-	-	-	-	-	27.66
Total	\$ 6,605.20	\$ (1,357.38)	\$ (1,262.34)	\$ 3,985.48	\$ 524.78	\$ 1,353.02
Outstanding as of January 18, 2024						\$ 5,863.28

Note: interest charges will continue to accrue on a per diem basis until the date payment is received by the City of Salmon Arm or the write off request is approved. The interest rate is set by the Province pursuant to section 11(3) of the Taxation (Rural Area) Act. The current interest rate is 10.2% and will be adjusted quarterly, in line with interest trends.

Normally, outstanding delinquent property taxes, including penalties and interest, are collected by way of tax sale. This method of collection relates to the auction of real property. In this circumstance, this remedy is not available as the property consists only of a mobile home and does not include land (i.e. real property).

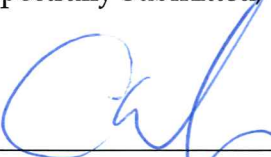
Other remedies available to the City include registering a lien on the mobile home and offering it for sale. This would require the City to move the unit from the Mobile Home Park to a City owned property. Given the home is in poor condition, it likely has no value and may not withstand a move. Therefore this remedy has not been considered further.

Council does not have the authority to reduce or remove property taxes, including penalties and interest, unless permitted to do so pursuant to Section 781 of the *Local Government Act*, as authorized by the Inspector of Municipalities.

As further collection efforts would likely cost significantly more than that recoverable, staff followed up with the Inspector to determine an acceptable method to resolve the unpaid balances. Following this, staff were informed that the Inspector would consider the write off and that a resolution of Council would be required.

It is further recommended, subject to Inspector approval, that the penalties and interest be written off and that the uncollectable amount be funded from the Reserve for Doubtful Accounts.

Respectfully Submitted,



Chelsea Van de Cappelle, CPA

TO: His Worship Mayor Harrison and Members of Council
 FROM: Robert Niewenhuizen, Director of Engineering and Public Works
 PREPARED BY: Jennifer Wilson, City Engineer
 DATE: Feb 12, 2024
 SUBJECT: **ROSS STREET STORM EXTENSION – CONSTRUCTION TENDER
 AWARD**

STAFF RECOMMENDATION

THAT: Council approve the award of the Ross Street Storm Extension project to D Webb Contracting Ltd., in accordance with the terms and conditions of the tender in the amount of \$231,838.00 plus taxes as applicable.

AND THAT: The 2024 Budget contained in the 2024 to 2028 Financial Plan be amended to reallocate \$35,000.00 additional funding to the Ross Street Storm Extension project, funded from Canoe Overland Escape Route

BACKGROUND

In December 2023, the City awarded engineering design services to Lawson Engineering Ltd. for the design of the storm utility on Ross Street. The design was expedited in order to permit construction in February during low storm water flow periods, as the primary portion of the work is upgrading the 1200mm concrete storm main to a 1500mm diameter pipe, and connecting to the concrete box storm system installed as part of the Ross Street underpass project. In the location of the storm extension, an east-west sanitary main crosses under the storm pipe, which requires replacement. In addition, the sanitary service from 310 Ross Street (SE corner of Ross & Hudson) which has continually required a higher level of maintenance due to its routing, will be re-routed along the east side of Ross Street.

Completion of these underground works projects at the same time and in advance of the planned paving of Ross Street, Hudson Street, and Ross Street Parking Lot in the spring will eliminate any future pavement cuts, and will eliminate utility maintenance concerns for the City.

Tender submissions were received from five (5) local contractors on January 25, 2024, at which time the City received three (3) compliant submissions, with results as follows:

Company	Tender Amount (excluding applicable taxes)
D.Webb Contracting Ltd.	\$ 231,838.00
Big Rock Construction Ltd.	\$ 343,758.00
General Assembly Excavating Ltd.	\$ 374,852.81

STAFF COMMENTS

The tender submissions were reviewed and evaluated by City Staff and have confirmed that D Webb Contracting Ltd. is a qualified bidder and were the lowest bid.

The construction schedule for the work is to be substantially complete by March 15, 2024.

Funding for the project from three separate projects were included in the financial plan.

- Ross Street Storm Chamber Upgrade
 - \$155,000
- Ross Street Sani Crossing (320 Ross St)
 - \$30,000
- Ross Street Sanitary Extension
 - \$35,000
- Total funds available = \$220,000

Budget amounts include all costs associated with the project including construction work, engineering construction support services, record drawings and contingencies.

Including engineering fees with the lowest bid, the total projected cost of \$245,838.00 is over the total available funding (\$25,838.00 shortfall).

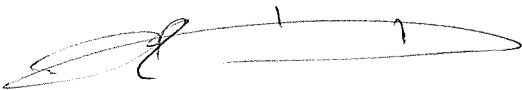
Staff have identified a source for the additional funds required to permit the project to proceed, and propose funding from the Canoe Overland Escape Route (\$80,000) which is a drainage project that is being completed through development and no longer requires funding.

Staff recommend the budget be increased by \$35,000.00 to account for the engineering, construction, and contingency.

Staff recommend that Council approve the award of Ross Street Storm Extension project to D Webb Contracting Ltd. in accordance with the terms and conditions of the tender in the amount of \$231,838.00 plus taxes as applicable.

Staff recommend that the 2024 Budget contained in the 2024 to 2028 Financial Plan be amended to reallocate \$35,000.00 additional funding to the Ross Street Storm Extension project, funded from Canoe Overland Escape Route.

Respectfully submitted,



Robert Niewenhuizen, AScT
Director of Engineering and Public Works

To: His Worship Mayor Harrison and Council
Date: January 26, 2024
Subject: Licence Agreement for Cell Infrastructure at Shaw Centre

MOTION FOR CONSIDERATION:

THAT: Council authorize the Corporate Officer and the Mayor to execute the Licence Agreement for Communications Location (W4865) at 2600 10 Avenue N.E. between the City, Shuswap Recreation Society and Rogers Communications Inc., subject to any required public notification.

BACKGROUND:

In the early part of 2023, Rogers Communications (through its location agent - Cypress Land Services) approached the City to gauge the interest in allowing new cell infrastructure to be located on the roof of the Shaw Centre. Because the new infrastructure met the City's Communications and Antenna Location System and Consultation Policy 3.18, no public engagement was required.

Since that time, staff have worked with Cypress Land Services and Rogers Communications, and the lease is ready for Council approval. The lease runs for 5 years and is renewable if the parties agree, financial terms are outlined, and it also involves the Shuswap Recreation Society (a co-signer on the lease as the building operator). Section 16 of the licence does require that it be kept confidential, which is typical of these licence agreements with private utilities.



Gary Buxton
Director of Planning & Community Services

To: His Worship Mayor Harrison and Council
 Date: February 2, 2024
 Subject: Parking Rates at Marine Park lot

MOTION FOR CONSIDERATION:

For information.

BACKGROUND:

In January 2024, the City received a complaint regarding changes made to parking rates at the Marine Drive parking lot. The complainant noted that in the past, there had been free parking for the first hour in the Marine Park parking lot, during the Fall to Spring (quiet) season, and that this had recently changed to a flat hourly rate, year round.

The complainant has requested that parking be provided free in the winter, and that free parking be provided for 90 minutes in the lot all year.

The current parking rate in Marine Park lot in the Fee for Service Bylaw is \$1.00 per hour (increased in 2022 from 25 cents per hour by Bylaw 4522 (below)). The daily rate is \$4.00 for vehicles and \$6.00 for trailers.

5.	Pay Parking Per hour	\$1.00
	Hudson Avenue NW Parking Lot (Salmar Lot) Reserved - per month Reserved - per month (personalized)	\$50.00 plus GST \$60.00 plus GST
	Marine Park NE Parking Lot Daily Regular Truck and Trailer and/or Motorhome	\$4.00 (GST included) \$6.00 (GST included)
	Inner Core NE Parking Lot Reserved - per month Reserved - per month (personalized)	\$50.00 plus GST \$60.00 plus GST
	Avon NE Parking Lot Reserved - Per month Reserved - Per month (personalized)	\$50.00 plus GST \$60.00 plus GST
	4th Street NE Parking Lot Reserved - Per month Reserved - Per month (personalized)	\$50.00 plus GST \$60.00 plus GST
	4th Street NE (Upper) Parking Lot Reserved - Per month Reserved - Per month (personalized)	\$50.00 plus GST \$60.00 plus GST
	4th Street NE (Lower) Parking Lot Reserved - Per month Reserved - Per month (personalized)	\$50.00 plus GST \$60.00 plus GST
	6th Street NE Parking Lot Reserved - Per month Reserved - Per month (personalized)	\$50.00 plus GST \$60.00 plus GST
	Firehall No. 3 Parking Lot Reserved - Per month Reserved - Per month (personalized)	\$50.00 plus GST \$60.00 plus GST

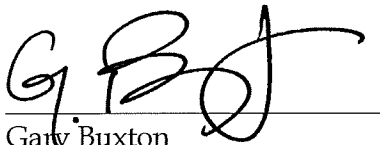
Staff are not aware of there ever being a Council / bylaw approved rate change to either the 25 cent or \$1.00 hourly rate in recent years. At some point however, around the time that meters were installed in the Marine Park lot, the machines were programmed to issue free tickets for the first hour of parking, despite the lack of bylaw authorization. When the most recent meters were installed this free hour option was removed, and has not been available for at least a year (when the meters were upgraded again in 2023). The staff that performed the work did not record the changes and are no longer working at the City.

Staff would recommend that the current \$1.00 hourly rate remain in effect, and not make the requested changes for the following reasons:

- It is not unreasonable to require parking charges in the downtown area and in highly used parking areas, to ensure that the parking resource is used appropriately by the public
- Charging parking fees ensures that those that use the service contribute to the costs of providing the service;
- The current meters cannot be set up to adjust the rates on a seasonal basis automatically (this requires manual adjustment on the seasonal rotation);
- Monitoring and enforcement of 90 minute parking would be resource intensive, requiring inspection routes on a 90 minute cycle;
- There is free street parking available in close proximity to the Marine Park parking lot for those that wish to avoid parking charges;
- The proposed change cannot be made with the current Fee for Service Bylaw.

Should Council wish to respond to the request, then staff would recommend the following possible motion:

That Council direct staff to prepare a bylaw to amend the Fee for Service Bylaw No. 2498, Schedule 3, Appendix B, to provide for 90 minutes of free parking in the Marine Park NE Parking Lot.



Gary Buxton
Director of Planning & Community Services



TO: His Worship Mayor Harrison and Members of Council
FROM: Darin Gerow, General Manager Shuswap Recreation Society
DATE: January 26, 2024
SUBJECT: EXECUTION OF LICENCE TO USE AGREEMENT - VIDEO & AUDIO SYSTEM, SHAW CENTRE

MOTION FOR CONSIDERATION

THAT: Council authorize the Mayor and Corporate Officer to execute the updated License to Use Agreement for Video & Audio System in the Shaw Centre between the City of Salmon Arm, Shuswap Recreation Society and Salmon Arm Sports Inc for a term ending May 16, 2026

BACKGROUND

The Shuswap Recreation Society (SRS) installed a video wall and audio system in the Spectator Arena in 2018 and wishes to execute an updated agreement continuing to grant Salmon Arm Sports Inc. (owner of the Salmon Arm Silverbacks Junior A hockey club) an exclusive, royalty-free license and right to use the equipment. This is an update of an existing five (5) year agreement that terminated on December 14, 2023.

Although only minor text changes have been proposed the following terms and conditions under which Salmon Arm Sports Inc. may use the equipment include, but not limited to:

- Licensee is required to assume and bear all risk of loss or damage to the equipment;
- Licensee is required, at its sole expense, to maintain, repair and service the equipment;
- Licensee is responsible for obtaining and maintaining property damage and liability insurance with the City and SRS named as additional insured and loss payee;
- Any assignment or transfer of rights or obligations under the agreement must be approved in writing by the Licensor; and
- Termination date to concur with the termination date of the Silverbacks Lease Agreement of May 16, 2026

The Agreement has been reviewed and approved by the Shuswap Recreation Society Board.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Darin Gerow", is written over a horizontal line.

Darin Gerow, ASCT
General Manager, Shuswap Recreation Society



TO: His Worship Mayor Harrison and Members of Council
FROM: Darin Gerow, General Manager Shuswap Recreation Society
DATE: January 26, 2024
SUBJECT: EXECUTION OF AGREEMENT – SHUSWAP ACADEMY ELITE HOCKEY SCHOOL

MOTION FOR CONSIDERATION

THAT: Council authorize the Mayor and Corporate Officer to execute the Agreement for the Shuswap Academy Elite Hockey School between the City of Salmon Arm, Shuswap Recreation Society and Salmon Arm Sports Inc. o/a Shuswap Academy Elite Hockey School for a term ending September 30, 2026

BACKGROUND

The Shuswap Academy Elite Hockey School (SAEHS) is currently in a 3- year term agreement with the City of Salmon Arm (CSA) and Shuswap Recreation Society (SRS), after taking ownership from the Salmon Arm Hockey School, it continues to provide training opportunities for the hockey athletes. With the agreement expiring June 30, 2024 SRS entered into discussions with SAEHS in preparation for a renewal.

The following items are key items or proposed changes from the current agreement:

- Term of the agreement is twenty seven (27) months, terminating on September 30, 2026. This includes the next three (3) summers of Hockey School (2024,2025,2026);
- The First Right of Refusal is being transitioned out by the third year of agreement, 2026;
- The dates allow SRS to start the discussion of the next contract at the conclusion of the 2026 Hockey School Season;
- Update of the fees, holding in the first year and having CPI apply for following years.

Recreation Society Board has been notified and support the changes noted above.

Respectfully submitted,

Darin Gerow, AScT
General Manager, Shuswap Recreation Society

TO: His Worship Mayor Harrison and Members of Council
FROM: Robert Niewenhuizen, Director of Engineering and Public Works
PREPARED BY: Jenn Wilson, City Engineer
DATE: February 2, 2024
SUBJECT: **MEMORIAL ARENA STRUCTURAL ASSESSMENT AND LIFECYCLE
ANALYSIS - RFP AWARD AND BUDGET AMENDMENT**

STAFF RECOMMENDATION

THAT: The 2024 Budget contained in the 2024 to 2028 Financial Plan be amended to reallocate \$25,000.00 of additional funding to the Memorial Arena Structural Assessment project to be funded from the Memorial Arena Major Maintenance Reserve

AND THAT: Council approve the award of the Memorial Arena Structural Assessment and Lifecycle Analysis to BAR Engineering Co. Ltd. for the total estimated price of \$70,552.00 plus taxes as applicable.

BACKGROUND

The Memorial Arena, located at 351 – 3 Street SW in Salmon Arm, was constructed in 1957 and was operated as covered ice rink for many decades. Around 1999 the ice surface was decommissioned, and the building was repurposed as an indoor soccer field with synthetic turf above the original slab-on-grade.

Observed drainage issues in 2023, prompted the City's facilities contractor, Salmon Arm Recreation Society, to retain R&A Engineering Structural Consultants out of Vernon to perform a Preliminary Structural Assessment of the Memorial Arena. One of the major concerns identified in the report was insufficient structural capacity to support snow loading. The Preliminary Structural Assessment recommends that the usage of the building should be restricted during snow loading until a complete structural analysis of the building can be completed. The City closed the Memorial Arena until snow loading is no longer a concern and issued a public RFP to complete a full structural assessment and lifecycle study on December 11, 2023.

The RFP closed on January 26, 2024 at which time the City received five proposals. The proposals received were ranked using our evaluation matrix, in accordance with the criteria listed in the RFP. The following is a summary:

Company	Quote (w/o GST)	Evaluation
BAR Eng.	\$ 70,552.00	1
Hermanski	\$ 77,500.00	3+
McCuig	\$ 44,120.00	2
McElhanney	\$ 39,585.50	3+
RJC	\$ 100,300.00	3

The highest ranked proposal, taking into account project methodology, team and costs, was the BAR Engineering Co. Ltd. proposal of \$70,552.00. The proposal is in excess of the \$55,000.00 budget allocated in 2023 and may require additional geotechnical work (geotechnical work is estimated between \$5,000 to \$10,000 for as required).

STAFF COMMENTS

The City’s Purchasing Policy No. 7.13 requires council approval where purchases are not awarded to the lowest price and the highest evaluated proposal. Due to the complex nature of the work, staff recommend awarding the project to the highest ranked proposal. The proposal rankings considered price in the evaluation of the overall best value.

We are recommending award to BAR Engineering Co. Ltd. for \$70,552.00 plus taxes as applicable, in accordance with their submitted proposal.

Staff recommend that the 2024 Budget contained in the 2024 to 2028 Financial Plan be amended to reallocate \$25,000.00 to reflect additional funding to the Memorial Arena Structural Assessment project funded from the Memorial Arena Major Maintenance Reserve.

Respectfully submitted,



Robert Niewenhuizen, AScT
 Director of Engineering and Public Works

TO: His Worship Mayor Harrison and Members of Council
FROM: Robert Niewenhuizen, Director of Engineering and Public Works
DATE: February 1, 2024
SUBJECT: **STREET CAFÉ POLICY - UPDATE**

THAT: Council approve the updated Street Café Policy No. 1.13

Background:

The Street Café program was developed as a trial in 2014, the Street Café Policy No 1.13 was officially approved by City Council in April 2020.

The program provides an opportunity for downtown restaurants and coffee shops to utilize public space to expand their outdoor dining areas on City owned road right-of-ways for the period between May 1st to October 31 each year.

To date the program has been very successful. In discussion with the businesses that have utilized this program, it has helped them to expand and add capacity to their operations. The overall program has also enhanced the vibrancy of the downtown core area during the summer tourist season.

A total of six (5) seasonal sidewalk cafés and one (1) permanent café setup have been approved.

- Shuswap Pie Company
- Night Café (Miekle Studio)
- Hanoi 36 Restaurant
- Anvil Coffee Collective
- Weekends Restaurant & Lounge
- Askews Downtown (permanent sidewalk café)

Stillfood Bistro & Cappuccino Bar, which is located on Alexander Street, had expressed interest in a developing a street café; however no application was submitted in 2024.

It should be recognised that these businesses have made a significant financial investment in the free standing structures that have been built to comply with the policy. It is for this reason that these business receive the opportunity to renew their permit each year prior to any new applications being reviewed or approved.

The program has grown and expanded over the years, Council has approved some changes and variances to accommodate business operational requests. As a result of these changes the Downtown Parking Commission (DPC) undertook an exercise to review and update the policy document. Many of the policy updates are housekeeping items with clarifications to the technical requirements, others changes reflect the expansion and improvement to the street café program, such as allowing additional café application on the 300 block of Alexander Street and temporary evening café setups.

Recommendation:

With direction and support from the DPC, staff have updated the policy document and are recommending that Council approve the revised Street Café Policy No. 1.13.

Respectfully submitted,



Robert Niewenhuizen, AScT
Director of Engineering and Public Works

TOPIC: Street Café Program

REASON: To permit street cafés as temporary extensions of a food and beverage service establishment onto the adjacent public right-of-way, requiring no permanent construction.

POLICY:

Section 1 - Application Procedure

- 1.1 Applicant should request a pre-application meeting with City staff (contact the City Hall at 250-803-4000 or info@salmonarm.ca). Staff will be able to give preliminary advice on factors that may affect your proposals.
- 1.2 It is recommended that the applicant contact his/her neighbours who may be affected by their application at an early stage to identify and address any potential concerns.
- 1.3 If alcohol is to be served, an updated Licence from the Liquor Control and Licensing Branch will be required to support the application.
- 1.4 An application should be submitted using form SC-1 (attached) at least 45 calendar days prior to the date that installation of the seating facility is required.
- 1.5 Merchants adjacent to proposed outdoor seating areas will be notified by the City that an application has been received. This notification is intended to give such businesses the option of communicating any concerns to the City related to a proposed seating facility, so that concerns are known during the design of the proposed seating facility.
- 1.6 Once the application is approved, the applicant will be required to provide proof of insurance, permit fees and a security deposit before a permit will be issued, allowing the seating facility to be installed.

Section 2 - Permitted Use and Areas to be designated

- 2.1 Use is limited to businesses engaged in food and beverage services within the downtown area of the City of Salmon Arm, holding a valid business license.
- 2.2 A permit will only be issued where the permit area is immediately in front of the establishment to which it is operationally tied, and may only occupy a space as wide as the establishment frontage unless approvals to the contrary is granted in writing by affected adjoining tenants or their agents.
- 2.3 There will be a limit of two (2) permits issued per city block, except for Alexander St NE between Hudson Ave NE and Lakeshore Drive NE where the limit will be three (3)

permits. First consideration will be given to establishments that have been issued permits in previous years and who plan to continue to operate their café in the current or subsequent years.

- 2.4 A permit may be issued to occupy a maximum of two (2) parallel parking stalls in front of the building or business under the application.
- 2.5 No more than 20% of the total number of parking stalls available in one street, (excluding disability parking stalls and loading zone stalls) may be used by street cafés.
- 2.6 Permits will not be issued where a fire hydrant will be blocked by the street cafe.

Section 3 - Permit Period

- 3.1 Permits will be issued for the current calendar year which will allow the street cafe to operate inclusively from May 1st to no later than October 31st during that calendar year. Permits must be renewed annually.
- 3.2 Permits will be issued on a first come, first served basis. Existing permit holders will be given priority and can apply to renew their permit for the following year, prior to the end of the current year.
- 3.3 The applicant is responsible for completely dismantling the street cafe and reinstating the sidewalk, street and parking areas to their pre-existing condition by November 2nd (end-of-day) of the current year, at the latest.

Section 4 - Application Requirements

4.1 Application

- i. Applications shall be submitted at least 45 calendar days prior to the date that installation of the seating facility is required.
- ii. A permit may be transferable to a new owner of the business provided that the new owner conforms to the requirements of this policy, including the provision of an insurance certificate and liquor license (if applicable).

4.2 Application Fee

- i. Applicants shall submit a non-refundable \$300.00 application and review fee.
- ii. An application fee is not required in subsequent years where a street café has been in operation every year since inception and where the layout and/or design of the facility, according to City staff, has not been significantly altered.

4.3 Drawings

- i. Applicants shall submit a plan at 1:100 scale, to include the following:
 - a. Extent of street café and seating arrangement;
 - b. Provisions for pedestrian re-routing and building access/egress;
 - c. Fencing, railings, construction materials, heights of fencing or barriers;
 - d. Lighting, water and heating equipment;
 - e. Power and energy sources;
 - f. Location of City utilities, hydrants, irrigation fixtures and service chambers and any existing street furniture and/or appurtenances within a distance measured from 3 meters on either side of the business frontage
 - g. Elevations of the permit area including any ramps, ramp grades, fences, and overhead structures;
 - h. Section through any proposed ramps and changes in elevations.

4.4 Security Deposit

- i. Prior to the issuance of the Permit, the applicant shall place with the City, a cash deposit in the amount of \$500.00 as security that the obligations imposed by the permit are fulfilled. The City may use this security for reimbursement of the cost of any damage to the sidewalk, walkway, roadway, or other City facilities as a result of occupancy that are not rectified by the owner within a reasonable time period. The cash deposit will also be used to cover the cost of enforcement, in the event of non-compliance.

4.5 Certificate of Insurance

- i. Prior to the issuance of the Permit, the City requires a copy of the applicants insurance with The City of Salmon Arm as an additional named insured, insurance in the amount of \$2,000,000.00.

4.6 Permit Fees

- i. There is an annual fee of \$150 per parking stall, to be paid prior to issuing of the permit, for each parking stall or part thereof that is required to accommodate the seating facility or re-routing of the sidewalk.

4.7 Design and Construction Guidelines

- i. General
 - a. Structures within a permit area must be free standing. Anchorage to the sidewalk or roadway is not permitted.

- b. Construction must conform to the provisions of the BC Building Code, where applicable.
 - c. Provision should be made for access by individuals with physical disabilities. Applicants are strongly encouraged to make seating areas accessible and traversable by all members of the public.
 - d. No City infrastructure will be moved or relocated to accommodate a street café structure.
- ii. Aesthetics
- a. Outdoor seating areas should not appear to be additions to buildings, but rather maintain their character as additions or enhancements to the streetscape. In this regard, it is recommended that such structures remain open to the street and to the sky.
 - b. High quality materials are expected together with appropriate landscaping, where practical.
 - c. Consideration should be given to all angles from which the facility will be viewed at ground level.
 - d. Consideration must be given to the ability to maintain a clean appearance and sanitary environment including the prevention of the accumulation of debris around and under the structure together with provision for the uninterrupted flow of storm water run-off.
- iii. Seating Area
- a. The seating area can be comprised of more than one level with the top of deck not more than 0.3 metres above the top of the adjoining sidewalk.
 - b. The seating area must provide a non-slip, all-weather surface. Use of carpeting is prohibited. Where wood planking is used, applicants are cautioned to ensure that the cupping and flexing of wood members under the weight of pedestrian traffic does not create a tripping hazard. Planking must conform, at minimum, to the provisions of the BC Building Code.
 - c. Tables and chairs within the seating area should preferably have a high degree of colour contrast to their surroundings.
- iv. Walkway
- a. Any structure providing a route around an area used by a permit holder for the purpose of serving its patrons, herein termed a “walkway”, must have a minimum 1.5 m width throughout its length. The width must not be reduced by the overhang of any vehicle in an adjacent parking stall, or by any element structural or otherwise, forming part of, or provided in conjunction with the adjoining seating area.

- b. No angle along the horizontal plane of a walkway can be less than 90 degrees. There can be no change in elevation between a walkway and the adjoining sidewalk surface.
 - c. The walkway surface must provide a non-slip surface.
 - d. The number of joints or seams should be minimized. Use of carpeting is prohibited.
 - e. Where a walkway includes a ramp or ramps, such ramp or ramps must conform to the requirements of the BC Building Code, including any provision for handrails and the requirements for construction of such handrails.
 - f. The walkway must be completed according to the terms set out herein prior to the sidewalk being closed for construction of the seating area. Approval of the walkway construction must be granted by the City prior to closing of the sidewalk for construction of the seating area.
 - g. The City prefers that cafés be installed within the permitted parking stalls rather than utilizing the sidewalk with a surrounding walkway. This ensures that the sidewalk remains safely available to pedestrians and motorized carts and eliminates risks associated with temporary walkways. The use of a walkway will only be considered where all other options for the installation of a café in the parking stall(s) have been exhausted.
- v. Fencing
- a. A fence must separate the seating area from the sidewalk, walkway and roadway.
 - b. Fence structures must incorporate a continuous solid vertical plane rising at least 1.0 m from the top of the walking surface.
 - c. A high degree of visual contrast is encouraged to increase the visibility of all fences.
 - d. The entrance to the seating area must be clearly marked.
- vi. Vehicular Barriers
- a. Structural barriers (such as concrete no-posts or planters) shall be placed in a manner that protects patrons from vehicular traffic on the right-of-way, including vehicles entering and exiting adjacent parking or loading stalls. Concrete barriers or planters provided by the applicant must be approved by the City and the dimensions must be included as part of the permit application.
 - b. Planting material must be supplied and maintained by the applicant.
 - c. Planters placed on the roadway around the perimeter of a facility must be planted by the permit holder prior to the use of the facility and must be maintained from May to September inclusive.

vii. Signage

- a. Advertising and identification signage should be limited to the name of the business and/ or a discrete menu board, and it must be located outside of the City right-of-way. A separate Sign Permit application may be required and signs must comply with the provisions of the City of Salmon Arm Sign Bylaw 2880.

viii. Lighting

- a. All lighting in conjunction with the outdoor seating facility shall be located and arranged so no rays of light are directed onto adjacent businesses or onto the road right-of-way that would impede the visibility of motorists or would in any way interfere with the effectiveness of any traffic control device.
- b. Electrical extensions, either at grade or overhead across the public sidewalk, will not be allowed.

Section 5 - Obligation to Maintain Permit Area

- 5.1 Permit holders are required to ensure that the permit area and immediate vicinity are kept tidy and free of all garbage.
- 5.2 Permit holders are required to keep all pedestrian surfaces associated with the permit area free of snow and ice, and must provide a secure footing in all weather conditions.

Section 6 - Entertainment within Outdoor Seating Areas.

- 6.1 Outdoor entertainment must be non-amplified. Entertainment within outdoor seating areas is allowed, subject to compliance with the Salmon Arm Noise Bylaw 2037.

Section 7 - Restrictions within Permit Areas

- 7.1 Permit holders are NOT allowed to cook on or from appliances located within a patron seating area.
- 7.2 The use of electric heaters is NOT permitted.
- 7.3 The use of gas heater may be considered, pending review of the proposal.
- 7.4 Permit holders shall not carry out or allow any activity within the permit area which would constitute an annoyance or nuisance to others or obstruct or interfere with the free and unrestricted use of areas adjacent to the permit area.

Section 8 - Other

- 8.1 The City may ask for revisions to the design of a proposed facility where it is deemed by the City to not conform to the above criteria. Furthermore, the City may deny a permit

where those changes are not made, or may dismantle any facility, at the owner’s expense, not built to the design standards indicated in the application, or to any terms and conditions pertaining to the design, set out by the City as a condition of approval.

8.2 Where there is a discrepancy between this policy and any applicable Bylaws, the provisions set out in the Bylaws will apply.

8.3 Cancellation of Permit by City of Salmon Arm and Emergency Access

- i. Should the City require the use of the permitted area for any reason, the City may cancel the permit. The City shall give the permit holder at least 24 hours written notice of such cancellation, except in the case of an emergency. In case of emergency the City may, without notice, order that the outdoor seating facility be vacated, and if deemed necessary by the City, any structure(s) removed, until further notice.

Section 9 – Temporary Evening Cafés

9.1 Temporary evening café applications may be considered and must adhere to all provisions of this policy.

9.2 Temporary evening cafes can operate from May 1st to October 31st between the hours of 4:30 PM and 10:00 PM.

9.2 Temporary evening cafes will only be allowed to be set-up within the permitted parking stall(s) and not on the sidewalk, to ensure there is no need for a walkway around the café.

9.3 The Temporary café installation must be removed each evening by 10:00 PM, and City right-of-way/ parking stall reinstated to the pre-existing condition.

9.4 All safety requirements as outlined in this policy must be met prior to installation.

9.5 The application fee is required for a temporary evening café however the annual fee per parking stall and cash security deposit are not applicable for this type of café

Prepared by Engineering:	Date: February 5, 2024
Approved by Council:	Date:

Form SC-1 Application for Street Café

Please check appropriate box: New application Renewal of existing permit
Amended design? Yes No

Applicant:

Business Name:	Business Licence Number:	
Applicant Name:	Property Owner:	
Mailing Address:	Telephone:	
City:	Cell:	
Prov.:	Postal Code:	Email:

Location:

Street Address:
Legal Description:

Specifications:

Dates of Operation: <u> </u> / <u> </u> / <u> </u> TO <u> </u> / <u> </u> / <u> </u> DD MM YY DD MM YY	Number of Tables:
Days of Operation:	Number of Chairs:
Hours of Operation:	Number of parking stalls occupied: (Maximum of two stalls)
<input type="checkbox"/> Evening café only (4:30 PM to 10:00 PM)	Will alcohol be served? Yes <input type="checkbox"/> No <input type="checkbox"/>
Area of seating (m2):	Dimensions of seating area:

Application Checklist:

Application Fee (\$300 - waived for renewals)	<input type="checkbox"/>
Security deposit (\$500)	<input type="checkbox"/>
Annual parking space permit fees (\$150 per stall)	<input type="checkbox"/>
Detailed Dimensioned Plan (for new or amended designs; scale 1:100)	<input type="checkbox"/>
Valid license from the Liquor Control and Licensing Branch (if applicable)	<input type="checkbox"/>
Valid insurance policy with the City of Salmon Arm as named insured	<input type="checkbox"/>
Letter of approval from neighbours (if encroaching on neighbours frontage)	<input type="checkbox"/>

I/we have read the City of Salmon Arm Street Café Program Policy 1.13 and if granted a permit, agree to abide by the terms and conditions set out therein.

Applicant's Signature

Date

TO: His Worship Mayor Harrison and Council

DATE: February 5, 2024

SUBJECT: Ricochet Brewing Taphouse
310 Hudson Avenue N.E.

OWNER: Marc Zaichkowsky (Ricochet Brewing)

MOTION FOR CONSIDERATION:

THAT: Council of the City of Salmon Arm has no objection to the creation of a Public House / Pub at 310 Hudson Avenue N.E. for the Ricochet Brewing Taphouse.

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

BACKGROUND:

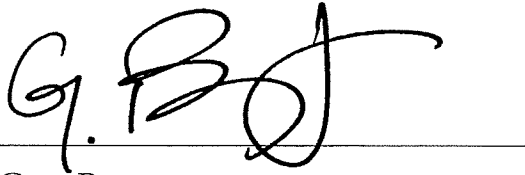
Ricochet Brewing has made application to the provincial Liquor and Cannabis Regulation Branch (LCRB) for a liquor licence to establish a “taphouse” at 310 Hudson Avenue N.E. in downtown Salmon Arm. The LCRB requires a motion from the relevant local government prior to issuing a licence.

The applicant is proposing a renovation to existing commercial space at 310 Hudson Avenue N.E., to create a pub with 56 inside seats and a further 27 seats on a street facing patio. Hours of operation would be 11:00 – 23:00 (Sunday – Thursday) and 11:00 – 01:00 (Friday & Saturday).

The current site is zoned C-2 Town Centre Commercial Zone. Neighbourhood pubs are a permitted use in the C-2 zone. Commercial spaces less than 1,858 square metres in the downtown designated parking area are not required to provide off street parking. The proposal is consistent with the requirements of the City’s Zoning Bylaw.

Staff therefore recommend that Council provide a motion of no objection to the LCRB. The applicant will then need to complete any public comment process required by the LCRB.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'G. Buxton', written over a horizontal line.

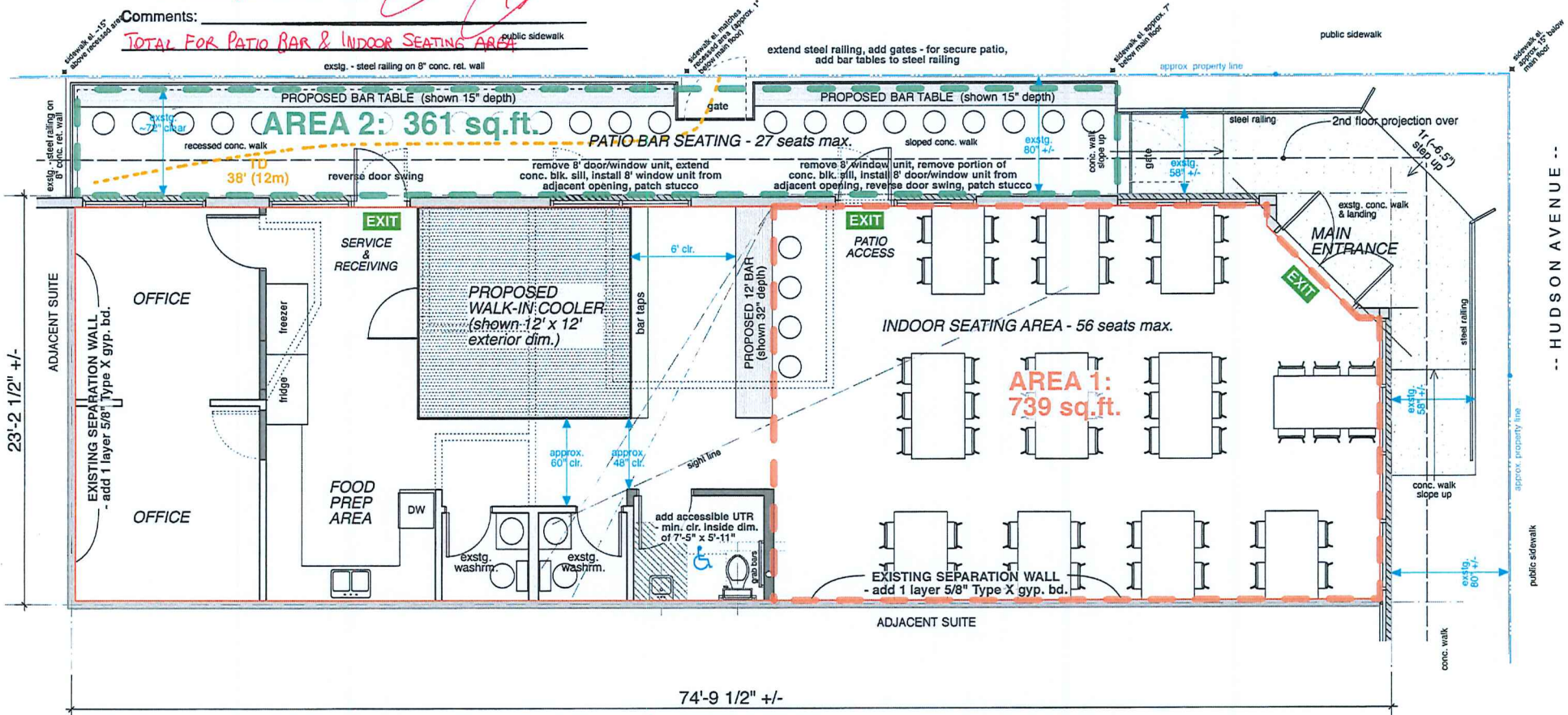
Gary Buxton
Director of Planning & Community Services

Appendix 1: Site Plan / Floor Plan
 Owner's Submission

TOTAL OCCUPANT LOAD **83** PERSONS

Date: **JAN. 31, 2024** Approvals: *[Signature]*

Comments: **TOTAL FOR PATIO BAR & INDOOR SEATING AREA**



FLOOR PLAN

floor area: 1,624 sq.ft. (151.2 sq.m.)

PRELIMINARY
for discussion
15 JAN 2024

THE TOWNE SQUARE - Proposed Ricochet Brewing Tap Room
PRELIMINARY FLOOR PLAN
Bernd Hermanski Architect Inc. - Salmon Arm 250 832-7400

Letter of Intent: Ricochet Brewing Taphouse

Today, we stand at the cusp of the next chapter in our business journey. We envision the establishment of a Ricochet Brewing Taphouse in the heart of Downtown Salmon Arm. This venture is not merely about placing our beer in front of customers; it is also dedicated to supporting other local beverage manufacturers and small businesses within the Salmon Arm area. The Ricochet Brewing Taphouse will serve as a space for bringing together friends and families while simultaneously injecting the vibrancy into the downtown core.

310 Hudson Avenue is a prime location for our vision. It is primarily a commercial based neighborhood with other restaurants, offices, and store fronts. By bringing our taphouse to this prominent location, we aim to create a hub that fosters community, celebrates local craftsmanship, and contributes to the overall economic vitality of Downtown Salmon Arm.

Our proposed operating hours are from 11am to 11pm, seven days a week, with the flexibility to extend hours on weekends if required. Our menu will feature a range of easily prepared hot and cold dishes, catering to all ages by offering non-alcoholic beverages and a kids' menu. While we plan to host live music on a small scale, we are committed to adhering to Salmon Arm's noise bylaw. All musical performances will be held indoors, maintaining a respectful volume suitable for families in attendance and neighboring businesses.

Minors Endorsement- We aim to create a family friendly environment and welcome minors, reflecting our own experiences as a young family with three kids. Recognizing the scarcity of locations that cater to families while offering a diverse menu, we envision our establishment as a convenient mid-afternoon stop for snacks and beverages suitable for all ages.

Sincerely,

Marc and Meaghan Zaichkowsky

Ricochet Brewing

To: His Worship Mayor Harrison and Members of Council

Date: January 25, 2024

Subject: Development Permit Application No. DP- 452 (Form and Character).
Reissuance of Development Permit No. 434
Civic Address: 1260 10 Avenue SW
Owner/Applicant: WestUrban Developments Ltd. (1307058 BC Ltd.)

STAFF RECOMENDATION

THAT: Development Permit No. 452 be authorized for issuance for Lot A, Section 10, Township 20, Range 10, W6M, KDYD, Plan EPP115034 (1260 10 Avenue SW) in accordance with the Development Permit drawings attached as APPENDIX 1;

Development Permit No. 452 - Reissuance of Development Permit No. 434

The applicant for Development Permit No. 434 is seeking the reissuance of the Development Permit due to the prior Development Permit expiring on December 6, 2023. The subject Development Permit was issued for 1260 10 Avenue SW. There are no changes to proposed development that was considered under the Development Permit issued in 2021.

Given that there are no changes from the previous application and was issued recently staff are recommending the reissuance of the Development Permit with no Public Hearing or notices to adjacent land owners.

Should Council wish to proceed with the a Public Hearing, pursuant to the City of Salmon Arm Development Permit Procedures Bylaw notices would be mailed to land owners within a 30m radius of the application. The notices outline the proposal and advises those with an interest in the proposal to provide written submission prior to the Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application would be held on February 26, 2024.

PROPOSAL

The Development Permit package attached as Appendix 1. The applicant is proposing the development of a mixed use commercial-residential building comprised of 80 one-bedroom and 60 two-bedroom units, and 496.7m² of commercial space at ground level. Amenities for the residential component include secured bike storage for 140 bikes, 140 vehicle parking spaces partially underbuilding and 30 parking stalls for the commercial uses. A letter from the applicant details the development proposal and is included at Appendix 2. Large drawings to scale are available for viewing in the Planning Department.

BACKGROUND

The subject property fronts the south side of 10 Avenue SW and the development site is approximately 8948 m². On June 14, 2021 the subject property was rezoned from C3 – Service Commercial to C2 – Town Centre Commercial in order to accommodate the development as shown in Appendix 1. The subject property is designated “Town Centre Commercial” in the Official Community Plan (OCP) (see Appendices 3 to 5).

Adjacent Land Uses/Development:

North: 10 Avenue SW and shopping mall – Zoned C-7
South: Residential Strata – Zoned R-4
East: Single Family Residential Home – Zoned R1 and Commercial Building – Zone C3
West: Active Agriculture operation and single family dwelling – Zone C3

COMMENTS

Building Department

Part 3 building will require review by Registered Professionals (incl. Architect) at Building Permit stage. Geotechnical report supplied by the applicant is under review. Development in the Salmon River Flood Plain - minimum flood construction level is above the 352 m Geodetic Survey Coordinate.

Fire Department

No concerns.

Engineering Department

Engineering comments have been provided in the attached Engineering Servicing Report dated January 18, 2024 and is attached as Appendix 7.

Design Review Panel

At their June 30, 2021 meeting the Design Review Panel passed the following recommendation:

“THAT the DRP supports DP 434 as presented.”

Planning Department

The subject property is situated in an emerging commercial node in close proximity to newer multi-family and medium density developments. In past OCPs, a mixed-use, commercial/residential village concept was envisioned for this area near the intersection of 10 Avenue SW and 10 Street SW; the neighbouring residential strata “Village at 10 & 10”, the upgraded Piccadilly Mall and Piccadilly Terrace developments being catalysts for the vision. The recent construction of office buildings to the east of the subject property also serves as an example to this vision.

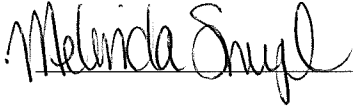
In 2011 a large tract of land including the subject property and adjacent lots were re-designated from Highway Service Commercial to City Centre Commercial. The idea for a City Centre Commercial land use designation was intended to establish the highest development design standards consistent with what is expected in the downtown core, the downtown waterfront and the newer uptown highway commercial node.

The proposed development is consistent with that vision and the development of a mixed use commercial/residential development would set the tone for development on adjacent land(s). Further to this, the Development Permit drawings are generally consistent with the “City Centre” design guidelines of Section 9.5 OCP. The applicant's letter attached as Appendix 2 outlines several ways in which their design complies with, and even exceeds, the guidelines of the OCP. In addition to those sections of the OCP noted in the letter, staff advise that the proposal is also consistent with Section 9.3.10 which encourages “developments in the City Centre to achieve a high development density, using methods such as 100% parcel coverage, 0m lot line setbacks, underground/underbuilding parking, and upper floor residential units”.

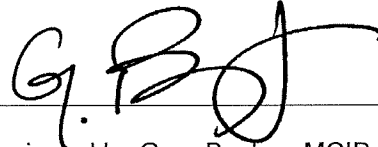
It should be noted that at the time of rezoning input from the neighbouring property owners was taken into consideration and the applicant made site plan changes with regard to landscaping and the location of the recycling and refuse bins.

CONCLUSION

Staff recognize the excellent calibre of the Development Permit application submission and that the proposed Development Permit drawings are consistent with the City Centre guidelines. Staff recommend the Development Permit for approval.



Prepared by Melinda Smyrl, MCIP, RPP
Manager of Planning and Building



Reviewed by Gary Buxton, MCIP, RPP
Director of Planning and Community Services

- Appendix 1: Development Permit Drawings, dated December 14, 2023
- Appendix 2: Applicant Letter, dated December 1, 2023
- Appendix 3: Subject Property Map
- Appendix 4: Ortho Map (large scale)
- Appendix 5: Ortho Map (small scale)
- Appendix 6: OCP Map
- Appendix 7: Zoning Map
- Appendix 8: Engineering Servicing Report, dated January 18, 2024

SALMON ARM APARTMENT

SALMON ARM BC

PREPARED BY
THUJA ARCHITECTURE STUDIO LTD.



DECEMBER 06 2023

SET NO.

REISSUED FOR DEVELOPMENT PERMIT





LOCATION PLAN

N.T.S.

SITE LOCATION

DRAWING INDEX

- PR1 SITE PLAN & PROJECT DATA
- PR2 FLOOR PLANS
- PR3 UNIT PLANS
- PR4 ELEVATIONS
- PR5 ELEVATIONS
- PR6 MATERIALS

CONSULTANT LIST

DEVELOPER/OWNER
WESTURBAN DEVELOPMENTS LTD.
 Sean Roy, CEO
 111-2036 South Island Hwy, Campbell River, BC V9W 0E8
 250.914.8485
 sroy@westurban.ca

ARCHITECT
THUJA ARCHITECTURE STUDIO LTD.
 Tanis Frame, Architect AIBC, LEED AP
 41289 Horizon Dr Squamish BC V8B 0Y7
 250.650.7901
 info@thujaarchitecture.ca

PROJECT DATA

LEGAL ADDRESS:
 1290, 1260 & 1230 10TH AVENUE, SALMON ARM BC

CIVIC ADDRESS:
 1290, 1260 & 1230 10TH AVENUE, SALMON ARM BC

ZONING:
 C2 - TOWN CENTER COMMERCIAL ZONE

TOTAL LOT SIZE:
 +/- 8387 SQ.M.

BUILDING AREA:
 PROPOSED FOOTPRINT: 851.1 SQ.M (AT GRADE)
 2165.6 SQ.M. (RESIDENTIAL OVER)

FLOOR AREAS:
 MAIN (COMMERCIAL) 486.7 SQ.M.
 SECOND 1724.3 SQ.M.
 THIRD 1724.3 SQ.M.
 FOURTH 1724.3 SQ.M.
 FIFTH 1724.3 SQ.M.
 SIXTH 1724.3 SQ.M.
TOTAL (NET) 8116.6 SQ.M.

COVERED DECK AREAS:
 113.1 SQ.M. 'S' = 665.6 SQ.M.

COMMON (MAIN) 354.4 SQ.M.
COMMON (SECOND) 348.2 SQ.M.
COMMON (THIRD) 348.2 SQ.M.
COMMON (FOURTH) 348.2 SQ.M.
COMMON (FIFTH) 348.2 SQ.M.
COMMON (SIXTH) 348.2 SQ.M.
TOTAL (NET) 2035.4 SQ.M.
TOTAL (GROSS) 11778.1 SQ.M.

FLOOR AREA RATIO:
 PROPOSED: 1.46

DENSITY:
 PROPOSED: 140 UNITS

SITE COVERAGE:
 ALLOWED: 100%
 PROPOSED: 10.1% (AT GRADE)
 20% (RESIDENTIAL FOOTPRINT OVER)

BUILDING HEIGHT:
 6 STOREYS - 20M MAXIMUM

UNIT COUNT:	MAIN	2ND-6TH	BUILDING
STUDIO BEDROOM	0	0 (15)	0
ONE BEDROOM	0	16 (75)	80
TWO BEDROOM	0	12 (15)	60
THREE BEDROOM	0	0 (15)	0
TOTAL	0	28 (15)	140

SETBACKS:

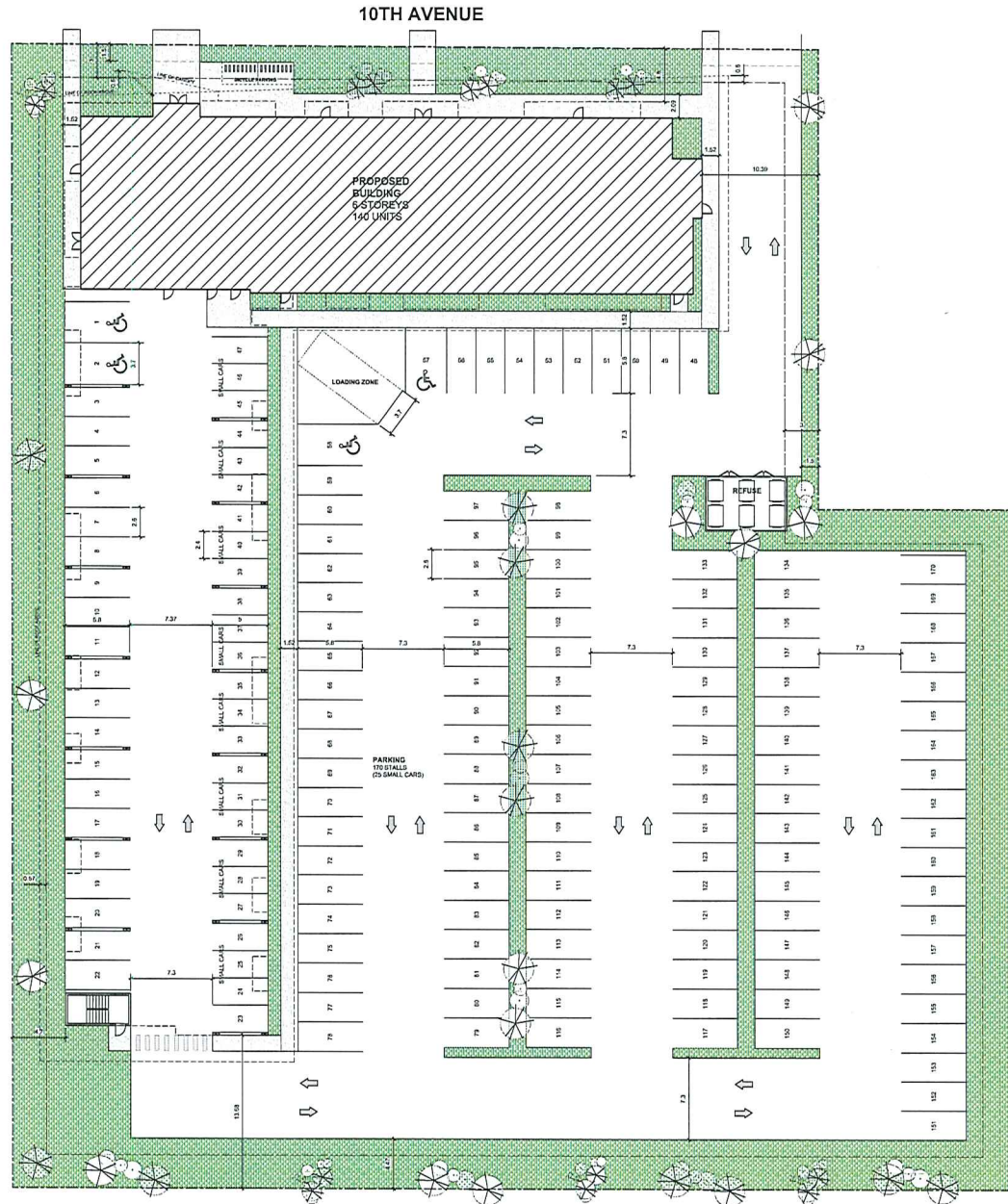
	PROPOSED
FRONT (NORTH)	4.8M
REAR (SOUTH)	13.66M
SIDE (EAST)	10.39M
SIDE (WEST)	4.74M

PARKING:

REQUIRED:	RESIDENTIAL: 1 PER UNIT:	140
TOTAL	COMMERCIAL: 1.28 SQ.M.	35
TOTAL		175

PROVIDED:

	STANDARD:	141
TOTAL	HANDICAP STALLS (2% REQ'D)	4
	SMALL CAR (20% ALLOWED)	25
TOTAL		170



SITE PLAN
 SCALE: 1:192 METRIC

CONTRACTOR TO VERIFY ALL LINES, LEVELS, SURFACES, DIMENSIONS, LOCATION OF BUILDING ON SITE AND LOCATION OF ALL SERVICES PRIOR TO CONSTRUCTION. ALL WORK TO BE DONE IN ACCORDANCE WITH THE B.C. BUILDING CODE, CURRENT EDITION AND ALL LOCAL BUILDING BYLAWS.

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 T: 250.650.7901 E: info@thujaarchitecture.ca

NO. DATE

ISSUED FOR REVIEW APR 23 2021
 REISSUED FOR DP DEC. 06 2023



PROJECT
SALMON ARM DEVELOPMENT

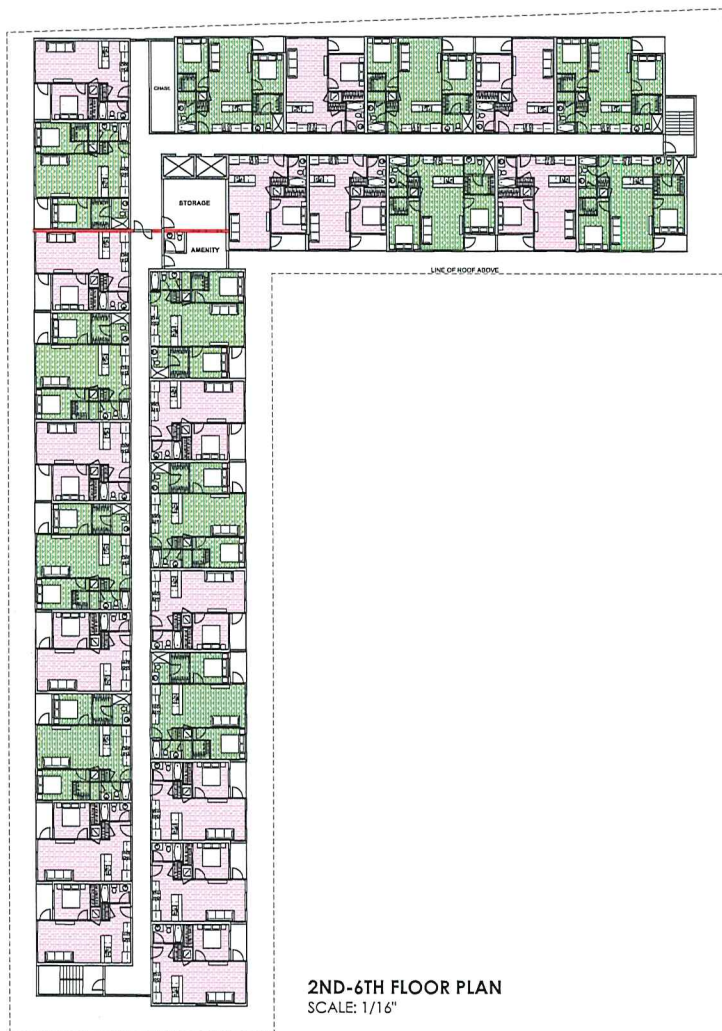
DRAWING
SITE PLAN

DATE	AS NOTED	PROJECT NO.
DATE	DRAWN BY: TF / DW	
DATE		

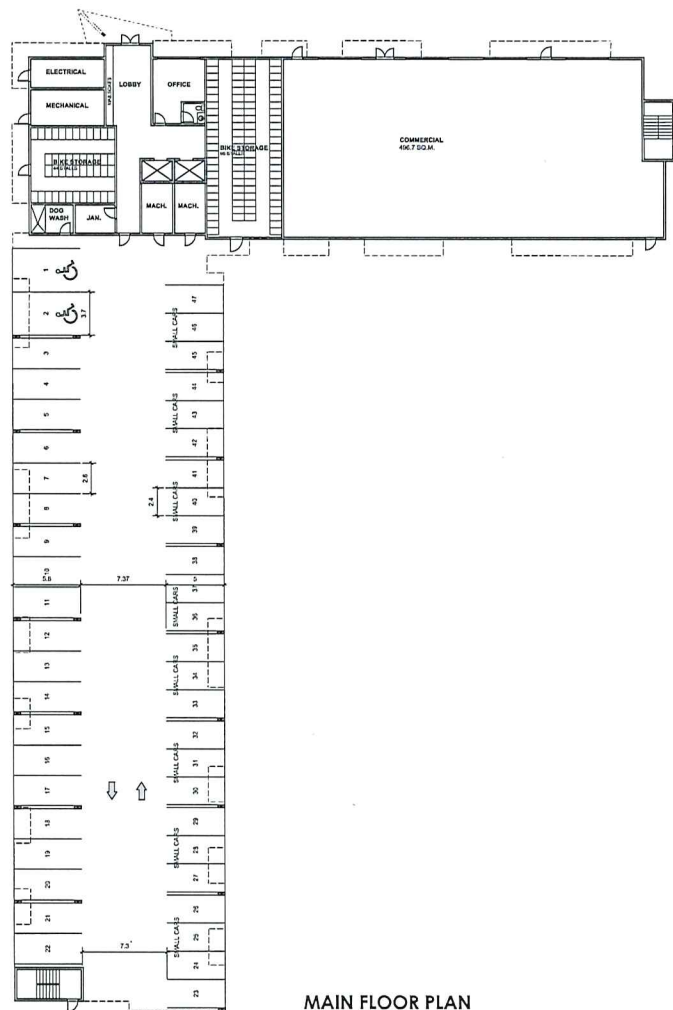
PR1

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2ND-6TH FLOOR PLAN
SCALE: 1/16"



MAIN FLOOR PLAN
SCALE: 1/16"



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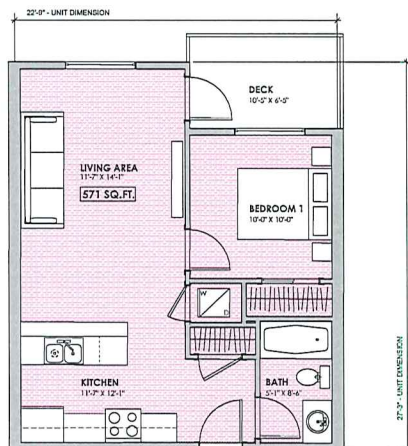
PROJECT
SALMON ARM
DEVELOPMENT

FLOOR PLANS		
SCALE	AS NOTED	PROJECT NO.
SITE		DESIGNED BY TP / BW
SHEET		

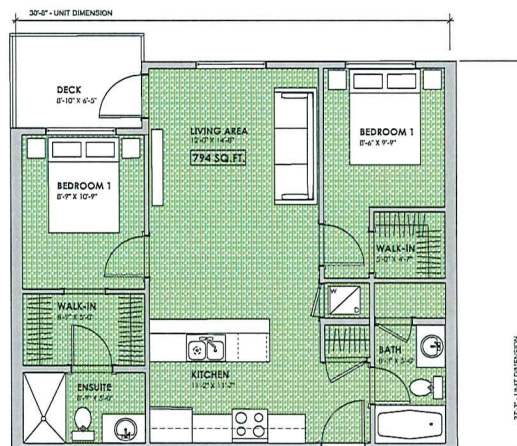
PR2

CONTRACTOR TO VERIFY ALL LINES, LEVELS, SURVEYS, DIMENSIONS, LOCATION OF BUILDINGS ON SITE AND LOCATION OF ALL SERVICES PRIOR TO CONSTRUCTION. ALL WORK TO BE DONE IN ACCORDANCE WITH THE D.C. BUILDING CODE, CURRENT EDITION AND ALL LOCAL BUILDING BYLAWS.

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ONE BEDROOM - "A"



TWO BEDROOM - "B"



Tania Prasad - Architect AIBC LEED AP
4128B Huron Dr. Spassmin B2 W8 0Y7
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ISSUED FOR REVIEW APR 23 2021
REISSUED FOR DP DEC. 06 2023



PROJECT
SALMON ARM DEVELOPMENT

DRAWING
UNIT FLOOR PLANS

SCALE	AS NOTED	PROJECT NO.	
SHEET		DRAWN BY	TF / SW
SHEET			

PR3

CONTRACTOR TO VERIFY ALL LINES, LEVELS, SURVEY, DIMENSIONS, LOCATION OF BUILDING ON SITE AND LOCATION OF ALL SERVICES PRIOR TO CONSTRUCTION. ALL WORK TO BE DONE IN ACCORDANCE WITH THE B.C. BUILDING CODE, CURRENT EDITION AND ALL LOCAL BUILDING BYLAWS.

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WEST ELEVATION

- MATERIAL LEGEND**
- 1 FIBRE CEMENT LAP SIDING - WEATHERED WOOD
 - 2 FIBRE CEMENT LAP SIDING - SHOU SUGI BAN
 - 3 CEDAR RENDITIONS 'TIMBERLINE'
 - 4 FIBRE CEMENT PANELS IN DARK GREY
 - 5 SOFFIT - CEDAR RENDITIONS 'TIMBERLINE'
 - 6 FASCIA - BLACK FIBRE CEMENT
 - 7 RAILINGS - BLACK ALUMINUM
 - 8 VINYL WINDOWS - BLACK
 - 9 WEATHERED WOOD BEAM
 - 10 DECK SOFFIT - BLACK PERFORATED ALUMINUM
 - 11 ROOFING - SBS 2 PLY MEMBRANE - BLACK
 - 12 CANOPY ROOF - STANDING SEAM METAL - BLACK



Taris Framo - Architect AIBC LEED AP
 41309 Horizon Dr., Squamish BC V8B 0Y7
 T: 750.650.7001 E: info@thujaarchitecture.ca

ISSUED FOR REVIEW APR 23 2021
 REISSUED FOR DP DEC. 06 2023



NORTH ELEVATION



PROJECT
SALMON ARM DEVELOPMENT

DATE: _____
 SCALE: AS NOTED PROJECT NO.: _____
 SHEET: _____ DRAWN BY: TF / GW
 SHEET

PR4

CONTRACTOR TO VERIFY ALL LINE, LEVELS, DIMENSIONS, AND LOCATION OF BUILDING ON SITE AND LOCATION OF ALL SERVICES PRIOR TO CONSTRUCTION. ALL WORK TO BE DONE IN ACCORDANCE WITH THE B.C. BUILDING CODE, CURRENT EDITION AND ALL LOCAL BUILDING BYLAWS.

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FAST ELEVATION

MATERIAL LEGEND

- ① FIBRE CEMENT LAP SIDING - WEATHERED WOOD
- ② FIBRE CEMENT LAP SIDING - SHOU SUGI BAN
- ③ CEDAR RENDITIONS 'TIMBERLINE'
- ④ FIBRE CEMENT PANELS IN DARK GREY
- ⑤ SOFFIT - CEDAR RENDITIONS 'TIMBERLINE'
- ⑥ FASCIA - BLACK FIBRE CEMENT
- ⑦ RAILINGS - BLACK ALUMINUM
- ⑧ VINYL WINDOWS - BLACK
- ⑨ WEATHERED WOOD BEAM
- ⑩ DECK SOFFIT - BLACK PERFORATED ALUMINUM
- ⑪ ROOFING - SBS 2 PLY MEMBRANE - BLACK
- ⑫ CANOPY ROOF - STANDING SEAM METAL - BLACK



Tarish Farnam Architect AIBC LEED AP
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 T: 250.650.7001 E: info@thujarchitecture.ca

ISSUED FOR REVIEW APR 23 2021
 REISSUED FOR DP DEC. 06 2023



PROJECT
SALMON ARM DEVELOPMENT

DRAWING
ELEVATIONS

SCALE AS NOTED PROJECT NO. _____
 DATE _____ DRAWN BY TF / SW
 SHEET _____

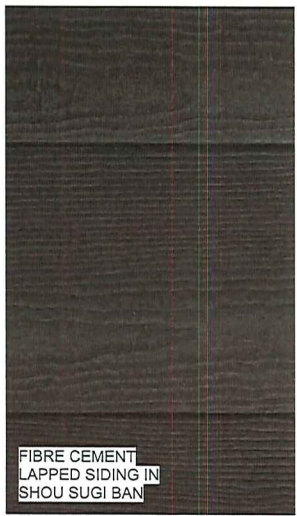


SOUTH ELEVATION

PR5

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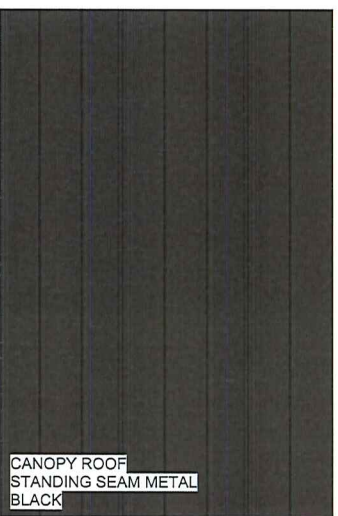
FIBRE CEMENT
LAPPED SIDING IN
SHOU SUGI BAN



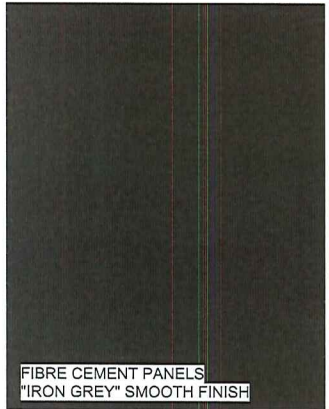
FIBRE CEMENT
LAPPED SIDING IN
WEATHERED WOOD



HANDRAILS +
DECK SOFFITS
BLACK ALUMINUM



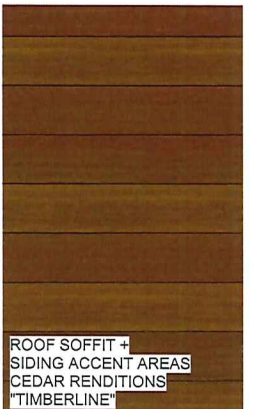
CANOPY ROOF
STANDING SEAM METAL
BLACK



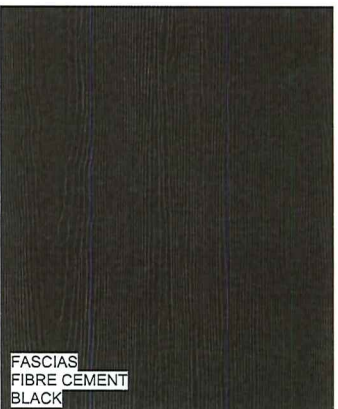
FIBRE CEMENT PANELS
"IRON GREY" SMOOTH FINISH



VINYL WINDOWS
+ MEMBRANE ROOFING
BLACK



ROOF SOFFIT +
SIDING ACCENT AREAS
CEDAR RENDITIONS
"TIMBERLINE"



FASCIAS
FIBRE CEMENT
BLACK



Telis Frame Architect AIBC LEED AP
41289 Horizon Dr. Squamish BC V8B 0Y7
T: 250.650.7901 E: info@thujaarchitecture.ca

NO. DATE
ISSUED FOR REVIEW APR 23 2021
REISSUED FOR DP DEC. 06 2023



PROJECT
SALMON ARM
DEVELOPMENT

DRAWING
MATERIALS

SCALE	AS NOTED	PROJECT NO.	
DWG.		DRAWN BY	TF / DV
SHEET			

PR6



Dec 01, 2023

City of Salmon Arm
 Development Services
 P.O. Box 40
 500 2 Avenue NE
 Salmon Arm, BC V1E 4N2

Dear Salmon Arm planners,

RE: Submission for 1260 10th AVE SW, SALMON ARM BC

This “Letter of Proposal” is to accompany the Development Permit Submission package for 1290, 1260 & 1230 10th Ave SW.

This is a resubmission for development permit as the current permit has expired. This project remains unchanged from the last submission in 2021.

1. Project description/analysis

The proposed project is a mixed commercial and multi-family development consisting of a six storey apartment building with 140 market rental units and 497 SQ.M. (5,346 sqft) of commercial space. The project is located on the 10th Ave SW arterial, across from the “Mall at Picadilly,” which will give residents immediate access to groceries and other retail and entertainment needs within a short walk. The proposed location falls within the “C2- Commercial Town Centre Zone,” although it is in fact several blocks southwest of the larger town centre commercial core. The subject property is currently a mix of low-density residential housing and a large commercial building. The proposed project will create a striking land mark for the neighborhood, and provide an attractive streetscape across from the mall parking lot. The project will increase and enhance the stock of rental housing available, ensuring that affordable housing units exist for current residents in a location that will promote use of walking, biking and public transit.

The local neighbourhood lacks a cohesive design structure, and currently combines a variety of residential houses (nestled along minor roads set back from the artery), larger-mass commercial buildings along the 10th Ave SW artery, and open, agricultural land. Although the neighbourhood falls in the “City Centre Development Permit Area,” it is separated from the main core of the City Centre,

and does not resemble the architecture described there. There are no neighboring buildings that will be directly adjacent to the proposed apartment, nor are there any that resemble the 3-storey buildings highlighted in the OCP for the City Centre DP area. Clearly this neighbourhood was included in the OCP as a commercial city centre zone as a planning tool for what it has the potential to become, rather than as a reflection of its current character.

The proposed project will support the evolution of the neighborhood towards a place that feels more like a city centre. It will feature high-quality finishing materials and design elements to introduce a landmark building with a high aesthetic standard. Furthermore, it appears that existing commercial entities along 10th Ave SW have been designed with solely a vehicle-visitor focus in mind. The landscaping, design and placement of the proposed building will create a pleasant streetscape for pedestrians in this area. The site plan will also be designed to avoid conflicts with adjacent uses through sound attenuation, appropriate lighting, landscaping, traffic calming and the siting of the building to minimize impacts on adjacent development. (The building itself will actually help to shield the residential neighborhood adjacent to the south from noise and lights associated with 10th Ave SW and the Mall.)

The building will include a mix of studio, one-bed and two-bedroom units to cater to a variety of tenants. The apartments will remain in the rental pool, and not be stratified, to ensure that it will address 'market-rate' housing needs in perpetuity. The building location provides easy walking and biking access for residents to many local resources, such as groceries, restaurants, shopping, and Blackburn Park. Residents can also easily take public transit to access the city centre of Salmon arm, as well as natural features such as the McGuire Lake Park and the Pileated Woods Trail system. Increasing the population base in this location will seed the beginning of this new town centre neighbourhood to promote further pedestrian-focused growth in the area.

2. Architectural and Landscaping Design rationale

A. Form and Character

The form and character of the development provides a varying scale throughout the development by way of varying building massing and form typologies. The building utilizes similar high-quality materials to create a cohesive development, although the juxtaposition and variation of these materials creates visual interest and eliminates any monotony. The materials are selected for durability, and emulate natural tones such as weathered wood, cedar and grey stone colouring. The building has distinctive canopies at entry points, and plentiful decks and windows overlooking the sidewalks and open areas to engage the public realm. Building entrances are connected to sidewalks and show clear entry points to the building.

The location of the building allows for a buffer dedicated to landscaping and pedestrian pathways. The placement also addresses neighbouring sites, solar paths, parking needs and vehicular movement.

B. Signage

The signage for the development will be located directly on the building facade to identify the building, close to ground level as appropriate. Lighting will be directed to only illuminate the signage when required. All signage will be consistent with the architectural style of the development.

C. Siting, Landscaping and Screening

The site is subject to development permit guidelines for commercial buildings in the City Centre Development Permit Area. The lot is essentially flat, with no unusual challenges to construction. Existing vegetation consists mainly of grass, with only a few trees, which will have to be removed during construction, but extensive landscaping will be undertaken after construction to provide green space around three sides of the property, including many new trees to be planted.

All landscape and screening has been designed by a registered Landscape Architect, and the plan incorporates appropriate plant species and locations for the area of the development. Trees, shrubs and other plantings will be placed along the road frontage on 10th Ave. SW to enhance the pedestrian experience. The remaining perimeters of the property will also have a landscaped buffer to provide a barrier to the private balconies at ground level and protect the privacy of neighbouring properties, as well as to provide sound attenuation from the ground-level parking spaces.

All commercial space will be located on the ground level of the north wing of the building, aligned along the main road frontage, and adjacent to the existing commercial-use lot on the east side of the proposed project. The refuse service area and mechanical services will be screened by hard and soft landscaping features, to mitigate impacts on public view and noise pollution.

The site plan minimizes shadowing of neighboring properties by using a compact footprint, honoring wide setbacks, and placing the building right along the northern and western setbacks of the site plan.

D. Lighting

All lighting will be full cut off luminaries. The building will have soffit lighting that operates on a solar activated lens, and provides a warm glow to the underside of the roof line. Lighting will be provided at the entry canopies of the apartment by way of solar activated soffit lighting. The parking area and pedestrian pathways will be lit with full cut off lights providing security and safety at night.

E. Parking

The surface parking lot is behind the building, hidden from the view of the main road. Parking consists of 30 commercial parking stalls and 140 residential parking stalls, 47 of which are sheltered under the cover of the west wing of the building. All on-site traffic will use a single entrance point to the property, with a Two-way vehicular access drive, and pedestrian access at rear of building from parking to minimize vehicle-pedestrian interactions. Perimeter landscaping will screen parking and provide a buffer from adjacent properties.

Short term bicycle parking is located at bike racks outside, while long term secure bicycle parking is provided for each apartment within the building, off the ground floor lobby. Handicap stalls are provided as required.

3. Rationale:

a. DP Primary Objectives Compliance

This project supports the primary objectives of the “City Centre Development Permit Area,” including:

- quality building, site, landscape and streetscape design with the highest level of architectural standards, enhancing the architectural character of the neighborhood by providing a landmark building
- supporting high levels of safe and varied pedestrian use by enhancing the street scape
- tailoring new City Centre commercial development to local site conditions by providing a local population centre in a new city centre neighbourhood
- promoting environmentally sensitive building and landscape approaches through highly efficient land use

b. DP Guideline Compliance

In most respects the project strongly complies with the *Siting and Building Guidelines* defined in the “City Centre Development Permit Area.” However, as noted above, the neighbourhood does not currently reflect many of the building types and/or character attributes defined for this permit area, and therefore due to context, the project is not able to meet certain guidelines in a literal fashion. For example:

9.5.9 Design buildings to provide visual and functional continuity with existing buildings and streetscapes.

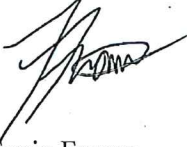
9.5.10 Design buildings to be consistent or complementary with the proportion, scale and massing of commercial buildings adjacent to the new development.

In fact, the project will provide a streetscape with a higher quality of architecture and landscaping than the adjacent and nearby properties, which meets the design guidelines in many ways that the nearby properties do not. (Such as high-quality design, visual disruption of massing, visual division into separate storefronts, pedestrian focused streetscape, landscape buffers, locating parking behind buildings, etc.) Although the scale of the building is larger than the nearby buildings, this will be mitigated by the elements of the building designed to break up the building mass. Importantly, establishing a larger population base in this neighbourhood will help to make it more pedestrian focused, and provide an immediate local clientele for future projects in the neighbourhood to serve in a pedestrian-focused way.

In Conclusion

In almost all respects, the development conforms to the key objectives and guidelines for development permits in this category. The project will make highly efficient use of the available land, while providing commercial space and rental apartments in a location that will foster walking, biking and use of public transport. Overall the building will positively contribute toward the character of the neighbourhood and provide a local population base that will support further city-center character growth in that area. Should you require and further information or clarification, please do not hesitate to contact me.

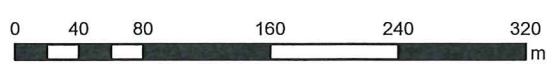
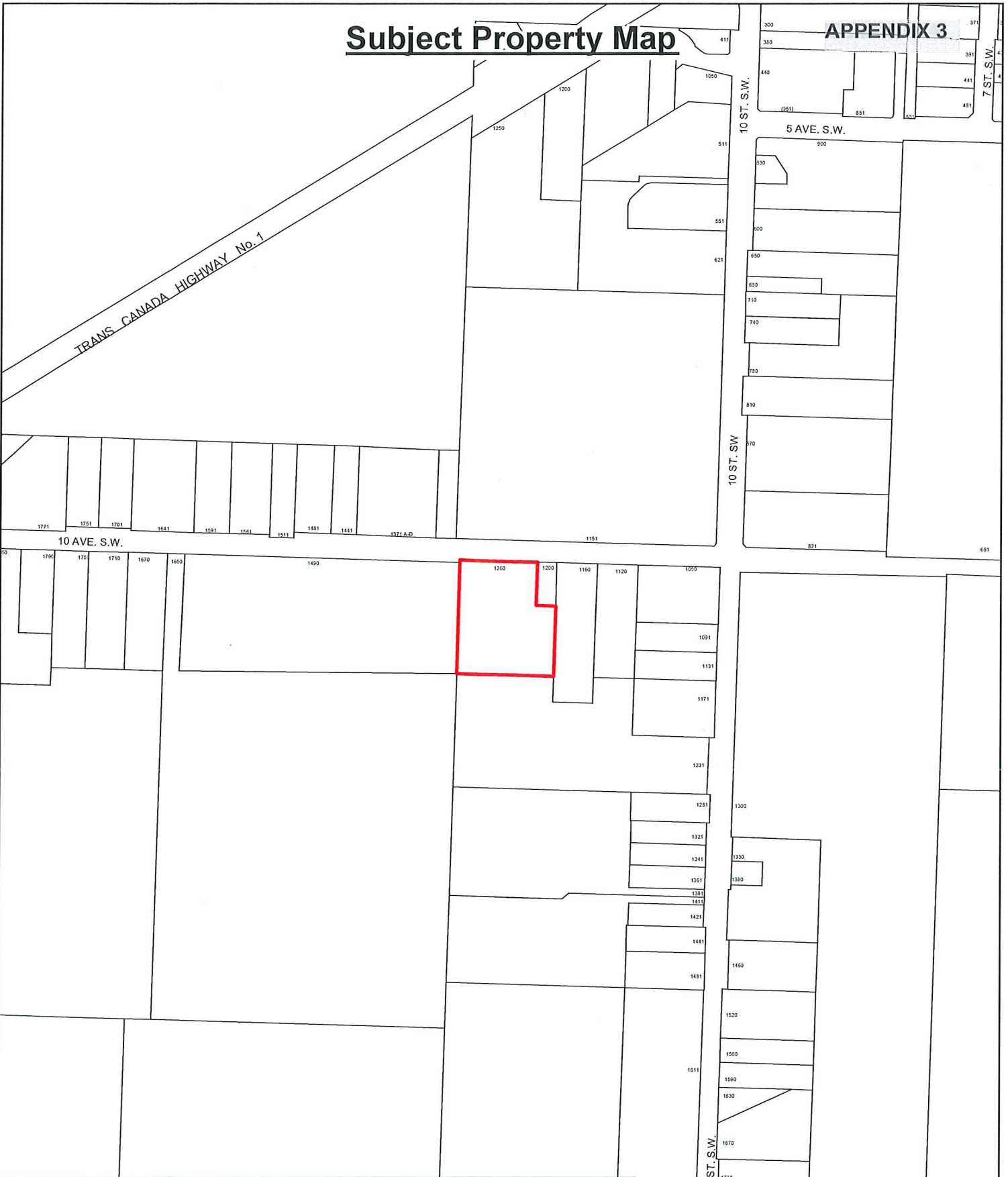
Sincerely,





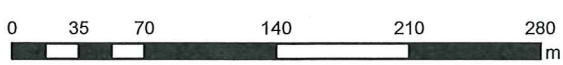
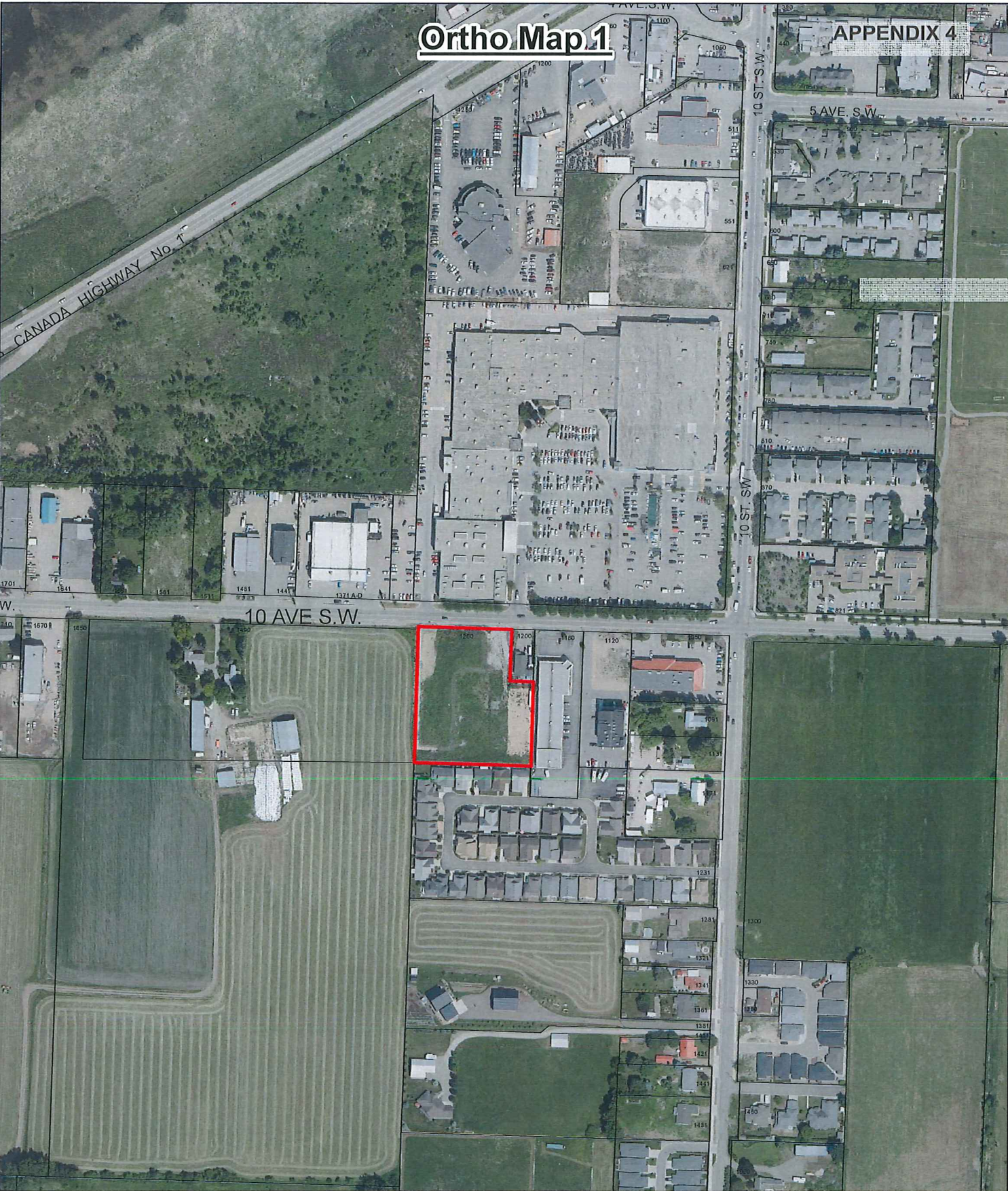
Tanis Frame
Architect AIBC, LEED AP

Subject Property Map

APPENDIX 3



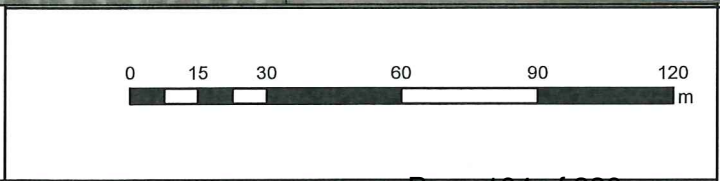
-  Subject Property
-  Parcels




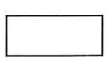
-  Subject Property
-  Parcels

Ortho Map 2

APPENDIX 5



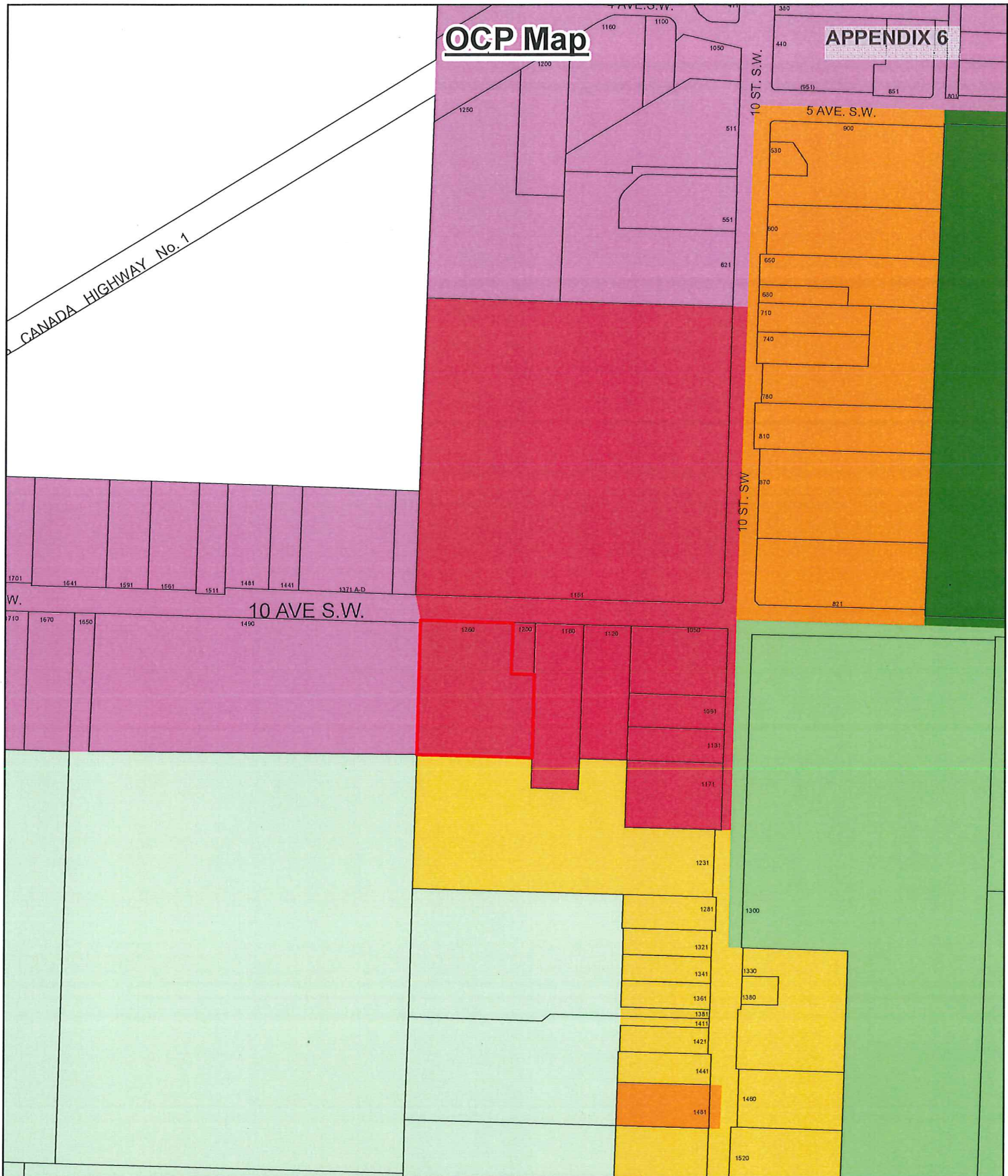
 Subject Property

 Parcels

OCP Map

APPENDIX 6

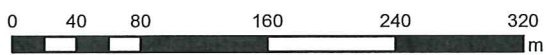
CANADA HIGHWAY No. 1



- Subject Property
- Parcels
- Acreage Reserve
- Salmon Valley Agriculture
- Park
- Residential - Medium Density
- Residential - High Density
- Commercial - City Centre
- Commercial - Highway Service / Tourist

Zoning Map

APPENDIX 7



- | | | |
|------------------|------|-------|
| Subject Property | A-1 | CD-11 |
| Parcels | A-2 | IR |
| | C-2 | P-1 |
| | C-3 | P-3 |
| | C-6 | R-1 |
| | C-7 | R-4 |
| | CD-1 | R-5 |



*Memorandum from the
Engineering and Public
Works Department*

TO: Gary Buxton, Director of Planning
 DATE: January 18, 2024
 PREPARED BY: Chris Moore, Engineering Assistant
 APPLICANT: WestUrban Developments Ltd
 SUBJECT: DP-542
 LEGAL: Lot A, Section 10, Township 20, Range 10, W6M, KDYD, Plan EPP115034
 CIVIC: 1260 10 Avenue SW

Further to your referral dated December 19, 2024, we provide the following servicing information.

Comments are based on the development as proposed in the referral. If the development plans for the property change significantly, comments below may change

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 4293. 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 (ESC) measures will be required prior to the commencement of construction. ESC plans to be approved by the City of Salmon Arm.
7. At the time of 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.
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.

DEVELOPMENT PERMIT FILE: DP-542

January 18, 2024

Page 2

Roads / Access:

1. 10 Avenue SW, on the subject properties northern boundary, is designated as an Urban Arterial Road standard, with an ultimate 25.0m road dedication (12.5m on either side of road centerline). Available records indicate that no additional dedication is required. All dimensions and areas of dedication to be confirmed by BCLS.
2. 10 Avenue SW is currently constructed to an Interim Urban Arterial Road standard. Upgrading to the 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, Multi Use Path, boulevard construction, street lighting, street drainage, fire hydrants, and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
3. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
4. As 10 Avenue SW is designated as an Arterial Road, accesses shall be designed by keeping to a minimum number. Only one (1) 8.0m wide driveway access with culvert will be permitted onto 10 Avenue SW. All unused driveways shall be removed. Owner / Developer responsible for all associated costs.
5. Internal roadways are to be a minimum of 7.3m measured from face of curb. Truck turning movements shall be properly analysed to ensure internal road network will allow emergency and service vehicle access.

Water:

1. The subject property fronts a 200mm diameter Zone 1 watermain on 10 Avenue SW. No upgrades will be required at this time.
2. Water service is to be provided by a single metered water service connection (as per Specification Drawing No. W-11), adequately sized to satisfy the proposed use. Water meter will be supplied by the City at the time of building permit, at the Owner / Developer's cost. Only one water service is permitted per parcel, all unused services to be decommissioned at main. Owner / Developer is responsible for all associated costs.
3. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
4. Fire protection requirements to be confirmed with the Building Department and Fire Department.
5. Records indicate existing fire hydrant approximately 50 meters east of eastern most frontage of 1230 10 Ave SW. Fire hydrant installation will be required, spaced 90m from existing hydrant to meet the commercial density spacing requirements.

Sanitary:

1. The subject property fronts a 305mm diameter AC sanitary sewer and a 200mm diameter sanitary sewer on 10 Ave SW. The 200mm main terminates within the frontage of 1290 10 Ave SW. No upgrades will be required at this time.
2. Records indicate that the existing properties are each serviced by City sanitary sewer. The subject parcel is to be serviced by a single sanitary service connection, adequately sized (minimum 100mm) to satisfy the requirements of the development. Only one sanitary sewer service is permitted per parcel, all unused services to be decommissioned at main. Owner / Developer is responsible for all associated costs.
3. The subject property is in an area with no known capacity issues according to the City's Sanitary Master Plan (2016), which indicates the 305mm sanitary main is able to increase capacity by approximately 20 L/s. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Sani System to receive the proposed discharge from the development, including review of the lift station at 681 10 Ave SW. Any necessary upgrades will be the responsibility of the Owner / Developer.

Drainage:

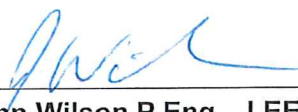
1. The subject property fronts a 1730mm diameter storm sewer main on 10 Ave SW. Due to the limited capacity of this storm sewer main and other considerations, an open drainage system has been designed for this area, which requires a modification to the Urban Arterial Standard. Owner / Developer's engineer will be required to incorporate this design into their drawings for the development.
2. Records indicate that the existing property is not serviced by City storm sewer.
3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
4. Geotech reports in this area recommend against rock pits. Site should connect into the municipal system; however should be designed such that in the event of capacity issues in the main line, stormwater will daylight on site and have a safe flow route off the site and onto 10 Ave SW.
5. Discharge into the Municipal Stormwater Collection System shall be in accordance with Section 7.3. The subject property shall be serviced by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Storm infrastructure in this area is known to have capacity issues; therefore, controlling to 2 year pre-development storm flows is required. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Geotechnical:

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



Chris Moore
Engineering Assistant



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

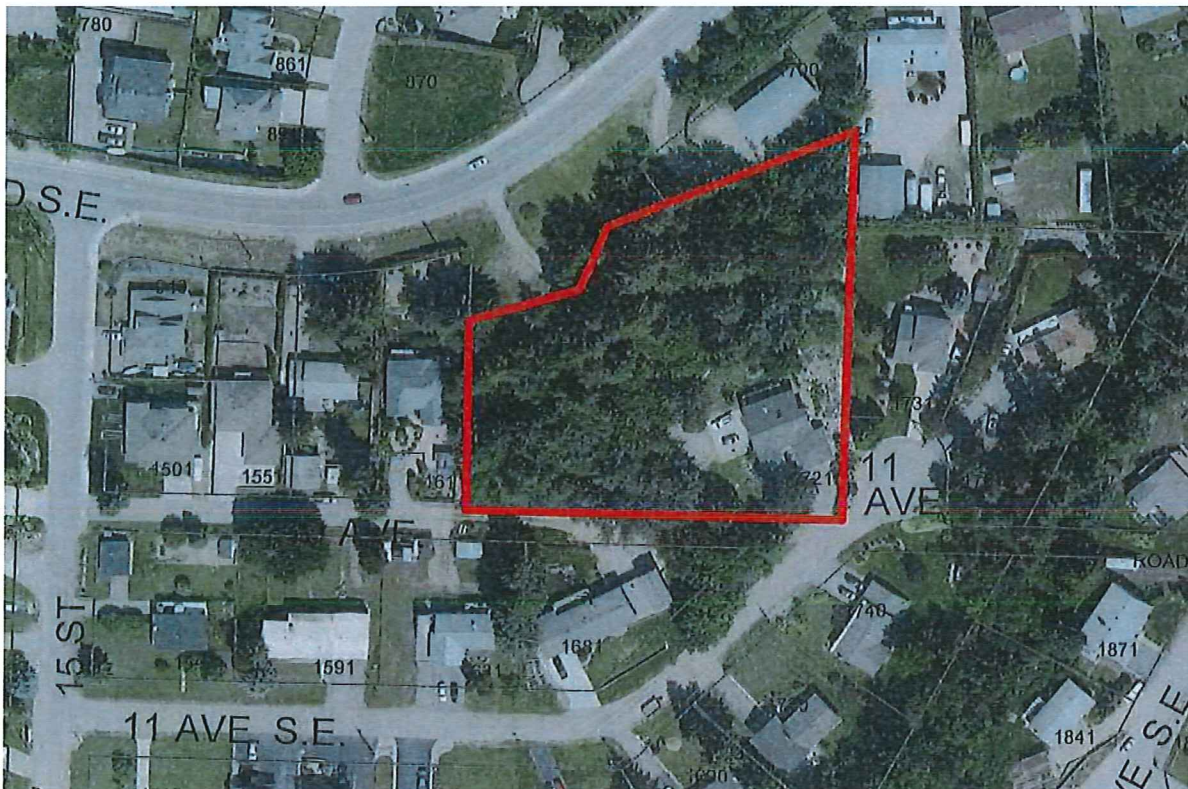
To: His Worship Mayor Harrison and Council
Date: February 6, 2024
Subject: Road Status / Road Closure
10 Avenue S.E. (Lane) at 11 Avenue S.E.

MOTION FOR CONSIDERATION:

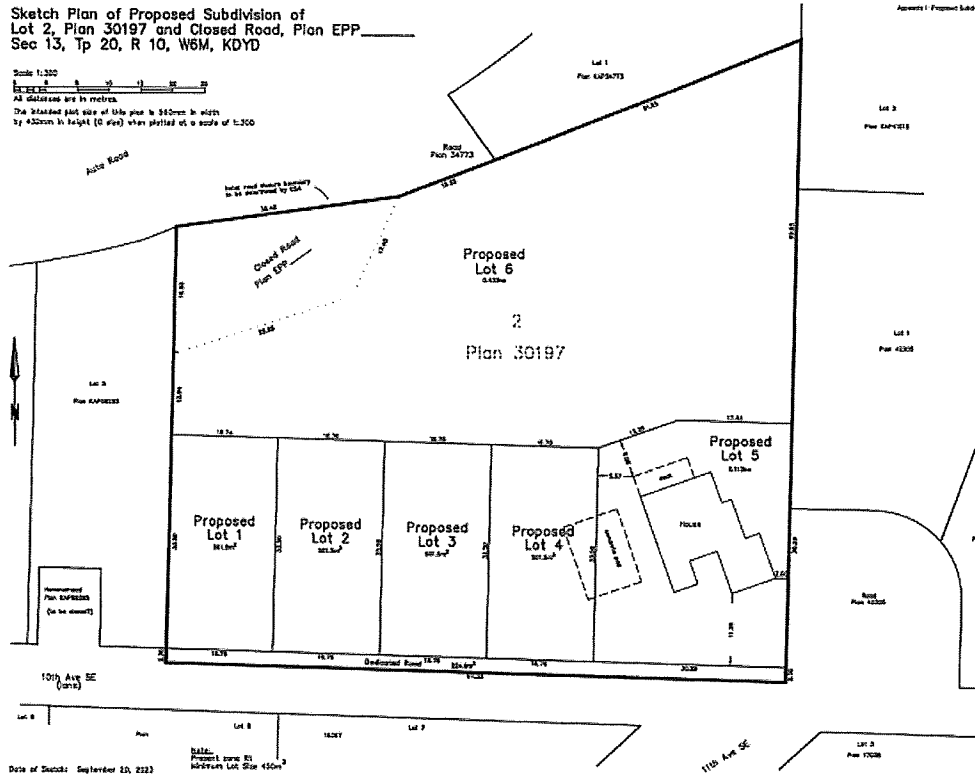
For Information.

BACKGROUND:

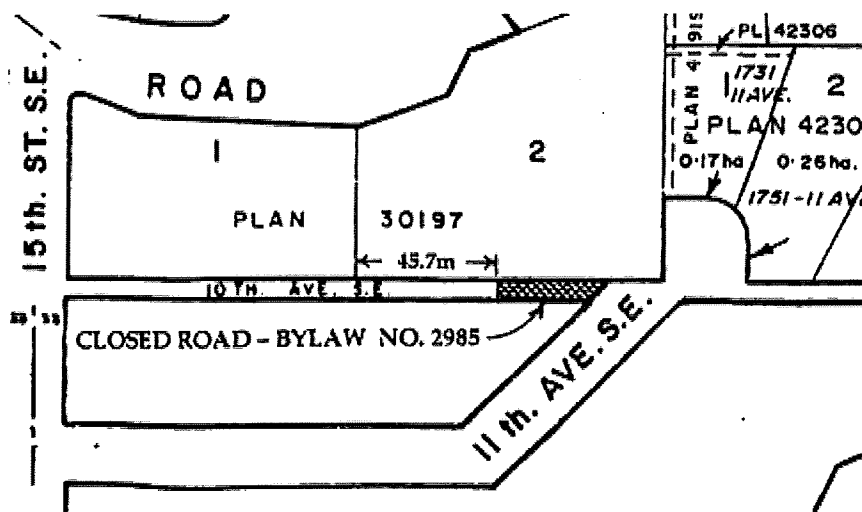
On January 22, 2024, Council held a public hearing and considered rezoning application (ZON-1278 / Bylaw No. 4612) to amend the Zoning Bylaw at 1721 11 Avenue S.E. from the R-1 zone to the R-8 zone (area shown below).



The purpose of the rezoning application was to facilitate a subdivision of four new lots that were proposed to have access from 10 Avenue S.E. as shown below. Council provided third reading of rezoning Bylaw 4612 at the meeting on January 22.



At the public hearing, residents of nearby homes raised the issue of a City bylaw dating from April 2000 that purported to have closed a portion of 10 Avenue S.E. as shown below:



As noted by Staff at the January 22 meeting, Bylaw 2985, while adopted by Council, had not legally closed the indicated portion of road, as the bylaw did not have the approval of the Minister of Transportation and Infrastructure (as required both today and at the time that the bylaw was

approved), and that no effort had been made to raise title to the closed portion at the Land Titles Office. That portion of 10 Avenue S.E. therefore remains legally open to the public. The applicant for the subdivision is also seeking to create access to the new lots and extend 10 Avenue S.E. to reach 11 Avenue S.E.

At the January 22 meeting, Council did ask that this issue return for further deliberation. Below are recent images of the area in question.

Unclosed portion of 10 Ave. S.E. as seen from 11 Ave. S.E.



Unclosed portion of 10 Ave. S.E. as seen from end of 10 Ave. S.E.



11 Avenue S.E. cul de sac

Staff would not recommend that Council proceed with a closure of 10 Avenue S.E. as anticipated by the previous Bylaw 2985 from 2000. The portion to be closed would need to be surveyed, with the associated costs, and a closure bylaw would need to be subject to public review and then submitted to the Minister of Transportation and Infrastructure. If there is opposition to the bylaw, then it is unclear how the Minister would (or would not) proceed. Given that a road closure similar to Bylaw 2985 would effectively preclude access to one of the new lots proposed in the subdivision application, it is reasonable to assume that the subdivision applicant would not support a new closure.

Closure of that portion of 10 Avenue S.E. (if approved) would require significant changes to the subdivision application, including the provision of a turnaround at the east end of the closed portion, to allow for service (solid waste) and emergency vehicles to avoid backing up all the way to 15 Street S.E. Construction of a required turnaround would require significantly more terrain modifications and earthworks to deal with the landscape grades in the area, compared to extending 10 Avenue S.E. through to 11 Avenue S.E.

Currently 10 Avenue S.E. does not meet any road of the width standards for residential access contained in the Subdivision and Development Servicing Bylaw. The subdivision would widen the right of way across the frontage of the subdivision, but if the road was closed, then the remainder of the roadway (about 100m) to the west would need to be widened to allow the subdivision to proceed. This would require the developer to fund both the construction of a turnaround and the road widening.

The additional traffic created by the subdivision would be minimal and not out of scale or scope with current traffic patterns in the area. New traffic resulting from the new homes also would be unlikely to use 11 Avenue S.E. as the distance is greater than taking the direct route to 15 Street S.E., and new traffic would have no reason to enter the cul de sac area at the end of 11 Avenue. Traffic impacts resulting from the extension of 10 Avenue S.E. to 11 Avenue S.E. would not therefore be significant.

Finally, it is worth noting that the existing 11 Avenue S.E. is a long dead-end that is not in compliance with the current cul-de-sac length regulation; at approximately 220 m it exceeds the 160 m maximum length outline in the Subdivision and Development Servicing Bylaw (S. 4.11.4). The proposal to extend 10 Avenue S.E. would bring 11 Avenue S.E. into conformance with the current standard.

Should Council however want to pursue the 10 Avenue S.E. closure, then the following motion would be in order:

That Council direct staff to prepare a road closure bylaw for that portion of 10 Avenue S.E. commencing approximately 45.7m east of the western boundary of Lot 2, Plan 30197.



Gary Buxton
Director of Planning & Community Services

To: His Worship Mayor Harrison and Members of Council

Date: February 6, 2024

Subject: Agricultural Land Commission Application No. 422 (Subdivision – Road Dedication)

Legal: Lot 2, Section 17, Township 20, Range 10, W6M, KDYD, Plan 33563

Civic Address: 821 60 Street NW

Owner: Jody and Susan Dobie

Agent: Michael McCurrach, Cherkowski Marsden LLP

MOTION FOR CONSIDERATION

THAT: Agricultural Land Commission Application No. 422 be authorized for submission to the Agricultural Land Commission.

PROPOSAL

The applicant is proposing a subdivision (road dedication) within the Agricultural Land Reserve. The proposed sketch plan is attached as Appendix 1. The ALC application is enclosed as Appendix 2.

BACKGROUND

Located in the Gleneden area, the subject property is approximately 4.130 ha (10.2 ac) in area (Appendix 3 and 4). The portion of the road dedication within the ALR is approximately 100m². The subject property is outside the Urban Containment Boundary and is designated in the Official Community Plan as Acreage Reserve (Appendix 5). In the Zoning Bylaw it is zoned A2 (Rural Holding Zone) (Appendix 6). The proposed area of road dedication is within the ALR; therefore, approval from the ALC is required in order for the subdivision to proceed (see Appendix 3).

Adjacent land uses include the following:

North: A2 (Acreage Reserve) and within the ALR

South: 8 Avenue NW, and A2 (Acreage Reserve) and partially within the ALR

East: 60 Street NW, and A2 (Acreage Reserve) and within the ALR

West: A2 (Acreage Reserve) and not within the ALR

The Soil Class Maps (Appendix 7 and 8) shows Class 5 to Class 6 soils. The best agricultural lands are rated Class 1 because they have ideal climate and soil to allow a farmer to grow the widest range of crops. Class 7 is considered non-arable, with no potential for soil bound agriculture.

COMMENTS

Engineering Department

The comments of the Engineering Department related to the Subdivision and Development Variance Permit No. 541 are enclosed as Appendix 9 and 10. Development Variance Permit No. 541 is attached as Appendix 11 and includes the Council resolution.

Planning Department

Staff support the proposed road dedication as proposed as this is consistent with previous approvals granted through the issuance of VP – 541 and Subdivision 21.05.

Future growth is limited in most of the rural areas due to the ALR boundary and OCP policies regarding growth. Having said that, the Gleneden area is the only area, outside of the Urban Containment Boundary where rezoning and subsequent subdivision is supported. Lands to the west of the property with shared road frontage along 8 Avenue NW and 65 Street NW are outside of the ALR and are parcels that could accommodate future subdivision.

Conclusion

In 2021 the owners applied for rezoning and subdivision of the subject property. At that time the ALC was referred the applications and stated that the subdivision proposal was outside of the ALR and no further ALC approvals were required. In 2023 the applicants contacted the ALC with final subdivision plans to confirm if there were any concerns and none were noted. The applicant then submitted the subdivision plans to the Approving Officer for final approvals, then the Land Title Office for registration. The owners were notified that the Land Title Office found a defect with the plans and that ALC approval was required given the road dedication. The owners were then instructed by ALC staff that an ALC Subdivision application would be required in order to finalize the subdivision.

Road dedication, including corner cuts, provide space within a road right of way to construct and maintain safe roadways. In rural areas the Subdivision and Development Servicing Bylaw standards are greatly reduced from those road standards typical in the urban area. Should the ALC not support the subdivision, the owners would then have to request that Council vary the area of road dedication. Staff are of the opinion that the required road widths have already been reduced via VP-542 and a further reduction in the road dedication requirements is problematic because it would diminish the City's abilities to maintain the road safely. The road dedication requirements are the minimum required to accommodate the proposed subdivision and further potential development outside of the ALR.

Staff support the ALC application being forwarded to the ALC for a decision.

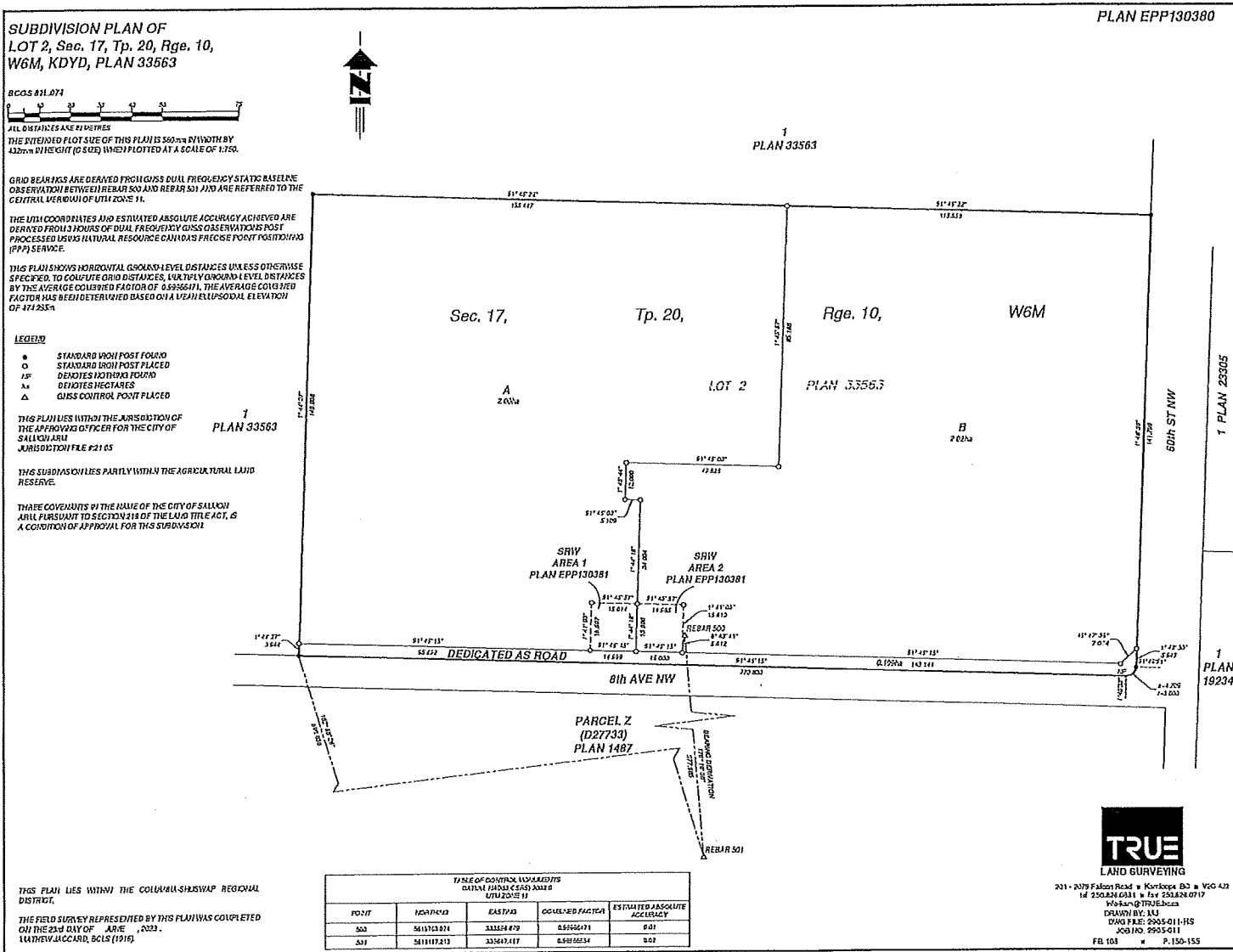


Prepared by: Melinda Smyrl, MCIP, RPP
Manager of Planning and Building



Reviewed by: Gary Buxton MCIP, RPP
Director of Planning and Community
Services

- Appendix 1: Final Subdivision Plan, EPP130380
- Appendix 2: ALC Application No. 70256
- Appendix 3: Subject Property Map
- Appendix 4: Ortho Map
- Appendix 5: OCP Map
- Appendix 6: Zoning Map
- Appendix 7: Improved Soils Map
- Appendix 8: Unimproved Soils Map
- Appendix 9: Sub 21.05 Engineering Servicing Report
- Appendix 10: VP – 541 Engineering Servicing Report
- Appendix 11: VP-541 Permit





Provincial Agricultural Land Commission - Applicant Submission

Application ID: 70256

Application Status: Under LG Review

Applicant: Susan Anne Dobie , Jody Lorne Dobie

Agent: Cherkowski Marsden LLP

Local Government: City of Salmon Arm

Local Government Date of Receipt: 01/30/2024

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

Proposal Type: Subdivision

Proposal: The purpose of the proposal is to create a new lot for the current owners to pass to their kids to build a house and raise their families. The proposed new lot will not contain any ALR land. The City of Salmon Arm requires that existing gravel road be widened to meet City standards (approximately 2.0m). Road classification, surface, & usage to remain the same. Total area of corridor 0.136 ha. Total area of corridor in ALR is 0.0119 ha.

Agent Information

Agent : Cherkowski Marsden LLP

Mailing Address :

351A Alexander Street

Salmon Arm , BC

V1E 1E7

Canada

Primary Phone : (250) 803-9171

Email : michaelm@cmlawyers.ca

Parcel Information

Parcel(s) Under Application

1. **Ownership Type :** Fee Simple

Parcel Identifier : 003-128-491

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

Parcel Area : 4.16 ha

Civic Address : 821 60 St NW, Salmon Arm, BC V1E 3B2

Date of Purchase : 05/26/2016

Farm Classification : Yes

Owners

1. **Name :** Susan Anne Dobie

Address :

821 60 St NW

Salmon Arm, BC
V1E 3B2
Canada
Phone : (250) 832-2586
Email : susand@mill-tech-ind.com

2. **Name :** Jody Lorne Dobie

Address :
821 60 St NW
Salmon Arm, BC
V1E 3B2
Canada
Phone : (250) 832-2586
Email : susand@mill-tech-ind.com

Current Use of Parcels Under Application

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

Haying

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

None

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

Residential

Adjacent Land Uses

North

Land Use Type: Other

Specify Activity : Residential and Agriculture

East

Land Use Type: Other

Specify Activity : Residential and Agriculture

South

Land Use Type: Other

Specify Activity : Residential and Agriculture

West

Land Use Type: Other

Specify Activity : Residential and Agriculture

Proposal

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

2 ha
2.2 ha

2. What is the purpose of the proposal?

The purpose of the proposal is to create a new lot for the current owners to pass to their kids to build a house and raise their families. The proposed new lot will not contain any ALR land. The City of Salmon Arm requires that existing gravel road be widened to meet City standards (approximately 2.0m). Road classification, surface, & usage to remain the same. Total area of corridor 0.136 ha. Total area of corridor in ALR is 0.0119 ha.

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

This parcel is suitable for subdivision due to the negligent impact on ALR land and is being proposed as a means of giving a young family the ability to own a home in the housing crisis we are currently experiencing in British Columbia.

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

The subdivision does not impact the land that is situated within the ALR. There is a very small area of land situated within the proposed new lot where the current residential house already exists.

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

No

Applicant Attachments

- Agent Agreement - Cherkowski Marsden LLP
- Proposal Sketch - 70256
- Other correspondence or file information - ALR Map
- Other correspondence or file information - Signed Subdivision Plan
- Other correspondence or file information - Application to Deposit Plan EPP130380
- Certificate of Title - 003-128-491

ALC Attachments

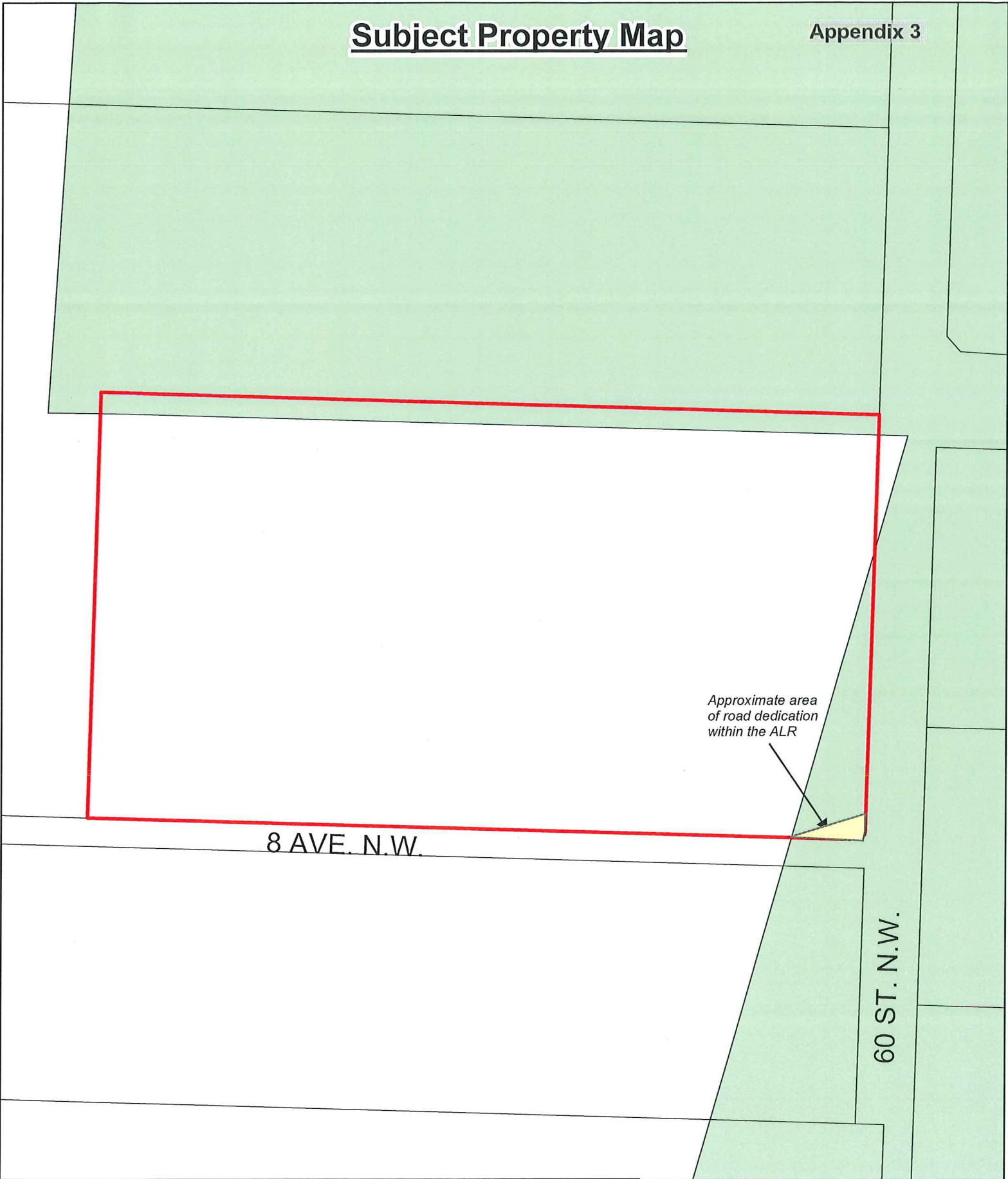
None.

Decisions

None.

Subject Property Map

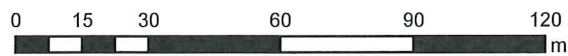
Appendix 3






8 AVE. N.W.

60 ST. N.W.

Approximate area of road dedication within the ALR



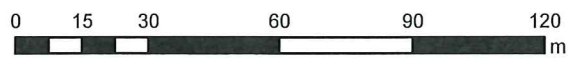
-  Subject Property
-  Parcels
-  ALR



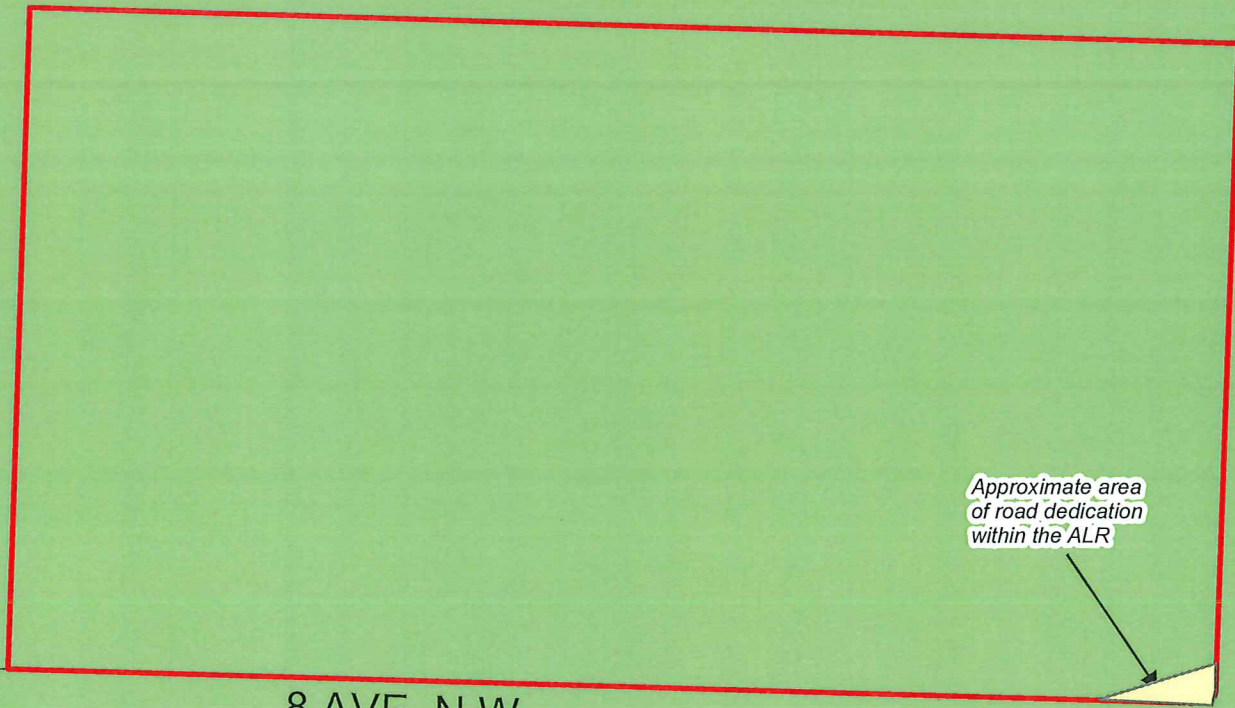
Approximate area
of road dedication
within the ALR

60 ST. N.W.

E.N.W.



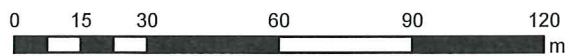
-  Subject Property
-  Parcels



8 AVE. N.W.

60 ST. N.W.

*Approximate area
of road dedication
within the ALR*



- Subject Property
- Acreage Reserve
- Parcels

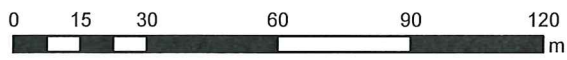
Zoning Map



Approximate area
of road dedication
within the ALR

8 AVE. N.W.

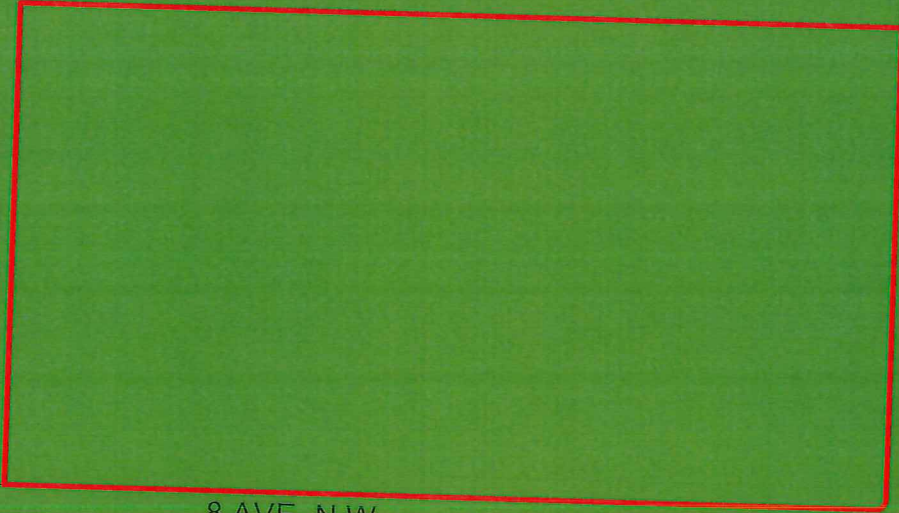
60 ST. N.W.



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

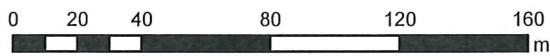
Improved Soil Classification





7 3
6 T - 5 T
P W



8 AVE N.W.

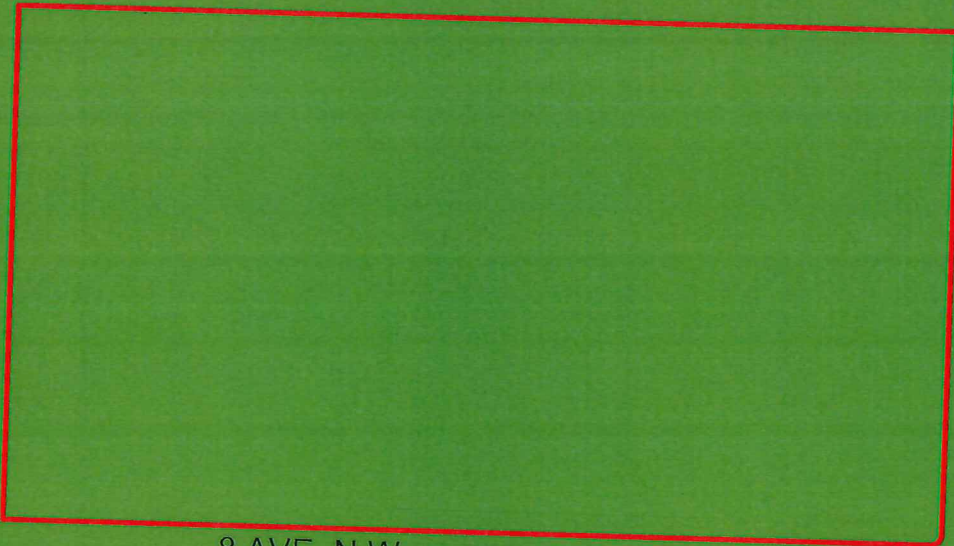
60 ST. N.W.



-  Subject Property
-  CLASS 3
-  Parcels
-  CLASS 6

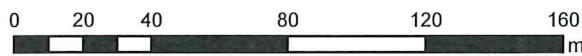
Unimproved Soil Classification





7 3
6T - 5T
P W



8 AVE. N.W.

60 ST. N.W.



-  Subject Property
-  CLASS 3
-  Parcels
-  CLASS 6

TO: Kevin Pearson, Director of Development Services
 DATE: May 19, 2021
 PREPARED BY: Matt Gienger, Engineering Assistant
 APPLICANT: **Lawson Engineering Ltd**
 SUBJECT: **SUBDIVISION APPLICATION SUB-21.05**
ZONING AMENDMENT APPLICATION ZON-1206
 LEGAL: Lot 2, Section 17, Township 20, Range 10, W6M KDYD, Plan 33563
 CIVIC: **821 – 60 St NW**

Further to your referral dated March 23, 2021, we provide the following servicing information.

Engineering Department does not have any concerns related to the Re-zoning amendment. The following information is a requirement of subdivision.

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 overhead 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. Any existing services (water, sewer, hydro, telus, gas, etc) traversing the proposed lot must be protected by easement and/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.
7. For the off-site improvements at the time of subdivision the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of subdivision / building permit approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

SUBDIVISION APPLICATION FILE: SUB-21.05
REZONING AMENDMENT APPLICATION: ZON-1206

May 19, 2021

Page 2

Roads / Access:

1. 60 Street NW, on the subject property's eastern boundary, is designated as a Rural Collector Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that no additional road dedication is required (to be confirmed by a BCLS).
2. 60 Street NW is currently constructed to an Interim Rural Gravel Road standard. Upgrading to a Rural Paved Local Road standard is required, in accordance with Specification Drawing No. RD-8. Upgrading may include, but is not limited to, road widening and construction, bike lane construction, paving. Owner / Developer is responsible for all associated costs.
3. 8 Avenue NW, on the subject property's southern boundary, is designated as a Rural Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that 4.971m additional dedication is required (to be confirmed by a BCLS). Owner / Developer is responsible for all associated costs.
4. 8 Avenue NW is currently constructed to an Interim Rural Gravel Road standard. Upgrading to a Rural Gravel Local Road standard is required, in accordance with Specification Drawing No. RD-8. Upgrading may include, but is not limited to, road widening and construction (gravel surface), temporary cul de sac construction after proposed lot access in accordance with modified Specification Drawing RD-11. Since upgrading 8 Avenue NW past access for the proposed lot is premature at this time, a 100% cash in lieu payment towards future upgrading will be accepted. Owner / Developer is responsible for all associated costs.
5. A 5.0m by 5.0m corner cut is required to be dedicated at the intersection of 60 Street NW and 8 Avenue NW. Owner / Developer is responsible for all associated costs.
6. As 60 Street NW is designated as a Collector Road, accesses shall be designed by keeping to a minimum number. Accesses will only be permitted onto 8 Avenue NW. All unused driveways shall be removed. Owner / Developer responsible for all associated costs.

Water:

1. The proposed subject property does not front onto a City watermain; an Alternative Water Source is required. Installation of a new on-site water supply system is required in accordance with Section 5.2 of the bylaw. Either a Professional Driven Approach (completed by a qualified Professional Engineer) or a Homeowner Driven Approach (completed by the homeowner and/or qualified well driller) may be required to certify quality and quantity of the alternative water source.
2. The remaining subject property does not front onto a City watermain and is currently serviced by an Alternative Water Source is required. A water quality test completed within 12 months for the existing well is required for subdivision approval.

Sanitary:

1. The subject properties do not front on a City of Salmon Arm sanitary sewer system. Subject to the required approvals from Interior Health Authority, a private on-site disposal system will be required for the proposed lot at building permit stage.

Drainage:

1. The subject property does not front on an enclosed storm sewer system. Site drainage will be by an Overland and / or Ground Discharge system. Drainage issues related to development to be addressed at time of Building Permit application to meet requirements of Building Inspection Department.

Geotechnical:

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



Matt Gienger
Engineering Assistant



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

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

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

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

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

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

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

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

Recommendation:

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

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

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

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

Recommendation:

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

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

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

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

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

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

Recommendation:

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

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



Chris Moore
Engineering Assistant



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

DEVELOPMENT VARIANCE PERMIT

Local Government Act (Part 14)

PERMIT NUMBER: VP-541

Bylaw No. 3024

SCHEDULE "B"

TO: J. & S. Dobie

RE: 821 – 60 Street NW

1. This Development Variance Permit is issued subject to compliance with all applicable City of Salmon Arm Bylaws except as specifically varied by the Permit.
2. This Development Variance Permit applies to, and only to, (legal description),

Lot 2, Section 17, Township 20, Range 10, W6M, KDYD, Plan 33563 (PID: 003-128-491)
3. The City of Salmon Arm
 - Zoning Bylaw No. 2303
 - Subdivision and Development Servicing Bylaw No. 4163
 - Sign Bylaw No. 2880
 - Mobile Home Park Bylaw No. 1435

is hereby varied as follows:

Development Variance Permit No. VP - 541 is hereby issued for Lot 2, Section 17, Township 20, Range 10, W6M, KDYD, Plan 33563, which varies Subdivision and Development Servicing Bylaw No. 4163, as follows:

- i) waives the requirement to upgrade the west side of 60 Street NW along the entire frontage of the parcel boundary to an Interim Rural Paved Collector Road Standard (RD-8);
- ii) waives the requirements to upgrade the entire 8 Avenue NW frontage from the full Rural Standard (RD-7) to the following:
 - a) Construction of 8 Avenue NW to a gravel standard to the extent of the approved driveway location for Proposed Lot 1,
 - b) Road dedication of 3.971 meters width along the entire 8 Avenue NW frontage, including a dedicated offset for an 18.0 m radius cul-de-sac, and
 - c) Construction of a cul-de-sac to the RD-11 standard in a location approved by the City of Salmon Arm.

4. The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit.
5. This Permit is not a Building or Sign Permit.
6. Notice shall be filed in the Land Title Office that the land described herein is subject to this Permit.
7. The terms of the Permit or any amendment to it are binding on all persons who acquire an interest in the land affected by the Permit.
8. If the holder of a land use permit does not substantially start any construction with respect to which the permit was issued within 2 years after the date it is issued, the permit lapses.

AUTHORIZING RESOLUTION ADOPTED BY COUNCIL on the 14 day of February 2022.

ISSUED this 18 day of February 2022.


 Deputy CORPORATE OFFICER

To: His Worship Mayor Harrison and Members of Council
From: Melinda Smyrl, Manager of Planning and Building
Date: February 8, 2024
Subject: *Local Government Act* Bill 44 Housing Statutes (Residential Development)
Summary of Upcoming Bylaw Amendments

For Information

Further to the staff report dated January 15, 2024, this report provides a summary of the various local bylaws affected by the 2023 housing supply related changes made by the Province to the *Local Government Act*. In moving through the many legislative changes staff are at a point in which some direction from Council would greatly assist in completing the necessary bylaw amendments. Staff are requesting that Council review the following policy proposals and provide staff with direction:

1) Single Family Dwelling with Suite as a minimum permitted use

Staff are considering implementing a zone for all new residential subdivisions that would require a suite or Accessory Dwelling Unit (ADU) and Single Family dwelling, effectively eliminating any new Single Family units only. Existing Single Family units would remain legally conforming under a separate zone.

2) Increasing (or removing) the area for Accessory Dwelling Units (ADU)/suites from 90m² (968ft²) to 190m² (1000 ft²) or 140m² (1500 ft²)

Currently, a secondary suite or detached dwelling must be 90m² (98 ft²). In conjunction with other changes in the BC Building Code that allow for suites within multi-family dwellings, the maximum area of a suite was removed. The Zoning Bylaw was not updated to reflect these changes. Increasing or removing the allowable floor area for a suite or ADU would allow for maximum flexibility in design and building massing.

3) Delegation of minor variances to staff

Direction from Council to bring forward a definition of "minor variance" and process for the delegation of these variances to staff will assist in the completion of the Development Procedures Bylaw. The ability to delegate minor variances to staff has been in the *Local Government Act* prior to the Bill 44 changes. Specific to Bill 44, it is anticipated that despite the best efforts to create building setbacks to allow for ADUs staff anticipate that as the industry adapts to the changes minor variances can be expected. Allowing staff to issue these types of variances at the time of building permit would expedite the approvals process and remove un-necessary work from Council meetings.

A timetable of the next steps can be found in the remainder of this report. Council direction to the above policies would allow staff to continue the bylaw reviews and drafting most expediently. It is expected that once the drafted bylaw amendments are presented to Council in their entirety there will be more input from Council and revisions made accordingly.

Staff have made an inventory of the various City bylaws that are to be amended to comply with the *Local Government Act*. Amendments to the Official Community Plan No. 4000 and Zoning Bylaw No. 2303 must be completed by June 30, 2024; however, the other bylaws discussed below affect the processing of applications related to those bylaws so must also be amended.

Development Procedures Bylaw(s)

Development procedures bylaws outline the processes that the City will use to review a development application and determine a decision for Development Permit, Development Variance Permit and Rezoning applications. Currently the City has three bylaws that address these types of applications – the Development Variance Permit Bylaw No. 3024 (2000), Development Permit Bylaw No. 2870 (1998) and zoning amendment application under Sections 3 and 4 Zoning Bylaw No. 2303 (2008). These bylaws stipulate the requirements for a complete application and notice procedures. Adding development procedures for Official Community Plan amendments should also be expected within the upcoming amendments to the procedure bylaws.

Staff are of the opinion that compliance to the *Local Government Act* and streamlining residential development will require the consolidation of these procedures into a single bylaw and modernizing the processes for these applications.

Official Community Plan (OCP) Bylaw No. 4000

Given the recent legislation changes staff anticipate that the sections in the OCP that pertain to Residential Development Permits (form and character), Commercial Development Permits for mixed use proposals (form and character) and existing residential density may require amendments. The OCP identifies Development Permit Areas (DPAs) that affect the development of environmentally sensitive areas, hazard areas, residential and commercial areas (form and character). With regard to residential development, staff are reviewing the exemptions for development permits and determining if development permit guidelines can or should apply to SSMUH sites. Under the current OCP Residential DPA a DP is required when more than three units are proposed and the guidelines are structured to address larger scale development than that expected with the redevelopment of small sites. It is still to be determined if the DPA tool is appropriate for the SSMUH proposed scale of development.

Staff recognize that the OCP review is in the early stages of a comprehensive review; however, given the timeline for the required amendments staff may bring forward amendments under the current OCP and ahead of the OCP review project.

Zoning Bylaw No. 2303

With the implementation of 3 to 4 Accessory Dwelling Units (ADUs), the most anticipated changes will be to the current Zoning Bylaw. Typically, after an OCP review is complete the accompanying zoning bylaw is reviewed and changes made to be consistent with the OCP. The legislative changes necessitate that the Zoning Bylaw amendments must be complete by the June 30, 2024 deadline.

Staff have undertaken a comprehensive review of the current zones which permit residential uses and in considering the Policy Manual provided by the Province it can be expected that proposed amendments to following sections of the Zoning Bylaw shown in Table 1 below. Staff are still processing the scale of the amendments and Table 1 is preliminary and intended to provide Council with a general idea of the upcoming bylaw amendments. Staff are still working through the changes so this should not be considered final.

While staff are working through changes to each of the existing zones in accordance with the legislation and the provincial Policy Manual that is required to be considered, staff must review existing developments to ensure that unnecessary non-conforming issues are avoided with respect to permitted uses and setbacks.

Table 1 – Zoning Bylaw No. 2303 Proposed Amendments

Zoning Bylaw No. 2303 Section	Proposed Change or Scope of Change
Appendix 1 – Offstreet Parking & Loading	Offstreet Parking and Loading: adding or reducing ADU and multifamily parking space requirements
Section 2 – Definitions	Accessory Dwelling Units dwelling units (add), dwelling types (detached dwelling, secondary suite, duplex, house-plex, etc. <i>Amend</i>), building height (<i>Amend</i>), floor area (<i>Amend</i>)
3.0 – Administration	Public hearing procedures, bylaw amendment procedures,
4.0 General Regulations	Detached Suite and building setback exemptions, posting of notice
5.0 Establishment of zones	Introduction of “RX” zone, see below

At the time of writing this report, the “RX” zone is being drafted. The “RX” zone is based in the existing R1 zone but with added permitted uses and setbacks for building type. This zone would allow for a single family dwelling and up to four dwelling units. By consolidating several existing zones into a single zone, setbacks and other components of the zoning would have to be comprehensive.

At this point in the “RX” zone or a new zone would be applied to the following existing zones:

- R1 (Single Family Dwelling Zone)
- R2 (Single Family/Duplex Zone)
- R3 (Waterfront Residential Zone)
- R4 (Medium Density Residential Zone)
- R5 (High Density Residential Zone)
- R7 (Large Lot Single Family Residential Zone) and
- R8 (Residential Suite Zone)

At this point, it does not appear that any significant changes should be expected for the Agricultural or Commercial zones.

Staff note that any bylaw amendments intended to bring current regulations into compliance with the Bill 44 changes, the legislation does not permit a public hearing in adopting those amendments.

Subdivision and Development Servicing Bylaw No. 4293

Staff do not anticipate many changes to the Subdivision and Development Servicing Bylaw because the bylaw already includes provisions for infill development. A review of the bylaw focusses on the triggers for servicing improvements. The changes in the Local Government Act do not impose requirements changes to the Subdivision and Development Servicing Bylaw but staff are undertaking a review to ensure consistency.

Conclusion

As the City transitions bylaws to be compliant with the legislation, staff have been fielding many questions from the public. Attached to this report is a Frequently Asked Questions handout that aims to answer questions from the public. This will be updated as more information becomes known.

With regard to next steps, staff are preparing a comprehensive presentation to Council specific to the considerations regarding the Zoning Bylaw amendments. This presentation is scheduled for the February 27 Council meeting. The first “wave” of draft bylaws would then come to Council at the end of March for a summary review with first reading of the bylaw amendments time lined for April.

At present, staff are proposing to bring the various bylaw amendments to Council as they are developed, and not all at one time. Staff propose to bring all the bylaws to second reading, and then hold all the bylaws for third reading close to the June 30 deadline. A pause at second reading would allow staff to incorporate bylaw edits based on Council input. The reason for this approach is that there are many inter-

relationships between the bylaws and many related complexities. Some of these issues may not become apparent until latter bylaws are prepared, resulting in possible amendments to bylaws that have already received third reading. Once Council has all the relevant and required bylaws at third reading, then they could all be adopted at one time.



Melinda Smyrl, MCIP, RPP
Manager of Planning and Building



Gary Buxton, MCIP, RPP
Director of Planning and Community
Services

What is small scale multi-unit housing (SSMUH)?

Small-scale multi-unit housing, missing-middle housing, and infill housing are all terms that describe ground-oriented homes with multiple units that can fit into existing single-family neighbourhoods.

Photo of SSMUH from "Homes for People"



What is the new SSMUH law passed by the Province of BC?

It is new legislation that requires all BC municipalities to amend their zoning bylaws to allow infill housing on single-family and duplex parcels. The Province requires that 4 housing units must be allowed on each urban serviced parcel larger than 280m² (~3,000ft²) and 2 units on other lands. It has also set policy that must be considered in zoning, including regulation of: height, setbacks, off road parking, coverage, etc.

Why did the Province make these changes for increased density?

This is just one of several changes to deal with a "housing crisis" decades in the making and comprising of the following: increasing homeless population; increasing overall population; low rental vacancy rate; homes shifting to short term rentals and/or speculation; chronic lack of affordable housing; and unprecedented post-pandemic price increases.

What changes must the City of Salmon Arm complete by June 30, 2024?



The City must update its Zoning Bylaw to comply with the legislation by the end of June, 2024. The changes will enable up to 4 units on the vast majority of low density residential parcels, e.g.: a home with a suite and an accessory dwelling unit in the yard or a duplex with a secondary suite in each half. Smaller parcels < 280m² in area will allow up to 3 units.

Will Council hold a public hearing? How do I submit input?

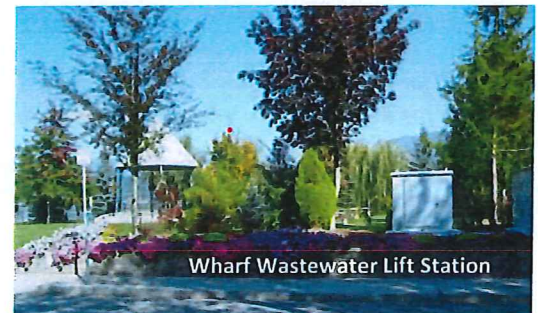
No: under the new BC law Council is prohibited from holding a public hearing. While we will collect written input, the process is to "inform" you rather than asking "what do you think." In the future the most appropriate way to provide input on residential uses and density would be through the Official Community Plan. Kindly note that Salmon Arm is currently engaging with the public on the City's Official Community Plan update which is related to infill housing. Your input will help with this work.

Will this increase my property taxes or property value?

Since it is up to BC Assessment to set your assessment - which then determines your property taxes - it is unknown at present. BC Assessment has suggested that impact of these types of changes to property value may be minimal because broad zoning changes do not have a discernable impact on land value. For example, when a single property is zoned to allow 4 units, the value may increase as it is the only property with this density. But when almost all residential properties are zoned to allow 4 units, the value increase is minimal as it is universal (minimizing the added value to your specific property).

Will our infrastructure have capacity for the added housing density?

New infill development must be connected to water and sewer. Infrastructure requirements are identified and then resolved during the development permit and/or building permit approval processes. The City Engineering Department undertakes ongoing assessments to determine available capacity in the system and prioritizes plans for future upgrades. There may be parts of Salmon Arm where the system (sewer and/or water) may need to be installed or upgraded to support infill housing. The costs for this are typically paid by the developer. The City then maintains, operates and replaces these works.

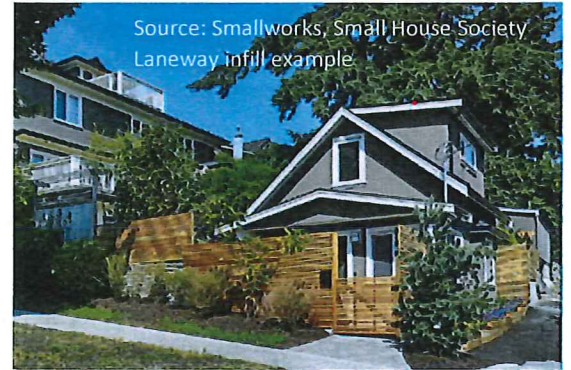


If I live in a dwelling on a bare-land strata, will this change my zoning?

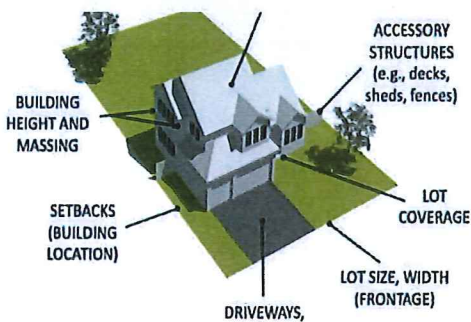
The new zoning will apply to all eligible properties regardless of the type of subdivision that created the parcels in the zone. Strata corporations may make bylaws regarding the type of building that may be constructed on a bare land strata lot, and owners would need to comply with all strata bylaws.

How many housing units can I build on my property? When can I start construction?

At present, and until the Zoning Bylaw is amended, nothing has changed. When the Zoning Bylaw is complete (June 30th, 2024) property owners can then determine the detailed zoning regulations that will apply to their property. A building permit and in some cases development permit as well as registration under the Homeowners Protection Act may also be required.



What about dwelling setbacks, heights, size, lot coverage?



The provisions that regulate or limit “build-out” that are currently in effect in the Zoning Bylaw still apply but these will be examined as a part of the process. Council may or may not revise these.

As a part of the legislation, the Province has established guidelines that the City must consider when regulating build-out via the Zoning Bylaw. The regulations must be reasonable and must support infill housing without effectively precluding it by significantly increasing setbacks or decreasing parcel coverage. Bylaw requirements for off-street parking for each dwelling unit must also be considered. The Province has suggested that these be decreased.

Will the existing size limit of 90m² (968ft²) for secondary suite & accessory dwelling units remain?

The Zoning Bylaw currently caps suite size; however, the unit may be within a much larger accessory building, especially on large parcels. The benefits and drawbacks to increasing this cap will be considered by Council as a part of the process. Neighbours may be concerned about excessively large buildings that block views and reduce greenspace - be they accessory suites or accessory storage buildings. We appreciate that given the mandated increased residential densities, regulating build-out will be even more important.

How could this change my neighbourhood?

With the changes, you are likely to see many housing forms other than traditional single family homes. How quickly the changes take place will be dependent on how many of your neighbours choose to take advantage of the new housing options that provincial legislation has enabled.

I have an illegal suite. Is it legal now?

No. Despite that zoning and density may enable your suite, you still require a building permit and occupancy certificate to ensure compliance with the BC Building Code. This protects you and your tenants. Note that this is the case even if you are paying extra for utilities and garbage/recycling.

Where can I find more information?

For Bylaw changes & Council reports go to <https://www.salmonarm.ca/> and search “small scale multi-unit housing”

For more general info & background go to the BC Ministry of Housing:

<https://www2.gov.bc.ca/gov/content/governments/organizational-structure/ministries-organizations/ministries/housing>

Or contact City of Salmon Arm Planning Department at 250.803.4000 if you cannot find the information you need.

TO: His Worship Mayor Harrison and Members of Council
FROM: Robert Niewenhuizen, Director of Engineering and Public Works
DATE: February 2, 2024
SUBJECT: **PROPOSED BLACKBURN PARK SYNTHETIC FIELD**

FOR INFORMATION

The proposed development of a synthetic field to be located at Blackburn Park is estimated to cost a total of \$1,199,573.00, (including a 10% contingency and 5% GST). This estimate was based on the October 2023 Opinion of Probable Cost (OPC) prepared and submitted by Franklin Engineering Ltd..

A 2024 specific budget referral request was received from the Shuswap Youth Soccer Association (SYSA) for financial assistance to aid in the construction of the project.

During the 2024 budget discussions, Council approved a total \$700,000.00 toward the development of the proposed synthetic field at Blackburn. Council directed that the field lighting component (estimated at \$200,000.00) be removed from the budget in an effort to keep the project moving forward. The funding will come from the following Reserve Accounts:

- Blackburn Park (\$386,000.00)
- Growing Communities Fund (\$218,145.00)
- Community Works Fund (\$95,855.00)

In addition, SYSA agreed to contribute \$300,000.00 towards the project.

Between the City and SYSA contributions, \$1,000,000.00 is available for this project leaving a shortfall of \$199,573.00 (field lighting) plus engineering detailed design, tender and contract services for the project which typically amounts to an additional 10% -15% of the total project cost.

On January 12, 2024, City staff met with Jayme Franklin (President) and Chad Foreman of the SYSA to discuss how to proceed with the project given the shortfall in the funding.

At that meeting, Mr. Franklin also representing Franklin Engineering Ltd., indicated that he would provide in-kind project support by donating all required consultant time to engineer and contract administration. He is currently working on finalizing the design as well as preparing a tender package to confirm scope and costs. This will allow the City to proceed without having to issue a request for proposal for Engineering Services, or expending any finds on this portion of the project.

During the meeting, SYSA indicated that they felt that the field lighting was an important part of the project and that they would undertake a community fundraising effort to secure the estimated \$200,000.00.

In an effort to accommodate the possibility of including the lighting, the tender documents can be prepared to include this component as an "optional item". This will allow the potential proponents (contractors) to provide pricing on the full scope of the project. In the event that SYSA does not have sufficient funding in place to proceed with the field lighting component of the project, it can be removed from the scope of work without penalty.

A funding agreement between the City and SYSA is still required for their funding contribution (\$300,000.00) and for the proposed field lighting component of the project.

Staff have no concerns with moving forward as outlined above.

Respectfully submitted,



Robert Niewenhuizen, AScT
Director of Engineering and Public Works

CITY OF
SALMON ARM

To: His Worship Mayor Harrison and Members of Council
Date: February 5, 2024
Subject: Water & Sewer Fee for Service Amendment

Recommendation

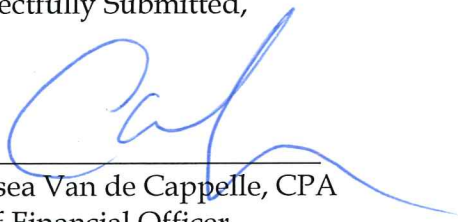
THAT: The bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4633 be read a first, second and third time.

Background

At the Regular Council Meeting of November 27, 2023, Council gave final reading to Bylaw No 4614 cited as "City of Salmon Arm Fee for Service Amendment Bylaw No. 4614". The bylaw approved a 30% increase to Water and a 10% increase to Sewer User Fees for the 2024.

During the preparation of Schedule "C" and "D" of Bylaw No. 4614, the 2024 rates for Water and Sewer on Metered Properties inadvertently reflected rounding up/down to the nearest whole dollar. This resulted in rate changes that were inconsistent with the intended 30% and 10% change. Bylaw No. 4633 has been updated to reflect the approved increases, rounded up to the nearest \$0.05.

Respectfully Submitted,



Chelsea Van de Cappelle, CPA
Chief Financial Officer

CITY OF SALMON ARM

BYLAW NO. 4633

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

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

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

1. Schedule "C" - Water Rates of "District of Salmon Arm Fee for Service Bylaw No. 2498" is hereby deleted in its entirety and replaced with Schedule "C" - Water Rates, attached hereto and forming part of this Bylaw.

Schedule "D" Sewer Rates of "District of Salmon Arm Fee for Service Bylaw No. 2498" is hereby deleted in its entirety and replaced with Schedule "D" - Sewer Rates, attached hereto and forming part of this Bylaw.

SEVERABILITY

2. If any portion of this Bylaw is held invalid by a Court of competent jurisdiction, then that invalid portion shall be severed and the remainder of this Bylaw shall be deemed to have been adopted without the severed portion.

ENACTMENTS

3. Any enactments 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

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

CITATION

5. This Bylaw may be cited as the "**City of Salmon Arm Fee for Service Amendment Bylaw No. 4633**"

READ A FIRST TIME THIS	DAY OF	2024
READ A SECOND TIME THIS	DAY OF	2024
READ A THIRD TIME THIS	DAY OF	2024
ADOPTED BY THE COUNCIL	DAY OF	2024

MAYOR

CORPORATE OFFICER

**2024
WATER RATES**

<u>CLASSIFICATION OF PREMISES</u>	<u>EQUIVALENT</u>	<u>2023</u>		<u>2024</u>	
	<u>MONTHLY</u> <u>GALLONAGE</u>	<u>MONTHLY</u> <u>CHARGE</u>	<u>ANNUAL</u> <u>CHARGE</u>	<u>MONTHLY</u> <u>CHARGE</u>	<u>2024 ANNUAL</u> <u>CHARGE</u>
1	<u>Dwellings</u>				
a	Private Dwellings	8,600	\$ 25.55	\$ 306.60	\$ 33.25 \$ 399.00
b	Apartments & Suites - each	4,300	\$ 12.78	\$ 153.30	\$ 16.58 \$ 199.00
c	Boarding or Lodging - per sleeping room	2,900	\$ 8.48	\$ 101.80	\$ 11.00 \$ 132.00
d	Residence combined with Corner Store or combined with Office or Business	8,600	\$ 25.55	\$ 306.60	\$ 33.25 \$ 399.00
2	<u>Offices</u>				
a	For first 1,000 sq. ft. of floor area	5,700	\$ 17.07	\$ 204.80	\$ 22.17 \$ 266.00
b	For each 1,000 sq. ft. or portion thereof	2,900	\$ 8.48	\$ 101.80	\$ 11.00 \$ 132.00
3	<u>Rental Accommodation</u>				
a	Hotel - per sleeping room see also Eating Establishments and Liquor Outlets for ancillary services	2,900	\$ 8.48	\$ 101.80	\$ 11.00 \$ 132.00
b	Motel, Auto Court, Resort - per unit see also Eating Establishments and Liquor Outlets for ancillary services	2,900	\$ 8.48	\$ 101.80	\$ 11.00 \$ 132.00
c	Trailer Park, Mobile Home Park				
d	Each occupiable permanent space	5,700	\$ 17.07	\$ 204.80	\$ 22.17 \$ 266.00
e	Each occupiable travel trailer space	1,400	\$ 4.29	\$ 51.45	\$ 5.58 \$ 67.00
f	Each occupiable tenting space	700	\$ 2.14	\$ 25.65	\$ 2.75 \$ 33.00
4	<u>Stores</u>				
a	Barber Shop - per chair	5,700	\$ 17.07	\$ 204.80	\$ 22.17 \$ 266.00
b	Beauty Salon and/or Hairdresser - per chair	5,700	\$ 17.07	\$ 204.80	\$ 22.17 \$ 266.00
c	Dry Cleaner	21,000	\$ 63.99	\$ 767.85	\$ 83.17 \$ 998.00
d	Laundry - other than steam or coin op.	21,000	\$ 63.99	\$ 767.85	\$ 83.17 \$ 998.00
e	Coin operated or laundromat per unit	2,900	\$ 8.48	\$ 101.80	\$ 11.00 \$ 132.00
f	Steam Lunch Counter or Lunch Service where in conjunction with another use - See Eating Establishments and Liquor Outlets	57,000	\$ 171.58	\$ 2,059.00	\$ 223.08 \$ 2,677.00
g	Other - first 1,000 sq. ft. of floor area	2,900	\$ 8.48	\$ 101.80	\$ 11.00 \$ 132.00
h	Each 1,000 sq. ft. or portion thereof	1,920	\$ 5.66	\$ 67.90	\$ 7.33 \$ 88.00
5	<u>Eating Establishments and Liquor Outlets</u> Includes Restaurants, Coffee Shop, Dining Rooms Cocktail Lounges, Beer Parlor or Public House and licenced Club Room (minimum of 20 seats taken once for total seating capacity of business)				
a	First 20 seats	9,000	\$ 26.73	\$ 320.70	\$ 34.75 \$ 417.00
b	Each Additional seat	360	\$ 1.07	\$ 12.80	\$ 1.42 \$ 17.00
c	Banquet Room	9,000	\$ 26.73	\$ 320.70	\$ 34.75 \$ 417.00
6	<u>Other Commercial Premises</u>				
a	Bowling Alley - per alley	700	\$ 2.14	\$ 25.65	\$ 2.75 \$ 33.00
b	Bowling Green - per green	2,900	\$ 8.48	\$ 101.80	\$ 11.00 \$ 132.00
c	Bus Depot	13,000	\$ 38.04	\$ 456.45	\$ 49.42 \$ 593.00
d	Car Wash - first bay (minimum charge)	36,000	\$ 105.84	\$ 1,270.10	\$ 137.58 \$ 1,651.00
e	Each additional bay	6,000	\$ 17.65	\$ 211.85	\$ 22.92 \$ 275.00
f	Commercial Farm	21,000	\$ 63.99	\$ 767.85	\$ 83.17 \$ 998.00
g	Commercial Workshop - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$ 8.48	\$ 101.80	\$ 11.00 \$ 132.00
h	Fruit Stand	14,000	\$ 42.34	\$ 508.05	\$ 55.00 \$ 660.00
i	Funeral Parlour - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$ 8.48	\$ 101.80	\$ 11.00 \$ 132.00
j	Garage or Service Station or Keylock Station - first bay (minimum charge)	8,600	\$ 25.55	\$ 306.60	\$ 33.25 \$ 399.00

**2024
WATER RATES**

CLASSIFICATION OF PREMISES	EQUIVALENT	2023	2023	2024	2024
	MONTHLY GALLONAGE	MONTHLY CHARGE	ANNUAL CHARGE	MONTHLY CHARGE	2024 ANNUAL CHARGE
k Each additional bay	1,400	\$ 4.29	\$ 51.45	\$ 5.58	\$ 67.00
l Theatre	14,000	\$ 42.34	\$ 508.05	\$ 55.00	\$ 660.00
m Warehouse - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$ 8.48	\$ 101.80	\$ 11.00	\$ 132.00
n Other - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$ 8.48	\$ 101.80	\$ 11.00	\$ 132.00
7 Industrial Premises					
a Abattoir	21,000	\$ 63.99	\$ 767.85	\$ 83.17	\$ 998.00
d Stockyard - per acre	4,300	\$ 12.78	\$ 153.30	\$ 16.58	\$ 199.00
e Other - for each 1,000 sq. ft. of floor area	2,900	\$ 8.48	\$ 101.80	\$ 11.00	\$ 132.00
8 Public, Institutional and Non-Commercial Premises					
a Church	5,700	\$ 17.07	\$ 204.80	\$ 22.17	\$ 266.00
Club Room Licenced (see Eating Establishments and Liquor Outlets)					
b Club Rooms - Unlicenced	5,700	\$ 17.07	\$ 204.80	\$ 22.17	\$ 266.00
c Court House	13,000	\$ 38.04	\$ 456.45	\$ 49.42	\$ 593.00
d Curling Rink, Skating Rink, Arena	28,500	\$ 84.67	\$ 1,016.05	\$ 110.08	\$ 1,321.00
e Meeting Hall, Public Hall	5,700	\$ 17.07	\$ 204.80	\$ 22.17	\$ 266.00
f Fall Fair Grounds (Annually)		\$ 160.95	\$ 1,931.40	\$ 209.25	\$ 2,511.00
9 Schools and Hospitals					
a Hospital, per patient bed	8,600	\$ 25.55	\$ 306.60	\$ 33.25	\$ 399.00
b School, per classroom	8,600	\$ 25.55	\$ 306.60	\$ 33.25	\$ 399.00

METERED WATER RATES

Water rates are applicable to all metered water users within the City of Salmon Arm

The user rate is a combination of A and B

A Base Rate (Based on connection size)

	2023	2024
5/8 or 3/4 inch	\$ 23.30	\$ 30.30
1 inch	\$ 33.85	\$ 44.05
1-1/2 inch	\$ 47.90	\$ 62.30
2 inch	\$ 61.95	\$ 80.55
3 inch	\$ 111.15	\$ 144.50
4 inch	\$ 158.05	\$ 205.50
Larger Meters - Base rate to be determined by Council		

B Per gallon charge (per 1000 gals or part thereof)

	2023	2024
First 80,000 gallons	\$ 2.64	\$ 3.45
Next 80,000 gallons	\$ 2.98	\$ 3.90
Next 80,000 gallons	\$ 3.25	\$ 4.25
Next 80,000 gallons	\$ 3.51	\$ 4.60
Next 80,000 gallons	\$ 3.95	\$ 5.15
All over 400,000 gallons	\$ 4.37	\$ 5.70
C Meter testing charge	\$ 152.93	\$ 198.85

Notes:

- Where there is more than one meter on a property, the base rate is charged for each meter.
- Where any meter is unable to be read or where any water meter fails to register or to properly indicate the quantity of water used or consumed, consumption of water shall be estimated and an account shall be rendered to the customer. When estimating the account, due consideration shall be given to seasonal variations and any other factors which may affect the consumption of water.
- If a meter cannot be read for two consecutive billing periods, charges as per item 2 above shall apply and/or the flat rate according to this bylaw shall apply retroactive to the beginning of the period covered

**2024
WATER RATES**

by the first missed reading and shall continue to be so charged until the City of Salmon Arm is advised by the property owner that the meter is again in service.

- 4 No complaint of an error in any charge for water rates or charges shall be considered and no adjustment of any such error shall be made after a period of one year has elapsed since the end of the period for which such water rates or charges were made. After the termination of this period, all such water rates or charges shall be deemed to have been properly and correctly made.
- 5 All meters are owned by the City. They will be supplied for installation for the fee as set out in the bylaw. Installation of the meter is the responsibility of the property owner and must be done in such a manner as to meet all City standards and specifications. Meter installations shall be located in a convenient and safe place, readily accessible for meter readings, inspection, repair or removal.
- 6 Meters will be tested upon request, provided that a fee is paid in advance. Such fee is to be refunded if the meter is found to be registering incorrectly, otherwise the fee shall become the property of the City.
- 7 The City shall maintain and repair all meters which are the property of the City, but where replacements or repairs, except through ordinary wear, or rendered necessary by the acts, neglect or carelessness of the owner or occupant of any premise, any expense caused to the City shall be chargeable to and paid by the owner of such premise.
- 8 The use of bypasses is strictly prohibited without prior approval of the City of Salmon Arm. Anyone using a bypass without authorization is subject to fines and penalties as set out in Section 27 of By-Law No. 1274 - Regulation of Waterworks.

ALL WATER USER RATES ARE GST EXEMPT

**2024
SEWER RATES**

<u>CLASSIFICATION OF PREMISES</u>		<u>EQUIVALENT MONTHLY GALLONAGE</u>	<u>2023 MONTHLY CHARGE</u>	<u>2023 ANNUAL CHARGE</u>	<u>2024 MONTHLY CHARGE</u>	<u>2024 ANNUAL CHARGE</u>
1	<u>Dwellings</u>					
a	Private Dwellings	8,600	\$ 29.19	\$ 350.30	\$ 32.08	\$ 385.00
b	Apartments & Suites - each	4,300	\$ 14.59	\$ 175.10	\$ 16.08	\$ 193.00
c	Boarding or Lodging - per sleeping room	2,900	\$ 9.79	\$ 117.50	\$ 10.75	\$ 129.00
d	Residence combined with Corner Store or combined with Office or Business	8,600	\$ 29.19	\$ 350.30	\$ 32.08	\$ 385.00
2	<u>Offices</u>					
a	For first 1,000 sq. ft. of floor area	5,700	\$ 19.49	\$ 233.90	\$ 21.42	\$ 257.00
b	For each 1,000 sq. ft. or portion thereof	2,900	\$ 9.79	\$ 117.50	\$ 10.75	\$ 129.00
3	<u>Rental Accommodation</u>					
a	Hotel - per sleeping room see also Eating Establishments and Liquor Outlets for ancillary services	2,900	\$ 9.79	\$ 117.50	\$ 10.75	\$ 129.00
b	Motel, Auto Court, Resort - per unit see also Eating Establishments and Liquor Outlets for ancillary services	2,900	\$ 9.79	\$ 117.50	\$ 10.75	\$ 129.00
c	Trailer Park, Mobile Home Park					
d	Each occupiable permanent space	5,700	\$ 19.49	\$ 233.90	\$ 21.42	\$ 257.00
e	Each occupiable travel trailer space	1,400	\$ 4.80	\$ 57.55	\$ 5.25	\$ 63.00
f	Each occupiable tenting space	700	\$ 2.40	\$ 28.75	\$ 2.67	\$ 32.00
4	<u>Stores</u>					
a	Barber Shop - per chair	5,700	\$ 19.49	\$ 233.90	\$ 21.42	\$ 257.00
b	Beauty Salon and/or Hairdresser - per chair	5,700	\$ 19.49	\$ 233.90	\$ 21.42	\$ 257.00
c	Dry Cleaner	21,000	\$ 72.80	\$ 873.55	\$ 80.08	\$ 961.00
d	Laundry - other than steam or coin op.	21,000	\$ 72.80	\$ 873.55	\$ 80.08	\$ 961.00
e	Coin operated or laundromat per unit	2,900	\$ 9.79	\$ 117.50	\$ 10.75	\$ 129.00
f	Steam Lunch Counter or Lunch Service where in conjunction with another use - See Eating Establishments and Liquor Outlets	57,000	\$ 194.68	\$ 2,336.15	\$ 214.17	\$ 2,570.00
g	Other - first 1,000 sq. ft. of floor area	2,900	\$ 9.79	\$ 117.50	\$ 10.75	\$ 129.00
h	Each 1,000 sq. ft. or portion thereof	1,920	\$ 6.43	\$ 77.15	\$ 7.08	\$ 85.00
5	<u>Eating Establishments and Liquor Outlets</u> Includes Restaurants, Coffee Shop, Dining Rooms Cocktail Lounges, Beer Parlor or Public House and licenced Club Room (minimum of 20 seats taken once for total seating capacity of business)					
a	First 20 seats	9,000	\$ 30.25	\$ 362.95	\$ 33.25	\$ 399.00
b	Each Additional seat	360	\$ 1.14	\$ 13.70	\$ 1.25	\$ 15.00
c	Banquet Room	9,000	\$ 30.25	\$ 362.95	\$ 33.25	\$ 399.00
6	<u>Other Commercial Premises</u>					
a	Bowling Alley - per alley	700	\$ 2.40	\$ 28.75	\$ 2.67	\$ 32.00
b	Bowling Green - per green	2,900	\$ 9.79	\$ 117.50	\$ 10.75	\$ 129.00
c	Bus Depot	13,000	\$ 43.80	\$ 525.55	\$ 48.17	\$ 578.00
d	Car Wash - first bay (minimum charge)	36,000	\$ 121.40	\$ 1,456.75	\$ 133.50	\$ 1,602.00
e	Each additional bay	6,000	\$ 20.26	\$ 243.10	\$ 22.25	\$ 267.00
f	Commercial Farm	21,000	\$ 72.80	\$ 873.55	\$ 80.08	\$ 961.00
g	Commercial Workshop - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$ 9.79	\$ 117.50	\$ 10.75	\$ 129.00
h	Fruit Stand	14,000	\$ 48.69	\$ 584.25	\$ 53.58	\$ 643.00
i	Funeral Parlour - for each 1,000 sq. ft. of floor area or any portion thereof Garage or Service Station or Keylock	2,900	\$ 9.79	\$ 117.50	\$ 10.75	\$ 129.00

**2024
SEWER RATES**

CLASSIFICATION OF PREMISES	EQUIVALENT MONTHLY GALLONAGE	2023		2024	
		MONTHLY CHARGE	ANNUAL CHARGE	MONTHLY CHARGE	ANNUAL CHARGE
j Station - first bay (minimum charge)	8,600	\$ 28.91	\$ 346.90	\$ 31.83	\$ 382.00
k Each additional bay	1,400	\$ 4.80	\$ 57.55	\$ 5.25	\$ 63.00
l Theatre	14,000	\$ 48.69	\$ 584.25	\$ 53.58	\$ 643.00
m Warehouse - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$ 9.79	\$ 117.50	\$ 10.75	\$ 129.00
n Other - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$ 9.79	\$ 117.50	\$ 10.75	\$ 129.00
7 Industrial Premises					
a Abattoir	21,000	\$ 72.80	\$ 873.55	\$ 80.08	\$ 961.00
d Stockyard - per acre	4,300	\$ 14.59	\$ 175.10	\$ 16.08	\$ 193.00
e Other - for each 1,000 sq. ft. of floor area	2,900	\$ 9.79	\$ 117.50	\$ 10.75	\$ 129.00
8 Public, Institutional and Non-Commercial Premises					
a Church	5,700	\$ 19.49	\$ 233.90	\$ 21.42	\$ 257.00
Club Room Licenced (see Eating Establishments and Liquor Outlets)					
b Club Rooms - Unlicenced	5,700	\$ 19.49	\$ 233.90	\$ 21.42	\$ 257.00
c Court House	13,000	\$ 43.80	\$ 525.55	\$ 48.17	\$ 578.00
d Curling Rink, Skating Rink, Arena	28,500	\$ 97.38	\$ 1,168.60	\$ 107.08	\$ 1,285.00
e Meeting Hall, Public Hall	5,700	\$ 19.49	\$ 233.90	\$ 21.42	\$ 257.00
f Fall Fair Grounds (Annually)		\$ 97.00	\$ 1,164.00	\$ 106.67	\$ 1,280.00
9 Schools and Hospitals					
a Hospital, per patient bed	8,600	\$ 29.19	\$ 350.30	\$ 32.08	\$ 385.00
b School, per classroom	8,600	\$ 29.19	\$ 350.30	\$ 32.08	\$ 385.00

SEWER ON METERED WATER PROPERTIES

Sewer rates applicable to all metered water users that have a sewer connection within the City of Salmon Arm

The user rate is a combination of A and B

A	Base Rate (Based on connection size)		
		<u>2023</u>	<u>2024</u>
	4 inch	\$ 29.90	\$ 32.90
	6 inch	\$ 109.45	\$ 120.40
	8 inch	\$ 153.30	\$ 168.65
	Larger connections - Base rate to be determined by Council		
B	Per gallon charge (per 1000 gals or part thereof based on metered water)		
		<u>2023</u>	<u>2024</u>
	First 80,000 gallons	\$ 3.12	\$ 3.45
	Next 80,000 gallons	\$ 3.40	\$ 3.75
	Next 80,000 gallons	\$ 3.71	\$ 4.10
	Next 80,000 gallons	\$ 4.04	\$ 4.45
	Next 80,000 gallons	\$ 4.52	\$ 5.00
	All over 400,000 gallons	\$ 5.02	\$ 5.55

Notes:

- Rates will be billed bi-monthly and are subject to the same penalty dates and provisions as the metered water billings.
- No complaint of an error in any charge for sewer rates or charges shall be considered and no adjustment of any such error shall be made after a period of one year has elapsed since the end of the period for which such sewer rates or charges were made. After the termination of this period, all such sewer charges shall be deemed to have been properly and correctly made.
- Property owners wishing to qualify for an irrigation credit must install a secondary meter to record water used for irrigation. Water gallonage that is subject to sewer charges will be calculated by deducting consumption at the secondary meter from that at the primary meter.

ALL SEWER USER RATES ARE GST EXEMPT

TO: His Worship Mayor Harrison and Members of Council

DATE: January 8, 2024

SUBJECT: Official Community Plan Amendment Application No. 4000-56
Zoning Amendment Application No. 1275

Legal: Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 9888, and Parcel A (DD W51279), Section 13, Township 20, Range 10, W6M, KDYD, Plan 9888 Except Plan KAP46224

Civic: 1821 & 1881 9 Avenue NE

Owners: 1026082 BC Ltd., INC.No. BC1026082, and A Lakeside Bowling Ltd., INC.No. BC1000304 (Chahal, P.)

Agent: IBA Architecture INC. (Bestoon, R.)

STAFF RECOMMENDATION

- THAT:** The third reading of the Bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4605 be defeated;
- AND THAT:** The third reading of the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4606 be defeated;
- AND 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 A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 9888 from MR (Medium Density Residential) to HC (Highway Service/Tourist Commercial);
- AND THAT:** Pursuant to Section 475 of the Local Government Act, Council shall consider 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 shall consider 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:
- 1) Adding “Section 59 - CD-21 - Comprehensive Development Zone - 21” as outlined in this report;

- 2) **Rezoning Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 9888 from R-1 (Single Family Residential) to CD-21 (Comprehensive Development Zone - 21); and**
- 3) **Rezoning Parcel A (DD W51279), Section 13, Township 20, Range 10, W6M, KDYD, Plan 9888 Except Plan KAP46224 from C-3 (Service Commercial) to CD-21 (Comprehensive Development Zone - 21);**

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

PROPOSAL

The two subject parcels combined are approximately 1.6 acres in area on 9 Avenue NE, south of the Trans Canada Highway (see Appendix 1 and 2). The western parcel (1821 9 Avenue NE) is designated Medium Density Residential (MDR) in the City's Official Community Plan (OCP) and zoned C-3 (Service Commercial) in the Zoning Bylaw, while the eastern parcel (1881 9 Avenue NE) is designated Commercial – Highway Service / Tourist (HC) and zoned C-3 (Service Commercial) (Appendix 3 and 4). The related OCP amendment application seeks to align the Commercial – Highway Service / Tourist (HC) land use designation over both parcels. The purpose of this application is to rezone the subject parcels together to allow potential future commercial and residential use, as shown in the attached development concept (Appendix 5).

At the public hearing and when Council considered third reading of Bylaws 4605 and 4606, concerns were raised regarding the range of uses permitted under the C-6 Zone. A new limited version of C-6 has been created as Comprehensive Development Zone CD-21. The range of uses permitted in the proposed CD-21 zone regulations are attached (Appendix 6) and have eliminated potentially problematic uses. Staff are recommending proceeding with the new CD-21 zone, and defeating the prior bylaws.

BACKGROUND

The subject parcels are located within the corridor east of the City Centre to 30 Street NE as identified in the OCP, an area characterized by residential, commercial and institutional uses. The Zoning Map attached shows the mix of zones in the immediate area, predominantly Residential (R-1) and Commercial (C-3) zones. Adjacent zoning and land uses include the following:

North:	TCH, R-1, R-5, and C-6	Commercial and Residential
East:	R-1 and P-3	Vacant Commercial and Institutional
West:	R-1	Single Family Dwellings
South:	C-3	Single Family Dwellings

The subject parcels currently contain a single family dwelling, accessory buildings, restaurant and a bowling alley, as shown in aerial images and site photos attached (Appendix 7). Staff note that Single Family Dwelling is not a permitted use in the proposed zone; therefore, should the bylaw be adopted the existing dwelling would be deemed legally non-conforming: the use could continue (unless discontinued for 6 months), but not be expanded on the site.

OCP POLICY

The proposed OCP designation (from MDR) of 1821 9 Avenue NE would extend the Commercial – Highway Service / Tourist (HC) from the adjacent parcel, and so would create a contiguous OCP designation across the two subject parcels. 1821 9 Avenue NE is adjacent to the Trans Canada Highway and has reasonable highway access. Further, the particular development proposal outlined in the rezoning results in the creation of multi family housing. The amendment to the OCP is therefore supported by staff. The proposed zoning amendment aligns with the proposed HC (Highway Service / Tourist Commercial) designation in the OCP. The amendment would align with the Commercial

Objectives and Policies listed in OCP Section 9, including supporting commercial uses within the primary commercial areas of the City.

Development of the parcel as proposed would be subject to the guidelines of the Highway Service / Tourist Commercial Development Permit Area.

Local Government Act

Pursuant to Sections 475 and 476 of the *Local Government Act* (consultation during OCP development and amendments) the proposed OCP amendments were referred to the following external organizations:

Adams Lake Band	Comments provided to applicant
Neskonlith Band	No response to date
Economic Development Society	Appendix 8
Interior Health	Appendix 9
School District 83	No response to date

A formal response was received from the Title and Rights Department of the Adams Lake Band and has been provided to the applicant for their information and potential action moving forward. Subsequently, the City inquired via Data Request to the Archeological Branch of British Columbia as to any Provincial records of known archeological sites related to the subject parcel. It is the responsibility of the proponent to proceed under the *Heritage Conservation Act* accordingly.

The Salmon Arm Economic Development Society recognizes the importance of rental housing and supports the application.

Interior Health is supportive of the proposal noting that it provides density and housing diversity, as well as additional rental units consistent with the Community Housing Strategy.

COMMENTS

Ministry of Transportation and Infrastructure

Preliminary approval has been granted with conditions as of August 22, 2023 (Appendix 10). Subsequently, the proposed CD Zone was provided to MOTI for review on December 18, 2023 to which MOTI has responded that they have no concerns and their conditions stand. No direct highway access will be permitted, storm water must be addressed on site, and there are building setback requirements relative to the Trans Canada Highway. The conditions have been provided to the applicant.

Engineering Department

No concerns with OCP or rezoning amendments. Servicing requirements for development have been provided to the applicant. The location of storm and sewer mains over the subject parcels have been noted as potential challenges relative to the development concept. Comments attached (Appendix 11).

Fire Department

No Fire Department concerns.

Building Department

No concerns with rezoning.

Public Consultation

Pursuant to the *Local Government Act* and City of Salmon Arm Zoning Bylaw, notices are mailed to land owners within a 30m radius of the application. Newspaper ads are placed in two editions of the local paper and the applicant is required to post a Notice of Development Sign on the subject property in advance of the Public Hearing. The notices outline the proposal and advise those with an interest in the proposal to provide written submission prior to the Statutory Public Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application will be February 26, 2024.

Planning Department

The surrounding neighbourhood has been undergoing slow development, with a mix of older single family housing, moving towards newer residential and mixed use development. This proposal would increase the amount of potential commercial land base within the City, and offers a shift from the vehicle-oriented service and storage commercial uses of the C-3 zone, to the CD-21 zone which offers options for mixed commercial uses with residential use above.

Aligned with the mixed use development concept proposed, the CD-21 Zone has a more limited range of permitted uses and a number of more flexible regulations relative to the C-3 Zone. These include a more permissive maximum height allowance (19 m versus 10 m in C-3), and more lenient setback requirements (including no front setback requirement versus 6 m in C-3). These are in keeping with the intent to accommodate pedestrian oriented, ground level businesses with a mixture of residential land uses in an integrated manner.

Residential density under this Commercial land use designation is permitted in alignment with the High Density regulations. Based on a parcel area of 1.6 acres, 64 dwelling units would be permitted, with potential for a maximum of 84 dwelling units through the provision of amenities as specified by the R-5 Zone.

The intent for the subject parcel under application is described and illustrated by a development concept attached as Appendix 5. Future development of the parcel would be subject to the guidelines of the Highway Service / Tourist Commercial Development Permit Area (provided to applicant), with a future development proposal including building elevations and landscape plans subject to detailed review through a form and character Development Permit application.

Staff note some concerns with respect to the concept proposed, including the position of a storm water service main through the subject parcel, a sanitary sewer within the north portion of the subject parcels, as well as the topography on the site, particularly the slope towards the north parcel line adjacent the Trans Canada Highway. These concerns would need to be addressed through the Development Permit application process.

CONCLUSION

The subject parcels are considered by staff to be well-suited for the proposed Commercial – Highway Service / Tourist (HC) and CD-21 uses, being within close proximity to the Trans Canada Highway as well as transportation routes including the City's Greenway Network, and community facilities including the recreation centre, schools, and the uptown commercial area. The proposed CD-21 Zone limits permitted uses that are less aligned with adjacent residential use compared to uses permitted under C-6 Zoning.

The OCP land use designation requested and the proposed CD-21 zoning of the subject parcels is generally consistent with OCP and is therefore supported by staff.



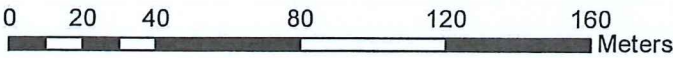
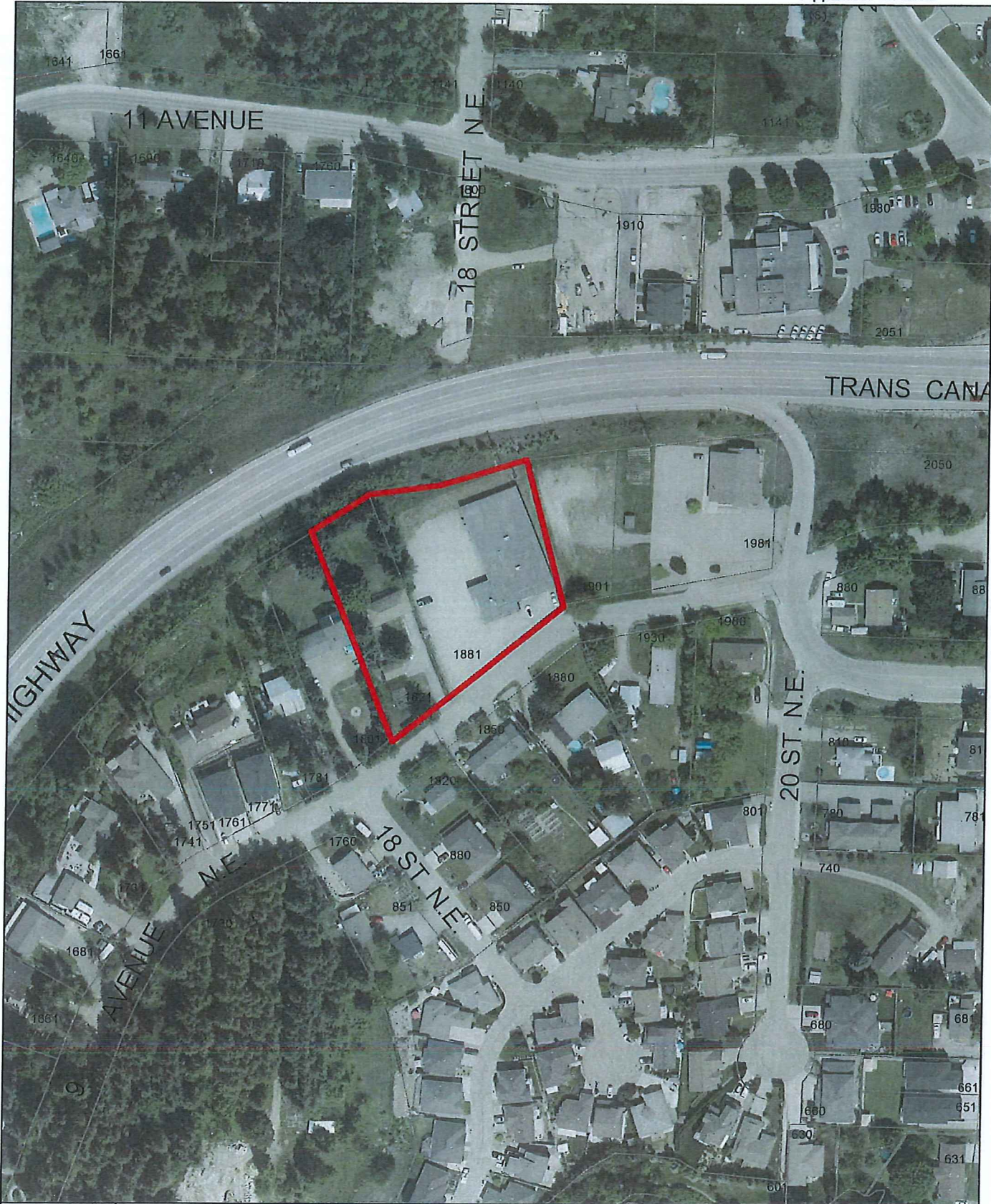
Prepared by: Chris Larson, MCIP, RPP
Senior Planner




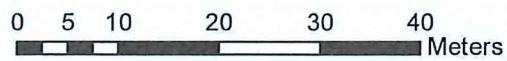
Reviewed by: Gary Burton, MCIP, RPP
Director of Planning & Community Services




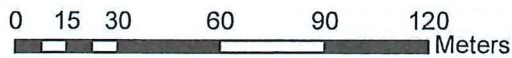
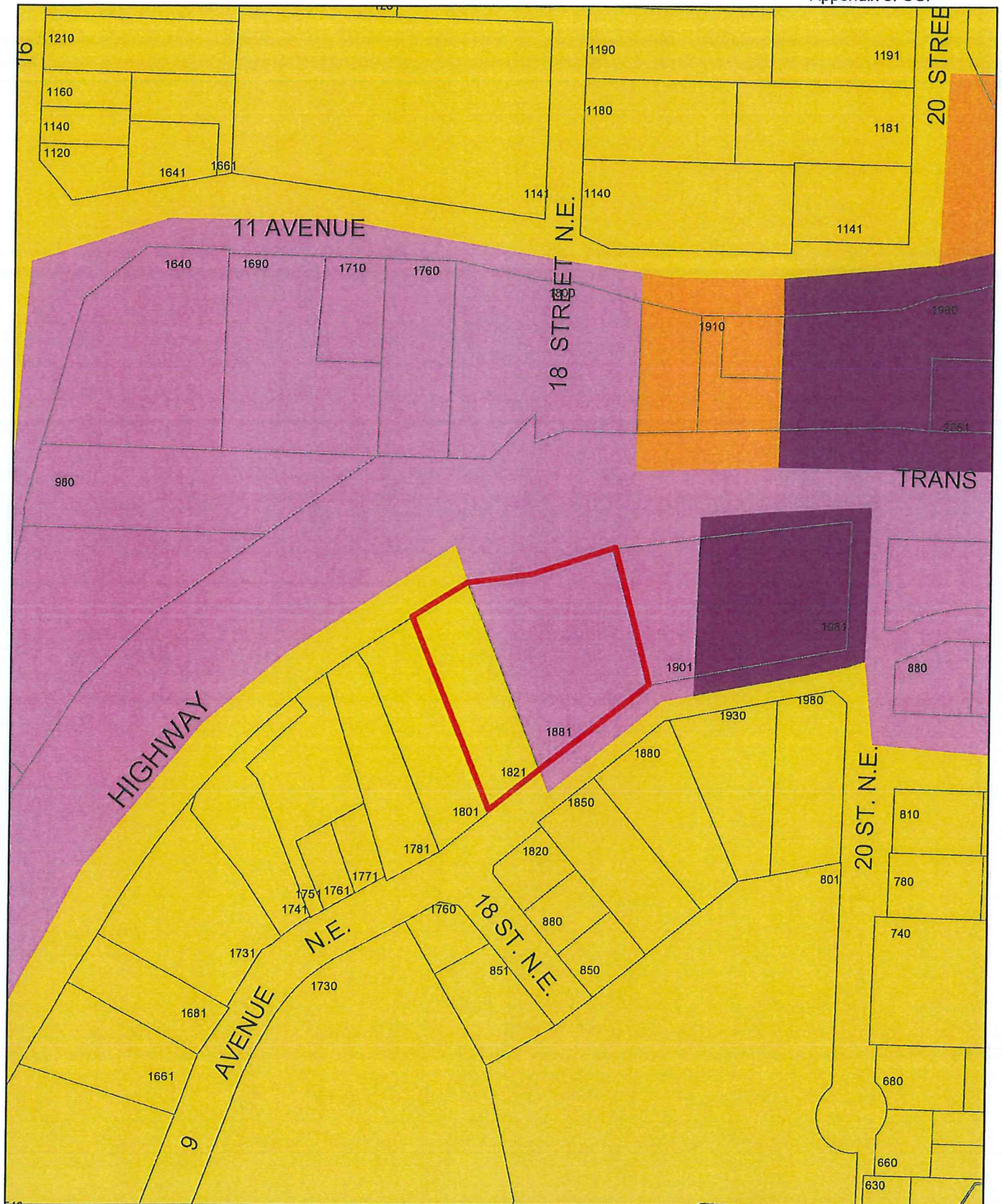
Reviewed by: Melinda Smyrl, MCIP, RPP
Manager of Planning & Building








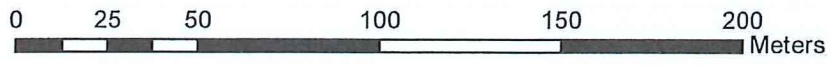
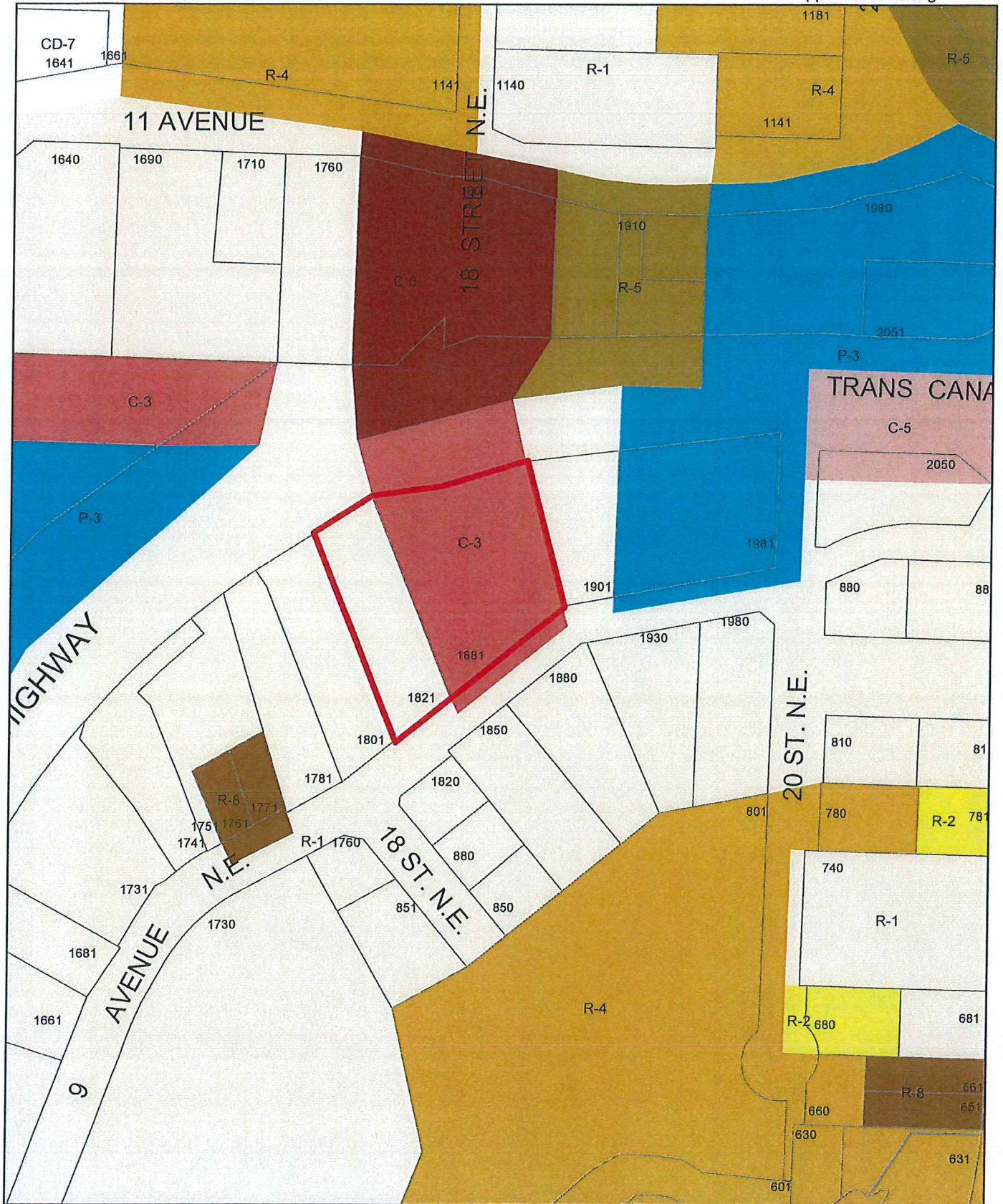
 Subject Parcels



 Subject Parcels

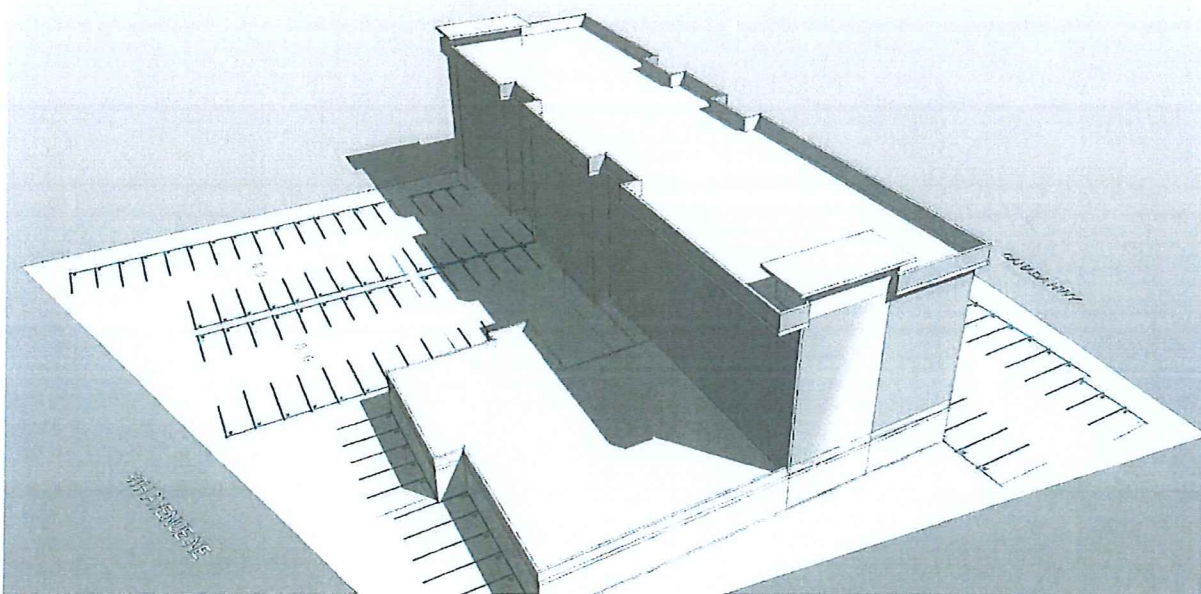


-  Subject Parcels
-  Commercial HWST
-  Residential High Density
-  Residential Medium Density
-  Institutional



**1881 & 1821 9 AVE NE SALMON ARM,
DEVELOPMENT PERMIT APPLICATION**

DESIGN RATIONALE



2023.07.13

Prepared by:

IBA Architecture Inc.

2448 - 1055 W Georgia St., Vancouver BC, V6E 3P3
604 909 1267 | info@ibarch.ca | www.ibarch.ca

To be submitted to:

Planning Department
City of Salmon Arm



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- 1.0 OVERVIEW
- 2.0 PROJECT DESCRIPTION
- 3.0 SITE AND PARKING ACCESS
- 4.0 ZONING AND OCP AMENDMENT
- 5.0 SUMMARY
- 6.0 ARCHITECTURAL RENDERINGS

1.0 OVERVIEW

The proposed conceptual drawing of the rental apartment development thoroughly addresses the main goals pursued by the City of Salmon Arm for these land uses. Strategies have been considered for minimizing the impact of the development on the natural environment, topography, open space, and visual character of City of Salmon Arm.

The OCP Land use Designation was adopted accordingly, and the aimed Zoning: C-6 accepts that the form and character may include *multiple apartment* units.

We believe that the conceptual apartment will address all significant elements of the OCP and are deemed to be affordable forms of housing in the Salmon Arm area market.

2.0 PROJECT DESCRIPTION

The owner/developer of 1881 and 1821 9th Ave NE in Salmon Arm, BC wishes to merge the two properties and request a rezoning from C2 & R-1 to C-6. This will allow the developer to apply a development permit for a 6-storey apartment building on the adjoining property.

In regards to the current status of the property, there is a bowling building located at 1881 9th Ave and a single-family house situated at 1821 9th Ave.

This rental apartment complex is located on 9th Ave NE and features around 70-80 residential units situated above the bowling alley building. The apartments come in various configurations, including one-bedroom and two-bedroom units, designed to complement the surrounding topography and road/grading.

This site (both properties) is approximately 1.46 acres.

3.0 SITE AND PARKING ACCESS

The site design complies with the C-6 zoning bylaw.

Regarding parking, surface parking spots have been provided, with a minimum driveway length of 7.5 m, and provisions for visitors on-site parking as per the Parking and Loading zoning bylaw.

4.0 ZONING AND OCP AMENDMENT

The current zone of the site is R-1 & C-2

The developer of this site decided to submit rezoning application to C-6.

We recommend that the city of Kelowna allow for the rezoning of this site to C-6 for the following reasons:

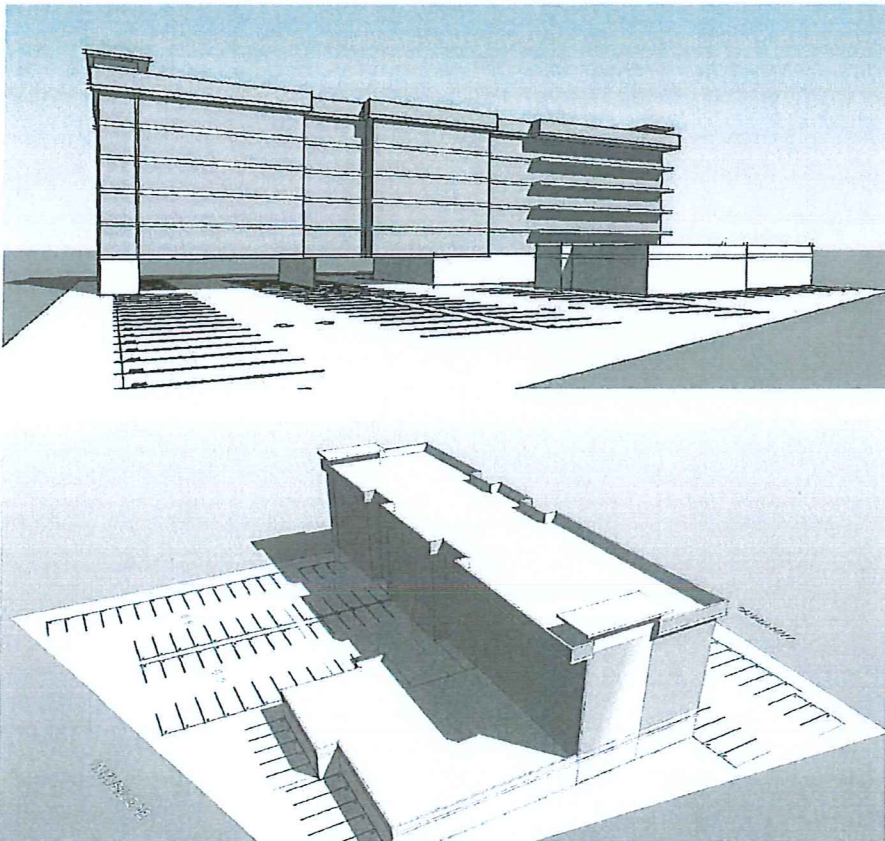
- The site will be more developable.
- The developer feels that an apartment project can be inspirational for other future developments nearby that benefit the neighbourhood.
- The proposed area of the units benefits the residents of the building. And satisfy the community's need for larger units with several bedrooms.

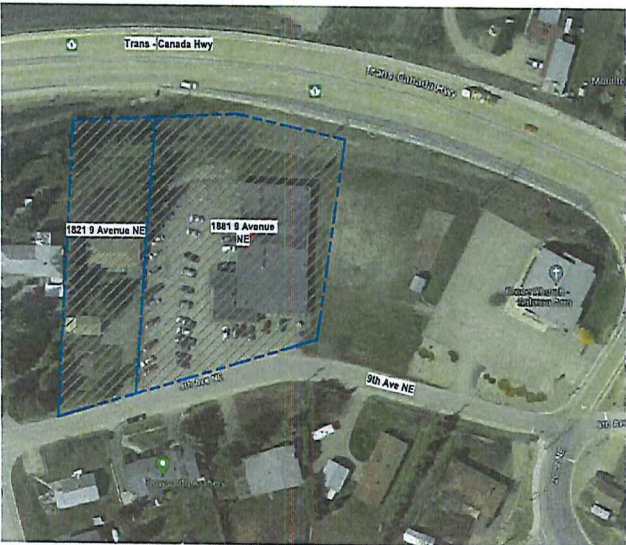
5.0 SUMMARY

The project owner and design team believe that rezoning these two properties will enable the developer to construct an appealing project that can serve as inspiration for other developers. This will also benefit the neighborhood and the city of Salmon Arm.

We look forward to your enthusiastic support and recognition for all the project brings to our community.

6.0 ARCHITECTURAL MASSES:

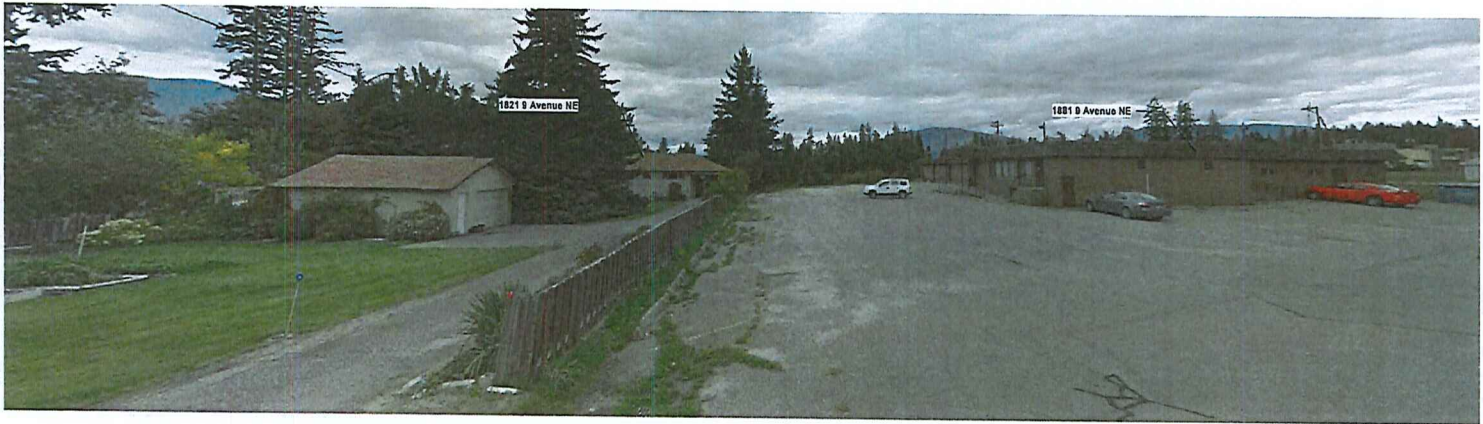




FROM TOP VIEW

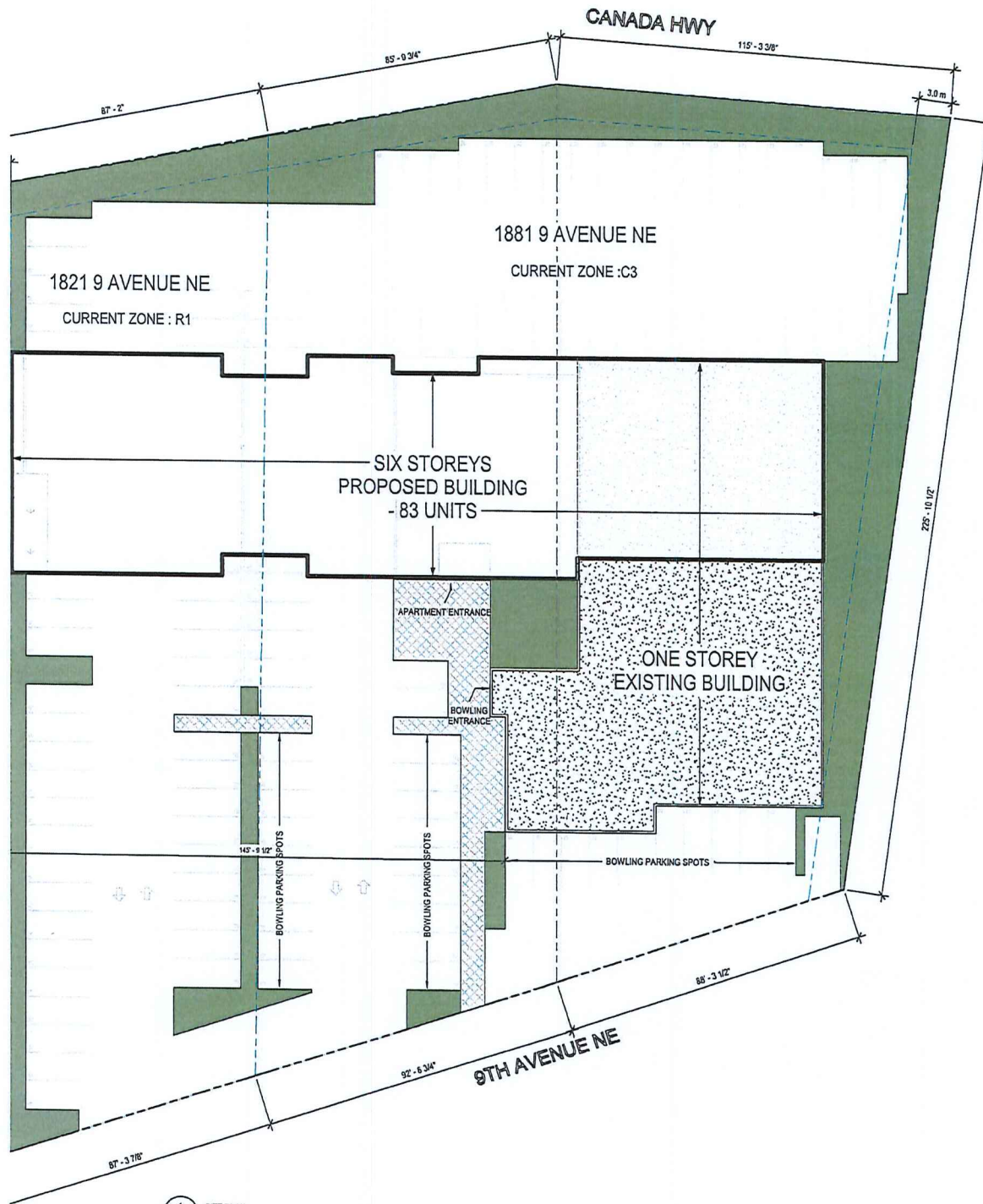


VIEW FROM SOUTH



VIEW FROM 9TH AVENUE NE

APPENDIX 5: PROPOSAL RATIONALE



1 SITE PLAN
A1.01
1/16" = 1'-0"

Required Number of Parking spots:

- 1- 1.25 per dwelling Unit
- 2- 27 parking spots

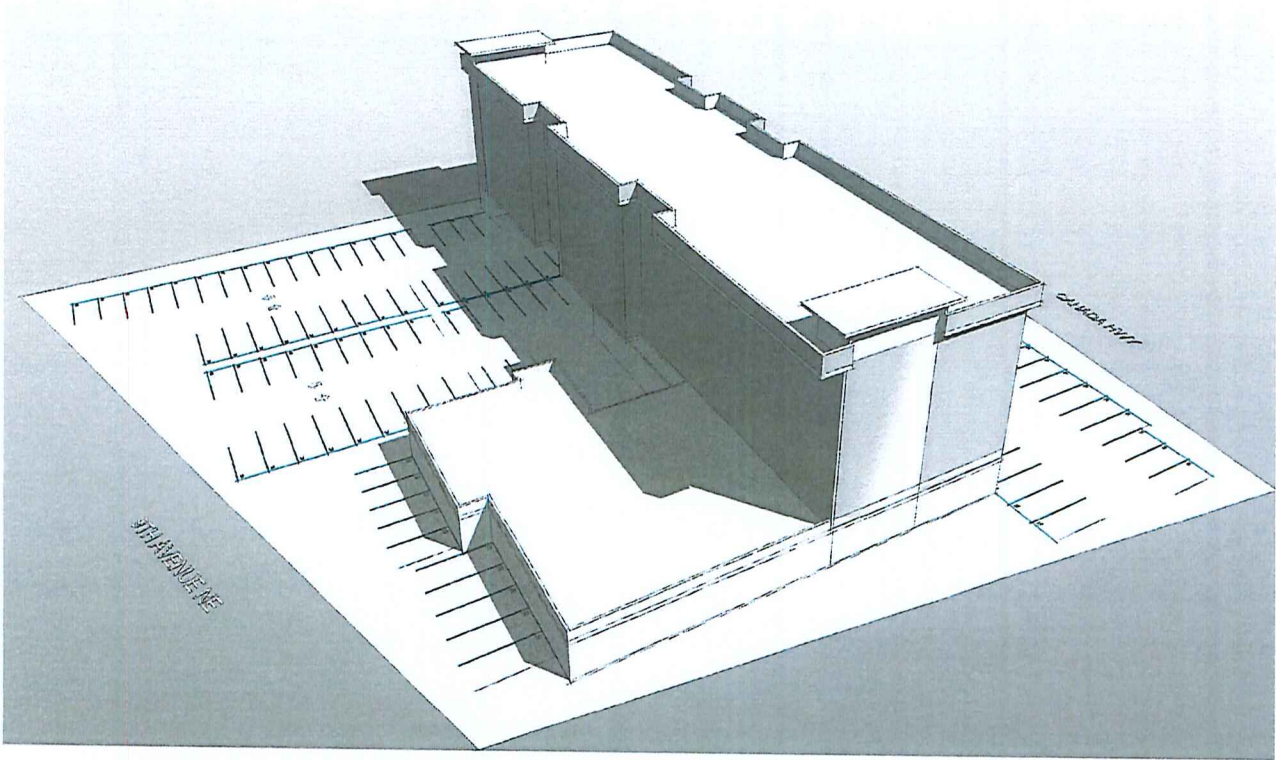
Proposed Number of Parking Spots:

- 28 Parking Spots for Bowling Center
- 104 Parking spots for upper floor units - apartments

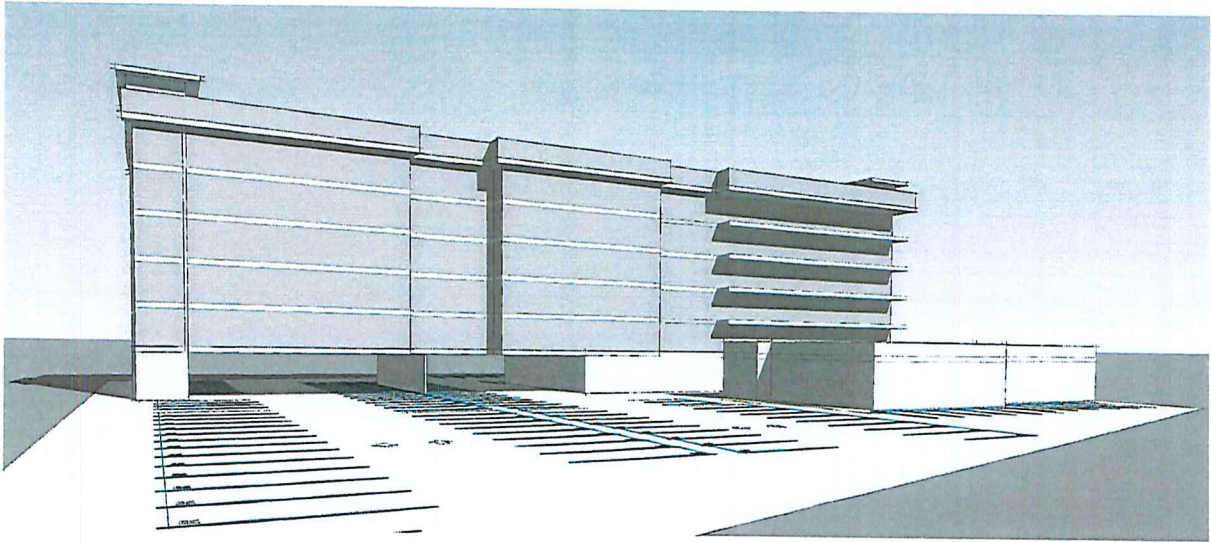
OCC LOAD FOR BOWLING BUILDING:

- 1 Person per 9.3 SQM
- 11,000 SQFT - %25 for circulation = 8250 sqft (766 SQM)
- 766 /9.3 = 82 person
- 3 parking spots per person required
- 82/3= 27 parking spots

Note: This is the rough idea for the parking calculation of the existing building.



BIRD EYE VIEW



VIEW FROM 9TH AVE

0 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100 101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120 121 122 123 124 125 126 127 128 129 130 131 132 133 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165 166 167 168 169 170 171 172 173 174 175 176 177 178 179 180 181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208 209 210 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268 269 270 271 272 273 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295 296 297 298 299 300 301 302 303 304 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332 333 334 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 359 360 361 362 363 364 365 366 367 368 369 370 371 372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 388 389 390 391 392 393 394 395 396 397 398 399 400 401 402 403 404 405 406 407 408 409 410 411 412 413 414 415 416 417 418 419 420 421 422 423 424 425 426 427 428 429 430 431 432 433 434 435 436 437 438 439 440 441 442 443 444 445 446 447 448 449 450 451 452 453 454 455 456 457 458 459 460 461 462 463 464 465 466 467 468 469 470 471 472 473 474 475 476 477 478 479 480 481 482 483 484 485 486 487 488 489 490 491 492 493 494 495 496 497 498 499 500 501 502 503 504 505 506 507 508 509 510 511 512 513 514 515 516 517 518 519 520 521 522 523 524 525 526 527 528 529 530 531 532 533 534 535 536 537 538 539 540 541 542 543 544 545 546 547 548 549 550 551 552 553 554 555 556 557 558 559 560 561 562 563 564 565 566 567 568 569 570 571 572 573 574 575 576 577 578 579 580 581 582 583 584 585 586 587 588 589 590 591 592 593 594 595 596 597 598 599 600 601 602 603 604 605 606 607 608 609 610 611 612 613 614 615 616 617 618 619 620 621 622 623 624 625 626 627 628 629 630 631 632 633 634 635 636 637 638 639 640 641 642 643 644 645 646 647 648 649 650 651 652 653 654 655 656 657 658 659 660 661 662 663 664 665 666 667 668 669 670 671 672 673 674 675 676 677 678 679 680 681 682 683 684 685 686 687 688 689 690 691 692 693 694 695 696 697 698 699 700 701 702 703 704 705 706 707 708 709 710 711 712 713 714 715 716 717 718 719 720 721 722 723 724 725 726 727 728 729 730 731 732 733 734 735 736 737 738 739 740 741 742 743 744 745 746 747 748 749 750 751 752 753 754 755 756 757 758 759 760 761 762 763 764 765 766 767 768 769 770 771 772 773 774 775 776 777 778 779 780 781 782 783 784 785 786 787 788 789 790 791 792 793 794 795 796 797 798 799 800 801 802 803 804 805 806 807 808 809 810 811 812 813 814 815 816 817 818 819 820 821 822 823 824 825 826 827 828 829 830 831 832 833 834 835 836 837 838 839 840 841 842 843 844 845 846 847 848 849 850 851 852 853 854 855 856 857 858 859 860 861 862 863 864 865 866 867 868 869 870 871 872 873 874 875 876 877 878 879 880 881 882 883 884 885 886 887 888 889 890 891 892 893 894 895 896 897 898 899 900 901 902 903 904 905 906 907 908 909 910 911 912 913 914 915 916 917 918 919 920 921 922 923 924 925 926 927 928 929 930 931 932 933 934 935 936 937 938 939 940 941 942 943 944 945 946 947 948 949 950 951 952 953 954 955 956 957 958 959 960 961 962 963 964 965 966 967 968 969 970 971 972 973 974 975 976 977 978 979 980 981 982 983 984 985 986 987 988 989 990 991 992 993 994 995 996 997 998 999 1000

SECTION 59 - CD-21 - COMPREHENSIVE DEVELOPMENT ZONE

Purpose

59.1 The CD-21 Zone is intended to accommodate pedestrian oriented tourist/recreation businesses, with upper floor dwelling units. The area zoned CD-21 is envisioned to be developed with a mixture of land uses in an integrated manner. Development within the CD-21 Zone shall be subject to a Development Permit as per the Official Community Plan.

Regulations

59.2 On a parcel zoned CD-21, no building or structure shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the CD-21 Zone or those regulations contained elsewhere in this Bylaw.

Permitted Uses

59.3 The following uses and no others are permitted in the CD-21 Zone:

- .1 art gallery;
- .2 commercial daycare facility;
- .3 craft making and sales;
- .4 farmers market;
- .5 health service centre;
- .6 high technology research and development;
- .7 home occupation;
- .8 library;
- .9 licensee retail store;
- .10 mobile food vending;
- .11 museum;
- .12 offices;
- .13 outside vending;
- .14 personal service establishment;
- .15 pub;
- .16 public use;
- .17 private utility;
- .18 public utility;
- .19 recreation facility - indoor;
- .20 recreation facility - outdoor;
- .21 restaurant;
- .22 retail store;
- .23 theatre;
- .24 upper floor dwelling units;
- .25 work/live studios; and
- .26 accessory use.

Maximum Height of Principal Buildings

59.4 The maximum height of principal buildings shall be 19.0 metres (62.3 feet).

Maximum Height of Accessory Buildings

59.5 The maximum height of accessory buildings shall be 6.0 metres (19.7 feet).

SECTION 59 - CD-21 - COMPREHENSIVE COMMERCIAL ZONE - CONTINUED

Minimum Parcel Size or Site Area

59.6 The minimum parcel size or site area shall be 325.0 square metres (3,498.4 square feet).

Minimum Parcel or Site Width

59.7 The minimum parcel or site width shall be 10.0 metres (32.8 feet).

Minimum Setback of Principal and Accessory Buildings

59.8 The minimum setback of the principal and accessory buildings from the:

- .1 Rear parcel line adjacent to a residential zone shall be 3.0 metres (9.8 feet)
- .2 Interior side parcel line adjacent to a residential zone shall be 3.0 metres (9.8 feet)
- .3 Refer to Section 4.9 for "Special Building Setbacks" which may apply

Outside Storage

59.9 Outside storage shall be screened as per Appendix III.

Parking and Loading

59.10 Parking and loading shall be required as per Appendix I.

Comparison of Permitted Uses

The following uses and no others are permitted in the new CD-21 Zone:

- .1 art gallery;
- .2 commercial daycare facility #3637
- .3 craft making and sales;
- .4 farmers market;
- .5 health service centre;
- .6 high technology research and development; #4368
- .7 home occupation; #2782
- .8 library;
- .9 licensee retail store; #3223
- .10 mobile food vending; #4340
- .11 museum;
- .12 offices; #3426
- .13 outside vending; #2837
- .14 personal service establishment;
- .15 pub;
- .16 public use;
- .17 private utility; #3060
- .18 public utility;
- .19 recreation facility - indoor;
- .20 recreation facility - outdoor;
- .21 restaurant;
- .22 retail store; #4005
- .23 theatre;
- .24 upper floor dwelling units; #2554
- .25 work/live studios; #3167 and
- .26 accessory use.

Current C-6 - Permitted Uses

- .1 art gallery;
- .2 banking kiosk;
- .3 boat and marine sales, repair and rental, including outside covered or screened storage;
- .4 commercial daycare facility #3637
- .5 convention centre;
- .6 craft making and sales;
- .7 farmers market;
- .8 health service centre;
- .9 high technology research and development; #4368
- .10 home occupation; #2782
- .11 hotel;
- .12 library;
- .13 licensee retail store; #3223
- .14 mobile food vending; #4340
- .15 motel;
- .16 museum;
- .17 night club;
- .18 offices; #3426
- .19 outside vending; #2837
- .20 parkade/off-street parking, in Areas "A", "B" and "C" [Waterfront Area] as shown on Schedule "C" attached hereto and forming part of this bylaw. #3163
- .21 personal service establishment;
- .22 pub;
- .23 public use;
- .24 private utility; #3060
- .25 public utility;
- .26 recreation facility - indoor;
- .27 recreation facility - outdoor;
- .28 resort accommodation; #3517
- .29 restaurant;
- .30 retail store; #4005
- .31 theatre;
- .32 upper floor dwelling units; #2554
- .33 work/live studios; #3167 and
- .34 accessory use.



View of subject parcel northwest from 9 Avenue NE.



View of subject parcel northeast from 9 Avenue NE.



September 6, 2023

City of Salmon Arm
Chris Larson
PO Box 40
Salmon Arm BC, V1E 4N2

Dear Chris,

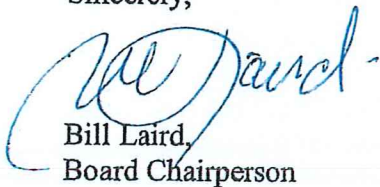
Re: OCP Amendment Application No OCP 4000-56

The Salmon Arm Economic Development Society (SAEDS) Board of Directors has reviewed the information for the above-noted OCP Amendment Referral to amend the OCP designation of the property located at 1821 – 9th Avenue NE from medium density residential to highway service/tourist commercial.

At this meeting, the SAEDS Board passed the following motion:
“That the SAEDS Board of Directors supports the proposed OCP Amendment, as the proposed development supports the community’s critical shortage of rental accommodation.” All in favour.

We thank you for the opportunity to comment on this proposed OCP bylaw amendment.

Sincerely,

A handwritten signature in blue ink that reads "Bill Laird". The signature is stylized and cursive.

Bill Laird,
Board Chairperson

From: HBE [IH] <HBE@interiorhealth.ca>
Sent: September 13, 2023 3:27 PM
To: Kathy Frese
Subject: FW: [External] OCP4000-56 BYLAW4605 / 1821 - 9 AVENUE NE - Referral
Attachments: OCP4000 -56 External Agencies Referral PKG.pdf

Hello,

Thank you for the opportunity to provide comments for Council and staff consideration regarding the two properties 1881 and 1821 9 Ave N.E.

Housing is a key determinant of health. It has significant influence on our physical and mental health, social well-being and indirectly influences many other determinants of health. Healthy housing is attainable, stable, high quality, and in a location and community that meets our needs and supports health and well-being. In reviewing the proposed land use changes for the two properties, this would align with providing more density and housing diversity (Strategy Area #1) and adding additional rental units to meet the rental needs of the community (Strategy Area #2) and thus meeting the objectives in the [Salmon Arm Community Housing Strategy](#).

Interior Health is pleased to see more purpose built rental units being built to help to meet Salmon Arm residents' needs for rental housing supply and as such, we are in support of the proposed changes.

If you have any questions, please let me know: 250-549-5758.

Thank you,

Janelle

Janelle Rimell, B.Sc, B.Tech, C.P.H.I.(C) (she/her)

Environmental Health Officer
Healthy Community Development
Interior Health Authority
1440 14th Avenue, Vernon, BC V1B 2T1
Office: 250-549-5758
Cell: 250-540-8380
Email: janelle.rimell@interiorhealth.ca
www.interiorhealth.ca



Interior Health

Interior Health would like to recognize and acknowledge the traditional, ancestral, and unceded territories of the Dăkelh Dené, Ktunaxa, Nlaka'pamux, Secwépemc, St'át'imc, Syilx, and Tšìlhqot'in Nations where we live, learn, collaborate and work together.



City of Salmon Arm
500 2nd Avenue NE
PO Box 40
Salmon Arm, BC V1E 4N2
Canada

Your File #: ON-1275 BL4606
eDAS File #: 2023-03966
Date: Aug/22/2023

Re: Proposed Bylaw for:

- PID: 009-633-405, PARCEL A (DD W51279) SECTION 13 TOWNSHIP 20 RANGE 10 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 9888 EXCEPT PLAN KAP46224
PID: 007-926-669, LOT A SECTION 13 TOWNSHIP 20 RANGE 10 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 9888

The Ministry of Transportation and Infrastructure has received and reviewed your referral dated August 18, 2023 to amend the OCP from MR (Medium Density Residential) and HC (Highway Service/Tourist Commercial) to HC (Highway Service/Tourist Commercial) for 1821 – 9 Avenue NE only, and Zoning from R-1 (Single Family Residential – 1821 9 Ave NE) and C-3 (Service Commercial – 1881 9 Ave NE) to C-6 (Tourist/Recreation Commercial Zone) for both properties.

Preliminary Approval is granted for the rezoning for one year pursuant to section 52(3)(a) of the Transportation Act, subject to the following conditions:

- 1. No direct access to the Trans-Canada Highway is permitted. All access is to be via the municipal side road network (9 Avenue NE).
2. No storm drainage shall be directed towards the Trans-Canada Highway. This would include but is not limited to collection/run-off of the internal road system or development run-off. All surface and subsurface drainage/storm water from the development is to be dealt with onsite.
3. Buildings or structures adjacent to the Trans-Canada Highway are to be set back from the property line, a minimum of 4.5 metres. If buildings or structures are proposed within the 4.5m setback from the Trans-Canada Highway dedication, the land owner is encouraged to contact the ministry as additional permitting is required and may not be supported.

Table with 1 column and 2 rows. Row 1: Local District Address. Row 2: Salmon Arm Area Office, Bag 100, 850C 16th Street NE, Salmon Arm, BC V1E 4S4, Canada, Phone: (250) 712-3660 Fax: (250) 833-3380

If you have any questions please feel free to call Beth Bahm at (778) 576-1114.
Yours truly,

A handwritten signature in cursive script that reads "Beth Bahm".

Beth Bahm
Development Officer



*Memorandum from the
Engineering and Public
Works Department*

TO: Gary Buxton, Director of Planning
 DATE: August 29, 2023
 PREPARED BY: Mustafa Zakreet, Engineering Assistant
 APPLICANT: 1026082 BC Ltd. and Lakeside Bowling Ltd.
 SUBJECT: OFFICIAL COMMUNITY PLAN & ZONING AMENDMENT APPLICATION
 NO. OCP4000-56 & ZON-1275
 LEGAL: Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 9888 and
 Parcel A (DD W51279) Section 13, Township 20, Range 10, W6M, KDYD,
 Plan 9888 Except Plan KAP46224
 CIVIC: **1821 & 1881 – 9 Avenue NE**

Further to your referral dated August 18, 2023, we provide the following servicing information. **The following comments and servicing requirements are not conditions for Rezoning and OCP amendment; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:**

Comments are based on the Development as proposed in the referral. If the development plans for the property change significantly, comments below may change.

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 4293. 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 (ESC) measures will be required prior to the commencement of construction. ESC plans to be approved by the City of Salmon Arm.
7. At the time of 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.
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.

OCP4000-56 & ZON APPLICATION FILE: ZON-1275

August 29, 2023

Page 2

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. 9 Avenue NE, on the subject property's southern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that 2.38m of additional road dedication is required (to be confirmed by a BCLS).
2. 9 Avenue NE is currently constructed to a Rural Paved Road standard. Upgrading to an Urban Local Road standard is required, in accordance with Specification Drawing No. RD-02. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
3. Trans-Canada Highway on the subject property's northern boundary is a provincial controlled access highway. Additional dedication/improvements will be determined by Ministry of Transportation.

Water:

1. The subject property fronts a 100mm diameter Zone 2 watermain on 9 Avenue NE. Upgrading this watermain to 200mm diameter across the frontage of the property is required.
2. Since the subject property fronts onto an undersized water main the Owner / Developer's authorized engineer is to complete a flow test on the closest fire hydrant to confirm the existing watermain servicing the development is adequately sized to provide fire flows in accordance with the requirements of the Subdivision and Development Servicing Bylaw No 4293. Where the City water distribution system has insufficient capacity to meet the required fire flow, the Owner / Developer will be required to make the necessary upgrades to meet these standards. Owner / Developer is responsible for all associated costs.
3. Records indicate that 1881 & 1821 9 Avenue NE are each serviced by an unknown diameter size service from the 100mm diameter watermain on 9 Avenue NE. Due to age/size of the existing services, upgrading to a new single metered service (minimum 25mm) is required in accordance with Specification Drawing No. W-11. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs
4. Fire protection requirements to be confirmed with the Building Department and Fire Department.
5. Fire hydrant installation will be required. Owners consulting Engineer shall review the site to ensure placement of fire hydrants meet the commercial density spacing requirements of 90 meters.

Sanitary:

OCP4000-56 & ZON APPLICATION FILE: ZON-1275

August 29, 2023

Page 3

1. The subject property fronts a 150mm diameter sanitary sewer on 9 Avenue NE. Upgrading this sanitary sewer to 200mm diameter across the frontage of the property is required. Since this upgrade is premature at this time, a 100% cash in lieu payment towards future upgrading may be accepted. Owner / Developer is responsible for all associated costs. In addition, the subject property fronts 200mm diameter sanitary sewer along the north and east property lines. An additional 3m right of way is required for the main along the north property line. No construction will be permitted over the sanitary right-of-way, however the sanitary sewer and right of way may be relocated, subject to achieving minimum grades. Owner / Developer is responsible for all associated costs.
2. The subject property is 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. The subject property is in an area with no current sanitary capacity concerns according to the City Sanitary Study (Urban Systems 2016).
4. Records indicate that the 1881-9 Avenue NE property is serviced by an unknown size service from the sanitary sewer on 9 Avenue NE, and the 182-9 Avenue NE property is serviced by an unknown size service from the sanitary sewer main along the north property line. 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 9 Avenue NE that runs along the west property line. No Construction is permitted over the storm right-of-way; therefore, relocating the storm main out of the development zone is required.
2. The subject property is in an area with no current storm capacity concerns according to the Stormwater Master Plan Study (April 2020)
3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4293, 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 subject 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. Discharge into the Storm sewer shall be restricted to predevelopment flows. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Geotechnical:

OCP4000-56 & ZON APPLICATION FILE: ZON-1275

August 29, 2023

Page 4

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



Mustafa Zakreet, EIT
Engineering Assistant



Gabriel Bau P.Eng.
City Engineer

CITY OF SALMON ARM

BYLAW NO. 4624

**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 and by electronic means, on February 26, 2024 at the hour of 7:00 p.m. was published in the February 14 and February 21, 2024 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. "City of Salmon Arm Official Community Plan Bylaw No. 4000" is hereby amended as follows:

1. Re-designate Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 9888 from MR (Medium Density Residential) to HC (Highway Service/Tourist Commercial), 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.

5. CITATION

This bylaw may be cited as “**City of Salmon Arm Official Community Plan Amendment Bylaw No. 4624**”.

READ A FIRST TIME THIS 22 DAY OF JANUARY 2024

READ A SECOND TIME THIS DAY OF 2024

READ A THIRD TIME THIS DAY OF 2024

ADOPTED BY COUNCIL THIS DAY OF 2024

MAYOR

CORPORATE OFFICER



CITY OF SALMON ARM

BYLAW NO. 4625

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on February 26, 2024 at the hour of 7:00 p.m. was published in the and _____, 2024 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:

SECTION 59 - CD-21 - COMPREHENSIVE DEVELOPMENT ZONE

Purpose

59.1 The CD-21 Zone is intended to accommodate pedestrian oriented tourist/recreation businesses, with upper floor dwelling units. The area zoned CD-21 is envisioned to be developed with a mixture of land uses in an integrated manner. Development within the CD-21 Zone shall be subject to a Development Permit as per the Official Community Plan.

Regulations

59.2 On a parcel zoned CD-21, no building or structure shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the CD-21 Zone or those regulations contained elsewhere in this Bylaw.

Permitted Uses

59.3 The following uses and no others are permitted in the CD-21 Zone:

- .1 art gallery;
- .2 commercial daycare facility;
- .3 craft making and sales;
- .4 farmers market;
- .5 health service centre;
- .6 high technology research and development;
- .7 home occupation;
- .8 library;
- .9 licensee retail store;
- .10 mobile food vending;

- .11 museum;
- .12 offices;
- .13 outside vending;
- .14 personal service establishment;
- .15 pub;
- .16 public use;
- .17 private utility;
- .18 public utility;
- .19 recreation facility - indoor;
- .20 recreation facility - outdoor;
- .21 restaurant;
- .22 retail store;
- .23 theatre;
- .24 upper floor dwelling units;
- .25 work/live studios; and
- .26 accessory use.

Maximum Height of Principal Buildings

59.4 The maximum height of principal buildings shall be 19.0 metres (62.3 feet).

Maximum Height of Accessory Buildings

59.5 The maximum height of accessory buildings shall be 6.0 metres (19.7 feet).

Minimum Parcel Size or Site Area

59.6 The minimum parcel size or site area shall be 325.0 square metres (3,498.4 square feet).

Minimum Parcel or Site Width

59.7 The minimum parcel or site width shall be 10.0 metres (32.8 feet).

Minimum Setback of Principal and Accessory Buildings

- 59.8 The minimum setback of the principal and accessory buildings from the:
- .1 Rear parcel line adjacent to a residential zone shall be 3.0 metres (9.8 feet)
 - .2 Interior side parcel line adjacent to a residential zone shall be 3.0 metres (9.8 feet)
 - .3 Refer to Section 4.9 for "Special Building Setbacks" which may apply

Outside Storage

59.9 Outside storage shall be screened as per Appendix III.

Parking and Loading

59.10 Parking and loading shall be required as per Appendix I.

CITY OF SALMON ARM

BYLAW NO. 4626

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on February 26, 2024 at the hour of 7:00 p.m. was published in the , 2024 and , 2024 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 9888 from R-1 (Single Family Residential Zone) to CD-21 (Comprehensive Development Zone); and

Rezone Parcel A (DD W51279), Section 13, Township 20, Range 10, W6M, KDYD, Plan 9888 Except Plan KAP46224 from C-3 (Service Commercial Zone) to CD-21 (Comprehensive Development Zone)

attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as “**City of Salmon Arm Zoning Amendment Bylaw No. 4626**”

READ A FIRST TIME THIS 22 DAY OF JANUARY 2024

READ A SECOND TIME THIS DAY OF 2024

READ A THIRD TIME THIS DAY OF 2024

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF , 2024

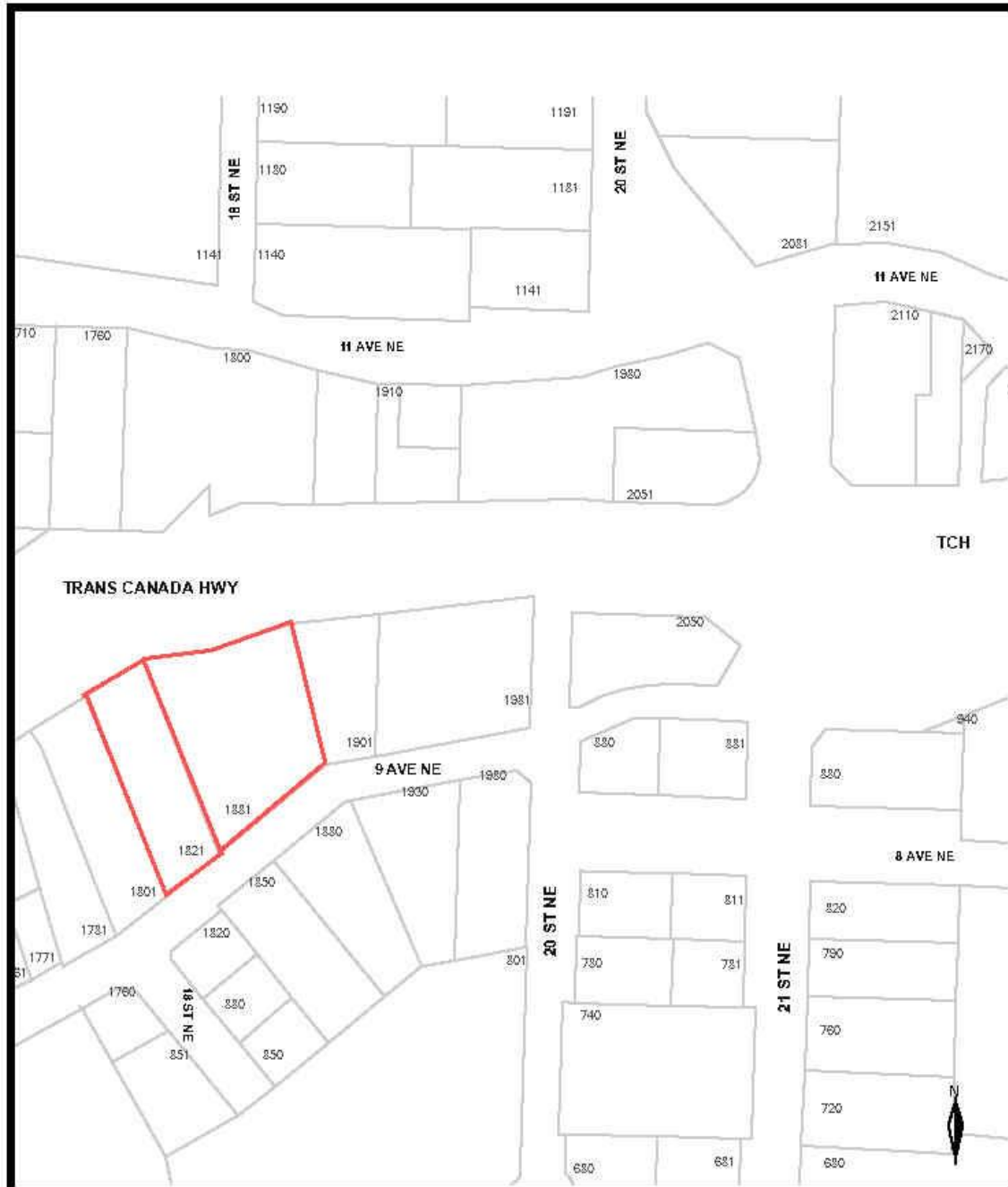
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2024

MAYOR

CORPORATE OFFICER

Schedule "A"



REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm

January 22, 2024, 1:00 p.m.
Council Chambers of City Hall
500 – 2 Avenue NE, Salmon Arm, BC

23. STATUTORY PUBLIC HEARINGS

23.1 Official Community Plan Amendment Application OCP4000-55

721 Harbourfront Drive NE
Owner: 0766658 BC Ltd.
Agent: W. Whelen
LR to MR

The Planning Official explained the proposed Official Community Plan Amendment Application.

Councillor Flynn joined the meeting at 7:06 p.m.

W. Whelen, owner/agent, provided an overview of the application and was available to answer questions from Council.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Hearing closed at 7:08 p.m.

23.2 Zoning Amendment Application ZON-1273

(see 23.1 for Staff Report)
721 Harbourfront Drive NE
Owner: 0766658 BC Ltd.
Agent: W. Whelen
R-8 to R-4

The Planning Official explained the proposed Zoning Amendment Application.

W. Whelen, owner/agent, provided an overview of the application and was available to answer questions from Council. The owner/agent indicated that the proposed height of the project under the R-4 zone is the same as a single family home in a R-1 zone.

Submissions were called for at this time.

- A. DeWilde - Email dated January 22, 2024

L. Rolfs was concerned about the height of the building.

Following three calls for submissions and questions from Council, the Hearing closed at 7:14 p.m.

CITY OF SALMON ARM

BYLAW NO. 4601

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 and by electronic means, on January 22, 2024 at the hour of 7:00 p.m. was published in the , 2024 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. "City of Salmon Arm Official Community Plan Bylaw No. 4000" is hereby amended as follows:

1. Re-designate Lot 4, Section 14, Township 20, Range 10, W6M, KDYD, Plan KAP77503 from LR (Low Density Residential) to MR (Medium 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.

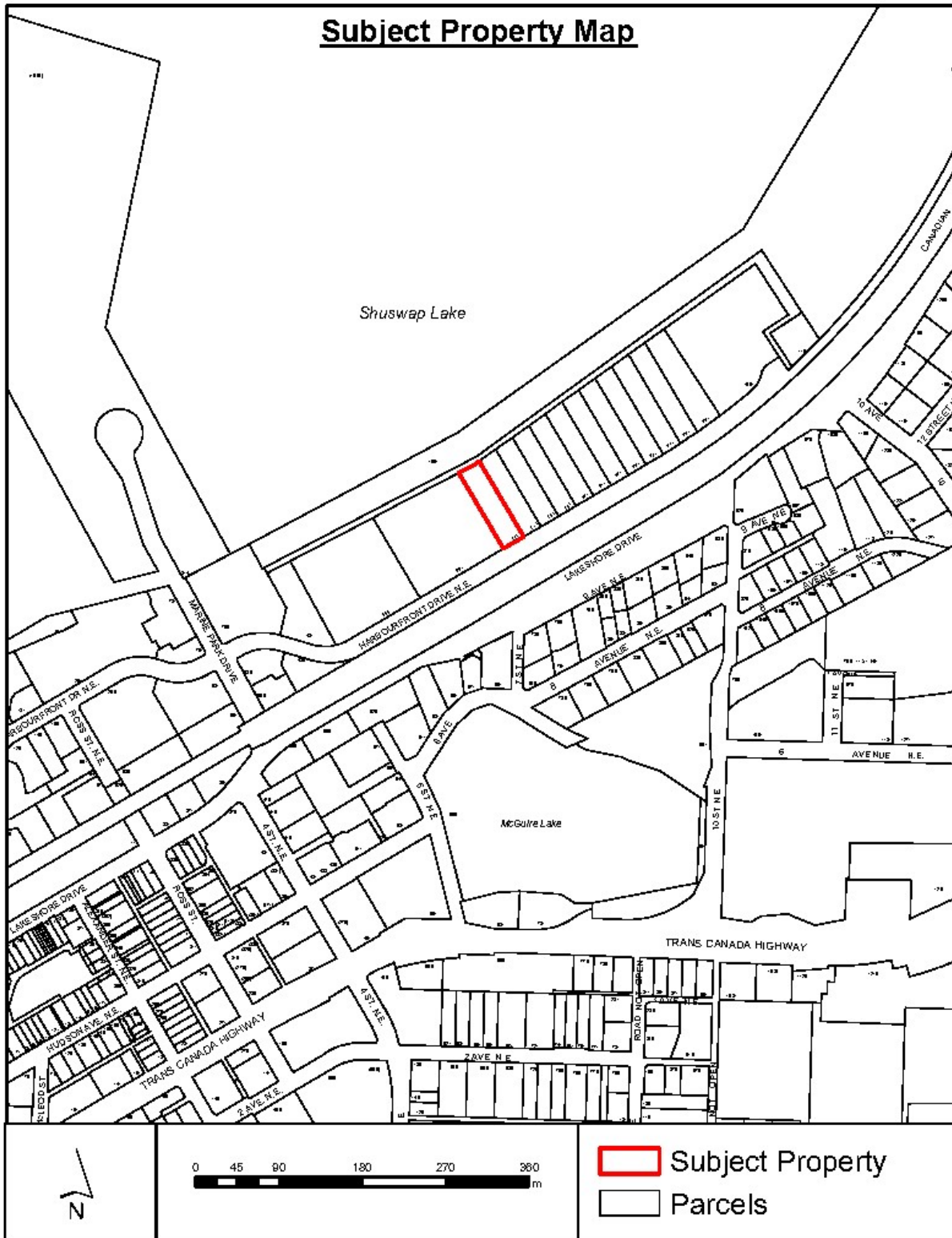
5. CITATION

This bylaw may be cited as “**City of Salmon Arm Official Community Plan Amendment Bylaw No. 4601**”.

READ A FIRST TIME THIS	11	DAY OF	DECEMBER	2023
READ A SECOND TIME THIS	8	DAY OF	JANUARY	2024
READ A THIRD TIME THIS	22	DAY OF	JANUARY	2024
ADOPTED BY COUNCIL THIS		DAY OF		2024

MAYOR

CORPORATE OFFICER



REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm

January 22, 2024, 1:00 p.m.
Council Chambers of City Hall
500 – 2 Avenue NE, Salmon Arm, BC

23. STATUTORY PUBLIC HEARINGS

23.1 Official Community Plan Amendment Application OCP4000-55

721 Harbourfront Drive NE
Owner: 0766658 BC Ltd.
Agent: W. Whelen
LR to MR

The Planning Official explained the proposed Official Community Plan Amendment Application.

Councillor Flynn joined the meeting at 7:06 p.m.

W. Whelen, owner/agent, provided an overview of the application and was available to answer questions from Council.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Hearing closed at 7:08 p.m.

23.2 Zoning Amendment Application ZON-1273

(see 23.1 for Staff Report)
721 Harbourfront Drive NE
Owner: 0766658 BC Ltd.
Agent: W. Whelen
R-8 to R-4

The Planning Official explained the proposed Zoning Amendment Application.

W. Whelen, owner/agent, provided an overview of the application and was available to answer questions from Council. The owner/agent indicated that the proposed height of the project under the R-4 zone is the same as a single family home in a R-1 zone.

Submissions were called for at this time.

- A. DeWilde - Email dated January 22, 2024

L. Rolfs was concerned about the height of the building.

Following three calls for submissions and questions from Council, the Hearing closed at 7:14 p.m.

CITY OF SALMON ARM

BYLAW NO. 4602

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on January 22, 2024 at the hour of 7:00 p.m. was published in the and , 2024 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 14, Township 20, Range 10, W6M, KDYD, Plan KAP77503 from R-8 (Residential Suite Zone) to R-4 (Medium Density Residential Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as “**City of Salmon Arm Zoning Amendment Bylaw No. 4602**”

READ A FIRST TIME THIS 11 DAY OF DECEMBER 2023

READ A SECOND TIME THIS 8 DAY OF JANUARY 2024

READ A THIRD TIME THIS 22 DAY OF JANUARY 2024

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 25th DAY OF January , 2024



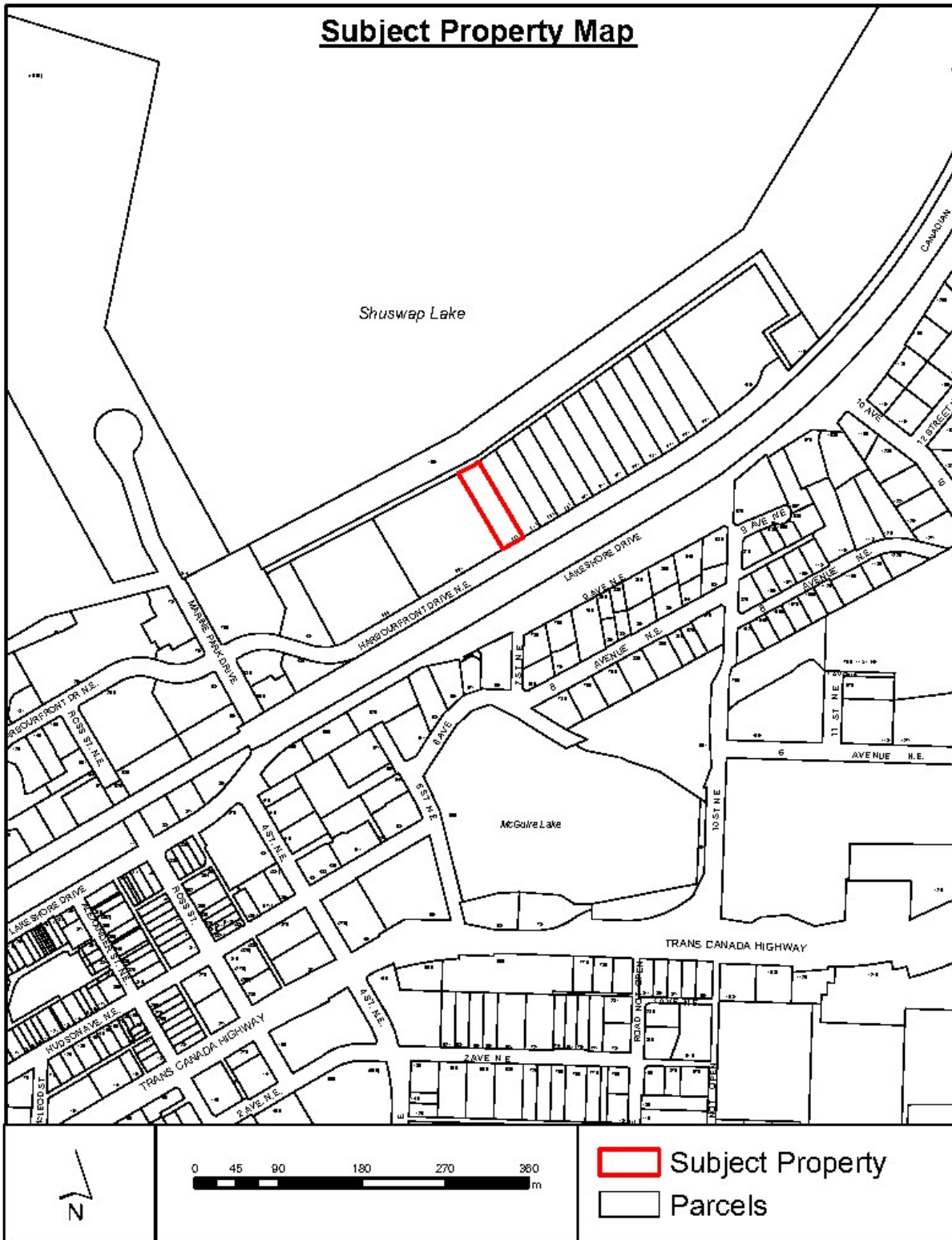
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2024

MAYOR

CORPORATE OFFICER

Schedule "A"



COMMUNITY EVENTS
City Parks & Spaces

February 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10 Shuswap Cycling Fat Bike Race Downtown Winter Market – 10:00 a.m. – 1:00 p.m.
11	12	13	14	15	16	17 Downtown Winter Market – 10:00 a.m. – 1:00 p.m.
18	19 FAMILY DAY – Free Family events at the Rec Centre and Arena City Hall Closed	20	21	22	23	24 Downtown Winter Market – 10:00 a.m. – 1:00 p.m. Coldest Night of the Year
25	26	27	28	29		



**CITY OF SALMON ARM
BUILDING DEPARTMENT REPORT
JANUARY 2024**

LAST YEAR (2023)
CURRENT MONTH YEAR-TO-DATE

CURRENT YEAR (2024)
CURRENT MONTH YEAR-TO-DATE

		NO.	VALUE	NO.	VALUE	NO.	VALUE	NO.	VALUE
1	New Single Family Dwellings	2	875,000	2	875,000	-	-	-	-
2	Misc. Additions etc. to SFD's	2	225,000	2	225,000	2	200,000	2	200,000
3	New Single Family Dwellings with suites	1	385,000	1	385,000	1	1,300,000	1	1,300,000
4	New Secondary/Detached Suites	3	82,000	3	82,000	2	580,000	2	580,000
5	New Modulars/MH's (Factory Built)	1	320,000	1	320,000	-	-	-	-
6	Misc. Additions etc. to Modulars/MH's	-	-	-	-	-	-	-	-
7	MFD's (# Units)	1 (2)	728,000	1 (2)	728,000	-	-	-	-
8	Misc. Additions etc. to MFD's	-	-	-	-	-	-	-	-
9	New Commercial	-	-	-	-	-	-	-	-
10	Misc. Additions etc. to Commercial	3	625,000	3	625,000	-	-	-	-
11	New Industrial	1	85,000	1	85,000	-	-	-	-
12	Misc. Additions etc. to Industrial	-	-	-	-	-	-	-	-
13	New Institutional	1	492,000	1	492,000	-	-	-	-
14	Misc. Additions etc. to Institutional	1	124,282	1	124,282	-	-	-	-
15	Signs	1	1,300	1	1,300	1	4,444	1	4,444
16	Swimming Pools, Pool Buildings	1	8,000	1	8,000	-	-	-	-
17	Demolitions	-	-	-	-	1	-	1	-
18	Temporary Trailers, A & B Permits	-	-	-	-	-	-	-	-
19	Misc. Special Inspections, etc.	6	-	6	-	6	-	6	-
	TOTAL PERMITS ISSUED	24	3,950,582	24	3,950,582	13	2,084,444	13	2,084,444

MFD's - Apartment, Row, Duplex, Strata (# of dwelling units created)
Farm building values not included

BUILDING PERMITS - YEARLY

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
2001	585,500	11,938,550	12,265,250	12,842,790	13,534,790	14,712,550	16,330,650	17,717,625	19,031,075	19,895,255	21,318,855	21,458,195
2002	585,500	1,952,500	3,340,850	3,821,240	5,455,840	6,411,690	8,844,690	10,932,510	15,780,890	16,705,600	17,738,200	17,923,700
2003	130,110	920,780	2,974,020	4,486,120	5,993,320	13,294,120	15,555,250	17,937,005	20,318,920	22,000,340	24,005,740	24,782,360
2004	430,700	1,506,500	5,903,780	8,379,104	10,122,768	12,086,319	14,779,343	21,598,763	30,371,023	33,614,173	34,957,458	35,881,343
2005	1,072,000	2,269,650	4,344,750	6,806,152	12,110,482	28,031,457	29,985,585	34,743,645	37,600,445	42,915,856	45,525,611	47,576,746
2006	815,550	3,224,468	8,012,449	11,501,929	16,084,809	20,066,533	23,714,194	26,370,890	36,479,806	37,278,358	42,332,995	43,077,170
2007	1,531,087	3,901,669	16,148,674	22,413,118	27,232,134	32,401,472	35,657,297	42,829,750	51,945,799	55,703,387	65,885,802	66,289,555
2008	1,797,604	4,203,429	12,947,058	27,647,379	33,857,533	36,582,025	39,759,375	42,395,454	45,412,474	50,699,301	53,383,541	53,522,880
2009	409,369	864,839	2,039,460	5,207,311	6,763,615	7,800,085	9,677,455	11,579,746	18,882,737	20,713,554	23,523,664	24,337,664
2010	1,518,563	2,708,062	5,931,546	10,081,816	12,260,236	13,526,546	16,597,121	18,790,511	19,848,804	21,174,632	22,953,692	27,249,702
2011	568,645	2,003,976	5,063,837	7,449,773	9,471,416	11,761,850	12,794,028	14,222,970	18,194,801	19,682,061	30,563,013	31,934,415
2012	2,189,660	3,128,562	4,794,040	6,337,260	10,000,544	12,120,246	17,883,185	24,375,078	26,118,787	26,493,820	28,130,500	28,666,430
2013	881,740	1,440,110	13,907,060	15,814,195	17,433,454	20,194,778	23,204,628	24,180,485	26,567,302	29,195,224	30,890,086	31,231,349
2014	665,304	2,806,404	8,075,941	20,789,869	27,574,834	29,877,686	33,456,523	41,971,923	42,784,769	44,804,191	46,460,471	47,707,993
2015	1,172,285	1,853,539	3,894,754	6,750,389	8,575,425	18,388,180	20,475,407	26,442,225	29,143,303	31,248,595	35,417,465	37,368,595
2016	1,268,865	2,298,280	4,987,625	8,904,610	12,253,660	16,279,464	19,265,124	23,811,029	29,823,014	36,084,949	40,154,959	41,418,659
2017	1,183,280	2,841,725	7,219,495	11,761,657	18,136,656	23,823,576	30,793,243	36,066,891	52,130,226	59,858,542	63,366,686	64,675,041
2018	1,970,104	3,943,104	10,028,787	14,363,122	20,252,322	30,488,747	37,540,412	40,421,060	55,689,215	59,634,580	64,988,531	66,797,572
2019	6,060,645	6,835,345	10,699,845	18,074,843	22,220,523	26,015,593	31,103,281	45,971,877	48,902,359	52,267,409	56,765,409	58,511,534
2020	2,218,950	4,293,250	6,900,060	9,289,060	12,891,318	23,340,638	26,757,691	32,516,960	37,062,215	46,505,927	51,472,227	54,065,527
2021	3,180,132	5,500,747	9,538,939	14,603,678	21,402,310	29,030,210	33,528,039	37,494,801	41,729,005	46,006,620	50,263,120	53,739,370
2022	2,742,700	4,614,700	11,785,510	15,199,184	19,664,691	26,059,056	29,452,833	40,073,183	43,982,753	51,601,717	56,752,469	60,172,009
2023	3,950,582	5,205,782	8,532,882	12,340,016	16,985,808	23,285,030	40,678,657	46,388,414	50,736,914	59,507,376	62,245,626	62,906,026
2024	2,084,444											

Monday, January 22nd, 2024

Dear Mayor and Council,

We are writing to you as the students of Mr. Ready's C-Block French Immersion Social Studies class this semester at J.L. Jackson. We have spent our "Flag Fridays" this semester learning about the North American Vexillological Association principles of good flag design: being simple; being unique or connected; using 2-3 colours; using meaningful symbols; and absolutely no words. We think that our current city flag does not ^{meet} many of these criteria at all, and is only simple in that it is words on a white sheet, like many other municipal flags in B.C.

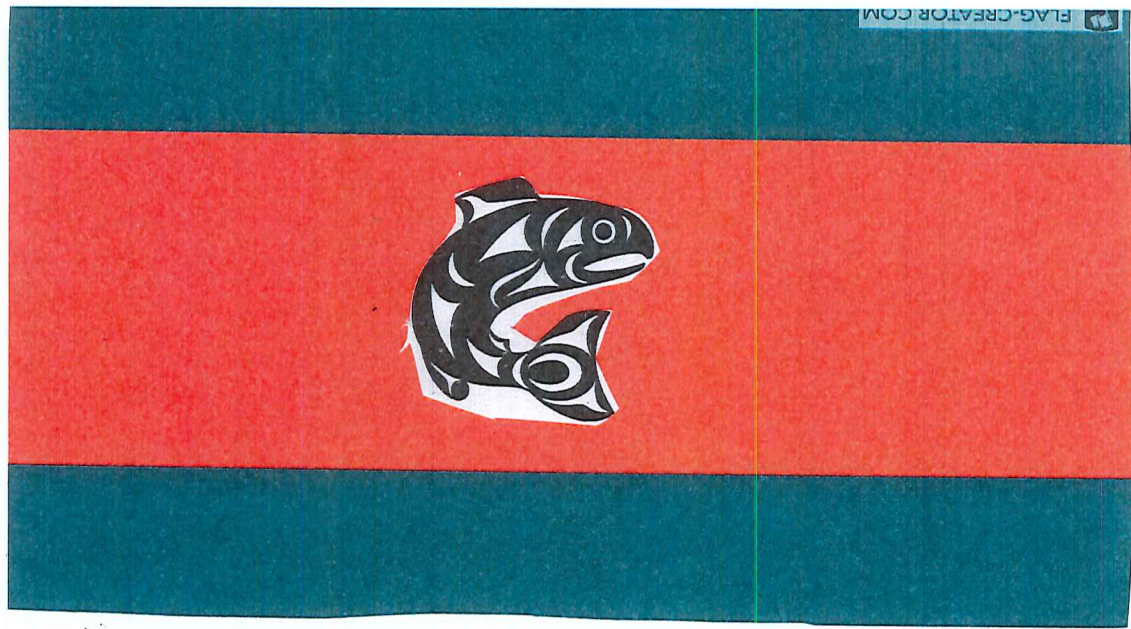
We think that Salmon Arm is a great place to live and learn, and we think that the branding on the current flag is great for the city's initiatives, but that our city deserves a great flag to go with it. The colours of Ida Blue and Salmon Arm Orange on the flag (in addition to Lakeshore Blue) represent great things in our community, but knowing those meanings is hard without doing some digging, and not obvious from the current flag. There are so many other symbols and parts of our community that the flag leaves out - a new flag could include ways to represent and bring in the Secwepemc and other indigenous communities, our local environment, and other important symbols. All of these are missing from our current flag, and hold great importance to many in our community.

As Mayor and Council for Salmon Arm, you can change the flag, while still using, and even reinforcing the current branding and initiatives. We think that there should be a design from a local, and have included some of our own examples with this letter. Our suggestion though is to have a contest looking for submissions from Salmon Arm residents like some other municipalities have done in recent years. You could set the criteria, and include the town colours as part of them, along with any other symbol or meanings you wanted. With the submissions, there could be the option to vote for Salmon Arm residents, and that would give our city a great symbol to rally around for any initiatives and crises for years into the future.

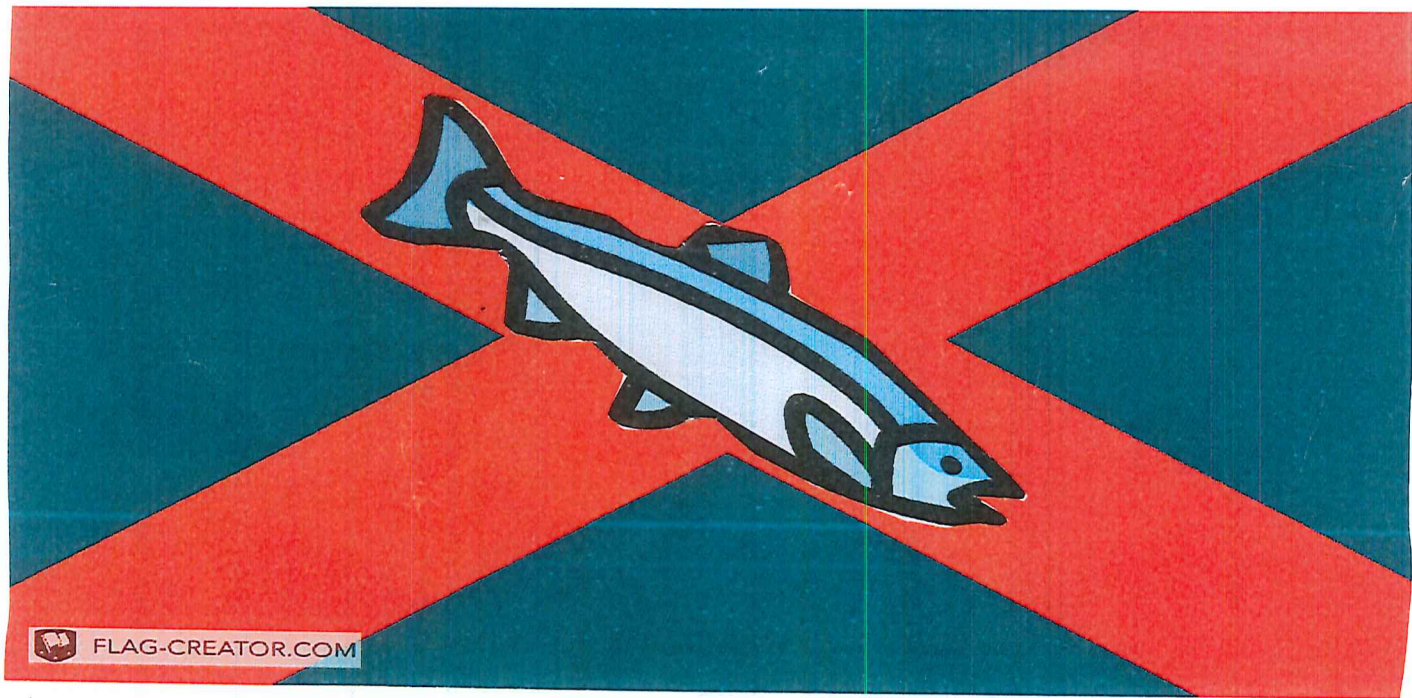
Thank you for all your continued work and engagement in our community, and for considering our letter and ideas,

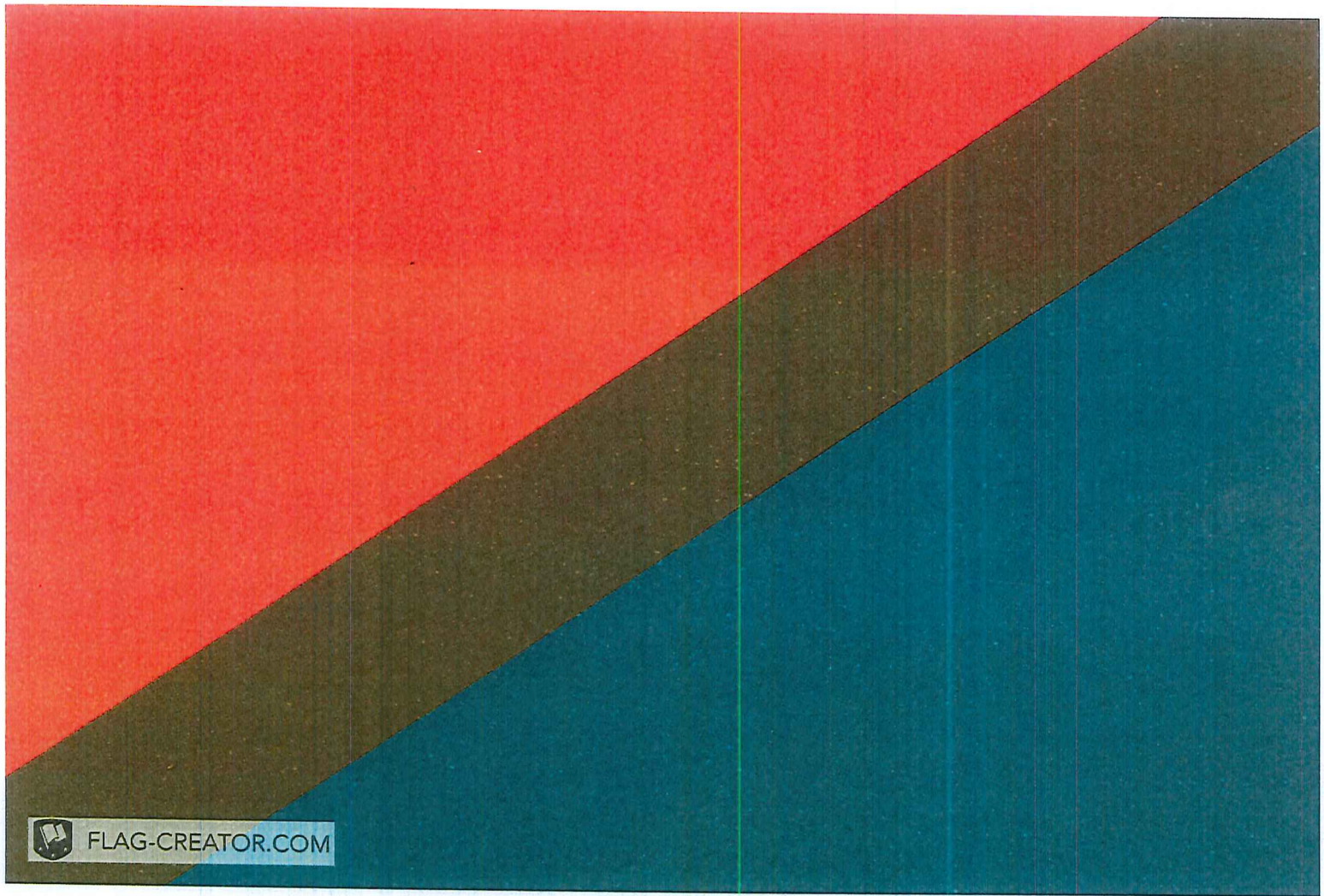
Sincèrement,

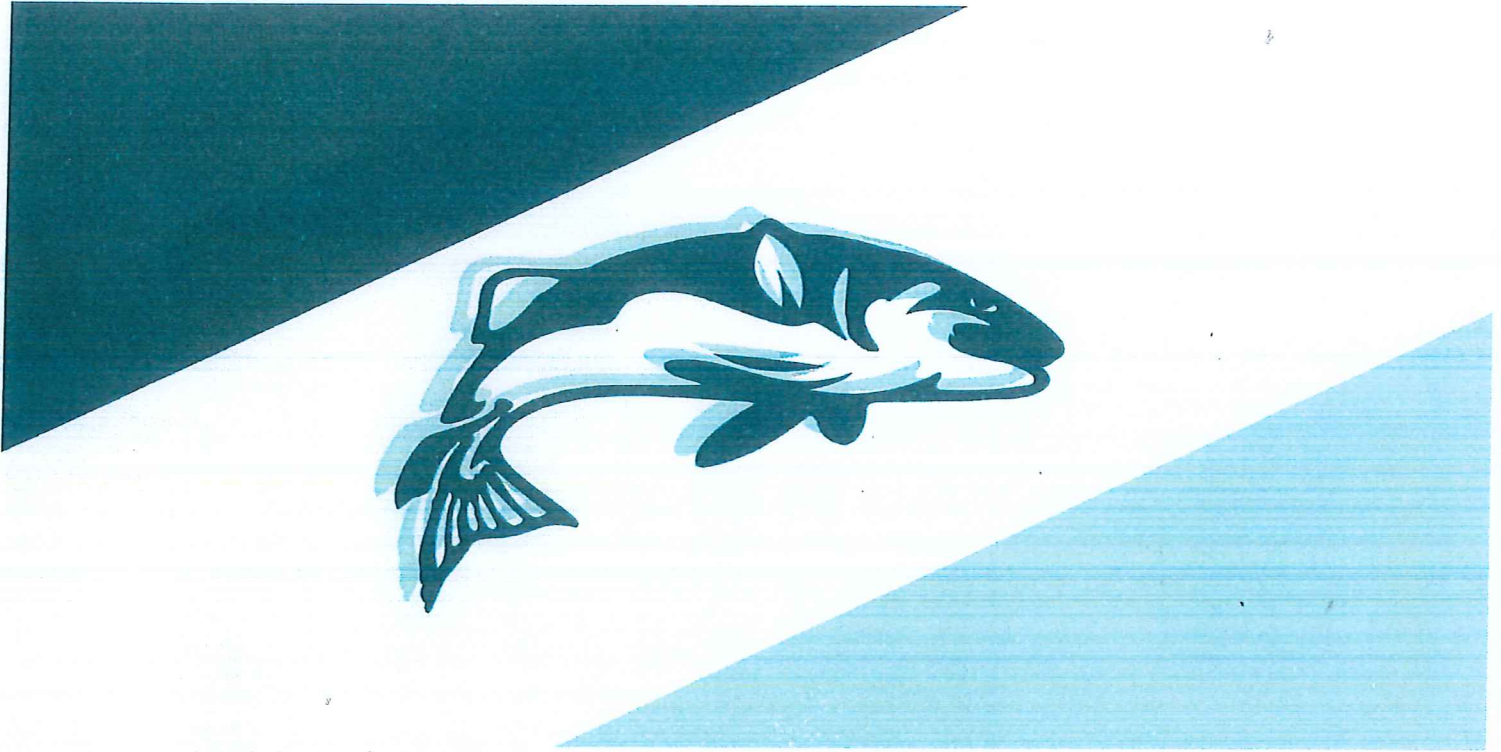
Nathan Leah Abby Smyrl Joy
Awenie Jocelyn Tianna
Vienne Micah
Clara Jared
Evam



Afi your flag needs some work







To whom it may concern,

My name is Avverie and I'm in 9th grade Mr. Ready's Social Studies class at JL Jackson. I am writing to you to give suggestions to the current flag and/or provide designs. The flag of Salmon Arm that we currently have does not represent the community we have here in Salmon Arm. My suggestions would be to hold a contest, it's free and simple and the locals get to decide what flag they want. The colours you currently have can always be added.

Simple: The design itself is pretty simple, although children may struggle with drawing with the salmon, but to be fair, who can draw a maple leaf?

2-3 colours: My colours are white, Ida blue and Lakeshore blue. The white represents knowledge and learning, the Ida blue represents the lake and wisdom and the Lakeshore blue represents trustworthiness and reliability, because in Salmon Arm, we are a community. We also have the three lines in the background representing the three mountains, Mount Ida, Fly Hills and Bastion Mountain.

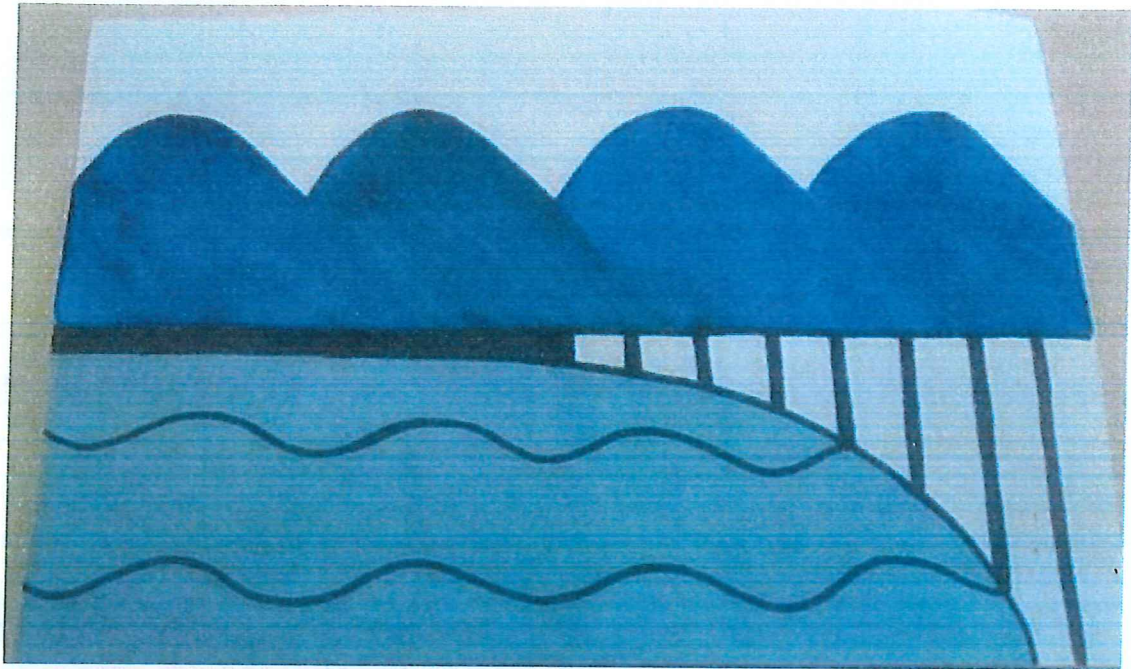
No words: This one speaks for itself. In English class, we are currently learning about showing, not telling. This is a great example of that.

Symbolic: The salmon represents the people of Salmon Arm, the community and what we are as a city. The salmon is a symbol of perseverance, self-sacrificing, prosperity and regeneration.

Unique: My flag is as unique as a flag of British Columbia gets. No sun and no mountains.

Total: 4.5

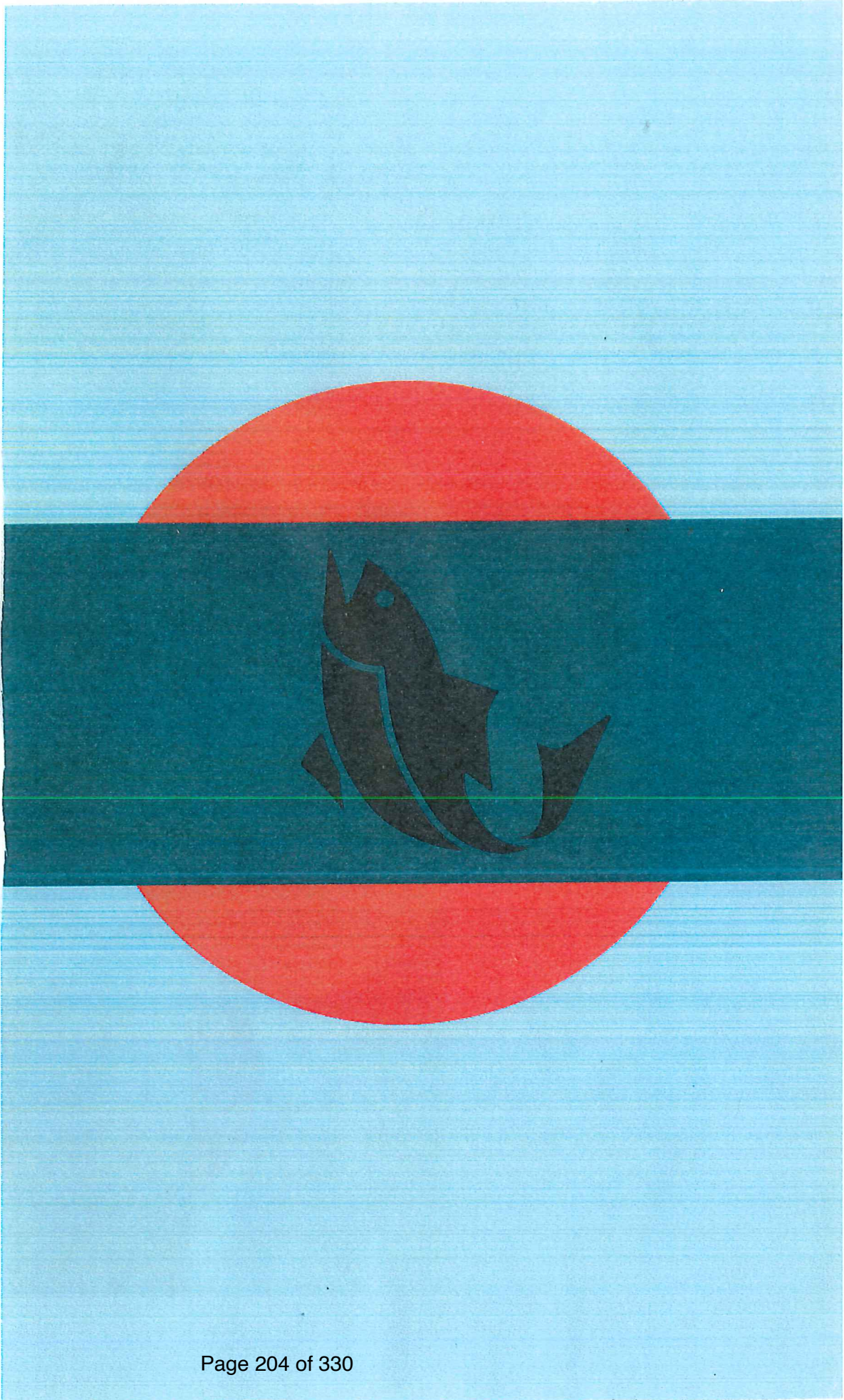
When creating my design, I wanted it to truly represent the people of Salmon Arm. Please take my flag and the flags of my classmates into consideration.

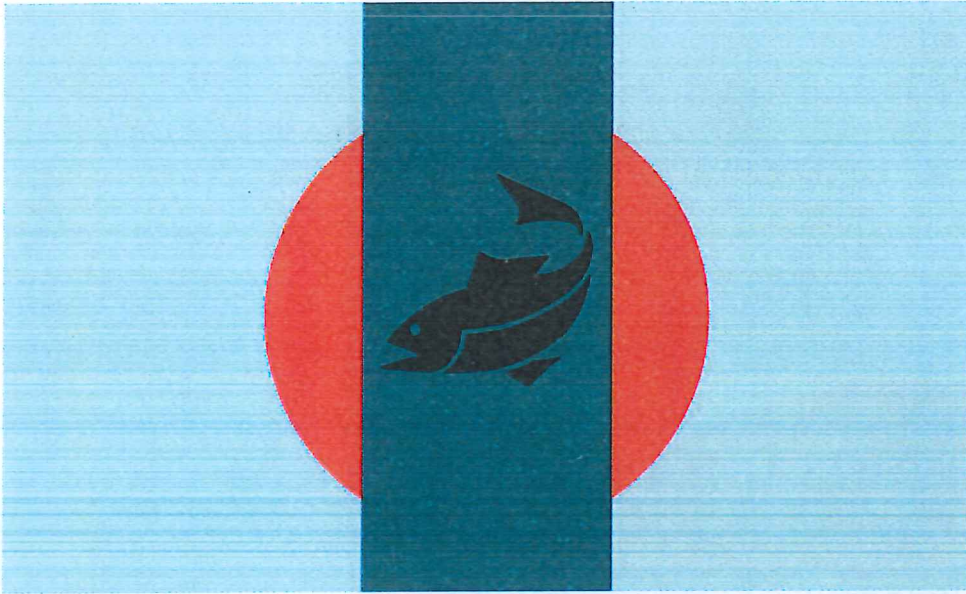


Description:

We chose this design because it has lots of representations of salmon arm. The black on the flag represents the wharf, the lake shore blue is Shuswap lake and the four mountains in the background are the four mountains that surround Shuswap bay (mount ida, mount bastion, fly hills and larch hills). We used the colors ida blue and lakeshore blue but didn't incorporate Salmon Arm orange but we can use it as a background color if necessary. We wanted a flag for our town that had good representations of Salmon Arm and was simple but creative.

By: Micah and Charlotte





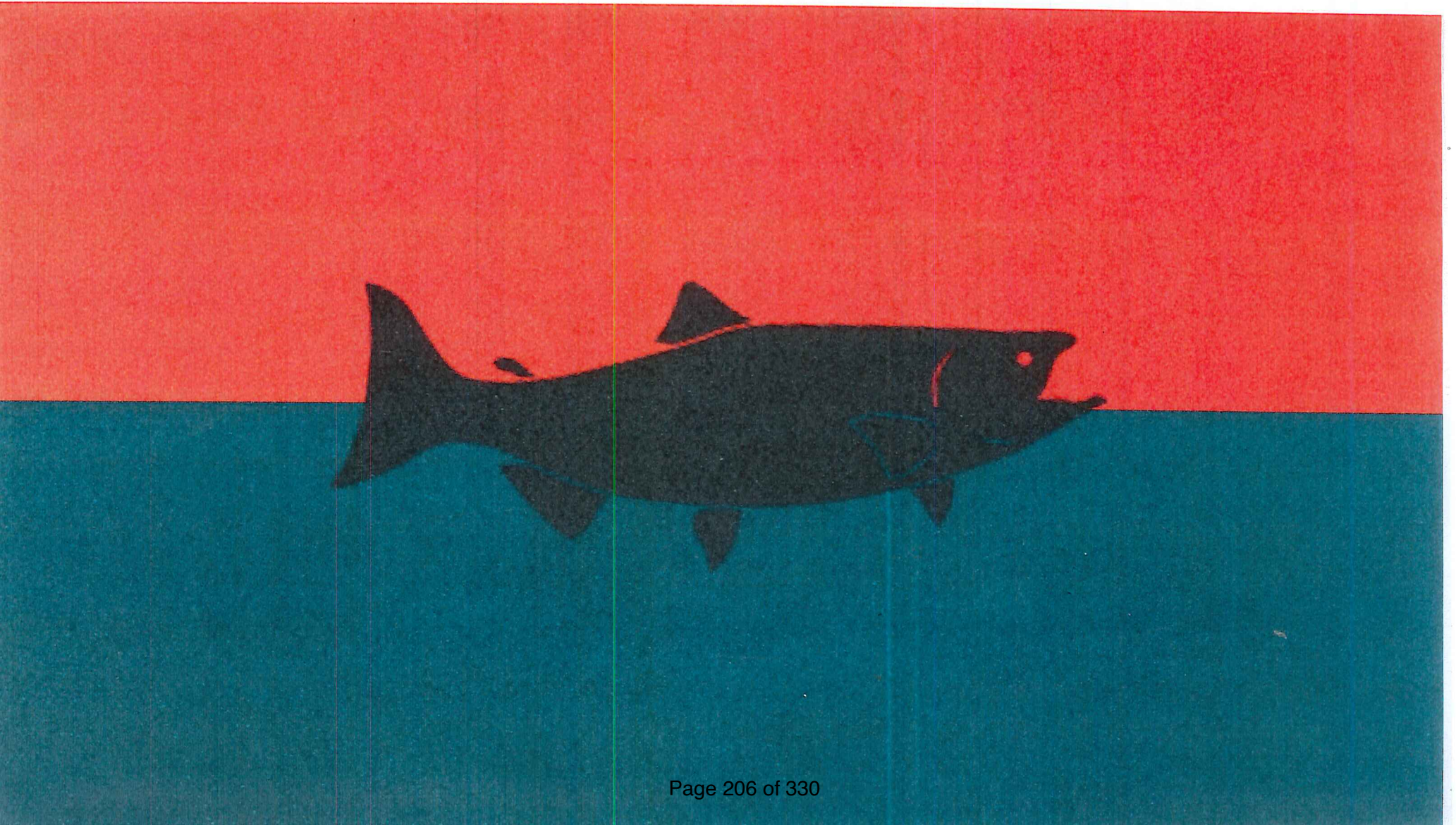
THE SYMBOLISME:

The blue strip with a fish: Salmon River

Salmon Arm colors: all of them

Background + orange circle: The sun + Japan
flag because we have a sister city there

Taref

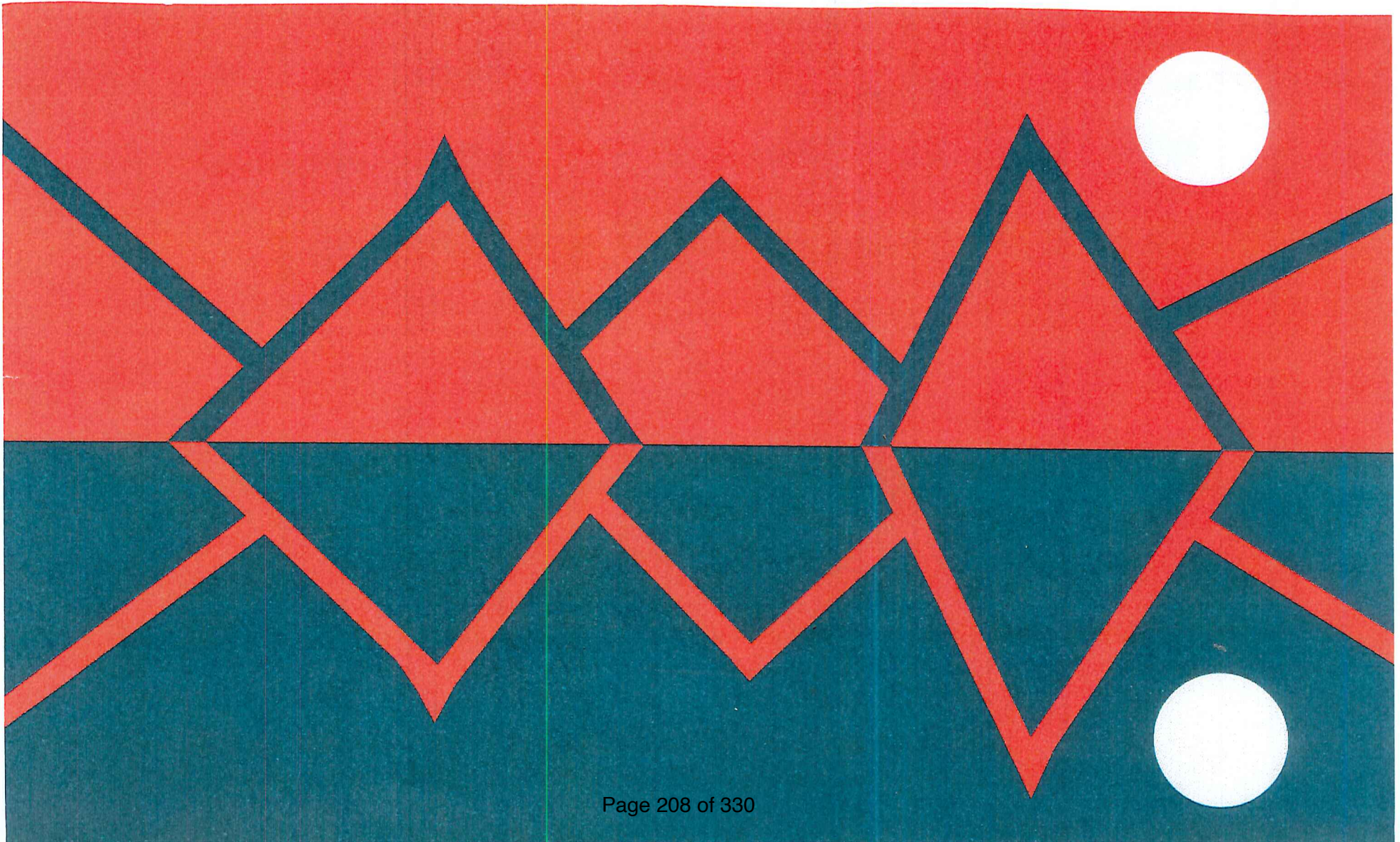


This flag represents Salmon Arm because there is a salmon swimming in the lake with a sunset.

This flag uses the colours of Salmon Arm. (Salmon orange and Ida blue)

In my opinion the Salmon Arm flag should be changed because the current one has writing on it and good flags have no writing.

Evan



Nathan

My flag has a scene of

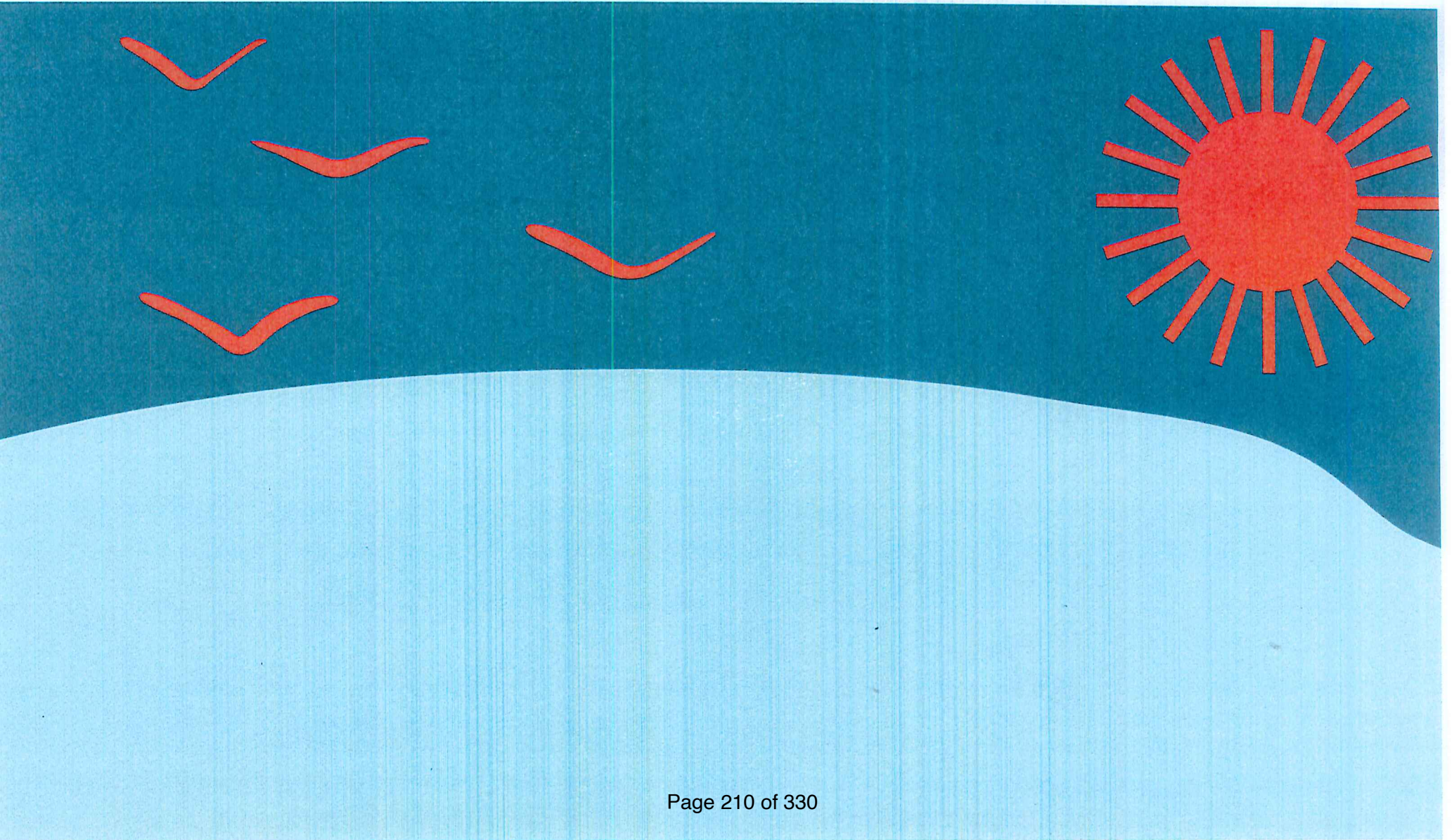
Mountains reflecting in the lakes.

The mountains represent the beautiful imagery,
and the lake is there to symbolise the

serene people. Finally, there is a white

sun, the sun is there to tell everyone that

the summers are bright and happy.



j'ai choisi les oiseaux parce que les trace sur le lac
les lac pour représenter le lac

ABBY

Khloe



I used all the colors need (salmon arm orange, Ida blue, Lakeshore blue) and included a salmon because of "salmon arm"

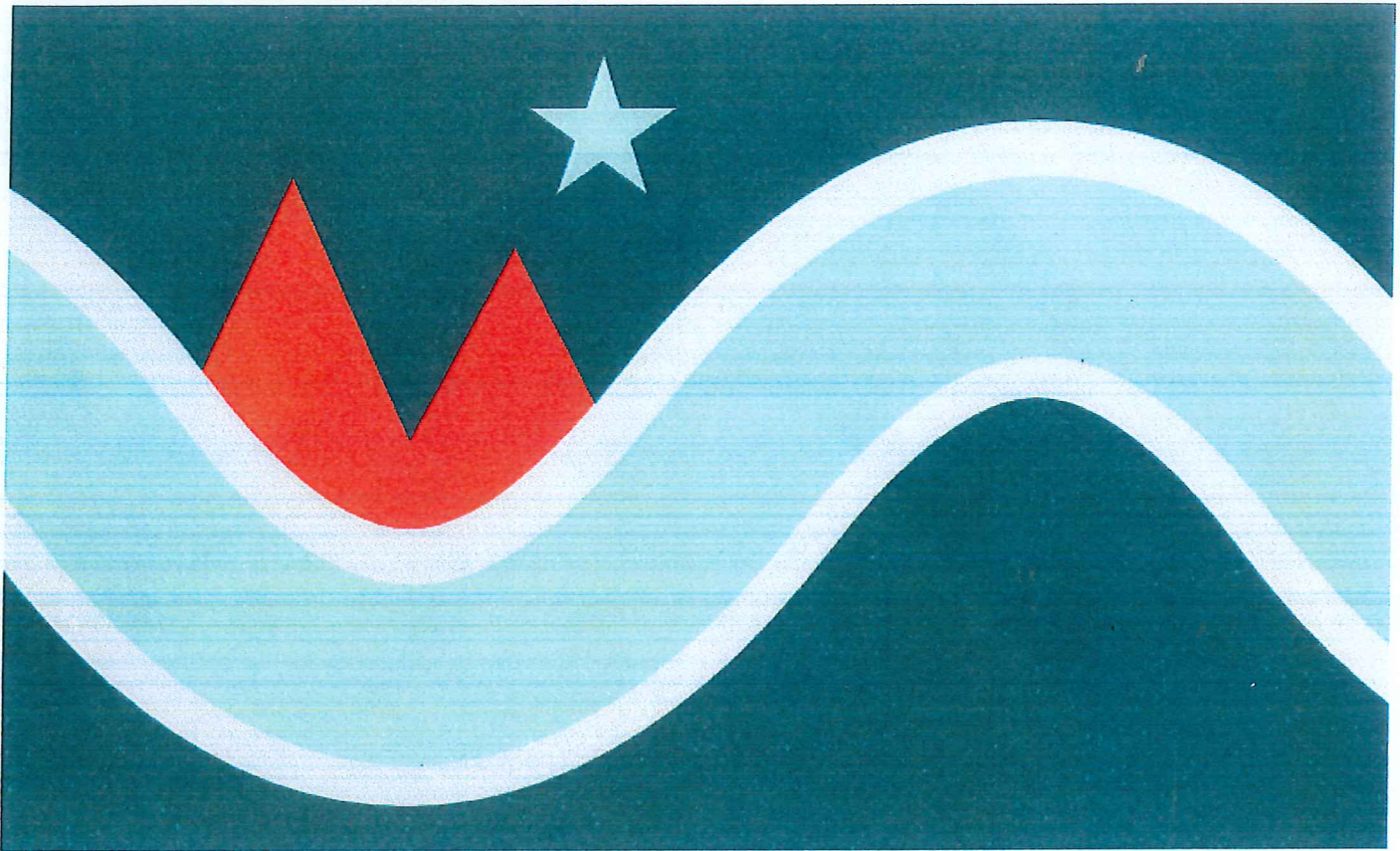
It's simple, Symbolic, 3 colors, no words, it's unique.

I chose the Salmon for many reasons,

1. SALMON ARM
2. Salmon arm has salmon, they look cool to be honest.
3. Salmon Arm is known for the salmon and scenery so I also added a kind of a river in the background.

The colors because that's the colors of Salmon arms current flag. No words, photos can explain lots.

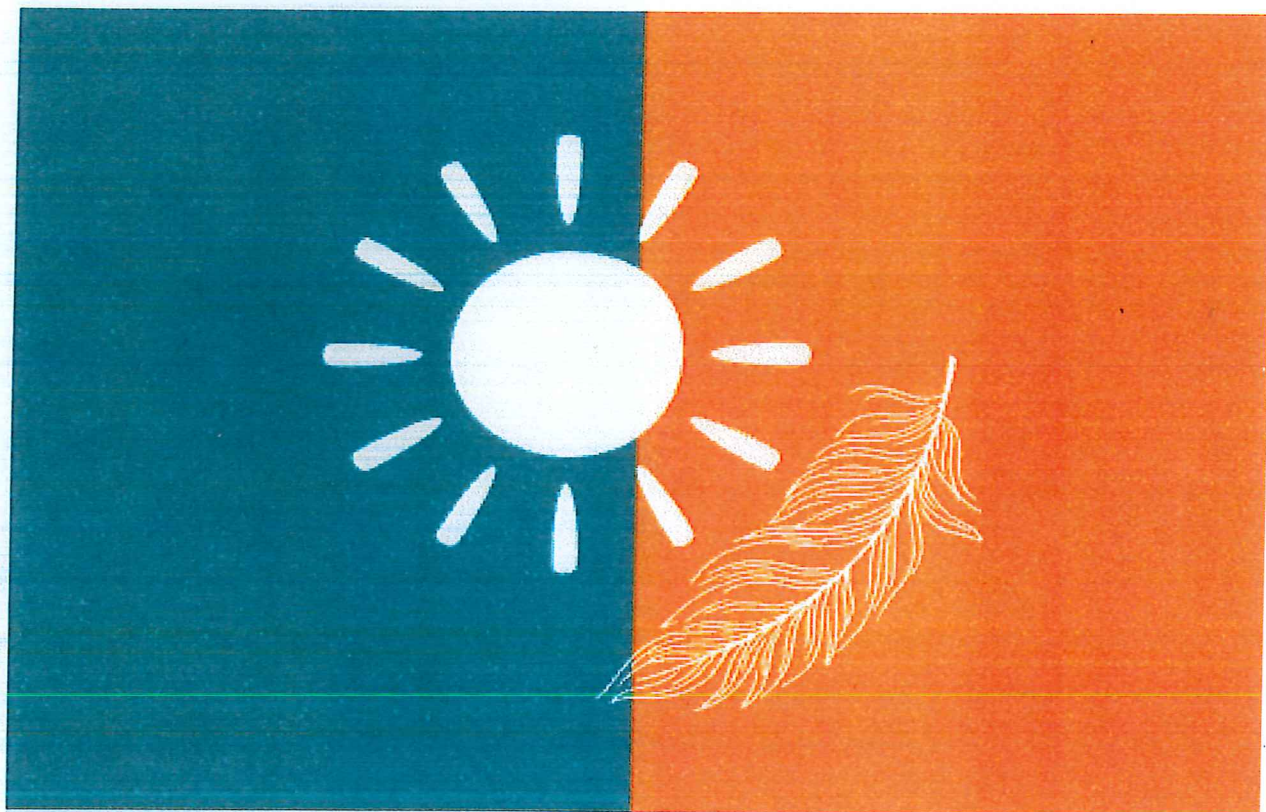
The current flag sucks ngl.



I find the current flag A little more like a brand and not quite like a representation of our community. That's why my example uses the physical and emotional aspects of our town. On my flag there is a "s" that is horizontal representing the first letter of our town (Salmon Arm). This "s" also represents the beautiful Shuswap lake and Salmon River that we get to live on. The white surrounding the blue "river" is meant to represent that we are fortunate enough to receive not only summer but winter seasons as well. The orange mountains are an ode to mount Ida and the star symbolizes that as a community we will always be home, like how the north leads people back to their

Par Clara

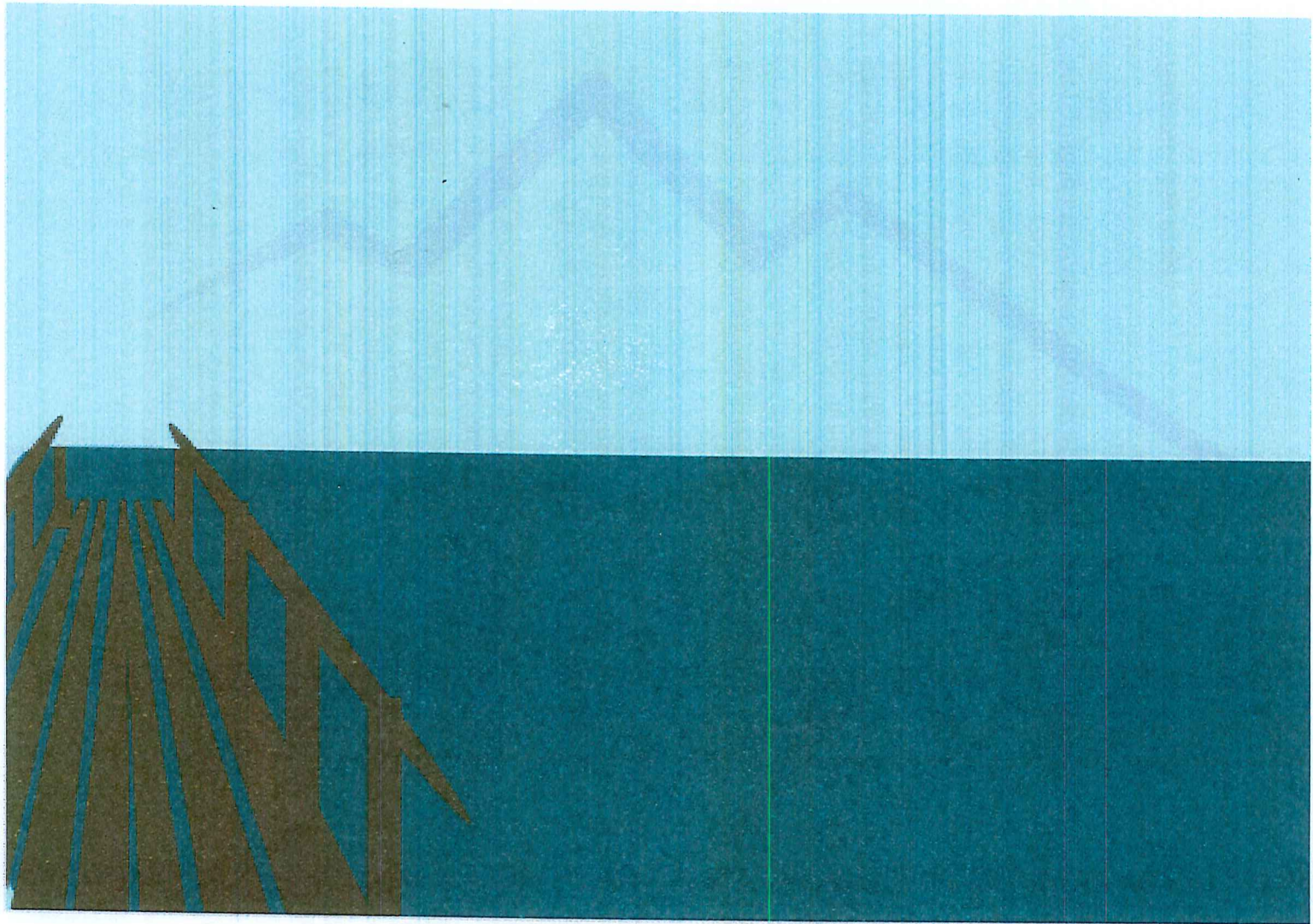
Redesign of the Salmon Arm flag



Explanation of the flag

For my redesign of the salmon arm flag I choose to use the orange and blue from the current flag to keep some of the design and took the sun from the old salmon arm flag because I like the sun, I also used the sun because it represents the bright future and the big ideas of our small city, I choose to use a feather to represent the indigenous peoples in our area and the trust and freedom our town represents.

Ella



1. Simple 1	4. 2-3 colours 0.5		<u>salmon arm</u>	
2. Symbolique 1	5. no words 1		1. Simple 1	4. 2-3 colours 1
3. Unique 1	total: 4.5/5		2. Symbolique 0	5. No words 0
			3. Unique 0	total: 2/5

Dear the council of salmon arm,

My name is Ella. I am in 9th grade and I have noticed the salmon arm flag for what it is, an excuse of a flag, **FLAGS ARE NOT MEANT TO HAVE WORDS.** And what do we have on our flag? **NOTHING BUT WORDS!**

I chose to do a wharf on my flag because Salmon Arm is widely known for our wharf because it is valued for its historic, social, cultural, scientific and aesthetic significance within the community. I also placed three mountains in the background because Salmon Arm is surrounded by Fly Hills, Mount Ida and Bastion Mountain. The two blues i used in the flag are Ida blue and Lakeshore blue because of what they represent, Ida blue is calming and relaxing and Lakeshore blue is peaceful and calming which are good colours to have on something you see all the time the ida blue on the bottom half of the flag represents the shuswap lake and all lakes surrounding salmon arm.

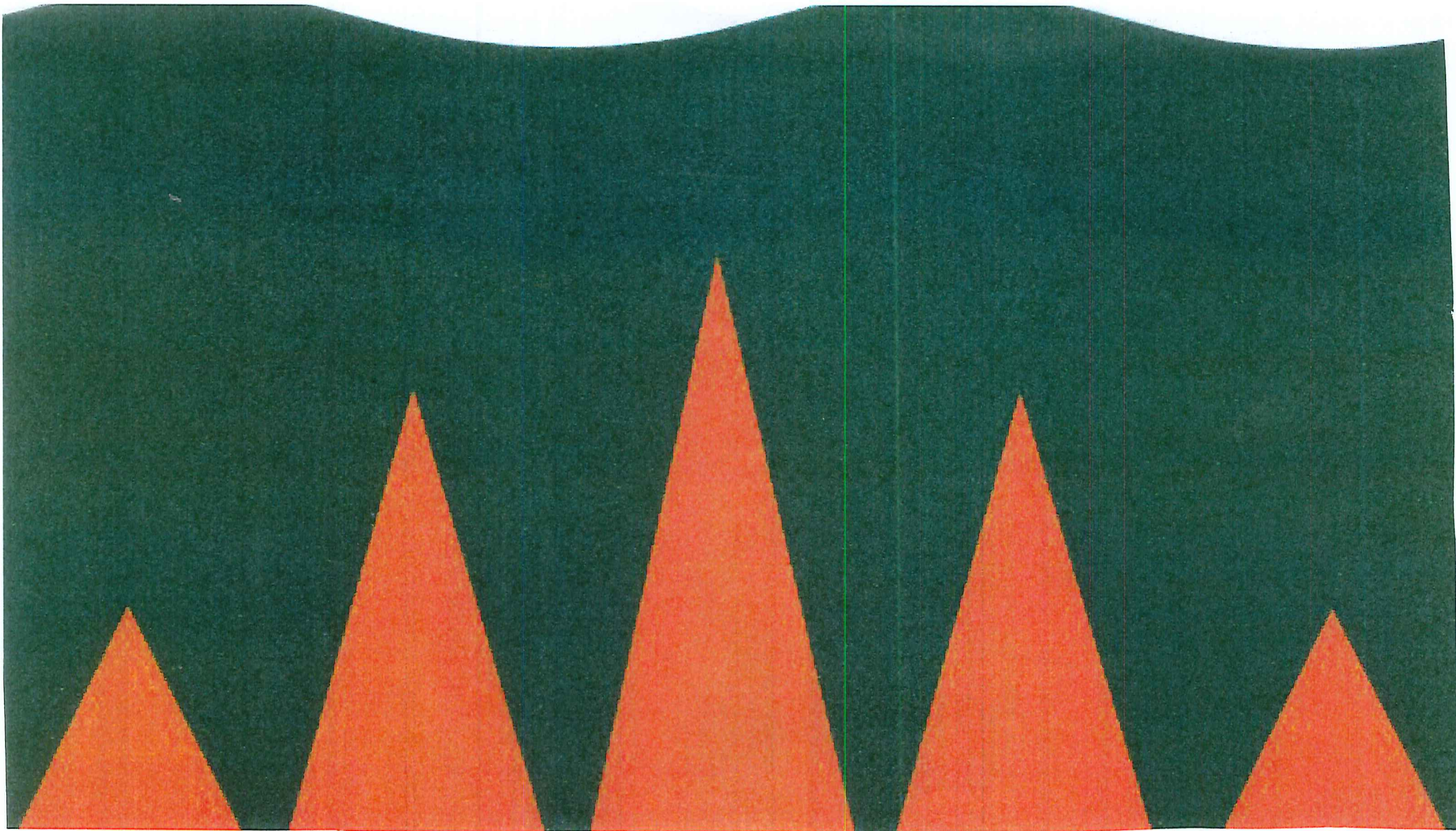
Unique: most british columbia flags are simply a mountain a lake and a sun maybe some trees but i wanted to have the main focus as something else so i put the wharf most towns are not known for their wharf but salmon arm kind of is because it is the longest wooden freshwater wharf in North America.

colours :

I chose to use only $\frac{2}{3}$ salmon arm owned colours because, not to be rude but salmon arm orange is very hard to look at it is just too vibrant and does not match the other colours.

No words or symbols: salmon arms flags as to date have always had the words "salmon arm" on them and the point of the flag is to be recognized as a symbol of the town/nation/country ect. by putting words on your flag you are telling anyone that you could not recognize it for the right place. So mine doesn't have any but is unique enough to be recognized. In total my flag is way better than your atrocity of a flag that has a point of $\frac{2}{5}$ that is the saddest flag score i have ever seen! It's a flag how can you fail that much. I don't care if you chose my flag but I suggest that you get multiple flag choices and present them to the people of Salmon Arm so that it can be voted on and we will not have to change the flag again any time soon. And you will stop getting these letters from all of Mr Ready's classes each year. So hear t'he people **AND CHANGE THE FLAG!**

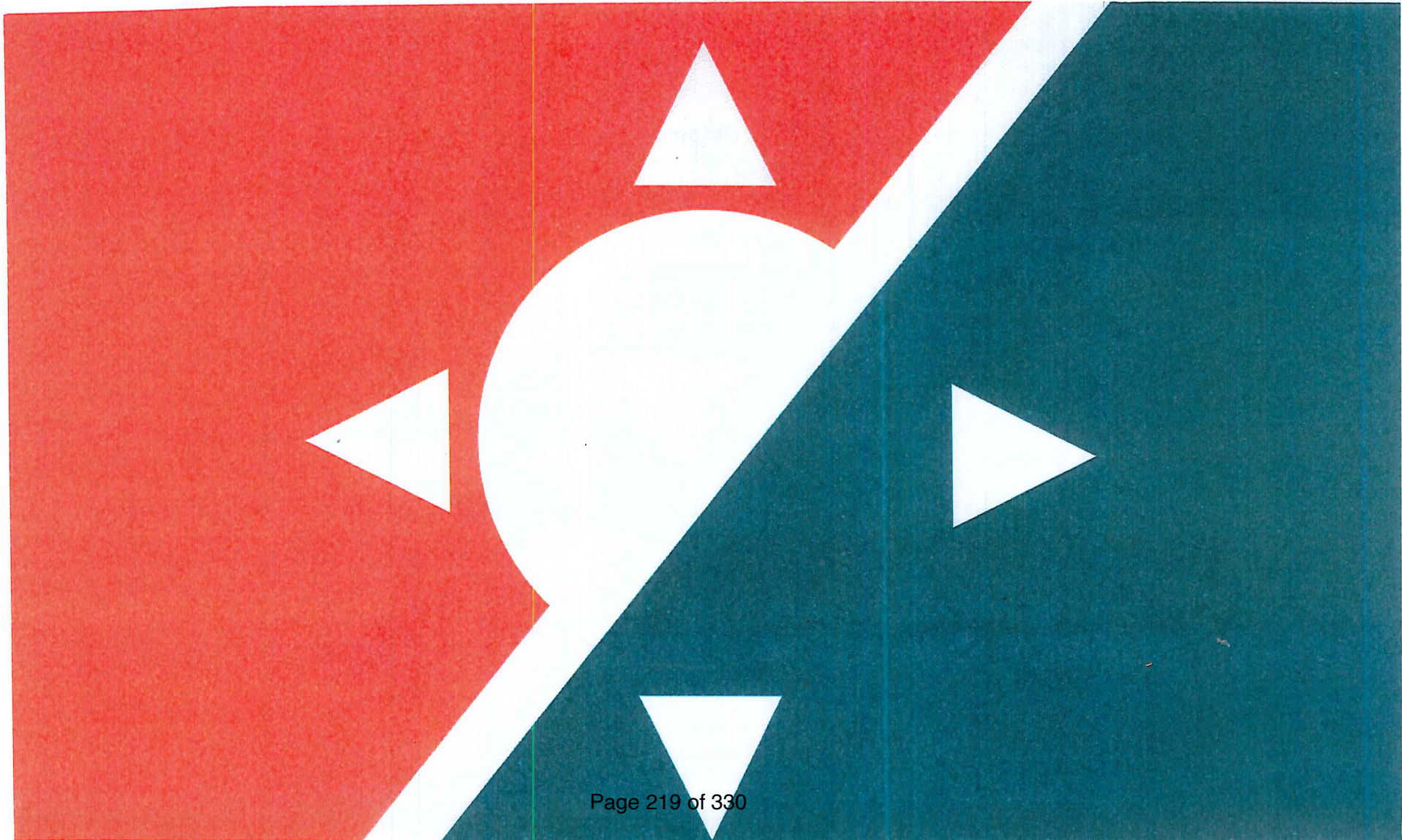
Regards, Ella Engel.



J'ai rester en la même range de couleur
mais j'ai fait sec montagnes parce qu'on
vivre en C.B. avec nos importantes montagnes
qui nous protage toujours.

Et le blanc en haut represent tous les
Sauvages hiver (-30°C)

Tianna



This salmon arm flag redesign has two main parts, the two colour slant, and the central design. The two main colours are Salmon Arm orange, and Ida blue with a thin white line in the middle, inspired by the "NA" part of the current flag. The rest of the design is an indigenous inspired sun setting behind a mountain.

Reeve



1. Simplicity

I think our current flag is quite simple, with a white background and the name in the middle, with colors that are meaningful. I tried to keep the simplicity of the symbol in the middle, with a white background present, my design has a bit more detail, but simplicity and symbolism remains

2. Symbolism

The name Salmon Arm definitely has a meaning, but I think there's a good way to keep the meaning, but with a symbol, or design instead. I made my design a circle in the color salmon arm orange, and in the middle are mountains, as we live with many mountains surrounding us, including our most popular one, mount ida. Then there are waves, fading from ida blue to lakeshore blue, as our city surrounds a beautiful lake that i think is very important to our community in many ways.

3. 2-3 colors

I love the colors chosen to make our current flag. They look great together while representing our name and I love that. I kept these certain colors, and this color scheme, with the design in the middle and around it being a simple white flag.

4. No words

Our current flag didn't quite meet this criteria, and although it looks very simple and nice, I think we can represent our city in a creative way, instead of representing it with words.

5. original

Our current flag is very nice and simple, but there are many flags representing their towns in their name, and not a simplistic design. I tried to redesign it with the name meaning

Monday, January 22nd, 2024

Dear Mayor and Council,

We are students in Mr. Ready's A-block Sciences humaines 9 class this semester. Like many of Mr. Ready's classes before, we have been studying the principles of flag design as a way to engage with different topics in Socials. Knowing these principles:

1. Simplicity
2. Uniqueness
3. 2-3 Colours
4. Symbolism
5. No Words

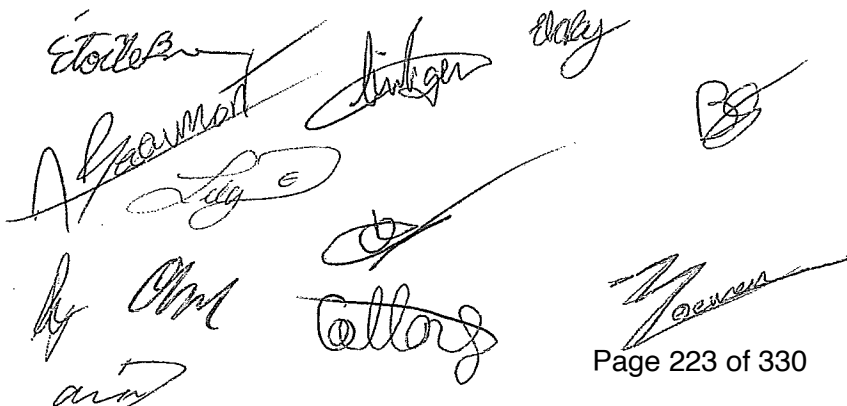
We think our current flag could be much improved – it is only simple and 2-3 colours, while slightly unique with the choice of colours. A new flag could represent much more of our town in a more meaningful way, and could even represent more than just 'Salmon Arm' but the whole surrounding region and everything in it. We think the current flag is a great logo for all of the city's initiatives, but that a flag that actually represented more than the logo could endure even with occasional changes to those initiatives, and in fact reinforce them as a symbol that was easily recognizable.

The colours of Ida Blue and Salmon Arm Orange have some great meanings that we learned about, and we thought that at least some of them could be kept in a new flag, as you can see in many of our personal designs and submissions. However, we think there is so much about our great town, like the salmon our city is named after and their importance to the Secwepemc people, that could also be represented in our flag. There is also only minimal connection from the current flag to things like Shuswap Lake and our great sights, as well as the many music and cultural events offered in our town.

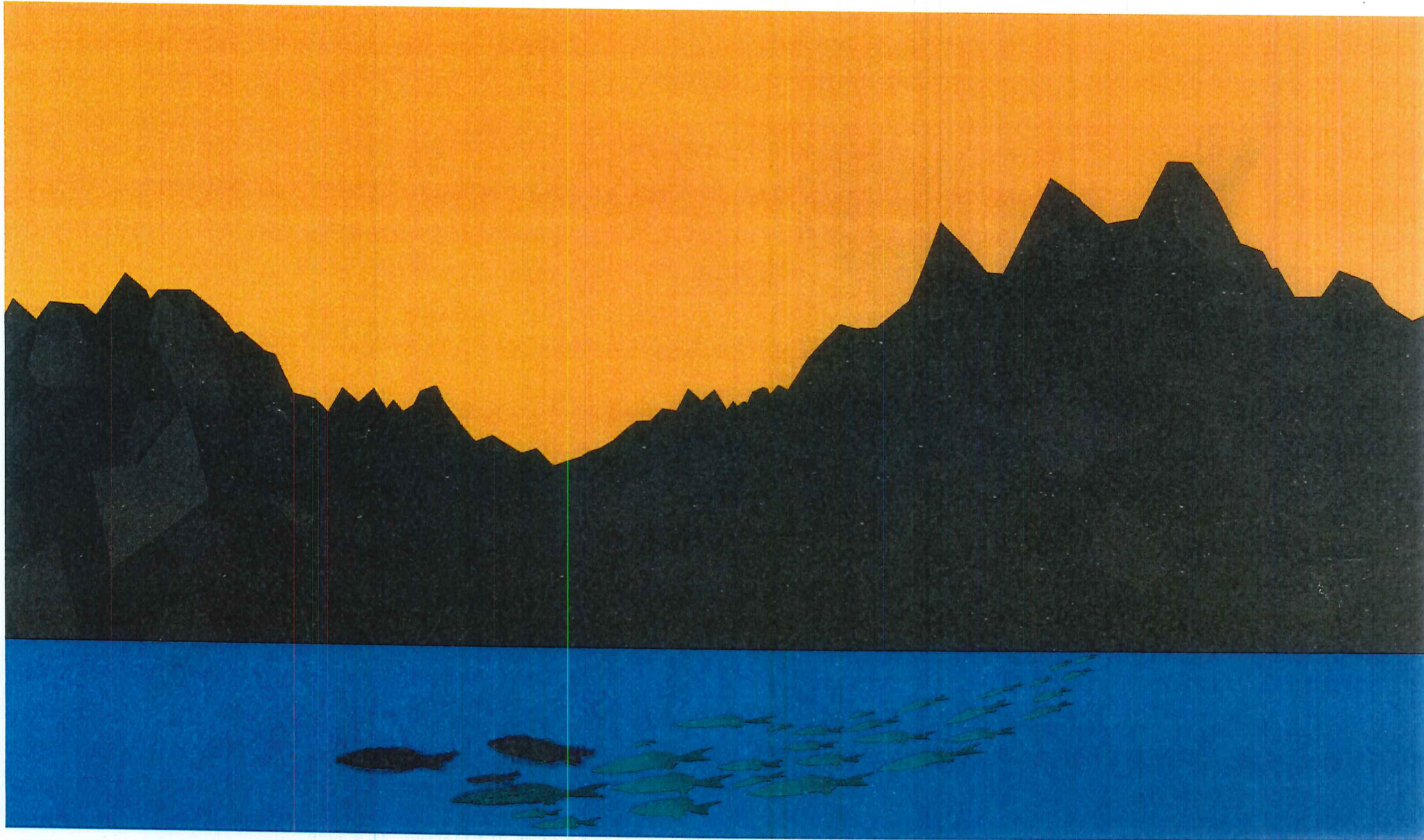
We would like to propose that council consider organizing a competition that states like Minnesota and Utah have done recently, to seek new flag design submissions from Salmon Arm residents. We have included some designs of our own, but thought having the whole town submit and then the option to vote would be a great way to make it more representative of our community. As our elected representatives, you could decide on the criteria, like including some of the city colours or specific symbols relating to our local environment, like a salmon or mountains.

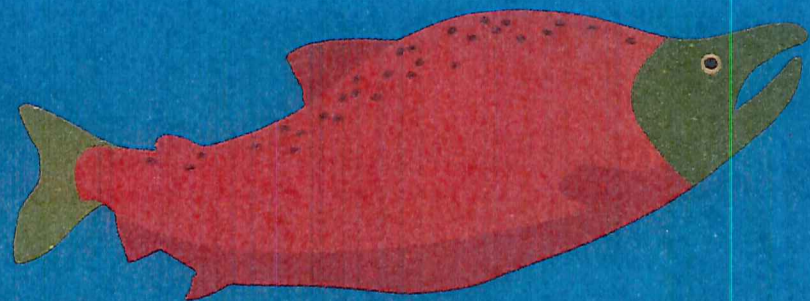
Thank you for continuing the work you do, and offering such a great example of civic engagement,

Sincerely,

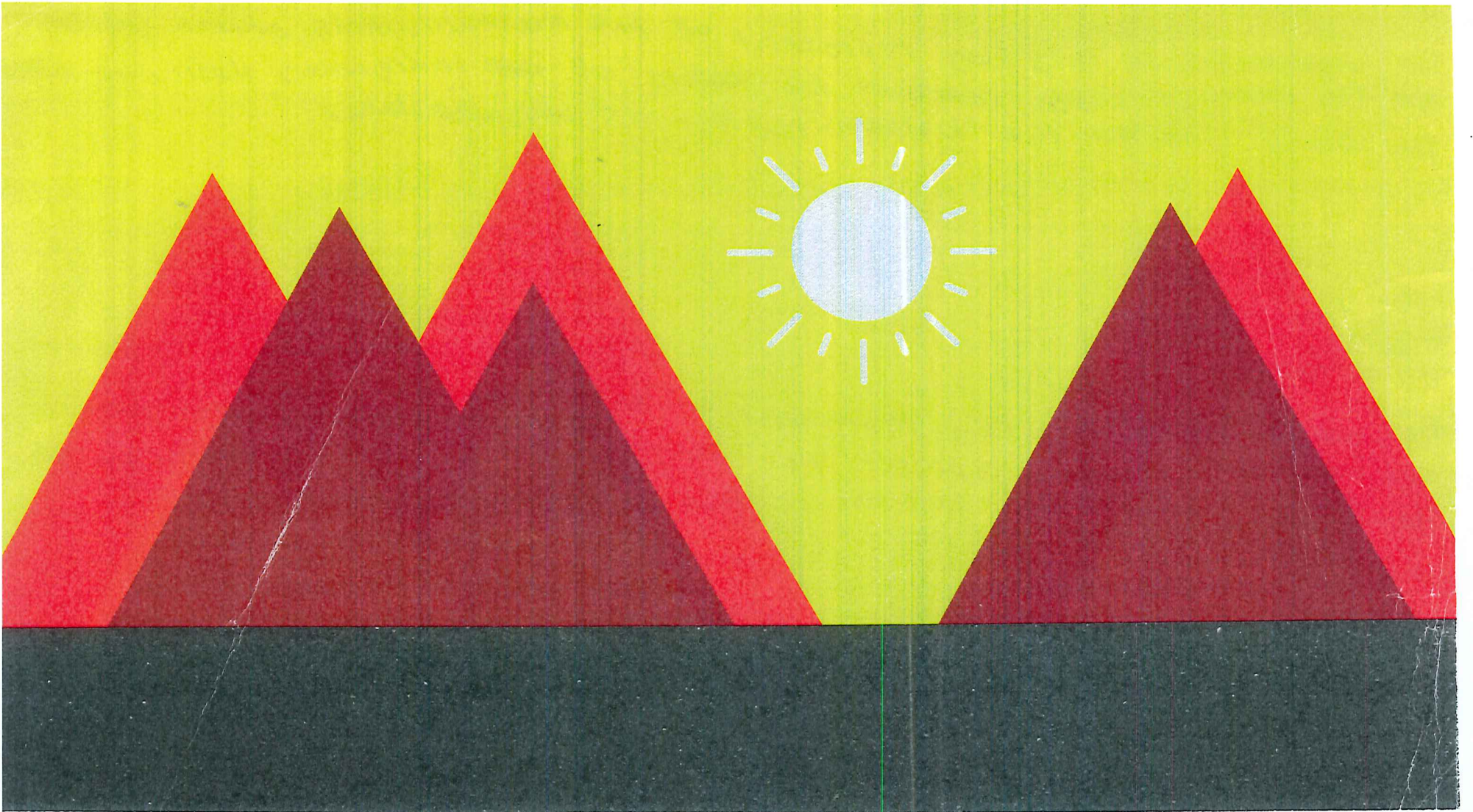


A collection of handwritten signatures in black ink, including names like 'Evelyn', 'Alphonse', 'Lily', 'M', 'Collins', 'Daly', and 'B'. The signatures are scattered across the bottom left and center of the page.



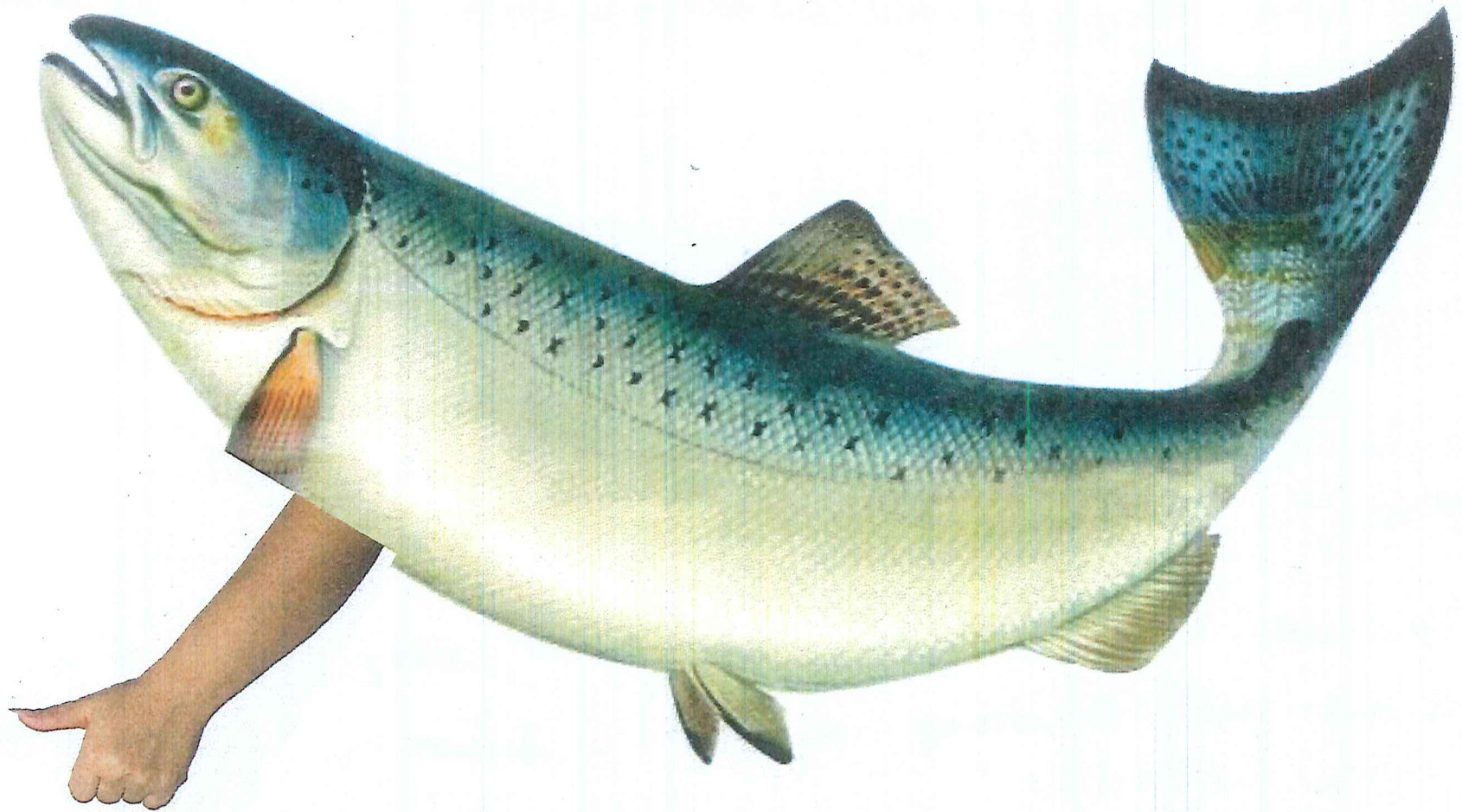


Charlie



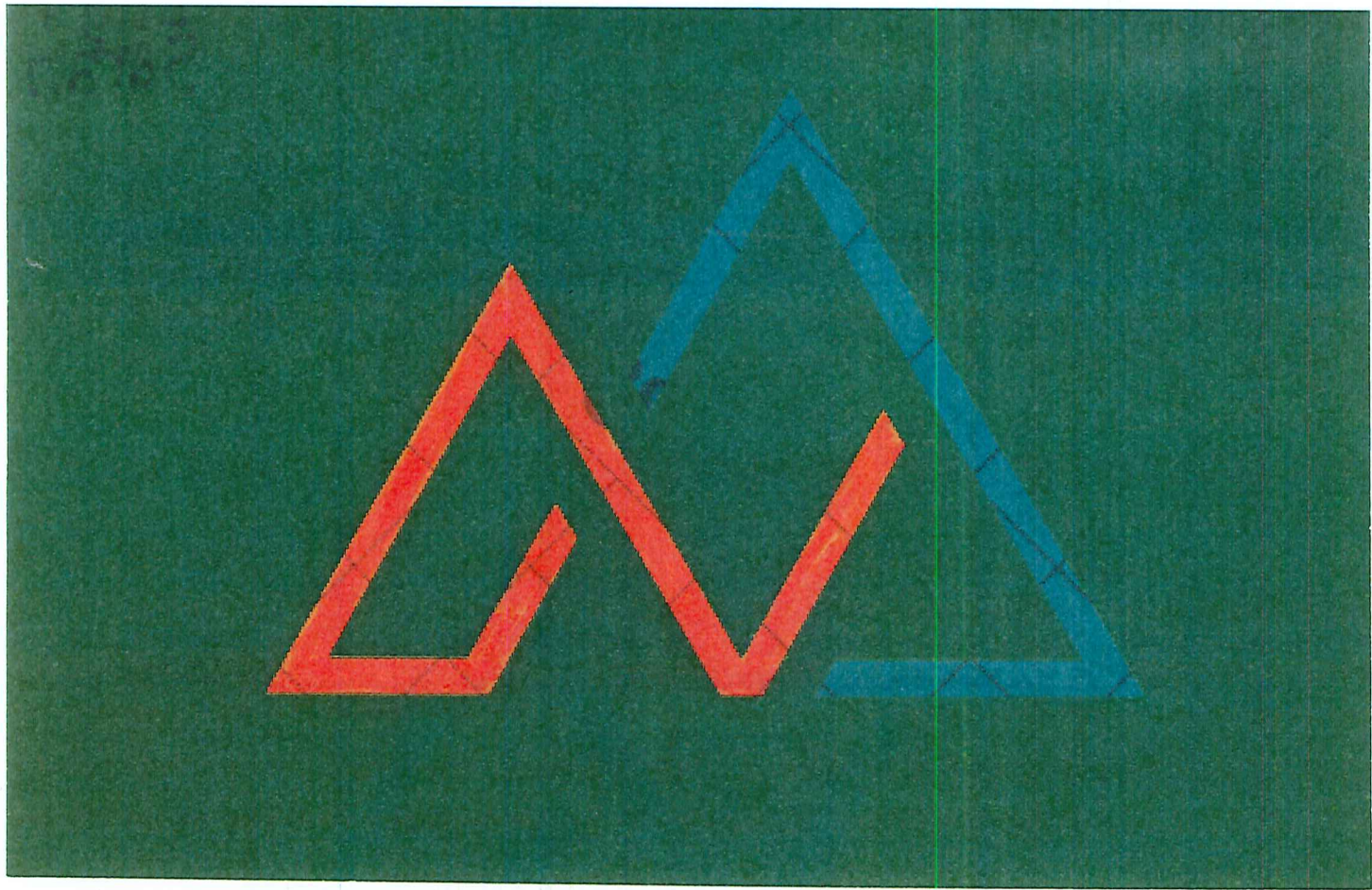
Olivia Tetrault.

The mountains in this flag represent all the mountains/hills around Salmon
Mm. The colors I chose represent the colors of the indigenous Medicine wheel.
The black line on the bottom represents Shuswap lake.



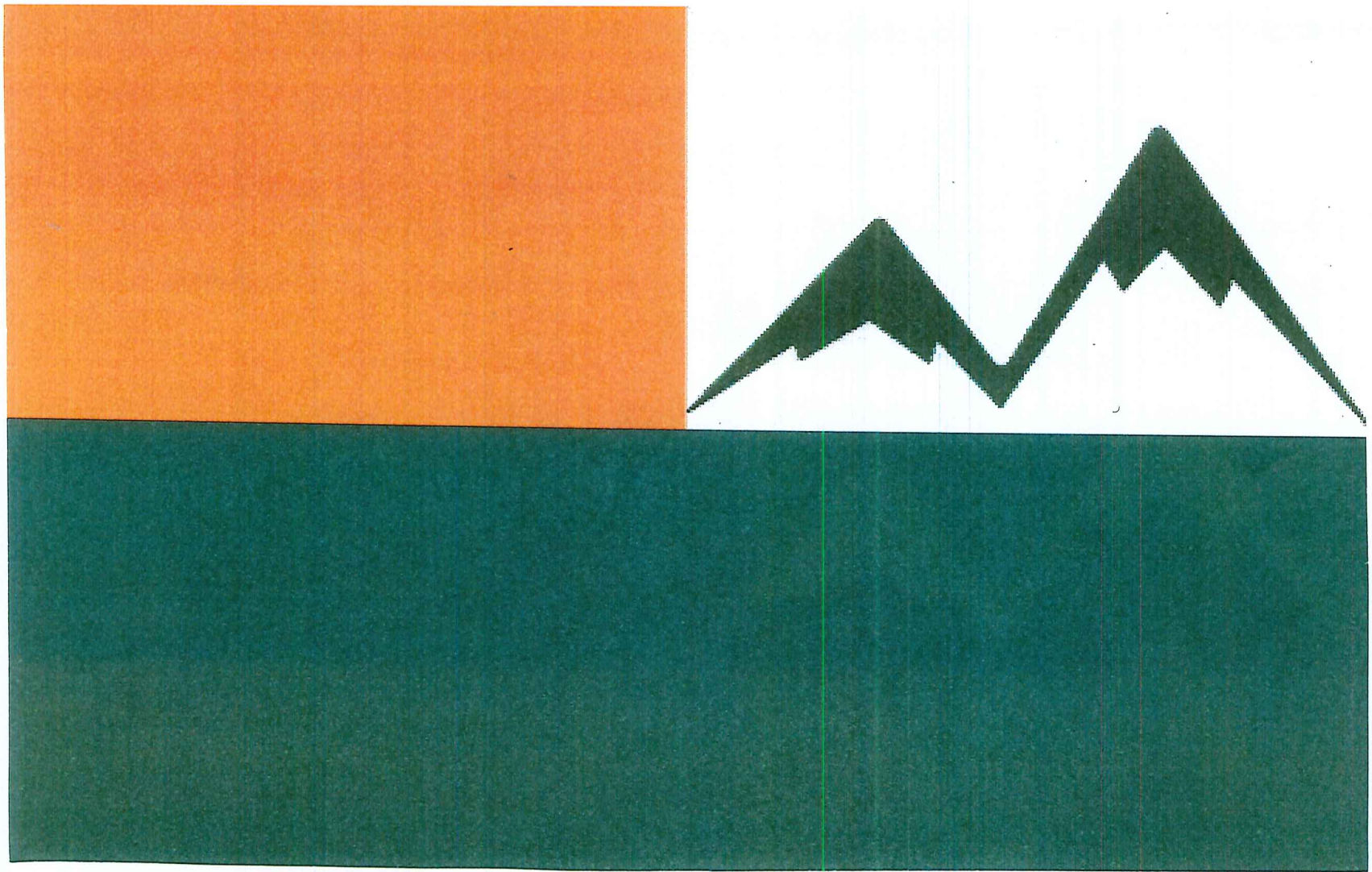
Zachary.

The reason I chose this design is because its funny and would be cool.
I would simplify the design by making it 3 cowlers.



Lily +
Sarah

1. We have 3 colors, green for the trees, orange and blue for the salmon arm colors.
2. Symbolism, the big symbol is the mountain, which represents the mountains surrounding us, especially Mount Ida.
3. No words on our flag
4. Simple, 2-3 colors, one big simple.
It represents Salmon Arm.
5. Distinctive, ours is a green background with bright orange + blue. It is distinctive + different from other flags.

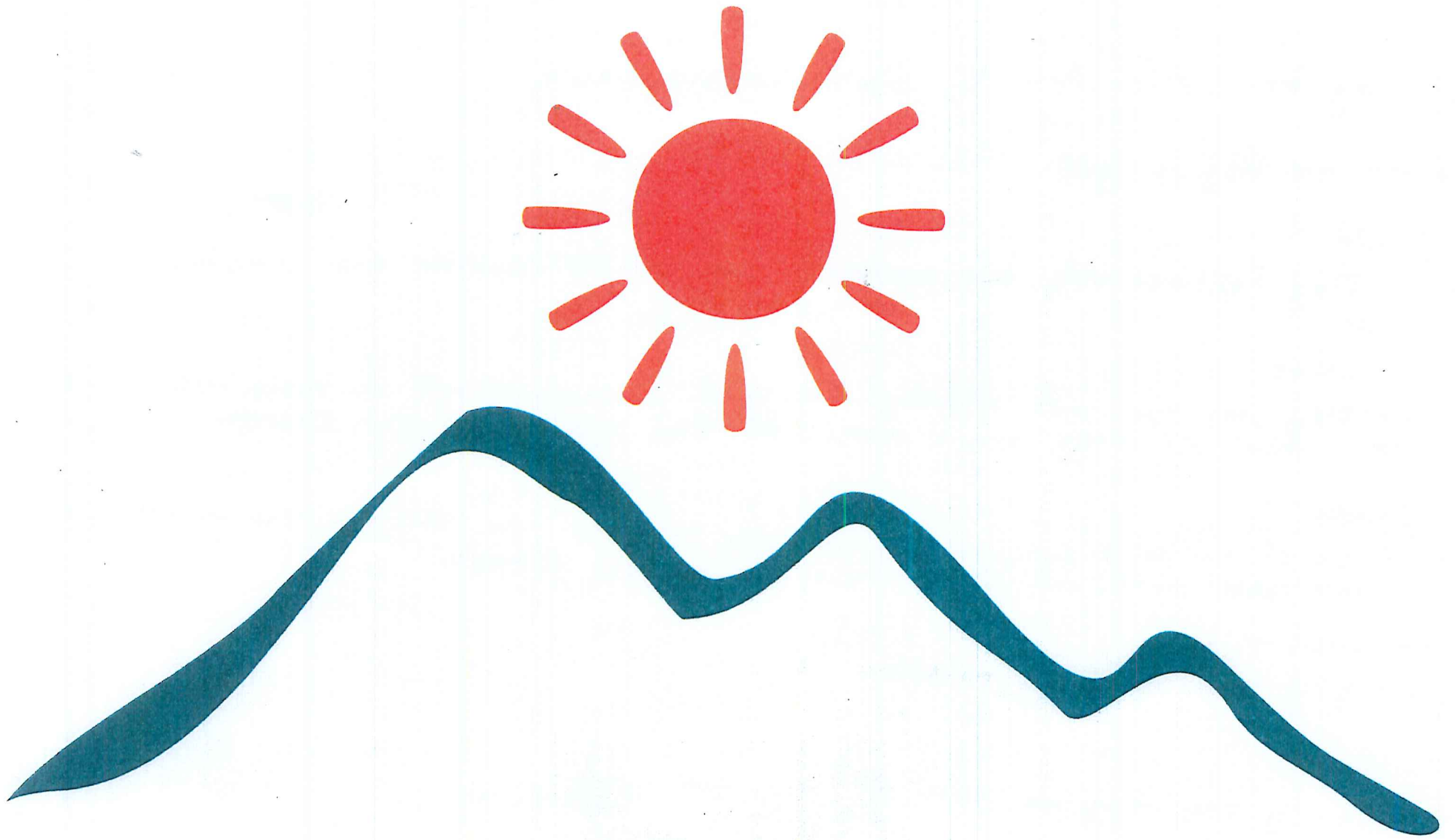


1. There is 2 colors
2. Main symbol, is the mount ida mountains.
3. There no words
4. This flag is really simple.

Katy, Keira

The two colors represent the salmon orange, and Ida blue (in the print it came out a bit green).

The main symbol is the mountains, representing mount ida mountains.



New flag for Salmon Arm by Ébile, Aurealia, Reese

Reasons our flag is good:

1. Simple

↳ our flag features only two elements, a sun and a mountain and therefore is really simple.

2. 2-3 colors

↳ our flag uses two colors, excluding the white background, and we made use of the colors from our flag right now, I do Blue and Salmon Arm Orange.

3. Symbolic

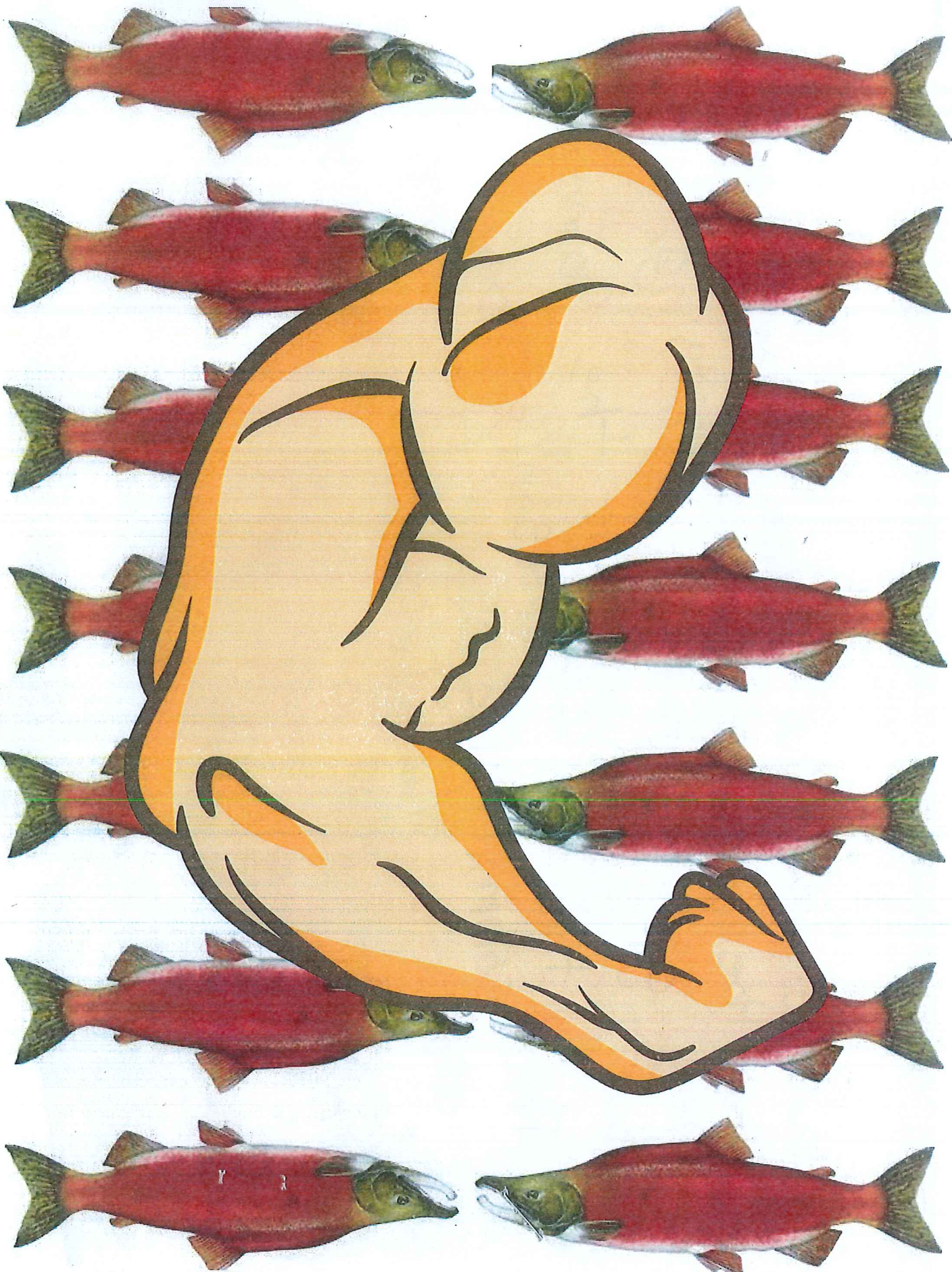
↳ the use of mountains and the sun perfectly sums up the Shuswap. The mountains provide adventure year round, and the sun our hot shuswap summers.

4. No letters or seals

↳ our design has no letters or seals.

5. Distinctive

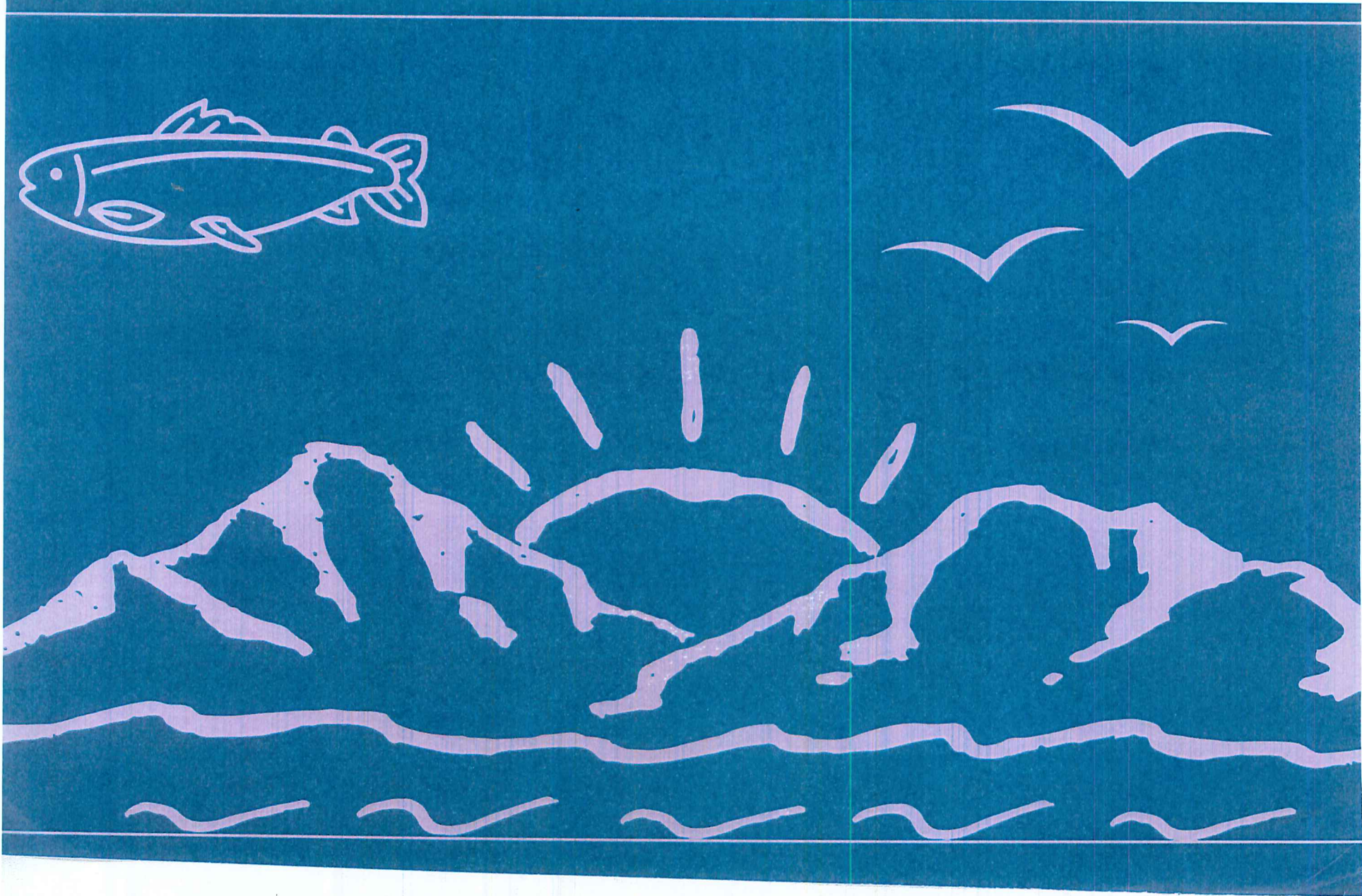
↳ Unlike any other flag, we have our very own colors.



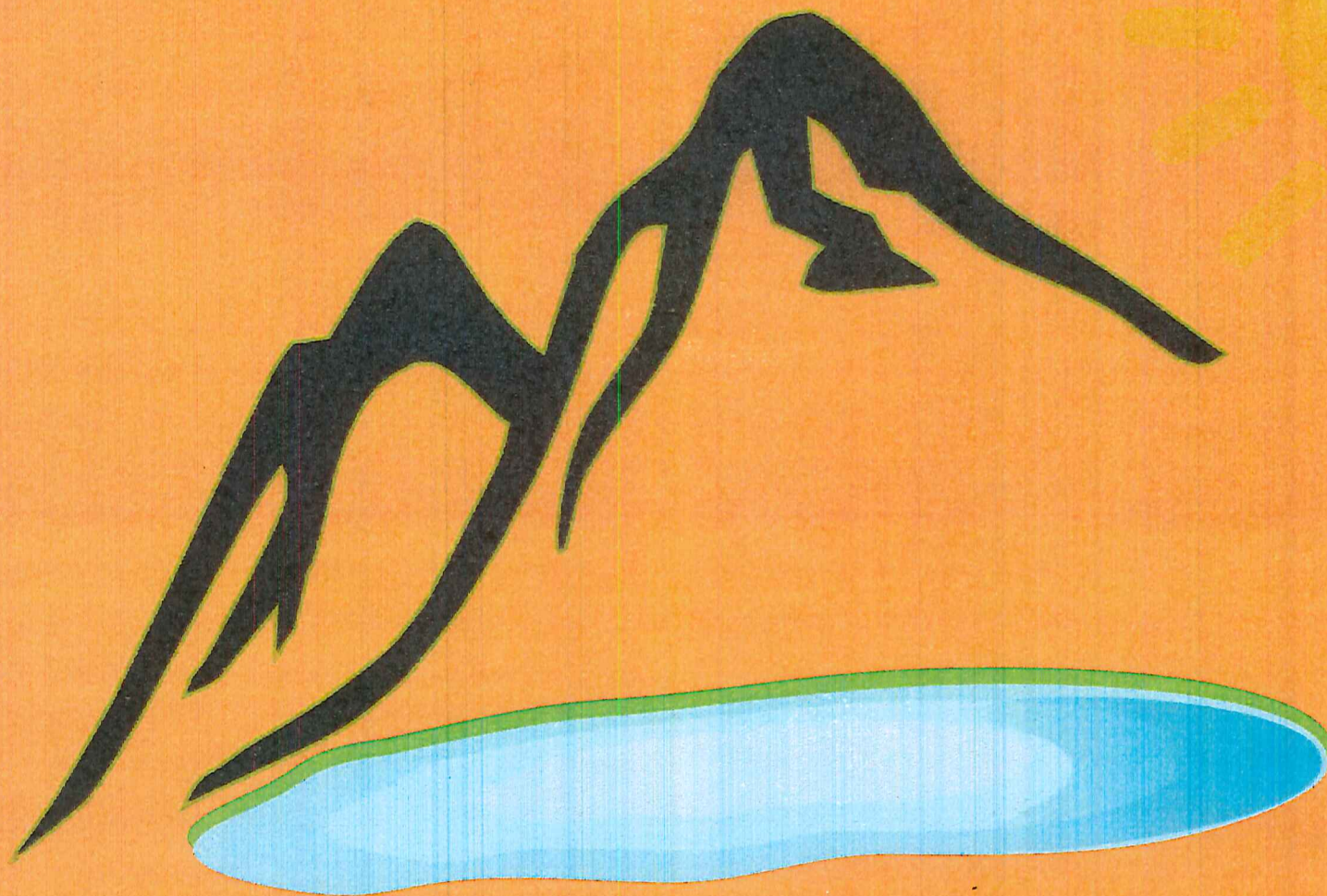
Our flag needs an upgrade, The words take away what could be a great flag with a lot of meaning. We think the colors are great but the symbolism is missing.

The salmon represents the salmon run and the arm represents how strong our community is.

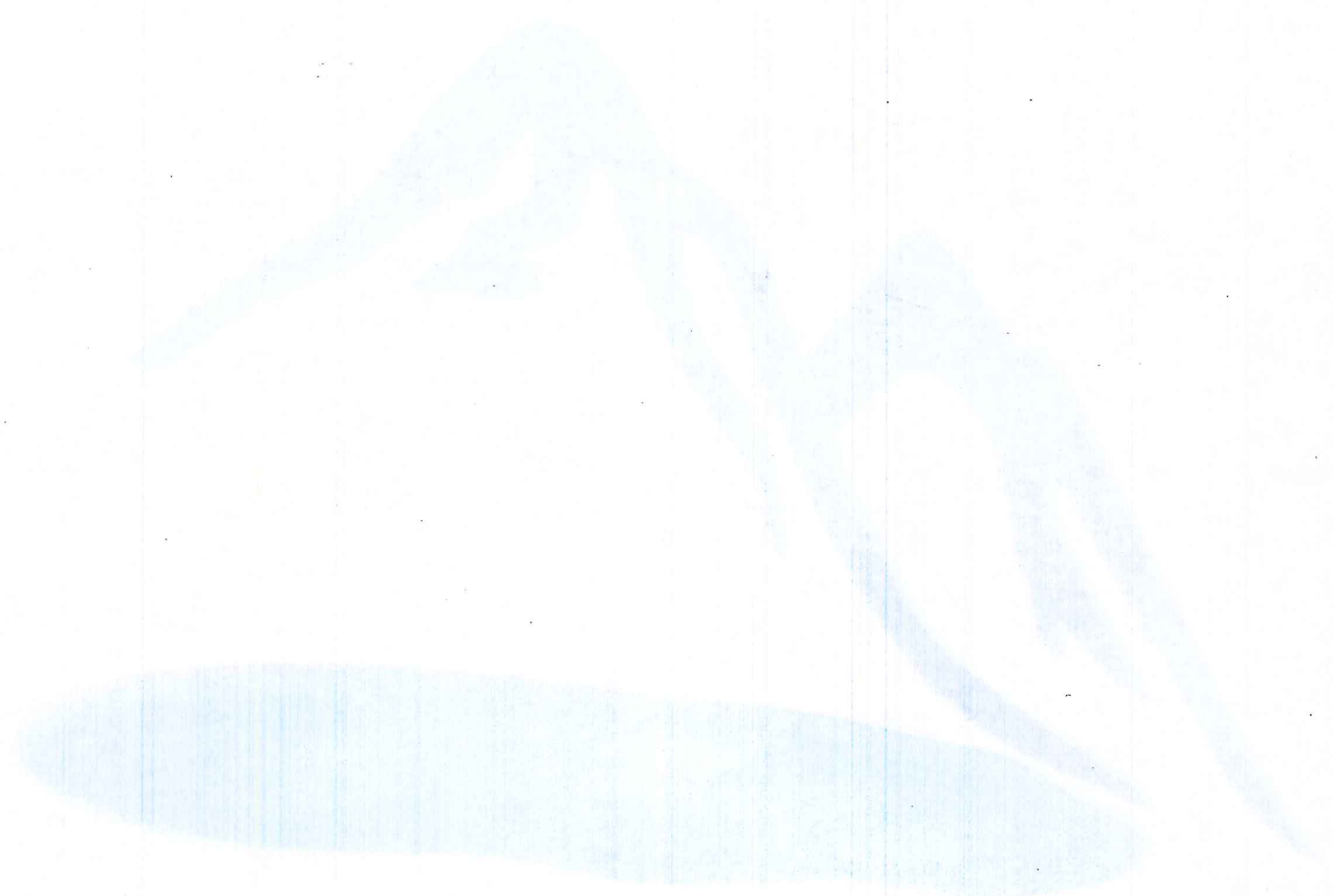
Brady, Joel



Our flag follows the principals of NAVA
by not having letters, Having 2-3 colors, It is
unique, Symbolic and we tried to make
it simple by using 3 symbols to represent
salmon arm



I wanted to show the beauty of salmon Arm by putting it in my flag along with the orange color of salmon Arm.





Rhonda West

From: Barb Puddifant
Sent: Friday, January 26, 2024 7:58 AM
To: Rhonda West
Subject: FW: [External] Transit request

From: Anne Williams [REDACTED]
Sent: Friday, January 26, 2024 6:32 AM
To: Barb Puddifant <bpuddifant@salmonarm.ca>
Subject: [External] Transit request

Hello,

I've tried number of times to figure out who to contact for transit questions. I can't get anywhere, just getting the run around. Or no reply for months.

I would like to request that we have a regular bus between Salmon Arm and Vernon that accommodates people who work in these communities.

A bus that leaves SA sometime in the morning and comes back in the afternoon, after work. M-F.

There are quite a few people who live in SA, but work in Enderby, or Armstrong or Vernon.

Can it be added? How can that be requested, put into planning?

More and more of us, can't afford cars, gas. We need to improve our public transit system. There should be transit between all local communities to accommodate working people. Once a week service at an awkward time is just not helpful.

Please let me know,
Thanks,
Anne

Rhonda West

From: Rhonda West
Sent: Friday, January 26, 2024 8:07 AM
To: Rhonda West
Subject: FW: [External] Online Form Submittal: Mayor and Council

From: noreply@civicplus.com <noreply@civicplus.com>

Sent: January 25, 2024 10:48 AM

To: Alan Harrison <aharrison@salmonarm.ca>; David Gonella <dgonella@salmonarm.ca>; Debbie Cannon <dcannon@salmonarm.ca>; Kevin Flynn <kflynn@salmonarm.ca>; Louise Wallace-Richmond <lwallerichmond@salmonarm.ca>; Sylvia Lindgren <slindgren@salmonarm.ca>; Tim Lavery <tlavery@salmonarm.ca>; Erin Jackson <ejackson@salmonarm.ca>

Subject: [External] Online Form Submittal: Mayor and Council

Mayor and Council

First Name Aaron
Last Name Soley
Address: [REDACTED] Salmon Arm, V1E 3M9
Return email address: [REDACTED]
Subject: Request for an Exception to Bylaw 2398
Body Good Morning,

My wife and I contacted the Bylaw office to determine if there were any exemptions to the Poultry rules under Bylaw 2398 within the City of Salmon Arm and were directed to reach out to the City Council. Our property is 0.321 acres and is bordered on 2 sides by properties in excess of 1 acre. The property directly behind us has chickens (acreage) and we are hoping to be granted an exemption to have a few chickens on our property. The chicken coup would be located on the rear of our property by the acreage that currently has chickens, and would not be visible from the street or our neighbor to the North due to the fence in place. We believe that chickens would have a positive impact on our property as they assist in fertilizing our garden space, consume most of our food and plant scraps and act as a form of pest control. The chickens would be contained within a chicken coup that would be cleaned and maintained regularly to reduce the chance of impacting our neighbors.

If you have any questions or concerns, please do not hesitate to contact me via email or phone [REDACTED]

Regards,

Aaron Soley

Would you like a response:

Yes

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

Rhonda West

From: Rhonda West
Sent: Monday, January 29, 2024 3:25 PM
To: Rhonda West
Subject: FW: [External] Online Form Submittal: Mayor and Council


From: noreply@civicplus.com <noreply@civicplus.com>
Sent: January 29, 2024 10:37 AM
To: Alan Harrison <aharrison@salmonarm.ca>; David Gonella <dgonella@salmonarm.ca>; Debbie Cannon <dcannon@salmonarm.ca>; Kevin Flynn <kflynn@salmonarm.ca>; Louise Wallace-Richmond <lwallacerichmond@salmonarm.ca>; Sylvia Lindgren <slindgren@salmonarm.ca>; Tim Lavery <tlavery@salmonarm.ca>; Erin Jackson <ejackson@salmonarm.ca>
Subject: [External] Online Form Submittal: Mayor and Council

Mayor and Council

First Name Gerard

Last Name Foley

Address: 

Return email address: 

Subject: Taxes

Body
Every house hold across this country is having the toughest times in their lives financially, except the wealthy. If your council cannot find ways to lower taxes. Then maybe it's time to get a whole new council and Mayor. Lower taxes

Would you like a response: Yes

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Rhonda West

From: Rhonda West
Sent: Monday, February 5, 2024 8:22 AM
To: Rhonda West
Subject: FW: [External] Concern re artificial turf at Blackburn Park

From: Loretta Prosser <[REDACTED]>
Sent: February 2, 2024 6:25 PM
To: Alan Harrison <aharrison@salmonarm.ca>; Louise Wallace-Richmond <lwallacerichmond@salmonarm.ca>; Kevin Flynn <kflynn@salmonarm.ca>; Tim Lavery <tlavery@salmonarm.ca>; Sylvia Lindgren <slindgren@salmonarm.ca>; Debbie Cannon <dcannon@salmonarm.ca>; David Gonella <dgonella@salmonarm.ca>
Subject: [External] Concern re artificial turf at Blackburn Park

Honorable Mayor Harrison and Councilors,

I read recently that consideration was being given to spending a million dollars on artificial turf at Blackburn Park. I am not sure if this will be put to residents, but I feel there should be public input on this large of an expenditure for a recreation area that only benefits a small number of residents.

To encourage more residents to be active it would be great if they could safely walk. Many busy streets in Salmon Arm do not have sidewalks. Youth and adults could walk to activities, school and work if it was safe to do so. Everyone could benefit from taking the car less and walking more. Walking is an activity that is free and most people can participate.

Lack of safety means many parents drive their children to school and activities when they could walk if there were sidewalks and cross walks. Also many adults and families have to get in the car and drive to an area that is safe to walk as their own area is without sidewalks or lighting.

Let's take action and spend the money on projects that can benefit the most people in our community.

Sincerely,
Loretta Prosser

Sent from [Mail](#) for Windows

Rhonda West

From: Rhonda West
Sent: Monday, February 5, 2024 8:14 AM
To: Rhonda West
Subject: FW: [External] Online Form Submittal: Mayor and Council

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Friday, February 2, 2024 1:02 PM
To: Alan Harrison <aharrison@salmonarm.ca>; David Gonella <dgonella@salmonarm.ca>; Debbie Cannon <dcannon@salmonarm.ca>; Kevin Flynn <kflynn@salmonarm.ca>; Louise Wallace-Richmond <lwallacerichmond@salmonarm.ca>; Sylvia Lindgren <slindgren@salmonarm.ca>; Tim Lavery <tlavery@salmonarm.ca>; Erin Jackson <ejackson@salmonarm.ca>
Subject: [External] Online Form Submittal: Mayor and Council

Mayor and Council

First Name Shannon
Last Name McDonald
Address: [REDACTED]
Return email address: [REDACTED]
Subject: Inclusive Affordable Housing for Individuals with intellectual Disabilities in Salmon Arm
Body Good Afternoon Mayor Harrison and Council,

My name is Shannon McDonald. I live in Blind Bay, BC. We have an adult son with intellectual disabilities who lives with us in Blind Bay and goes to a day program in Salmon Arm everyday of the week. (Yes we drive him everyday) He has built a wonderful community in Salmon Arm where he's well known. His name is Cole....(You might already have met him in your outings around town as he likes to introduce himself.) He does Special Olympic bowling every Wednesday at Lakeside bowling and loves it. He is social, active, and people love to be around him.

The reason I'm addressing this letter to you is because we have been trying to find his forever home but have not found anything suitable in Salmon Arm. We are with CLBC and have explored home share and group home options but these options aren't right for him.

We are looking for him to continue living in his community of Salmon Arm. Our vision is to find an inclusive, intentional, affordable and supported housing option. Everyone should have the option to stay in their own community. Unfortunately we may have to go outside his community to find this which would mean starting all over again of building a community and being further away from his family.

I'm part of Housing Options BC/Families Housing that Fits (Online Zoom Information sessions for families every Thursday) and I know there are more options out there other than the traditional "group homes."

We just need help from the City of Salmon Arm. I know we're not the only family in Salmon Arm looking for inclusive, supported or independent living options for our adult children with diverse disabilities and abilities.

Our hope is for our son to continue living in Salmon Arm where he can be supported in his forever home and continue to thrive, grow, and contribute to his community.

There are many ways to make this type of housing work successfully here in our community of Salmon Arm as it has in other communities around BC: We just need the right partnerships with land and house developers; organisations and groups to guide us and get us there. Groups like BC Non-Profit Housing (BCNPH) and many others. There is a wonderful resource called My Home My Community. They provide resources, including Toolkits for partnering with groups and agencies. They are a great resource to get started and help open doors to inclusive affordable housing for people with intellectual disabilities. Please have a look at their website at www.myhomemycommunity.ca

Inclusive Affordable Housing can offer many options and look different. It depends on the community and needs...

I've come to you and the City of Salmon Arm-hoping we can look at the possibilities of working together to finding Cole and other individuals with intellectual disabilities in our community, the Forever homes they so well deserve.

Thank you and
Kindest Regards,

Would you like a
response:

Yes

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Salmon Arm BC 55+ Games

CITY OF SALMON ARM
Box 40
500 2ND Ave. NE
Salmon Arm, B.C. V1E 4N2

Jan. 18, 2024

Re: Request for Road Closures

Attn: Darin Gerow

Dear Darin

As we have discussed, the Culture and Events Directorate for the 2024 Salmon Arm BC 55+ Games, respectively request the City of Salmon Arm consider the following "Road Closures" required to accommodate the Special Events being considered for the Games:

LOCATION	DATES	TIMES	EVENT DESCRIPTION
ALEXANDER ST	SEPT 12, 2024	12 NOON – 9:00 PM	COMMUNITY ACTIVATION
ALEXANDER ST	SEPT 12, 2024	6:00PM – 9:00 PM	COMMUNITY DANCE EVENT
ALEXANDER ST	SEPT 13, 2024	9:00 AM – 6:00 PM	COMMUNITY ACTIVATION
ALEXANDER ST	SEPT 13, 2024	6:00 PM – 9:00 PM	CONCERT & PASSING THE FLAG
ALEXANDER ST	SEPT 14, 2024	9:00 AM – 6:00 PM	COMMUNITY ACTIVATION
ALEXANDER ST	SEPT 14, 2024	6:00 PM – 9:00 PM	VOLUNTEER APPRECIATION

As you can appreciate, the planning for the Games is at an early stage so there may be some fluidity to the nature and timing of various events.

Having said that, it is our intention to give as much notice as possible in order to continue with the development and scheduling.

Please don't hesitate to reach out to us if you have any questions and/or further detail is required.

Respectively



Glen Ritchie
For the Culture and Events Directorate

Darin Gerow

From: Jennifer B <manager@salmonarmdowntown.com>
Sent: Wednesday, January 31, 2024 1:23 PM
To: Darin Gerow
Cc: rniewenhuizen
Subject: RE: Requested Downtown Street Closure

Hello Darin and Rob.

Thank you for this message, I am aware of this request from the BC 55+ Games Culture and Events Directorate.

Creating a "Games Village" for the participants that is located downtown could be very useful to our downtown retail/service/business community. The hours of the street closure request would allow businesses located on Alexander St. ½ day on Thursday to receive stock/shipments prior to the weekend if the street closure is approved. Thursday afternoon would allow time for the 55+ Games group to set-up the Games Village that would need to remain in place until the eventual take-down on Saturday night, Sept. 14. It is a long closure, and I anticipate there being downtown folks who do not approve. However, with the expected up-turn in visitors, the tourism-to-commerce potential is considerable enough to warrant the request. This is a 'ONE AND DONE' event sequence and with appropriate messaging will hopefully allow businesses ample opportunity to inform their clients of this temporary change in traffic.

I understand your desire to maintain two-way traffic on both Lakeshore and Hudson Ave, and I agree for most of the requested closure. If the Culture and Events Directorate feel there is a need for Hudson OR Lakeshore to be included for specific events within this request, I am willing to consider that as well.

Thank you for the opportunity to comment. I am happy to discuss this further at any time.

Jen



Jennifer Broadwell Manager

manager@salmonarmdowntown.com

250 Shuswap St NE
PO Box 1928
Salmon Arm, BC V1E 4P9
(250) 832-5440

salmonarmdowntown.com

From: Darin Gerow <dgerow@salmonarmrecreation.ca>
Sent: Wednesday, January 31, 2024 11:09 AM
To: manager@salmonarmdowntown.com
Cc: rniewenhuizen <rniewenhuizen@salmonarm.ca>
Subject: Requested Downtown Street Closure

Hi Jen,

Hope your week is going well. We have had some negative feedback for the communication we placed on the socials regarding the Construction upgrades/improvements being completed. Somewhat expected, but at this time no further follow up is required. Just wanted to keep you posted.

The reason I write today is a request that came across my desk from the 55+ Games Culture and Events Directorate. Their request is for a road closure on Alexander to accommodate special events being considered for the games. The specific dates and times for the road closure are as follows:

- Thursday, Sept 12, 2024 (12 noon – 9pm)
- Friday, Sept. 13, 2024 (9am – 9pm)
- Saturday, Sept. 14, 2024 (9am – 9pm)

The planning for the games is at an early stage, and there may be some fluidity to the nature and timing of each event.

As this is such a large road closure request, we will be forwarding this to council for approvals. We first wanted to reach out to your organization for feedback. One item that I would like to see restricted is to ensure two-way traffic **MUST** remain on Hudson Avenue & Lakeshore, if approved.

We very much appreciate any and all comments or feedback.

Darin Gerow, ASCT

General Manager
Salmon Arm Recreation
2600 – 10th Avenue NE
Salmon Arm BC V1E 2S4

T: 250.832.4044 ext. 304

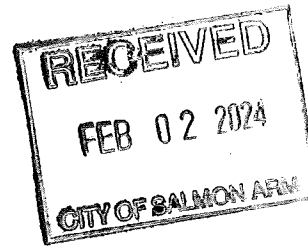
dgerow@salmonarmrecreation.ca
www.salmonarmrecreation.ca

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Ross Street Businesses

Re: 2 Week Closure of Ross Street for Utility Upgrades

February 2, 2024



To Salmon Arm City Council:

We are very concerned about the 2-week duration of the proposed closure of Ross Street for the utilities upgrades. We understand that such upgrades are necessary from time to time, but a 2-week closure is going to be devastating to our already struggling businesses.

We are already struggling as a result of a number of recent city infrastructure upgrades, and many of us are concerned that this will be the final nail in the coffins of our businesses.

Examples of recent infrastructure decisions that have negatively impacted Ross Street businesses are:

1. Adding the meridian to the highway going through town, preventing customers from accessing our side of town from the other side of the highway.
2. Moving the light down by Tim Horton's, which further hurt convenient access to our side of the highway.

These road changes have had a 15% to 20% noticeable and sustained drop in business and traffic into our stores. These customers have not come back, and we still hear daily how inconvenient it is to access our businesses now.

We have endured the COVID lockdowns, the 2 year underpass project, the drop in sales due to the light and highway changes, the recent repayment deadline of the CEBA loans, the loss of Saturday sales due to closing Hudson for the Farmer's Market and so many other challenges.

This closure is going to make it extremely difficult for customers to access our stores.

Even more concerning is how are we going to get our deliveries? Its already challenging for the bigger delivery trucks to access Ross Street, but where are they supposed to park during that 2 weeks to unload our products? The alley is going to become a traffic nightmare with the larger semi sized delivery trucks trying to get in and out of it, as well as all the customers and residents that would be trying to access it due to the inability to get where they need to go.

While we empathize with the need to get these utility upgrades done, could there not be a more thought out plan on how to go about it? Could most of the work not be done at night so that the impact on businesses and traffic is less? Has any thought been put in to where to direct the delivery trucks that all businesses depend on to get their merchandise in to the stores to sell?

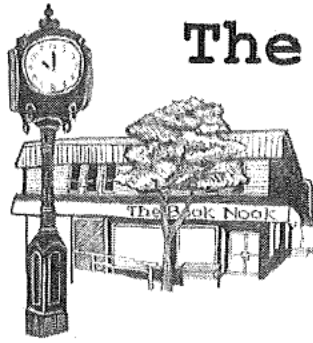
None of our businesses have had any city staff come and talk to us to suggest alternative plans or options, and none of our businesses are capable of losing 2 entire weeks of sales and/or deliveries without being severely injured financially.

We will all do our due diligence to advertise and offer delivery services etc for our customers, but if the alley is tied up with delivery trucks, even that will be challenging for most of us.

We would like to see these upgrades delayed until more thought and planning has been put into how these businesses will be able to function, or some of us may not survive, which will cost a loss of jobs to the community, and even more devastation to our downtown business core.

Thank you for considering our concerns, we would appreciate being included in discussions regarding how deliveries and customers will have access to our businesses during these upgrades.

A ANVIL



The Book Nook

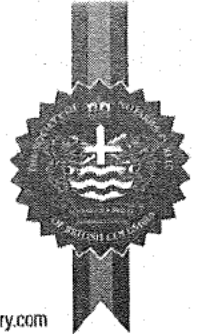
310 Ross Street
(PO Box 3224)
Salmon Arm B.C.
V1E 4R9

(250) 832-7822
thebooknooksalmonarm@gmail.com

Jane M. Letourneau B.G.S. Notary Public

A Member of The Society of
Notaries Public of British Columbia

#201 - 271 Ross St, N.E. Tel: (250) 832-9319
P.O. Box 3009 Fax: (250) 832-9788
Salmon Arm, BC V1E 4R8 office@letourneanotary.com



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Shuswap LAUNDROMAT

330 Ross St N.E. Salmon Arm B.C.
Contact #250 517 9065

Wash and Fold Service also available



a HearingLife company

Justin Miller, RHIP
jsml@experthearingsolutions.com

320-A Ross Street
Salmon Arm, BC V1E 4N6

Tel: 250-833-4327
Fax: 250-833-4330
HearingLife.ca



Gabriela Bejarano, RHIP
Conditional
gabj@hearinglife.ca
Salmon Arm - Ross Street
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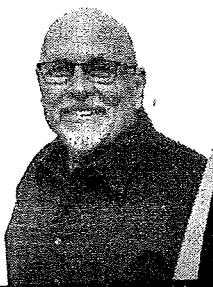
Simon Rutherford

simon@gilbertparts.ca

350 Ross Street
Salmon Arm
V1E2T3

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 Lori Scherbarth
 Employment Consultant
 WorkBC Salmon Arm
 #101-310 Hudson Avenue NE
 Salmon Arm, BC V1E 1R6

lori.scherbarth@wcgservices.com
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CONSTRUCTION NOTICE

Downtown Utility Upgrades and Paving

The City of Salmon Arm will be undertaking various utility and paving improvements within the downtown core in early 2024. Please refer to the maps on the reverse side of this notice.

Utility work is planned to start mid-February and will require a one day (Sunday) shut down of the intersection of Ross Street and Hudson Avenue. A longer duration utility upgrade will require a two week continuous closure of Ross Street between the existing parking lot entrance and Lakeshore Drive from late February to early March. The construction area has been designated to ensure pedestrian access to businesses are not interrupted, and access to the Ross Street Parking Lot is maintained via a temporary sidewalk crossing.

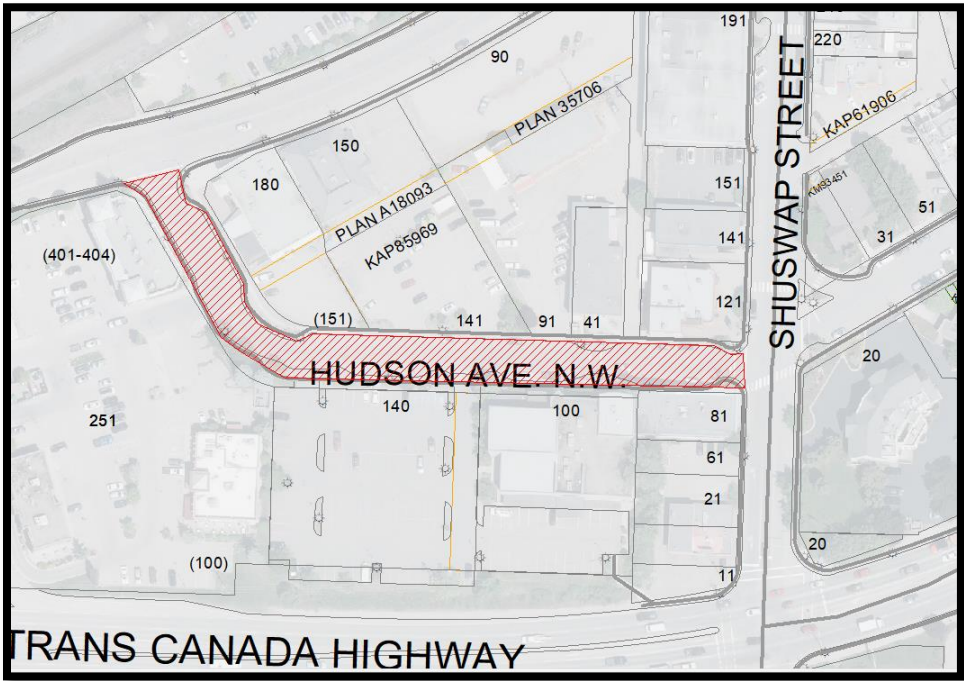
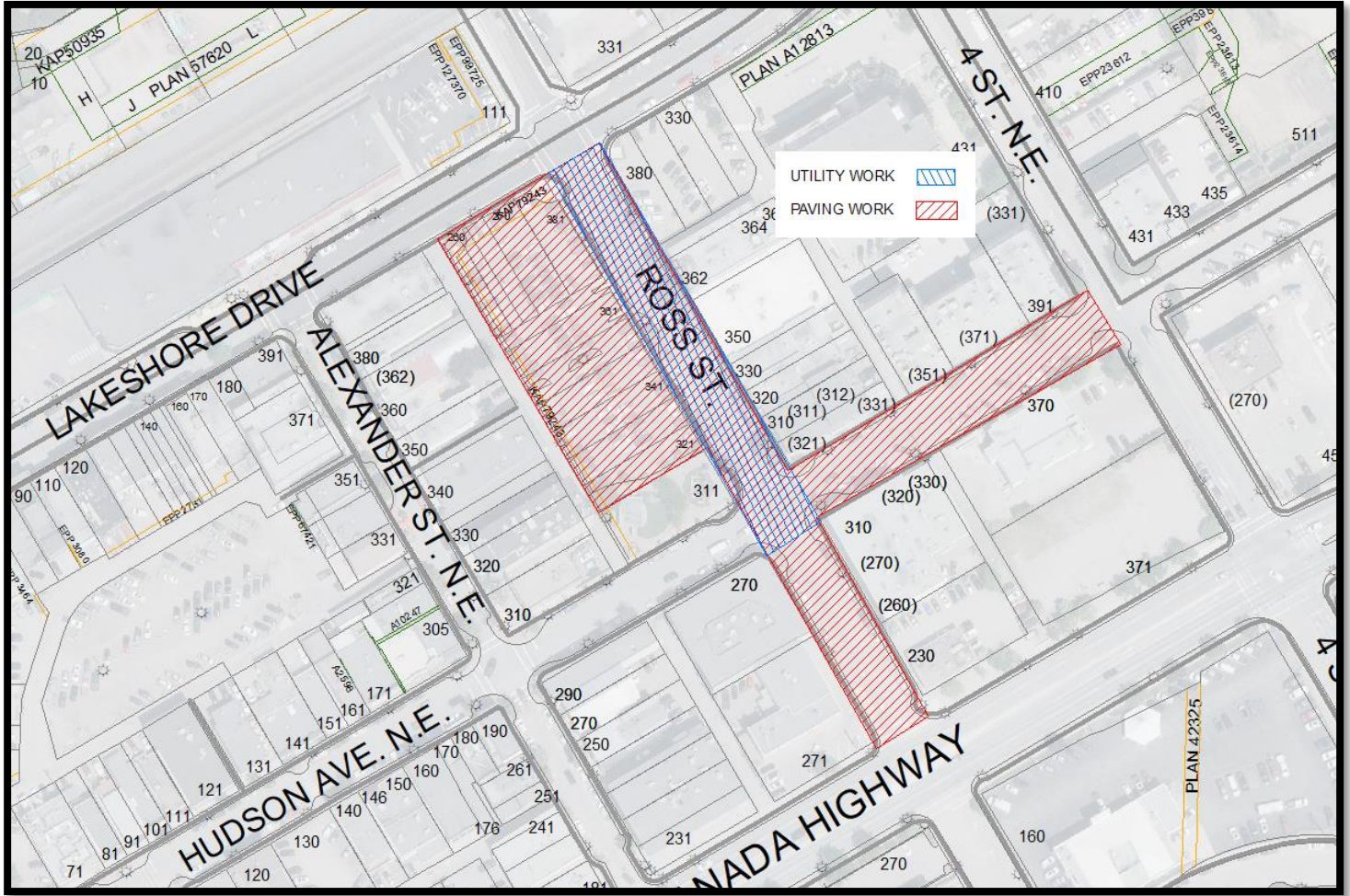
Paving is planned for early May and will include the Ross Street Parking Lot which will require a 5-day closure. Ross Street from TCH to Lakeshore; Hudson Avenue from Ross Street to 4 Street; and at the west end of Hudson Street from Lakeshore to Shuswap Street will be repaved as shown on the maps. During the road paving process, temporary disruption to traffic and parking will occur.

Further information will be issued upon confirmation of our Contractor's schedule. We appreciate your cooperation and will attempt to minimize disruption to downtown traffic and businesses while these important projects are underway.

FOR MORE INFORMATION

Cory Day, Capital Works Supervisor
Box 40 - 500 – 2 Avenue NE, V1E 4N2
Telephone: (250) 803-4091
Email: cday@salmonarm.ca

CITY OF
SALMON ARM



Rhonda West

From: Erin Jackson
Sent: Tuesday, February 6, 2024 12:25 PM
To: Rhonda West
Subject: FW: [External] Online Form Submittal: Mayor and Council

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Tuesday, February 6, 2024 11:16 AM
To: Alan Harrison <aharrison@salmonarm.ca>; David Gonella <dgonella@salmonarm.ca>; Debbie Cannon <dcannon@salmonarm.ca>; Kevin Flynn <kflynn@salmonarm.ca>; Louise Wallace-Richmond <lwallacerichmond@salmonarm.ca>; Sylvia Lindgren <slindgren@salmonarm.ca>; Tim Lavery <tlavery@salmonarm.ca>; Erin Jackson <ejackson@salmonarm.ca>
Subject: [External] Online Form Submittal: Mayor and Council

Mayor and Council

First Name Juanita
Last Name Austin
Address: [REDACTED]
Return email address: [REDACTED]
Subject: Invitation to: Gathering for Peace in Gaza
Body Dear Mayor Harrison and Council members,

I extend to you all an invitation to attend: Gathering for Peace in Gaza

Please join us on Sunday, February 25th from 2 PM – 4 PM in the hall at First United Church, 450 Okanagan Ave, S.E. in Salmon Arm for an afternoon of information sharing, music, food and a fund-raising event to support the people of Gaza.

- We plan to build community in our common concern for the suffering of the Palestinian people, especially in Gaza.
- To share reliable information and spiritual reflection
- To fund-raise for organizations that are helping with humanitarian relief in Gaza
- To have a letter or petition to City Council to call for an immediate Ceasefire in Gaza, and other actions that will provide humanitarian relief.

Guest speaker: Dr. Warren Bell

For further information contact Rev. Juanita Austin at revjuanita@gmail.com
or call 250-515-0210

This event is supported by KAIROS Canada – an Ecumenical Peace and Justice group,
and CJPME Okanagan – Canadians for Justice and Peace in the Middle East.

Here is a bit of background behind the organizing of this event: The attacks by Hamas militants on Israeli citizens early on Saturday, Oct 7th were shocking and horrific. However, this attack cannot be seen in isolation, but as deeply connected to 75 years of systemic oppression and military occupation. 75 years ago, a colonial-settlement project brokered by the UN, against the wishes of Palestinians, relocated European Jews to Palestine after the horrors of the Holocaust. In the process, 750,000 Palestinians were forcibly displaced and have been living as refugees since that day. More than 500 Palestinian villages were destroyed and 15,000 Palestinians killed. Those in Gaza today, are the descendants of the displaced survivors from 1948 and in the 1967 war. In Gaza, because of an Israeli economic blockade, people have been living in desperate conditions for decades, and in the past 15 years - with very little water, food, sanitation, employment, electricity etc. This access is all controlled by Israel.

Since October 7th, the State of Israel has responded with an unprecedented degree of violence and destruction, which has led to the confirmed deaths of nearly 27,500 Palestinians amid clashes and daily 'massacres'. The UN says that since the start of the war, about 100,000 people in Gaza have been killed, injured or are missing. (As of February 5, 2024)

Nearly two million Gazans are now homeless and are beginning to die of starvation, and preventable diseases. At such a time of desperation, our own federal government has done very little to pressure the Israeli government to stop this genocide, and has in fact, recently cut funding to UNRWA, the major relief agency for Palestinians, under unproven allegations that a few individuals from UNRWA aided Hamas in the October 7th attacks.

Our gathering on February 25th will help to shed some light on the background of what is unfolding in Israel/Palestine right now, and its effect on peoples' lives. There will be a Q & A time after the presentations.

On behalf of the organizing team, we would love to have Salmon Arm City Council in attendance.

Sincerely, Rev. Juanita Austin


Yes

Would you like a
response:

Disclaimer

Written and email correspondence addressed to Mayor and Council may become public documents once received by the City. Correspondence addressed to Mayor and Council is routinely published within the Correspondence Section of Regular Council Agendas.

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

Mayor Alan Harrison,
City Council Members,
City of Salmon Arm BC,

Dear Mayor and Council Members,

The following is our request for council approval to install a permanent storage building and provide power and water to the pickleball courts at Klahani Park.

As we are all aware the +55 Senior Games are coming to Salmon Arm in September. We expect to have +300 participants register for pickleball and look forward to making this a very successful event.

With this number of players and an equal number of spectators there will be a large amount of equipment in use on each of the 4 game days. A majority of this equipment will require an overnight storage area. We presently have equipment that requires storage, will purchase additional equipment for the +55 Senior Games as well as purchasing equipment through the club. This equipment will need permanent storage. We need a permanent storage building onsite rather than a storage area strictly used during the games. We presently do not have adequate storage during the pickleball season and having a permanent building would allow us to purchase additional equipment to properly maintain the new courts.

Our AED which is at the courts in case of any pickleball incidents and is also available for any baseball or tennis requirements. It is too hot in the existing storage and during the heat of the summer has to be taken home and brought back the following morning. We will be asking the Fire Department to provide a training session on the AED early in the season and we will make this training available to baseball and tennis organizations.

In 2023 we held five (5) two (2) hour training sessions with students and are planning to increase that number in the upcoming season. This introduces young people to the sport hoping they will continue to play as they get older. Having a permanent building will allow us to store the equipment on site rather than taking it home after each session.

With the additional evening court time more players, who are unable to play during the week due to work commitments, were able to play in the evenings. We intend to advertise in the community hoping to get more players attending.

This building would be installed early in the pickleball season and serve the +55 Games as well as our present and future pickleball seasons. Building will be on a concrete pad sized to fit the building. A copy of the building, location and specifics is attached. We seek approval for the installation of this building.

We also seek approval for power and water to be brought to the courts. Power is needed to support the IT System that will be in place for the +55 games. This system provides all the Round Robin schedules and scoring, playdowns schedules and scoring and medal game schedules and scoring. This is the key to the success of the tournament. Using generators as backup is awkward and ineffective for this system. I believe this power and water can be accessed from the existing washroom area. Having access to power and water will also allow us to better maintain the new courts.

The use of wind screens has already been approved by City Council. A sample of the SASCU logo which will be attached to the wind screens is also attached. This requires City Council approval. The wind screens and logo will be installed in early spring. We seek approval for the use of the SASCU logo.

We are not seeking any financial assistance from the City of Salmon Arm for either of these projects as we are working with the +55 Games and other sources for this assistance.

We know how important the image of Salmon Arm will be during this event and believe that these additions will go a long way in making the pickleball part of the games a great success.

Thank you.

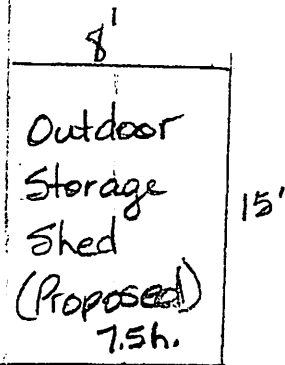


Michael Joyce

President SAPC

Attachments: Building Location, Building Description, SASCU Logo.

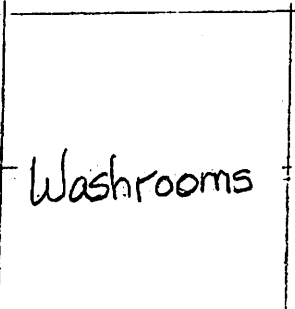
Pickleball Courts



10 Ave S.E.



Power and Water line



Klahani Park
6391 10 Ave S.E
Salmon Arm, B.C
V1E 4N2.

LIFETIME 8-ft X 15-ft Outdoor Storage Shed with Shutters, Windows, and Skylights

Article #331012678 Model #6446

★★★★: 4.3 (222) [Write a review](#) [Ask a question](#)

\$3,892 each

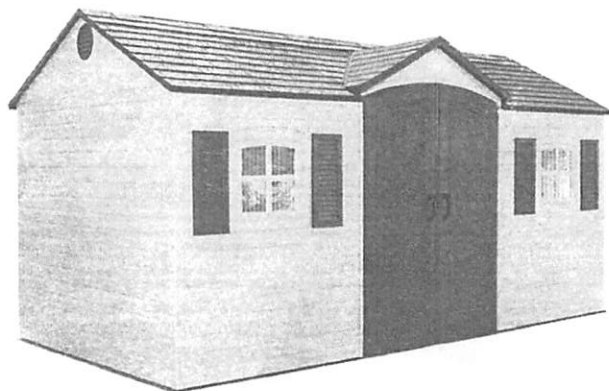
HOME DELIVERY

✓ **Online Exclusive** ⓘ

Ships by Friday, February 2

Price includes shipping

1 [ADD TO CART](#)



[ADD TO WISH LIST](#)

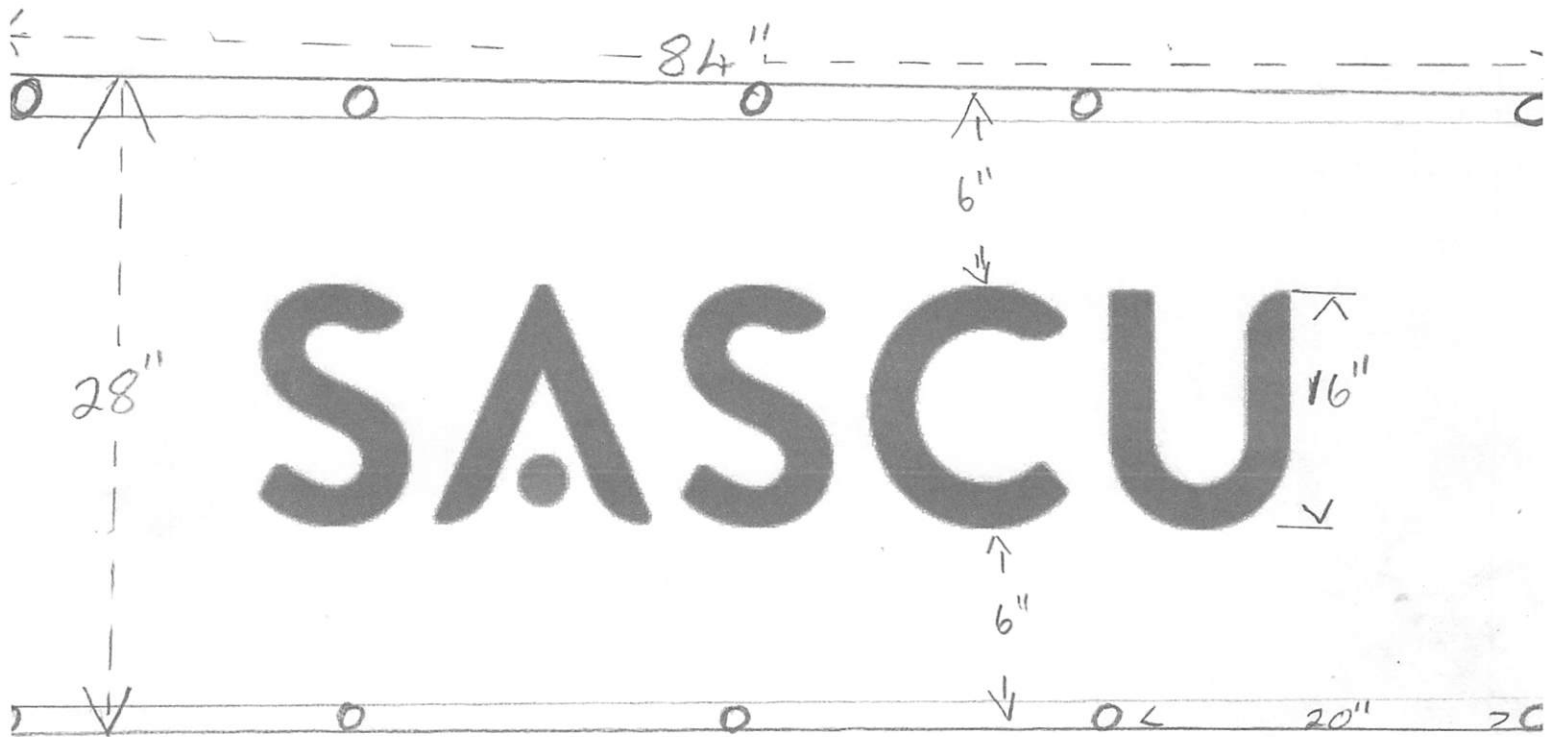
Description

Lifetime's 15-foot wide garden buildings are not only built for superior strength and durability, they also have an attractive appearance and design to accent the beauty of your backyard. The convenient, centralized location of the doors allows for easy access to your storage without having to climb over things to reach items stored in the back. The innovative design and durable construction creates the perfect solution for your storage needs.

- Lockable steel-reinforced doors for added security
- Adjustable shelving and storage system
- UV protected to prevent weather damage
- Low maintenance design
- High-pitched roof allows for quick drainage of rain and snow
- 10-year limited warranty
- Slip-resistant high-density polyethylene (HDPE) floor protects against oil, solvents, and stains
- Heavy-duty steel trusses provide additional roof strength
- Sturdy double wall system (DWS)

Product specifications

Common Exterior Width(ft)	8	Door Opening Height(in)	75
Actual Interior Width(ft)	7.5	Actual Exterior Peak Height(ft)	7.5
Floor Storage Capacity (sq. Feet)	106.5	Foundation Length(ft)	15



LOGO:-

WHITE BACKGROUND.

BLUE LETTERS.

GREEN DOT IN THE A.

END GROMMETS 2" from edge.
20" apart.

BANNER TO BE CENTERED ON WINDSCREEN

BACKGROUND:

At the March 28, 2022 Regular Council Meeting, Council made the following resolution:

THAT: Council authorize the Salmon Arm Pickleball Club to place a storage locker and sun shading at the Klahani Park Pickleball Courts for the 2022 season;

AND THAT: the placement of advertising on the sun shading be permitted to provide the benefits of protection from sun exposure to be available for all users of the facility for the 2022 season.

Amendment:

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

AND THAT: the size and design of advertising on the storage locker and sun shading is subject to approval by Council.

CARRIED UNANIMOUSLY

Rhonda West

From: Rhonda West
Sent: Thursday, February 8, 2024 11:28 AM
To: Rhonda West
Subject: FW: [External] Festivals & Fairs Grant

From: Lana Fitt <edo@saeds.ca>
Sent: February 8, 2024 5:42 AM
To: Alan Harrison <aharrison@salmonarm.ca>
Cc: Erin Jackson <ejackson@salmonarm.ca>; Vice President Director <vicepresident2024@55plusgames.ca>; President Director <president2024@55plusgames.ca>
Subject: [External] Festivals & Fairs Grant

Hi Alan,

I'm drafting a funding application to the recently launched Fairs, Festivals and Events fund for the 55+ Games. This fund presents a very quick turnaround time of Feb 25 and applications are also being reviewed on a first-come first-serve basis so we are working to get this submitted early next week. There is no opportunity to include a letter of support, however we do have the ability to include a testimonial. Would you mind providing me a testimonial (3-4 sentences) that we can attribute to you indicating:

- the potential community economic impact (estimated at over \$3M)
- the importance of this tourism revenue in our shoulder season, as well as the importance in relation to the recovery and sustainability of our tourism businesses after a difficult season heavily impacted by Shuswap/Okanagan wildfires
- the breadth of community participation and support (over 1,000 local volunteers and an estimated 100+ business/community organization sponsors)

Thanks for your consideration Alan, I appreciate your time.

Lana Fitt _____

Executive Director

📞 250.833.0608 ✉️ edo@saeds.ca 🌐 www.saeds.ca

SALMONARM

ECONOMIC DEVELOPMENT SOCIETY



**SHUSWAP
COMMUNITY
FOUNDATION**

PO Box 624
102-160 Harbourfront Drive NE
Salmon Arm BC, V1E 4N7
Ph: 250- 832-5428
Email: info@shuswapfoundation.ca

February 1, 2024

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

Dear Mayor and Council,

The Shuswap Community Foundation's Grants-in-Aid Adjudication Committee met on January 31st to review the applications for funding received for the City of Salmon Arm Grants-In-Aid Program.

The Committee is comprised of Mayor Alan Harrison and Shuswap Community Foundation Board members: Ralph Segreto, Kathryn Vennard, Robyn Cyr and Foundation Executive Director, Roger Parenteau.

With \$58,076.21 available, and requests totalling \$84,033, the Committee faced difficult decisions. We are pleased to announce that 19 groups out of 19 applicants were approved and will receive funds in February following review by Council. A spreadsheet with a list of the allocations is attached. Following the adjudication, the committee recommended that surplus funding in the amount of \$10,026, be held as contingency for unanticipated costs incurred during the 55+ Games being hosted in Salmon Arm in September of 2024. Failing such a need arising, the committee further recommended that these funds be carried over to support future Grants-in-Aid applications.

We thank you for this opportunity to serve our community.

Regards,

Roger Parenteau, SCF Executive Director

On behalf of Ralph Segreto, Chair of the City of Salmon Arm Grants-in-Aid Committee

Encl.

2023-24 City of Salmon Arm - Grants in Aid					
	Applicant Group Name (as on Application)	Request	% of tot.	Project	Award Amount
1	Columbia Shuswap Selkirks Swim Club Society	\$2,500	2.98%	Askews Shuswap Splash Swim Meet 2024	\$1,000.00
2	Literacy Alliance of the Shuswap Society	\$7,858	9.35%	Unplug & Play	\$4,000.00
3	RCAC 222 Shuswap Squadron	\$2,866	3.41%	Starlink Mobile Internet	\$2,000.00
4	Rise Up Indigenous Wellness Society	\$5,200	6.19%	Rise Up Space	\$520.00
5	Salmon Arm Bay Nature Enhancement Society	\$7,000	8.33%	SABNES Nature Intreter (student position)	\$4,000.00
6	Salmon arm Museum and Heritage Association	\$2,000	2.38%	Addressing the elephant in the room. Where's Haney's residential district?	\$700.00
7	Shuswap Association for Community Living	\$8,000	9.52%	Expansion of Customized Employment Work Truck	\$3,000.00
8	Shsuwap Association of Writers	\$3,200	3.81%	SAW's Young Writers Programme	\$2,600.00
9	Shuswap Creative Makerspace Society	\$5,000	5.95%	Shuswap Makerspace Youth Inclusion Program 2024	\$4,600.00
10	Shuswap District Arts Council	\$1,300	1.55%	Wednesday on the Wharf 2024	\$1,100.00
11	Shuswap Food Action (2018) Society	\$4,000	4.76%	Supporting Food Security in Salmon Arm	\$2,500.00
12	Shuswap Hospice Society	\$3,200	3.81%	Dancing with the Shuswap Stars 2024	\$1,000.00
13	Shuswap Music Festival	\$2,000	2.38%	The 2024 Shuswap Music Festival	\$1,900.00
14	Shuswap Naturalist Club	\$5,578	6.64%	Salmon Arm Wildlife Tracking Station	\$3,450.00
15	Shuswap Theatre Society	\$4,526	5.39%	Shuswap Theatre upgraded Mac Computer and Operating System	\$2,700.00
16	Special Olympics BC Salmon Arm Local 2F	\$1,980	2.36%	Special Olympics Competitive Bowling Program 2024	\$1,980.00
17	The Canadian Red Cross Society	\$4,500	5.36%	Red Cross HELP Service Facilities Support Request	\$1,500.00
18	The Salmon Arm & Shuswap Lake Agricultural Association	\$8,325	9.91%	Water, Sewer and Frontage Tax	\$6,700.00
19	Voice of the Shuswap Broadcast Society	\$5,000	5.95%	2024 Tower fund	\$2,800.00
20			0.00%		
21			0.00%		
22			0.00%		
		\$84,033			
					\$48,050
	2023 Residual Funds	\$3,451.21			\$10,026.21
	2024 Funds Available	\$57,500.00			
	SCF Admin Fee	-\$2,875.00			
		\$58,076.21			

Rhonda West

From: Barb Puddifant
Sent: Thursday, February 1, 2024 8:30 AM
To: Rhonda West
Subject: FW: [External] 2023 Activites Summary
Attachments: 2023 Annual Summary.pdf

From: Bruce Weicker <slspresident2020@gmail.com>
Sent: Wednesday, January 31, 2024 8:32 PM
To: Bruce Weicker <slspresident2020@gmail.com>
Subject: [External] 2023 Activites Summary

Good evening to all of you.

Please find attached our annual summary of activities. I have added below the links to our website and our annual video, just in case they do not work from the pdf. Have a look at our new website, and then grab a coffee or something, sit back and have some laughs with our annual video. Do ensure you start the video at the beginning, as it was uploaded a couple of minutes into play. I wouldn't want you to miss out on some laughs!

www.rcmsar106.ca

https://youtu.be/rcO5wPFUND8?si=b_4d-F5iOy9Oo0nX

Bruce

Bruce Weicker, President
Shuswap Lifeboat Society
Supporting RCMSAR 106 (Shuswap)



Phone: 250-832-3313
Cell: 250-833-8971

2023 – Our Accomplishments

RCMSAR Station 106 Shuswap

Our 32 Volunteers responded to **35 Missions** saving 45 lives and assisting 38 others. **17 of those missions were directly connected to forest fire support, evacuating families and providing humanitarian support. 13 of those missions were carried out in 100% restricted visibility.**

More **Life Rings Stations** are ready for installation at parks, beaches and docks.

Station 106 was the **busiest Station in RCMSAR's Southern area at 5946 hours of volunteer hours** contributed. 144 "On Water" exercises were carried out totalling 391 hours in addition to 57 class lectures. 1091 hours were logged for prevention activities such as boating safety displays, maintenance, Kids Don't Float kiosk programs, and Life Ring Programs.

9 Members were re-qualified in **First Aid/CPR and Transportation Endorsement**. 9 Members were qualified on the **Small Vessel Operator Proficiency and Small Domestic Vessel – Boating Safety Courses**.

5 Members were qualified on the **Restricted Operator Certification (Marine) course**. 7 members were qualified by **Transport Canada to provide free "Pleasure Craft Courtesy Checks"** to boaters on the Shuswap

RCMSAR performed **three sessions to familiarize BCEHS Paramedics** to assist evacuating casualties from houseboats. **5 new members were qualified to the "New Crew" level.**

5 Members were awarded RCMSAR HQ awards for exemplary service. Our members participated in the Royal Canadian Legion Branch #99 Remembrance Day Ceremony.

Shuswap Lifeboat Society

Boathouse Construction Underway

- We are nearing the completion of the basic construction with TA Structures. As soon as feasible, the boathouse will be launched at Old Town Bay. It will take about 3 weeks to secure the two halves together.

- In the meantime, our crews have been busy with the finishing of the interior. Within the original plan, using some creative thinking we have been able to incorporate an upper-level classroom in addition to the main level Ready Room.

- The last phase of the project is to establish a permanent home for the centre. Work continues with the District of Sicamous and the Province for a location.

- We thank all of our community supporters for your encouragement and funding of our centre. Our last funding initiative will be to provide the necessary infrastructures for our home location.

Transport Canada's Boating Safety Contribution Program continues to support our school water safety program, water safety publication ads, Kids Don't float kiosk and Life Ring Station programs. **A special project currently being finished is the refurbishing of the exterior of our display trailer.** Do watch for it travelling on the highways going to community events. We are appreciative of their support.

Our new website was launched in late spring. Do take a minute and have a look. www.rcmsar106.ca

And of course, we have our annual video, highlighting some of our happenings. Grab a coffee and enjoy our 2023 production. Laugh a lot!

https://youtu.be/rcO5wPFUND8?si=b_4d-F5iOy9Oo0nX

Rob Sutherland, Station Leader

Bruce Weicker, Shuswap Lifeboat Society

Rhonda West

From: Rhonda West
Sent: Friday, January 26, 2024 10:55 AM
To: Rhonda West
Subject: FW: [External] Online Form Submittal: Mayor and Council

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Friday, January 26, 2024 10:03 AM
To: Alan Harrison <aharrison@salmonarm.ca>; David Gonella <dgonella@salmonarm.ca>; Debbie Cannon <dcannon@salmonarm.ca>; Kevin Flynn <kflynn@salmonarm.ca>; Louise Wallace-Richmond <lwallacerichmond@salmonarm.ca>; Sylvia Lindgren <slindgren@salmonarm.ca>; Tim Lavery <tlavery@salmonarm.ca>; Erin Jackson <ejackson@salmonarm.ca>
Subject: [External] Online Form Submittal: Mayor and Council

Mayor and Council

First Name: Catherine
Last Name: Hansen
Address: *Field not completed.*
Return email address: bcltbia@gmail.com
Subject: Upcoming BC Log & Timber Building Industry Conference in Salmon Arm (27th Annual)

Body: We would like to ensure that the City of Salmon Arm, Mayor, Council and staff are aware of our upcoming conference April 11-14, 2024, in Salmon Arm. The event will be hosted the at the Prestige Harbourfront Resort. For further details please visit our website at:
<https://bclogandtimberbuilders.com/resources/2024-conference-agm>

Having a welcome from the City in our Program Book would be great, along with attendance and a welcome greeting from the City. To discuss options and possibilities further please contact our office at 250-545-5647. Sincerely, Catherine

Would you like a response: Yes

Disclaimer
Written and email correspondence addressed to Mayor and Council may become public documents once received by the City. Correspondence addressed to Mayor

January 19, 2024

Re: Legislative Reform Initiative Update

Dear Local Government Colleagues:

On September 21, 2023, the Regional District of Nanaimo (RDN), Alberni-Clayoquot Regional District, Fraser Valley Regional District (City of Chilliwack), and Don Lidstone, K.C., hosted an interactive, discussion-based panel session (Legislative Reform Initiative) focused on reform of the *Local Government Act (LGA)* at the UBCM Annual Convention in Vancouver. While the lack of powers for regional districts in the *Act* was a major spark for this initiative, the session was intended for both municipal and regional district officials because many aspects of municipal operations are contained in the *LGA* and municipal issues with the *Act* have been the subject of numerous UBCM resolutions over the years. Similar workshops have been held previously at the Association of Vancouver Island and Coastal Communities' Annual Conventions in 2022 and 2023. Approximately 80-85 people attended the September 2023 UBCM session, indicating a broad interest in this evolving topic.

Concerns about the dated *Local Government Act* have been widespread for some time among local governments. Although the Ministry of Municipal Affairs has made significant incremental changes in the legislation over time, without a comprehensive modernization of the *LGA* regional districts are left without sufficient tools or authority to meet expanding responsibilities or to legislate in key areas in comparison with municipalities. Moreover, the evolving social, political, and economic environments that both municipalities and regional districts operate within, such as climate change, environmental stewardship, and a recognition of the importance of First Nations' participation in regional governance, should be reflected in updated and modernized legislation. A key component of our discussions is that any additional powers or tools granted to local government are opt-in so that local governments can choose to implement tools based on what is best for their area.

The goals of the September 2023 UBCM interactive panel session were:

- to provide context and background about the Legislative Reform Initiative
- to discuss whether to proceed with the Legislative Reform Initiative
- to discuss options for the best path forward to steer the process

Prior to the session, the Ministry of Municipal Affairs provided some background information and several questions to consider during the group's discussion. This material was useful and very much appreciated.

The RDN committed to sending UBCM members a "What We Heard" document summarizing discussion at the session and next steps. We are attaching that document to this letter for your information, as well as the material provided by the Ministry of Municipal Affairs that was considered as part of the September 2023 panel discussion at UBCM. In addition, we are attaching the slide deck presented at the UBCM session.

We encourage other local governments to participate in this important initiative. As indicated in the “What We Heard” document, the RDN is currently following up with UBCM on the possibility of requesting that the UBCM Executive form a working group on this topic. Having letters of support from local governments across the province would be helpful in demonstrating interest. Should you wish to send a letter of support, have any questions, or wish to share examples of legislative challenges stemming from the *Local Government Act*, please contact RDN Chief Administrative Officer Douglas Holmes at dholmes@rdn.bc.ca.

Sincerely,

A handwritten signature in black ink, appearing to read "Vanessa Craig". The signature is fluid and cursive, with the first name "Vanessa" written in a larger, more prominent script than the last name "Craig".

Vanessa Craig
Chair, Regional District of Nanaimo

Encl.

Background and Discussion Questions

The Ministry of Municipal Affairs (MUNI) is committed to listening to local governments about their evolving needs and how the existing legislated framework accommodates new responsibilities and challenges. Much of the legislative agenda sponsored by MUNI in recent years has responded to critical local government needs uncovered as a result of the pandemic and in response to UBCM resolutions. The development of legislative change is a lengthy, complex, and resource intensive process. Therefore, it must be rooted in and supported by a clear gap in existing tools and authorities to fix an identified problem that the current legislation or other tools don't resolve. The mere desire for regional district (RD) legislation alone needs to be tested against a real need, with a clear path on policy development for the province to consider.

Government Priorities

The province has been clear in its priorities and focus on pressing issues of affordability and housing supply – allocating significant resources from both the Ministry of Housing and MUNI to initiatives in this space. That scarce allocation is determined by elected decision makers. The priority on affordability and housing supply also presents an opportunity and recognizes that issues of housing availability and affordability are not just urban issues – and that there is a role for regional approaches to support this work that may require new thinking of how RDs are better able to participate in solutions that will have direct implications for RD regulatory authorities.

In addition, MUNI along with other agencies and ministries, are working on other initiatives that have a direct impact on RD authorities, these include:

- The local government financial review working group, made up of staff from the province and UBCM, where work has been underway to review the local government finance system in B.C., analyzing the recommendations in the 2021 UBCM report, and discussing matters of mutual interest;
- Inclusive regional governance to explore First Nations' interests on RD boards (explore issues such as geographic implications/boundaries of the current RD system and alignment with First Nation territories, election mechanics, and service provision);
- Consideration of business licensing and enforcement authorities for RDs, as previously requested by RDs.

<p>Discussion questions – Are there specific RD challenges and legislative concerns that align with the current provincial priorities? What are the clearly defined problem statements/lack of authority for RDs not already accommodated for?</p>

Other Approaches and Tools

In the past, RD officials have expressed a range of concerns such as lack of regulatory authority – in some cases the authorities in question may exist or it may be facilitated through regulation (recent examples include fireworks and source separation regulations). Other identified concerns relate to some of the fundamental foundations of RD structures and principles – such as the principle that cost-recovery for services being matched with the beneficiaries of the service, or the unique ability of RDs to balance rural and urban interests. Any changes contemplated need to be evidence-based and targeted

and not be change for “a nice to have” versus a particular business or governance need for which a policy rationale exists and no other tools exist.

Discussion questions – given the inherent flexibility in the RD system, are there other tools or approaches that may address challenges that could support RDs in the absence of legislative changes?

Process for further engagement

Given the key and pressing priorities that the province is currently engaged on (e.g., housing and homelessness, climate change and emergency planning, health, and the opioid crisis) there are practical considerations about how the local government system (including municipalities and RDs) will partner and collaborate with the province to address these issues. MUNI remains committed to understanding the broad views and perspectives of local government officials (both regional and municipal) across BC on the issues facing their regions and communities including the need for legislative change. We will take under consideration the results of this session.

Discussion questions – Have inclusive, broad meaningful conversations about RD outcomes and authorities occurred across all RDs? And have those been shared with MUNI? How will RDs organize themselves to ensure that all voices will be heard?

LEGISLATIVE REFORM INITIATIVE: NEXT STEPS
UBCM ANNUAL CONVENTION, September 21, 2023
Summary of Session and What We Heard

SUMMARY OF SESSION

On September 21, 2023, the Regional District of Nanaimo, Fraser Valley Regional District (City of Chilliwack), Alberni-Clayoquot Regional District, and Don Lidstone, K.C., hosted an interactive, discussion-based session on legislative reform. The session was intended for both municipal officials as well as regional district officials because many aspects of municipal operations are contained in the *Local Government Act*.

The goals of the session were:

- to provide context and background about the Legislative Reform Initiative
- to discuss whether to proceed with the Legislative Reform Initiative
- to discuss options for the best path forward to steer the process

The Ministry of Municipal Affairs provided background and several questions to consider during the group's discussion (Attachment 1).

Approximately 80-85 people attended the session, indicating a broad interest in this evolving topic.

Concerns with the dated *Local Government Act* include restrictions on taxation and revenue sources, complexities in establishing services, and the lack of provisions in comparison with Section 8 of the *Community Charter* which gives municipalities powers to regulate, prohibit, and impose requirements by bylaw without provincial approval or establishing bylaws. Regional districts are limited in their legislative authority in comparison with municipalities in several key areas such as business licensing authority (which the province is now addressing as part of its efforts around short-term rental housing), subdivision approval, regulation of fireworks discharge, parking enforcement, tree management, and taxation and funding models. Further, social, political, and economic environments that local governments operate within continue to evolve in areas such as climate change, environmental stewardship, and a recognition of the importance of First Nations' participation in regional governance. These realities should be reflected in a modernized legislative framework.

During the session, Slido polls were used to conduct two "straw polls" of the participants, on these questions: 1) whether or not to proceed with the Legislative Reform Initiative, and 2) whether a UBCM working group or a joint local government project is the best path forward to steer the process.

The majority of participants indicated support for the Legislative Reform Initiative, and indicated their preference would be for a UBCM working group to steer the initiative. These polls were conducted to gain a sense of the sentiments of the session participants only, and are not assumed to represent the views of the UBCM membership as a whole.

WHAT WE HEARD

WHY A COMPREHENSIVE MODERNIZATION EFFORT IS NEEDED

- The Ministry of Municipal Affairs has made important incremental changes in the legislation over time, but a more comprehensive modernization project is needed.
- Extensive downloading of responsibilities from the Province to local governments has exacerbated the problems local governments face; outdated legislation prevents local governments from addressing these issues effectively.
- Over 90% of the province is rural and is not under the *Community Charter*; these areas should not be governed by legislation that was drafted in 1966.
- Regional districts and municipalities have restricted powers where they have delegated authority only, are not constitutionally protected, and have few tools or resources to address local problems.
- Particular challenges with the *Local Government Act* (LGA) raised by participants at this session:
 - responding effectively to emergencies and natural disasters
 - taking measures to mitigate the effects of climate change
 - dealing with old infrastructure and the ability to fund these projects solely through property taxes
 - population growth and migration from cities during the pandemic is rapidly changing the character of rural areas; incoming residents have higher expectations for services
 - incorporation should not be the only other governance option for rural areas; there should be an intermediate step available
 - Electoral Areas lack power and resources
 - business licensing authority¹ and subdivision approval are difficult for regional districts
 - small municipalities and regional districts are unable to fund necessary projects costing millions, such as recycling, dikes, etc., to continue to provide the quality of life that residents cherish in these communities.

CONSIDERATIONS FOR PURSUING LEGISLATIVE REFORM RAISED AT THIS SESSION

- The background and questions provided by the Ministry of Municipal Affairs were very helpful in this discussion.
- Need to identify and list specific, concrete, local community issues and distill them from a 10,000-foot level to provide the Ministry of Municipal Affairs with evidence for the need to modernize the *Local Government Act*.
- Legislative reform should be viewed as supporting the Province, not in conflict with the Province.
- The Ministry of Municipal Affairs should be involved from day one.
- The Ministry should provide funding for this initiative's research and policy work, as they have done for the Northwest Benefits Alliance.

¹ The Province is addressing this as part of its efforts around short term rental housing. Amendments to the *Local Government Act* allow Regional Districts to regulate and licence short-term rentals and other businesses in similar ways to municipalities [see link](#)

- What is working well in the legislation should be left as is.
- If legislative reform is successful in providing new powers and tools for local governments, that does not mean all local governments must use them.
- Islands Trust has an even smaller toolbox than municipalities and regional districts.
- Metro Vancouver has excellent models and best practices, especially in the area of climate change; we can borrow good ideas.
- Local governments need a legislative framework that recognizes the importance of, and facilitates working together with, First Nations in a respectful, effective, and inclusive manner.
- When First Nations participate at the Board level, it changes the conversation and the votes. Local governments often are not well informed regarding Indigenous rights and title.
- The inclusive governance goals in UNDRIP legislation and provincial action plans can be reinforced and worked on concurrently with the Legislative Reform Initiative.
- Need to consider 7 generations into future when modernizing the LGA.
- Planning and land use issues should not be included in this initiative.
- Several participants stressed the need to draft a new charter rather than revise portions of the LGA in a continuation of the “band aid” approach.
- Area associations of UBCM should be included in the conversation.
- A retired CAO or Chair could be a primary resource person for this project, conducting research and policy work and keeping the project on track.

DECIDING WHETHER TO PROCEED WITH THE LEGISLATIVE REFORM INITIATIVE

- **Slido poll #1:** Is there an interest in proceeding with the Legislative Reform Initiative? (96% yes, 4% no)

OPTIONS FOR STEERING AND MANAGING THE LEGISLATIVE REFORM INITIATIVE

Option 1: UBCM Executive could form a working group on legislative reform, comprised of representatives from municipalities, regional districts, First Nations, UBCM, and ministerial staff

Option 2: This could be structured as a joint local government project, with local governments contributing funding to form a working group on legislative reform, comprised of representatives from municipalities, regional districts, First Nations, UBCM, and ministerial staff

Considerations for Option 1:

Pros:

- UBCM has an efficient network, broad reach, consistency, research capacity, and impact with the province.
- UBCM can be representative.
- UBCM has already been doing some work on legislative reform, and has experience.
- UBCM can allocate resources if legislative reform is identified as a priority.
- Reporting back will happen at UBCM.

Cons:

- Last UBCM working group report in 2010 did not meet expectations.
- Some uncertainty on the part of some participants as to how a UBCM working group functions.
- A UBCM working group may be more distant from local governments than is ideal.

Considerations for Option 2:

Pros:

- May insulate the project from getting sidetracked, if the Province does not assist with resources for UBCM.
- With a group of passionate people committed to working together on the project, the Legislative Reform Initiative may not need UBCM.

Cons:

- Challenges with resources and capacity: initiative will require significant buy-in and continued long-term commitment from local governments in terms of funding and staff time.
- Difficult to achieve forward momentum “off the side of the desk”.
- The complex coordination required for the project will be a challenge.

➤ Slido poll #2:

- **Option 1:** UBCM Executive forming a working group (85% in favour)
- **Option 2:** Joint local government project (15% in favour)

NEXT STEPS

- A “What We Heard” document summarizing the session will be distributed to UBCM members.
- It is noted that although there was significant enthusiasm for the initiative, including from areas outside the AVICC region, some representatives indicated they would like additional information on the initiative.

UPDATE: December 2023

Following the UBCM Annual Convention, Douglas Holmes, CAO of the Regional District of Nanaimo had the opportunity to discuss the Legislative Reform Initiative and the September 21, 2023, interactive panel session with Gary Maclsaac, Executive Director, UBCM. Mr. Maclsaac is in the process of seeking direction on this matter from the President’s Committee.

Legislative Reform Initiative: Next Steps

To log into Slido for this session:

Join at slido.com
Enter code: #UBCM1

In Slido, please tell us where you are from and whether you are an EA Director or from a municipality.

Agenda

2:30-2:40

Welcome/introductions/objectives of session

2:40-3:40

Legislative Reform Initiative: A Summary

- Context and background
- Challenges with the Local Government Act
- 20 years of resolutions: a quick review
- Actions taken on this initiative
- Themes from previous sessions and discussions
- Priorities identified in previous discussions
- Background and questions from Ministry of Municipal Affairs
- Reflections from the panel and discussion
- **Decision: Is there an interest in proceeding with the leg reform initiative?**

3:40-4:20

Options for steering and managing the legislative reform initiative

- UBCM working group
- Joint local government project
- Other ideas
- **Decision: decide the best path forward to manage the initiative**

4:20-4:30

Conclusion/wrap up

Welcome and Introductions

- **Vanessa Craig**, Chair, Regional District of Nanaimo
- **John Jack**, Chair, Alberni-Clayoquot Regional District; Chief, Huu-ay-aht First Nation
- **Jason Lum**, Chair, Fraser Valley Regional District; Council Member, City of Chilliwack
- **Don Lidstone**, K.C., Managing Partner, Lidstone & Company

Objective of Today's Session

- Provide context and background about the Legislative Reform Initiative
- Decide whether to proceed with the Legislative Reform Initiative
- Decide the best path forward to steer the process

Legislative Reform Initiative: Context and Background

- Community Charter replaced Municipal Act 2003
 - Excellent piece of municipal legislation in Canada
- Local Government Act (LGA) created in 1966
 - Not overhauled in early 2000s as planned
- Comprehensive modernization of LGA has not been done
 - Accountabilities of RDs continuing to increase
 - RDs lack tools and authority to meet expanded responsibilities
 - Many aspects of municipal operations that need updating are in the LGA (planning)

Challenges with the Local Government Act

- Limits on legislative authority no longer supported by policy rationales
- Demographics/population growth/increased development/sparsely populated areas
- Business licensing, subdivisions, fireworks, parking, tree management
- Is such a distinction between authority of regional districts and municipalities still supportable?
- Revenue generation, models of taxation, funding for services – lack of flexibility in current paradigm

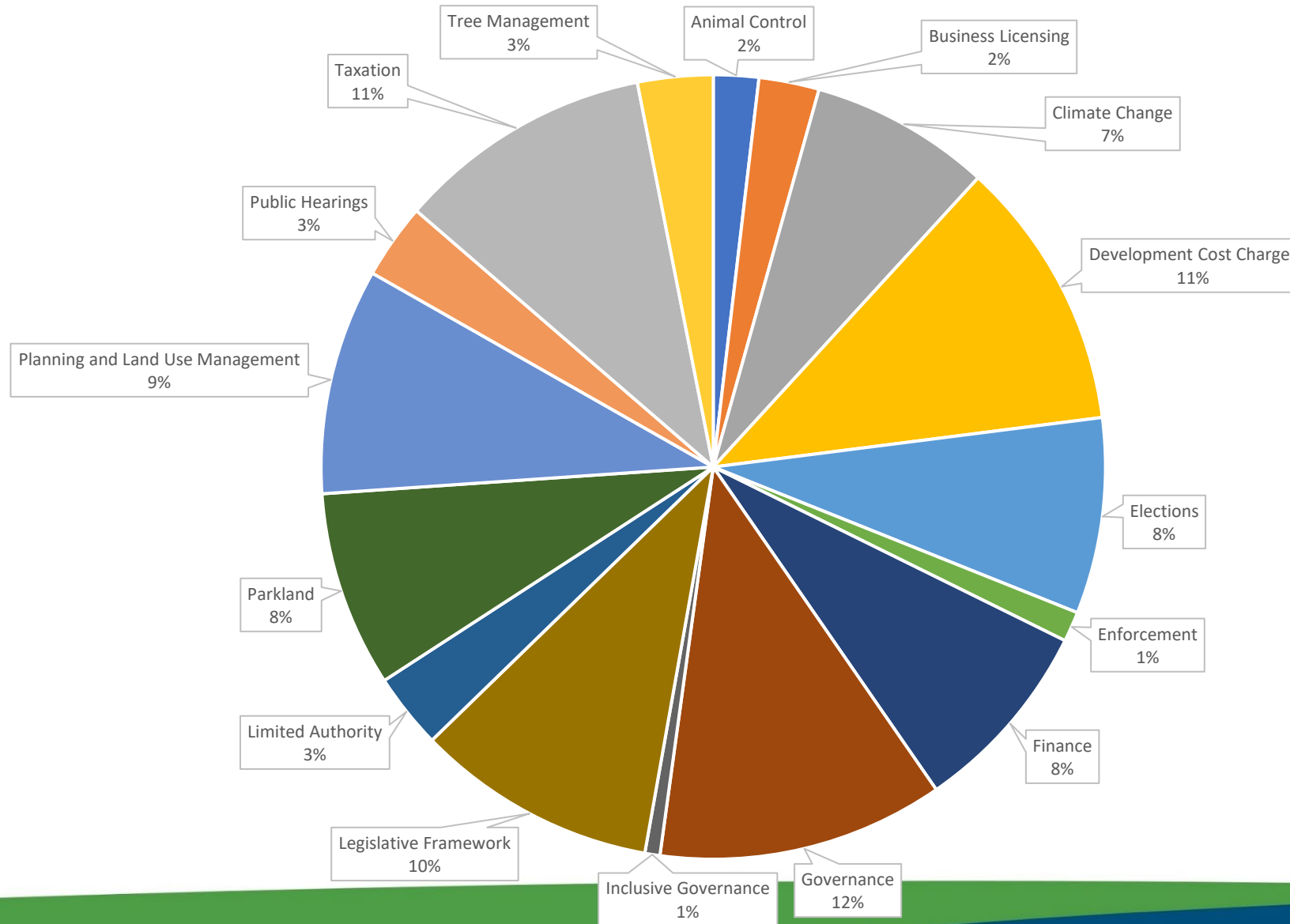
Challenges with the LGA (continued)

- Establishing services to optimize scale, cost distribution, fair participation
- Urban/rural friction
- Social, political, economic values have shifted significantly since legislation was drafted
- *The Province has implemented incremental legislative change over time - which is welcome and beneficial - but it is time for a comprehensive review and update.

20 Years of Resolutions: A Quick Review

- From 2003 to 2022, 161 endorsed resolutions specifically mentioned amending the Local Government Act. 34% were sponsored by regional districts. The rest are from municipalities.
- An additional 71 resolutions requesting an LGA amendment were submitted to UBCM for consideration and were either not endorsed or not admitted for debate.
- Of the 161 endorsed resolutions, three have called specifically for modernization of the LGA and one has called for the creation of a Regional District Charter.
- The 5 most common themes are:
 - Governance
 - Development Cost Charges
 - Taxation
 - Legislative framework
 - Planning and land use management

Resolutions At a Glance



Actions Taken on this Initiative

- **April 2021** – RDN initially presented this topic to Chair/CAO Forum for preliminary discussion
- **June 2021** – RDN and Don Lidstone hosted a half-day session with BC Chairs and CAOs to explore a collaborative effort to modernize the LGA
- **April 2022** - AVICC convention – RDN, ACRD and Don Lidstone hosted a 2-hour workshop with local governments to hear about areas needing reform, and to build support for interjurisdictional collaboration
- **September 2022** - RDN submitted resolution, endorsed by UBCM, proposing that UBCM work with Ministry and local government on this initiative

Actions Taken on this Initiative, cont'd

- **September 2022** – RDN and ACRD met with former Minister of Municipal Affairs Nathan Cullen to discuss moving project forward
- **March 2023** - Provincial response to RDN 2022 UBCM resolution on legislative reform received:
 - “The current framework mostly works well”
 - RDs can be innovative, creative in targeting issues
 - RDs should work with Ministry for tailored regulations
 - New tools/authorities must be based on a clear analysis
 - Consensus is needed for system-wide change
 - January 2022 “MOU on Local Government Financial Resiliency” (UBCM/Province) establishes a working group to review challenges

Actions Taken on this Initiative, cont'd

- **March 2023** – RDN again presented on this initiative to CAO Forum and Chairs/CAOs Forum to gather ideas and specific examples
- **April 2023** - RDN, ACRD and Don Lidstone hosted a second panel session at the 2023 AVICC Convention in Nanaimo, building on ideas from 2022 AVICC workshop and seeking guidance on how to move the project forward
- **September 2023** – UBCM Convention (Vancouver), RDN, ACRD, City of Chilliwack, and Don Lidstone hosting a third panel session, building on ideas from the April 2022 and April 2023 AVICC sessions, and seeking guidance on next steps, process and timeline, and priorities to be addressed

Themes from Previous Sessions and Discussions

- UBCM may be the most effective avenue for shepherding this initiative
- First Nations must be invited to be part of modernizing exercise
- A new legislative scheme should contemplate seven generations into the future; establish a framework responsive to future societal changes
- “Be careful what you wish for”: more authority may require more resources
- Ensure core task of modernizing legislation is not sidetracked by other issues
- RDs need more flexibility with revenue sources.
- Municipalities have authority to use fees to shape behaviour.

Themes from Previous Sessions and Discussions, cont'd

- Community amenity contributions should be addressed as part of this initiative
- Consultation with Boards, First Nations, stakeholders, developers, owners, citizens, Province is key
- Identify specific, concrete, local community issues to build ongoing grassroots pressure on local politicians
- Planning and land-use issues should not be included in this initiative
- Connect issues to ministerial mandates
- Capacity and resourcing (financial and staff time) will be major challenges for moving project forward

Priorities to Be Addressed: Ideas from March 2023 Chair/CAO Forum

- Legislative Powers
 - Clarify respective powers of Mayor and Council
 - Amending legislation that provides the ALC with powers to supersede the OCP and RGS
 - Give local governments time to make those changes within the land use plan in the OCP and RGS
- Weighted Voting Structure
 - EA Directors outvoted by municipalities (Planning and Land Use Management)
 - Unfair voting practices on RD assets/service establishment bylaws and their taxation with limited and ineffective representation

Priorities to Be Addressed: Ideas from March 2023 Chair/CAO Forum, cont'd

- Subdivision Approval
 - Maximum build-out to water availability to ensure sustainability. Water consumption needs to be met by raw water source without affecting other current infrastructure, forced to create potable water service
- Inclusive Governance
- Revenue Alternatives
 - Sales tax revenue alternatives, competing for grant funding
 - Ability to have additional revenue streams
 - Additional tools to meet residents' quality-of-life expectations

Priorities to Be Addressed: Ideas from March 2023 Chair/CAO Forum, cont'd

- Long-term Borrowing
 - For regulated infrastructure (water treatment) and essential services (sewer where there are health and/or environmental issues). Not requiring AAPs/referendums.
- Service Establishment – reduce complexity
- Business Licensing – enable RDs to have licensing
- Bylaw Enforcement – declared nuisances

Background and Questions from Ministry of Municipal Affairs

- Legislative reform is a resource-intensive process
- Need to demonstrate a clear gap in tools and authorities
- Must show a real need and a clear path
- Must be evidence-based and targeted
- Consider options other than legislative reform
- Provincial priority on affordability and housing supply presents urban/regional opportunities to participate in solutions

Background and Questions from Ministry of Municipal Affairs, cont'd

- Province has several other initiatives that impact regional district authorities (e.g., inclusive governance study, financial review working group, consideration of business licensing)
- Demonstrate how local government challenges align with provincial priorities
- Local government needs an effective process to organize this project and to enable broad, inclusive and meaningful consultation

Questions for Consideration from Ministry of Municipal Affairs

- Are there specific RD challenges and legislative concerns that align with the current provincial priorities? What are the clearly defined problem statements/lack of authority for RDs not already accommodated for?
- Given the inherent flexibility in the RD system, are there other tools or approaches that may address challenges that could support RDs in the absence of legislative changes?
- Have inclusive, broad, meaningful conversations about RD outcomes and authorities occurred across all RDs? And have those been shared with MUNI? How will RDs organize themselves to ensure that all voices will be heard?

Reflections from the Panel

Why this initiative is important...

Slido Poll:
Is there an interest in proceeding with
a legislative reform initiative?

YES

NO

Discussion: Options for Next Steps

- What process would be most effective to steer and manage this initiative?
 - UBCM working group
 - Joint local government-led project

A Refresher: Process Suggested at April 2023 AVICC Workshop

Option 1: UBCM Working Group

UBCM to manage this initiative; establish working group to steer the legislative review process:

- Working group comprised of reps from municipalities, regional districts, First Nations, UBCM, ministerial staff
- Research and policy work on the framework/approach to reviewing and modernizing the LGA
- Report back to UBCM membership in 2024 (if there is a resolution from the floor in 2023) or in 2025 (if resolution is submitted in 2024)
- Discuss pros and cons of this option (unified, centralized, broad reach, consistency, mechanisms in place)

Alternative Process To Consider

Option 2: Joint Local Government Project

Local governments could contribute funding to establish a working group to oversee the legislative review process.

- Working group possibly comprised of reps from municipalities, regional districts, First Nations, UBCM, ministerial staff
- Undertake research and policy work on the framework and approach to reviewing and modernizing the LGA
- Report back to UBCM membership? Local governments?
- Discuss pros and cons of this option (challenges with capacity, resources, complex coordination)

Slido Poll: Choose One Option

- Option 1: The Legislative Reform Initiative should be steered and managed by a UBCM Working Group.
- Option 2: The Legislative Reform Initiative should be steered and managed as a joint local government project.
- Option 3:

Conclusion and Wrap Up

- Action(s) depending upon results of today's polls
- RDN staff will follow up with a “What We Heard” document

Thank you!

SILGA Forest and Wildfire Management Webinar

Save the Date!

February 28th 12:00 pm – 1:30 pm

SILGA invites you to an interactive webinar on forest and wildfire management. These experts will focus on forest practices including science, policy and legislation to improve wildfire resiliency in BC. Join Doug Donaldson and Kevin Kriese with POLIS, RFP Murray Wilson and West Kelowna Fire Chief Jason Brolund for insights into how we can all help prevent and limit the damage from wildfires.



Doug is the Senior Wildfire Analyst for POLIS. He is the former MLA for Stikine and the former Minister of Forests, Lands, Natural Resource Operations and Rural Development.

Kevin is trained as a forester (BSF, UBC) and planner (MRM, SFU), and has a certificate in conflict resolution (JIBC). He worked for over 30 years for the B.C. provincial government designing and delivering land use plans, developing government-to-government agreements with Indigenous Nations, and leading organizational change.



Murray Wilson is a retired Registered Professional Forester who completed his working career as the BC and Manitoba Stewardship Manager for Tolko Industries.

Jason Brolund is the West Kelowna Fire Chief who led his members in battling the McDougall Creek Wildfire last summer.



This webinar is open to all elected officials and staff. Although there is no cost to participate in this session, you must register in advance to receive a link to log in. Please email the SILGA office at yoursilga@gmail.com.

CONFIDENTIALITY NOTICE: This communication with its contents may contain confidential and/or legally privileged information. It is solely for the use of the intended recipient(s). Unauthorized interception, review, use or disclosure is prohibited and may violate applicable laws. If you are not the intended recipient, please contact the sender and destroy all copies of the communication.

January 29, 2024

Brad Shirley
Fire Chief
500 2 Avenue NE, Box 40
Salmon Arms, BC V1E 4N2

Via email: bshirley@salmonarm.ca

Attention: Brad Shirley

RE: Transport Canada Protective Direction 36 – Information that may be made public at the discretion of designated Emergency Planning Official or other officials with in a Jurisdiction

Please find attached the information pursuant to Transport Canada Protective Direction 36 which may be made public at the discretion of the designated Emergency Planning Official or other designated officials in the jurisdiction.

The purpose of this information is assist with the public understanding of the types of dangerous goods moving in your community.

Traffic flows change from time to time and the information provided is only for the period described in the attachment. This information will be updated as prescribed by Protective Direction 36.

Sincerely,



Megan Schumacher
Manager Hazmat Programs
CPKC

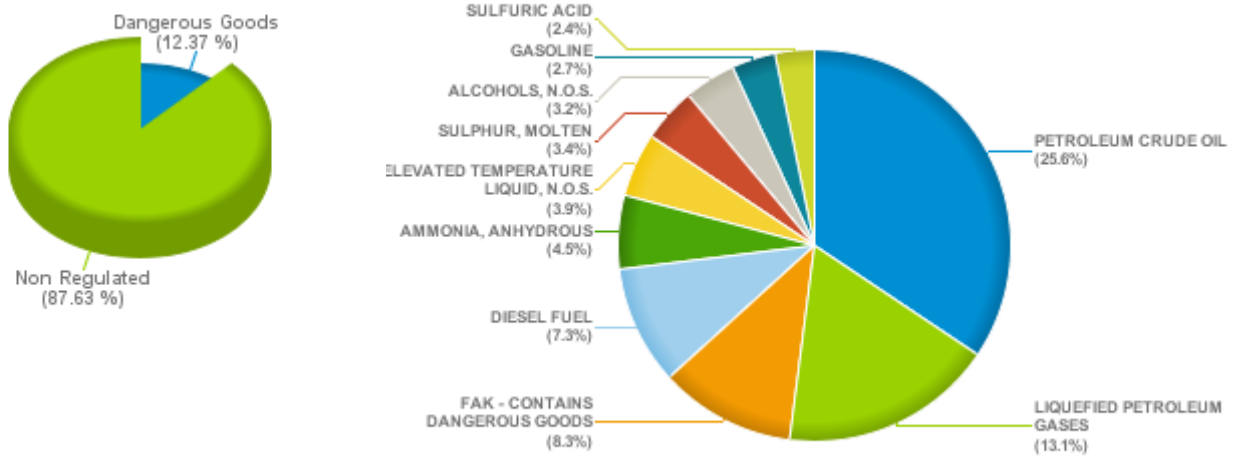
Phone: 403-319-6719

Email: hmreports@cpr.ca

This document is provided by CPKC pursuant to Transport Canada Protective Direction 36 for public disclosure of dangerous goods shipments on CPKC in the specified jurisdiction. It is not subject to a non-disclosure agreement. This information may be made public at the discretion of the designated Emergency Planning Official or other officials in the community to assist with public understanding of dangerous goods shipments moving in their community on CPKC.

Only 12% of loaded shipments on CPKC are regulated dangerous goods. The remaining 88% of loaded shipments are non-regulated products.

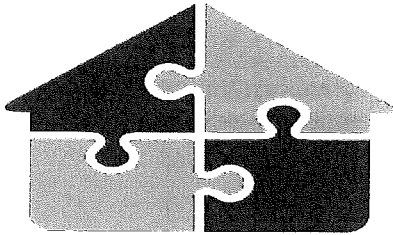
Top 10 Dangerous Goods Canada Wide



2023 Dangerous Goods Shipments in: Salmon Arm BC

These top 10 products comprise 84.62% of the dangerous goods shipments in the jurisdiction. The remaining 15.38% are many different products, each comprising 1.31% or less of the total.

Rnk	Proper Shipping Name	% of DG Shipments Locally
1	DIESEL FUEL	26.99%
2	FAK - CONTAINS DANGEROUS GOODS	21.87%
3	LIQUEFIED PETROLEUM GASES	14.93%
4	FUEL, AVIATION, TURBINE ENGINE	6.03%
5	ENVIRONMENTALLY HAZARDOUS SUBSTANCE, LIQUID, N.O.S.	5.82%
6	GASOLINE	2.72%
7	ELEVATED TEMPERATURE LIQUID, N.O.S.	1.83%
8	BATTERIES, WET, FILLED WITH ACID	1.58%
9	OCTANES	1.54%
10	ETHANOL AND GASOLINE MIXTURE	1.31%
	OTHER	15.38%



Home Sweet Home Summit

PRESENTED BY



CANADIAN
HOME BUILDERS' ASSOCIATION
CENTRAL OKANAGAN



Home Sweet Home: Locally-Made Solutions to Solve the Housing Gap

March 1, 2024 9:00 AM - 5:00 PM (PST ((GMT-08:00) Pacific Time - Vancouver))

Description

Join us for a groundbreaking summit, Home Sweet Home: Locally Made Solutions to Fix the Housing Gap on Friday, March 1st, from 9 am to 5 pm, dedicated to propelling housing development and its social impact. We are convening a diverse and committed group of individuals to address the urgent need for innovative solutions in the face of soaring housing prices in our communities.

Why now?

In most cities within the Central Okanagan, housing prices have reached unprecedented levels, placing the dream of home ownership out of reach for many. The housing crisis demands immediate attention, and we are determined to explore unique and innovative solutions that will make housing more accessible for everyone, both now and for future generations.

Our focus:

We're committed to expanding housing options beyond the usual focus of community organizations, with a special emphasis on developing "Missing Middle Housing." By uniting different groups, our goal is to create a collaborative environment where cross-sector actions can be formulated to make positive changes in the availability of market/missing middle homes in our community.

This summit will not only act as a platform for building understanding and common ground across various sectors with the aim of reshaping the current housing landscape but also empower participating groups during the day to ensure they depart with concrete plans and the determination to implement them.

Key objectives for the day:

- Break down barriers and activate connections to foster meaningful collaborations.
- Strengthen ties between public and private sector contributors to address market housing solutions.
- Ensure that all stakeholders in the local space feel heard and have an opportunity to contribute to real solutions for affordable housing challenges.

Interactive and action-focused:

This summit is not just a gathering; it's a call to action. We are creating an interactive environment designed to facilitate genuine collaboration across sectors. By the end of the day, we aim to see concrete, accountable actions that will drive positive change.



Keynote Speaker
Julia Deans - CEO - Habitat for Humanity Canada

Julia Deans is President & CEO of Habitat for Humanity Canada, a 46-local member federation focused on safe and affordable housing for all. With degrees from Queen's University, Columbia University and Osgoode Hall Law School, Julia practiced law with Torys LLP in Toronto and Hong Kong and built a business in Singapore before becoming CEO of CivicAction (<https://habitat.us11.list-manage.com/track/click?u=8df59c153d938903aab9fdc95&id=19d7b2b31a&e=5dd004d691>), Futurpreneur Canada (<https://habitat.us11.list-manage.com/track/click?u=8df59c153d938903aab9fdc95&id=d15689de95&e=5dd004d691>) and the Canada Children's Literacy Foundation (<https://habitat.us11.list-manage.com/track/click?u=8df59c153d938903aab9fdc95&id=2ad257466e&e=5dd004d691>), Chair of Ontario's Expert Roundtable on Immigration. She has been named to WXN's Top 100 Most Powerful Women, a YWCA Toronto Woman of Distinction, and a Woman of Influence Canadian Diversity Champion, and received the Pearson Centre for Progressive Policy Leadership Award, the Goodman School of Business Distinguished Leader Award, and le Prix Hommage RelèveON 2020. Julia has her ICD.D, is a director of InvestEco Capital and the Canada Post Community Foundation and is an Honorary Lieutenant-Colonel in the Canadian Armed Forces.

Don't miss this opportunity to be part of a movement dedicated to reshaping the future of housing. Save the date and join us on March 1st as we work together to make housing more accessible, innovative, and attainable.

Pricing

Free access for invited delegates. Email dan@chbaco.com (<mailto:dan@chbaco.com>) to learn more.

[View Event](https://members.chbaco.com/events/Details/home-sweet-home-locally-made-solutions-to-solve-the-housing-gap-957556?sourceTypeId=EmailInvita) (<https://members.chbaco.com/events/Details/home-sweet-home-locally-made-solutions-to-solve-the-housing-gap-957556?sourceTypeId=EmailInvita>)

Contact Information

Name: Dan @ CHBACO
Phone: (250) 861-3988
Email: dan@chbaco.com

See Less ...

Your Contact Information

Email address

Have a login? [Login Now](#)

Select Registration Options

Registration Information

Complete Registration

TO: His Worship Mayor Harrison and Members of Council

DATE: January 25, 2024

SUBJECT: Development Variance Permit Application No. VP-593 (Servicing)
Legal: Lot 1, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP133608, and Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan KAP60845, Except Plan EPP133608
Civic Address: 3941 20 Street NE & 3921 20 Street NE
Owner/Applicant: D. Paton and M. Kuster

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP – 593 be authorized for issuance to vary the Subdivision and Development Servicing Bylaw No. 4293, for frontage of Lot 1, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP133608, and Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan KAP60845, Except Plan EPP133608 waiving the requirement to install BC Hydro and Telecommunication services underground.

STAFF RECOMMENDATION

THAT: the motion for consideration be defeated.

PROPOSAL

The applicant is requesting to waive the requirement to place conduit for future placement of BC Hydro and Telecommunication services underground. The requirements were triggered by a two lot residential subdivision. A letter submitted by the applicant in support of their application is attached as Appendix 8.

BACKGROUND

The subject property is comprised of two parcels one is approximately 0.827ha (2.04ac) in area and the other is 0.203ha (0.50ac) (Appendix 1 to 3) and was recently subdivided. The subject parcels are designated in the Official Community Plan (OCP) as Residential Low Density and zoned R8 (Single Family Suite) (Appendix 4 and 5).

Adjacent land uses include the following:

North: Single Family Residence	Zoned R1
South: Single Family Residence	Zoned R1
East: Single Family Residence	
Single Family Residence & Suite Strata	Zoned A2 & R8
West: Single Family Residence	Zoned R1

In response to a two lot subdivision application, a Preliminary Layout Review (PLR) letter was issued in 2022. The PLR outlines conditions that a developer must complete prior to final subdivision approval. The Engineering Department provided a Servicing Report which outlined the servicing conditions and this response forms the basis of the PLR. In addition to several other conditions, the PLR stipulated that the owner is required to provide underground conduit for BC Hydro and Telecommunication services so that

should services be extended to lands beyond the subject property the conduit would be in place. In order to proceed with the final approval of the two lot subdivision the owner provided a cash security for the completion of the works. The security would be returned to the applicant should Council support the variance request. The subdivision plan is attached as Appendix 6.

COMMENTS

Engineering Department

The Engineering Department has provided comments which form the basis for the above staff recommendation. The Engineering Department comments are attached as Appendix 7.

As noted in the comments, while the undergrounding of wires is often perceived as an aesthetic requirement, underground wires are less susceptible to damage from environmental or human factors resulting in less interruption of services and extends the longevity of the services.

In this instance, staff note that if the conduit is not placed underground with this development the opportunities to install the services as per the bylaw through development are limited as the property on the opposite side of the road has subdivided and installed the services on the side of the road underground.

BC Hydro

BC Hydro has responded that they are able to provide service to the subject property either overhead or underground at the City's discretion.

Telus & Rogers

Both telecommunications operators have responded that they are able to provide service overhead or underground and would do so on the basis of the City's requirement.

Building Department

No concerns

Fire Department

No response

Public Consultation

Pursuant to the *Local Government Act* and City of Salmon Arm Development Variance Permit Procedures Bylaw notices are mailed to land owners within a 30m radius of the application. The notices outline the proposal and advise those with an interest in the proposal to provide written submission prior to the Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application will be held on February 12, 2024.

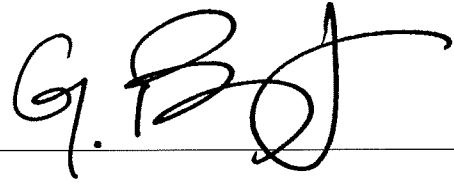
Planning Department

When considering servicing variances a number of factors are taken into consideration, including – purpose of the bylaw requirement and development potential of lands beyond a subject property. In the attached Engineering Report these considerations are detailed and summarized in the section above.

Waiving the requirement to install the conduit for underground servicing will place additional financial burden on the City for the improvements in the future or increase costs onto future developers of adjacent properties. Staff do not recommend the variances as requested by the applicant be granted.



Prepared by: Melinda Smyrl, MCIP, RPP
Manager of Planning and Building

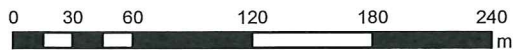
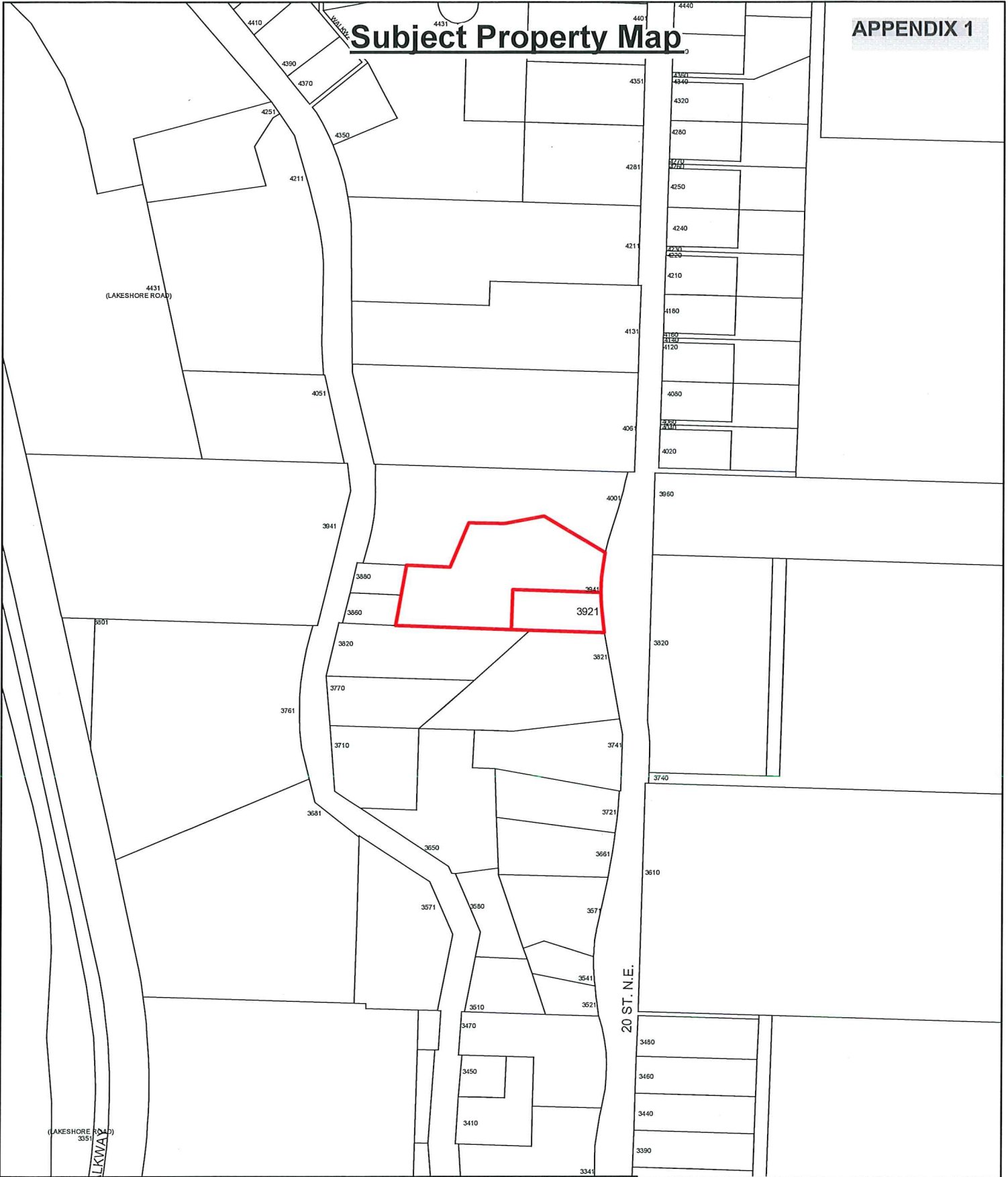


Reviewed by: Gary Buxton, MCIP, RPP
Director of Planning and Community
Services

Appendix 1: Subject Property Map
Appendix 2: Ortho Map 1 (Large Scale)
Appendix 3: Ortho Map 2 (Small Scale)
Appendix 4: OCP Map
Appendix 5: Zoning Map
Appendix 6: Subdivision Plan
Appendix 7: Engineering Report, dated July 28, 2023
Appendix 8: Applicant Letter, dated October 26, 2023

Subject Property Map

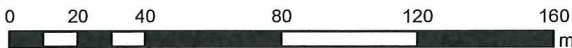
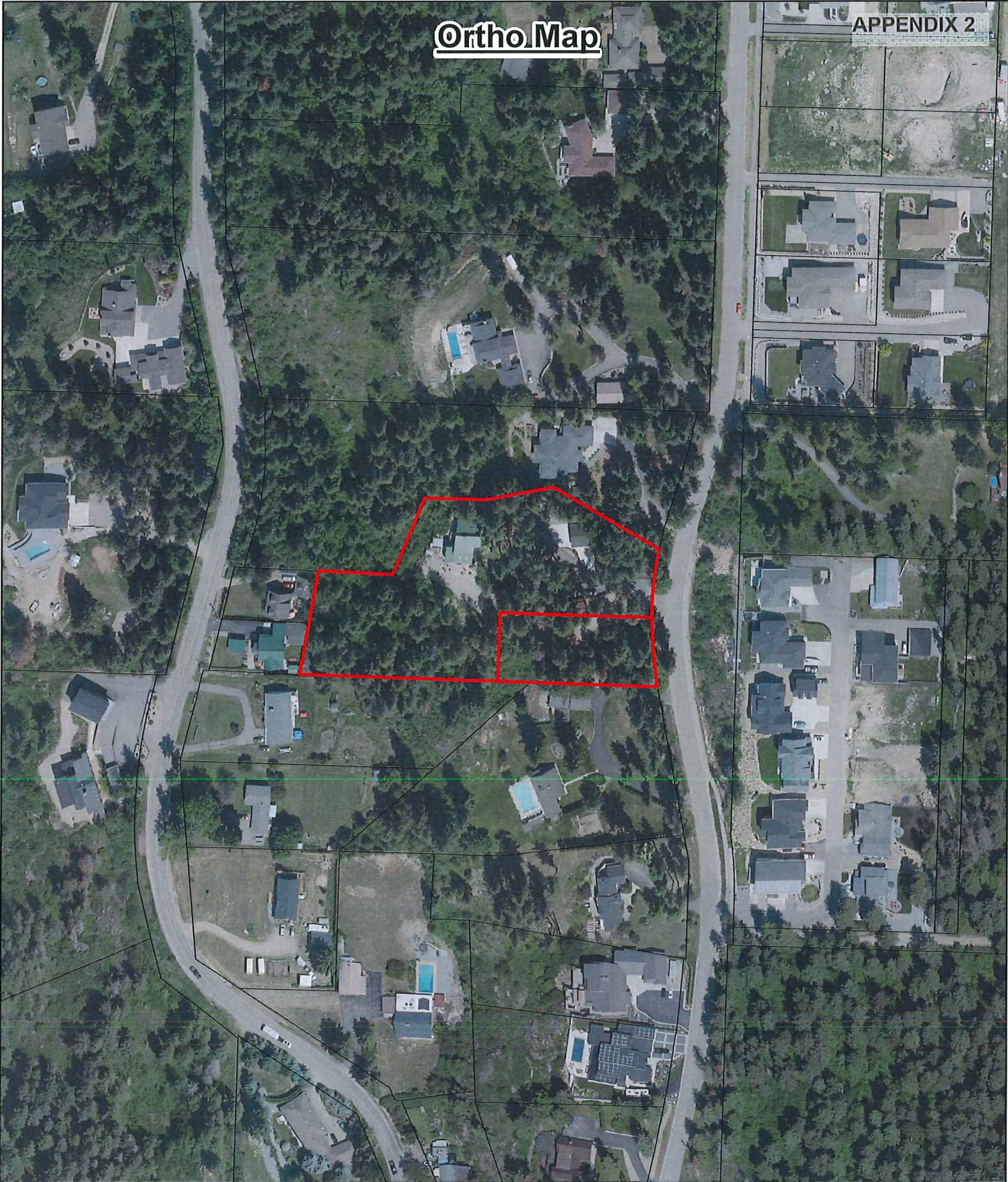
APPENDIX 1



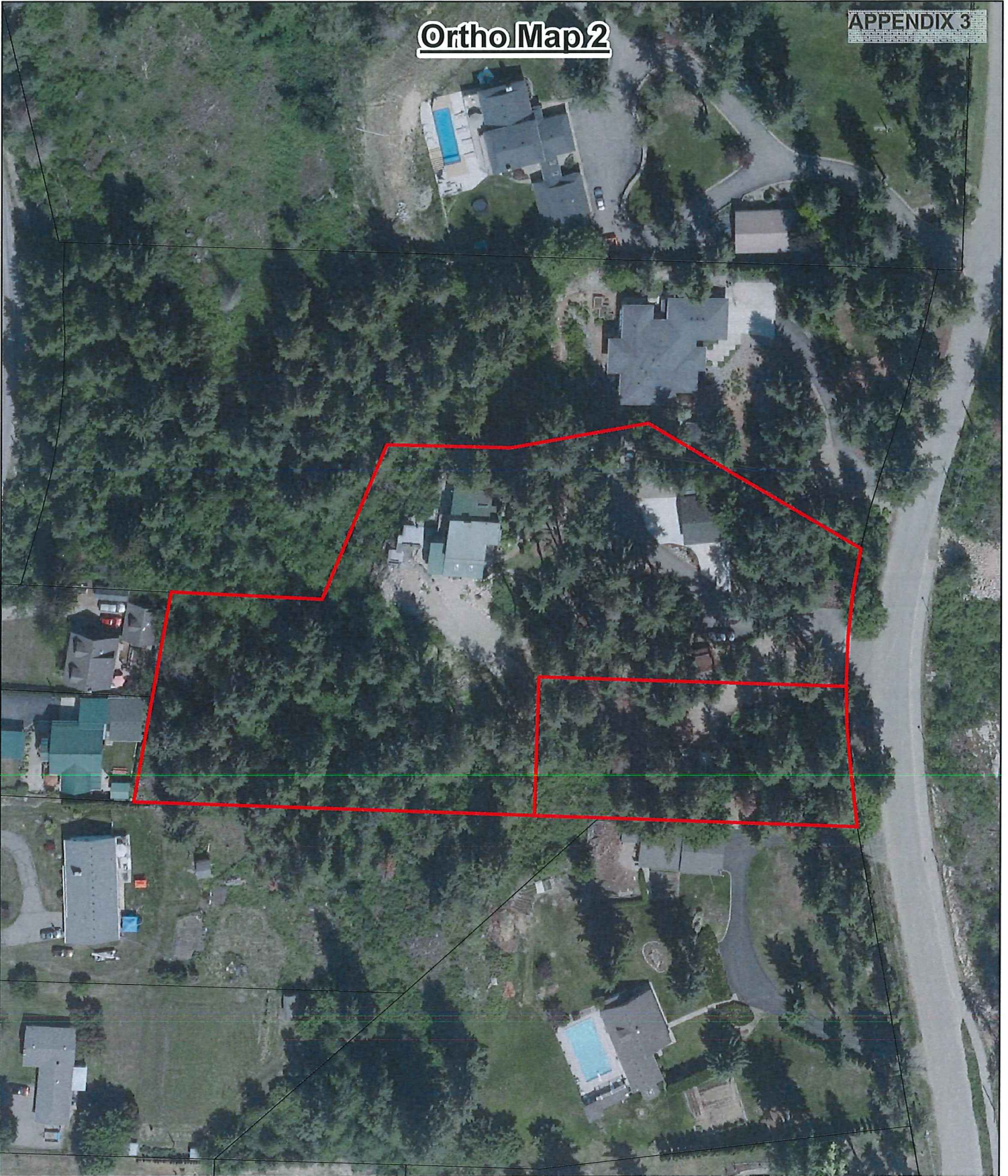
 Subject Property
 Parcels

Ortho Map

APPENDIX 2



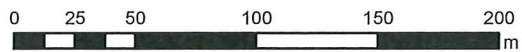
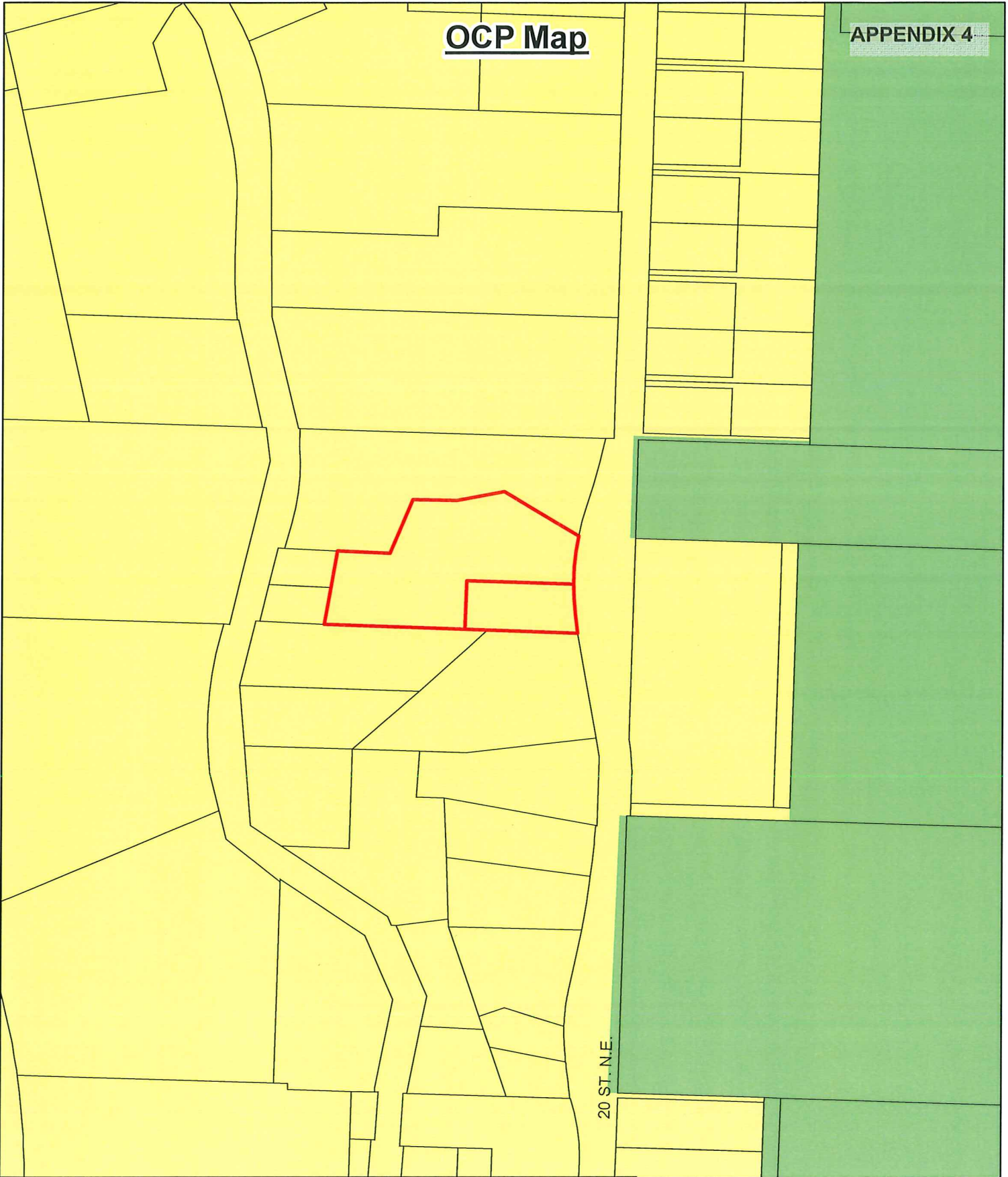
-  Subject Property
-  Parcels



-  Subject Property
-  Parcels

OCP Map

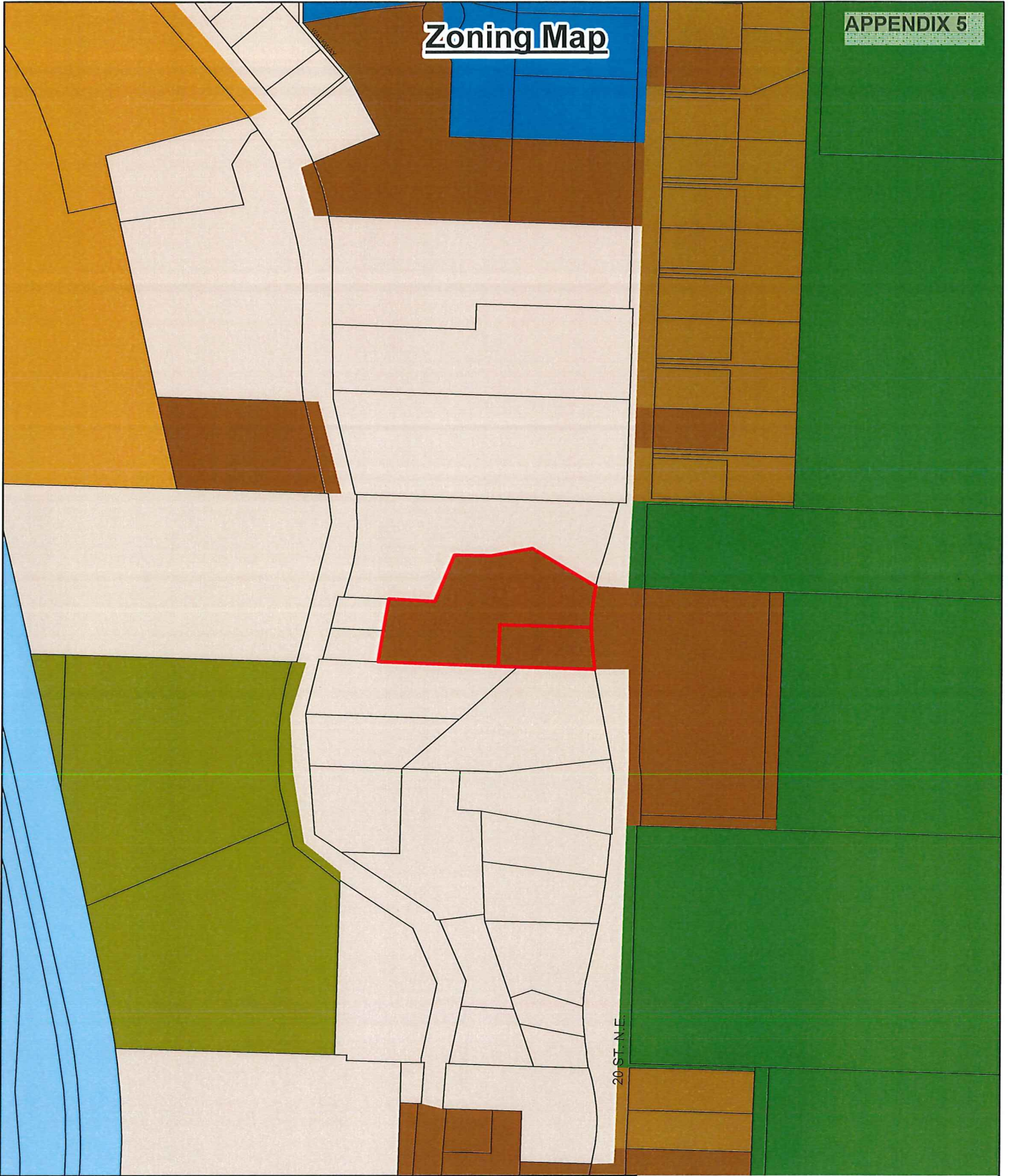
APPENDIX 4



-  Subject Property
-  Acreage Reserve
-  Parcels
-  Residential - Low Density

Zoning Map

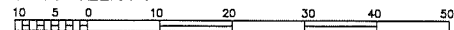
APPENDIX 5



- | | | | | | |
|---|------------------|---|-----|---|-----|
|  | Subject Property |  | A-2 |  | R-4 |
|  | Parcels |  | A-3 |  | R-7 |
| | |  | P-1 |  | R-8 |
| | |  | R-1 |  | R-9 |

Subdivision Plan of Part of
Lot 2, Sec 25, Tp 20, Rge 10,
W6M, KDYD, Plan KAP60845

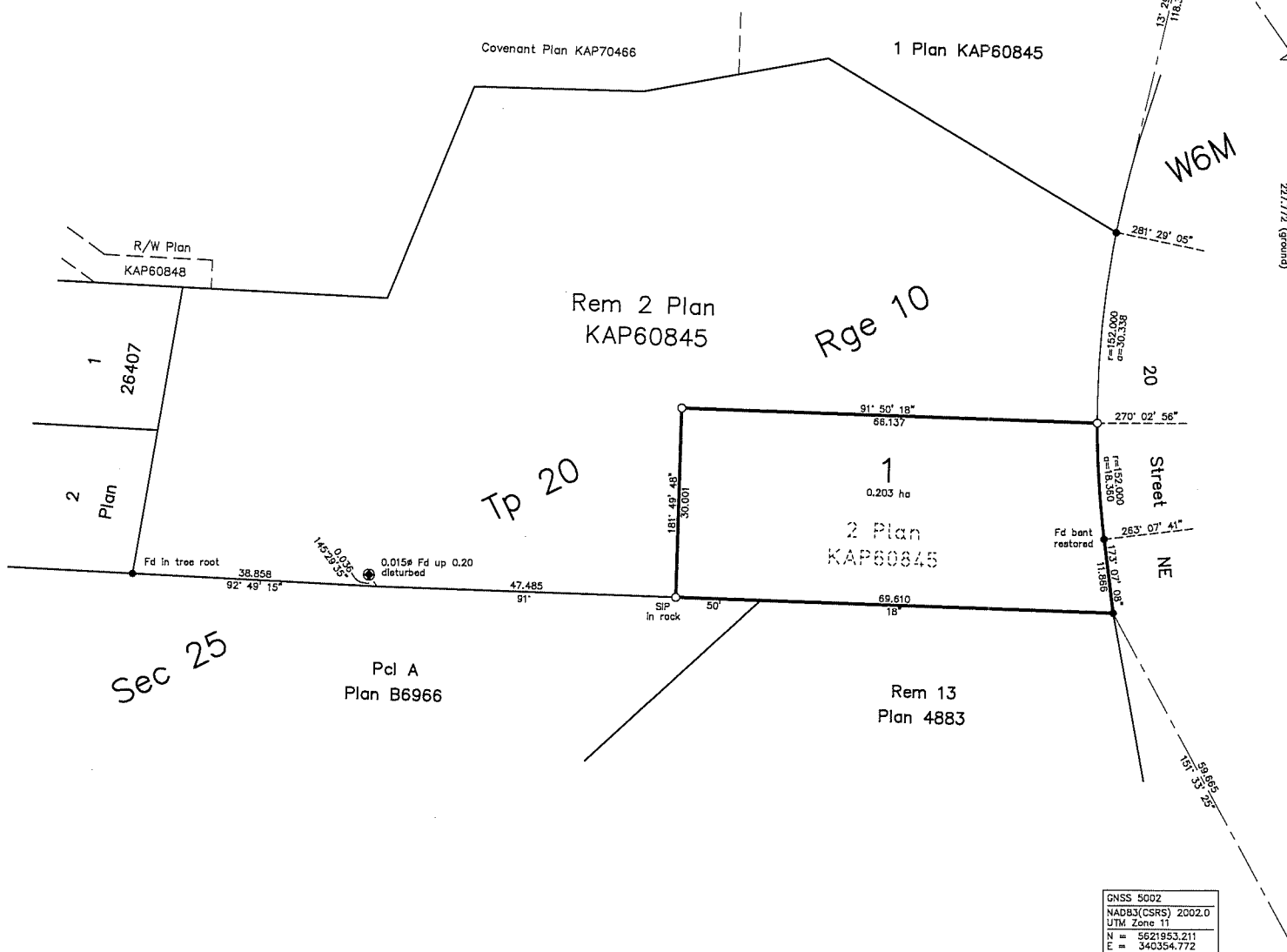
BCGS 82L.074



All distances are in metres.

The intended plot size of this plan is 560mm in width by 432mm in height (C size) when plotted at a scale of 1:500

GNSS 5038
NAD83(CSRS) 2002.0
UTM Zone 11
N = 5622180.947
E = 340354.486
Estimated absolute accuracy = 0.07m



GNSS 5002
NAD83(CSRS) 2002.0
UTM Zone 11
N = 5621953.211
E = 340354.772
Estimated absolute accuracy = 0.07m

GNSS 5038

GNSS 5002



LEGEND

Grid bearings are derived from differential dual frequency GNSS observations and are referred to the central meridian of UTM Zone 11.

This plan shows horizontal ground level distances, unless otherwise specified. To compute grid distances, multiply ground level distances by the average combined factor of 0.9998421. The average combined factor has been determined based on an ellipsoidal elevation of 452.4 metres.

The UTM coordinates and estimated absolute accuracy achieved are derived from differential dual frequency GNSS observations post processed using the Natural Resources Canada Precise Point Positioning Service.

- Standard Iron Post Found (OIP)
- Standard Iron Post Placed (IP)
- △ Traverse Hub Placed
- ⊙ Non-Standard Iron Post Found
- Fd Denotes Found

This plan lies within the jurisdiction of the Approving Officer for the City of Salmon Arm

This plan lies within the Columbia Shuswap Regional District

The field survey represented by this plan was completed on the 24th day of October, 2023 Mark R. Mason, BCLS (929)

BROWNE JOHNSON LAND SURVEYORS
B.C. AND CANADA LANDS
SALMON ARM, B.C. 250-832-9701
File: 448-23 Fb.R139 p.79
448-23.raw

TO: Director of Development Services
DATE: 12 December 2023
PREPARED BY: Mustafa Zakreet, Engineering Assistant
SUBJECT: **VARIANCE PERMIT APPLICATION FILE NO. VP- 593**
OWNER: **M.&D. Paton**
AGENT: **Franklin Engineering Ltd**
LEGAL: Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan KAP60845
CIVIC: **3941 – 20 Street NE**

Further to the request for variance dated November 07, 2023; the Engineering Department has reviewed the site and offers the following comments and recommendations relative to the requested variances.

The applicant is requesting that Council waive the requirements of the Subdivision and Development Servicing Bylaw No. 4293 (SDSB) to install Hydro and Telecommunication underground on 20 Street NE.

Background:

A subdivision application for the subject parcel was submitted in January 28 2023. The SDSB requires full upgrade of the roads, works and services within the property's frontages. This helps to bring the existing City roads closer to the current approved standards.

Upgrading 20 Street NE to the current standards includes, curb & gutter, boulevard construction, street drainage and underground hydro and telecommunications. (**\$56,196** as per the attached estimate- Paton Design Inc)

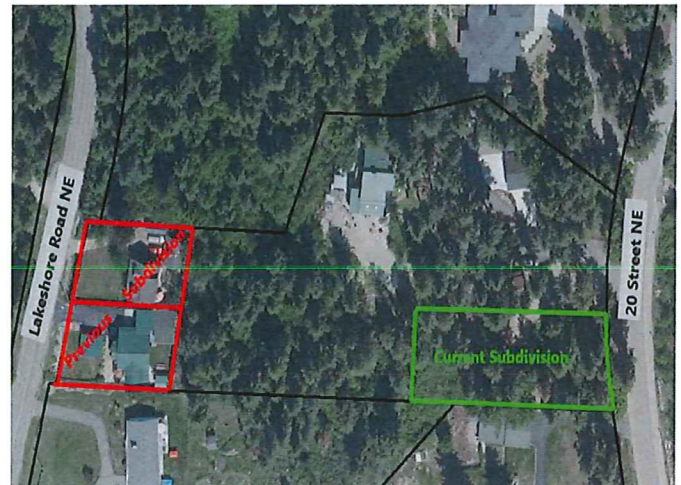


Figure 1 The Proposed Lot Locations and Frontages

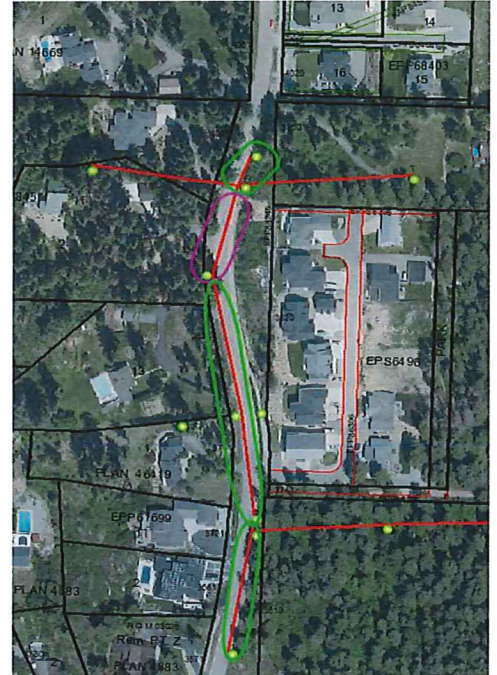
The City has been holding funds in a future works account since the previous subdivision in 1997. The sanitary portion of this fund was used to pay the **\$15,032** latecomer fee imposed on the subject property. Additionally, the fund contributed **\$36,976** towards the frontage work. As a result, the owner was responsible for **\$19,220** of the frontage works.

In order to finalize the subdivision, the owner paid a security deposit, signed a servicing agreement with the City, and completed the construction of the curb and gutter, boulevard and street drainage. However, the owner received an invoice from BC Hydro for putting the Hydro line underground, which was significantly higher than the estimated cost provided by the engineer.

Waive the requirement to put Hydro and Telecommunication underground

The SDSB requires that overhead Hydro and Telecommunication distribution lines are relocated underground across the frontage of the subject property. The primary motivation for undergrounding the wires is often perceived to be aesthetic. However, underground wires are less susceptible to damage from environmental or human factor resulting in less interruption of service. Additionally, underground hydro systems exhibit longer lifespans and enhanced safety measures.

Staff have generally been supporting variances to the requirement to underground existing Hydro and Telus where lines have little chance of being undergrounded for substantial sections (There is less chance of service disruption if all wires are consistently above or below ground rather than piece-meal). However, 20 Street NE between Lakeshore Road and 45 Avenue NE has had approximately 2/3's of the overhead lines placed underground through development to-date with potential for the remainder to be completed through future development including the subject property.



Given that the property in question is being subdivided and the property on the opposite side is already subdivided, there is virtually no chance for the overhead power line to be relocated underground if this variance is granted which will put pressure on the City to complete the work using general taxpayer revenue.

The cost estimate for this requirements submitted by Franklin Engineering is \$8,251 for Hydro and \$8,251 for Telus as per section 7 of the submitted estimate. (Please see Appendix B)

The new BC hydro Estimate is \$32,066.00

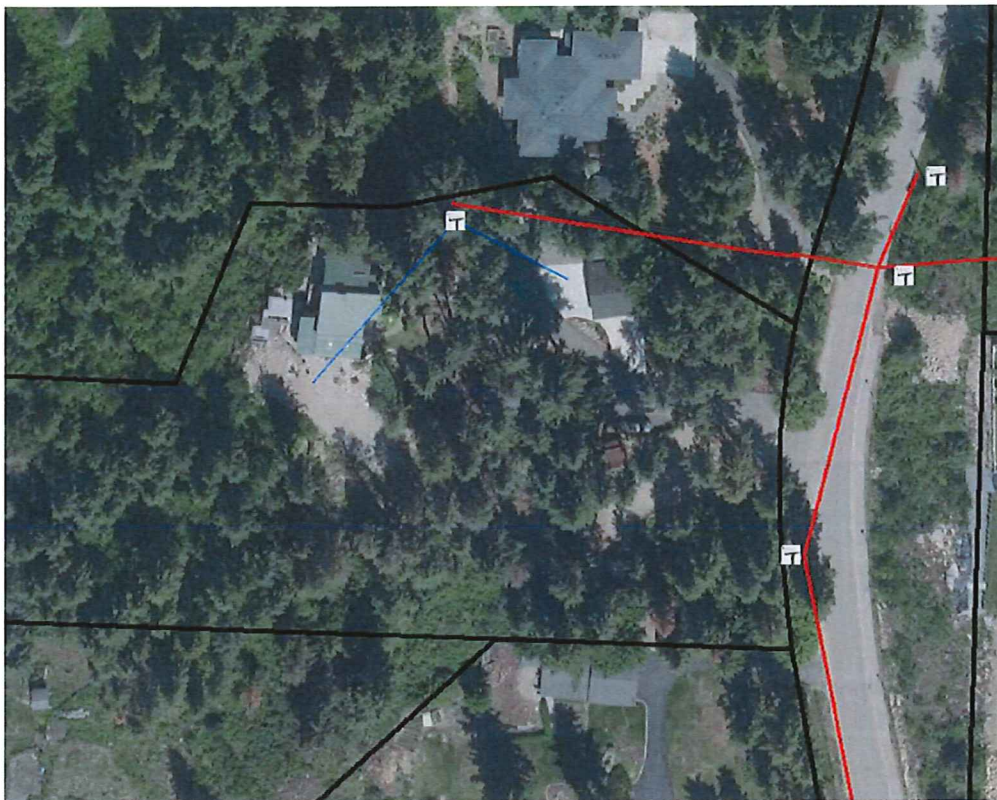
Recommendation:

The Engineering Department recommends that the requested variance to waive the requirement to install Hydro underground along the frontage of the subject property on 20 Street NE be denied.

Mustafa Zakreet, EIT
Engineering Assistant

Jennifer Wilson, P.Eng
City Engineer

Appendix A- The location of the overhead Hydro and Telus



Appendix B Cost Estimate Used

Schedule of Quantities - Offsite Works

23-005 - 3941 20th St NE, Salmon Arm

ITEM	MMCD Reference	DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL
1.0	Division 01	General Requirements				
1.01	-	Mobilisation/Demobilisation included in respective sectional quote total sections	LS	0		
1.02	-	Survey layout Pinpoint	LS	1	\$1,800.00	\$1,800.00
1.03	-	Tree removal Quoted by: Jack Shaule Falling and Trimming	ea	3	\$1,500.00	\$4,500.00
1.04	-	Boulevard grading including turf	m ²	375	\$8.95	\$3,356.25
General Requirements Sub-Total						\$9,656.25
2.0	Division 32	Road & Site Improvements				
Notes: Rates to include all testing and provision of quality assurance to the engineer in accordance with the City of Salmon Arm Development Servicing Bylaw.						
2.01	31 22 16.1	Remove asphalt and compact road subgrade Quoted by Action paving	m ²	100		\$1,100.00
2.02	32 11 16.1	Supply and install Granular SubBase (400mm thk) Quoted by: Blackburn	m ³	40	32.99 + delivery	\$1,700.00
2.03	32 11 23	Supply and install Granular Base (75mm thk) Quoted by: Blackburn	m ³	8	35.26 + delivery	\$375.00
2.04	32 12 16	Supply and install Asphalt Paving (65mm thk) Quoted by Action paving	m ²	100		\$6,500.00
Road & Site Improvements Sub-Total						\$9,675.00
3.0	Division 32	Curb and Sidewalk				
Notes: Rates to include all testing and provision of quality assurance to the engineer in accordance with the City of Salmon Arm Development Servicing Bylaw.						
3.01	03 30 20	Curb and gutter - Letdown Quoted by: Geyser Contracting	m	16	\$185.85	\$2,973.60
3.02	03 30 20	Curb and gutter - Highback Quoted by: Geyser Contracting	m	50	\$185.85	\$9,292.50
Curb and Sidewalk Sub-Total						\$12,266.10
6.0	Division 33	Utilities - Stormwater				
Notes: Rates to include all testing and provision of quality assurance to the engineer in accordance with the City of Salmon Arm Development Servicing Bylaw.						
6.01	33 30 01	200mm DR35 Pipe (catch basin lead) supplied from: Andrew Sheret Sept 25/23	m	6		\$597.14
6.02	33 44 01	Catch basin, lid, frames, and grates 750 in highback curb Quote by: Leko	ea	1		\$1,500.00
6.03		Installation Quote by: Geyser Contracting		1		\$6,000.00
Stormwater Sub-Total						\$8,097.14
7.0	Division 26	Electrical				
7.01	26 56 01	75mm DB2 Hydro duct c/w trenching	m	60	\$137.52	\$8,251.20
7.02	26 56 01	100mm DB2 Telus duct (primary)	m	60	\$137.52	\$8,251.20
Electrical Sub-Total						\$16,502.40
ESTIMATE SUB-TOTAL:						\$56,196.89

Appendix C BC Hydro Invoice



Prepared for
MICHELLE M PATON
 3941 NE 20 ST
 SALMON ARM BC V1E 2G9
 CANADA

Account number 12377485 Invoice number 51286270 Invoice date Sep 28, 2023 Page 1 of 2

Invoice details

Design Number: 0004895766
 Project Site: 3941 20ST NE, SALMON ARM BC V1E2G9

Customer share of construction costs	\$49,834.00
Less: Calculated value of work completed by customer	(\$17,768.00)
Net Construction Cost	\$32,066.00
GST 5% (GST Registration #R121454151)	\$1,603.30
Less: Credit for Design Deposit	(\$500.00)
Invoice Total	\$33,169.30
PRIOR ACCOUNT ACTIVITY	
Design Deposit Invoice	\$500.00
Payment	(\$500.00)
Total	\$0.00

ACCOUNT BALANCE OWING	\$33,169.30
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Account Balance Owning

\$33,169.30

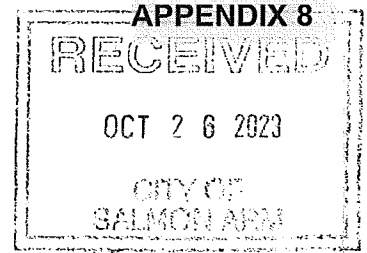
Payment required before work can start. Invoice is valid for 90 days. After December 27, 2023, a new estimate and invoice will be generated.

To avoid delays to your project, please pay your invoice via online banking or in person at your bank and:

1. Select BC Hydro as a payee
2. Enter your Account Number 12377485

To ensure your payment is properly credited towards your project, please include the account number shown on this bill. Do not pay using the invoice number.

Kindly note that your local BC Hydro office will not accept payments for your design project. Payments by cheque may take up to 10 working days to process. This invoice is valid for 90 days.



October, 26, 2023
RE: Subdivision Variance
Property Location: 3941 20st NE Salmon Arm, BC
Owners: Dennis & Michelle Paton

To whom it may concern

Please find herein our letter for consideration to vary the current requirements for BC Hydro and Telus underground conduit as it pertains to our subdivision that is now well underway and close to completion. As property owners and business members in the community we take pride in being contributing members, maintaining and keeping Salmon Arm an incredible place to live. In saying that we have adhered to and complied with all the requirements that were placed on this singular subdivision of the .5 area off our 2.54 primary residence. While it was never our intent nor position to question and or argue with the subdivision requirements the Hydro (and Telus as a result) service requirements for instalment of the underground conduit across the frontage of the property in its entirety has astronomically changed things. The costs that were laid out to us initially and with all initial conversations with services have now greatly varied exponentially. I have been in conversations with the service providers and am hopeful we can find a suitable solution for servicing the new lot with the power source already at the lot line.

In accordance with densification and future development intentions we were required to, and complied with removing all of the shrubbery, well established trees and privacy essentially across the whole frontage of the property, our residence and the new lot to allow for the grading and curbing upgrades. This has neighbors not so happy with changing the looks and removing privacy, which will be slightly more affected by the requirements to decommission and upgrade our water lines coming to the principle residence as well as the septic/sewer which is unavoidable and hopefully will be forgiven by these neighbors. We understand these upgrades support future intentions for the possibility of development(s) that may or may not occur and again did not ask for variance even though all services to the principal residence are in perfect running order with no issue or concern. We were also required to tear up and relocate our established and landscaped driveway and another beautiful full grown healthy tree (and possibly 3 more huge trees) to accommodate the new driveway we are required to put in place due to the updated requirements for the grading, curbing and boulevard. This as well we understand will allow for any possible future developments etc.

With regards to the need for densification and the encouragement for subdividing that seemed to be implied to support these initiatives, we chose to proceed. I am hopeful that your team can take into account our situation and efforts to complete all the upgrades; it has not been easy and is proving to not be feasible as we come to the final requirement for the Hydro and Telus services with the current requirements in place as they are. We ask for a variance on the BC Hydro, and Telus, underground portions only, opting to leave the existing property and working services in place as they are. There are no intentions immediate and or in the future for us on our principal residence for any further densification, upgrades and or developments, nor is it determined that it would even be suitable to do so; my question then is, is it suitable to expect us to front these astronomical costs for something intended for the prospect of, or possibility of when we cannot even know when, if, or how that might look and or if the requirements at that unforeseen time might be. In discussion and attempts to navigate and comply with these specific requirements for BC Hydro/Telus, electrical companies including RH and Prime as well as BC Hydro planning department advisors, have advised that the requirements are above and beyond what they have seen for singular subdivisions and getting services to the lot line considering what is already there being readily accessible and extremely more economical to achieve. We are working hard to complete this subdivision so as to cause the least amount of disturbance to our neighbors and traffic etc, it is with my sincerest hope the facts and documentation to support my request are considered and we can complete the subdivision with the last service staying overhead as it is currently on ours and neighboring properties. Thank you kindly for taking our request into consideration.

Sincerely,
Dennis & Michelle Paton

Rhonda West

From: Barb Puddifant
Sent: Monday, February 5, 2024 9:45 AM
To: Rhonda West; Melinda Smyrl
Subject: FW: [External] Variance request, 3941 20 St NE & 3921-20 Ave NE ,Salmon Arm

From: Ralph Segreto [REDACTED]
Sent: Friday, February 2, 2024 11:25 PM
To: Barb Puddifant <bpuddifant@salmonarm.ca>
Subject: [External] Variance request, 3941 20 St NE & 3921-20 Ave NE ,Salmon Arm

We are Mr Paton's and Mrs. Kusters neighbors at [REDACTED] ST NE and we are writing to advise we have no issues with the variance request.

Marian and Ralph Segreto
[REDACTED]